



September 9, 2015

I. CALL TO ORDER

Chair Ahrenstorff called the meeting to order at 4:30 p.m. at the Intergovernmental Center in Mankato.

II. ROLL CALL

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

OTHERS PRESENT: Nicole Griensewic Mickelson, Byron Jost, LuAnn Vanderwerf, Linda Giersdorf

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES

Sturm moved to approve the August 12, 2015 minutes as presented, Swanson seconded.

Motion carried.

V. TREASURER'S REPORT

Rohlfling moved to approve the Treasurer's Report as presented, Anderson seconded. Motion carried.

VI. CHAIRMAN'S REPORT

A. Out of State Travel Request – NADO Conference

Chairman Ahrenstorff presented the out of state travel request for Griensewic Mickelson and him to attend the 2015 NADO Annual Training Conference on October 24-27 in New Orleans, Louisiana.

Swanson moved to approve the out of state travel request for the 2015 NADO Annual Training Conference as presented, Strand seconded. Motion carried.

VII. PROGRAM REPORTS

B. Minnesota River Area Agency on Aging*, Inc.

a. Out of State Travel Request – Matter of Balance Training

Giersdorf presented the out of state travel request for Kim Madsen, MNRAAA Lead Program Developer, to attend the Matter of Balance Master Training on October 13-15 in Portland, Maine.

Sturm moved to approve the out of state travel request for Madsen to attend the Matter of Balance Master Training in Portland, Maine as presented, Strand seconded. Motion carried.

b. Transition Update

Giersdorf reported that the last MNRAAA Board meeting was on August 26th and at that meeting a benefit package and salary structure was approved for the staff that will become employees of MNRAAA effective January 1st, 2016. The benefit package includes various insurance options and a retirement plan. The Board also passed a motion stating the rollover of accrued vacation hours on Region Nine books being transferred over to MNRAAA would only be used to cover vacation time for staff.

Giersdorf stated there would be a staff retreat for MNRAAA employees on September 30th. The insurance, salary structure, and other benefits will be presented during the retreat. After the retreat, staff will be met with one-on-one to discuss their salary and performance expectations effective January 1st.

Giersdorf stated that on August 25th Chairman Ahrenstorff, Griensewic Mickelson, MNRAAA Chairman Bob Roesler and Giersdorf met to discuss lease proposals. MNRAAA presented two proposals. Giersdorf reviewed the reasoning behind the two proposals.

Giersdorf stated that a letter will be sent by MNRAAA's attorney to Region Nine regarding the proposals and a written response is needed by September 11th.

C. Finance / Revolving Loan Fund

Vanderwerf reported that the audit will begin on September 14th.

Vanderwerf stated that finance staff has begun gathering insurance coverage information for the new 1095 Form that must be completed this year. Instead of having a 10% increase on the insurance this year there will be a 5% decrease.

Vanderwerf gave an updated on the Revolving Loan Funds (RLF) including a loan that was closed in six-county RLF the first week in August. An RLF client in Madelia, who is running a pizza restaurant, appears to be doing well. Vanderwerf has completed several presentations regarding RLF and stated there has been an increase in interest via the website.

Griensewic Mickelson stated that the Connect Magazine article that ran in the September/October issues has contributed to an increase in RNDC's social media activity and website visits.

Vanderwerf reported agreements have been reached with MNRAAA to charge some of the finance staff time to contracts which staff have been working on. Agreements have also been made on the 2014 incurred and server costs. Majority of MNRAAA's old funds have been released to MNRAAA's new bank account.

D. Community Development

a. Resolution 2015-06: Additional Local Matching Funds to EDA

Jost presented Resolution 2015-06 authorizing Region Nine to commit additional local matching funds to EDA in the amount of \$103,256 to complete the three-year planning grant cycle.

Swanson moved to approve Resolution 2015-06 as presented, seconded by Sturm.

Motion carried.

b. Resolution 2015-07: Local Technical Assistance Funds

Jost presented Resolution 2015-07 authorizing Region Nine to enter into agreement for local technical assistance funds and authorize the executive director to commit local share to match federal EDA grant in the amount of \$90,000.

Discussion followed on how Region Nine would utilize the grant funds.

Vanderwerf reviewed where the matching funds will be coming from in the budget.

Griensewic Mickelson explained the background of the grant application process.

Schafer moved to approve Resolution 2015-07 as presented, seconded by Rohlfing. Motion carried.

c. **MBA Dementia Grant**

Jost reported that an application will be submitted at the end of the month to the Minnesota Board on Aging for a Dementia Awareness and Caregiver Support Grant that would cover all nine counties. Jost requested Board approval for up to \$50,000 in local match commitment for the Dementia Grant if awarded the grant.

