

TOMPKINS COUNTY ADVISORY BOARDS
UPDATED January 2025

*N/C = Apts. processed through a nominating committee

Advisory Board on Indigent Representation (ABIR) N/C

Est. via Res. No. 293 of 1987; bylaws approved by Res. No. 39 of 1989; amended by Res. No. 7 and 60 of 2000, Res. No. 233 of 2005; and Local Law No. 1 of 2002; C-28 – Local Law No. 1 of 2017. 13 members with three-year terms. Majority of the Board shall consist of attorneys recommended for membership by the Tompkins County Bar Association. See bylaws for waiving term limits.

Contact: Assigned Counsel, 272-7487

- 10 - At-large representatives
- 1 – OAR Director (Residency waived if out of County)
- 2 - Tompkins County Legislators

Function: The purpose of this Board is to ensure effective, high-quality representation for indigent persons at a reasonable cost. In conjunction with that purpose, the Board's responsibilities include, but are not limited to, the study, review and recommendations concerning appropriate modifications to the existing program under Article 18-B of the County Law for providing representation through assigned attorneys in Criminal Court and in the Family Court, and to study, review and make recommendations in regard to the possible creation of a public defender. The Board will also advise the Tompkins County Bar Association on various issues relating to representation of indigents in the criminal courts and family courts in Tompkins County.

Agriculture and Farmland Protection Board

Established via Resolution No. 405 of 1992; 11 members (at least four shall be ex-officio and shall serve as a condition of their position) with four-year terms, limit two terms (unless beneficial for a member to serve additional terms). Bylaws amended by Res. No. 54 of 2004, Res. No. 240 of 2009.

Contact: Cornell Cooperative Extension, 272-2292

- 4 active farmers
- 1 Agriculture Land Preservation representative
- 1 County Legislator
- 1 Agri-business representative

Ex-officio members (voting members):

Terms coterminous with tenure in such office:

- Commissioner of Planning and Sustainability or Designee
- Cooperative Extension Agent
- Director of Assessment or Designee
- Chair, Soil and Water Conservation District
- Associate Members (non-voting) – two-year term

Function: The purpose of this Board is to determine which agricultural lands fit the criteria for inclusion in an agricultural district and in addition it shall advise the County Legislature and work with the County Planning Advisory Board in relation to the proposed establishment, modification, continuation, or termination of any agricultural district. It will also render expert advice as to the nature of farming and farm resources within any proposed or established area and the relation of farming in such area to the County as a whole.

Air Service Board N/C

Created by Res. No. 281 of 2005 and amended by Res. Nos. 57, 115 extended Board until 12/31/13, 140 of 2009, Res. No. 212 of 2013, and Res. No. 218 of 2018. Added to Charter and amended via Local Law No. 1 of 2017. Eight members with three-year terms, no limit on the number of terms a member may serve.

Contact: Airport Director, Ithaca Tompkins International Airport, 257-0456

- Member of the Legislature
- Commissioner of Planning and Sustainability

- Representative of Cornell University with functional responsibility for air travel issues
- 6 At-large members, representing varied economic development, business, and airport-user interests

Function: The Board is to serve as an advisory board to the Airport Manager focusing on policy and procedures to ensure the successful operation of the airport. It is to assist the Airport Manager in the preparation of a budget that will support air service in the county, to consult on opportunities for state and federal funding, to promote the best possible use of all airport resources, to improve existing services whenever possible, and to formulate policy for confirmation by the Legislature.

Ithaca Area Economic Development Board

Est. via Res. No. 33 of 2010. No less than three but no more than nine Directors, who shall be member of the Tompkins County IDA. Directors serve at the pleasure of the County. Legislature Chair appoints County members annually; At-large seats are three-year terms, expiring December 31. All others are for one year and are filled annually by nominations from the Chairman or President of each designated organizations.

Contact: President, Ithaca Area Economic Development, 273-0005

Function: To encourage the location and expansion of industrial, research, and business facilities, the creation or new and improved job opportunities, the reduction of employment and the betterment of individual and community prosperity within Tompkins County.

Board of Assessment Review

Established via Local Law No. 2 of 1971; revised by Local Law No. 1 of 1979; Local Law No. 1 of 2003 and Local Law No. 1 of 2017; at least three members but no more than five; five-year terms. Terms expire September 30.

Contact: Director of Assessment, 274-5517

- 3 to 5 At-large representatives, who must have knowledge of real property values in the County. (No more than one member's term shall expire in any one year. Neither the Director of Assessment or staff of the Division shall be appointed to this Board.)

