



Minnesota Association of County Administrators
Executive Committee Meeting
April 27, 2018 10:00 a.m.
Association of Minnesota Counties
123 Charles Ave.; St. Paul, Minnesota
MINUTES

1. Whiting call the meeting to order at 9:00 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	Present

Others Present: Matt Hilgart, Jill Suurmeyer, Heather Bandeen

2. Review/Approve Agenda.

There was a consensus to add an education update from Bandeen and to approve the agenda.

3. Review/Approve minutes from the March 23, 2018 Executive Committee Meeting
Williams moved, 2nd by Kelly to approve the minutes of March 23, 2018. Motion passed unanimously.

4. Treasurer Report : Review/Approve report and any bills
Messelt reported that dues revenue continues higher than budget. Expense are tracking on budget.

Messelt moved, 2nd by Heglund to approve the monthly bill to AMC for support and to accept the treasurers report. Motion passed unanimously.

Messelt and the membership committee will review membership against the county administrators/coordinators and look at deputy and assistant administrators/coordinators as possible members.

5. Committee Report: Membership Support / Professional Development
Suurmeyer updated the committee on the new Human Resources resource. Forty-two counties have contacted the resource and submitted 80 questions. Model policies are also posted online.

6. Technical Day (July 19)

Technical day is planned for July 19. The focus is on budgeting. Suurmeyer will check on group pricing for a soccer game at TCF stadium on July 18.

Messelt shared that Chisago County has started to use OpenGov to build their budget. They export IFS financial data into OpenGov. There are several modules including budget builder.

7. Fall Conference Planning (Oct. 3-5)

Suurmeyer distributed draft agendas

8. Administrator Checklist

Suurmeyer reviewed the checklist of annual activities/important dates.

9. AMC/Metro State Partnership

Suurmeyer reviewed the metro state partnership. Students would be available to do a capstone project of 100 hours. MACA could also use students to do research and/or projects. There is no cost to have the students. Discussed possibly inviting Crystal Fashant to the MACA annual conference to discuss project ideas. The discussion could be broad enough to include all graduate programs.

Bandeen is being intentional about higher education and working with Metro State that currently offers a 10-credit evidence based graduate certificate in corrections. They are considering offering it more broadly to counties and considering expanding to other areas such as child protection.

She reviewed professional development/supervisor workshop series. Twelve options with core and electives exist. Counties could purchase seats and the program would run over 2 years and include the Art and Skill of supervision.

Bandeen reviewed several handouts bridging three topics. Interpersonal disagreement, crises management leadership (offered in the fall) and the MNSCU system.

10. Legislative Update

Hilgart updated legislation noting there are not a lot of initiatives this year, mostly defensive work.

11. Next Meeting June 22, 10:00 a.m. AMC—St. Paul

12. Adjourn. At 12:45p.m.

Approved June 22, 2018