



Minutes for Meeting Book - Tuesday, June 18, 2024 Board of Directors Meeting

Tuesday, June 18, 2024 | 6:00 PM - (GMT-06:00) Central Time (US & Canada)

Sourcewell Headquarters

Attendees:

Linda Arts, Steven Barrows, Doug Dahlberg, Julia Kicker, Chris Kircher, Sara Nagel, Sharon Thiel, Greg Zylka, Becca Nathe, Jeremy Schwartz, Katrina Wood, Lee Westrum, Marcus Miller, Mike Carlson, Paul Drange, Robb Reid, Susan Nanik, Travis Bautz, and Chad Coauette

1. Call to Order by Chair Zylka

1.1 Determination of Quorum

1.2 Welcome Ex-Officio's

2. Acceptance of the Agenda

2.1 Additions to or Corrections to the Agenda

Recommendation: Approve the agenda as corrected.

Moved by: Sharon Thiel

Seconded by: Sara Nagel

Carried

3. Action on the Minutes of Clerk Arts

3.1 Review and Approval of the Minutes of the Regular Board Meeting held May 21, 2024

Recommendation: Approve the minutes as presented.

Moved by: Linda Arts

Seconded by: Doug Dahlberg

Carried

4. Status of #924 Fund by Treasurer Nagel & Mike Carlson, Chief Financial Officer

4.1 Financial Report of Cash, Revenues, and Expenditures

[June 2024.pdf](#) 

4.2 FY24.25 Budget Approval

[Resolution FY24.25 Budget Approval 21.docx](#) 

[Exhibit A.pdf](#) 

Recommendation: Approve the FY24.25 budget as presented.

Moved by: Doug Dahlberg

Seconded by: Julia Kicker

Carried

5. Consideration of Claims

5.1 Review by Treasurer Nagel and presenting for approval the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the enclosed batch reports dated June 12, 2024.

Recommendation: approve the batch reports as presented

Moved by: Sara Nagel

Seconded by: Steven Barrows

Carried

6. Consent Agenda

Recommendation: approve consent agenda as presented

Moved by: Steven Barrows

Seconded by: Sharon Thiel

Carried

6.1 Resolution to Approve Solicitation and/or Re-Solicitation of Categories

[Resolution Approve Solicitation 18.docx](#) 

6.2 Resolution to Approve Ratification of Cooperative Contracting Awards

[Resolution Ratify cooperative purchasing awards 19.docx](#) 

6.3 Appendix A

[Appendix A Procurement Board 2024 June.pdf](#) 

6.4 Personnel Recommendations

[2024 June Personnel Recommendations.docx](#) 

[2024 June Personnel Recommendations - Corrected.docx](#) 

[FY 24-25 Wage Scale.pdf](#) 

[FY 24-25 Position Openings.pdf](#) 

[2024 AI Prompt Engineer.FINAL.docx](#) 

[2024 Senior AI Prompt Engineer.FINAL.docx](#) 

[2024 Manager Project Management Office.FINAL.docx](#) 

[2024 Senior Director of Military Installation Support.docx](#) 

[2024 Lead Multimedia Producer.FINAL.docx](#) 

[2024 Multimedia Producer FINAL.docx](#) 

[2024 Senior Multimedia Producer.FINAL.docx](#) 

[2024 Managing Director Ascend Rural.FINAL.docx](#) 

Recommendation: Approve the personnel recommendations as presented.

Moved by: Sharon Thiel

Seconded by: Sara Nagel

Carried


6.5 Education Identity & Access Management Board Resolution

[0924-83 EDIAM Board Resolution 2024.docx.pdf](#) 

6.6 Staff MOU

[Staff MOU.updated.April.2024.pdf](#) 

6.7 Senior Leadership Team MOU
[SLT MOU.updated.April.2024.pdf](#) 

6.8 Cooperative Purchasing Program Participation Agreement-
State of Washington
[State of Oregon Interlocal Agreement.pdf](#) 

7. Enterprise Solutions- Focused Program Update

7.1 A Day in the Life of a Sourcewell Employee- Casey Schultz,
Director of Risk Services

7.2 Better Health Collective Update

7.3 H2O Debrief

7.4 Cooperative Purchasing Year-End Summary


7.5 Organizational Structure

- Strategy
- Ascend Rural (Connected Community)

8. Old Business

8.1 CentraCare Partnership Update

- Dr. Chad Coquette, Chief Executive Officer
- Dr. Paul Drange, Chief Regional Solutions Officer

[CentraCare_Graduate Medical Education
Development_052924.pdf](#) 

Recommendation: Approve the Strategic Investment
CentraCare partnership and authorize CEO Chad Coquette to
sign the finalized contract.

Moved by: Doug Dahlberg

Seconded by: Steven Barrows

Carried

8.2 FY23.24 Budget Amendment

[Resolutions Budget Amendment CentraCare 20.docx](#) 

[Resolution 20 Exhibit A.pdf](#) 

Recommendation: Authorize the provisional FY23.24 budget amendment, which will be enacted if the CentraCare partnership agreement is ready for signature in FY23/24.

Moved by: Doug Dahlberg

Seconded by: Sharon Thiel

Carried

9. New Business

9.1 Transitional Employment Agreement

- Dr. Chad Coquette, Chief Executive Officer

Recommendation: Approve the transitional employment agreement, as dated June 18, 2024

Moved by: Sara Nagel

Seconded by: Chris Kircher

Carried

9.2 Designation of Legal Counsel

Recommendation: Approve/Designate Pemberton, Sorlie, Rufer & Kershner, PLLP of Fergus Falls, as interim in-house legal counsel.

Moved by: Doug Dahlberg


Seconded by: Sharon Thiel

Carried

9.3 Minnesota Service Cooperatives Partnership Agreement

- Dr. Chad Coquette, Chief Executive Officer

[Cancellation- MSC-Sourcewell 2022 Partnership Agreement 041624 SW Legal.docx](#) 

[Sourcewell-MSA Agreement Updated 2024 draft SW Legal 041624.docx](#) 

Recommendation: Approve the cancellation of the MSC 2022

Partnership Agreement and Approve the 2024 Partnership Agreement.

Moved by: Chris Kircher

Seconded by: Julia Kicker

Carried

9.4 FY24.25 Organizational Metrics Goals

- Jeremy Schwartz, Chief Operations and Procurement Officer

[Orc Incentive Calculation FY24.25.docx](#) 

[Scorecard 24.25.pdf](#) 

Recommendation: Approve the FY24.25 Organizational Metrics Goals

Moved by: Sara Nagel

Seconded by: Doug Dahlberg

Carried

10. Chief Executive Officer Update- Dr. Chad Coauette

10.1 State/National Associations and Partnerships

11. Reports

11.1 Individual Board Member Reports

12. Adjournment

Motion to adjourn at 8:20 p.m.

Moved by: Chris Kircher

Seconded by: Steven Barrows

Carried