

Regular Meeting Minutes of the
NATIONAL JOINT POWERS ALLIANCE®
Board of Directors
Tuesday, February 17, 2017
Conference Room 3
202 12th St. NE, Staples, MN 56479

Chair Wilson called the Regular Board meeting to order at 6:20p.m. with the following members present: Barb Neprud, Mark Gerbi, Mary Freeman, Scott Veronen, Greg Zylka, Ryan Thomas and Mike Wilson. Also present were Stephen Jones, Little Falls School District and Chris Lindholm, Pequot Lakes School District, Ex-Officios; Chad Coauette, Susan Nanik, Misty Myers, Paul Drange, Jeremy Schwartz, Mike Carlson, Jamie Loken, Greg Raether, and Deb Cervantez, NJPA staff.

Ms. Freeman moved, seconded by Ms. Neprud to accept the agenda as amended. Motion carried.

Mr. Gerbi moved, seconded by Mr. Thomas to accept the minutes of the Regular Board Meeting held on January 17, 2017. Motion carried.

Mr. Carlson presented the monthly Financial Reports and a year-to-date budget update.

Ms. Freeman moved, seconded by Mr. Gerbi to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements #92291 to #92549. Motion carried.

Ms. Freeman moved, seconded by Ms. Neprud to approve all Wire Transfers #155 to #176. Motion carried.

Mr. Veronen moved, seconded by Ms. Neprud to accept the Consent Agenda as follows:

- Updated Membership Agreements Members added January 1-31, 2017
- Permission to Solicit Electric Vehicle Charging Stations with Related Equipment and Installation, Maintenance, and Management Services

Motion carried.

Sara Nagel joined the meeting.

Mr. Raether gave a day in the life of an NJPA employee presentation on his role as Network and Systems Engineer.

Mr. Drange gave an update on Regional Programs.

Ms. Nanik gave an update on the Facilities, Human Resources, and Marketing Departments.

Mr. Carlson gave an update on the Finance, and Risk Management Departments.

Mr. Loken gave an update on the Information Technology Department.

Ms. Myers gave an update on the Legal and Government Relations Department.

Mr. Schwartz gave an update on the Cooperative Contract Purchasing and Procurement Departments.

Mr. Schwartz gave an update on the following new contracts awarded in January as noted in Appendix A.

Ms. Nagel moved, seconded by Mr. Zylka to approve the pay equity report. Motion carried.

Ms. Neprud moved, seconded by Mr. Veronen to appoint Mr. Zylka to the Board of Trustees. Motion carried.

Ms. Neprud moved, seconded by Ms. Nagel to accept the following resignations and open the positions:

- Lori Cronquist, Collaborative Service Worker, effective February 9, 2017
- Daniel Huebsch, Collaborative Service Worker, effective February 13, 2017
- Lisa Morgan, Education Program Coordinator, effective February 9, 2017
- Jonathan Yahn, Contracts and Compliance Manager, effective March 15, 2017

Motion carried.

Ms. Nagel moved, seconded by Mr. Gerbi to approve hiring:

- Tom Olson, Building & Grounds Worker, effective January 30, 2017
- Ryan Donovan, Manager of Insurance & Risk Management, effective February 27, 2017
- Rebecca Cromwell, Manager of Human Resources, effective March 27, 2017

Motion carried.

Mr. Veronen moved, seconded by Mr. Thomas to approve the following position descriptions and open positions:

- Marketing Projects Coordinator
- IT Support Specialist III
- IT Systems Administrator

Motion carried.

Ms. Nanik gave the staffing update.

Dr. Coauette gave an update on MSC and National Cooperative Procurement Partners.

Ms. Nagel moved, seconded by Mr. Veronen to adjourn the meeting at 8:45 p.m. Motion carried.

**NJPA CONTRACTS & COMPLIANCE DEPARTMENT
BOARD ITEMS - February 2017**

Requesting Board permission to Solicit the following categories:

Electric Vehicle Charging Stations with Related Equipment and Installation, Maintenance, and Management Services
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Requesting Board permission to Re-Solicit the following categories:

NEW CONTRACT

72 Hour LLC dba National Auto Fleet Group	120716-NAF	Vehicles, Cars, Vans, SUVs, and Light Trucks with Related Equipment, Accessories, and Services
Zenith Sales of Indiana, LLC	120716-ZEN	Vehicles, Cars, Vans, SUVs, and Light Trucks with Related Equipment, Accessories, and Services
FATPOT Technolgoies, LLC	121416-FPT	Public Safety and Emergency Management Related Equipment, Supplies, and Services
T2 Systems, Inc.	121416-TSI	Public Safety and Emergency Management Related Equipment, Supplies, and Services
W.W. Grainger, Inc.	121416-WWG	Public Safety and Emergency Management Related Equipment, Supplies, and Services
New ezIQ Contracts		

CONTRACT RENEWALS

5th YEAR RENEWALS

Caterpillar, Inc.	080613-CAT	"Electrical Energy Generation Equipment with Related Accessories, Services and Supplies"
United Parcel Service, Inc.	091416-UPS	"Express Courier, Overnight, Ground Delivery Logistics Services"

ezIQ RENEWALS

Stronghold Engineering, Inc.	CA-RC01E-102015-SEI	ezIQ
Brown & Root	MO01A-031516-BRI	ezIQ
Brown & Root	MO02B-031516-BRI	ezIQ
Brown & Root	MO03B-031516-BRI	ezIQ
Grondin Construction	CA-SD02-031814-GCI	ezIQ
Reasbeck Construction, Inc.	MO01B-031516-RCI	ezIQ
Reasbeck Construction, Inc.	MO02A-031516-RCI	ezIQ
Reasbeck Construction, Inc.	MO03C-031516-RCI	ezIQ
The Wilson Group	KS01C-031516-TWG	ezIQ
The Wilson Group	KS02A-031516-TWG	ezIQ
The Wilson Group	MO02C-031516-TWG	ezIQ
Vazquez Commercial Contracting, LLC	MO03D-031516-VCC	ezIQ
Vazquez Commercial Contracting, LLC	KS01B-031516-VCC	ezIQ
ABC Construction Co., Inc.	CA-SD01-031814-ABC	ezIQ