
**JOINT POWERS BOARD
COUNTIES PROVIDING TECHNOLOGY**

**Monday, March 24, 2025
Old No. 1 Southside, Morris
10:00 a.m.**

AGENDA

10:00 am Convene

- Pledge
- Roll Call
- Additions to Agenda
- Approve Agenda
- Approve Minutes of 2-24-2025 Executive Board Meeting

10:10 am Financial Reporting – Mike Koehler

- Review of Revenue and Expenditures
- February 2025 Financials for Approval
- Warrants for Review and Approval
- Monthly Deposit Report

10:30 am Executive Director/Committee Update and Recommendation Items

- ACOM
- Region 4 South Mental Health Services

10:40 am Personnel Update/Personnel Committee

- Interns
- Open Tax support position posted
- New software developer 2/security administration position

10:50 am Software Committee Update – Gwen Gillespie

- New client

11:05 am Other Business –

- Building Committee

11:10 am Upcoming Meetings:

- Executive Board April 28, 2025 at 10:00 am at CPT Office and via Zoom
- Executive Committee May 19, 2025 at 10:00 am at CPT Office and via Zoom
- JPB Meeting, June 2, 2025 at 10:00 am; Old No. 1 Southside, Morris

Zoom Attendance

Note: *If interactive technology under section 13D.02 is used, each location must also be open and accessible to the public. Up to three times a year, a member of a public body may participate by interactive technology from a location that is not open and accessible to the public if the member is serving in the military and is at a required drill, deployed, or on active duty or the member has been advised by a health care professional against being in a public place for personal or family medical reasons during a health pandemic or other emergency.*

Commissioner Virtual Attendance Locations:

Commissioner Gene Metz: Nobles County Courthouse, Board of Commissioners Room,
Worthington, MN

**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

**** Counties Providing Technology ****



REVENUES & EXPENDITURES BUDGET REPORT As of 02/2025

66 FUND Counties Providing Technology

Report Basis: Cash

		Percent of Year		17%	
<u>Account Number</u>	<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of BDG</u>
3 DEPT	Counties Providing Technology				
----- REVENUES -----					
66-003-000-0000-5501	Charges For Services-MN	404,955.00-	404,955.00-	2,208,876.00-	18
66-003-000-0000-5502	Hosting Fees - MN	47,612.00-	47,612.00-	274,692.00-	17
66-003-000-0000-5512	Charges For Services - ND	41,541.00-	41,541.00-	253,452.00-	16
66-003-000-0000-5513	Hosting Fees - ND	9,512.00-	9,512.00-	54,228.00-	18
66-003-000-0000-5701	Investment/Interest Earnings	10,601.22-	10,601.22-	50,000.00-	21
66-003-000-0000-5802	Misc. Revenue	10,500.00-	10,500.00-	120,000.00-	9
66-003-000-0000-5992	Dental/Disability Insurance	2,497.20-	2,497.20-	165,000.00-	2
----- EXPENDITURES -----					
66-003-000-0000-6101	Regular Salaries	244,902.31	244,902.31	1,600,301.00	15
66-003-000-0000-6106	Per Diem	3,300.00	3,300.00	28,800.00	11
66-003-000-0000-6110	CPT Contribution	37,800.00	37,800.00	226,800.00	17
66-003-000-0000-6160	Employer PERA	18,030.58	18,030.58	120,023.00	15
66-003-000-0000-6170	Employer FICA	15,367.69	15,367.69	99,219.00	15
66-003-000-0000-6180	Employer Medicare	3,594.08	3,594.08	23,204.00	15
66-003-000-0000-6190	Workman's Comp Insurance	0.00	0.00	2,000.00	0
66-003-000-0000-6210	Telephone	12,180.00	12,180.00	26,000.00	47
66-003-000-0000-6215	Postage	208.13	208.13	1,000.00	21
66-003-000-0000-6244	Printing/Publishing & Advertising	77.03	77.03	5,000.00	2
66-003-000-0000-6245	Dues, Subscriptions and Books	2,994.16	2,994.16	2,000.00	150
66-003-000-0000-6251	Utilities	2,584.54	2,584.54	24,000.00	11
66-003-000-0000-6261	Professional Fees for Services	34,334.88	34,334.88	180,000.00	19
66-003-000-0000-6271	Professional Cleaning	1,200.00	1,200.00	10,600.00	11
66-003-000-0000-6331	Training/Registration	2,050.00	2,050.00	17,000.00	12
66-003-000-0000-6337	Lodging/Meals	732.75	732.75	10,000.00	7
66-003-000-0000-6338	Mileage	2,601.39	2,601.39	19,000.00	14
66-003-000-0000-6359	Employee Recognition	336.57	336.57	1,000.00	34
66-003-000-0000-6401	Office Supplies	1,027.00	1,027.00	7,000.00	15
66-003-000-0000-6402	Software/Licenses	14,876.52	14,876.52	95,000.00	16
66-003-000-0000-6481	Small Equipment	548.99	548.99	20,000.00	3
66-003-000-0000-6482	Electronic Supplies	126.53	126.53	6,000.00	2
66-003-000-0000-6606	Building Improvements	69,646.17	69,646.17	53,000.00	131
66-003-000-0000-6609	Large Equipment - Furniture	21,906.10	21,906.10	35,000.00	63
66-003-000-0000-6815	Misc Expense	0.00	0.00	1,000.00	0
66-003-000-0000-6871	Insurance	30,988.92	30,988.92	190,000.00	16

