



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
February 13, 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 S. Peterson, S. Vonesh, L. Hall, T. Anderson, N. Myers, G. Willhite, J. Duckstad, M. Gunderson, D. Svaren, C. Spisak, P. Reese, K. Shaugobay, D. Mack, T. Malm, V. Ramirez, and P. Munoz.

Staff members present were J. Carlson, N. Aaker, J. Tangen, J. Barrientos, and A. Aubol.

Quorum was established with 14 voting members present.

G. Willhite moved to approve the Consent Agenda, which included the current agenda, January 09, 2024 meeting minutes, financial report, Status Report, and the United Way Reach Out For Warmth grant request in the amount of \$10,000.00 from March 2024 through March 2025. The funding will assist with energy costs to prevent disconnection and reconnect services for households that are slightly over income this year and have used the service in the past or have used all their energy grant and crisis funds already for the year and are facing disconnect. Seconded by M. Gunderson. Motion carried.

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

J. Carlson presented the Chief Executive Officer report.

- The Fisher Townhomes are struggling financially, a request to MN Housing to discuss options has been made.
- J. Carlson has been working with Jon Steiner from Polk County Environmental Services to explore new grant opportunities regarding 102 N. Broadway.
- A request from Jeff Evers to increase our building rent was discussed. The board agreed that we should continue in our current posture of honoring our existing lease while helping to cover building expenses whenever justifiable.

J. Duckstad moved to accept the Chief Executive Officer report. Seconded by S. Peterson. Motion carried.

S. Vonesh provided highlights from the February 5, 2024, Head Start/Early Head Start Policy Council meeting. Highlights included:

- RV Policy Council Executive Committee approved the U.S. Department of Health and Human Services, Administration for Children and Families Grant Request for the 2024-2025 Program Year Grant Request.
- Cindy Boudreaux provided Health Services Training
- Jami Rokala Provided Nutrition Services Training

- J. Tangen provided an update on the Change in Scope request.
- J. Tangen reviewed the RV Enrollment Initiative.

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

Board approval was requested to apply for the Minnesota Department of Education and Monticello School District as Fiscal Agent Grant/Contract request for an undetermined amount at this time for one summer. The funds will be used to provide services to up to 167 unserved children in the Monticello Area.

S. Peterson moved to approve. Seconded by N. Myers. Motion carried.

Board approval was requested to apply for the Southern Minnesota Initiative Grant Request in the amount of \$19,417.17 for one year. The funds will be used to provide books for children from birth-8 years to promote literacy.

N. Myers moved to approve. Seconded by G. Willhite. Motion carried.

J. Carlson reviewed the By-laws. There were no updates for 2024. J. Duckstad moved to approve. Seconded T. Anderson. Motion carried.

J. Tangen provided ERSEA training for the Board of Directors that included Eligibility, Recruitment, Selection, Enrollment and Attendance guidelines.

Board approval was requested for the Vaaler – Proposal of Coverage and Services. Casey Holland will be present at the March meeting to discuss the changes for the upcoming year. Overall, we had a good renewal. There was about a 10% increase. Auto coverage was at a flat rate, and there was a minimal increase to our umbrella coverage. The rating system changed this year for our worker's comp coverage, so we did lose some credits we had with SFM.

G. Willhite moved to approve. Seconded by J. Duckstad. Motion carried.

J. Carlson provided an Org Standard Update.

T. Malm moved to approve the Community Assessment. Seconded by S. Peterson. Motion carried.

J. Carlson reviewed the MinnCAP 2024 Legislative issues, that include educating the policy makers about the importance of the Minnesota Community Action Grant (MCAG) and family assets for independence in Minnesota (FAIM) program, setting up a discussion for future legislative requests, and collaborating with the Department of Commerce to expedite the allocation of workforce training funds and guarantee the preparedness of our network and weatherization service providers to efficiently utilize the pre-weatherization funds.

J. Carlson reviewed the Dress Code Policy Amendment that eliminates a requirement for closed toed shoes. M. Gunderson moved to approve. Seconded by J. Duckstad. Motion carried.

The next meeting of the Board of Directors will be March 12, 2024, 6:30 p.m

T. Anderson moved to adjourn the meeting. Seconded by N. Myers. Motion carried. Adjourned at 7:45 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: DEL