UERPC COMMISSION BOARD
MINUTES OF JANUARY 30, 2014 MEETING

MEMBERS PRESENT: Larry Schellhammer, Mary Koopman, Kay Vorwald, Leon Griebenow, Bill Ziegler, Vicki Rowland, Mark Bohle, Mark Kuhn, Randy Uhl, Nina Taylor and Les Askelson. Robert Belden and Janet McGovern were also present via telephone.

MEMBERS ABSENT: Kay Zimmerman, Jane Regan, Larry Gibbs, Ron McCartney, Roger Thomas, Darla Kelchen, Paul Ryan, Larry Murphy, Alison Holten, Dennis Karlsbroten and Charles Frana

OTHERS PRESENT: Rachelle Howe, Lisa Lensing, Lori Brockway, Sue Severson, Fern Rissman and Diana Johnson

Chairman Randy Uhl called the meeting to order at 3:00 pm at UERPC's Postville office. Roll call was taken. A quorum was present.

New members Mary Koopman and Les Askelson were introduced and welcomed.

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

PRESENTATION: Don Snitker, CPA Manager with Ridihalgh, Fuelling, Snitker, Weber and Company was in attendance to review the fiscal year 2013 UERPC audit. Expenses have dropped 20% and end of year net assets totaled $1,983,459. A motion was made to approve the audit by Askelson; seconded by Bohle. No further discussion. Motion carried unanimously.

APPROVAL OF OFFICERS: The nominating committee had met and recommended the following officers, Chairman: Leon Griebenow; Vice Chairman: Mark Bohle; Treasurer: Kay Zimmerman and Secretary: Diana Johnson. A motion was made to approve the recommendation by Kuhn; seconded by Rowland. Motion carried unanimously. It was mentioned that Executive Committee members include the following: Larry Schellhammer, Ron McCartney, Vicki Rowland, Leon Griebenow, Janet McGovern, Mark Bohle and Mark Kuhn.

Chairman Leon Griebenow then led the rest of the meeting.

APPROVAL OF CHECK SIGNATORIES: Lensing stated the following members as check signatories: Larry Schellhammer, Kay Zimmerman, Les Askelson, Charles Frana, Leon Griebenow and Randy Uhl. A motion was made to approve these signers by Kuhn; seconded by Bohle. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the minutes of the October 17, 2013 meeting. Motion by Rowland; seconded by Schellhammer. No further discussion. Motion carried unanimously.

QUARTERLY DISBURSEMENTS: Lensing presented the list of disbursements for approval for UERPC and Region I Employment and Training. There being no questions or comments, a motion was made Ziegler; seconded by Vorwald to approve disbursements for both entities. No further discussion. Motion carried unanimously.

COST ALLOCATION: Lensing presented the fiscal year 2015 cost allocation plan on how we distribute funds. No changes had been made. A motion was made to approve the cost allocation plan by Bohle; seconded by Askelson. No further discussion. Motion carried unanimously.

TREASURER'S REPORT: Lensing and Severson presented the treasurer's report for approval for UERPC and Region I Employment and Training. There being no questions or comments, a motion was made by Ziegler; seconded by Taylor to approve the treasurer's report for both entities. Motion carried unanimously.

EXECUTIVE BOARD MEETING REPORT: There was no report at this time as the Executive Committee had not met this quarter.

WELLNESS POLICY: A UERPC Wellness Committee has been formed to structure programs and events to benefit staff productivity and work performance. Members were given a paragraph which will be added to the personnel policy highlighting several wellness goals for the organization. A motion was made by Bohle to approve the addition to the personnel policy; seconded by Kuhn. Motion carried unanimously.

BOARD SEAT APPOINTMENTS: Each Board of Supervisors had appointed the following members: Allamakee: Larry Schellhammer and Mary Koopman; Clayton: Roger Thomas and Ron McCartney; Fayette: Vicki Rowland and Paul Ryan; Howard: Mark Bohle and Winneshiek: Dennis Karlsbroten, Randy Uhl and Les Askelson.

CONFLICT OF INTEREST: Members were asked to sign the Conflict of Interest policies and Membership Agreements for the calendar year 2014.

LITIGATION UPDATE: Uhl informed the commission that a trial date of April 16th along with April 17th (if needed) will be held at the Allamakee County Courthouse in Waukon to make a decision on the last count held against UERPC. Uhl updated the new members of the legal history behind the law suit.

EXECUTIVE DIRECTOR'S UPDATE: Howe had prepared a director's report and sent within the board packets. She handed out business cards with a short write up of the "elevator speech" presented at the board training in October for members to hand out. She also gave an update of the legislative event held in January. Over 40 people were in attendance, along with five representatives. Howe then informed the members of Jeff Schott visiting our area on March 13th at the Postville YMCA to provide board training. All members were encouraged to attend and to recommend those in their respective communities to attend as well.

FLOOR ITEMS: Rissman encouraged the board to attend a legislative breakfast in Des Moines on February 5th.

NEXT MEETING: The next meeting is scheduled for April 17, 2014.

ADJOURNMENT: Motion by Bohle; seconded by McGovern to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 4:10 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