Discussion followed on the partners that would be involved in implementation of the grant.

Strand moved to approve the match in the amount up to \$50,000 for the MBA Dementia Grant, Broich seconded. Motion carried.

Discussion followed.

d. **Heath Impact Assessment**

Jost reported that Region Nine recently received a \$30,000 grant from the Minnesota Department of Health to conduct a Health Impact Assessment on the climate change grant that Region Nine will be completing June 2016.

e. **Projects, Contracts and Staffing Timeline**

Jost reviewed the Projects, Contracts and Staffing Timeline.

VIII. EXECUTIVE DIRECTOR'S REPORT

A. NADO Innovation Award

Griensewic Mickelson reported that Region Nine was awarded the NADO Innovation Award for *Telling the Regional Government Story Differently*. NADO was impressed with how Region Nine has utilized video, social media, and other strategies in our marketing efforts.

B. Hiring Update

Griensewic Mickelson stated that interviews will be held the week of September 12th for the part-time administrative assistant position.

C. Commissioner Update

Griensewic Mickelson reported that Commissioner Bryant Stiernagle, Faribault County Cities under 10,000 representative, has resigned from his position. The cities in Faribault County have been contacted to begin filling his position. The Sibley County Township seat is still vacant.

Griensewic Mickelson stated that the new transportation planner was impressed with Region Nine's onboarding process. This is something that Region Nine had been working with HR Advisors on improving. Griensewic Mickelson reported that Region Nine was recognized on the federal EDA Newsletter for the HWY 169 project as a success story.

Griensewic Mickelson stated that Region Nine has received a letter from the MNRAAA Board of Directors stating that the MNRAAA Board had made a motion at their last meeting to have Region Nine, as the fiscal host, respond and pay the third quarter payment to MNRAAA by September 22nd. This request would release the funds prior to the third quarter date in which it would then be due.

Discussion followed.

Rohlfing moved to approve the third quarter payment to be paid on the date requested by MNRAAA, Anderson seconded. Motion carried.

IX. CLOSED MEETING: PERSONNEL DISCUSSION

Chairman Ahrenstorff stated that meeting will be closed to discuss a personnel topic as allowed under the Minnesota State Statute 13D.05 Subdivision 3.

Loveall moved to enter into a closed meeting to discuss personnel items, Strand seconded. Motion carried.

Chairman Ahrenstorff closed the meeting at 5:57 p.m.

Strand moved to close the closed meeting, Sturm seconded. Motion carried.

X. CLOSED MEETING: PROPERTY DISCUSSION

Chairman Ahrenstorff stated that meeting will be closed to discuss counter offers in regards to property and office spaces as allowed under Minnesota State Statute 13D.05 Subdivision 3.C3.

Swanson moved to enter into a closed meeting to discuss counter offers in regards to property and office space, Rohlfing seconded. Motion carried.

Chairman Ahrenstorff closed the meeting at 5:57 p.m.

Rohlfing moved to close the closed meeting, Strand seconded. Motion carried.

Loveall moved to reopen the meeting, Lienke seconded. Motion carried.

Chairman Ahrenstorff reopened the meeting at 6:35 p.m.

Discussion followed in regards to the proposed lease agreements from MNRAAA.

Sturm moved to send a letter on behalf of Region Nine to accept MNRAAA's notice of intent to vacate December 31st, Swanson seconded. Motion carried. Anderson abstained from voting.

XI. OTHER BUSINESS

Griensewic Mickelson reported that Region Nine staff who do MNRAAA work have been previously notified that their accrued compensatory time will not be paid out as per Region Nine's Policy Manuel. However, there are still some uncertainties about this with the affected staff. Griensewic Mickelson requested a motion to send a letter reminding them of the policy in regards to accrued compensatory time.

Strand moved to approve the sending of the compensatory letter as presented, Loveall seconded. Motion carried.

The Board discussed if there is a preserved perception of conflict of interest in having MNRAAA's Board Chair serve on the Revolving Loan Fund Committee and chairing the Region Nine Area Inc. Board.

Loveall moved to approve requesting resignation of MNRAAA's Board Chair on the Revolving Loan Fund Committee and Region Nine Area Inc. Board, seconded by Broich.

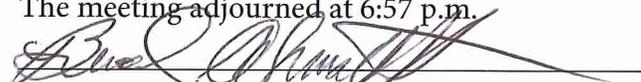
Discussion followed.

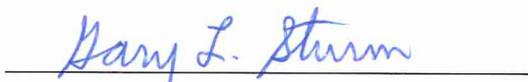
Motion lost.

XI. ADJOURNMENT

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

The meeting adjourned at 6:57 p.m.


Brad Ahrenstorff, Chairman


Gary Sturm, Secretary