

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

February 15, 2017

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:31 a.m. on Wednesday, February 15, 2017, in the TIES Conference Center Lexington Room, 1640 Larpenteur Avenue West, Falcon Heights, Minnesota. The meeting was called to order by Mr. Dan Luth; Executive Committee Chair. Other members present included: Mr. Jim Burgett; Dr. Deb Henton; Mr. David Law (left at 9:00 a.m.); Ms. Denise Pontrelli; Dr. John Schultz (arrived at 7:37 a.m. and left at 8:59 a.m.); Mr. Jim Skelly (arrived at 7:47 a.m.); 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; and Corey Tramm, Chief Technology Officer. Absent: Mr. Mike Bash.

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

Dr. Scott Thielman moved, seconded by Dr. Deb Henton, approval of the consent agenda. The motion carried unanimously.

The consent agenda items approval included: the minutes of the January 18, 2017 regular monthly meeting, the minutes of the February 1, 2017 special meeting, and the Treasurer's List of Disbursements for the period ending January, 2017, categorized as follows:

<b>Claim payments for January, 2017</b>		
Check:	201724	\$ 567.72
	207520-207668*	2,528,854.81
E-payments:	80006391-80006450	23,541.75
Wire Transfers:	90000284-90000291	97,921.29
Totaling:		\$ 2,650,885.57
<b>Payroll for January, 2017</b>		
Direct Deposit:	44610-44832	
Totaling:		\$ 454,554.66
<b>Receipts for January, 2017</b>		
Receipt:	11742-11783**	
Totaling:		\$ 4,575,131.55

\*includes gap in sequence for December check run done during January for W-9 reporting

\*\* includes gap in sequence for correcting cash receipts posted

The following elimination of positions: Carol Allin, 1.0 FTE, Client Svc I (Computer Operator), effective January 23, 2017; Chris Andree, 1.0 FTE Developer, effective January 23, 2017; John Arthur, 1.0 FTE Developer, effective January 23, 2017; Michael Foor, 1.0 FTE QA Developer, effective January 23, 2017; Charlie Grussing-Neitzel, Developer, effective January 24, 2017; Judy Hansen, 1.0 FTE Developer, effective January 23, 2017; Larry Jacobs, 1.0 FTE IT Consultant, effective January 23, 2017; Jeff Korn,

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1.0 FTE Client Svc I (Computer Operator), effective January 23, 2017; David Kram, 1.0 FTE Software Implementation Project Specialist, effective January 23, 2017; Bill Swenson, 1.0 FTE Developer, effective January 23, 2017; Bruce Yang, 1.0 FTE Developer, effective January 23, 2017.

Agenda Item 6.0: Coordinator Report: Mr. Steve Buettner reported that there was no February meeting due to the TIES Technology Conference held in St. Cloud. Mr. Buettner summarized the activities at the two-day conference.

Agenda Item 7.0: Discussion: What we learned from February 2 Joint Powers Board meeting on Ownership Program: Discussion took place about what Executive Committee members have been hearing in their districts and elsewhere since the Ownership Program presentation. Several committee members asked that the cost of Internet service be clarified. Dr. Mark Wolak handed out the systematic innovation diagram that was created at the start of this process to show where we started, what we learned, and how the learning provided great solution for ownership.

Agenda Item 8.0: TIES Professional Services for July 1, 2017 Fee Schedule: Ms. Shana Finnegan presented the TIES Professional Service Options and described each item on the list and explained how pricing was determined. Professional Service options and pricing will be reviewed and approved by the Executive Committee annually. Ms. Deb Henton moved, seconded by Mr. David Law, approval of the TIES Professional Services options and pricing, which will take effect July 1, 2017, as presented. The motion carried unanimously.

Agenda Item 9.0: Executive Director Report: Dr. Mark Wolak reported on the following: he will bring a proposed policy to the Executive Committee regarding conflict of interest, a review of governance of TIES will begin in February and will be brought to each of the Ad Hoc Committees similar to the process used with membership, Iowa reported that they had the best TIER assessment week ever, Systematic Innovation training with Darrell Mann is happening this week with seven TIES employees in attendance, and the Partnership Program will be presented to current customers on March 7.

Mr. Jim Skelly moved, seconded by Dr. Scott Thielman, adjournment of the meeting at 9:12 a.m. The motion carried unanimously.

Respectfully Submitted,  
Dr. Deb Henton, Clerk