



**Southeast Service Cooperative Board of Directors Regular Board Meeting
5:30 PM, Wednesday, September 22, 2021
MINUTES**

PRESENT: Chair Mary Blair-Hoeft, Vice Chair Brein Maki, Board Clerk Jean Roth, Board Treasurer Lynn Gorski, Member Jason Marquardt, Member Monica Sveen-Ziebell, Member Don Leathers, Member Theresa Arrick-Kruger, Member Mike Christensen

ABSENT: None

EX-OFFICIO: Steve Sallee

STAFF: Dale Walston, Amy Grover

The meeting was called to order at 5:33 PM by Chair Mary Blair Hoeft. A quorum was declared.

Monica Sveen-Ziebell made a motion, seconded by Jean Roth to approve the agenda. The motion passed unanimously.

Regional Center of Excellence Director Jeff Aamot shared updates.

[Executive Director Report](#) - Steve Sallee reviewed the attached updates. The Medica transition continues to gain traction and is going well. Winter Board meetings will be moved from mornings to evenings with a Zoom option. Board presentations will resume soon. Steve will look to hire a facilitator to kick off and guide strategic planning sessions, starting with staff and later including the board, SAC superintendents, member administrators, and stakeholders.

[Program Manager Updates](#) - Amy Grover reviewed the attached program manager updates.

[Pool Renewal Progress Report](#) - Dale Walston reviewed the attached January 1 Pool Renewals.

Tess Arrick-Kruger made a motion, seconded by Mike Christensen, to approve and accept the items on the consent agenda, including [Minutes of Last Meeting](#), [Balance Sheet](#), [Revenue Expense](#), [Bills](#), [Personnel Committee Meeting Minutes](#), and [Superintendent Advisory Committee Meeting Minutes](#). The motion passed unanimously.

Specific Agenda.

The first reading for [Changes to ByLaws](#) was conducted.

Lynn Gorski made a motion, seconded by Jean Roth, for approval of Personnel Committee's [staff insurance recommendation](#). The motion passed unanimously.

Tess Arrick-Krueger made a motion, seconded by Mike Christensen, to approve the extension of the Career Navigators Contracts to June 30, 2022. The motion passed unanimously.

Operations.

Monica Sveen-Ziebell made a motion, seconded by Don Leathers, to approve appointment of Lynn Gorski to SSC Board Member Category 3. Lynn Gorski abstained from voting, and the motion passed.

Mike Christensen made a motion, seconded by Monica Sveen-Ziebell, to approve as amended the [Board of Directors Election Schedule](#); [Call for Nomination-Education](#); and [Call for Nomination-Local Government](#). The motion passed unanimously.

Mike Christensen made a motion, seconded by Lynn Gorski, to approve the annual [Designation of Identified Official with Authority \(IOWA\)](#). The motion passed unanimously.

Informational.

The October Board meeting was canceled due to the MSC Conference conflicting.

The next regular SSC board meeting date is Wednesday, Nov 17, 2021, at 5:30 PM and will be offered hybrid: in person and via Zoom.

Jason Marquardt made a motion, seconded by Tess Arrick-Krueger, to adjourn the meeting at 6:27 PM. The motion passed unanimously.

Respectfully submitted by,
Jean Roth, Board Clerk

<u>2021 Meeting Schedule - 5:30 pm start</u>	<u>2022 Meeting Schedule - 5:30 pm start</u>
Wednesday, January 27, 2021 – ANNUAL MTG	Wednesday, January 26, 2022 – ANNUAL MTG
Wednesday, February 24, 2021	Wednesday, February 23, 2022
Wednesday, March 24, 2021	Wednesday, March 23, 2022
Wednesday, April 28, 2021	Wednesday, April 27, 2022
Wednesday, May 26, 2021	Wednesday, May 25, 2022
Wednesday, June 23, 2021	Wednesday, June 22, 2022
JULY, MSC Board Conference – RESCHEDULED	Wednesday, August 24, 2022
Wednesday, August 25, 2021	Wednesday, September 28, 2022
Wednesday, September 22, 2021	OCTOBER, MSC Board Conference
Wednesday, October 27, 2021 – CANCELED	Wednesday, October 26, 2022
Wednesday, November 17, 2021	Wednesday, November 16, 2022 (9:00 AM)
Wednesday, December 15, 2021	Wednesday, December 14, 2022 (9:00 AM)