UERPC COMMISSION BOARD
MINUTES OF JANUARY 18, 2018 MEETING

MEMBERS PRESENT: Jack Knight, Mary Koopman, Larry Schellhammer, Dan Canton, Liz Jaster, Ron McCartney, Janell Bradley, Leon Griebenow, Sue Updegraff, Mark Bohle, Jan McGovern, Alison Holten, Nina Taylor, and Dean Thompson. Mark Kuhn arrived at 1:03 pm.

MEMBERS ABSENT: Patti Ruff, Roger Arthur, Peggy Sherrets and Michael Klimesh

OTHERS PRESENT: Christi Meyer, Neil Schroeder, Rachelle Howe, Karen Cooper, Fern Rissman and Diana Johnson

Chairman Mark Bohle called the meeting to order at 1:00 pm at UERPC's Postville office. Roll call was taken. A quorum was present.

APPROVAL OF AGENDA: Motion was requested for approval of the agenda. A motion was made for approval by Thompson; seconded by Canton after adding Michael Klimesh to the board seats on item number 11 of the agenda. No further discussion. Motion carried unanimously.

PRESENTATION: Neil Schroeder and Christi Meyer, with Hacker Nelson, were in attendance to discuss the recent audit completed as of June 30, 2017. Several pages of the report were reviewed, and members were encouraged to ask questions. A motion was made by Taylor; seconded by Griebenow to approve the audit as presented. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the minutes of the October 19, 2017 meeting. A motion was made for approval by Jaster; seconded by Bradley after fixing the spelling of McCartney in the board terms paragraph of the minutes. No further discussion. Motion carried unanimously.

OFFICERS: A motion was made by McGovern; seconded by Updegraff to approve the following slate of officers for 2018 as presented by the nominating committee: Mark Kuhn, Chairman; Larry Schellhammer, Vice Chairman; Diana Johnson, Secretary and Dean Thompson, Treasurer. No further discussion. Motion carried unanimously.

DISBURSEMENTS: A list of disbursements from July 1, 2017 to December 31, 2017 was presented to the board for review. A motion was made by Koopman; seconded by Thompson to approve these disbursements for UERPC. No further discussion. Motion carried unanimously.

TREASURER'S REPORT: The treasurer's report was also presented to the board for review. A motion was made by Jaster; seconded by Kuhn to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

BANK ACCOUNTS: Due to receiving funding for two new housing programs, the commission is required to open separate checking accounts for each of these programs. A motion was made by Holten; seconded by Knight to approve the establishment of these accounts by signing resolution #2018-01. A roll call vote was taken with all members voting aye. No further discussion. Motion carried unanimously.

METRONET: A motion was made by Knight; seconded by McGovern to approve and accept the Metronet contract established to release UERPC as one of the core members. No further discussion. Motion carried unanimously.

INVESTMENT POLICY: UERPC is in need of an update to the investment policy. A motion was made by McGovern; seconded by Updegraff to recommend a committee of the Chair, Treasurer, Executive Director and Finance Department Head to review the investment policy. No further discussion. Motion carried unanimously.

BOARD APPOINTMENTS: Howe explained the board seat appointments up for re-election in each county. These re-appointments have been approved by each county supervisors group and will continue for another

three-year term. Howe also mentioned that a board seat is open within Allamakee County for the executive director board and will need to be appointed.

EXECUTIVE DIRECTOR'S UPDATE: Howe had prepared a director's report and sent within the board packets. She highlighted the recent UERPC legislative event held, receiving Safe Routes to School funding and the hiring of Aaron Detter as community planner.

HEALTH INSURANCE: Cooper explained the recent increase in health and dental insurance for the commission. Vision, life and disability insurance all stayed the same. She also explained that all these benefits will be renewed each January moving forward.

PAY PLAN: There was no update to the pay plan to present to the board for this meeting.

FLOOR ITEMS: Rissman gave updates on recent workforce issues facing the state. Howe explained planning for round table discussions at the April board training meeting.

NEXT MEETING: The next meeting is scheduled for Thursday, April 19, 2018 at 1:00 pm at the Postville office.

ADJOURNMENT: Motion by Jaster; seconded by Taylor to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 1:53 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