

**Southeast Service Cooperative Board of Directors Meeting
5:30 PM, Wednesday, February 28, 2018**

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

Absent: Carol Cravath, Rob Mathias

Ex-Officio: Steve Sallee

Staff: Amy Grover, Nicole LaChapelle-Strumski, Kari Kubicek

Consultant: Bill Colopoulos, Health and Benefits Consultant

Call to Order

Meeting called to order at 5:32 PM by Chair Tess Arrick-Kruger, who declared a quorum.

Organizational Items

MOTION: Karla Bauer moved, Jason Marquardt seconded to approve and accept the agenda. Motion passed.

Hearing of Reports - Information

Health Insurance Pool Report. Bill Colopoulos, Health and Benefits Consultant, shared the 2016-2017 School Pool self-insured policy settlement report and highlighted that all claims and customer service performance standards were met and the Rate Stabilization Reserve (RSR) is in a good position. The Incurred by Not Reported Reserve (IBNR) was overfunded and will be transferred to the RSR. Two pool members received margin returns.

Health and Wellness Report. Nicole LaChapelle-Strumski, Program Manager, provided some wellness updates and statistics regarding the percentage of education and local government members that took advantage of wellness funding. She shared results from the 2018 Member vs. Member Challenge (congratulations Wabasha-Kellogg Schools and City of Spring Grove). Finally, she provided an overview of her SHIP technical assistance work, wellness forum topics, biometric testing equipment rental, and SSC staff wellness activities.

Professional Development Report. Kari Kubicek, Program Manager, shared that we will be focusing more on customized PD options to better serve our members. We will be decreasing the number of sessions offered at SSC/WLMC due to declining enrollment and increased need for onsite solutions. She has developed new metrics to evaluate our programs, including revenue, FTE, number of engaged members, and satisfaction. Kari also distributed the new Spring 2018 Professional Learning Catalog and welcomed a new faculty member (Tom Meagher, Owatonna STEM Education Coordinator).

Executive Director Report. Steve Sallee, Executive Director, shared that staff has been out visiting members at their sites to listen to our members and learn about their needs. We discussed the cancellation of the 2018 Legislative Breakfast, and talked about a date for next year and ways to encourage better participation.

Consent Agenda

MOTION: Mary Blair-Hoeft moved, Karla Bauer seconded to approve and accept the items on the consent agenda: January meeting minutes, balance sheet and revenue expense, bills, other finance reports, and Superintendent Advisory Committee meeting summary. Motion passed.

Specific Agenda

Potential Side Walk Project. Steve shared that there was a public open house meeting about the City of Rochester's proposal to add a sidewalk along the north side of 35th Street SE to provide a safe connection between the school and the outdoor gardens located to the east of the school.

Next Meeting and Adjournment

The March 2018 regular Board meeting date is Wednesday, March 28 at 5:30 PM (preceded by the Finance Committee at 5:00 PM).

MOTION: Bree Maki moved, Don Leathers seconded to adjourn the meeting at 6:26 PM. Motion passed.

Bree Maki, Clerk

CALENDAR

2018 and 2019 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>2018 Meeting Schedule</u>	<u>2019 Meeting Schedule</u>
Wednesday, January 24, 2018 - ANNUAL MEETING	Wednesday, January 23, 2019 - ANNUAL MEETING
Wednesday, February 28, 2018	Wednesday, February 27
Wednesday, March 28, 2018	Wednesday, March 27
Wednesday, April 18, 2018	Wednesday, April 17 - based on school renewal
Wednesday, May 23, 2018	Wednesday, May 22
Wednesday, June 27, 2018	Wednesday, June 26
NO REGULAR MEETING IN JULY	NO REGULAR MEETING IN JULY
JULY 11-13, MSC Board Conference	JULY, MSC Board Conference
Wednesday, August 15, 2018 - THIRD WED to approve Local Govt Pool	Wednesday, August 21 - THIRD WED to approve Local Govt Pool
Wednesday, September 26	Wednesday, September 25
Wednesday, October 24	Wednesday, October 23
Wednesday, November 28	Wednesday, November 27 - Alt Date: Nov 21
Wednesday, December 19	Wednesday, December 18 - THIRD WED

MSC (MN Service Cooperatives) Board Meetings: Mike Christensen elected at the June 2014 Board meeting to a four-year term on the MSC Board July 1, 2014 through June 30, 2018. Mary Blair-Hoeft elected at the June 2015 Board meeting to a four-year term on the MSC Board July 10, 2015 through June 30, 2019. Meeting dates:

- July 2018 – Time/Date to be determined, in conjunction with MSC Board Conference

MN Service Cooperatives Board Conference 2018

Wednesday-Friday, July 11 – 13 at Cragun’s Resort, Brainerd

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

MHC Board (Minnesota Healthcare Consortium): Lynn Gorski and Steve Sallee

- Wednesday, May 2, 2018, Time 3:30 – 5:30 PM at Resource Trg & Solutions, Sartell
- Wednesday, July 11, 2018, Time 3:30 – 5:30 PM, Cragun’s Resort

Association of Education Service Agencies Conference

- 2018: November 28 – December 1, Colorado Springs, Colorado