Function: The purpose of this Board is to hear and determine complaints in relation to assessments and shall have all the powers and duties now or thereafter imposed by law on Boards of Review by Section 512 of the Real Property Tax Law and by any other law. This Board shall be the final assessing authority for all property concerning which a written complaint has been filed.

Board of Health N/C

Section 340-343 of Public Health Law; 8 members with six-year terms. Bylaws adopted 5/16/95. Revised by Local Law No. 1 of 2003, Res. No. 36 of 2004, Res. No. 137 of 2010, and Res. No. 137 of 2012. Local Law No. 1 of 2017. Terms not to exceed two consecutive terms without waiver approval by BOH and Legislature.

Contact: Whole Health Department, 274-6674

- 3 Physicians
- 1 County Legislator
- 1 City of Ithaca Representative
- 3 At-large members

Function: The purpose of this Board is to formulate, promulgate, adopt, amend, or repeal and publish rules, regulations, orders and directives for the security of the life and health in the health district, which shall not be inconsistent with the Public Health Law of State Sanitary Code. These rules, regulations, orders, and directives are known as the County Sanitary Code.

Community Housing Development Fund

Created by Res. No. 31 of 2009. Nine total members; three from each participating municipality (Tompkins County, City of Ithaca, and Cornell University). Each entity may have one ex-officio non-

voting member. Memorandum of Understanding is for a six-year term (expires 2021).

Contact: Planning and Sustainability Department, 274-5560

Function: The Program Oversight Committee will serve as the oversight and administration entity for the Community Housing Affordability Program and the Community Housing Trust Program.

Community Mental Health Services Board N/C

Est. via Local Law No. 2 of 1965; Local Law No. 1 of 2003; revised bylaws approved by Res. No. 177 of 1996 and amended by Res. No. 007 of 2011; Local Law No. 1 of 2017. 15 members with four-year terms; no limit on the number of terms a member may serve.

Contact: Whole Health Department, 274-6300

- 1 Certified psychologist or licensed physician (may be filled with at-large if no psychologist or physician applies)
- 1 Licensed physician (may be filled with at-large member if no physician applies)
- 13 At-large members

Function: The Board is responsible for developing the community preventative, rehabilitative and treatment services offering continuity of care; for improving and expanding existing community programs for individuals with mental illness, developmental disabilities and those experiencing or recovering from substance abuse or substance dependence. Planning for the integration of community and state services and facilities for the mental disabled and for cooperating with local governments and with the state in the provision of joint services and sharing of resources.

*There are three subcommittees consisting of nine members each with four-year terms. Each subcommittee has six community member seats. Contact Whole Health Department, 274-6300.

- Substance Abuse Subcommittee
- Developmental Disabilities Subcommittee
- Mental Health Subcommittee

Criminal Justice Advisory/Alternatives to Incarceration Board (CJA/ATI)

Est. by Res. No. 129 of 1975 and 62 of 1985; renamed 2/18/86 by Res. No. 57. Additional members added via Res. No. 367 of 1986, Res. No. 84 of 1990, Res. No. 69 of 1991, Res. No. 333 of 1995, and Res. No. 151 of 1996. Defense Bar seat est. via Res. No. 160 of 1992. Law Guardian seat removed by Res. No. 172 of 2008. Three-year terms. Bylaws amended by Res. No. 128 of 2004, Res. No. 214 of 2010, Res. No. 185 of 2024, and Res. No. 290 of 2024.

Contact: County Administration, 274-5551

- 1 Youth Services representative
- 2 At-large members
- 1 Representative of Agency representing crime victims
- 1 Department of Social Services representative
- 1 County Attorney's Office representative
- 1 Representative of agency providing mediation services to courts

Additional seats on this Board per bylaws that are not appointed by County Legislature:

- Agency providing indigent legal services (up to two seats)
- Ex-Offender
- County Court Judge (appointed by Administrative Law Judge)
- District Attorney
- Probation Director
- Agency Providing ATI services (OAR)
- Representative of Local Police Agencies
- County Legislator (Public Safety Chair)

- Town or Village Court Judge (appointed by Administrative Law Judge)
- Crime Victim (appointed by County Executive)
- Sheriff
- County Executive
- Mental Health Director
- Individual who provides State certified substance abuse treatment programs or services

Function: This Board studies and identifies needs and recommends effective methods for meeting the needs of the County's criminal justice system. The Board also prepares and supervises the County's Alternatives to Incarceration Plan.

