



LEILANI CRAFTS ULRICH
Chairwoman

TERRY MARTINO
Executive Director

**MINUTES OF THE ADMINISTRATION
COMMITTEE MEETING HELD ON
FEBRUARY 12, 2015**

The Administration Committee convened at 11:45 a.m.

Administration Committee Members Present: Arthur Lussi (Presiding Chair), Karen Feldman, Dierdre Scozzafava (DOS).

Other Members or Designees Present: Bradley Austin, Richard Booth, Sherman Craig, Bill Thomas, Dan Wilt

Agency Staff Present: Terry Martino, (Executive Director), Jim Townsend, (Counsel), Paul Van Cott, (Associate Attorney), Keith McKeever, (Public Information Director)

Others Present: Fred Monroe, (Executive Director, Local Government Review Board)

Karen Feldman opened the meeting at 11:45 a.m.

Paul Van Cott gave a brief presentation on an amendment of the Delegation Resolution to permit consideration of minor variances by the Deputy Director, Regulatory Programs. The related PowerPoint presentation is attached.

He explained that with the amendment, individual Board members would retain the authority to review any Agency variance. He said that the Deputy Director, Regulatory Programs would include all variances received by the Agency in a separate section of the monthly report to the Board. Every Board member could say no to a variance proposed for delegation.

Mr. Booth asked if refusing the delegation would require a vote. Mr. Van Cott said that it would not. Mr. Booth said that if a variance was delegated, the Deputy Director should provide that information to the Board.

Ms. Feldman said she was comfortable with the amendment because a Board member could ask for Board review of any variance throughout the review process. Mr. Booth asked if staff were comfortable with the amendment. Mr. Van Cott replied that further legal research had been done and that staff were comfortable with this change.

Mr. Stegemann asked if further public comment had been received. Counsel Townsend said none since the November meeting.

On motion of Ms. Scozzafava, seconded by Mr. Lussi, the Agency unanimously approved the amendment to the Delegation Resolution to permit consideration of minor variances by the Deputy Director, Regulatory Programs.

Presiding Chairman Lussi closed the meeting at 12:00 p.m.

Attachment