

**TIES**  
 Technology and Information Educational Services  
 Executive Committee Meeting

October 19, 2016

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:35 a.m. on Wednesday, October 19, 2016, in the Snelling Room, TIES 1667 Snelling Avenue, Falcon Heights, Minnesota. The meeting was called to order by Dr. John Schultz; Executive Committee Vice Chair. Other members present included: Mr. Jim Burgett; Dr. Deb Henton; Mr. David Law; Ms. Denise Pontrelli; Mr. Jim Skelly; Dr. Scott Thielman; Mr. Steve Buettner, Coordinator Rep; and Dr. Mark Wolak, Executive Director. Also present were TIES Staff Members Shana Finnegan, Chief Operating Officer; Georgia Kedrowski, Chief Experience Officer; Jolene Kroschel, Customer Experience Manager; Denise Sundstrom, Chief Financial Officer; and Corey Tramm, Chief Technology Officer. Absent: Mr. Mike Bash and Mr. Dan Luth.

Mr. Jim Skelly moved, seconded by Dr. John Schultz, approval of the agenda. The motion carried unanimously.

Ms. Denise Pontrelli moved, seconded by Mr. David Law, approval of the consent agenda. The motion carried unanimously.

The consent agenda items approval included: the minutes of the September 21, 2016 regular monthly meeting and the Treasurer's List of Disbursements for the period ending September, 2016, categorized as follows:

<b>Claim payments for September, 2016</b>		
Check:	201709-201712	\$ 1,597.72
	206888-207005	1,205,951.63
E-payments:	80006221-80006259	19,860.95
Wire Transfers:	90000248-90000255	95,748.06
Totaling:		\$ 1,323,158.36
<b>Payroll for September, 2016</b>		
Direct Deposit:	43583-43812	
Totaling:		\$ 445,267.40
<b>Receipts for September, 2016</b>		
Receipt:	11610-11641	
Totaling:		\$ 2,637,853.04

The following new hire: Nathaniel Jorgensen, 1.0 FTE Systems Administrator, grade 6, effective October 17, 2016; the following change of assignment: Danielle Anderson, 1.0 FTE Network Engineer III, grade 7, effective October 10, 2016; and the following resignations: Cole Erikson, 1.0 FTE UI/UX Developer,

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effective October 27, 2016, and Jolene Kroschel, 1.0 FTE Manager, Customer Experience, effective November 11, 2016.

Agenda Item 6.0: Coordinator Report: Mr. Steve Buettner reported on the October TIES Coordinator meeting. TIES staff members presented on the following topics: update on the RFP for internet, 2016 Conference update, Customer Experience Center (CEC) changes, Sungard update, and Synergy update.

Agenda Item 7.0: Customer Experience Center (CEC) Progress Report: Georgia Kedrowski and Jolene Kroeschel gave a report on the Customer Experience Center (CEC) which included: why the change to a customer experience center, four support teams with districts assigned to each team, performance goals and what they will be measured by, and the ticket stats for the month of September.

Agenda Item 8.0: Thoughtexchange Summary: Dr. Mark Wolak shared with the Executive Committee the People and Stars Report from Thoughtexchange which included the process, participation numbers, the five key takeaways, and the summary of results.

Agenda Item 9.0: Planning for Annual Meeting: Dr. Mark Wolak reviewed with the Executive Committee a draft agenda for the November 16 Joint Board Annual Meeting.

Agenda Item 10.0: Executive Director Goals for 2016-2017: Mr. David Law moved, seconded by Dr. Deb Henton, approval of the Executive Director's goals for 2016-2017. The motion carried unanimously.

Agenda item 11.0 Executive Director Report: Dr. Mark Wolak reported that he has had membership discussions with the Governance, Finance & Facilities, and Human Resources Ad Hoc Teams, and will be creating an Advisory Team on Defining Membership in TIES. The Advisory Team will meet in November and December and will be representative of the four categories of school districts under the joint powers agreement.

Mr. David Law moved, seconded by Dr. Deb Henton, adjournment of the meeting at 8:22 a.m. The motion carried unanimously.

Respectfully Submitted,  
Dr. Deb Henton, Clerk