

*Monroe County
Clerk of the Legislature*

**Jack Moffitt
Clerk**



**David Grant
Deputy Clerk**

MEMORANDUM

TO: Legislators, Directors, Staff and Media
FROM: Jack Moffitt, Clerk of the Legislature
DATE: May 12, 2020
RE: Matters of Urgency – File Nos. 20-0174

**20-0174 Confirming Appointments to Climate Action Plan Advisory Committee -
As a Matter of Urgency - Dr. Joe Carbone, President of the Legislature**

Per President Dr. Joe Carbone, the attached communication is declared to be a Matter of Urgency pursuant to Section 545-24(A)(3) of the Rules of the Monroe County Legislature and eligible for consideration at the May 12, 2020 meeting of the Monroe County Legislature.

Attachments



Monroe County Legislature
Office of the President

DR. JOE CARBONE
PRESIDENT

May 12, 2020

To the Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

OFFICIAL FILE COPY
No. <u>200174</u>
Not to be removed from the Office of the Legislature Of Monroe County
Committee Assignment
URGENT -L

RE: Confirmation of Appointments to the Climate Action Plan Advisory Committee

Honorable Legislators:

I, Dr. Joe Carbone, President of the Monroe County Legislature, in accordance with Monroe County Resolution No. 76 of 2020, do hereby submit to this Honorable Body for confirmation, the following appointments to the Climate Action Plan Advisory Committee.

President of the Legislature Appointment - Legislator

The Honorable Karla F. Boyce
49 Ontario Street
Honeoye Falls, NY 14472

President of the Legislature Appointment - Citizen

Mr. John D. Botelho, P.E.
12 Deerborne Lane
Spencerport, NY 14559

Majority Leader Appointment - Legislator

The Honorable Fred Ancello
221 Meadowbriar Road
Rochester, NY 14616

Majority Leader Appointment - Citizen

Mr. Matthew J. O'Connor, P.E.
25 Briar Patch Road
Rochester, NY 14618

Minority Leader Appointment - Legislator

The Honorable Michael Yudelson
281 Butler Drive
Pittsford, NY 14534

Minority Leader Appointment - Citizen

Ms. Sue Hughes-Smith
453 Edgewood Avenue
Rochester, NY 14618

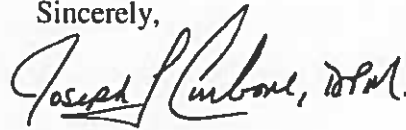
County Executive Appointment - Citizen

Ms. Kathryn W. McArdle
15 Hillside Road
Penfield, NY 14526

The specific legislative action required is to confirm the appointments to the Climate Action Plan Advisory Committee in accordance with Monroe County Resolution No. 76 of 2020.

This action is a Type II Action pursuant to 6 NYCRR § 617.5(c) and is not subject to review under the State Environmental Review Act. This action will have no impact on the revenues or expenditures of the current Monroe County budget.

Sincerely,



Dr. Joe Carbone
Monroe County Legislature
President

By Legislators _____ and _____

Intro. No. _____

RESOLUTION NO. ___ OF 2020

CONFIRMING APPOINTMENTS TO CLIMATE ACTION PLAN ADVISORY COMMITTEE

BE IT RESOLVED BY THE LEGISLATURE OF THE COUNTY OF MONROE, as follows:

Section 1. In accordance with Monroe County Resolution No. 76 of 2020, the following appointments to the Climate Action Plan Advisory Committee, with all terms to commence immediately, are hereby confirmed:

President of the Legislature Appointment - Legislator
The Honorable Karla F. Boyce
49 Ontario Street
Honeoye Falls, NY 14472

President of the Legislature Appointment - Citizen
Mr. John D. Botelho, P.E.
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Ms. Kathryn W. McArdle
15 Hillside Road
Penfield, NY 14526

Section 2. This resolution shall take effect immediately.

Matter of Urgency
File No. 20-____

ADOPTION: Date: _____

Vote: _____

John D. Botelho P.E.

12 Deerborne Lane
Spencerport, NY 14559
Cell phone: (607) 346-7048
JohnDBotelho@gmail.com

Professional Profile:

Engineer with solid mechanical background and expertise within Facilities Management, Operations, Design and Project Management. Strong organizational skills and comfortable with multiple priorities and cross functional teams.

