

**CENTRAL RIVERS AEA BOARD OF DIRECTORS WORK SESSION MINUTES**  
**1521 Technology Parkway, Cedar Falls, IA 50613**  
**June 5, 2019 - 4:30 P.M.**

**Call to Order**

Board President Dr. Debra Rich called the Central Rivers AEA Work Session to order at 4:31 p.m. Those in attendance were: Bryan Burton, Maureen Hanson via Zoom, Dr. George North, and Dr. Tony Reid. Roberta Kraft-Abrahamson joined the closed session in progress at 4:34 p.m. and Dennis Craun, Jr joined at 4:41 p.m. Absent were David Giese and Dr. Darshini Jayawardena.

Also in attendance were Sam Miller, Chief Administrator and Lori Thomas, Board Secretary.

**Closed Session Per Iowa Code 21.5, 1i: Annual Evaluation with Chief Administrator**

Dr. George North made a motion to enter into closed session per Iowa Code 21.5, 1i for the annual evaluation with Sam Miller, seconded by Bryan Burton. Motion carried unanimously and the board entered into closed session at 4:32 p.m.

Dr. Debra Rich declared the closed session concluded and brought the board back into open session at 5:28 p.m.

**Adjourn Work Session**

Roberta Kraft-Abrahamson made a motion to adjourn the work session, seconded by Dr. George North. Motion carried unanimously and Dr. Debra Rich declared the work session adjourned at 5:29 p.m.

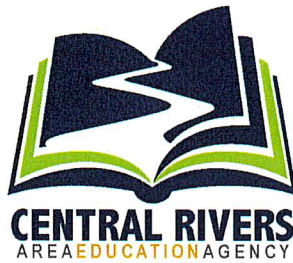
**Respectfully Submitted,**

*Lori Thomas*

Lori Thomas, Central Rivers AEA Board Secretary

*Debra Rich*      7-25-19

Dr. Debra Rich, Central Rivers AEA Board President



**CENTRAL RIVERS AEA BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
**1521 Technology Parkway, Cedar Falls, IA 50613**  
**June 5, 2019 - 6:00 P.M.**

**Call to Order - Welcome Visitors**

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Regular Meeting to order at 6:04 p.m. Those in attendance were: Bryan Burton, Dennis Craun, Roberta Kraft-Abrahamson, Dr. George North, and Dr. Tony Reid. Maureen Hanson joined the meeting via Zoom at 6:05 p.m. Absent were David Giese and Dr. Darshini Jayawardena.

Also present were Sam Miller, Michael Kalvig, Lori Thomas, Beth Strike, Amy Knupp, Dr. Julie Davies, and Ashley Sires.

**Approval of Agenda**

Bryan Burton made a motion to approve the agenda as presented, seconded by Dr. Tony Reid. Motion carried unanimously.

**Approval of Consent Agenda**

Dr. Tony Reid made a motion to approve the consent agenda with an addendum to the Human Resources report, seconded by Bryan Burton. Motion carried unanimously.

**Program Review: Early ACCESS/Early Childhood**

Assistant Regional Administrator Ashley Sires shared the new plan for Early ACCESS and Early Childhood. The new plan will enable staff to focus on their specific age group in order for them to better support students and families.

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**Contract with Jester Insurance for Agent of Record for the Agency's Worker's Compensation Insurance Plan**

Bryan Burton made a motion to approve Jester Insurance as the Agent of Record for the agency's Worker's Compensation Insurance coverage and to approve the payment of \$245,742 for the retro deposit premium for 2019-20 coverage, seconded by Dr. George North. Motion carried unanimously.

**Commitment of Additional Agency Funds for the Retro Worker's Compensation Program**

Dr. Tony Reid made a motion to approve the increased commitment of funds for the potential additional retro insurance premium that the agency could incur from \$141,321 to \$272,671, seconded by Bryan Burton. Motion carried unanimously.

**Commitment of Funds for Projects**

Roberta Kraft-Abrahamson made a motion to approve the commitment of \$300,000 for parking lot renovations and \$200,000 for technology upgrades in Clear Lake and Marshalltown, seconded by Bryan Burton. Motion carried unanimously.

**Employee Insurance Benefits**

Bryan Burton made a motion to approve the employee insurance benefits for 2019-20, seconded by Dr. Tony Reid. Motion carried unanimously.

**Contract for Employee Benefits Consulting Services**

Roberta Kraft-Abrahamson made a motion to approve the contract with Perspective Consulting Partners, LLC, for employee benefits consulting services in the amount of \$35,000, less the commission on life insurance, seconded by Bryan Burton. Motion carried unanimously.

**Waterloo CSD Amended Lease Agreement for 2018-19 & Lease Agreement for 2019-20**

Dr. George North made a motion to approve the amended lease agreement for 2018-19 with Waterloo CSD and the lease agreement for 2019-20 with Waterloo CSD, seconded by Bryan Burton. Motion carried unanimously.

**Contract with PDCM for Agent of Record for 2019-20**

Roberta Kraft-Abrahamson made a motion to approve PDCM as the Agent of Record for general liability and property & casualty insurance, the proposed coverage, and the premium for 2019-20 in the amount of \$181,052, seconded by Dr. Tony Reid. Motion carried unanimously.

**Reports to/from the Board****Julie Davie's Report**

Julie reported on the McElroy Grants.

**Sam Miller's Report**

Sam shared that the Iowa Leadership Academy will be held beginning in June and Central Rivers AEA was chosen as one of the sites due to the large number of participants that can be accommodated in the Cedar Falls Conference Center.

**Lori Thomas's Report**

Lori shared with the board that the annual AESA conference will be held December 4-7, 2019, in Phoenix, Arizona. Sam and several agency staff will be presenting this year and Lori needs to know by late summer who would like to attend in order to make travel arrangements.

**Adjourn**

Dr. Rich declared the meeting adjourned at 7:07 p.m. on a motion by Roberta Kraft-Abrahamson and seconded by Bryan Burton. Motion carried unanimously.

**Respectfully Submitted,**

*Lori Thomas*

Lori Thomas, Central Rivers AEA Board Secretary

*Debra Rich 7-25-19*

Dr. Debra Rich, Central Rivers AEA Board President