

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Regular Meeting Minutes
October 8, 2015

The Regular meeting of the Onondaga Civic Development Corporation was held on Thursday, October 8, 2015 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the 1st floor.

Ben Dublin called the meeting to order at 8:31 am with the following:

PRESENT:

Len Manfrates
Alison Miller
Ben Dublin
Matthew Marko

ABSENT:

Cydney Johnson
Ravi Raman

ALSO PRESENT:

Julie Cerio, President/CEO
Chris Andreucci, Counsel
Honora Spillane, Secretary
Karen Doster, Recording Secretary
Steven Coker, Office of Economic Development
Kim Jakway, ICM Controls
Warren Davis, JMA Wireless
Peggy Chan, O'Brien & Gere

APPROVAL OF REGULAR MEETING MINUTES – SEPTEMBER 25, 2015

Upon a motion by Alison Miller, seconded by Matthew Marko, the OCDC Board approved the regular meeting minutes of September 25, 2015. Motion was carried unanimously.

TREASURER'S REPORT

Honora Spillane gave a brief review of the Treasurer's Report for the month of September 2015.

Upon a motion by Alison Miller, seconded by Matthew McAnaney, the OCDC Board approved the Treasurer's Report for the month of September 2015. Motion was carried unanimously.

PAYMENT OF BILLS

Honora Spillane gave a brief review of the Payment of Bills Schedule #053.

Upon a motion by Alison Miller, seconded by Matthew McAnaney, the OCDC Board approved the Payment of Bills, Schedule #053 with General Expenses being \$50,075.19 and Marketing Expenses being \$2,451.96. Motion was carried unanimously.

CONFLICT OF INTEREST

The Conflict of Interest was circulated and there were no comments.

ICM CONTROLS

Kim Jakway stated that ICM Controls are looking at one Blackbelt and 6 Greenbelts to be training. She stated that they had 8 Greenbelts last time and they decided to add another 6 this time around which they will end up with 14 Greenbelts and 3 Blackbelts. She stated that ICM is a vertically integrated company and they manufacture thermostats, timers and pool and spa. She stated that they have engineering and they manufacture their own plastics so their products are all USA made. She stated that they have about 210 employees.

Honora Spillane stated that they are located in Hancock Airpark. She stated that the training will be done with TDO. Kim Jarkway agreed.

Alison Miller asked if ICM is locally owned. Kim Jarkway stated yes.

Upon a motion by Leonard Manfrates, seconded by Alison Miller, the OCDC Board approved a resolution approving an Employee Productivity Service Contract of \$7,500 to fund up to 50% of the cost of training 7 employees for various training programs and authorizing the signing of all related documents by an officer of the Corporation. Motion was carried unanimously.

Alison Miller asked if ICM has been through this before. Kim Jarkway stated that employees at ICM have gone through this and there was a positive effect. She stated that they are seeing good residuals from it and are happy. She stated that it is continuous improvement.

JMA WIRELESS

Warren Davis showed a marketing presentation on what JMA does. He stated that there are many devices everywhere now sending and receiving signals. He stated that they bought the company in Maryland which makes the antennas because they could not handle the sales JMA created so they are making antennas here in New York and they brought 150 jobs here. He stated that they need to change people's thinking and get them used to radio frequency and this course is the boot camp of radio frequency.

Upon a motion by Leonard Manfrates, seconded by Alison Miller, the OCIDA Board approved a resolution approving an Employee Productivity Service Contract of \$10,900 to fund up to 50% of the cost of training 20 employees for various training programs and authorizing the signing of all related documents by an officer of the Corporation. Motion was carried unanimously.

O'BRIEN AND GERE

Peggy Chan stated that O'Brien and Gere is an employee owned company with about 800 employees in 24 locations primarily up and down the east coast and as far west as Michigan and as far south as Atlanta. She stated that they are primarily known for their environmental remediation work but they also do work in the areas of water, energy and advanced manufacturing. She stated that they have a small manufacturing facility in Liverpool with about 61 employees and they produce systems that help with key treatment thermal industries which is very specialized. She stated that the industry they focus on in order to get their contracts for this kind of work is very unique and every project is unique so there is no duplication. She stated that when you are competing in this industry they have to make sure prices are competitive so they are looking internally cost savings. She stated that they are implementing a continuous improvement process and they are working with Seven Pines. She stated that they are looking at

value stream mapping in the areas of estimating, pricing and material logistics. She stated that there are two teams so in education there is everyone from the officer level down to the folks on the office shop floor to teach everyone to think with a continuous improvement focus and to go to an actual facilitated process to look at where there are opportunities to streamline.

Upon a motion by Matthew Marko, seconded by Leonard Manfrates, the OCDC Board approved a resolution approving an Employee Productivity Service Contract of \$3,000 to fund up to 50% of the cost of training 20 employees for various training programs and authorizing the signing of all related documents by an officer of the Corporation. Motion was carried unanimously.

2016 CORPORATION BUDGET.

Honora Spillane stated that the budget hasn't changed from last meeting except for the County Contract amount. She stated that the numbers shifted slightly but everything is in line.

Ben Dublin asked if the budget can be moved without the Finance Committee meeting. Chris Andreucci stated yes and statutorily the Finance Committee's only obligation is to recommend the issuance to the Board.

Honora Spillane stated that OCDC had been carrying the full load of rent because the IDA's ability to use its funds has been diminished so one thing the IDA can do is pick up some of the rent. She stated that OCIDA has approved paying half the rent for 2016 so that gives OCDC more working capital. She stated that we will be taking a \$2,000 a month administrative fee for the Hancock Airpark that will help with the cash flow.

Ben Dublin asked if the \$100,000 project fee is expected or is it a placeholder. Honora Spillane stated that we expect something but it is an extremely conservative fee estimate.

Upon a motion by Leonard Manfrates, seconded by Matthew Marko, the OCDC Board approved the OCDC budget for 2016. Motion was carried unanimously.

Upon a motion by Alison Miller, seconded by Leonard Manfrates, the OCDC Board adjourned the meeting at 8:52 am. Motion was carried unanimously.



Honora Spillane, Secretary