



MINUTES Regular Board Meeting

5:30 PM - Wednesday, January 27, 2021
via Zoom Videoconferencing

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

ABSENT: Member Don Leathers

EX-OFFICIO: Steve Sallee

STAFF: Amy Grover, Dale Walston

1. CALL TO ORDER – MARY BLAIR-HOEFT

Meeting was called to order at 5:30 PM by Chair Mary Blair-Hoeft. A quorum was declared.

ELECTION OF OFFICERS AND COMMITTEE APPOINTMENTS

MOTION: Member Jason Marquardt moved to approve the following Board of Directors officers and committee appointments for 2021, Member Monica Sveen-Ziebell seconded.

Chair: Mary Blair-Hoeft

Vice-Chair: Brein Maki

Treasurer: Lynn Gorski

Clerk: Jean Roth

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

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

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

Canvassing: Brein Maki, Mary Blair-Hoeft

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

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

Minnesota Healthcare Consortium (MHC) Board: Lynn Gorski

Motion passed.

2. APPROVAL OF AGENDA

Member Lynn Gorski made a motion to approve the agenda. Member Bree Maki seconded the motion. Motion passed unanimously.

3. HEARING OF REPORTS – INFORMATION

Program Manager Report. Amy Grover provided a written report and verbal updates on:

- **Wellness Programming:** Member groups in both pools are currently working on/submitting their wellness funding applications or mini grants. SSC's 10th Annual Member vs. Member Walking Challenge is currently taking place with about 500 individual members participating.
- **Marketing and Outreach:** Our thrice-yearly newsletter, the *Connections*, was recently distributed.
- **Professional Learning:** Virtual trainings facilitated by Angie Ellsworth in the relicensure content areas of Cultural Competency and Mental Health/Suicide Prevention are being offered on March 1 and March 8. Kari is working with SSC PD Faculty member Tom Meagher to develop several webinars covering different components of the new standards to be offered this spring.
- **Student Programs:** The Junior High Knowledge Bowl season is complete with 18 teams participating in Junior High KB, using the new virtual platform. Senior High Knowledge Bowl is underway with 40 teams this season! The Regional Spelling Bee will be hosted in-person at SSC in March. The Scripps National Spelling Bee has not announced plans for the National Bee that takes place in Washington, D.C. in May.
- **STEM Forward:** Planning has begun for the STEM Forward Spring Educator Forum scheduled as a virtual event on Wednesday, April 14, 2021. STEM Forward also celebrated the Outstanding Educator Awards on January 20, with over 70 people including legislators, community members, and students attended virtually to celebrate Jessica Marquardt from Kasson Mantorville Schools as 2021 Outstanding Educator.
- **Workforce Development:** The workforce development team spent much of December and January taking a pulse on the impact of SSC and community partner's Rural CTE grant initiatives to help better connect students to experiential learning, career connected learning, and advancing industry partnership in this space. Below are just a few of the metrics to capture the value and progress in southeast Minnesota.
 - \$900,000 leveraged industry funds and \$87,000 in additional grants awarded
 - 381 professionals registered and 582 students engaged in FutureForward™
 - 507 career videos in FutureForward™ curated and created by SSC

Executive Director Report. Steve Sallee provided a written report and verbal updates on:

- **WLMC Update:** We are planning to open the WLMC for some small events. In March, we will host the Regional Spelling Bees on March 9 and March 23. Beginning in April, we will slowly welcome external rental customers back (for groups of 30 or less) with COVID precautions in place, and requiring social distancing, masks, temperature screening, etc. April rentals will include Mayo Clinic and Local 669.
- **Carrier RFP Update:** Steve has been involved with the carrier RFP process and the statewide review team has it narrowed down to three finalists and have those presentations scheduled.
- **Regional Insurance Specialist Update:** We are planning to extend the application timeline to the end of the month, as we have only received a handful of qualified applicants. This is an extremely important position and we want to get the best pool possible to interview.
- **COVID Regional Response Team:** SSC continues to coordinate consultations, saliva testing, and vaccine communications. We were very fortunate to be allocated vaccines each week for staff at SSC and we have developed a list of staff that are interested in receiving a vaccine so as to prioritize those that are higher risk, or have a higher likelihood of being in schools.

4. CONSENT AGENDA

Member Jean Roth made a motion to approve and accept the items on the consent agenda, including minutes of December meeting, December balance sheets and revenue expenses, December bills, SAC minutes from January meeting, mileage reimbursement rate change to \$0.56 effective 1/1/21, designation of depositor at US Bank, Minnesota School District Liquid Asset Fund (MSDLAF), Wells Fargo Investments, approval to open new investment account with Moreton Capital Markets, and approval of SAC meeting schedule. Member Tess Arrick-Kruger seconded the motion. Motion passed unanimously.

5. SPECIFIC AGENDA

Personnel

- Member Jean Roth made a motion to approve the hire of Ashley Ayotte as Career Navigator, effective January 11, 2021. Member Mike Christensen seconded the motion. Motion passed unanimously.
- Member Mike Christensen made a motion to approve the resignation of Ashley Ayotte, effective January 15, 2021. Member Jason Marquardt seconded the motion. Motion passed unanimously.
- Member Mike Christensen made a motion to the hire of Sue Lawlor-Rod as Career Navigator (serving Cannon Falls Area Schools, Zumbrota-Mazeppa Public Schools, Pine Island Public Schools, and Goodhue County Education District), effective January 26, 2021. Member Lynn Gorski seconded the motion. Motion passed unanimously.

Operations

- Member Monica Sveen-Ziebell made a motion to approve the 2021-2022 Board meeting schedule. Member Tess Arrick-Kruger seconded the motion. Motion passed unanimously.
- Member Mike Christensen made a motion to approve the 2019-2020 school health insurance pool settlement. Member Bree Maki seconded the motion. Motion passed unanimously.
- Member Lynn Gorski made a motion to approve the Pay Equity Report and Implementation Report. Member Jean Roth seconded the motion. Motion passed unanimously.
- Member Tess Arrick-Kruger made a motion to approve the statement of work from Heartland Business Solutions for Phase I of development of a new online registration system and database for SSC. Member Mike Christensen seconded the motion. Motion passed unanimously.

6. ADJOURNMENT AND NEXT MEETING DATE

The next Board meeting date is Wednesday, February 24, 2021 at 5:30 PM.

Member Lynn Gorski made a motion to adjourn the meeting at 6:15 PM. Member Bree Maki seconded the motion. Motion passed unanimously.

Jean Roth, Board Clerk

2021 Meeting Schedule

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
JULY, MSC Board Conference - CANCELLED
Wednesday, August 25, 2021
Wednesday, September 22, 2021
Wednesday, October 27, 2021
Wednesday, November 17, 2021 (9:00 AM)
Wednesday, December 15, 2021 (9:00 AM)

2022 Meeting Schedule

Wednesday, January 26, 2022 – ANNUAL MTG (9:00 AM)
Wednesday, February 23, 2022 (9:00 AM)
Wednesday, March 23, 2022 (9:00 AM)
Wednesday, April 27, 2022
Wednesday, May 25, 2022
Wednesday, June 22, 2022
JULY, MSC Board Conference
Wednesday, August 24, 2022
Wednesday, September 28, 2022
Wednesday, October 26, 2022
Wednesday, November 16, 2022 (9:00 AM)
Wednesday, December 14, 2022 (9:00 AM)