



Southeast
Service
Cooperative

MINUTES

Regular Board Meeting

5:30 PM - Wednesday, December 16, 2020
via Zoom Videoconferencing

- PRESENT:** Vice Chair Brein Maki, Board Clerk Jean Roth, Member Theressa Arrick-Kruger, Member Mike Christensen, Member Don Leathers, Member Monica Sveen-Ziebell
- ABSENT:** Chair Mary Blair-Hoeft, Board Treasurer Lynn Gorski, Member Jason Marquardt
- EX-OFFICIO:** Steve Sallee
- STAFF:** Amy Grover, Dale Walston

4:45 PM Finance Committee Participants: Mike Christensen, Jean Roth, Tess Arrick-Kruger

1. **CALL TO ORDER – BREE MAKI**

Meeting was called to order at 5:30 PM by Vice Chair Bree Maki. A quorum was declared.

2. **APPROVAL OF AGENDA**

Member Mike Christensen made a motion to approve the agenda. Member Tess Arrick-Kruger seconded the motion. Motion passed unanimously.

3. **HEARING OF REPORTS – INFORMATION**

Program Manager Report. Amy Grover provided a written report and verbal updates on progress and planning for Student Programs, Wellness, Professional Development, Workforce Development, STEM Forward, and Wood Lake Meeting Center. Highlights included the success of the virtual Wellness Forum and STEM Forward Educator Forum, both held on November 4, as well as a well-received virtual kick-off for Junior High and Senior High Knowledge Bowl Round Robins. The workforce development team has been facilitating conversations about equitable access for career related experiences and pathways for employment, including potential development of a regional CNA pathway that gets students high school credit, paid work experience, and an industry recognized credential. In addition, our Career Navigators wrapped up a hugely popular virtual Manufacturing Week and are now working on Construction Month in partnership with Construct Tomorrow.

Executive Director Report. Steve Sallee provided a written report and verbal updates on FutureForward™ including the exciting addition of a public service career video from Senator Tina Smith as well as recent influx of videos from local manufacturers and construction

companies. In addition, the Minnesota Healthcare Consortium is currently reviewing RFP responses for insurance carriers and held an MHC Board meeting this month. Steve also shared recent news that the Minnesota Service Cooperative Regional Response Teams were asked by the Governor's Office to serve as regional distribution centers for schools to pick up additional PPE and COVID saliva tests beginning in January. Finally, he shared that planning is underway for the annual Legislative Forum to be held on Friday, February 5, 2021 from 9:00-11:00 AM via Zoom.

4. CONSENT AGENDA

Member Tess Arrick-Kruger made a motion to approve and accept the items on the consent agenda, including minutes of November meeting, November balance sheets and revenue expenses, and November bills. Member Mike Christensen seconded the motion. Motion passed unanimously.

5. SPECIFIC AGENDA

Policy

Programs

- Member Monica Sveen-Ziebell made a motion to accept \$35,000 to support the Mobile Science Lab program from Mayo Clinic's Research Department and Department of Laboratory Medicine and Pathology. Member Mike Christensen seconded the motion. Motion passed unanimously.

Personnel

- Member Jean Roth made a motion to approve posting of the new Regional Insurance Specialist position. Member Don Leathers seconded the motion. Motion passed unanimously.

Operations

- Member Mike Christensen made a motion to approve the 2019-2020 Annual Report. Member Monica Sveen-Ziebell seconded the motion. Motion passed unanimously.
- Member Jean Roth made a motion to appoint Mike Christensen for a one-year term to the SSC Board of Directors (1/1/21-12/31/21). Member Tess Arrick-Kruger seconded the motion. Motion passed unanimously.
- Member Mike Christensen made a motion to approve the election of Tess Arrick-Kruger and Don Leathers for new four-year terms to the SSC Board of Directors (1/1/21-12/31/24). Member Jean Roth seconded the motion. Motion passed unanimously.

6. ADJOURNMENT AND NEXT MEETING DATE

The next Board meeting date is Wednesday, January 27, 2021 at 5:30 PM.

Member Monica Sveen-Ziebell made a motion to adjourn the meeting at 6:07 PM. Member Tess Arrick-Kruger seconded the motion. Motion passed unanimously.

Jean Roth, Board Clerk

CALENDAR

<u>2021 Meeting Schedule</u>	<u>2022 Meeting Schedule</u>
Wednesday, January 27, 2021 – ANNUAL MTG	
Wednesday, February 24, 2021	
Wednesday, March 24, 2021	
Wednesday, April 28, 2021	
Wednesday, May 26, 2021	
Wednesday, June 23, 2021	
NO REGULAR MEETING IN JULY	
Wednesday, August 25, 2021	
Wednesday, September 22, 2021	
Wednesday, October 27, 2021	
Wednesday, November 17, 2021	
Wednesday, December 15, 2021	

Minnesota Service Cooperatives (MSC) Board: Bree Maki and Mike Christensen (1/1/20-12/31/23)

Cooperative Purchasing Connection (CPC) Board: Mary Blair-Hoeft

Minnesota Healthcare Consortium (MHC) Board: Lynn Gorski

Finance Committee: Mike Christensen, Lynn Gorski, Mary Blair-Hoeft, Tess Arrick-Kruger, Jean Roth

Personnel Committee: Monica Sveen-Ziebell, Don Leathers, Bree Maki, Tess Arrick-Kruger, Mary Blair-Hoeft

Policies/Bylaws Committee: Don Leathers, Monica Sveen-Ziebell, Jason Marquardt, Jean Roth, Bree Maki

Canvassing Committee: Bree Maki and Mary Blair-Hoeft

Association of Education Service Agencies Conference: December 2021

MN Service Cooperatives Board Conference: July 2021