

**COUNTIES PROVIDING TECHNOLOGY
JOINT POWERS BOARD
Monday, August 28, 2023
10:00 a.m.**

The regular meeting of the Counties Providing Technology (CPT) Joint Powers Board (JPB) was called to order at 10:00 a.m., Monday, August 28, 2023, by Chair Bob Kopitzke. In attendance from member counties were:

Big Stone: Commissioner Olson
Cottonwood: Commissioner Holmen
Douglas: Commissioner Meyer
Grant: Commissioner Walvatne
Kandiyohi: Commissioner Imdieke
Lincoln: Commissioner Drietz
Lyon: Commissioner Graupmann
Mahnomen: Commissioner Ahmann
Marshall: Commissioner Bring
Meeker: Commissioner Paul Johnson
Nobles: Commissioner Demuth (virtual attendance, voting)
Norman: Commissioner Lee
Pipestone: Commissioner Hollingsworth
Pope: Commissioner Lindor
Redwood: Commissioner Wakefield
Renville: Commissioner Kramer
Steele: Absent
Stevens: Kopitzke
Swift: Commissioner Pederson
Todd: Commissioner Neumann
Traverse: Commissioner Olson
Wadena: Commissioner Weyer
Wilkin: Commissioner Klindt
Yellow Medicine: Commissioner Antony

Others present: Stephanie Buss, Jan Gomer, Michelle Knutson, Mike Koehler, Heidi Roiland, Erica Swenson and Janel Timm

One addition to the agenda, discussion of health insurance rates. Commissioner Meyer moved to approve the agenda with the addition, seconded by Commissioner Kramer. A roll call was taken and all members voted aye, motion carried.

Commissioner Weyer moved to approve minutes from the July 24, 2023 meeting, seconded by Commissioner Drietz. A roll call was taken and all members voted aye, motion carried.

Mike Koehler presented the Financial Reports. Commissioner Holmen moved to approve the July 2023 Financial Report, seconded by Commissioner Olson. A roll call was taken and all members voted aye, motion carried. Warrants were presented for review and approval. Commissioner Lindor moved to approve the warrant registers from July 27, 2023 through August 10, 2023, seconded by Commissioner Hollingsworth. A roll call was taken and all members voted aye, motion carried. The monthly deposit report was presented. Quotes from CPS Technology were presented for the annual Cybernetics renewal. Commissioner Olson moved to approve the three year renewal quote as presented, seconded by Commissioner Imdieke. A roll call was taken and all members voted aye, motion carried. Fund balance and budget discussion. Commissioner Antony moved to create a budget

committee made up of volunteer members Commissioner Meyer, Commissioner Holmen and Commissioner Kramer, seconded by Commissioner Kramer. A roll call was taken and all members voted aye, motion carried.

Jan Gomer, Stevens County HR Coordinator and Commissioner Kopitzke presented a personnel update. Commissioner Olson moved to accept the resignation of Executive Director Joel Flaten, effective immediately; resignation acceptance to include two weeks compensation, seconded by Commissioner Klindt. A roll call was taken and all members voted aye, motion carried. Commissioner Antony moved to accept the resignations of Kristina Zempel and Magen Feuchtenberger with approval to back fill both Technical Support positions, seconded by Commissioner Ahmann. A roll call was taken and all members voted aye, motion carried. Discussion on the transition plan and interim positions. Commissioner Ahmann moved to appoint Erica Swenson as Interim Technical Director taking on Human Resource duties with Mike Koehler continuing as Development Director taking on the Financial duties of the executive director; additional duties to be assigned as needed; seconded by Commissioner Hollingsworth. A roll call was taken with 22 members voting aye, one-member voting nay, motion carried. Augmentation to compensation for these individuals to be researched by Jan Gomer.

Chair Kopitzke gave the Executive Committee update. Jenna Peterson, Redwood County Attorney was present via zoom to discuss her concerns with the owning counties signing a service agreement contract with CPT. Direction given to consult with Ann Goering regarding this discussion. Chair Kopitzke brought forth concerns regarding the decision to end CPT's book of business in North Dakota. Commissioner Larson left the meeting. Commissioner Imdieke moved to rescind the previous vote to end business in North Dakota, seconded by Commissioner Olson. A roll call was taken and all members voted aye, motion carried.

Janel Timm gave the Software Committee update.

Health insurance rates for 2024 were presented. Commissioner Olson moved to accept rates as presented, seconded by Commissioner Graupmann. A roll call was taken and all members voted aye, motion carried.

Chair Kopitzke presented the Building Committee update.

The next meeting will be September 25th, 2023 at 10:00 a.m. Hearing no further business Chair Kopitzke called for adjournment at 12:31 p.m.

Chair – Bob Kopitzke