Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
November 17, 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, S. Peterson, J. Duckstsad, S. Vonesh, G. Willhite, P. Reese, T. Anderson, K. Shaugobay, D. Mack, T. Malm, T. Oistad, D. Svaren, C. Spisak

The staff members present were C. Reynolds, A. Broden, A. Aubol

Quorum was established with 13 voting members present.

J. Duckstsad moved to approve the Agenda, Seconded by T. Oistad. Motion carried.

New Business

A. Policy Changes Regarding PTO, ESST, and MN Paid Leave

The Board had three different options to discuss on how Tri-Valley employees would accrue and utilize PTO and ESST starting January 01, 2026. After reviewing the proposed options, the Board decided to amend the PTO policy and split it into two buckets of leave; PTO and PTO sick. Leaving the combined cap at 520 hours. Continue to allow PTO and PTO sick to be cashed out upon termination (or change to a non-PTO eligible position). In doing this, PTO would be for vacation, rejuvenation, recharging – and PTO will not be allowed to be used for personal illness or injury. PTO sick would be allowed to be used for personal illness or injury, medical appointments, leaves of absences, or to top-off MN PFML. G. Willhite moved to approve. Seconded by J. Duckstad.

G. Willhite moved to amend the policy to have the PTO vacation accrued at 65% and PTO sick accrued at 35%. Seconded by J. Duckstad. Motion carried.

The next meeting of the Board of Directors will be on December 09, 2025, 6:30 p.m., at the Crookston Administration Office.

S. Vonesh moved to adjourn the meeting. Seconded by K. Shaugobay. Adjourned at 7:15 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: AA