

Board of Directors Meeting Agenda



August 11, 2020

Location:

This will be an electronic meeting that the public can access via their computer or by telephone. Iowa Code 21.8.*

Phone:

Dial: 1-669-900-6833

Meeting ID: **919 0475 7303** followed by #

Skip putting in participant ID - just stay on the line

Computer Link

<https://heartlandaea.zoom.us/j/91904757303>

Time: 4:30 p.m.

Participants

Ms. Sheri Benson President	Mr. Bruce Christensen Board Member	Ms. Margie Schwenk Board Member	Dr. Jon Sheldahl Chief Administrator
Ms. Margaret Borgen Board Member	Mr. Pete Evans Board Member	Ms. Nia Chiaramonte Dir. of Human Resources	Mr. Kurt Subra Chief Financial Officer
Ms. Liz Brennan Board Member	Mr. John Kinley Vice President	Mr. Kevin Fangman Chief Academic Officer	Ms. Jenny Ugolini Board Secretary
Dr. Earl Bridgewater Board Member	Dr. Steve Rose Board Member	Ms. Sheila King Chief Information Officer	Dr. Kristi Upah Chief Student Svcs. Officer

Vice President: John Kinley

Recorder: Jenny Ugolini

Board Work Session at 4:30

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 min.	1.01 Roll Call	John Kinley	Roll call and approval of the agenda.
	1.02 Approval of Agenda	John Kinley	
45-50 min.	1.03 Equity & Social Justice	Gilmara Mitchell, Carlene Lodermeier	Board members will develop an understanding of what equity may mean for Area Educational Agencies.

Break

1. Board Meeting at 5:30

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 min.	1.04 Approval of minutes from June 9, July 28, and August 4, 2020	John Kinley	Review and approval of minutes from June 9, July 28 and August 4, 2020.

	1.05 Public Forum and Correspondence	Jon Sheldahl	Hear comments from members of the public.
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2. Discussion Items

Time	Topic/Process	Presenter/ Staff Resource	Outcome
20 min.	2.01 Chief Administrator's Report and Recent Activities <ul style="list-style-type: none"> ● AESA Summer Leadership Conf. ● New Staff Orientation ● Outcomes from Leaders Retreat ● Legislative Update <ul style="list-style-type: none"> ○ IAAEA Legislative Priorities 	Jon Sheldahl	Board members will be updated on recent events and activities.
20 min.	2.02 Review of Financial Results 2019-20	Kurt Subra	Review and discuss the Agency's claims experience for workers compensation, property and liability coverages.
15 min.	2.03 Wellness Program and Vendor Change Update	Kurt Subra	Board members will be updated on the Agency's wellness program and changes with the vendor.
5-10 min.	2.04 Agency's Legal Name Entity	Jon Sheldahl, Kurt Subra	Resolution to change the Agency's legal entity from Area Education Agency 11 to Heartland Area Education Agency

3. Action Items

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5-10 min.	3.01 2020-21 Resolution of Depositories	Kurt Subra	Board members may approve the Resolution naming depositories.
	3.02 Agency's Legal Name Entity	Kurt Subra	Board members may approve the Agency's legal name entity change.
	3.03 IAAEA 2021 Legislative Priorities	Jon Sheldahl	Board members may approve the 2021 IAAEA legislative priorities.
	3.04 Wellness Budget for 2020-21	Kurt Subra	Board members may approve the Wellness budget for 2020-21.
	3.05 Personnel Report	Nia Chiaramonte, Jon Sheldahl	Board members may approve the personnel report.

4. Consent Agenda

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 min.	4.01 Bills	Margie Schwenk	Handout: Available at meeting Admin. Recommendation: approval
	4.02 Purchase Order Requests 1. <i>Data Analysis & Results, Inc.</i> - \$42,000.00 2. <i>Perspective Consulting-</i> \$36,000.00 3. <i>Coughlan Companies, L.L.C.</i> - \$176,571.85 4. <i>LightEdge Solutions, Inc.</i> - \$47,712.50 5. <i>ACT, inc. (netTrekker)</i> - \$141,274.54 6. <i>Mackin Educational</i> - \$355,134.14 7. <i>Membean</i> - \$21,696.00 8. <i>Mystery Science</i> - \$53,393.00 9. <i>Veritiv Operating Co.</i> - \$30,965.00 10. <i>EBSCO</i> - \$129,729.00 11. <i>Sue Daker Consult.</i> - \$64,000.00 12. <i>4D, Inc.</i> - \$25,000.00	Sheila King, Kurt Subra, et al	Handout: Purchase Requests Admin. Recommendation: approval
	4.03 Navigate Well-Being Contract & Data Disclosure Agreement	Kurt Subra	Handout: Agreement Admin. Recommendation: approval
	4.04 VOYA Clarifying Request for Amendment	Kurt Subra	Handout: Amendment Admin. Recommendation : approval

5. Chief Administrator Comments

6. Board Comments

7. Adjournment

Next Board Meeting:

- Tuesday, September 8. (The joint board meeting with DMACC on September 14 has been postponed.)

*[Iowa Code 21.8](#) - Due to the COVID-19 pandemic and current directives from the state and federal government restricting the size of public gatherings, the meeting of the Heartland AEA Board will be held electronically. Heartland AEA facilities have been closed starting March 17-until further notice to mitigate the spread of the virus.

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