Tompkins County Development Corporation Board of Directors

Est. via Res. No. 33 of 2010. No less than three, but no more than nine Directors, who shall be members of the Tompkins County Industrial Development Agency. Directors serve at the pleasure of the County.

CMHSB Developmental Disabilities Subcommittee N/C

Legislature appoints 9 members; 4 year terms

Contact: Whole Health Department, 274-6300

- 6 Community Member representatives
- 3 Mental Health Board representatives

Function: Responsible for program planning and program evaluations of the agencies assigned to them. They will review all new program proposals and will develop the local governmental plan for the disability they represent. They bring their written recommendations on the above to the Mental Health Services Board for its consideration.

Environmental Management Council (EMC) N/C

Est. via Resolution No. 103 of 5/10/71; amended by R200-91, R244-93; restructured via Res. No. 295 of 1999, and Res. No. 238 of 2024; added to Charter via Local Law No. 1 of 2003; Local Law No. 1 of 2017. Two-year terms; Resolution No. 322 of 1999 terms were staggered. Total membership is 21 members. Chair to be confirmed by Legislature.

Contact: Planning and Sustainability Department, 274-5560

- 9 At-large seats
- 10 Municipal seats (one designated for each municipality in Tompkins County)
- 2 High school or college students who are county residents

Function: The purpose of the EMC is to identify problems, propose priorities and promote coordination of activities in the development and management of natural resources and to provide a public forum for the discussion and resolution of these problems and completion of proposed projects.

Ethics Advisory Board

Created by LL2 of 1997; Amended by Local Law No. 2 of 2013; Chair is appointed by the Chair of the Legislature; 5 members with four-year terms.

Contact: Clerk, Tompkins County Legislature, 274-5434

- 4 County residents
- 1 Legislator

Function: This Board shall meet at least once per year and within thirty days after receipt of written complaints of alleged unethical practices. This Board shall also review annual financial disclosure forms and conflict of interest statements.

Fish and Wildlife Management Board

Environmental Conservation Law Sec. 11-0501. Two-year terms; a member may only serve four successive terms. Alternate representatives may be appointed and have voting privileges.

Contact: NYSDEC, 1-800-388-8244

- 1 Landowner representative
- 1 Sportsmen's representative

- 1 County Legislator

Function: To develop fish and wildlife practices that will preserve and develop resources of the State and improve access to them for recreational purposes by the people of the State.

Hillview Road Landfill Citizens Advisory Committee

Est. via Res. No. 497 of 12-18-90; amended by Res. No. 85 of 3/5/91, R282-91, R51-04; bylaws adopted by Res. No. 231 of 1993; bylaws amended by Res. No. 51 of 2004 and Res. No. 70 of 2010. Five members with four-year terms.

Contact: Recycling & Materials Management Dept., 273-6632

- 2 Neighborhood representatives
- 2 At-large representatives
- 1 County Legislator

Function: This Committee advises the appropriate Committee of the Tompkins County Legislature during the planning, design, operation, maintenance, closure, and post closure of the landfill and shall include comment on aspects related the planning, design, operation, and maintenance of the landfill site, monitoring of the site during use and after closure, the approach roads, compensation to landowners, and municipalities impacted.

Historical Commission

Established by Res. No. 180 of 2018; Bylaws revised by Res. No. 159 of 2019 and Res. No. 194 of 2024

Contact: County Historian

- 14 Members (County Historian plus 13 Commissioners, at least 1 Commissioner shall be a County Legislator)

Function: The Historical Commission shall advise the County Legislature and County Historian on matters related to all facets of the history of Tompkins County, including but not limited to commemorations, events, monuments, historical publications, and grant opportunities, and to undertake such additional related duties as may be requested by the Legislature.

Human Rights Commission N/C

Est. via Res. No. 290 of 1963 and Local Law No. 1 of 2003; amended bylaws adopted by Res. No. 220 of 2014. Res. No. 211 of 1992; Res. No. 67 of 1999; amended by Local Law No. 1 of 2017; three-year terms; 15 members.

Contact: County Administration, 274-5551

- 15 At-large representatives

Function: The purpose of the Commission is to encourage equality of treatment for, and discourage discrimination against, any person on the basis of race, color, sex, religion, creed, actual or perceived sexual orientation/preference, sexual minority status, national origin, age, disability, marital status, or arrest and conviction record.

