

Minutes
Executive Board
South Eastern Council of Governments
June 17, 2015

Present

Mike Broderick, Chair
Anderson, Kenny Jr.: City of Sioux Falls Council
Brown, Vernon: Private Representative
Burke-Bowen, Julie: Private Representative
Erpenbach, Michelle: City of Sioux Falls Council
Holcomb, Jeff: Private Representative
Mickelson, Mark: Legislator
Olson, Dennis, Mayor's Appt.: City of Brandon
O'Neil, Brent, mayor's Appt.: City of Sioux Falls
Packard, Phyllis: Clay County Commissioner
Prescott, John, Mayor's Appt.: City of Vermillion
Schmidt, Jim: Lincoln County Commissioner
Van Hove, Lyle: Turner County Commissioner

Absent

Beninga, Gerald: Minnehaha County Commissioner
Dick, Marc: McCook County Commissioner
Franken, Joan: City of Sioux Falls Council
Langer, Kris: Legislator
Lloyd, Craig: Private Representative
Odson, Bruce: Private Representative
Pratt, Farron: Private Representative
Schempp, Marvin: Union County Commissioner
Smith, Kevin: Private Representative

Staff Present

Lynne Keller Forbes
Janice Gravning

Others Present

Knutson, Keith

1. **Call Meeting to Order:** At 4:00 p.m., Chairman Mike Broderick called the meeting to order with the following Joint Cooperative Agreement Members present: Kenny Anderson, Jr., Michelle Erpenbach, Dennis Olson, Brent O'Neil, Phyllis Packard, John Prescott, Jim Schmidt and Lyle Van Hove.
2. **Appointment of Legislative Member:** Dennis Olson presented the nominating committee recommendation that Mark Mickelson be appointed to complete the remainder of Tim Rave's one year term. John Prescott made a motion to adopt the nomination. Dennis Olson seconded the motion, and the motion passed unanimously.
3. **Approval of Minutes from March 31, 2015:** Vernon Brown made a motion to approve the March 31, 2015, minutes and was seconded by Jeff Holcomb. The motion passed unanimously.
4. **Financial Statements as of April 30, 2015:** Lynne Keller Forbes presented the April 30, 2015, Financial Statements. Jim Schmidt made a motion to approve the April 30, 2015, Financial Statements and was seconded by Kenny Anderson. The motion passed unanimously.
5. **2014 SECOG Audit:** Keith Knutson from Wohlenberg Ritzman & Co., LLC presented SECOG's 2014 Audit which contained no adverse findings. John Prescott made a motion to approve the 2014 SECOG Audit and was seconded by Mark Mickelson. The motion passed unanimously.
6. **Operations Committee:**
 - A. **Revision of Education Assistance Program:** Lynne Keller Forbes presented a revision to the Education Assistance Program. Julie Burke-Bowen made a motion to approve the revised Education Assistance Program and was seconded by Michelle Erpenbach. The motion passed unanimously.
 - B. **Personnel Policy Handbook Update:** Lynne Keller Forbes presented several changes to the Personnel Policy Handbook. Vernon Brown made a motion to approve the revised Personnel Policy Handbook and was seconded by Jeff Holcomb. The motion passed unanimously.

- C. Pay Plan Update: Lynne Keller Forbes presented the Pay Plan Update. Vernon Brown made a motion to approve the Pay Plan Update and was seconded by Lyle Van Hove. The motion passed unanimously.
7. **NADO First Vice President Letter of Support**: Lynne Keller Forbes presented a letter of support for Forbes to run for NADO First Vice President. Jim Schmidt made a motion to approve the NADO First Vice President Letter of Support and was seconded by Kenny Anderson. The motion passed unanimously.
8. **Garretson Membership**: Lynne Keller Forbes presented information on a request from a Garretson resident regarding whether SECOG would allow the City of Garretson to be reinstated as a SECOG member after not belonging for four years. Jim Schmidt made a motion to approve Garretson's reinstatement as a member of SECOG if the City pays the back membership dues for 2012-2015 in the amount of \$7,044 and was seconded by Kenny Anderson. The motion passed unanimously.
9. **DC Legislative Update**: Joe Kinney, NADO Executive Director, presented a DC Legislative Update via Skype. This was informational only.
10. **Other Business**:
- A. Housing Update: Lynne Keller Forbes presented an update on the Governor's House Project that SEDF is undertaking in SECOG's region. This was informational only.
- B. Asst. Secretary of Commerce for EDA Jay Williams Visit: Lynne Keller Forbes presented information on Asst. Secretary of Commerce for EDA Jay Williams' visit to SECOG and Sioux Falls on June 11, 2015. This was informational only.
11. **Next Board Meeting**: The next board meeting will be September 2, 2015, at 4:00 p.m.
12. **Adjournment**: Chairman Broderick declared the meeting adjourned at 5:20 p.m.