Education:

The State University of New York at Buffalo
B.S. in Mechanical Engineering, February 2009

Certification:

Licensed NY Professional Engineer, April 2017
Engineer In Training (E.I.T.), April 2010

Technical:

Microsoft Excel, AutoCAD, SolidWorks, Revit/Navisworks, Microsoft Project, Microsoft Visio, Autodesk BIM 360 platform

Employment:

Wegmans Food Markets, Rochester, NY *Facilities Project Manager*

August 2016 – Present

- Responsible for managing projects for distribution, warehouse, food manufacturing facilities and offices.
- Provide technical and creative support to project teams.
- Typical projects involve electrical systems, control systems architecture, energy management, HVAC, Solar PV, Ammonia and Carbon Dioxide refrigeration, plumbing, fire protection and structural systems.
- Lead teams in researching and resolving technical issues, new concepts and quality matters.
- Create, track and review budgets and schedules to keep costs and timelines on target.

Corning Incorporated, Corning, NY *Project Engineer, Sullivan Park Operations*

July 2015 – August 2016

- Provide support for R&D activities by providing professional services in project management and infrastructure engineering.
- Lead Architectural and Engineering resources during design phase.
- Ensure effective collaboration and communication with Stakeholders, Receivers and Sponsors.
- Develop scope of work for lab and facility upgrade projects, typically including Mechanical, HVAC, Electrical, Process Piping, Cooling and Heating water.
- Create preliminary Rough Order of Magnitude cost estimates for project planning and feasibility.
- Write and solicit Requests for Proposals, Conduct competitive bidding and manage contractors.
- Utilize Schedule of Values approach to effectively manage capital project budget and change orders.
- Responsible for maintaining project documents and delivering accurate "As-Built" record documentation to Facilities Engineering and Maintenance.
- Example projects include "Highbay Shop AHU replacement", "Arc Melter lab – Electrical and HVAC renovations", "ISO 6 Metrology Cleanroom Upgrade", "3D Microfabrication Tool Install"

Exhaust / HVAC Engineer, Infrastructure Engineering Department

August 2010 – July 2015

- System owner and Subject Matter Expert for Exhaust / HVAC at Sullivan Park.
 - o Track, Evaluate and Maintain system capacities.
 - o Advise and maintain standards for ventilation hoods and system design.

- Coordinate trades and contractors for lab level HVAC installation projects.
 - o Provide designs and budget estimates to customers and provide scope of work for contractors.
- Operate and analyze building management controls system.
- Review and Receive design, construction, record documents and drawings, and maintain HVAC campus drawings.
- Manager of Sullivan Park exhaust inspection program. From 2010 to 2014:
 - o Reduced annual failures by 88% while also increasing total devices in program from 1250 to 1291.
- Provide Cleanroom operation and engineering support.
 - o Maintain Certification reports and Operational data.
 - o Conduct particle counting, pressure checks, HEPA testing.

Adecco Technical (Corning Inc.), Corning, NY *Mechanical Designer* February 2010 – August 2010

- Produce models and drawing books for Corning Display Technologies melt tanks

Porous Materials International, Ithaca, NY *Project Engineer* October 2009 – February 2010

- Liaison with customers on design aspects of custom machines.
- Designed and coordinated fabrication of high pressure filter test apparatus.

Advanced Earth Energy Technologies, Amherst, NY *Design Consultant* January 2009 – June 2010

Ascension Industries, North Tonawanda, NY *Engineering / Sales Intern* June 2008 – July 2009

Mokon, Buffalo, NY *Engineering Intern* May 2007 – May 2008

A leader and champion of process excellence with a record of driving transformation and process improvements within academia and inside companies servicing commercial ground-based and government aerospace customers in highly regulated environments.

Transformative, consensus-building, adaptive "Black Belt" with mechanical and aerospace engineering training and executive management experience, focused on achieving metric-based high performance in team environments.

Bold communicator skilled at articulating rationale for change across all organizational levels and functions. Innovative leader able to creatively tailor processes across entire program lifecycle to optimize results.

Well regarded as an established coach and mentor. Credentials include a Masters in Engineering, community college faculty appointment, Dean role, post-graduate study in adult learning and human resource development, public office and professional certifications across multiple disciplines.

Notable Contributions

- **Value Creation:** Strategic thinker capable of developing integrated tactical initiatives to raise the bar. *Created structured project identification and cohort process to provide 125 candidates high value "needle moving" projects and timelines to finish Black and Green Belt certification, creating \$48M of quantifiable value for Exelis.*
- **Key Account Preservation:** Turnaround specialist adept at emergency remediation. *Won over FDA-governed surgical instrument customer by successfully implementing urgent quality turnaround program, ultimately leading to reduced escapes, ship-to-stock status and ISO 9002-1994/ISO 9001-2000 enterprise management system accreditations at PGM.*
- **Revenue Expansion:** Creative leader capable of using analytical skills, multi-disciplinary program/project management and human capital specialties to deliver tangible, measureable, bottom-line rewards. *Generated revenue by marketing and selling "Black Belt" consultancy services to overseas ITT divisions.*
- **Continual Improvement.** Thoughtful translator of data into actionable intelligence. *Created performance and compliance measures at MCC to provide rationale for superior performance vs. mandates.*