**** **Counties Providing Technology** ****



REVENUES & EXPENDITURES BUDGET REPORT As of 02/2025

Report Basis: Cash

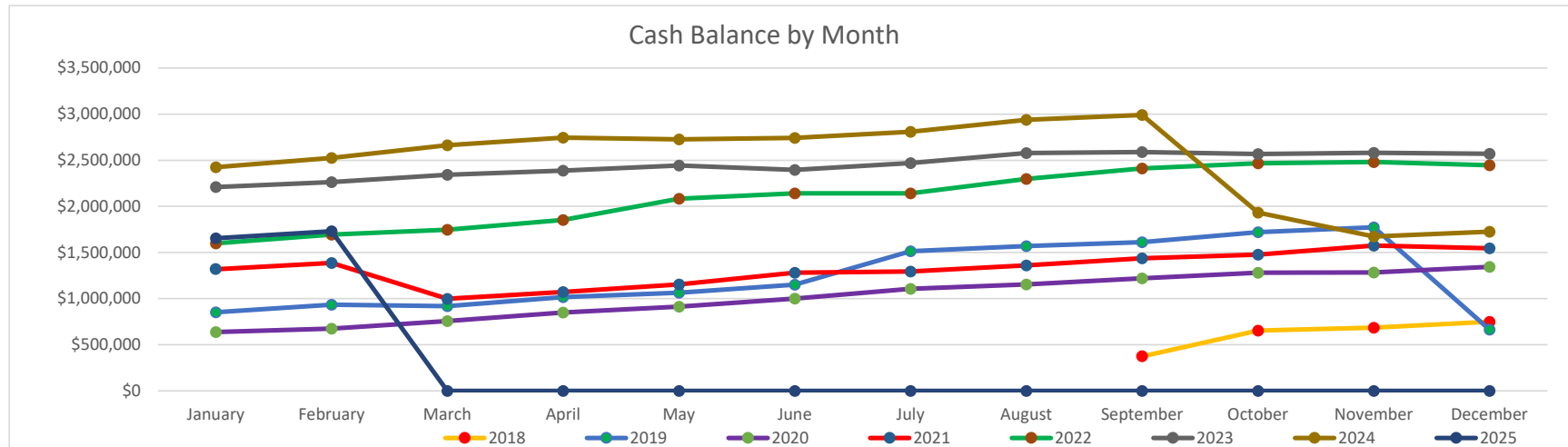
66 FUND Counties Providing Technology

				Percent of Year		17%
<u>Account Number</u>		<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of BDG</u>
3 DEPT	Totals Counties Providing Technology	Revenue	527,218.42-	527,218.42-	3,126,248.00-	17
		Expend.	521,414.34	521,414.34	2,802,947.00	19
		Net	5,804.08-	5,804.08-	323,301.00-	2
66 FUND	Totals Counties Providing Technology	Revenue	527,218.42-	527,218.42-	3,126,248.00-	17
		Expend.	521,414.34	521,414.34	2,802,947.00	19
		Net	5,804.08-	5,804.08-	323,301.00-	2
FINAL TOTALS	33 Accounts	Revenue	527,218.42-	527,218.42-	3,126,248.00-	17
		Expend.	521,414.34	521,414.34	2,802,947.00	19
		Net	5,804.08-	5,804.08-	323,301.00-	2

