



Minnesota Association of County Administrators

Fall Conference Business Meeting, Rutger's Bay Lodge

October 3rd, 2014

MEMBERS PRESENT:

Lee Kelly, Wright County
Robert Meyer, Blue Earth County
Anthony Murphy, Rice County
David Hemze, Carver County
Monty Headley, Benton County
Deb Gruber, Morrison County
Peggy Heglund, Yellow Medicine County
Brian Berg, Clay County
Bruce Messelt, Chisago County
Janice Fransen, Jackson County
Tom Vellenga, Carver County
Craig Oscarson, Mower County
Bobbie Vickerman, Fillmore County
Matt Huddleston, Lake County
Aurora Heard, Murray County
Laura Elvebak, Waseca County
Charles Whiting, Polk County

Sharon Hanson, Pipestone County
Darrell Pettis, Le Sueur County
Michael Plante, Wabasha County
George Rindelaub, Stearns County
Mike Pogge-Weaver, Swift County
Charles Enter, Brown County
Vicki Knobloch, Redwood County
Jim Thoreen, Pope County
Kyle Oldre, Rock County
James Elmquist, Dodge County
David Minke, Pine County
Patrick Melvin, McLeod County
Stephen Hammes, Stearns County
Sara Folsted, Renville County
Roxy Traxler, Mille Lacs County
Larry Kleindl, Kandiyohi County
Tom Johnson, Nobles County

AMC STAFF:

Julie Ring, Executive Director
Toni Smith, Education Director
Matt Hilgart, Policy Analyst

MINUTES

I. CALL TO ORDER

Sara Folsted called the meeting to order at 8:33 AM.

II. TREASURER'S REPORT

Janice Fransen reviewed MACA's financial report. Members asked for clarification on why revenue is not synchronized with membership numbers. Sharon Hanson suggested that MACA invoices be submitted to members along with AMC Annual dues to facilitate a seamless MACA renewal process. Julie Ring clarified that there were an assortment of logistical issues but that staff was already looking into this and would be ready for an update in December.

III. OVERVIEW OF RUTGER'S BAY CONTRACT

David Hemze updated members on booking issues for next year's conference. Members voted 19-8 to schedule the 2015 MACA/MCHRMA Fall Conference for September 9th through the 11th.

IV. AMC UPDATE

Matt Hilgart provided members an update on two Minnesota Supreme Court Cases that will have financial implications. Matt informed members that AMC was involved in working groups and might need adopt language to the policy platform for next session.

Matt also updated members on the PERA Social Security referendum scheduled for January 2015. Multiple MACA members stated that they had not heard from PERA on voting procedure information and timelines. Members asked AMC staff to follow up with PERA.

V. STRATEGIC PLANNING FACILITATED DISCUSSION

Toni Smith facilitated a group discussion to assess satisfaction with MACA goals and priorities for 2014/2015.

Matt Hilgart reviewed 2014 membership survey results. No questions or comments.

Sara Folsted reviewed the 2014 strategic plan. No questions or comments.

Toni Smith divided members into groups of 3 to brainstorm on issues that MACA could improve or focus on. Comments included:

- Training should be high on priority list; there needs to be more resources (David Hemze)
- Increased training, especially related to being a coordinator/administrator. Make sure MACA technical days are technical, not business, in nature (Patrick Melvin)
- New administrator orientation programming. Find ways to leverage MACA's unique and diverse membership experience base (Darrell Pettis)
- Training, networking and professional support. MACA should be leveraging experiences and skill sets that MACA members have (David Minke)
- Need for an updated handbook. Julie informed members that AMC was in the process of updating the handbook with the guidance of MCAA and MCIT. Bruce Messelt suggested that MACA be included in this process. George Rindelaub, Janice Fransen, Jim Thoreen, and Charles Whiting volunteered.
- Increased involvement with legislative issues, especially in regards to escalating health care costs (Deb Gruber)
- Leadership training and collaboration (Brian Berg)
- Training, becoming organizational experts (Jim Thoreen)
- Professional development, networking (Charles Whiting)
- Professional development, regional administrator networking (George Rindelaub)
- Increased advocating and education; engage groups outside of MACA; strengthen regional meetings; increase sharing of information (Sara Folsted)

Toni Smith asked members to clarify goals and plans for accomplishing objectives and split members into four groups: 1) Promoting and Educating Professional County Management, 2) New Administrator/Coordinator Orientation, 3) Proactive Legislative Agenda, and 4) Training Group [*Team leaders in parentheses*]. Comments included:

Promoting and Educating Professional County Management (Jim Thoreen)

- Be an outreach resource for county governments
- Collaborate with other affiliates
- Promote self-evaluation tools
- 12 month action plan: 1) Develop MACA-specialized outreach teams, 2) Educate MACA members, 3) Work with AMC to develop a leadership academy for administrator and commissioners—look at other states for ideas

New Administrator/Coordinator Orientation (Kyle Oldre)

- Regional responsibility to notify AMC of new hires.
- New administrator school/curriculum
- Listserve activity—update and revise
- Increase regional mentorship and create/update contact list

Proactive Legislative Agenda (Bruce Messelt)

- Remain neutral influencers, but still be proactive
- Operationalize IGS Committee
- Develop a resource list of MACA topic specialists—both elected officials and administrators
- Be active framers and conveners of important issues
- Be proactive rather than reactive
- Create a MACA-specific list of priorities, suggested topics include:
 - Assessors' accreditation bill
 - PELRA/healthcare/Cadillac plans
 - Appointed v. elected
 - MCIT and workers' compensation legislative language
 - Comprehensive transportation funding package
 - PERA/299A/OAH evaluations
 - CPA formula redesign; levy limits

Training (Roxy Traxler)

- Online and in-person training; set up webinars and other online trainings
- Focus on leadership development training; use outside resources to help with development
- Possibly add technical time/training during policy committee conferences
- Regional book club/leaders' club; Regional conveners; schedule peer group meetings with specific technical topic
- Schedule trainings and meetings for next year
- Create an expectation that regional meetings should be attended
- Revisit dues and current MACA financial support

Toni Smith asked MACA members if the group had the financial capability to accomplish these tasks.

Mike Pogge-Weaver asked what other groups/affiliates charge members. Kyle Oldre asked if MCHRMA might be interested cost-sharing. Members suggested this question be addressed at the next executive board meeting.

Follow up items for AMC Staff and Executive Committee:

- *List of counties and management structure (administrator vs. coordinator).*
- *Comparison of affiliates and dues structures*
- *Option to consider for additional staff support time*

VI. ADDITIONAL ANNOUNCEMENTS

Tom Johnson volunteered to serve on the AMC Environment and Natural Resources Policy Committee.

VII. ADJOURN

Sara Folsted adjourned the meeting at 11:04 AM.