



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
February 11, 2025

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.

The board members present were J. Bachmeier, A. Arlien, S. Peterson, J. Duckstad, S. Vonesh, G. Willhite, T. Anderson, K. Shaugobay, K. Hassel, D. Mack, N. Myers, T. Oistad, L. Hall, D. Svaren, C. Spisak

The staff members present were J. Carlson, E. Hensrud and A. Aubol.

A Quorum was established with 15 voting members present.

J. Duckstad moved to approve the Consent Agenda, which included the current agenda, January 14, 2025 meeting minutes, financial report, Status Report, and the United Way Grant Request in the amount of \$5,000.00 from March 2025 through March 2026. 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 K. Shaugobay. Motion carried.

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

J. Carlson presented the Chief Executive Officer report.

- E. Hensrud gave the Board Members an update on the Transportation Program. They have purchased three new propane buses from United and two new propane buses from North Central. They are also looking for three more full-time bus drivers.
- J. Carlson explained the Northwest Minnesota Council of Collaboratives to the Board.
- J. Carlson gave an update on the Wipfli IT Project. The final report will be emailed out to the Board Members.
- Tri-Valley has been dropped by Church Mutual Insurance. Casey Holland from Vaaler Insurance has been helping us find a new company to partner with.
- J. Carlson explained to the board that even though we have no real answers at the moment regarding the "funding freeze" or the federal budget, we should be prepared for all eventualities.

G. Willhite moved to accept the Chief Executive Officer report. Seconded by A. Arlien. Motion carried.

There is no Head Start/Early Head Start Policy Council report at this time

J. Carlson reviewed the Office of Head Start Memo – Fiscal Year 2025 Monitoring Process for Head Start Recipients.

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

Board approval was requested to apply for the Office of Economic Opportunity / Minnesota Department of Human Services Community Partnerships and Child Care Division Grant Request in the amount of \$230,764.00 from July 01, 2025, through June 30, 2027. The funds will be used to assist families, individuals and youth to establish and maintain housing, and provide case management and support services.

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

Board approval was requested to apply for the Office of Economic Opportunity / Minnesota Department of Human Services Community Partnerships and Child Care Division Grant Request in the amount of \$109,960.00 from July 01, 2025, through June 30, 2027. The funds will be used to provide hotel vouchers for emergency shelter when other emergency shelters are not available.

A. Arlien moved to approve. Seconded by S. Peterson. Motion carried.

J. Carlson reviewed the Resolution Regarding Head Start Center Access. The resolution will provide support to staff that may run into a situation at their centers, reassure parents that entrust their children in our care, and ensure that Tri-Valley will comply with all legal orders. S. Peterson moved to approve. Seconded T. Anderson. Motion carried.

N. Myers moved to approve the 2025 Holiday Policy Revision that will allow staff that work on a paid holiday up to 90 days to take another day off instead of the current 60-day policy. Seconded by S. Peterson. Motion carried.

J. Carlson reviewed the Agency Wide Budget Review. D. Mack moved to approve. Seconded by S. Peterson. Motion Carried.

J. Carlson provided training for the Board of Directors. Highlights include:

- All Tri-Valley Head Start locations.
- Administrative locations
- Transportation Locations
- Tri-Valley rental properties

J. Carlson provided an Org Standard Update.

The next meeting of the Board of Directors will be March 11, 2025, 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: AMA