Cash Balance by Month



	January	February	March	April	May	June	July	August	September	October	November	December
2022	\$1,599,495	\$1,694,391	\$1,747,236	\$1,853,557	\$2,083,791	\$2,142,709	\$2,141,455	\$2,297,151	\$2,412,030	\$2,467,037	\$2,481,305	\$2,447,034
2023	\$2,209,404	\$2,262,540	\$2,343,182	\$2,388,733	\$2,444,289	\$2,395,367	\$2,469,834	\$2,578,157	\$2,588,856	\$2,568,565	\$2,579,790	\$2,571,150
2024	\$2,425,310	\$2,524,887	\$2,663,053	\$2,745,738	\$2,726,770	\$2,742,604	\$2,807,547	\$2,939,338	\$2,990,954	\$1,933,228	\$1,673,468	\$1,724,680
2025	\$1,655,133	\$1,730,484										



Capital contributions were received in August 2018 for \$4,025,000 from the 23 counties in CPT; \$175,000 from each county.

Cost to purchase CPUI in September 2018 (including purchase, non-compete, equipment purchase and prepaid expenses) was \$3,650,879.

Return of capital contributions were paid in December 2019 totaling \$1,150,000 to the 23 owning counties (\$50,000 to each county) and were paid in March 2021 totaling \$575,000 (\$25,000 to each county).

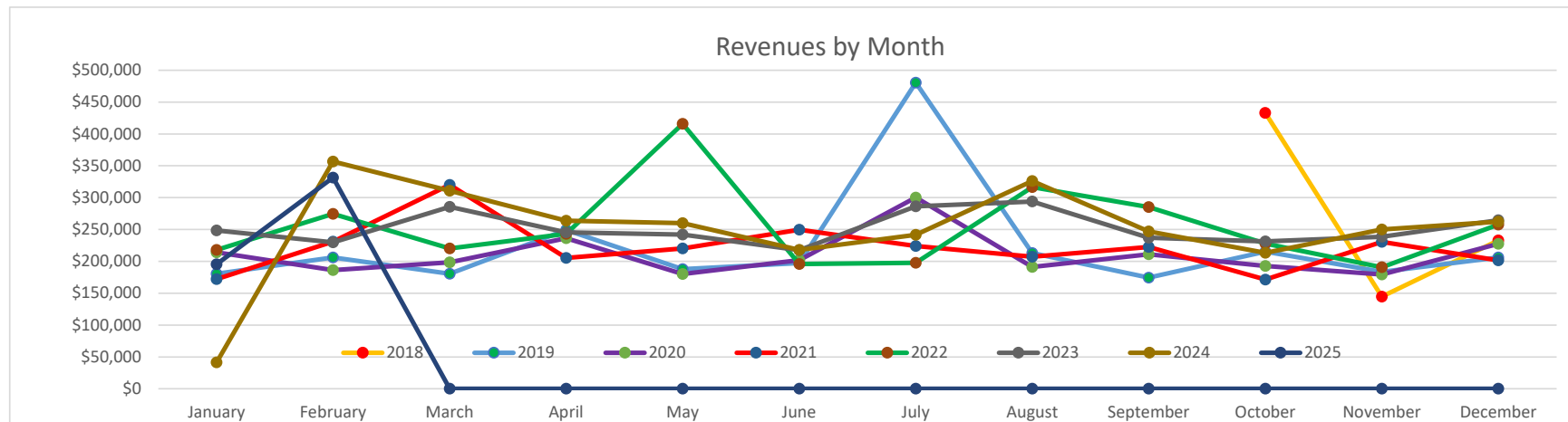
Capital contribution received in May 2022 for \$170,000 from Pope County for membership into the JPA.

Return of capital contributions were paid in October 2024 totaling \$1,080,000 to the 24 owning counties (\$45,000 to each county).

