



## MINUTES Regular Board Meeting

5:30 PM - Wednesday, May 20, 2020  
via Zoom Videoconferencing

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**PRESENT:** Chair Mary Blair-Hoeft, Vice Chair Bree Maki, Board Treasurer Lynn Gorski, Board Clerk Jean Roth, Member Don Leathers, Member Mike Christensen, Member Monica Sveen-Ziebell, Member Tess Arrick-Kruger, and Member Jason Marquardt

**ABSENT:**

**EX-OFFICIO:** Steve Sallee

**STAFF:** Amy Grover, Jill Miller, and Dale Walston

1. **CALL TO ORDER - MARY BLAIR-HOEFT**

Meeting was called to order at 5:31 PM by Chair Mary Blair-Hoeft. A roll call of members in attendance was taken, and a quorum was declared.

2. **APPROVAL OF AGENDA**

Board Clerk Jean Roth made a motion to approve the agenda. Member Mike Christensen seconded the motion. Motion Passed unanimously.

3. **HEARING OF REPORTS - INFORMATION**

• **School Pool Renewal and Minnesota Health Consortium (MHC) Updates.**

Steve Sallee reported that we are in the middle of the school pool renewal. Four large groups are at risk. We should do well with our other groups; five of fifteen groups have renewed. We will have more to share regarding renewals at the June meeting.

Dale Walston stated that we are starting to look at the city-county renewal for January 1, 2021. We have been working with another consultant from Holmes Murphy at the MHC level. Holmes Murphy is helping us look into stop loss rates for that larger pool. We have always had a stop loss contract through Blue Cross. However, Holmes Murphy is going to help us look at the market, and we are hopeful that this will give us a better advantage for January 1, 2021.

Dale discussed that there is currently a Request for Proposal (RFP) out for a product called, ICHRA. ICHRA is a product for smaller groups, nonprofits, charter schools, and organizations that have a hard time paying for health

insurance. It would give the employer the ability to have a health insurance product that works for their organization and staff. The bid is out, and we are hopeful that this will be decided at a special MHC Board meeting on June 3, 2020.

- **Executive Director Report.**

Steve provided a report and verbal update on the following.

1. Executive Director Evaluation Timeline: Steve met with the Personnel Committee today, and they discussed the Executive Director Evaluation Timeline. Similar to last year, Steve will be sending each Board member a self-reflection document in early June. He will then send an evaluation document, which will be due sometime in July. Results will be compiled, and Steve will plan to meet with the Personnel Committee again later this summer.
2. SSC and WLMC Update: It is business as usual for SSC, except for the temporary closing of WLMC. Staff are working remotely. A team is currently working on a COVID-19 preparedness plan. We will review the plan with staff at a training in June, and will share it with the Board as well. The timeline for implementing the plan is unknown, but we will be prepared with a plan in place. We are hoping to have the plan in place for a soft opening of WLMC in late June.
3. RCE Director: We conducted interviews last week for the RCE Director position. There was a lot of interest from both external and internal candidates. Eight candidates were interviewed in the first round and two in the second round. Jeff Aamot was unanimously chosen as the new RCE Director. Steve will ask him to join us at one of the upcoming Board meetings. It should be a smooth transition, and Steve is happy with how things turned out.

- **Program Manager Update.**

Amy Grover shared that given we had to cancel the annual Young Authors, Young Artists (YAYA) conference this year, Katie Hartman created a virtual YAYA. She lined up numerous presenters to offer a series of live and recorded video sessions. This was offered throughout the region to students in grades 3-5. She had 800 registrations for the event. She had over 200 students participating in the first three days of the live sessions. Tomorrow, there are another three live sessions. We are excited that we have been able to offer this to students in the region. Kudos to Katie for doing a great job in pulling all of this together and trying something different!

#### 4. CONSENT AGENDA

Member Tess Arrick-Kruger made a motion to approve and accept the items on the consent agenda: April meeting minutes, April balance sheets, April revenue and expenses, April bills, and the Invoice from Apriton Educational Advisors for FutureForward 2019-2021

Licensing Fees (purchase using Rural CTE Grant Funds). Member Monica Sveen-Ziebell seconded the motion. Motion Passed unanimously.

## 5. **SPECIFIC AGENDA**

### 5.1. **Programs**

- **Approval to post for two additional Career Navigator positions, funded through the Rural CTE Consortium Grant.**

We are hiring another Career Navigator for the Bluff Country Schools. In addition, Lake City, Dover-Eyota, Wabasha-Kellogg, Plainview-Elgin-Millville, and St. Charles School Districts are interested in a Career Navigator.

Vice Chair Bree Maki made a motion to approve the posting of two additional Career Navigator positions, funded through the Rural CTE Consortium grant. Member Mike Christensen seconded the motion. Motion Passed unanimously.

### 5.2. **Personnel**

- **Approval to hire Jeff Aamot as the SE/Metro RCE Director effective July 1, 2020.**

Jeff will begin on July 1, and he will be introduced at an upcoming Board meeting this summer.

Vice Chair Bree Maki made a motion to confirm the hiring of Jeff Aamot as the SE/Metro RCE Director effective July 1, 2020. Member Monica Sveen-Ziebell seconded the motion. Motion Passed unanimously.

## 6. **ADJOURNMENT AND NEXT MEETING DATE**

The June 2020 Board meeting date is Wednesday, June 24, 2020, at 5:30 PM.

Member Mike Christensen made a motion to adjourn the meeting at 5:57 PM. Member Jason Marquardt seconded the motion. Motion Passed unanimously.

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Jean Roth, Board 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.

<b><u>2020 Meeting Schedule</u></b>	<b><u>2021 Meeting Schedule</u></b>
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	Wednesday, March 24, 2021
Wednesday, April 22, 2020	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, 2020	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, November 17, 2021
Wednesday, December 16, 2020, 9:00 AM	Wednesday, December 15, 2021

**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:** Canceled for 2020

### 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** – Wellness, Professional Development  
**March** – No Presentation  
**April** – No Presentation  
**May** – No Presentation  
**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