



**GCEDC Governance & Nominating Committee Meeting**  
**Thursday, March 28, 2024**  
**Location – 99 MedTech Drive, Innovation Zone**  
**3:45 p.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: P. Zeliff, M. Clattenburg, C. Yunker, K. Manne  
Staff: S. Hyde, L. Farrell, M. Masse, P. Kennett, C. Suozzi, J. Krencik, E. Finch  
Guests: D. Cunningham (GGLDC Board Member), J. Tretter (GGLDC Board Member), M. Brooks (GGLDC Board Member), M. Gray (GCEDC Board Member), S. Noble-Moag (GGLDC Board Member)  
Absent:

**1. CALL TO ORDER / ENTER PUBLIC SESSION**

C. Yunker called the meeting to order at 3:46 p.m. in the Innovation Zone.

**2. CHAIRMAN'S REPORT & ACTIVITIES**

**2a. Agenda Additions / Deletions / Other Business – Nothing at this time.**

*(The vote to approve the minutes was inadvertently missed as outlined on the agenda. However, the Committee voted on this agenda item after approving agenda item 3a.)*

**2b. Minutes: March 7, 2024**

**P. Zeliff made a motion to approve the March 7, 2024 meeting minutes as presented; the motion was seconded by K. Manne. Roll call resulted as follows:**

P. Zeliff -	Yes
M. Clattenburg-	Yes
C. Yunker -	Yes
K. Manne -	Yes

**The item was approved as presented.**

**3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD**

**3a. Mission Statement and Measurement Report –** This agenda item was tabled at the March 7<sup>th</sup> Governance & Nominating Committee meeting. The Committee recommended that the goals should be analyzed and revised to include an inflation factor.

Included with the meeting materials are the proposed goals for 2024 and a spreadsheet that tracks data from 2007 to current for job creation, pledges by year, capital investment by year, and number of projects by year. In the past, the capital investment and job creation goals were based on an average of actual pledged capital investment and job creation. Mega projects are removed from this average. The 8-year

rolling average is 66 jobs and \$39.5M capital investment. The 4-year rolling average is 50 jobs and \$51M capital investment.

M. Masse recommends that the Agency set a goal of capital investment commitment of \$48.4M for 2024, which does not include any Mega projects (over \$50M capital investment commitment) and accounts for 3% cost inflation for 2024. M. Masse also recommends the Agency set a job creation goal of 93 jobs from projects in 2024, which doesn't include any mega projects. The other suggested goals are over-arching goals that the entire staff can work towards achieving and are still consistent with the Agency's mission.

The Authority's Board must annually review the authority's mission statement and performance goals to ensure that its mission has not changed and that the authority's performance goals continue to support its mission. This report will be posted to the website and submitted to PARIS.

**P. Zeliff made a motion to recommend to the full Board the approval of Mission Statement and Measurement Report as presented; the motion was seconded by K. Manne. Roll call resulted as follows:**

P. Zeliff -	Yes
M. Clattenburg-	Yes
C. Yunker -	Yes
K. Manne -	Yes

**The item was approved as presented.**

#### **4. ADJOURNMENT**

As there was no further business, M. Clattenburg made a motion to adjourn at 3:48 p.m., seconded by K. Manne, and passed unanimously.