Revenues by Month

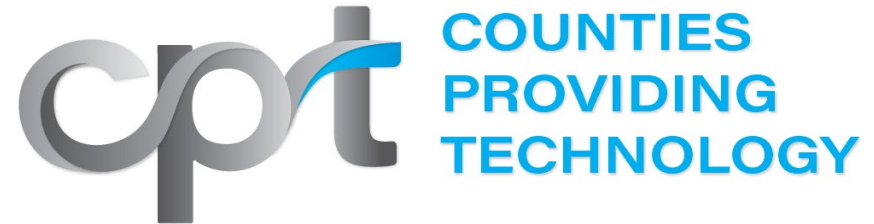


	January	February	March	April	May	June	July	August	September	October	November	December
2022	\$218,144	\$274,338	\$220,117	\$243,000	\$415,890	\$195,980	\$197,754	\$316,463	\$285,332	\$227,919	\$190,688	\$257,744
2023	\$248,401	\$229,978	\$285,653	\$245,596	\$241,849	\$217,582	\$286,393	\$293,875	\$237,134	\$231,503	\$238,688	\$264,502
2024	\$41,301	\$356,744	\$310,634	\$263,745	\$259,968	\$218,013	\$241,746	\$325,941	\$247,066	\$213,352	\$250,022	\$262,308
2025	\$195,608	\$331,610										

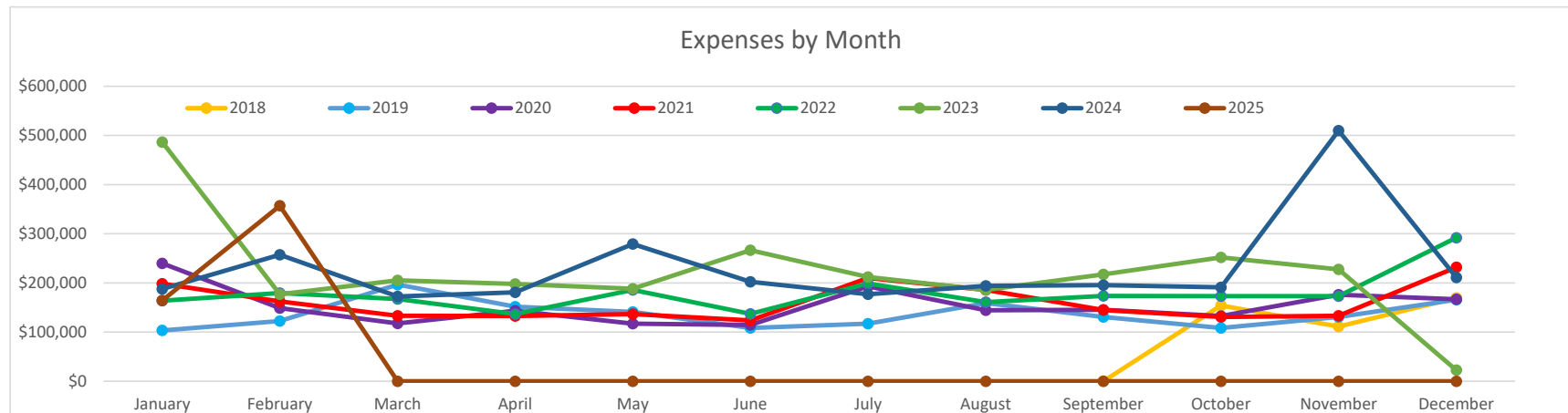


Note: October 2018 revenue includes \$290,000 for the tax system re-write; \$10,000 from each of the counties in the Mid-State Computer Collaborative
 July 2019 revenue includes \$270,000 for the tax system re-write; remaining \$20,000 was receipted in August 2019
 July 2020 revenue includes \$30,000 for the tax system re-write - final project receipts
 March 2021 revenue includes \$50,000 for the tax system re-write and \$26,640 for conversion and installation costs from Sibley County

