



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
September 13, 2022

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 S. Vonesh, J. Bachmeier, S. Peterson, J. Duckstad, J. Jacobson, G. Willhite, N. Myers, D. Svaren, L. Hall, M. Gunderson, S. Kjono, C. Spisak, A. Arlien, H. Bawzer, T. Anderson, D. Mack, and M. Ibanez.

Staff members present were J. Carlson, N. Aaker, M. Bakken, A. Aubol, and D. Littlefield.

Quorum was established with 16 voting members present.

J. Jacobson moved to approve the Consent Agenda, which included the current agenda, August 9, 2022 meeting minutes, Status Report, and Financial Report. Seconded by S. Peterson. Motion carried.

Treasurer J. Duckstad was not able to conduct a review due to the move to the Fournet building.

M. Bakken provided Results-Oriented Management and Accountability (ROMA) training. Highlights included:

ROMA is

- an accountability process used to report outcomes/results achieved.
- a conceptual framework for measuring the results of programs and services.
- a continuous process of assessment planning, implementation and evaluation of results.

Agencies use the ROMA Cycle as a guiding process to determine what services or programs to offer and whether they are effective.

J. Carlson presented the Chief Executive Officer report. The Hwy 2 Corridor Study was discussed during the last Crookston city council meeting. Currently, the plan will be to retain the one-way streets and reduce them to two lanes with a bike lane. There are no plans being made regarding the disposition of the Tri-Valley building at this time. A Fournet building update was provided to include:

- The server will be moved on September 25.
- The atrium floor tile installation will begin on September 14.
- Sentence to Serve (STS) came to Tri-Valley for 3 days to help Tri-Valley staff move boxes, equipment, and furniture to the Fournet building.

J. Duckstad moved to accept the Chief Executive Officer report. Seconded by A. Arlien. Motion carried.

J. Carlson provided the Head Start, Child and Family Programs report. Stephanie Vonesh shared highlights from the August 27, MSHS/MSEHS Policy Council meeting in Willmar, MN. Highlights included:

At the federal level:

- The Senate is still working on the budget that affects Head Start funding.
 - Funding for the base grant will probably increase
 - It includes a COLA
 - There currently is no funding increase for the Head Start workforce
 - Quality Improvement and EHS Expansion have small increases
- Migrant and Seasonal Head Start has requested flexibility with enrollment and eligibility due to so many families not migrating due to COVID-19.
- The Office of Head Start Migrant and Seasonal Head Start Conference is scheduled for Nov 15-17 in Orange County, CA. The Annual Conference will be held in San Antonio the end of March 2023. The Policy Council President and Vice President will be invited to attend both conferences.

At the local level:

- COVID-19 continues to be an issue. There have been 6 positive cases just in the last week.
- The carry-over request for the Bethel facility was approved.

The Migrant Education Program identified about 1,200 student who were eligible for the summer program and 380 were served. Noemi from the MN Dept. of Ed. Is currently gathering data to determine how many of those actually migrated to Minnesota.

Cindy Boudreaux, Health Services Manager, presented Health Services Training and Jami Rokala, Child Nutrition Services Manager, provided Nutrition Services Training.

N. Myers moved to accept the Head Start, Child and Family Programs report. Seconded by D. Mack. Motion carried.

Board approval was requested to apply for the USDA Child and Adult Care Food Program (CACFP) grant request in the amount of approximately \$28,144 from MDE Food and Nutrition Program and approximately \$19,500 from ND DPI to reimburse CACFP meals served October 1, 2022 – September 30, 2023. T. Anderson moved to approve. Seconded by L. Hall. Motion carried.

Board approval was requested of the Land and Building Lease between Tri-Valley and ISD #15, St. Francis Area Schools which will be used for the Bethel MSHS/MSEHS center beginning September 1, 2022 through September 1, 2032. G. Willhite moved to approve. Seconded by J. Duckstad. Motion carried.

Board approval was requested to allow staff to use the 2023, Juneteenth alternate holiday on July 5 instead. This will be one-time exception for 2023. A. Arlien moved to approve. Seconded by D. Mack. Motion carried.

J. Carlson shared feedback received from the Minnesota Department of Human Services regarding a review on May 26, 2022 of activities under the Transitional Housing Program (THP). The review was completed satisfactorily and fulfills requirements for State Fiscal Year 2022.

J. Carlson reviewed the 2023 Health Insurance Plan renewal. Medica may be able to offer some ACO (Accountable Care Organization) plan options at a lower price in addition to the existing Plans 1 and 2. S. Peterson moved to approve the 2023 Health Insurance renewal of current

Plans 1 and 2 with the possible additions of ACO options to be chosen by Tri-Valley management staff. Seconded by N. Myers. Motion carried.

J. Carlson reviewed dental and vision benefits for 2023. The benefits will remain the same with typical inflationary increases. A. Arlien moved to approve the 2023 dental and vision benefits renewal. Seconded by J. Duckstad. Motion carried.

Wipfli provided a draft of the 401(k) Plan audit. The Board Executive Committee will approve the audit once outstanding issues identified by Wipfli are addressed and closed out.

The next meeting of the Board of Directors will be October 11, 2022, 6:30 p.m.

M. Gunderson moved to adjourn the meeting. Seconded by L. Hall. Motion carried. Adjourned at 7:30 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: DEL