Meeting Minutes
NDCCA Board of Directors
August 27, 2025
NDACo County Office Building

President Joan Hollekim called the meeting to order at 10:30 AM with roll call. After the pledge of allegiance, the President asked for a calling of the roll. A quorum was declared.

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

Also Present:
Aaron Birst, NDACo Executive Director
Genny Dienstmann, NDACo Staff
Michelle Tabbert, NDACo Staff
Sara Cote, NDACo Staff
Lisa Jahner, NDACo Staff
Alisha Adolf, NDACo Staff
Jeff Eslinger, NDACo Staff
Donnell Preskey, NDACo Staff
Linda Svihovec, NDACo Staff
Mary Korsmo, NDACo Staff

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

Consideration of the minutes of the May 28, 2025, meeting was requested. Messer moved to approve the May 28, 2025, minutes; the motion was seconded and passed on a voice vote.

President Hollekim requested the Treasurer's Report. Collier provided a review of the financial statements and list of checks. Motion by Dolezal to accept the Treasurer's Report as presented; the motion was seconded and passed on a voice vote.

Aaron then introduced guest speaker, ND State Treasurer Thomas Beadle, to present on what is happening in their office and shared the areas where they are assisting counties, particularly in direct distributions to the counties from the recent legislative session.

Aaron and Genny then reviewed the proposed budget for 2026/2027, noting that the question of the level of dues to be proposed to the membership had been decided at the previous meeting with a $0/commissioner increase approved. Genny detailed the proposed budget and responded to questions.

The President asked Aaron to report on NDIRF. Aaron directed the Board members to review the online version of NDIRF's 2024 Annual Report, as they no longer publish a paper copy.

Under the County Financial Partnerships Report, Aaron provided a brief overview of the Indirect Cost Program and introduced staff member Sara Cote, who will oversee the program internally, Sara began by providing an update on the Indirect Cost Reimbursement Services. She shared that a software vendor had been selected to support preparation of the cost allocation plans and informed the Board of additional progress she has made. Genny followed by providing an update on the Special Operations Team Reimbursement, and Aaron continued with an update on the Public Administrators Support Services Program. An update on the NDACo Grant Assistance Program by Aaron and Genny completed the County Financial Partnerships Report. Lisa Jahner was then asked to review the Juvenile Justice Grant Administration Report.

Alisha was invited to present the Professional Development Report, providing attendance numbers on various trainings and explaining multiple partnerships that have been developed. She highlighted that strong demand continues for webinar recordings and announced that approximately 150 hour-level award recipients will be honored at the conference. After discussion, the Board broke for lunch.

Jeff was next asked to report on the Annual Conference Planning. He shared workshop topics that are planned and the keynote speaker. He continued with an update on the number of exhibitors and sponsors that are confirmed. Michelle continued with reminders to register for the conference and that no room block is reserved at the Radisson for Board members. She also noted that no Board Gathering would be held on the opening day of the convention this year. Aaron finished the report with an update on the pre-conference caucus meetings that will be held in the coming weeks.

President Hollekim then provided the Board with a list of her standing committee appointments. Aaron went on to explain the work of the Nominating Committee and the vacancies that will need to be filled on the NDCCA Board.

The Board itself normally acts as the Constitution and By-Laws Committee and Aaron indicated that no requests for changes were received.

Jeff gave the ILG Scholarship Fund Report. He announced the names of the six 2025 recipients, and Genny provided the current Scholarship Fund balance.

Stanley Dick was called on to give the National Participation Report, sharing highlights from the NACo Annual Conference in July and his involvement with the national board.

President Hollekim directed attention to the Board Mailbag and encouraged Board members to read items included.

Aaron and Donnell were called on to review the Legislative Services Report. Donnell gave a summary of interim committee activities. Aaron noted that the NDCCA Resolutions Committee is scheduled to meet on Monday, September 15th. He went over the one new resolution they'll be considering, along with the 2024 adopted resolutions. Genny concluded with a report on the expenditures related to legislative activity.

Under Other Business, Hollekim and Aaron discussed the County Tours that have taken place this summer and noted that one tour is planned yet for September and another one for October.

Jeff next announced that the Bismarck Radisson has been reserved for the County Commissioners Summit on December 9th. Joan asked if Board members have any companies who would be willing to sponsor the event, to please contact the NDACo staff to reach out to them.

Genny explained the process to get ACH authorizations in place for all Board members so that expense reimbursements could be made through direct deposit rather than checks. All Board members were asked to complete their authorization form and turn it in to Michelle.

The next Board Meeting date of December 10, 2025, was announced with a quick reminder of the Commissioner Summit on December 9th.

The President shared a few comments about being the President and shared her appreciation serving on the Board. She then instructed the members to complete their Board meeting evaluation. There was no further business, so the meeting was declared adjourned at 1:30 PM.

Approved by Board Resolution: ______________________________
Aaron Birst, Secretary

Date: _______________________________________