

June 10, 2015

I. CALL TO ORDER

Chair Swanson called the meeting to order at 4:33 p.m. at the Intergovernmental Center in Mankato.

II. ROLL CALL

MEMBERS PRESENT: Brad Ahrenstorff, Eric Anderson, James Broich, Gerri Lienke, Tom Loveall, Steve Rohlring, Phil Schafer, Tim Strand, Jim Swanson

MEMBERS EXCUSED: Gary Sturm

OTHERS PRESENT: Nicole Griensewic Mickelson, Byron Jost, LuAnn Vanderwerf, Rhonda Hiller Fjelberg, Ashley Aukes, Scott Reiten

III. APPROVAL OF AGENDA

Strand moved to approve the agenda as presented, Lienke seconded. Motion carried.

IV. APPROVAL OF MINUTES

Rohlring moved to approve the May 13th, 2015 minutes as presented, Anderson seconded. Motion carried.

V. TREASURER'S REPORT

Ahrenstorff moved to approve the Treasurer's Report as presented, Broich seconded. Motion carried.

VI. Toward Zero Deaths

Scott Reiten, Homeland Security Emergency Management Planner, gave a presentation on the Toward Zero Deaths initiative. Toward Zero Deaths is Minnesota's traffic safety program that is striving to reduce traffic crashes, injuries, and deaths on Minnesota roads. Reiten reviewed the focus areas of the initiative and current statistics for the nine county region.

PROGRAM REPORTS

A. Minnesota River Area Agency on Aging®, Inc.

a. Transition Update

Rhonda Hiller Fjelberg reported that on May 20th MNRAAA held an all staff retreat that was facilitated by Aurora Consulting. The goals for the retreat were to promote one organization in several locations and organizational openness and transparency. The day started with the transition team going through a summary of where MNRAAA is at with the transition and there was time allotted for questions. There were also team building activities.

Hiller Fjelberg reported the first draft of MNRAAA's employee handbook has been completed. The handbook will now be going to MRA, attorney and the MNRAAA Board for review.

b. White House Conference on Aging

Hiller Fjeldberg reported a listening session for the White House Conference on Aging was held in Redwood Falls on June 3rd. There were approximately 40 people from the 27 county service area in attendance. The themes and topics discussed that day were retirement security, healthy aging, long-term services and supports, and elder justice. Staff are currently in the process of summarizing the results and will then submit to the Minnesota Board on Aging who will develop a state report. The state report will then be submitted to the White House Conference on Aging which will be held on July 13th.

Hiller Fjeldberg stated that MNRAAA will be announcing the 2016 Title III funding cycle and requesting grant applications and contract proposals on June 15th for funds to assist older adults and caregivers. Those applications and proposals are due on July 31st.

B. Finance / Revolving Loan Fund

Vanderwerf reported that the Revolving Loan Fund Committee had approved a loan previously; however, the loan had changes and needed to be reapproved. The loan has now been reapproved. Vanderwerf will be meeting with SMIF and the SBDC to determine the best way for the entities to market the loans together throughout the region.

a. Proposed Budget for Approval & Recommendation

Vanderwerf presented the FY2016 Budget including the assumptions of a 3% tax levy, 10% increase in health insurance premiums, 2% salary enhancement for staff, and continuing to provide \$10,000 in support for RNAI. Changes in this budget compared to previous years include: MNRAAA expenditures only being in the budget for half of the year, the associated levy that goes to match the MNRAAA program will also be half, the EDA Planning Grant is listed as its own department in the budget, and funds were designated for future unemployment needs and capital investment purposes. Vanderwerf reported that finance will be implementing mid-month soft closes to help watch expenditures in the upcoming year.

Ahrenstorff moved to approve and recommend the presented FY 2016 Budget to the Full Commission, Rohlfing seconded. Motion carried.

Schafer moved to approve and recommend the proposed 3% tax levy to the Full Commission, Ahrenstorff seconded. Motion carried.

b. RNAI Update

Vanderwerf gave an updated on the current RNAI projects: Envision Lab, 410 Project, Sherburn Park Project, and Friends of North Mankato. Vanderwerf reported that the Town Center Project has broke ground. A majority of those funds have been transferred over to them, however RNAI is still receiving donations for the project at this time.