Activities and Affiliations

- **Assistant Vice President, Economic Development & Innovative Workforce Services Division, Monroe Community College, Brighton, NY (2014 - Current).**
 - Dean of Career Technical Education, School of Applied Sciences and Technologies.
 - Oversee four department chairs and 60 faculty. Ultimately responsible for master schedules, course efficiency, curriculum revisions, operational budgets, program assessments, full-time faculty and adjunct assessment, promotion and hiring.
 - Created customized dashboard of performance and compliance measures, first-ever at MCC.
 - START-UP NY Liaison.
 - Sponsored and shepherded two local business partners through SUNY/ESD application process.
- **Councilman, Town of Pittsford, NY (Elected Official, 2012 - 2019).**
 - Board sustainability champion. Managed 2017 Town process to attain NYSERDA "Clean Energy Communities" designation and \$50,000+ of grant funds.
 - Current or former Council liaison to Town Design Review and Historical Preservation Board, Environmental Review Board, Library Board of Trustees, Zoning Board of Appeals and Parks and Recreation Board.
- **Adjunct Faculty, Engineering Science and Physics, Monroe Community College (2013 - Current).**
 - Instructor of elementary and advanced physics courses covering force, velocity, acceleration, strength of materials, fluid statics, heat transfer, vibrations, wave theory and optics.

Implementing Processes to Improve Efficiency, Profitability and Service Levels

EXELIS GEOSPATIAL SYSTEMS (GS) DIVISION, Rochester, NY: Multiple roles from 2011 prior to retirement in 2013. Geospatial Systems resulted from the merger of the legacy Night Vision and Space Systems divisions in the Defense

and Information Solutions Management Company of ITT Industries. The \$5B+ Defense Company became "ITT Exells" in 2011 after the spin-off from ITT and later just "Exelis" in 2013.

ACTING VICE PRESIDENT AND DIRECTOR AND ROCHESTER SITE LEAD, QUALITY ASSURANCE (2012-13)

- Provided overall quality direction to 4,200 employees engaged in \$1.2B of US Government contracts across five geographic sites. Established overall mission, vision and short/long range strategic goals with milestones and measures of effectiveness to satisfy corporate objectives. Led upgrade to AS9100C in legacy Space Systems.
- Maintained conformance to operational budget with three direct reports and 100+ staff across five sites. Acted as Rochester operations Quality Assurance site lead in 2013.

DIRECTOR, VALUE BASED LEAN SIX SIGMA (2012-13)

Assumed leadership of multi-site Lean Six Sigma continuous improvement program when majority of Green Belt and Black Belt candidates were not finishing projects and achieving certification, thereby not returning any value on the company investment in weeks of training, to the pronounced disappointment of senior management.

- Identified high value improvement opportunities using diagnostic measures. Created closure process, enabling 80% of candidates to successfully complete projects in one year. Taught portions of curriculum and provided technical feedback to candidates during projects.
- Revamped entire Black Belt and Green Belt curricula to serve the needs of a low volume-high mix environment.

DIRECTOR OF QUALITY AND MISSION ASSURANCE, ITT SPACE SYSTEMS, LLC (2005 - 12)

ITT Space Systems resulted from the merger of Eastman Kodak Remote Sensing Systems and ITT Industries in 2004.

- Assumed leadership role when major classified customer audits revealed massive defects in assembly, integration and test build records, casting doubt on integrity and conformance of deliverable end-item. Reconstituted a centralized and independent cross-site Quality Assurance function. Instituted enhanced inspection, audit and human error prevention processes on floor and deployed quantifiable performance metrics. Delighted key customer by driving build paper anomalies to zero in less than one year.
- Drove efficient daily execution of Rochester business in 2011-12 as member of four-person, cross-functional senior governance team created and chartered by President.

SYSTEMS ENGINEERING, INTEGRATION AND TEST INTEGRATED PRODUCT TEAM LEAD (2003 - 05)

Managed systems engineering team that supported now deployed *NextView* space-borne remote sensors.

PRECISION GRINDING & MANUFACTURING CORPORATION, Rochester, NY: Contract manufacturer.

DIRECTOR OF QUALITY (1996 - 2003)

Joined PGM in newly created Director of Quality executive position in September 1996. Arrived when principal customer (50% of annual company revenue) was prepared to disengage due to massive quality system failures.

