

Regular Meeting & Retreat Minutes of the
NATIONAL JOINT POWERS ALLIANCE®
Board of Directors
Tuesday, September 16, 2014
Rooms 301 and 302

Chair Wolden called the Regular Board meeting to order at 1:00 p.m. with the following members present: Mary Freeman, Brian Lehman, Scott Veronen, Mike Wilson, Wayne Wolden, Randy Pepin, and Barb Neprud. Also present were Tom Wacholz and Rob Barse, ORB Management; Chad Coauette, Susan Nanik, Paul Drange, Diana Pihlaja, Mike Hajek, Misty Myers, Anna Gruber, Deb Cervantez, Rynell Schock, Tania Denny, Meg Litts, Cheryl Husman, Corey Jenson, Paul Anderson, Laura Dwyer, Lindsey Meech, Kelly Pearson, Sheila Christoferson, Bev Hoemberg, Angela Rhode, Ginger Line, Kellie Busker, Joe Morgan, Tom Perttula, Julie Mertens, Phil Berg, Tracy Plinske, Jonathan Yahn, Jeremy Schneider, Jill Kinsley, Tony Wegscheid, Mike Brandt, Matt Peterson, Maureen Knight, and Cassidy Rice, NJPA staff.

Mr. Wilson moved, seconded by Mr. Veronen to accept the agenda as amended. Motion carried.

Ms. Neprud moved, seconded by Mr. Pepin to accept the minutes of the Regular Board Meeting held on August 19, 2014. Motion carried.

Mr. Wacholz and Mr. Barse with ORB Management presented an In-service covering the décor, space planning, and possible addition to the NJPA building.

Ms. Pihlaja presented the monthly Financial Reports.

Mr. Pepin moved, seconded by Mr. Veronen to approve the monthly internal fund transfers for FY 14-15:

- From Contract Purchasing Fund 15 \$3,280,235
- To General Fund 09 \$3,280,235
 - Membership \$100,000
 - Regional Programs \$2,260,235
 - Education Solutions \$920,000

Motion carried.

Mr. Pepin moved, seconded by Ms. Neprud to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements #82492 to #82760. Motion carried.

Mr. Pepin moved, seconded by Ms. Neprud to approve all Wire Transfers #041 to #082. Motion carried.

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

- Updated Membership Agreements Members added August 1-31, 2014
- Approve Authorization to Bid:
 - Leasing and Financing Solutions with Related Services

- Approve Bid Evaluation Committee's Recommendation to Award RFP #082114 for Indoor-Outdoor Athletic Surfacing with Related Equipment Products, Supplies, Installation and Services to :
 - Robbins Inc.
 - Fieldturf USA, Inc.
 - Mondo USA
 - Musco Sports Lighting, LLC
 - Nevco, Inc.
 - No Fault Sport Group LLC
 - Porter Athletic (an LSG Company)
 - Shaw Contract Flooring Services, Inc. dba Shaw Sports Turf
 - Connor Sport Court International, LLC
 - Controlled Products
 - Hellas Construction, Inc.
- Approve Bid Evaluation Committee's Recommendation to Award RFP #090914 for ezIQC State of Tennessee – Nashville Metro to:
 - Lesco Restorations, Inc.
 - Johnson-Laux Construction
 - JJ Morley Enterprises
- Approve Bid Evaluation Committee's Recommendation to Award RFP #090914 for ezIQC State of California – Fresno to:
 - Durham Construction Company, Inc.
 - Iomlan Construction Services
- Approve Bid Evaluation Committee's Recommendation to Award RFP #090914 for ezIQC State of California – Kern to:
 - JTS Construction
 - Black Hall Construction Inc.
- Approve Renewal of Agreements with – see Appendix One
- Approve ezIQC Renewal of Agreements with – see Appendix Two

Motion carried.

Ms. Dwyer reported on HITA and the Insurance Bid process.

Mr. Veronen moved, seconded by Mr. Wolden to accept the HealthPartners bid response pending fully executed Operating Agreement. Motion carried.

Mr. Veronen moved, seconded by Ms. Neprud to approve the January 1, 2015 health insurance renewal as adjusted with an overall Expected Claims Rate increase of 10.72%. Motion carried.

Mr. Veronen moved, seconded by Ms. Freeman to decline requesting the school groups in the pool to waive the right to a biannual bid as set out in the HITA law and fall back to the previous 4 year bid requirement. Motion carried.

