

Southeast Service Cooperative Board of Directors Meeting

5:30 PM, Wednesday, April 22, 2020

Virtual Meeting via Zoom Teleconference

Personnel Committee Meeting at 4:30 PM

Present: Theresa Arrick-Kruger, Mike Christensen, Mary Blair-Hoeft, Lynn Gorski, Don Leathers, Jason Marquardt, Brein Maki, Monica Sveen-Ziebell

Absent: Jean Roth

Ex-Officio: Steve Sallee

Staff: Bill Colopoulos, Amy Grover, Jill Miller, Dale Walston

Call to Order

Meeting called to order at 5:33 PM by Chair Mary Blair-Hoeft. A roll call of members in attendance was taken, and a quorum was declared.

Approval of Agenda

MOTION: Mike Christensen moved, Tess Arrick-Kruger seconded to approve the agenda. Motion passed.

Hearing of Reports

Minnesota Healthcare Consortium Overview. Steve Sallee gave an overview of the healthcare consortium. The consortium was created to offer an affordable high-value benefit plan to its members, provide excellent wellness and health management services, maintain local control and choice of benefit plans, level out premium volatility, improve member service, and increase the market share.

School Pool Renewal Formula Update. Bill Colopoulos provided information about the status of the school pool renewal. He will be making a presentation to SSC school pool members on April 28. Due to the COVID-19 impact, renewal confirmations will be extended to July 15, 2020. Dale Walston also gave a financial overview of our SSC school pool. He discussed that by pooling across the state, we can keep the school pool healthier.

Program Manager Updates. Amy Grover provided a written report with updates on Local Government, Development and Innovation, Student Programs, STEM Forward, Wellness, Marketing and Outreach, Wood Lake Meeting Center (WLMC), Mobile Science Labs, Professional Learning, and Workforce Development.

- There have been many changes made due to the COVID-19 pandemic. Wood Lake Meeting Center (WLMC) is closed through May 3. We are currently holding off on making any new meeting reservations for the months of May and June. However, rentals we already had for May and June have not been canceled yet. SSC is patiently waiting on guidance from Governor Walz in regards to COVID-19 and reopening WLMC.

- We received word that The Scripps National Spelling Bee has been canceled. Our grand champion was Allie Hoffert, an 8th grade student from Northfield Public Schools. Given we had to cancel our 33rd Annual Young Authors, Young Artists (YAYA) event, we have decided to host a virtual YAYA over the Week of May 18. Katie Hartman has been working hard at coordinating this. It is open to grades 3-5. The conference will host artistic offerings through a series of live videos, recorded videos, and other formats. This event will be completely free and available to any district.
- Kari Kubicek is working with districts to offer customized learning webinars with online follow up. This is a good time for SSC to explore how remote professional development works.
- SSC is continuing with grant planning and getting approvals from grantors for grant extensions.
- Workforce Development has not slowed down.

Executive Director's Report. Steve provided a report and verbal update on the following.

1. WLMC/SSC Update: It is business as usual for SSC, except for the temporary closing of WLMC. There will be some loss of revenue, but SSC is still in a good position with a fund balance. Staff are working remotely and staying very connected through virtual meetings several times a week. SSC is patiently waiting on guidance from Governor Walz. A Superintendent Advisory Committee (SAC) meeting was held this week, and some superintendents are already planning for next fall. We are not sure what that would mean for SSC, but we are keeping a close eye on this.
2. Upcoming Meetings: The May Board and Finance Committee meetings will most likely be held virtually via Zoom. More information will be coming early next month.
3. Career Navigators: One of the biggest challenges SSC has faced since the COVID-19 crisis began has been with our Career Navigators. On Monday, April 27, strategic planning meetings with SSC members employing Career Navigators will take place to provide guidance for Career Navigators. These positions are grant funded.
4. Special Education Concerns Discussion: There have been many discussions about special education concerns. Steve had planned to meet with executive directors from Zumbro Education District (ZED), Hiawatha Valley Education District (HVED), and Goodhue County Education District (GCED), to discuss regional concerns in March, but the meeting was canceled due to the COVID-19 pandemic. We have rescheduled the meeting to tomorrow morning via Zoom.

Consent Agenda

MOTION: Monica Sveen-Ziebell moved, Tess Arrick-Kruger seconded to approve and accept the items on the consent agenda: March meeting minutes, March balance sheets, March revenue and expenses, March bills, Superintendent Advisory Committee (SAC) Meeting Summary, and MSC Board Meeting Minutes of April 17, 2020. Motion passed.