JML OPTICAL INDUSTRIES, INC, Rochester, NY: Designer and manufacturer of precision optics.

GENERAL MANAGER OF LONG ISLAND FACILITY; GOVERNMENT CONTRACTS ADMINISTRATOR (1991 - 96)

Joined Rochester headquartered precision optics company at CEO / Owner request to become General Manager of newly acquired precision optics and thin films manufacturer on Long Island.

PRIOR EXPERIENCE

Eastman Kodak Company: Progressive responsibility within Government Division from individual thermo-physicist to systems engineering group leader on multi-year programs producing highly engineered space payloads.

Education and Professional Credentials

Sibley School of Mechanical and Aerospace Engineering, Cornell University, Ithaca, NY

Master of Engineering (Awarded Stuki Fellowship for Graduate Study)

Bachelor of Science with Distinction (Eastman Kodak and McMullen-Deans Scholarships)

Recipient of Sibley School Outstanding Student and Distinguished Service Awards

Professional Engineer (Mechanical), NY License No. 072980; ITT Exells "Lean Six Sigma Black Belt"

American Society for Quality Certified Quality Manager, Certified Quality Engineer, Certified Quality Auditor (1995-2003)

DOD Top Secret Clearance and SSBI for SCI Access with Counterintelligence Polygraph (2003 - 13)

Volunteer Community Commitments

- **Saints Place, Pittsford, NY** Board Member and Finance Committee Chair
- **RESOLVE of Greater Rochester, Inc.** Board and Finance Committee Member
- **Pittsford Chamber of Commerce** Board and Governmental Affairs Committee Member
- **Steering Committee Chair** Brighton-Eastside Habitat for Humanity Coalition of Churches
- **Rotary Club of Pittsford** Past President and Paul Harris Fellow

SUSAN HUGHES-SMITH

453 Edgewood Ave
Rochester, NY 14618

Phone: 917-848-7028
Email: suehughessmith@gmail.com

ENVIRONMENTAL POLICY IMPLEMENTATION EXPERIENCE

- Developed, Coordinated and Led a volunteer team to engage and educate the greater Rochester region on Community Choice Aggregation; including over 70 public presentations in 2017 that lead to the adoption of enabling legislation in 8 municipalities
- Formed a small business, Roctricity in 2018, to be the program organizer for the implementation of Community Choice Aggregation programs in the Rochester region.
- Roctricity implemented the Finger Lakes Community Choice CCA program, 2019-present.

ANALYTICAL SKILLS

- Researched and developed strategy for the Rochester People's Climate Coalition, focus on community choice aggregation 2015-present
- Developed *Go All Electric* strategy for Rochester People's Climate Coalition, 2018-2019.

COMMUNICATION SKILLS

- Provide e-mail, phone, and in person updates and guidance to municipal officials
 - Submit comments to public proceedings on behalf of Rochester People's Climate Coalition
 - Regularly interviewed by media on climate issues and events, including WXXI's *Connections with Evan Dawson* and Rochester's *City* newspaper and *Open Mic Rochester*.
-

WORK HISTORY

ROCTRICITY, LLC, MEMBER, PROGRAM ORGANIZER FOR CCA PROGRAMS	2018-PRESENT
ROCHESTER PEOPLE'S CLIMATE COALITION, GO ALL ELECTRIC PROJECT MANAGER	2019
ROCHESTER INSTITUTE OF TECHNOLOGY, Adjunct Professor of Environmental Studies	2012-Present
STATE UNIVERSITY OF NY AT BROCKPORT, Department of Public Health, Lecturer	2007-Present
MAMARONECK HIGH SCHOOL, Science teacher	1996-2002
NATIONAL PARK SERVICE, Ranger, Sitka, Alaska	Summer 1994

CLIMATE VOLUNTEER WORK HISTORY

KIM SMITH CAMPAIGN FOR NY 61 ST SENATE DISTRICT, CLIMATE AND ENERGY ADVISOR	2019-PRESENT
ROCHESTER PEOPLE'S CLIMATE COALITION, Co-founder, Energy Transition Team Leader	2014-2019
MOTHERS OUT FRONT, Community Organizing Team co-lead, Media & Event Coordinator	2014 & 2015
MOTHERS OUT FRONT, Bakken Strategy Team Lead	2015 - 2017
CITIZENS' CLIMATE LOBBY, June & November Conference & Lobby Days, Meeting Lead	2015-2019