Ms. Schock reported on a look at our region and a blast of the past into the future as it related to Education Solutions.

Mr. Hajek reported on the progress with the State of New York and State of Oklahoma on adopting NJPA contracts.

Ms. Neprud moved, seconded by Mr. Pepin to accept the Employment Application Leave of Absence for Mike Domin, effective September 15, 2014. Motion carried.

Mr. Lehman moved, seconded by Mr. Wilson to move forward with setting a timeline, design, and budget for the future NJPA facility addition. Motion carried.

Ms. Nanik presented notice of Pay Equity Compliance received from Minnesota Management & Budget.

Mr. Pepin moved, seconded by Mr. Veronen to approve the Pay Equity report as presented. Motion carried.

Ms. Nanik and Dr. Coauette presented succession plan for the Director of Contracts and Marketing position as Mike Hajek nears retirement.

Mr. Veronen moved, seconded by Ms. Neprud to approve the succession planning as follows:

- Approve the Director of Contracts and Marketing position description and open the position
- Approve the Director of Business and Relationship Development position description

Motion carried.

Mr. Wilson moved, seconded by Ms. Freeman to approve the reassignment of Machel Marshall to Account Clerk III. Motion carried.

Mr. Pepin moved, seconded by Ms. Freeman to approve the Account Clerk IV; AP, Payroll, and CR position description and open position. Motion carried

Ms. Nanik gave an update on current staffing efforts.

Dr. Coauette reported on AESA, City/County Innovation Funding and gave an MSC update.

Mr. Lehman reported on his attendance at NIGP.

Mr. Pepin moved, seconded by Ms. Freeman to adjourn the meeting at 4:34 p.m. Motion carried.

Appendix One
Contract renewals:

Zonar Systems, Inc.	051613-ZSI	"Fleet Management and Related Technology Solutions"
Alamo Group Inc.	070313-AGI	"Grounds Maintenance with Related Equipment, Accessories and Supplies"
Veremeer Corporation	070313-VRM	"Grounds Maintenance with Related Equipment, Accessories and Supplies"
Jacobsen Inc.	070313-JCS	"Grounds Maintenance with Related Equipment, Accessories and Supplies"
Provista, LLC	083011-SPG	"Food and Food Related Solutions and Services"
Sullair, LLC	060311-SAC	"Heavy Construction Equipment Together with Related Accessories, Supplies and Services"
Kubota Tractor Corporation	070313-KBA	"Grounds Maintenance with Related Equipment, Accessories and Supplies"
Deere & Company	070313-DAC	"Grounds Maintenance with Related Equipment, Accessories and Supplies"
Blue Bird Bus	083110-BBB	"School Buses and/or Related Equipment, Supplies and Accessories"
AssetWorks, Inc.	050613-AWI	"Fleet Management and Related Technology Solutions"
Lennox Industries, Inc.	072711-LII	"HVAC Systems and Services with Related Accessories and Supplies"
RAM-USA	080913-RAM	"Professional Services for Building envelope and Energy Efficiency Assessments and Diagnostics"

**Appendix Two
ezIQC renewals:**

Variety Contractors, Inc.	OH02GB-080311-VCI	ezIQC
Variety Contractors, Inc.	OH01GB-080311-VCI	ezIQC
WR Robbins Company	CA-H07B-082013-WRR	ezIQC
WR Robbins Company	CA-H09B-082013-WRR	ezIQC
WR Robbins Company	CA-H15A-082013-WRR	ezIQC
Sorensen Gross Construction Services	GA02-062911-SGC	ezIQC
Centennial Contractors Enterprises, Inc.	GA03-062911-CCE	ezIQC
Centennial Contractors Enterprises, Inc.	GA07-062911-CCE	ezIQC
Prime Contractors, Inc.	GA04-062911-PCI	ezIQC
LESCO Restorations, Inc.	GA05-062911-LRI	ezIQC
F.H. Paschen, S.N. Nielsen & Associates	GA06-062911-FHP	ezIQC
F.H. Paschen, S.N. Nielsen & Associates	GA08-062911-FHP	ezIQC
F.H. Paschen, S.N. Nielsen & Associates	GA11-062911-FHP	ezIQC
J.J. Morley Enterprises, Inc.	GA10-062911-JME	ezIQC
Johnson-Laux Construction, Inc.	GA12-062911-JLC	ezIQC