

OGDENSBURG BRIDGE & PORT AUTHORITY
PERSONNEL COMMITTEE MEETING
MONDAY, JULY 31, 2023

A meeting of the Personnel Committee of the Ogdensburg Bridge and Port Authority was held in the boardroom of the Administration Building on Monday, July 31, 2023 at 5:00 PM.

The following were present:

Jennifer Quirk-Pickman, Committee Chair
Vernon D. Burns, Board Chair
Steven J. Lawrence, Executive Director
Patricia A. Nisco, Chief Financial Officer
Anthony Adamczyk, Director of Economic Development
Charlie Garrelts, Airport Manager

ABSENT: Toni Kennedy, Committee Member
James D. Chase, Director of Operations

Jennifer Quirk-Pickman, Committee Chair, called the meeting to order at 5:19 PM.

1. Business Items

a. Wage Transparency Law

Chief Financial Officer/Director of Human Resources, Patricia A. Nisco, reported that New York State has put into effect a law that requires employers to post the annual salary or hourly wage when advertising positions. The OBPA already does this.

b. Sexual Harassment Law Update

Chief Financial Officer/Director of Human Resources, Patricia A. Nisco, reported that our advisor, Ned Hirt with One Digital, has indicated that some language has been added to the Sexual Harassment Law. He will be sending the wording over to be added.

- There are two more additions to the protected categories that you cannot discriminate: citizenship and immigration status.
 - In June, a law was put into effect that employers must provide a lactation room for nursing mothers that has running water and a refrigerator. All these updates will be added to the handbooks.
- c. Personnel Committee Chair, Jennifer Quirk-Pickman, stated that there was a need for Executive Session under §105 item f of the Open Meetings Law to discuss the matters leading to the appointment, employment, promotion, demotion, discipline, suspension, or removal of a particular person or corporation.
- d. Coming out of Executive Session, Personnel Committee Chair, Jennifer Quirk-Pickman, stated there were two orders of business to move forward with:
- Motion to make a recommendation to bring a part-time position to the Airport to the full Board at the Board meeting on August 10th made by Board Chair, Vernon D. Burns, seconded by Personnel Committee Chair, Jennifer Quirk-Pickman.
MOTION CARRIED.
 - Motion to make a recommendation for a Medicare Supplement plan for employees 65 and older to be added to the OBPA offerings to be brought to the full Board at the Board meeting August 10th made by Board Chair, Vernon D. Burns, seconded by Personnel Committee Chair, Jennifer Quirk-Pickman.
MOTION CARRIED.

On a motion by Board Chair, Vernon D. Burns, seconded by Jennifer Quirk-Pickman, the Personnel Committee Meeting adjourned at 6:06 PM.

Jennifer Quirk-Pickman
Committee Chair