

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

**Present:** Theresa Arrick-Kruger, Mary Blair-Hoeft, Mike Christensen, Carol Cravath, Lynn Gorski, Rob Mathias, Jason Marquardt, Brein Maki

**Absent:** Karla Bauer, Don Leathers

**Ex-Officio:** Steve Sallee

**Staff:** Amy Grover, Dale Walston, and Sarah Ness (joined to provide program reports)

**Call to Order**

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Meeting called to order at 5:34 PM by Chair Tess Arrick-Kruger, who declared a quorum.

**Organizational Items**

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MOTION: Carol Cravath moved, Mary Blair-Hoeft seconded to approve and accept the agenda. Motion passed.

**Hearing of Reports - Information**

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**RAMSP Report.** Sarah Ness, Program Manager, presented information to the Board about growth and focus areas for SSC's Rochester Area Math Science Partnership (RAMSP). Her report included information on the Spring Educator Forum on April 11, details on RAMSP membership, and a recap of future development opportunities, including participation on the SciMathMN Leadership Team at the statewide level. Finally, she provided an update on our partnership with IBM to promote Teacher Advisor with Watson resources available for K-5 math teachers with the assistance of our short-term consultant to help with communication and awareness activities.

**Cooperative Purchasing Report.** Sarah Ness, Program Manager, also provided an update on Cooperative Purchasing Connection (CPC), which included highlights on mulch sales, playground surfacing, three new furniture contracts for science and CTE classrooms, and the cut paper sale coming in April. Express, the CPC online ordering marketplace, was a presentation topic at the Region V Conference on March 23 as well.

**Executive Director Report.** Steve Sallee, Executive Director, shared ideas for future services including business management services, which might lead to other shared services for payroll, HR services, and/or technology support. We will plan to do a feasibility study. Steve is working at statewide level on additional ideas for programs/services and creative health care programs to become more competitive. Steve reported on recent presentations to the Kasson-Mantorville and Lake City School Board meetings, and is anxious to continue this with other members. Finally, Steve announced that (thanks to Nicole LaChapelle-Strumski's leadership) SSC has been recognized for the sixth time as a Best Place to Work in SE MN by the Southeast Minnesota Workforce Investment Board. Board members will be invited to join us at the recognition banquet on April 26.

**Consent Agenda**

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MOTION: Carol Cravath moved, Lynn Gorski seconded to approve and accept the items on the consent agenda: February meeting minutes, balance sheet and revenue expense, bills, other finance reports, and

Superintendent Advisory Committee meeting summary, and award of the CPC bid for mulch to Crescent Landscape. Motion passed.

### **Specific Agenda**

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**Health Insurance Pool Update.** Steve Sallee provided updates on the MHC. Discussing concerns regarding PEIP and being more competitive. Overall, Southeast Service Cooperative is in good shape. We are working on the statewide plan for sustainability. Our product is high quality and we need to review coverage options for what is valuable for members. Finally, he shared that the school pool met this week to share information, which went very well. Bill will be meeting with each member to discuss renewal rates.

**Environmental Health and Safety Management Services and Mock OSHA.** Dale Walston and Steve Sallee shared information about the bidding process for these services, and the vendors that replied to the Request for Quotations.

MOTION: Mary Blair-Hoeft moved, Rob Mathias seconded to approve IEA as the contracted vendor for both Category 1-Environmental Health and Safety Management Services and Category 2-Mock OSHA services based on recommendation of staff, to authorize staff to negotiate a contract based on past contracts and the RFQ response by IEA, and to reject all bids for Category 3-Facility Ancillary Services. Motion passed.

**New Associate Membership.** Southern Minnesota Education Consortium (SMEC) is a special education consortium serving Alden-Conger, Glenville-Emmons, LeRoy, Lyle, Kingsland, Grand Meadow, and Southland school districts, under Executive Director Dan Armagost.

MOTION: Mary Blair-Hoeft moved, Mike Christensen seconded to approve Southern Minnesota Education Consortium as a new Associate member, effective April 2, 2018.

**MSC Summer Conference Information.** Information about the conference, scheduled for July 11-13, 2018 at Cragun's Resort in Brainerd has been distributed. Any Board members wishing to attend, should contact Kirsten Kuehl, who will coordinate logistics. Steve also encouraged anyone to nominate individuals for the Outstanding Service Award for our region.

### **Next Meeting and Adjournment**

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The April 2018 regular Board meeting date is Wednesday, April 18, 2018 at 5:30 PM (preceded by the Finance Committee at 5:00 PM).

MOTION: Lynn Gorski moved, Rob Mathias seconded to adjourn the meeting at 6:15 PM. Motion passed.

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Bree Maki, Clerk

### **CALENDAR**

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**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.

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

**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