

**COUNTIES PROVIDING TECHNOLOGY
EXECUTIVE COMMITTEE
Monday, June 26, 2023
10:00 a.m.**

The meeting of the Counties Providing Technology (CPT) Executive Committee was called to order at 10:00 a.m., Monday, June 26, 2023, by Chair Kopitzke. In attendance were:

Cottonwood: Commissioner Holmen (virtual attendance, voting) Meeker:
Commissioner Johnson (virtual attendance, voting) Pipestone:
Commissioner Hollingsworth (virtual attendance, voting) Pope:
Commissioner Lindor
Renville: Commissioner Kramer (virtual attendance, voting) Stevens:
Commissioner Kopitzke
Yellow Medicine: Commissioner Antony (virtual attendance, voting)
Redwood County Administrator: Vicki Knobloch Kletscher (virtual attendance, non-voting)
Others present: Joel Flaten and Mike Koehler

Commissioner Antony moved to approve the agenda, seconded by Commissioner Hollingsworth. A roll call was taken and all members voted aye, motion carried.

Joel Flaten and Mike Koehler presented the Financial Reports. Commissioner Holmen moved to approve the May 2023 Financial Report, seconded by Commissioner Johnson. A roll call was taken and all members voted aye, motion carried. Warrants were presented for review and approval. Commissioner Johnson moved to approve the warrant registers from May 18, 2023 through June 15, 2023, seconded by Commissioner Hollingsworth. A roll call was taken and all members voted aye, motion carried. Executive Director Flaten reviewed the monthly deposit report. The committee discussed the Magic Fund. Motion by Commissioner Kramer to recommend to the board that CPT deposit \$200,000 into the Magic Fund, seconded by Commissioner Antony. A roll call was taken and all members voted aye, motion carried. Motion by Commissioner Lindor to pay back Barnes (\$4,909.00) and Ransom (\$3,499.00) Counties in ND for the HR and other programs that they did not use, seconded by Commissioner Johnson. A roll call was taken and all members voted aye, motion carried.

The committee was updated on North Dakota and CPT will be doing training on July 25th and 26th in Watford City. The committee reviewed the update from the Software Committee on 6/8/23. The committee reviewed the update from the Personnel Committee on 6/13/23. The committee was updated on the proposed Infection Exposure Control Policy that the Personnel Committee is recommending for approval. The committee discussed the Joint Powers Board Agreement looking at does CPT want to require members to at least have the Real Estate Tax Program. The committee feels that there needs to be further discussion on the agreement over the next months and are looking at an ad hoc or this committee to review it. The committee received the letter from Ann Goering and Frank E Langan that went to iText in regards to their claim that CPT owes for unlicensed use of their software. We still have not heard back from them after the letter. Mike updated the committee on the servers. We are working with CPS to get a rough quote with several options to use for 2024 budget planning. The committee was updated on the building projects related to the cameras, door security, roof patching and signs. The committee reviewed the projected revenue and budget for 2024. The committee would like for CPT to get a plan in place that provides an adequate amount for reserves and cash flow with the goal of paying the excess back to the member counties.

The next meeting will be July 17th, 2023 at 9:00 a.m. Hearing no further business Chair Kopitzke called for adjournment at 10:55 a.m. The committee then went into a closed session for preliminary consideration of allegations against employees.

Chair – Bob Kopitzke

Clerk – Joel Flaten