

# Board of Directors Board Meeting Minutes



Feb. 27, 2024

## BOARD MEETING

Ms. Liz Brennan, board vice president, called the meeting of the Heartland AEA Board of Directors to order at 5:02 p.m.

*Board members present:* Ms. Liz Brennan, Mr. Pete Evans, Mr. John Kinley, Ms. Tiara Mays-Sims, Dr. Steve Rose, Ms. Margie Schwenk. and Ms. Kelly Simmons. *Absent:* Ms. Margaret Borgen and Mr. Alex Piedras.

*Administrative Staff Present:* Mr. Kurt Subra, Ms. Jenny Ugolini and Dr. Cindy Yelick.

## Approval of Agenda

A MOTION was made by Mr. Kinley and seconded by Ms. Schwenk to approve the agenda. The motion passed unanimously.

## Discussion Items

### Special Pay Plan

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, discussed edits to the Agency's Special Pay Plan. The Agency's payments to the Special Pay Plan are non-elective employer contributions to the State of Iowa 403(b) plan. The plan language was updated to remove references to retirement and now includes anyone separating from the agency and meets the eligibility requirements. The plan only impacts staff with vacation balances, about 20% of employees. Legal counsel was consulted to help with the changes.

### March 12, 2024 Board Agenda

Board members reviewed the March 12 board agenda.

## Action Item

### Special Pay Plan

A MOTION was made by Mr. Evans and seconded by Dr. Rose to approve changes to the Special Pay Plan. The motion passed unanimously.

## Adjournment

A MOTION was made by Dr. Rose and seconded by Mr. Kinley to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 5:18 p.m.

Reports and documents and the full text of motions, resolutions or policies considered by the Board at this meeting are on file in the Board Secretary's office, (515) 473-6644, Monday through Friday, 7:30 a.m. – 4:30 p.m.

Handwritten signature of Liz Brennan in blue ink.

Ms. Liz Brennan  
Board Vice President

Handwritten signature of Jenny Ugolini in blue ink.

Ms. Jenny Ugolini  
Board Secretary