



Southeast Service Cooperative Board of Directors Regular Board Meeting

5:30 PM, Wednesday, November 16, 2022

Zoom Link: <https://zoom.us/j/99386869407>

- 1.0** Bree Maki – Call to Order
- 2.0** Approval of Agenda – **Action**
- 3.0** Hearing of Reports - Information
 - 3.1 Staff Introductions
 - 3.2 Presentation - Project MOMENTUM by Ashley Karlsson, Project Director
 - 3.3 Presentation of Audit and Management letter 2021-2022 by Abdo, Eick, and Meyers Staff
 - 3.4 Approval of Fiscal Audit 2021-2022 - **Action**
[Management Letter](#)
[Annual Financial Report](#)
 - 3.5 Executive Director Verbal Report - Steve Sallee
 - 3.6 [Program Manager Updates](#) - Amy Grover
 - 3.7 January 1 Health Insurance Pool Renewal Status Update – [Attached](#) - Dale Walston
- 4.0** Consent Agenda - **Action**
 - 4.1 [Minutes of Last Meeting](#)
 - 4.2 [Sept Balance Sheet](#)
 - 4.3 [Sept Revenue Expense](#)
 - 4.4 [Sept Bills](#)
 - 4.5 [October Balance Sheet](#)
 - 4.6 [October Revenue Expense](#)
 - 4.7 [October Bills](#)
 - 4.8 Acceptance of funding from MDE (added to RCE allocation) in the amount of \$10,000 for FY2023 and \$10,000 for FY2024 Regional Crisis Response Teams
 - 4.9 Acceptance of funds for the MN STEM Ecosystem program, including:

HB Fuller	\$5,000 (received)
Boston Scientific	\$20,000 (received)
3M	\$15,000 (to be received)
Seagate	\$10,000 (to be received)
Medtronic	\$10,000 (to be received)
Ecolab	\$10,000 (to be received)
Xcel Energy	\$10,000 (to be received)
Mayo Clinic	\$10,000 (to be received)
- 5.0** Specific Agenda
 - 5.1 Policy
 - 5.2 Programs
 - 5.2.1 Acceptance of grant from US Department of Education for ELL education services called “Project MOMENTUM” - **Action** - Funding is currently awarded as follows:

9/1/2022 – 8/31/2023	\$533,450
9/1/2023 – 8/31/2024	\$524,206

9/1/2024 – 8/31/2025 \$536,552

9/1/2025 – 8/31/2026 \$549,268

9/1/2026 – 8/31/2027 \$573,167

- 5.2.2 Approval of Wilder Research Foundation contract for Evaluation Services for Project MOMENTUM (\$50,000 annually) - **Action**

5.3 Personnel

- 5.3.1 Approve hiring Ashley Karlsson .5 FTE, as the Project MOMENTUM Coordinator, effective October 17, 2022 - **Action**

- 5.3.2 Approval of Project MOMENTUM [job descriptions](#) and Gallagher classification letter - [Attached](#) - **Action**

- 5.3.3 Approve change in health plan design, employee premium rates, employee account contributions, removal of six-month wait for vacation time and 403B match, and removal of 30 day wait for health, dental and vision insurance, as recommended by the Personnel Committee - [Attached](#) - **Action**

5.4 Operations

- 5.4.1 Approve Annual Plan/Report – [Attached](#) - **Action**

- 5.4.2 Approve Consultant Contract with Kimberly Pokrandt for MDH School Health Services between 10/15/2022 and 06/30/2023 - [Attached](#) – **Action**

- 5.4.3 Approve Board Nominations for [Jean Roth](#) and [Monica Sveen-Ziebell](#) – **Action**

- 5.4.4 Approval to Waive Paper Ballot Use for Voting - **Action**

5.5 Information and Sharing

- 5.5.1 MSC Conference Debrief

- 5.5.2 Board Sharing – New initiatives, opportunities, challenges etc.

6.0 Old Business (Nothing this month)

7.0 Adjournment and Next Meeting Date (5:30 PM, December 14, 2022) - **Action**

Southeast Service Cooperative Board of Directors - SSC Foundation Board

Wednesday, November 16, 2022

Immediately Following Regular Board Meeting (same zoom link)

1.0 Call to order - Bree Maki

2.0 Approval of Agenda - **Action**

3.0 Approve receipt of contribution of \$10,000 from Best Buy Foundation - **Action**

4.0 Approve \$10,000 from Best Buy Foundation to be paid to Southeast Service Cooperative to be used for the MN STEM Ecosystem project - **Action**