Industrial Development Agency

Est. via Resolution No. 46 of 1971; seven voting members, serves at the pleasure of the County Legislature; revised bylaws adopted 11/21/01, 3/15/02, 2/2/07, and 10/3/08. Appointments of Legislators are made annually by resolution. Non-Legislator board members appointed for two-year term, with no more than three successive terms.

Contact: President, Ithaca Area Economic Development, 273-0005

- 3 Members from the Tompkins County Legislature
- 1 Member from the IAED Board of Directors
- 1 Member from Organized Labor
- 2 At-large

County Administrator, Planning and Sustainability Commissioner, and Finance Director shall be ex-officio, non-voting members.

Function: To promote, develop, and assist in acquiring, constructing, and furnishing industrial, manufacturing, warehousing, commercial, research, and recreational facilities and thereby advancing job opportunities, health, general prosperity and economic welfare of the people of New York State.

Library Board of Trustees N/C

Est. 9/11/67 pursuant to Section 255 of Education Law. Amending Resolutions and Local Laws: Res. No. 221 of 1976; Res. No. 7 of 99; Local Law No. 6 of 1981 fixed terms of office; Local Law No. 1 of 1999 – three-year terms; Local Law No. 1 of 2003; Local Law No. 1 of 2017; Bylaws updated Res. No. 315 of 2024

Contact: Director, Public Library, 272-4557

- 12 members

Function: To promote sound fiscal management and review of the Library's operations and to establish proper accountability by the Library of funds received from the County.

Local Emergency Planning Committee (LEPC)

Est. 1987 - appointments made by the Tompkins County Legislature with the approval of the New York State Disaster Preparedness Commission. Bylaws revised in June, 1992; R287-88, R187-92; 15 members with no set terms.

Contact: Director of Emergency Response, 257-3888

- Chair, Public Safety Committee
- Chair, Health Committee
- Emergency Response Coordinator
- City Fire Chief
- Public Health Director
- University Safety Officer
- Print Media representative
- Broadcast Media representative
- Community representative
- Law enforcement representative
- Hospital representative
- 4 Facility Owner and Operator representatives

Ex-Officio members:

- Chair, Tompkins County Legislature
- New York State Police

Function: The principal duty of the LEPC is to develop an emergency response plan for Tompkins County and the municipalities and organizations, businesses and industrial facilities within the County.

CMHSB Mental Health Subcommittee N/C

Legislature appoints 9 members; 4 year terms

Contact: Whole Health Department, 274-6300

- 9 Community Member representatives
- 3 Mental Health Board representatives

Function: Responsible for program planning and program evaluations of the agencies assigned to them. They will review all new program proposals and will develop the local governmental plan for the disability they represent. They bring their written recommendations on the above to the Mental Health Services Board for its consideration.

Office for the Aging Advisory Committee N/C

Est. by Local Law No. 1 of 7/15/1974; amended by Local Law No. 1 of 1978 (Res. No. 34 of 2/13/78), Local Law No. 1 of 2003, Local Law No. 1 of 2017, and Res. No. 127 of 2011 (bylaws amended); may not serve more than two consecutive terms. 15 members, three-year staggered terms.

Contact: Director, Office for the Aging, 274-5482

- 15 members. *At least half of the members have to be 60 years of age or older; remaining members shall be At-large members who are concerned with the interests of the elderly.

Function: To advise the Tompkins County Legislature and the Director of the Office for the Aging on matters relating to the

quality of life for persons 60 years of age and older in Tompkins County.

Planning Advisory Board

Est. via Local Law 1 of 1995, Res. No. 180 of 2002. Restructured via Local Law No. 5 of 2002; Local Law No. 1 of 2003; amended via Local Law No. 1 of 2017 (membership). Bylaws approved by Res. No. 214 of 1996. Revised bylaws approved via Res. No. 48 of 2003. 19 Members - Staggered 3-year terms.

Contact: Planning and Sustainability Department, 274-5560

- 1 Member of the program committee or designee
- 1 Economic development representative
- 1 Human services representative
- 1 Transportation representative
- 1 Natural Environment representative
- 1 Housing representative
- 1 Agriculture representative
- 2 Education representatives
- 2 At-large representatives
- 1 Land Preservation/Public Land Management representative
- 1 Business representative
- 1 Local Planning (non-urban) representative
- 1 Built Environment Design representative
- 1 Infrastructure/Utilities representative
- 1 Local Planning (urban) representative
- 1 Cultural/Historic Preservation representative
- 1 Energy representative

Function: The purpose of this Board is to provide the Tompkins County Legislature and the Commissioner of Planning and Sustainability with advice on comprehensive land-use planning and matters relating to regional, County, and municipal planning consistent with Article 12-A of the NYS General Municipal Law (GML) and the Tompkins County Charter.