C. Community Development

a. Hiring Update

Jost reported that Dave Wentzel has been hired as the new Transportation Planner. Wentzel will

begin working for Region Nine on July 6th.

b. Projects, Contracts and Staffing Timeline

Jost reviewed the Projects, Contracts and Staffing Timeline handout. A lot of progress has been made on the Safe Routes to School and Active Living Planning. Jost stated RNDC is still waiting for the formal approval from Fillmore County to complete their Hazard Mitigation Plan.

Jost reported that Region Nine has received a request from Blue Earth County to write a letter of support on behalf of the Regional Parks and Trails Designation Applications for Bray Park, Daly Park, Rapidan Dam Park, and the Red Jacket Trail.

Discussion followed.

Loveall moved to approve Region Nine providing recommendation of support to entities in the nine county service area who are applying for Regional Parks and Trails Designation, Strand seconded. Motion carried.

VI. CHAIRMAN'S REPORT

Chairman Swanson reported that a meeting was held with MNRAAA Board Chair, Bob Roesler, Linda Giersdorf, Nicole Griensewic Mickelson, and himself in regards to the MNRAAA transition.

Chairman Swanson reported that for Sibley County the school referendum finally passed. There is a possibility of a medical school coming in and replacing where the junior high school is located.

VIII. EXECUTIVE DIRECTOR'S REPORT

A. Bus Tour Update

Griensewic Mickelson gave an update on the Third Annual Regional Bus Tour on July 8th including the route and those attending.

B. Out of State Travel Request – 3CMA Annual Conference, Ashley Aukes

Griensewic Mickelson presented an out of state travel request for Ashley Aukes to attend the City and County Communications Marketing Association (3CMA) Annual Conference in Atlanta, GA on September 8th – 11th.

Loveall moved to approve the out of state travel request for Ashley Aukes as presented, Strand seconded. Motion carried.

Griensewic Mickelson presented an out of state travel request for Scott Reiten and Danielle Walchuk to allow for them to stay in Wisconsin as needed when working on the Houston County's Hazard Mitigation Plan.

Rohlfing moved to approve the out of state travel request as presented for Scott Reiten and Danielle Walchuk, Anderson seconded. Motion carried.

C. Staffing Update

Griensewic Mickelson reported a full-time Business Administration Intern, Taylor Nelson, has been brought on as an independent contractor to assist part-time with administration and part-time with finance. Nelson has agreed to return during her college break in December to help out during Ashley

Aukes' maternity leave.

Griensewic Mickelson reported that the Budget and Personnel Committee has approved to hire a part-time administrative assistant to fill back Ashley Aukes' time as Aukes has been working more on communications.

D. Committee Caucus

Griensewic Mickelson stated that the committee caucus will be taking place during the Full Commission meeting on July 8th. Griensewic Mickelson reviewed the requirements of special interest groups on the Full Commission. Kate Ryg, has submitted an application to serve on the Commission as the Health and Human Welfare Representative. Currently, this position is held by Candace Fenske and has another year left in her term.

E. Transition Update

Griensewic Mickelson reported that on June 3rd Phil Schafer and herself attended MNRAAA's Board meeting and presented briefly regarding the transition. Items discussed during the MNRAAA's Board meeting regarded the lease agreement, letters to Region Nine employees, indirect and communication.

Griensewic Mickelson stated she will be working with the Minnesota Board on Aging in regards to indirect costs. An invoice will be sent to the Minnesota Board on Aging.

Griensewic Mickelson stated that conversations are ongoing with the MNRAAA to continue to negotiate the transition items.

Discussion followed.

Ahrenstorff moved to recommend to the full Commission the appointment of Phil Schafer, Tom Loveall to serve on the MNRAAA Board of Directos and Steve Roling to serve as an alternate, Strand seconded. Motion carried.

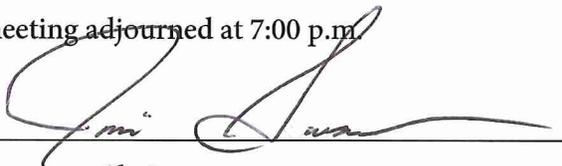
X. OTHER BUSINESS

No other business was brought forward.

XI. ADJOURNMENT

Strand moved approval to adjourn the meeting, Anderson seconded. Motion carried.

The meeting adjourned at 7:00 p.m.



Jim Swanson, Chairman



James Broich, Secretary