

Winona ORC Industries  
Board of Directors Meeting  
19 March, 2018

Directors Present: John Milek, Bob Peterson, Jim Vrchota, Ron Wenzel and Marie Kovecsi  
Others: Heidi Smith, Judy Herdina and Gale Lanning

There was not a quorum but those present decided to proceed with the agenda, not taking votes and with final approval conditional to full Board approval via email.

Guests and prospective Board members Judy Herdina and Gale Lanning were welcomed and introductions made. Judy is a long-time active foster parent with adults and Gale is the newly-appointed Assistant Admissions Administrator (Transfer Students) at WSU.

John Milek called the meeting to order at 4:40.

1. Agenda reviewed and 2 items added-- update of Vertex and discussion of possible Board member, both added to New Business.
2. Minutes from January 22, 2018 meeting reviewed.
3. Financial Report discussed. January revenues are down, somewhat seasonal. Management cutbacks on overtime and reviewing the budget line by line.

4. New Business:

- A. Capital expense for new telephone system discussion. Current system 20 years old, many gaps. Digicom offered discounts (new system actually costs less than old one did 20 years ago.)
- B. Vertex software not meeting our needs, difficult to adapt but contracted until July 2019. Request from Finance Committee to apply for a Bremer grant under category of Costs for Technological Advancements. This would cover change to Traverse.
- C. Heidi has been approached by Connie Tropple who would like to join the Board. Connie has technology background plus operational strategies expertise. She is to meet with John Milek. Stay tuned for further development.

5. Executive Director Report:

Those present had questions on the vulnerable adult report which has been investigated and found to be officially a non-incident. In a proactive move the staff and individual will no longer work together. It was reported that no clients were in the vehicle for the motor vehicle accident.

6. Old Business-- update on Executive Director Compensation.

Heidi talked about the training she recently attended on outcome management. The sub-committee reported that further information is being gathered in order to set baselines for goals. Final goals should be available for the next Board meeting.

Announcements: Sen Miller working to re-write rules with DEED, extended employment. Heidi to list items for Board vote by email.

Next Board Meeting: April 30, 2018. Meeting adjourned, 5:25 pm.



Respectfully Submitted,  
Marie Kovecsi