

COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 9
BOARD OF CONTROL MEETING
CESA 9 OFFICE
304 KAPHAEM ROAD
TOMAHAWK, WISCONSIN
WEDNESDAY, JUNE 1, 2016

MINUTES

Chair Andy Merry called the June 1, 2016 Board of Control monthly meeting to order at 6:00 p.m. and led the members in the Pledge of Allegiance. The following members were in attendance:

Present: Helen Ackermann – DC Everest
Scott Everson – Rib Lake
Phillip Epping – Northland Pines
Andy Merry - Antigo
Helen Palmquist – Prentice
Tom Rulseh – Three Lakes
Tyler Stevenson – Tomahawk
Dan Thompson – Stratford
Kevin Zubke - Athens

Absent: Duane Frey – Rhinelander
Jen Seliger - Merrill

CESA staff members in attendance included Dawn Nordine, Bryan Plautz, Jenny Miner, and Agency Administrator Karen Wendorf-Heldt.

Oath of Office

Tyler Stevenson (Tomahawk) took the oath of office. Tyler will be filling the vacancy left by Ken Dirks who did not run for re-election in his local district (Tomahawk). Board members and CESA staff introduced themselves and welcomed Tyler to the Board of Control.

Approval of Consent Agenda

Motion by Thompson, second by Zubke to approve the consent agenda as presented. Items included approval of meeting agenda, approval of May 2, 2016 meeting minutes (amended), second reading and final approval of Policy 672.2 - Purchasing, and approval of consultant contracts for 2016-17 expected to exceed \$10,000. All present voted aye. Motion carried.

Opportunity for Public Comment

There was no public comment.

Presentation of Financial Report and Monthly Claims

Financial reports for May were reviewed. Dr. Heldt gave a brief explanation regarding factors contributing to a lower cash balance over the last three months compared with the same end of month balances from the previous year. She and Hilary will bring trend data to the Board to review in an upcoming meeting. Motion by Rulseh and second by Palmquist to approve the May financial report and claims as presented. Upon roll call vote, all present voted aye. Motion carried.

Motion by Everson, second by Thompson to approve payment of appropriate claims for 2015-16 with an accounting to be sent to the Board officers in July and presented to the entire Board at the next regular Board meeting. Upon roll call vote, all present voted aye. Motion carried.

New Business

Bryan Plautz, Facilities Director, shared information and his recommendation for the replacement of the building boiler and water heater system. Bryan also indicated that according to Focus on Energy there would be a rebate available of approximately \$1,100. Dr. Heldt stated that funds are set aside annually to fund capital projects and the project could be completed at no additional cost to districts. Motion by Epping to accept the proposal from Complete Control Inc. not to exceed \$30,000 to provide and install the boilers and water heater and to apply for the appropriate rebate. Rulseh seconded the motion. All present voted aye. Motion carried. The Board inquired on the effect of the purchase on the fund balance for capital projects. Dr. Heldt will follow up in an email with this information for the Board. Dr. Heldt commended Bryan for his knowledge expressed her gratitude for his assistance.

Discussion was held on the necessity of a July meeting. Karen indicated that a meeting would be held if there was a need for a timely Board decision. Motion by Ackermann, second by Thompson to forgo the July Board of Control meeting and authorize the Agency Administrator to schedule a July meeting if needed. All voted aye. Motion carried.

A new resolution to authorize temporary borrowing was presented. Although there is no current need for any temporary borrowing, the Agency is changing primary banks from Tomahawk Community Bank to River Valley Bank and therefore needed to new resolution for River Valley Bank. Motion by Thompson, second by Palmquist to approve the resolution authorizing temporary borrowing. All present voted aye. Motion carried.

New Board Policy 532.3 - Fringe Benefits and Terms of Employment was brought to the Board for a first reading. Karen stated that the policy language was drafted by the Agency's legal counsel to better align board policy with employee handbooks. Motion by Thompson, second by Everson to approve the first reading of new Policy 532.3 - Fringe Benefits and Terms of Employment as presented. All present voted aye. Motion carried. The policy will be brought to the Board for a second reading and final approval at their next meeting.

Administrator's Report

Dr. Heldt provided gave a "shout out" to board member Tom Rulseh who recently received the Mel Davidson Leadership Award for his commitment to improving Oneida County communities through expanding outdoor and silent sport recreation opportunities. Karen also shared reflections from office staff on what went well this past year.

Meeting notes from the May 13th PAC meeting were shared.

Karen shared copies with the Board of her May 31st presentation to interested staff and retirees/past employees who are currently enrolled in the Agency's long-term care insurance group plan. Karen stated that representatives from WEA Trust were also at the meeting to share details on the options available. Dr. Heldt recommended having a meeting in July to approve the final reading of Policy 532.3 - Fringe Benefits and Terms of Employment and to take action on the Agency recommendation to terminate LTC coverage in 2016. A note will go out to all Board members inquiring their availability on July 6th for the special meeting.

Karen reported that during the first two launches of the Student Loan Forgiveness Program, fifty-five employees from our twenty-two school districts applied/qualified and will have 2.9 million dollars of student loan forgiven over a ten year period. The third launch of this program recently went out to district superintendents to share with their staff.

Survey results were shared following the first CESA 9 Job Fair.

Karen shared her proposed goals for 2016-17 with the Board. The goals include: 1) Utilize balanced scorecard to monitor organizational performance; 2) Review and revise Board of Control policy manual; 3) Review and revise Employee Handbook; 4) Develop alternative pathway to licensure and seek DPI approval of such program to begin June 2017.

The Board of Control meeting schedule for 2016-17 was shared with the Board. (Board members should note that there will be a special Board meeting July 6th at 6:30 pm.)

Adjournment

Motion by Everson, second by Ackermann to adjourn. All voted aye. Motion carried. The meeting was adjourned at 7:00 p.m.