Expenses by Month



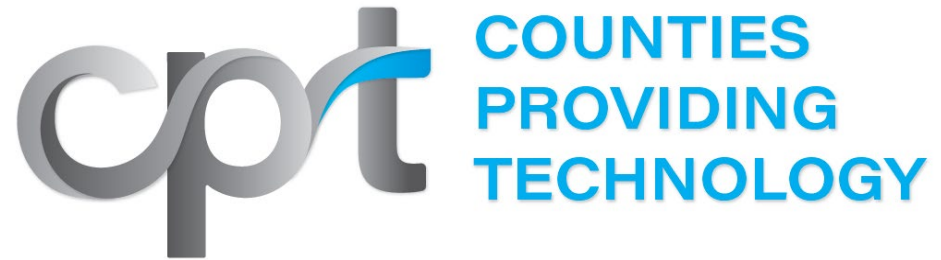
	January	February	March	April	May	June	July	August	September	October	November	December
2022	\$164,026	\$179,442	\$167,272	\$136,679	\$185,656	\$137,061	\$199,008	\$160,767	\$173,814	\$172,912	\$173,060	\$292,015
2023	\$486,450	\$176,843	\$205,011	\$198,044	\$188,293	\$266,503	\$211,926	\$185,553	\$217,245	\$251,794	\$227,464	\$22,541
2024	\$187,741	\$257,167	\$172,469	\$181,060	\$279,036	\$202,179	\$176,803	\$194,149	\$195,450	\$191,078	\$509,782	\$211,096
2025	\$164,517	\$356,897										



2025 Expenses reflect approximately \$88,600 of 2024 expenses paid in January 2025. [\$69,550 new roof, \$6090 3 months of data circuit exp for 2024, \$12,974 for server install which was budgeted in fiscal year 2024]

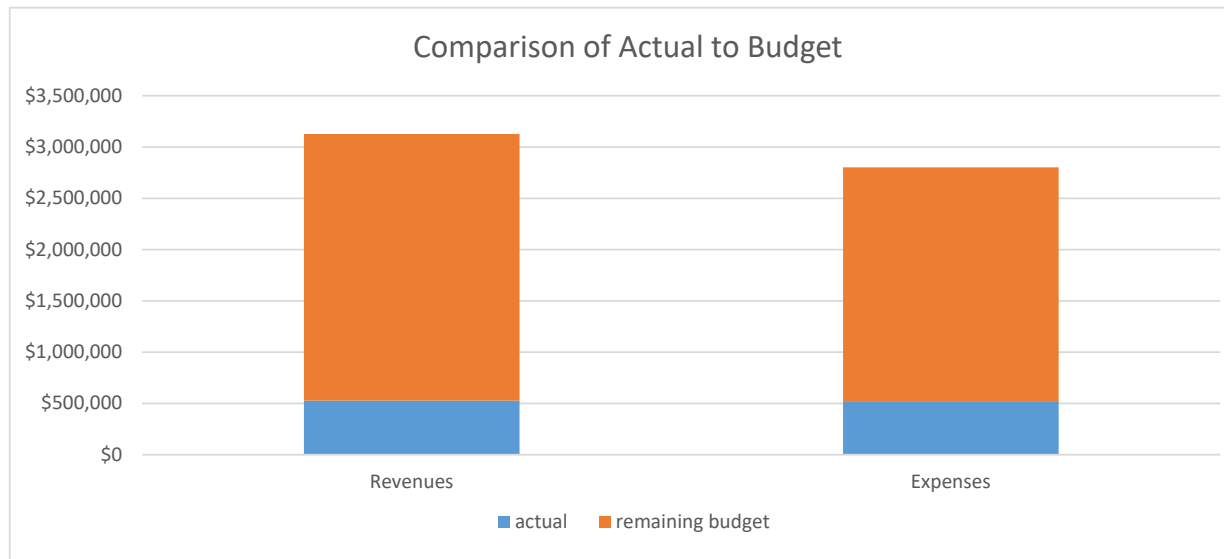
Budget to Actual Comparison

Through February 2025



Percent of year completed **17%**

Year-to-date			Percent of budget	Approved 2025 Budget		
Revenues	\$527,218	17%		Revenues	\$3,126,248	
Expenses	\$521,414	19%		Expenses	\$2,802,947	
Return of capital		0%		Return of capital	\$0	



**** **Counties Providing Technology** ******WARRANT REGISTER**
Commissioner WarrantsApproved 02/27/2025
Pay Date 02/27/2025

