

DISTRICT SPECIAL BOARD MEETING

Tuesday, February 19, 2019

11:00 A.M.

SWCD Conservation Building

912 Houston Street

Preston, MN 55965

Minutes

MEMBERS PRESENT: Tim Gossman, Brian Hazel, Bob Pickett, Kathy Tesmer, Travis Willford

MEMBERS ABSENT: None.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Aaren Mathison, Anne Koliha, Caleb Fischer, Doug Keene, Dean Thomas, Sara West, Willis Goll, Jessica Bronson (NRCS), Rick Berscheid (NRCS), Adam Beilke (BWSR), Susan Herreid (Sand Creek)

Gossman called the meeting to order at 11:08 a.m. A quorum is present.

I. AGENDA

Motioned by Pickett seconded by Willford to approve the agenda. Affirmative: Pickett, Willford, Hazel, Gossman. Opposed: none. Motion carried.

II. OLD BUSINESS

1. Introduction and intention of the meeting: Tim Gossman, SWCD Board Chair, and Rick Berscheid, NRCS Assistant State Conservationist, Field Operations

Gossman and Berscheid provided a context for the meeting based on each agency’s mission statement and the mutual need for a good working relationship to provide good customer service.

Tesmer entered the meeting at 11:13 a.m.

Dr. Herreid reviewed the themes that have been discussed with the Board and Staff since October.

2. Classification and Compensation Study update

Draft job descriptions are expected to be received by the end of the week. Both staff and board will have a chance to review them. They will be addressed at the March board meeting.

3. Update on Administrator hiring process

Interviews have been conducted for the Administrator position. A second round of interviews will be done. More information is being obtained to make a decision in late spring.

4. Review of expectations from Climate Assessment Process, Dr. Susan Herreid, Sand Creek

Dr. Herreid reviewed the SWCD Office Professional Expectations handout.

The Team Agreement-Respect in the Workplace document will be approved at the March Board Meeting. Any additions or suggestions for change should be submitted prior to March 7, 2019 so it can be included in the board packet.

Separation of the SWCD and NRCS files was discussed. Doug Keene reported that the February 11th deadline was not met. The Board directed Rasmussen to ensure that the files are separated no later than March 14, 2019.

Mathison, Koliha, Fischer, Keene, Thomas, Goll, Bronson, Berscheid, and Beilke left the meeting at 12:19 p.m.

VI. NEW BUSINESS

1. Consider travel costs for finalists for District Administrator position

The Board discussed whether travel costs and lodging should be paid for finalists for the Administrator position.

Motioned by Willford seconded by Pickett to offer final applicants for the Administrator position reimbursement for travel, accommodations, car rental, etc. in connection with a 2nd interview up to \$1,100.00.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

IV. ADJOURNMENT

Motioned by Tesmer seconded by Hazel to adjourn the meeting. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

The meeting was adjourned at 12:31 p.m.

Respectfully Submitted,

Bob Pickett