

TIES
 Technology and Information Educational Services
 Executive Committee Meeting

August 16, 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 7:31 a.m. on Wednesday, August 16, 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; Mr. David Law (arrived 7:48 a.m.); Mr. Rob Rapheal; Mr. Jim Skelly (arrived 7:36 a.m.); Dr. Scott Thielman; Ms. Penny Pease, Coordinator Rep; and Dr. Mark Wolak, Executive Director. Also present were TIES Staff Members Shana Finnegan, Chief Operating Officer; Cyndy Harrison, Marketing & Communications Lead; and Corey Tramm, Chief Technology Officer. Absent: Dr. Deb Henton and Ms. Denise Pontrelli.

Dr. Scott Thielman moved, seconded by Mr. Mike Bash, approval of the agenda. The motion carried unanimously. Agenda item 8. Preparing for September 8, 2017 Special Joint Powers Board Meeting was moved to after the Executive Director Report.

Agenda Item 5.0: Consent Agenda Items: Mr. Mike Bash moved, seconded by Dr. Scott Thielman, approval of the consent agenda. The motion carried unanimously.

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

Claim payments for July, 2017	
Checks:	\$ 4,811,420.46
E-payments:	66,887.54
Wire Transfers:	412,981.02
Totaling:	\$ 5,291,289.02
Payroll for July, 2017	
Direct Deposit:	
Totaling:	\$ 361,676.10
Receipts for July, 2017	
Receipt:	
Totaling:	\$ 9,026,982.65

The following change of assignment: Nate Jorgensen, 1.0 FTE System Admin II, effective July 31, 2017. The following resignations: Thomas Karnau, 1.0 FTE Software Developer, effective August 14, 2017, and Joshua Mann, 1.0 FTE Software Developer, effective August 18, 2017, and, approval of the Chief Operating Officer Contract.

Agenda Item 6.0: Coordinator Report: Ms. Penny Pease, from Orono Schools, introduced herself as the new Coordinator Rep. Ms. Pease reported on the August TIES Coordinator meeting. The pre-meeting topic was a discussion about printing/copying. Centennial was the profiled district. Dr. Mark Wolak spoke about the upcoming September 8 Special Joint Powers Board meeting. Nic Johnson, who is the

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new service delivery/architect manager, was introduced and gave an update on the Customer Experience Center and spoke about ITIL standards. There was also discussion among the coordinators about possibly changing up their meeting locations to maybe get better attendance and also the possibility of creating focus groups.

Agenda Item 7.0: Compensation for Executive Committee Members: Dr. Mark Wolak recommended the following resolution as it relates to compensation of superintendents who are on the Executive Committee.

BE IT HEREBY RESOLVED that the Executive Committee compensation is a flat rate of \$4,000 annually. Payment for the Chair of the Executive Committee would be an additional \$1,200 for extra meetings attended while serving in the role.

For any Executive Committee members who serve as the Superintendent of a member district, compensation will be paid to the Superintendent's school district.

Mr. Mike Bash moved, seconded by Dr. Scott Thielman, approval of the resolution. The motion carried unanimously.

Agenda Item 8.0: Chief Operating Officer Report: Ms. Shana Finnegan reported on the progress that Mr. Nic Johnson has made with the Customer Experience Center and working with Mr. Corey Tramm and his team in the process to move incidents (tickets) through to completion. Also reported on Harvest, which is a web-based application that offers time and expense tracking that TIES employees are now using. This will help customers understand what time is being spent on in their district.

Agenda Item 9.0: Executive Director Report: Dr. Mark Wolak reported on the following: the Leadership Cohort that took place with seven school districts on August 3 and 4, meeting with districts that have given notice to leave ownership, and an upcoming meeting with the Minnesota School Boards Association about TIES Managed Security Program.

Agenda Item 10.0: Preparing for September 8, 2017 Special Joint Powers Board Meeting: Dr. Mark Wolak and Executive Committee members reviewed and revised the presentation that will be shared at the Special Joint Powers Board meeting on September 8. Dr. Wolak is recommending an engagement process with key district leaders to improve communication and understanding. This will be shared on September 8

Mr. Jim Skelly moved, seconded by Mr. David Law, adjournment of the meeting at 9:30 a.m. The motion carried unanimously.

Respectfully Submitted,
Dr. Deb Henton, Clerk