

## Clay County Joint Powers Collaborative

### Executive Committee Meeting Minutes

9 AM Thursday, May 5, 2005  
Room 5, Family Services Center

**Members in Attendance:** County Commissioner Ben Brunsvold, Chair; Shelly Ford, (Corrections), Lanette Krinsky (Parent), Carol Ladwig (Moorhead ISD #152), Joe Pederson (Lakes and Prairie Community Action), and Rhonda Porter (Social Services):

**Guests:** Dawn Schlosser-Gruel (Clay County Human Resources) and Barbara Eiden-Molinaro, (Transition Project)

1. Chairperson Ben Brunsvold convened the meeting.
2. The proposed agenda was reviewed and the order of the items changed.  
**MOTION:** Approval of the agenda as amended. (R. Porter/L. Krinsky/Carried)
3. The meeting minutes of the April, 2005 meeting were reviewed.  
**MOTION:** Approval of the April minutes as previously submitted to the Board. (R, Porter/C. Ladwig/Carried)
4. Personnel issues were discussed.
  - a. Ben presented a recommendation from Cynthia Sillers that one of the TIPS roster staff be given an increase.  
**MOTION:** The hourly rate be increased as recommended, paid retroactively back to February, until such time as he is no longer employed by the Collaborative; and the wage freeze which was previously enacted remains in effect, except for scheduled step increases that may apply. (J. Pederson/S. Ford/Carried)
  - b. Ben reported on a conflict of interest with one of the TIPs employees. The Personnel Committee had decided that if there was a conflict of interest the person would be laid off. It was determined there was in fact a conflict of interest so she was laid off. The staff member was on paid leave until the situation was resolved, but according to Dawn Schlosser-Gruel, she has now apparently submitted her final timesheet.
  - c. Shelley Ford reported that effective Monday, May 9 the Re-entry Services staff would be employees of the County. She pointed out that this transition had taken a great deal of time and effort.
  - d. Ben reported that he had received word that DeAnna Farrel had resigned as administrative assistant and was no longer in the position.
  - e. Ben recapped the discussion at the last Executive Committee meeting and his follow-up discussion with Cynthia Sillers, which resulted in a proposal from Cynthia.  
**MOTION:** To close meeting to discuss a personnel issue. (J. Peterson/C. Ladwig/Carried.)  
**MOTION:** To re-open meeting. (J. Peterson/L. Krinsky/Carried)

**MOTION:** To appoint Ben Brunsvold, Shelly Ford and Rhonda Porter to meet with Cynthia to discuss issues related to the administration of the Collaborative. (J. Pederson/R.Porter/Carried)

5. Discussion was held regarding the need to streamline the functions of the Board and the need for flexibility as we move from the old Collaborative structure to the new, prior to the time a new governance agreement is adopted.

**MOTION:** Recommendation to the Board that some of the requirements of the Formal Agreement be suspend until September 1, 2005, during the Clay County Joint Powers Board transition, with the Board's Executive Committee taking on some of the responsibilities of the Board Committees between regular Board meetings. (R. Porter/J. Pederson/Carried.

Barbara Eiden-Molinari pointed out that while the Personnel and Finance Committees would not be meeting regularly to conduct their normal business, she would be working with both committees on relevant issues related to the transition project.

6. Barbara presented a report on transition project activities. She asked for feedback on the length and detail of the report, and it was suggested that this information be reported to the Board so they are updated on the status of the entire project each time they meet.

**Motion:** To authorize the establishment of a charge account for printing as needed for the transition project; and to authorize payment of expenses related to the Hillerman workshop, including Hillerman's stipend of \$500, Hjemkomst facility charges and Concordia for the box lunch. (C. Ladwig/ S.Ford/Carried).

7. The process for payment of bills related to the transition project was established. Barbara will get Ben's signature and give them to Rhonda, as chair of the Finance Committee, who will submit them for payment.
8. The meeting was adjourned by consensus.