EDUCATION & TRAINING

MASTER OF ARTS IN ENVIRONMENTAL CONSERVATION EDUCATION, New York University	May 2002
MASTER OF ARTS IN EDUCATION, Michigan State University, East Lansing, MI	May 1997
BACHELOR OF ARTS IN GEOLOGY, Colgate University, Hamilton, NY	May 1993
LEGISLATIVE INTERN, New York Assembly, Assemblyman Englebright Albany, NY	Spring
1993	

Kathryn W. McArdle

Outreach and Education Program Manager
New York State Pollution Prevention Institute
Golisano Institute for Sustainability
Rochester Institute of Technology
190 Lomb Memorial Drive, Rochester, New York 14623
(585) 475-2399; kwmp2i@rit.edu

Experience Highlights

- Five years of experience managing the New York Pollution Prevention Institute (NYSP2I) Community Grants Program; managed 35 projects totaling ~ \$700k in funding; grew the program reach attracting 78 proposals to the 2017 Request for Applications.
- Expert in non-profit management, educational outreach program development and community-based project implementation.
- Developed an extensive network of regional and statewide stakeholders, including government, industry, community, academic, non-profit, and health and environmental organizations in an effort to provide outreach and educational information related to pollution prevention and the New York State proposed food scrap legislation.
- Over 15 years of experience providing outreach and education, with over 100 presentations, events and webinars to more than 2,500 individuals, presenting information on green living strategies.

Professional Experience

Rochester Institute of Technology (RIT), Rochester, NY

Community Outreach Coordinator, New York State Pollution Prevention Institute, 2016 - Present
Community Outreach Specialist, New York State Pollution Prevention Institute, 2014 - 2016

Child Care Council, Inc., Rochester, NY

Environmental Education Coordinator, 2012 - 2014
Food Program Specialist, 2008 - 2012

Thomas Masaschi Family, Rochester, NY

Child Care Provider, 2005 - 2008

Foodlink, Inc., Rochester, NY

Project Coordinator, 2003 - 2005

Village of Victor, Victor, NY

Project Assistant, 2002 - 2003

Areas of Specialization

Community engagement; non-profit volunteering and interface; community-led leadership; municipal and environmental justice advocacy and action support; educational program development; K-12 and Child Care program management; community training program development & administration; toxics reduction informational materials development; stakeholder, government & media relations; program impact assessment; business impact and influence evaluation

Selected Projects

- *Community Grants Program.* Manage the development and operation of a community-focused, competitive grant program that supports non-profit organizations, colleges and universities, and public municipalities in pollution prevention initiatives. Responsible for request for applications (RFA) development and proposal solicitation, budget planning, project oversight, marketing, deliverable tracking and metrics reporting. In the past four years, managed grants totaling ~ \$940k awarded to 48 organizations across New York State, advancing initiatives in disciplines from toxics and waste material reduction to energy and water efficiency.
- *K-12 Direct Assistance Program.* Responsible for development and implementation of programs for primary and secondary education, including projects in energy conservation behavior and food waste diversion initiative assessment. Disseminated educational materials through presentations (250+ students), take-home guides for green living practices, and instructional videos for food waste diversion methods.
- *University R& D Student Program* Managed, planned, and executed an annual statewide research and development competition for undergraduate and graduate students to encourage interest in pollution prevention among this age group.
- *Great Lakes Restoration Initiative.* At the Child Care Council, secured funding, developed and delivered training on “Toxics Reduction within the Child Care Setting” across the Great Lakes Basin of NYS. Content focused on reducing emerging contaminants in child care setting to avoid human exposure and environmental release. Engaged more than 430 child care professionals across 39 events.
- *NYS Food Scrap and Glass Recycling Stakeholder Meetings.* Supported NYS Department of Environmental Conservation to promote, organize, and facilitate informational stakeholder meetings about proposed NYS legislation.

Professional Affiliations and Achievements

- Co-Chair, Environmental Justice Committee, Finger Lakes Regional Economic Development Council, 2019 – Present
- Presenter, NYS Association of Conservation Commissions Conference on the Environment, “Managing Organics at State and Local Level” (2017, 2019)
- Board Member, New York State Association for Reduction, Reuse and Recycling, 2018- Present
- Member, NYSDEC Environmental Excellence Award Review Committee, 2016 - Present
- Rochester Healthy Homes Partnership Member, 2011 - Present
- Eco-Healthy Child Care® trainer, 2010 - Present
- Penfield Democratic Committee Leader, 2016- 2018

Professional Preparation

St. Lawrence University	Environmental Studies BA	2001
Rochester Institute of Technology	Coursework in Organizational Leadership	2012
Monroe BOCES	Going Green at the Workplace Course	2010
Monroe Community College	Accounting, Statistics and Chemistry	2005-2008