Public Information Advisory Board

Est. via Res. No. 135 of 1999; Nine members with three-year terms. Bylaws adopted Res. No. 207 of 2002. Revised bylaws adopted by Res. No. 27 of 2019 and Res. No. 254 of 2024.

Contact: Communications Director, 274-5555

- 7 At-large representatives
- Ex-officio (non-voting) members: Communications Director and County Legislator

Function: Advise the Communication Director and the Tompkins County Legislature on effective ways to disseminate information and encourage meaningful public involvement in County government and issues and activities.

Recreation Partnership

Created in 1995. Bylaws adopted February 5, 2002, via Res. No. 13 of 2002, Amended and adopted by Res. No. 96 of 2002, Res. No. 223 of 2005, and Res. No. 120 of 2019. Two-year terms, expiring December 31; each participating municipality will have at least one seat on the governing board. In addition, the City of Ithaca, Town of Ithaca, and Tompkins County may appoint one additional member.

Contact: Youth Services, 274-5310

Function: Designed to reduce geographical barriers and increase affordable access to youth from participating municipalities.

Soil and Water Conservation District

Est. via Resolution No. 53 of 1944; three-year terms, County Legislators – one-year term; 5 members.

Contact: Director, Soil and Water Conservation District Office 257-3820

- 2 County Legislators
- 1 At-large representative

- 1 Grange representative
- 1 Farm Bureau representative

Function: To conduct surveys, investigations, and research relating to the character of soil erosion, floodwater, sediment damages, non-point source water pollution, and the preventative and control measures needed to publish the results of such surveys, investigate or research and to disseminate information concerning such preventative and control measures.

South Central NY Resource Conservation and Development Committee District

The Board shall be composed of a representative from each of the 12 governing bodies (Tompkins County Legislature). New Bylaws adopted April 2011 and effective October 1, 2012. The CNYRCD Nominating Committee will choose members from each County and present to the County Legislature for approval. Voting members will continue for a three-year term with a maximum of two concurrent terms.

Contact: Andy Kiraly, Chairperson, Central NY Resource Conservation and Development, 99 N. Broad St., Norwich, NY 13815

Function: To provide local leadership required for carrying out the orderly conservation, improvement, development, and wise use of the natural resources, thereby improving the economic opportunities for people within the counties that comprise the Central New York Resource Conservation and Development project, Inc.: Broome, Cayuga, Chenango, Cortland, Delaware, Madison, Onondaga, Otsego, Schoharie, Sullivan, Tioga, and Tompkins.

Strategic Tourism Planning Board N/C

Est. via Res. No. 339 of 1998 to replace the Advisory Board on Tourism Development; Bylaws amended by Res. Nos. 145 and 231 of 2000, Res. No. 272 of 2001, Res. No. 29 of 2002; Res. 210 of 2008, Res. No. 109 of 2012, Res. No. 217 of 2020, and Res. No. 316 of 2024. 18 members with three-year terms. Consecutive term limit = 3 (higher education reps excluded).

Contact: Planning and Sustainability Department, 274-5560

Voting Members:

- 2 Lodging representatives
- 2 Recreation representatives
- 2 Agri-culinary representatives
- 2 Arts/Culture representatives
- 1 Cornell University representative
- 1 Ithaca College representative
- 1 Tompkins Cortland Community College representative
- 7 At-large representatives

Non-Voting Members:

- The County's designated tourism promotion agency (TPA)
- Tompkins County Chamber of Commerce
- Ithaca Area Economic Development (IAED)
- Ithaca Downtown Conference Center
- Downtown Ithaca Alliance
- Community Arts Partnership
- Public Transportation
- Tompkins County Legislator

Function: This Board reviews and evaluates the activities of all entities receiving Room Occupancy Tax and recommends to the Legislature the most appropriate and effective use of room tax funds.

CMHSB Substance Use Subcommittee N/C

Legislature appoints 9 members; 4 year terms.

Contact: Whole Health Department, 274-6300

- 6 Community Member representatives
- 3 Mental Health Board representatives

Function: Responsible for program planning and program evaluations of the agencies assigned to them. They will review all

* * * * *
