

**Meeting Minutes
NDCCA Board of Directors
December 11, 2024
NDACo County Office Building**

President Joan Hollekim called the meeting to order at 9:00 AM. After the pledge of allegiance, the President asked for a calling of the roll. A quorum was declared.

Members Present:	Joan Hollekim	Neal Messer
Glenda Collier	Jason Arth	Tracey Dolezal
Cory Hanson	Jim Kapitan	Andy Zachmeier

Also Present:	Aaron Birst, NDACo Executive Director
	Genny Dienstmann, NDACo Staff
	Michelle Tabbert, NDACo Staff
	Jeff Eslinger, NDACo Staff
	Michael Casey, NDACo Staff
	Jason Horning, NDACo Staff
	Peter Halbach, NDACo Staff
	Ryan Gellner, NDACo Staff
	Donnell Preskey, NDACo Staff
	Linda Svihovec, NDACo Staff
	Scott Johnson, Sargent County Commissioner

The President asked the Board to review the proposed agenda. As there were no changes proposed, Collier moved that the agenda be approved as printed. The motion was seconded and passed on a voice vote.

As directed by Article III, Section 5 of the NDCCA Constitution, the office of Secretary needs to be appointed to a one-year term by the Board. Arth made a motion to appoint Aaron Birst as Executive Secretary of the NDCCA Board of Directors. The motion was seconded and passed unanimously on a voice vote.

Consideration of the minutes of the August 28, 2024, and October 21, 2024, were requested. Messer moved to approve both minutes, and the motion was seconded and passed on a voice vote.

The President requested the Treasurer's Report. Treasurer Glenda Collier provided a review of the financial statements. After answering questions, Hanson moved acceptance of the Treasurer's Report as presented. The motion was seconded and passed on a voice vote. Aaron provided an update on the NACo Participation Money Match Program, sharing that two commissioners used the program in 2024 and the application for 2025 is open.

The President explained the vacancies on the North Dakota Insurance Reserve Fund (NDIRF) Board of Directors and the National Association of Counties (NACo) Board of Directors that resulted from the defeat in the November election of Mercer County Commissioner Travis Frey and McIntosh County Commissioner Perry Turner. The President explained the process used to find commissioners interested in both positions. She went on to explain that several commissioners expressed interest in serving on the NDIRF Board. Those names were submitted to NDIRF for them to appoint Travis Frey's replacement. Slope County Commissioner Scott

Ouradnik has been appointed to fill this vacancy. Hollekim then explained that two commissioners have expressed interest in serving on the NACo Board of Directors, Cavalier County Commissioner Stanley Dick and Cass County Commissioner Jim Kapitan. The President stated she would like to appoint Stanley Dick to this position and asked for ratification by the Board. Motion made by Kapitan to ratify the appointment of Stanley Dick as the North Dakota County Commissioners Association's representative on the NACo Board of Directors. The motion was seconded and passed on a voice vote. Aaron then gave an update on NDIRF and the audit report from the ND Insurance Department.

Jeff was invited to present the 2024 Conference Report. Attendance and registrations were highlighted, and the financial results were shared. A summary of conference feedback was noted.

Aaron went on to explain the Local Government Capitol Connection that will be held in February 2025 and how it is a partnership with other political subdivisions. He shared this meeting will replace what was formerly the County Officials Academy and the County Day at the Capitol. He encouraged all Board members to attend. The President recommended an email notice be sent to the county auditors about the event as it could affect commission meeting dates.

Michael Casey was next asked to give the County Employer Group (CEG) report, providing an overview of the CEG Program and explaining the CEG staffs' work which results in savings for the counties. The President requested the CEG staff share which counties are involved in the LMS Program and the amount of savings counties have received by participating in the program.

Under County Financial Partnerships, Jason reported on the Next Generation 9-1-1 Program. Peter continued with an update on the activities of the Traffic Safety Resource Prosecutor Program that he oversees. Ryan followed with a recap of the work being accomplished through the Vision Zero Outreach Program, and Genny finished with an update on the Tractor Lease Program.

Aaron next presented on the Nationwide Retirement Solutions Report, highlighting the number of participants and plan value of assets.

Jeff continued with an update on the ILG Scholarship Fund, sharing the amount raised at the annual conference, the current balance of the fund and that the 2025 scholarship application is now available online.

Aaron highlighted the NDCCA Mailbag and gave an update on National Participation.

Under Other Business, Hollekim explained that after the August 2024 meeting counties were asked to review and forward any concerns with the NDSU Extension Financial Partnership between County and State Base Policy. She reported that two counties responded but neither had any concerns. Hollekim directed the staff to notify NDSU that the counties have no concerns, and the current agreement is still appropriate and asked for a motion to approve the agreement as presented. A motion was made by Dolezal to approve the agreement. The motion was seconded and passed on a voice vote.

Under Member Outreach, Aaron went on to explain the personal phone calls he made to the newly elected commissioners for whom we had phone numbers and that a welcome email is being sent as a follow-up. Joan directed attention to the written report on County Tours, which shows the counties that were visited in 2024 and those that will be visited in 2025 and 2026.

President Hollekim urged all members to complete their evaluation form.

There was no further business and having reached the end of the agenda, the meeting was declared adjourned at 10:19 AM.

Approved by Board Resolution: _____
Aaron Birst, Secretary

Date: _____