

COUNTY RATE INFORMATION SYSTEM BOARD OF DIRECTORS
MINUTES
July 19, 2007

PRESENT: Mary Williams, Lawrence Rouw, Ellen Gaffney, Melvin Houser; Terrence Neuzil; Ric Gerard, Mardi Allen, Lonnie Maguire (by phone). **ABSENT:** Caye Chelesvig, Linn Adams. **STAFF:** Deb Westvold, Brad Holtan.

1. **Call to Order & Minutes.** Terrence Neuzil called the meeting to order at 1:00 PM. Melvyn Houser moved, second by Mardi Allen, to adopt the Minutes of the April, 2007 Meeting. The motion carried unanimously.
2. **Nominating Committee Report.** Terrence Neuzil reported on the recommendations of the Nominating Committee to fill expiring terms and to propose a slate of officers.
 - A. **Board Appointments.** The Nominating Committee recommended to appoint Mardi Allen, Dickinson County Supervisor to fill the vacant Board position that expires June 20, 2008; to reappoint Ellen Gaffney and Ric Gerard to new 3 year terms; and to appoint Jill Eaton, Marshall County CPC to serve as the CPC representative for Level A. Melvyn Houser moved the Nominating Committee recommendation, second by Ric Gerard. The motion carried.
 - B. **Election of Officers.** The Nominating Committee recommended the following slate of officers: Mary Williams, Chair; Melvyn Houser, Vice Chair; Ric Gerard, Treasurer; and Lonnie Maguire, Secretary. Ellen Gaffney moved to cast a unanimous ballot for the Nominating Committee recommendations, second by Mardi Allen. The motion carried. Mary Williams took over as Chair of the Board meeting at 1:10 PM.
3. **Financial Report.** Brad Holtan discussed the Financial Report that was included in the Board packet. Terrence Neuzil moved, second by Ellen Gaffney, to accept the financial report. The motion carried. Mr. Holtan also reported that the ISAC Board of Directors will be adopting a new Policies pertaining to Code of Ethics, Conflict of Interest, Personnel and Governance at their September meeting. After the ISAC Board has adopted these policies, they will be made available to the CRIS Board to review and discuss the desirability of adopting similar policies.
4. **Review of 28E Agreement, By-Laws and Board Policies.** Ric Gerard moved, second by Ellen Gaffney, to not make any changes to the 28E Agreement at this time. The motion Carried. The Board reviewed the By-Laws and Board Policies and will adopt recommended changes at the November meeting.
5. **Annual Luncheon.** The CRIS Annual Luncheon will be Wednesday, November 28, 2007 at the Marriott Hotel in Des Moines. The Executive Board will work on the agenda via conference call.
6. **Motion to Adjourn and Next Meeting Date.** The next Board Meeting is November 27, 2007 from 7-9 PM; Subsequent meetings are: January 17 from 7-9 PM and March 11 from 7-9 PM. Agenda Items include: Review of the CRIS 28E Agreement, By-Laws and Board Policies; Review of ISAC Board Policies; and possible changes; Proposed Cost Report Changes, and Annual Luncheon Agenda. The meeting was adjourned at 2:45 PM.

Respectfully submitted,
Deborah Westvold