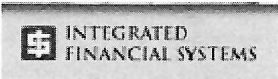
<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>OBO#</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
				<u>On-Behalf-of-Name</u>		<u>From Date</u>	<u>To Date</u>
83	Association of MN Counties	2,500.00	ASSOCIATE BUSINESS PARTNER		66-003-000-0000-6245	72218	N
	Warrant # 3093	Total...	2,500.00				
3	Counties Providing Technology	150.00	TECH CONNECT CONF - MIKE		66-003-000-0000-6331	2687	N
3		150.00	TECH CONNECT CONF - ETHAN		66-003-000-0000-6331	2687	N
	Warrant # 3094	Total...	300.00				
33	CPS Technology Solutions	2,680.00	HOSTING FEE - MARCH		66-003-000-0000-6261	386008	N
	Warrant # 3095	Total...	2,680.00				
82	Dingmann/Elizabeth	59.62	MEALS - FARIBAULT TRAINING		66-003-000-0000-6337		N
						02/12/2025	02/14/2025
82		252.98	FARIBAULT TRAINING		66-003-000-0000-6338		N
						02/12/2025	02/14/2025
	Warrant # 3096	Total...	312.60				
206	Ever Green Lawn & Land Care LLC	100.00	SNOW REMOVAL		66-003-000-0000-6261	9768	N
	Warrant # 3097	Total...	100.00				
161	Hollingsworth/Christopher	100.00	EXECUTIVE BOARD		66-003-000-0000-6106		N
						02/24/2025	02/24/2025
	Warrant # 3098	Total...	100.00				
124	Kopitzke/Bob	100.00	EXECUTIVE BOARD		66-003-000-0000-6106		N
						02/24/2025	02/24/2025
	Warrant # 3099	Total...	100.00				
100	Morris Electronics	2,030.00	DATA CIRCUIT - MARCH		66-003-000-0000-6210	DATAMARCH2025	N
	Warrant # 3100	Total...	2,030.00				
19	Peterson/Jeffrey	96.17	DOOR OPENER		66-003-000-0000-6606		N
	Warrant # 3101	Total...	96.17				
222	Salfer/James K	100.00	JOINT POWERS BOARD		66-003-000-0000-6106		N
						01/27/2025	01/27/2025
222		154.00	MILEAGE		66-003-000-0000-6338		N
						01/27/2025	01/27/2025
	Warrant # 3102	Total...	254.00				

**** **Counties Providing Technology** ****

Warrant Form **WF91**
Commissioner's Warrants

WARRANT REGISTER
Commissioner Warrants

Approved 02/27/2025
Pay Date 02/27/2025



Warrant Form	WF91	Total...	8,472.77	13 Transactions
		Final Total...	8,472.77	13 Transactions

**** **Counties Providing Technology** ****

WARRANT REGISTER
Commissioner Warrants

Approved 03/06/2025
Pay Date 03/06/2025



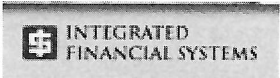
<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
66	ACOM Systems	1,495.00	LICENSE TRANSFER - COTTONW	66-003-000-0000-6402	355397	N
66		1,495.00	LICENSE TRANSFER - CPU1	66-003-000-0000-6402	355399	N
66		1,495.00	LICENSE TRANSFER - MIRROR	66-003-000-0000-6402	355402	N
66		1,495.00	LICENSE TRANSFER - CPU2	66-003-000-0000-6402	355403	N
66		1,495.00	LICENSE TRANSFER - DOUGLAS	66-003-000-0000-6402	355404	N
	Warrant # 3103	Total...	7,475.00			
63	Apex Software	630.00	MAINT RENEWAL - LINCOLN	66-003-000-0000-6402	328549	N
	Warrant # 3104	Total...	630.00			
117	Baker Tilly US, LLP	273.00	PROGRESS BILLING - AUDIT	66-003-000-0000-6261	BT3074955	N
	Warrant # 3105	Total...	273.00			
147	DACOTAH PAPER CO	93.38	PAPER PRODUCTS	66-003-000-0000-6401	75496	N
	Warrant # 3106	Total...	93.38			
188	Kroona/Jay M	2,100.00	TESTING - FEBRUARY	66-003-000-0000-6261		N
	Warrant # 3107	Total...	2,100.00			
43	Morris Electronics	139.50	DATA CABLES	66-003-000-0000-6482	11728	N
	Warrant # 3108	Total...	139.50			
16	Vanderweyst/Valerie	4,800.00	CONTRACTED SERVICES - FEB	66-003-000-0000-6261	FEBRUARY	N
	Warrant # 3109	Total...	4,800.00			
	Warrant Form WF91	Total...	15,510.88	11 Transactions		
	Final Total...	15,510.88	11 Transactions			

