UERPC EXECUTIVE BOARD
MINUTES OF OCTOBER 19, 2017 MEETING

MEMBERS PRESENT: Larry Schellhammer, Janell Bradley, Janet McGovern, Mark Bohle and Nina Taylor. Mark Kuhn arrived at 11:46

MEMBERS ABSENT: Ron McCartney

OTHERS PRESENT: Leon Griebenow, Paul Greufe, Ray Peterson, Rachelle Howe, Fern Rissman, Karen Cooper, Michelle Barness and Diana Johnson

Bohle called the meeting to order at 11:34 am at UERPC's Postville office. Roll call was taken. A quorum was present.

APPROVAL OF AGENDA: Motion was requested for approval of the agenda. Motion by Taylor; seconded by Bradley. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the minutes of the June 15, 2017 executive board meeting. Motion by McGovern; seconded by Bradley. No further discussion. Motion carried unanimously.

EXECUTIVE DIRECTOR REVIEW: Bohle discussed he had met with Kuhn and Howe to perform an Executive Director job review. Bohle stated that Howe is doing well and recommends a merit of $1,500. A motion was made by McGovern; seconded by Taylor to approve a merit of $1,500 to be included in the next round of payroll processing. No further discussion. Motion carried unanimously.

Board member Kuhn arrived.

PAY PLAN: Paul Greufe was in attendance to discuss the process the agency has been using to determine a pay rate matrix. A compensation committee has been established and has been working with Greufe to send out surveys, and review and rank job descriptions. After much explanation and questions from the board, it was determined that the board would prefer that Greufe set up matrix using a step system based on years of service and a pay range of 40-60% of salary comparisons. The board would like Greufe to bring these numbers back to the board for further discussions. It was also asked that the board receive information on how these rates would affect the commission budget. Approval of the pay plan structure was tabled until this information can be reviewed in detail.

METRONET: Bohle, Kuhn and Howe had met with the Metronet board to work out a way to dissolve the UERPC partnership with the other Metronet members. The Metronet board had agreed to dissolve UERPC's membership and reduce the UERPC's payment to approximately $26,000 to be paid over a 10-year timeframe. UERPC would remain on the Metronet system and could utilize in-kind work to pay-off their amount due. A contract is being passed among the Metronet partners to be signed. McGovern made a motion to approve the Chairman to sign the contract to dissolve membership with the Metronet. Seconded by Schellhammer. After further discussion, it was noted that the agenda did not include this item under board action. McGovern then rescinded her motion to approve and Schellhammer seconded. No further discussion. Motion carried unanimously.

FLOOR ITEMS: There were no floor items.

NEXT MEETING: There is no date scheduled for the next Executive Board meeting.

ADJOURNMENT: Motion by Taylor; seconded by Bradley to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 12:44 pm.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

/s/ Diana Johnson, Recording Secretary