



Minnesota Association of County Administrators
Executive Committee Meeting
August 25, 2017 (10:00 AM – 12:00 PM)
Association of Minnesota Counties
125 Charles Avenue; St. Paul, Minnesota

Minutes

1. Call to order
Called to order at 10:00 a.m.

<u>Member</u>	<u>Office</u>	<u>County</u>	<u>Attendance</u>
Chuck Whiting	President	Polk	Present
Becky Young	Vice-president	Stevens	Present
Bruce Messelt	Treasurer	Chisago	Present
David Minke	Secretary	Pine	Present
Peg Heglund	At Large	Yellow Medicine	Present
Lee Kelly	At Large	Wright	Present
Michael Plante	At Large	Wabasha	Absent
Michael Williams	At large	Stearns	Present
Roxy Traxler	Past President	Sibley	Absent

Others present: Lauri Klupac, AMC Deputy Director and Ben Baglio, AMC Policy Liasion

2. Review/Approve Agenda
Motion by Heglund 2nd by Williams approve agenda and minutes from the July 20, 2017 Executive Committee. Motion passed unanimously.
3. Review/Approve minutes from the July 20, 2017 Executive Committee Meeting
4. Treasurer Report.
Messelt distributed the 7/21/17 financial report. Messelt will present the preliminary 2018 budget at the September meeting.

The only bill to be paid is to AMC. Motion by Messelt, 2nd by Heglund to approve Invoice #2017-7 in the amount of \$4,003.70 to AMC for administrative services in July. Motion passed unanimously.

5. Conference Planning
 - a. Speakers/Program
 - b. Logistics
 - c. By-Law Amendments
 - d. Social Activities
 - e. Other

Hilgart reviewed the proposed conference schedule. Consensus was to ensure more coordinated planning with the Minnesota Association of County Human Resources Managers (MACHRM) on future events. Klupacs will assist with that coordination.

Motion by Williams, 2nd by Lee to approve up to 2 rooms and breakfasts for Mayo staff who will present on Executive Care Programs. Motion passed unanimously.

9-10 Thursday Jill S.

10-12 concurrent sessions.

6. Guest Speaker: Gary Weiers, DDA—Pathways: Network for new county managers

Gary Weiers and Julie Ring, AMC Executive Director, reviewed history of the program. The purpose is to provide a transition for new county administrators.

12 people in the current cohort which started in February 2017. The cohort does periodic group meetings as well as one on one meetings with Gary.

Topics covered are based on the individual's needs and have included: county board relationships, how to relate to non-elected and elected department heads and relationships with community groups.

The executive committee supports the effort and is interested in helping sustain the program and ensure positive transitions into the profession.

Ring updated the committee on the Human Resources Support Program. The program will provide consulting on human resources topics. The program is supported financially by NJPA (national joint purchasing alliance) and AMC.

7. Legislative Update (Matt)

Hilgart Reviewed the MACA legislative policy development process. MACA will have a liaison at each policy conference group who will report back.

Hilgart provided an update on the Office of the State Auditor lawsuit against counties related to the annual audit.

Hilgart reviewed a sample template for presenting county property tax and spending information.

8. Other

9. Next Meeting. September 15, 2017 to coincide with AMC's Policy Conference at Breezy Point.

Topics will include discussion of the 2018 budget and an updated by Julie Ring. The meeting will be after lunch on Friday September 15th.

10. Adjourn. With no further business, the meeting adjourned at 12:45 p.m.

Approved September 15, 2017



Minnesota Association of County Administrators

Executive Committee Meeting –supplemental via email

August 29, 2017

<u>Member</u>	<u>Office</u>	<u>County</u>
Chuck Whiting	President	Polk
Becky Young	Vice-president	Stevens
Bruce Messelt	Treasurer	Chisago
David Minke	Secretary	Pine
Peg Heglund	At Large	Yellow Medicine
Lee Kelly	At Large	Wright
Michael Plante	At Large	Wabasha
Michael Williams	At large	Stearns
Roxy Traxler	Past President	Sibley

President Whiting called a special meeting via email on August 29, 2017 to consider the recommendation of Chuck Enter as the MACA representative on the Board of Directors for the Minnesota Counties Intergovernmental Trust. This item was inadvertently overlooked at the August 25, 2017 meeting.

Motion by Kelly, 2nd by Young to recommend the appointment of Chuck Ente, Brown County Administrator as the MACA representative on the MCIT Board of Directors. Voting via email in favor of the motion: Whiting, Kelly, Young, Williams, Plante, Heglund, Minke. Motion Passed 6-0