9:21AM
Warrant Form **WF91**
Commissioner's Warrants

**** **Counties Providing Technology** ****

WARRANT REGISTER
Commissioner Warrants

Approved 03/06/2025
Pay Date 03/06/2025



WARRANT RUN INFORMATION	WARRANT FORM		STARTING WARRANT NO.	ENDING WARRANT NO.	DATE OF PAYMENT	DATE OF APPROVAL	PPD		CTX	
							COUNT	AMOUNT	COUNT	AMOUNT
7	15,510.88	WF91	3103	3109	03/06/2025	03/06/2025				
	15,510.88	TOTAL								

CPTSHAN
03/13/2025

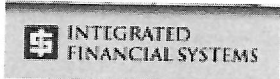
11:13AM

Warrant Form **WF91**
Commissioner's Warrants

**** **Counties Providing Technology** ****

WARRANT REGISTER
Commissioner Warrants

Approved 03/13/2025
Pay Date 03/13/2025



Page 1

<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO # Tx</u>
			<u>OBO#</u>	<u>On-Behalf-of-Name</u>	<u>From Date</u>	<u>To Date</u>
113	DDA Human Resources, INC	200.00	JOB REVIEW/CLASSIFICATION	66-003-000-0000-6261	956	N
	Warrant # 3110	Total...				
		200.00				
37	Hartford/The	186.78	LIFE INSURANCE - APRIL	66-003-000-0000-6871	925403	N
	Warrant # 3111	Total...				
		186.78				
54	Lincoln Financial Group	342.00	STD INSURANCE - APRIL	66-003-000-0000-6871	1196355	N
54		447.10	LIFE INSURANCE - APRIL	66-003-000-0000-6871	1196355	N
	Warrant # 3112	Total...				
		789.10				
219	MetLife	112.80	HOSPITAL INSURANCE - APRIL	66-003-000-0000-6871	5778129	N
219		56.49	CRITICAL ILLNESS - APRIL	66-003-000-0000-6871	5778129	N
219		62.55	ACCIDENT INSURANCE - APRIL	66-003-000-0000-6871	5778129	N
	Warrant # 3113	Total...				
		231.84				
223	Mohr Plumbing & Heating of Morris, Inc	300.00	SEWER CAMERA'ED & MAPPED	66-003-000-0000-6606	47647	N
	Warrant # 3114	Total...				
		300.00				
43	Morris Electronics	375.00	LABOR	66-003-000-0000-6261	12375	N
43		187.50	LABOR	66-003-000-0000-6261	12536	N
	Warrant # 3115	Total...				
		562.50				
29	Otter Tail Power Company	61.90	SERVICE	66-003-000-0000-6251	20076543	N
29		554.49	SERVICE	66-003-000-0000-6251	01/30/2025 4093126	02/26/2025 N
	Warrant # 3116	Total...			01/30/2025	02/26/2025
		616.39				
205	Sewearable Designs, Inc	96.00	LOGO EMBROIDERY	66-003-000-0000-6244	12125	N
	Warrant # 3117	Total...				
		96.00				
9	Swanson/Craig	600.00	OFFICE CLEANING - APRIL	66-003-000-0000-6271		N
	Warrant # 3118	Total...				
		600.00				
	Warrant Form WF91	Total...	3,582.61	14 Transactions		
	Final Total...	3,582.61	14 Transactions			

CPTSHAN
03/13/2025

11:13AM

Warrant Form **WF91**
Commissioner's Warrants

**** **Counties Providing Technology** ****

WARRANT REGISTER
Commissioner Warrants

Approved 03/13/2025
Pay Date 03/13/2025



Page 2

WARRANT RUN
INFORMATION

WARRANT
FORM

STARTING
WARRANT NO.

ENDING
WARRANT NO.

DATE OF
PAYMENT

DATE OF
APPROVAL

PPD
COUNT

AMOUNT

CTX
COUNT

AMOUNT

9

3,582.61

WF91

3110

3118

03/13/2025

03/13/2025

3,582.61

TOTAL

[illegible]

Counties Providing Technology Board of Commissioners Agenda Request

Requested Meeting Date:	March 24, 2025		
Agenda Item:	ACOM		
Submitted By:	Executive Committee	Department:	
Presenter:		Estimate of Time Needed:	
Issue Summary:			
<p>With the change of servers from old to new, there were some additional costs incurred. There are several counties which utilize a software called ACOM. This software has annual licensing fees which are passed on to the counties.</p> <p>With the transfer to the new server, ACOM billed CPT a transfer fee per LPAR (partition), a total of \$14,951.</p>			
Financial Impact:			
Yes or No? Yes Was this budgeted for 2025? No			
Recommended Action/Motion:			
As this software is not utilized by all counties, the executive committee is recommending these fees be passed on to the affected counties per the schedule attached.			

