

TIES
Technology and Information Educational Services
Executive Committee Meeting

May 17, 2017

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:48 a.m. on Wednesday, May 17, 2017, in the TIES Conference Center Lexington Room, 1640 Larpenteur Avenue West, Falcon Heights, Minnesota. The meeting was called to order by Mr. Dan Luth; Executive Committee Chair. Other members present included: Mr. Mike Bash; Mr. Jim Burgett; Dr. Deb Henton; Mr. David Law (left at 8:48 a.m.); Mr. Jim Skelly; Mr. Steve Buettner, Coordinator Rep; and Dr. Mark Wolak, Executive Director. Also present were TIES Staff Members Ryan Cloutier, Principal Security Architect; Shana Finnegan, Chief Operating Officer; Kate Indrelie, Education Technology Consultant; Georgia Kedrowski, Chief Experience Officer; Steve Smith, Product Manager-Technical Services; and Corey Tramm, Chief Technology Officer. Absent: Ms. Denise Pontrelli; Dr. John Schultz; and Dr. Scott Thielman.

Mr. Mike Bash moved, seconded by Dr. Deb Henton, approval of the agenda. The motion carried unanimously.

Presentation: Clips from TIES April 28 Staff Meeting: Ms. Kate Indrelie gave a presentation on the April 28 TIES staff meeting. Ms Indrelie and a team from TIES have been attending Systematic Innovation Training where they worked on ways to improve the Customer Experience Center (CEC). The staff meeting was about solving tickets and organization-wide support of the CEC. Some fun skits and videos were also presented at the staff meeting.

Mr. Jim Skelly moved, seconded by Mr. Mike Bash, approval of the consent agenda. The motion carried unanimously.

The consent agenda items approval included: the minutes of the April 19, 2017 regular monthly meeting and the Treasurer’s List of Disbursements for the period ending April, 2017, categorized as follows:

Claim payments for April, 2017		
Check:	(none)	\$ -
	207971-208097	3,257,227.09
E-payments:	80006563-80006612	34,246.06
Wire Transfers:	90000308-90000311	41,112.10
Totaling:		\$ 3,332,585.25
Payroll for April, 2017		
Direct Deposit:	45249-45441	
Totaling:		\$ 376,709.87
Receipts for April, 2017		
Receipt:	11817-11900	
Totaling:		\$ 3,054,041.68

Minutes – May 17, 2017

The following new hire: Issam (Sam) Beik Jr., 1.0 FTE Security Engineer, grade 8, effective May 22, 2017, pending background check. The following change of assignments: Helmut Porcher, phased retirement option, effective July 1, 2017; and Char Wemple, 1.0 FTE Accounting Specialist, effective April 24, 2017 (rescinded Controller position). The following resignations: Danielle Anderson, 1.0 FTE Network Engineer, effective May 25, 2017; Dorothy Harmon, 1.0 FTE Workshop Coordinator, effective June 16, 2017 (retirement); Mark Newstrand, effective June 30, 2017, nonrenewal of phased retirement option; and Amanda Peterson, .625 FTE Guest Services Representative, effective May 19, 2017. Annual insurance renewals and the 2017 education technology conference fees.

Agenda Item 7.0: Coordinator Report: Mr. Steve Buettner reported on the May TIES Coordinator meeting. There was a presentation by Intermediate District 287 and TIES presented on security. There was also a meeting of TIES Coordinators that discussed the TIES products and services they see their districts using over the next several years. Executive Committee Chair Dan Luth asked that a small group of TIES Coordinators meet with a small group of Executive Committee members to discuss some concerns.

Agenda Item 8.0: TIES Managed Security Program (MSP): Mr. Ryan Cloutier and Mr. Steve Smith presented on TIES Managed Security Program (MSP) which includes: asset discovery, vulnerability assessment, intrusion detection, behavioral monitoring, and SIEM. Mr. Cloutier and Mr. Smith also spoke about benefits of TIES as a Service Delivery Platform, which would help districts maintain business continuity when people leave; new state and federal compliance requirements; and data breaches and detection.

Agenda Item 9.0: Resolution for Determination of Liabilities: Dr. Mark Wolak shared with Executive Committee members two resolutions, one relating to governance review and one relating to member withdrawal. These resolutions were discussed and will be brought back to the June meeting for approval.

Agenda Item 10.0: 2017 Executive Committee Election Categories II and III Candidates (Action Item): The 2017 Executive Committee Category II and III candidates were presented. Dr. Deb Henton moved, seconded by Mr. Jim Skelly, the motion to approve the candidates and send out the ballots. The motion carried unanimously.

Agenda Item 11.0: Chief Operating Officer Report: Ms. Shana Finnegan reported on the budget planning assumptions, working with the new eFinancePLUS system and new budget categories that will provide a greater level of detail, and gave a breakdown of revenue and expenditures. The budget will be brought for approval in June.

Agenda Item 12.0: Executive Director Report: No report.

Mr. David Law moved, seconded by Dr. Deb Henton, adjournment of the meeting at 9:23 a.m. The motion carried unanimously.

Respectfully Submitted,
Dr. Deb Henton, Clerk