Specific Agenda

Personnel. Approval of Employee Health Insurance Rates for 2020-2021. The Personnel Committee met this afternoon. SSC received a 7.5% increase in premium. We have both the Aware and HVN networks. The Personnel Committee recommends no change in the percentage the employee pays in premium. The Personnel Committee also recommends a formula change as follows: recommend change to make the rates applicable to any employee .75FTE to 1.0FTE; recommend change to make the rates applicable to any employee .50FTE to .74FTE multiplied by 1.75; recommend change so VEBA/HSA contributions are the same of all (not prorated).

MOTION: Mike Christensen moved, Jason Marquardt seconded to approve Employee Health Insurance Rates for 2020-2021 as proposed. Motion passed.

Operations. Approval of School Pool Renewal Formula.

MOTION: Mike Christensen moved, Monica Sveen-Ziebell seconded to approve the School Pool Renewal Formula. Motion passed.

Approval for SSC to serve as fiscal host for MASA Region 1, effective July 1, 2020. Currently, all transactions run through the MASA Region 1 checking account. At the last MASA Committee meeting, they recommended that SSC become the fiscal host of the MASA budget.

Steve discussed that Dave Thompson has resigned his position as lead of the MASA Mentor/Mentee Program. Committee members supported having Steve step into this role. Steve mentioned that he would not be taking any money personally for the role, but that the \$500 stipend would be paid to SSC.

MOTION: Tess Arrick-Kruger moved, Mike Christensen seconded to approve SSC to serve as fiscal host for MASA Region 1, effective July 1, 2020. Motion passed.

Information and Sharing

Bree reported that Lewiston-Altura has hired a new superintendent. They are excited to welcome Gwen Carman from the Carlton School District.

Next Meeting and Adjournment

The May 2020 Board meeting date is Wednesday, May 20, 2020, at 5:30 PM.

MOTION: Tess moved, Mike seconded to adjourn the meeting at 7:02 PM. Motion passed.

Jean Roth, Clerk

CALENDAR

2020 and 2021 Board Meeting Schedule – Meetings are located in the Wood Lake Meeting Center at Southeast Service Cooperative and start at 5:30 PM unless otherwise noted.

<u>2020 Meeting Schedule</u>	<u>2021 Meeting Schedule</u>
Wednesday, January 22, 2020 – ANNUAL MTG	Wednesday, January 27, 2021 – ANNUAL MTG
Wednesday, February 26, 2020, 9:00 AM	Wednesday, February 24, 2021
Wednesday, March 25, 2020 – via Zoom	Wednesday, March 24, 2021
Wednesday, April 22, 2020 – via Zoom	Wednesday, April 28, 2021
Wednesday, May 20, 2020	Wednesday, May 26, 2021
Wednesday, June 24, 2020	Wednesday, June 23, 2021
NO REGULAR MEETING IN JULY	NO REGULAR MEETING IN JULY
JULY, MSC Board Conference, July 8-10 - Canceled	JULY, MSC Board Conference
Wednesday, August 26, 2020	Wednesday, August 25, 2021
Wednesday, September 23, 2020	Wednesday, September 22, 2021
Wednesday, October 28, 2020	Wednesday, October 27, 2021

Wednesday, November 18, 2020 Wednesday, December 16, 2020, 9:00 AM	Wednesday, November 17, 2021 Wednesday, December 15, 2021
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- **Minnesota Service Cooperatives (MSC) Board: Brein Maki** elected at the January 2020 Board meeting to complete a four-year term on the MSC Board January 1, 2020, through December 31, 2023. **Mike Christensen** elected at the January 2020 Board meeting to a four-year term on the MSC Board January 1, 2020, through December 31, 2023.
- **Cooperative Purchasing Connection (CPC) Board: Mary Blair-Hoeft**
- **Minnesota Healthcare Consortium (MHC) Board: Lynn Gorski**
- **Association of Education Service Agencies Conference:** December 2-5, 2020, in Orlando, FL
- **MN Service Cooperatives Board Conference:** July 8-10, 2020, in Alexandria, MN - **Canceled**

2020 Board Committees

- **Finance** – Mike Christensen, Lynn Gorski, Mary Blair-Hoeft, Tess Arrick-Kruger, Jean Roth
- **Personnel** – Monica Sveen-Ziebell, Don Leathers, Brein Maki, Tess Arrick-Kruger, Mary Blair-Hoeft
- **Policies/Bylaws** – Don Leathers, Monica Sveen-Ziebell, Jason Marquardt, Jean Roth, Bree Maki
- **Canvassing** – Bree Maki and Mary Blair-Hoeft

2020 Staff Presentation Schedule

January – Annual Meeting

February – Professional Development

March – **No Presentation**

April – **No Presentation**

May – Facilities Management, Wood Lake Meeting Center

June – Student Academics

July – **No Meeting**

August – Professional Development, Regional Center of Excellence

September – STEM Forward, Workforce Development

October – Local Government/Development & Innovation

November – Facilities Management, Wood Lake Meeting Center

December – TBD