Cost breakdown for each County for the Transfer of licenses from old server to new server

County	LPAR	Allocated
Big Stone	CPUI	\$ 214.00
Lincoln	CPUI	\$ 214.00
Mille Lacs	CPUI	\$ 214.00
Southwest Health & Human	CPUI	\$ 214.00
Swift	CPUI	\$ 214.00
Traverse	CPUI	\$ 214.00
Countryside Public Health	CPUI	\$ 214.00
Rock	CPUI2	\$ 166.00
Grant	CPUI2	\$ 166.00
Mahnomen	CPUI2	\$ 166.00
Murray	CPUI2	\$ 166.00
Norman	CPUI2	\$ 166.00
Stevens	CPUI2	\$ 166.00
Yellow Medicine	CPUI2	\$ 166.00
Horizon Public Health	CPUI2	\$ 166.00
CPT	CPUI2	\$ 166.00
LaMoure	CPUI2ND	\$ 498.00
Ransom	CPUI2ND	\$ 498.00
Griggs	CPUI2ND	\$ 498.00
Douglas	Douglas	\$ 1,495.00
Meeker	Meeker	\$ 1,495.00
Mountrail	Mountrail	\$ 1,495.00
Pope	Pope	\$ 1,495.00
Renville	Renville	\$ 1,495.00
Todd	Todd	\$ 1,495.00
Wilkin	Wilkin	\$ 1,495.00
TOTAL		\$14,951.00



Counties Providing Technology Board of Commissioners Agenda Request

Requested Meeting Date:	March 24, 2025		
Agenda Item:	Region 4 South Mental Health Services		
Submitted By:	Executive Committee	Department:	
Presenter:		Estimate of Time Needed:	
Issue Summary:			
<p>In December 2024, Region 4 South Mental Health approached CPT to be released from their contract due to extenuating circumstances. Region 4's fiscal host Grant County, has opted to drop the services they were performing for Region 4, namely payroll and access to the payroll web module. This was not a decision made by Region 4 South. It was a forced change of services.</p>			
Financial Impact:			
Yes or No? Yes			
Was this budgeted for in 2025? No			
Recommended Action/Motion:			
<p>The Executive Committee recommends releasing Region 4 South Mental Health from their contract with CPT at the end of 2025. Loss of revenue to CPT would be \$3,480 in 2026.</p>			

Region 4 South Mental Health Proposal

In December 2024, Region 4 South Mental Health approached CPT to be released from their contract due to extenuating circumstances. Region 4's fiscal host Grant County has opted to drop the services they were performing for Region 4, namely payroll and access to the payroll web module. This was not a decision made by Region 4 South. It was a forced change of services.

Proposal One:

Release Region 4 South Mental Health from their contract with CPT after a 60-day notice; which would be March 1, 2025. Loss of revenue to CPT for 2025 would be \$2,820, 2026 - \$3,480 for a total of \$6,300.

Proposal Two:

Release Region 4 South Mental Health from their contract with CPT at the end of 2025. Loss of revenue to CPT would be \$3,480.

Proposal Three:

Release Region 4 South Mental Health from their contract with an option to buy out the contract for a specific dollar amount such as \$1000 or \$1500. Loss of revenue to CPT would be dependent on the buyout amount.

Counties Providing Technology Board of Commissioners Agenda Request

Requested Meeting Date:	March 24, 2025		
Agenda Item:	New software developer 2/Security Administration position		
Submitted By:	Executive Committee	Department:	
Presenter:		Estimate of Time Needed:	
Issue Summary:			
<p>The Software Developer 2/Security Administration position was graded at a grade 10 by David Drown and associates and posted internally, with one application received.</p>			
Financial Impact:			
<p>Yes or No? Yes</p> <p>Was this budgeted for 2025? yes</p>			
Recommended Action/Motion:			
<p>The personnel and executive committees recommend placing Ethan Hamer in the position at a Grade 10, Step 5.</p>			