

Minutes

Executive Board

South Eastern Council of Governments

December 2, 2015

Mike Broderick, Chair

Present

Anderson, Kenny Jr.: City of Sioux Falls Council (in at 4:04)
Beninga, Gerald: Minnehaha County Commissioner
Burke-Bowen, Julie: Private Representative
Erpenbach, Michelle: City of Sioux Falls Council
Franken, Joan: Private Representative
Lloyd, Craig: Private Representative
Mickelson, Mark: Legislator
Olson, Dennis, Mayor's Appt.: City of Brandon (out at 5:05)
O'Neil, Brent, Mayor's Appt.: City of Sioux Falls
Packard, Phyllis: Clay County Commissioner (via phone)
Pratt, Farron: Private Representative (via phone)
Prescott, John, Mayor's Appt.: City of Vermillion (via phone)
Schempp, Marvin: Union County Commissioner
Smith, Kevin: Private Representative

Absent

Brown, Vernon: Private Representative
Dick, Mark: McCook County Commissioner
Holcomb, Jeff: Private Representative
Langer, Kris: Legislator
Odson, Bruce: Private Representative
Schmidt, Jim: Lincoln County Commissioner
Van Hove, Lyle: Turner County Commissioner

At 4:00 p.m., Chairman Mike Broderick called the meeting to order.

1. **Approval of Minutes from September 2, 2015:** Michelle Erpenbach made a motion to approve the September 2, 2015, minutes and was seconded by Marv Schempp. The motion passed unanimously.
2. **Financial Statements as of October 31, 2015:** Lynne Keller Forbes presented the October 31, 2015, Financial Statements. Michelle Erpenbach made a motion to approve the October 31, 2015, Financial Statements and was seconded by Joan Franken. The motion passed unanimously.
3. **Appointment of Nominating Committee for Private Sector and Legislative Members and 2016 Officers:** Mike Broderick appointed Michelle Erpenbach, Gerald Beninga, and John Prescott to serve on the nominating committee to nominate the private representatives, legislators, and officers for 2016 with Michelle Erpenbach to serve as the nominating committee chair.
4. **2016 Unified Planning Work Program Agreement:** Lynne Keller Forbes presented the 2016 Unified Planning Work Program Agreement. John Prescott made a motion to designate SECOG's Chairman, Mike Broderick, as the MPO's authorized representative and empowered Mike Broderick with the authority to sign the 2016 Unified Planning Work Program Agreement on behalf of the MPO. Julie Burke-Bowen seconded the motion, and the motion passed unanimously. Kenny Anderson arrived at this time.
5. **Operations Committee:**
 - A. **2016 EDA Work Plan:** Joan Franken presented the 2016 EDA Work Plan. Joan Franken made a motion to approve the 2016 EDA Work Plan and was seconded by Craig Lloyd. The motion passed unanimously.
 - B. **2015 Budget Revision:** Joan Franken presented the 2015 Budget Revision. Joan Franken made a motion to approve the 2015 Budget Revision and was seconded by Kenny Anderson. The motion passed unanimously.

- C. SD Department of Ag Contract: Joan Franken presented the SD Department of Ag Contract. Joan Franken made a motion to approve the SD Department of Ag Contract and was seconded by Michelle Erpenbach. The motion passed unanimously.
 - D. Electronic Timesheets: Joan Franken presented the electronic timesheet information. Joan Franken made a motion to approve the implementation of GHG Clockwise electronic timesheets starting in January 2016 at a cost of \$7 per user/per month and was seconded by Mark Mickelson. The motion passed unanimously.
 - E. Executive Director's Annual Review: Joan Franken presented the Executive Director's Annual Review. Kenny Anderson made a motion to go into executive session and was seconded by Craig Lloyd. The motion passed unanimously. Michelle Erpenbach made a motion to approve the Operations Committee's recommendation to increase Lynne Keller Forbes' salary to \$158,307 effective 1/1/2016. The motion was seconded by Craig Lloyd and passed unanimously.
6. **Drive to Help – Jean Crowe**: Jean Crowe presented information on the Drive to Help program. This was informational only. At this time, Dennis Olson departed the meeting.
7. **Other Business**:
- A. Update of Governor's House Project: Lynne Keller Forbes presented an update of the Governor's House Project that SEDF is undertaking in the SECOG region. This was informational only.
 - B. Legislative Update: Mark Mickelson presented a legislative update. This was informational only.
 - C. Social Hour and Dinner: Lynne Keller Forbes noted that a holiday social hour and dinner would be held following the meeting. This was informational only.
8. **Next Board Meeting**: The next board meeting will be March 30, 2016, at 4:00 p.m.
9. **Adjournment**: Chairman Broderick adjourned the meeting at 5:23 p.m.