

COUNTY RATE INFORMATION SYSTEM BOARD OF DIRECTORS  
MINUTES  
November 27, 2007

**PRESENT:** Mary Williams, Ellen Gaffney, Melvin Houser, Terrence Neuzil, Mardi Allen, Lonnie Maguire, Caye Chelesvig, Jill Eaton.

**ABSENT:** Linn Adams, Lawrence Rouw, Ric Gerard

**STAFF:** William Petersen, Deb Eckerman, Brad Holtan, Linda Hinton.

1. **Call to Order & Minutes:** Mary Williams called the meeting to order at 7:45 PM. Terrence Neuzil moved, second by Mardi Allen, to adopt the Minutes of the July 19, 2007 Meeting. The motion carried unanimously.
2. **Cost Report Changes per Eide-Bailley:** Deb Eckerman reviewed changes proposed by Eide-Bailley on several forms utilized by CPCs and Providers. These recommended changes were suggested by CPCs to Eide-Bailley after recent trainings this year. Melvin Houser moved to pass the recommended changes, seconded by Caye Chelesvig. The motion carried unanimously.
3. **Financial/Audit Report:** Brad Holtan presented the FY 07 Audit Report that was included in the Board packet. Ellen Gaffney moved, second by Mardi Allen, to accept the Audit Report. The Motion was carried unanimously. Mr. Holtan also presented the CRIS Balance Sheet, which was included in the Board packet. William Petersen provided additional information to the Board regarding the Balance Sheet. Melvin Houser moved, second by Caye Chelesvig, to accept Balance Sheet. Mr. Holtan presented the Proposed Budget for FY 2008. Terrence Neuzil suggested increasing the Board Expenses due to increase in number of meetings. Mary Williams read Policy to clarify Board expenses and reasonable costs. Terrence Neuzil moved, second by Ellen Gaffney to increase Board Expenses from \$3000 to \$6000 for FY 08. The motion carried unanimously. Terrence Neuzil moved, second by Mardi Allen to approve the FY 08 Budget, as amended. The motion carried unanimously.
4. **Annual Luncheon Planning:** Mary Williams discussed recognizing outgoing Board members at the CRIS Luncheon. The Board also discussed door prizes at the Luncheon.
5. **Discussion of 28E Agreement, By-Laws, Board Policies:** Linda Hinton discussed 28E agreement with the Board. After Board discussion it was decided that no changes will be made to the 28E agreement at this time but when the 28E agreement is updated the Board would like certain language changed in the agreement. The Board also discussed that By-Laws would be changed when the 28E agreement is updated. Mary Williams presented the updated Policies of the CRIS Board of Directors. Mardi Allen moved, second by Terrence Neuzil to approve the Policies. The motion carried unanimously. Brad Holtan informed the Board that the Conflict of Interest and Whistleblower policy would need to be drafted and presented to the Board at the next meeting.
6. **Motion to Adjourn and Next Meeting Date:** The next Board Meeting is January 17, 2008 from 7-9 PM. The meeting was adjourned at 8:45.