

**Winona ORC Industries**  
**Board of Directors Meeting**  
**Minutes of Feb. 22, 2016 5:00PM**

Directors Present: Maggie Modjeski, Ann Nelson, Bob Peterson, Matt Semling, Chad Anderson, Steve Volkman, John Milek, Kevin O'Reilly, Deb McClellan

Directors Absent: Bill Reinarts, Jim Johnson, Marie Kovesci

Employees Present: Heidi Smith

Guests: Blaine Krogh, Ron Wenzel

1. **Review of Agenda:** Motion made and seconded (Peterson-O'Reilly) to approve agenda with the change under financials that November financials were to be re-presented not December, motion carried.
2. **Review of Minutes:** Motion made and seconded (O'Reilly-Milek) to accept minutes from 1/25/16 with the change of the financials presented were November not December, motion carried. Discussion did take place on board member onboarding.
  - **Action:** Steve will create a process and email to executive committee for approval and bring to board for the March meeting.
3. **Finance Committee Report:** Chad Anderson reported a review of financials-
  - A motion was made and seconded (McClellan-Milek) to reapprove the November financials as presented in the 1/25/16 meeting
  - December had a net loss of \$51,000 vs. a projected \$27,000. Year end showed a loss of \$16,000 vs. projected gain of \$904. The numbers reflect the prevailing wage increase, contracts continue to be reviewed to improve these numbers. The ORC management team has been discussing the numbers and CBS will go up 5% across the board. The prevailing wage should not impact the 2016 budget past January. Motion made and seconded (Peterson-O'Reilly) to approve December financials as presented, motion carried.
4. **Executive Director's Report:**
  - By-laws, current photos and board roster are available on the website
  - Hiawatha Valley Education District has contacted ORC and are not interested in the Villa property, the rehab of the building would be cost prohibitive. Heidi will follow up to see what price it would take to see if they would still consider the building; if they still decline she will be contacting realtors in Rochester area.
  - Winona Hims have contacted ORC to be one of the beneficiaries of their spring concert
  - Board orientation was held for Jim and Marie and went very well.
  - Xcel grant was written on Friday and hoping it will be accepted, Xcel has funded \$7500 over the past 6 years.
  - HCBS non-wage survey has been completed with 75+ questions, data will be provided to DHS, and MOHR is completing a similar survey and looking to match the questions.
  - Legislative Update: Heidi spoke to local representatives at Eggs and Issues. **Action:** It was suggested she invite Jeremy Miller and Gene Pellowski for a visit.
    - Extended employment (DEED) funding will have same goals as last year with the surplus
    - \$12 million needs to be added to the system to address the Olmstead expectations
  - Heidi will be headed to the capitol as a part of the Chamber Leadership Winona program graduation on March 30<sup>th</sup>, 2016.
  - Vertex: Will be meeting with Steve and John for legal advice, still continuing to get data from Michael and Rachel w/issues.
5. **Committee Reports:** The following committee reports were presented to the Board. The reports are a summary of the topics that were addressed at each meeting. Additional detail and exhibits related to the subject matter can be found in the minutes of each respective meeting located on the secure website.

**Personnel – Deb McLellan**

- Did not meet

**Sales & Business Development – Bob Peterson**

- CBS is concerned that Watkins is not using ORC clients at this time, the situation was discussed and there was a miscommunication on why and what had happened, Matt was able to clarify that Watkins had asked for additional ORC staff and was told ORC could not provide the volume of client's required for the service. Watkins hired temp which they have continued to retain.
  - **Action:** Bob will follow up with Heidi regarding Watkins and report to the board during the March meeting.
- PCC Meyn project has run into some issues. Negotiations have yet to close between PCC and Winona ORC (as well as between PCC and Meyn) there is a concern Meyn may ask to lower the pricing (to both PCC and Winona ORC). There has been a slow down in the process as the chain is off specs and not the right size, causing client work to stop.

**Fund Raising/PR – Maggie Modjeski**

- A golf date has been set.
  - **Action:** Heidi will confirm it. (*The Golf Tournament is July 28<sup>th</sup>, 2016*).

**Program Management – Ann Nelson**

- Winona ORC management is implementing a safety dashboard to solve safety issues efficiently at internal leadership meetings.
- The committee is working on a client capacity plan to determine when ORC is at full capacity and that clients are being utilized effectively.

6. **Old Business:**

7. **New Business:**

8. **Adjourn:** Motion made and seconded (Anderson - McClellan) to adjourn. Motion carried.

Respectfully Submitted,



Maggie Modjeski  
Secretary