



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
September 10, 2024

The Tri-Valley Opportunity Council, Inc. Board of Directors meeting was called to order at 6:30 p.m. at the Tri-Valley Administrative Office in Crookston, MN, and remotely via Microsoft Teams.

Board members present were J. Bachmeier, S. Peterson, J. Duckstads, S. Vonesh, G. Willhite, T. Anderson, K. Shaugobay, K. Hassel, T. Malm, M. Gunderson, L. Hall, D. Svaren, S. Kjono, C. Spisak, E. Rodriguez-Saenz

Staff members present were J. Carlson, M. Hams, and A. Aubol.

A quorum was established with 14 voting members present.

S. Peterson moved to approve the Consent Agenda, which included the current agenda, August 16, 2024, meeting minutes, Status Report, and Financial Report, Seconded by K. Hassel. Motion carried.

J. Bachmeier presented the Executive Committee Report that included the Office of Head Start one-time Grant Request in the amount of \$226,942.00 for a one-year duration. The funds will be used to address health and safety issues at the Sleepy Eye, Bethel, St. Cloud, Elgin, Danube and Monticello MSHS/MSEHS Centers. T. Anderson Moved to approve the Executive Committee Report. Seconded by J. Duckstad. Motion carried.

Treasurer J. Duckstad reported the fiscal documents were reviewed and in order.

J. Carlson presented the Chief Executive Officer report.

- Tri-Valley is still working on vacating a right of way for a new bus garage near the Crookston Head Start Center. Polk County has agreed to their part. J. Carlson will be attending a school board meeting on September 23rd.
- Update on 102 N. Broadway- 3 Rivers is working on a Reuse Report for the City of Crookston. Bids for removing asbestos should be in later this month.
- The ViewPoint Project crew will be here to film on Friday September 13, 2024.

T. Malm moved to approve the Chief Executive Officer report. Seconded by S. Vonesh. Motion carried.

J. Carlson provided the Head Start, Child and Family Programs report. Stephanie Vonesh shared highlights from the August 26, MSHS/MSEHS Policy Council meeting in St. Cloud MN. Highlights included:

- Elections for RXII Executive Committee were completed
- T. Sundeen was present at the meeting to ask Policy Council members questions to help with the Head Start Self-Assessment
- The MN and ND CACFP Grant Requests were approved

- C. Boudreaux provided the Policy Council with Health and Safety Training
- J. Carlson reviewed the Office of Head Start Memo-Final Rule on Supporting the Head Start Workforce and Consistent Quality Programming.
- D. Svaren moved to accept the Head Start, Child and Family Programs report. Seconded by M. Gunderson. Motion carried.

Board approval was requested to approve the Resolution Authorizing Amendment for Minnesota Housing and Finance Agency – Family Homelessness Prevention and Assistance Program October 01, 2023, through September 30, 2025. T. Anderson moved to approve. Seconded by K. Shaugobay. Motion carried.

Board approval was requested to apply for the HUD Grant Request in the amount of \$127,000.00 from September 01, 2025, through August 31, 2026. The funds will be used to assist families and individuals experiencing and fleeing domestic violence to prevent homelessness or end homelessness. D. Svaren moved to approve. Seconded by T. Malm. Motion carried.

J. Carlson reviewed the Audit RFP Analysis and Recommendations. Tri-Valley will continue to work with Wiplfi for another 5-year cycle. S. Peterson moved to approve. Seconded by K. Shaugobay. Motion carried.

J. Carlson reviewed the findings of the HCM Software Evaluation. Tri-Valley has been looking into different software options over the last few months to try and bridge the gap between the Fiscal and Human Resources departments. After evaluating four different companies, Dayforce was the top choice between the two departments. J. Duckstad moved to approve. Seconded by S. Peterson. Motion carried.

Board approval was requested to approve the Auto Enrollment Amendment that will increase auto enrollment from 3% to 5%. D. Svaren moved to approve. Seconded by K. Shaugobay. Motion carried.

J. Carlson provided information about the Health Insurance Renewal at 6.54% for the next year. The plan designs will stay the same. K. Shaugobay moved to approve. Seconded by S. Peterson. Motion carried.

J. Carlson asked the board to approve hiring an unqualified teacher at the Teacher III wage at the Region V Crookston Head Start Center. J. Duckstad moved to approve. Seconded by K. Shaugobay. Motion carried.

The next meeting of the Board of Directors will be October 08, 2024, at 6:30 p.m.

J. Duckstad moved to adjourn the meeting. Seconded by K. Shaugobay. Motion carried. Adjourned at 7:45 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: AA