

**COUNTIES PROVIDING TECHNOLOGY
EXECUTIVE BOARD
Monday, February 24, 2025, 10:00 a.m.**

The regular meeting of the Counties Providing Technology (CPT) Executive Board was called to order at 10:01 a.m., Monday, February 24, 2025, by Chair Paul Johnson. Members present were: Mahnomen: Commissioner Ahmann (virtual), Pipestone: Commissioner Hollingsworth (virtual), Pope: Commissioner Lindor (virtual), Stevens: Commissioner Kopitzke (virtual), Wilkin: Commissioner Larson (virtual), Yellow Medicine: Commissioner Antony (virtual).

Others present: Gwen Gillespie (virtual), Mike Koehler (virtual), Erica Swenson (virtual) and Heidi Roiland (virtual).

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

Commissioner Ahmann moved to approve minutes of the January 27, 2025 meeting as presented, seconded by Commissioner Hollingsworth. A roll call was taken, all members voted aye, motion carried.

Mike Koehler presented the Financial Reports and Warrant Registers.

Commissioner Larson moved to approve the January 2025 Financial Reports and the warrant registers from January 23, January 30, February 6, February 13 and February 20, 2025 seconded by Commissioner Antony. A roll call was taken, all members voted aye, motion carried. The monthly deposit report was presented.

Mike Koehler presented an executive director update. Discussion on a request from Region 4. Discussion on ACOM billing. Discussion on Spool Flex billing.

Commissioner Ahmann departed from the meeting at 10:35 a.m.

Commissioner Kopitzke moved for CPT to cover the past due maintenance amount to Spool Flex with the annual maintenance fee being passed onto the counties utilizing this software, seconded by Commissioner Lindor. A roll call was taken, all members voted aye, motion carried.

Commissioner Lindor moved to approve the North Dakota contract extension addendum as presented, seconded by Commissioner Hollingsworth. A roll call was taken, all members voted aye, motion carried.

Membership application to AMC has been completed and an invoice received.

Committee Chair Lindor presented the personnel committee update. The next meeting will be held March 11, 2025.

A Software committee update was presented by Gwen Gillespie and Mike Koehler.

Commissioner Kopitzke gave an update from the building committee.

Commissioner Hollingsworth departed from the meeting at 10:50 a.m.

The next meeting of the Executive Committee will be held on Monday, March 17, 2025 at 10:00 a.m. The next meeting of the full Board will be Monday, March 24, 2025 at 10:00 a.m. Meeting adjourned at 11:03 a.m.

Chair – Paul Johnson

Clerk – Mike Koehler