

Regular Meeting Minutes of the
NATIONAL JOINT POWERS ALLIANCE®
Board of Directors
Tuesday, December 19, 2017
Conference Rooms 3 & 4
202 12th St. NE, Staples, MN 56479

Chair Wilson called the Regular Board meeting to order at 5:55p.m. with the following members present: Mary Freeman, Sara Nagel, Scott Veronen, Barb Neprud, Mark Gerbi, Ryan Thomas, Greg Zylka, and Mike Wilson. Also present was Dan Domenech, AASA. Also present were Jon Radermacher, City of Little Falls and Chris Lindholm, Pequot Lakes Schools, Ex-Officios; Chad Coauette, Susan Nanik, Paul Drange, Jeremy Schwartz, Mike Carlson, Travis Bautz, Marcus Miller, Kim Wudinich and Danielle Wadsworth, NJPA staff.

Ms. Nagel moved, seconded by Mr. Gerbi to accept the agenda. Motion carried.

Mr. Zylka moved, seconded by Mr. Thomas to accept the minutes of the Regular Board Meeting held on November 21, 2017. Motion carried.

Mr. Domenech presented an annual review of AASA's partnership with NJPA.

Mr. Carlson presented the monthly Financial Reports and budget update.

Ms. Freeman moved, seconded by Mr. Gerbi to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements #95483 to #95768. Motion carried.

Ms. Freeman moved, seconded by Ms. Nagel to approve all Wire Transfers #133 to #155. Motion carried.

Ms. Freeman moved, seconded by Mr. Veronen to approve all Wire Transfers-Employee Expense reimbursements #351 to #459. Motion carried.

Mr. Thomas moved, seconded by Mr. Zylka to accept the Consent Agenda as follows:

- Updated Membership Agreements Members added November 1-30, 2017

Motion carried.

Ms. Wudinich gave a day in the life of an NJPA employee presentation on her role as Contract Administration Specialist.

Ms. Nanik gave an update on the facility.

Mr. Carlson gave an update on Finance and Risk Management Departments.

Dr. Coauette gave an update on the Information Technology Department on behalf of Mr. Loken.

Mr. Drange gave an update on Regional Programs.

Mr. Miller gave an update on the Legal and Government Relations Department.

Mr. Schwartz gave an update on the Cooperative Contract Purchasing and Procurement and an update on the contracts awarded in December as noted in Appendix A.

Mr. Bautz gave an update on Marketing Department.

Ms. Wadsworth gave an update on the Board of Director Nominations.

Ms. Neprud moved, seconded by Mr. Veronen to accept the resignation of Aprile Lack, Travel and Logistics Specialist, effective December 12, 2017 and open position. Motion carried.

Mr. Zylka moved, seconded by Mr. Gerbi to approve opening the following positions:

- Regional Licensing Specialist

Motion carried.

Ms. Nagel moved, seconded by Mr. Gerbi to approve hiring:

- Scott Saehr, Contract Administration Specialist; effective 12/18/2017
- Michelle Spsychalla, Contract Administrator II; effective 12/18/2017
- Michael Munoz, Procurement Analyst II; effective 1/8/2017

Motion carried.

Ms. Nanik gave the staffing update.

Dr. Coauette gave an update on Minnesota Service Cooperatives and National Cooperative Procurement Partners.

Mr. Wilson gave update on National Conference dates along with other meeting dates.

Mr. Zylka moved, seconded by Mr. Thomas to adjourn the meeting at 8:00 p.m. Motion carried.

**NJPA PROCUREMENT DEPARTMENT
BOARD ITEMS - December 2017**

Requesting Board permission to Solicit the following categories:

Ambulance and Emergency Medical Transportation Vehicles with Related Equipment, Accessories, and Services
Trailers With Related Accessories, Supplies, and Services

Requesting Board permission to Re-Solicit the following categories:

NEW CONTRACT

Hankook Tire America Corporation	102517-HTA	"Tires and Related Equipment, Supplies, and Services"
The Goodyear Tire & Rubber Company	102517-GTC	"Tires and Related Equipment, Supplies, and Services"

New eziQC Contracts

Fairfax County - Virginia

CDCI, Inc.	VA01AFGC-103117-CDC	
FHP Tectonics Corp.	VA01BFGC-103117-FTC	
Brown & Root Industrial Services LLC	VA02AFGC-103117-BRI	
The Matthews Group, Inc. t/a TMG Construction Corporation	VA02BFGC-103117-TMG	
Madigan Construction Inc.	VA03AFGC-103117-MCI	
HITT Contracting, Inc.	VA03BFGC-103117-HCI	

5th YEAR RENEWALS

Gradall Industries, Inc.	031014-GRD	
Gradall Industries, Inc./Vacall Product Line	022014-GRD	
Mitel Business Systems	040314-MBS	
Motion Industries, Inc.	011614-MII	
Sun Life Assurance Company	042314-SLA	

eziQC RENEWALS

Armcorp Construction Inc	OH01GCOMB-111814-ACI	
HY-Tec Construction of Brainerd	MN01C-121614-HTC	
JOC Construction, LLC	NC01-121515-LRI	
JOC Construction, LLC	NC02-121515-LRI	
Johnson-Laux Construction LLC	NC04-121515-JLC	
Protective Coatings, Inc.	OH04GCOMA-111814-PCI	
RAK Construction Inc	MN02D-121614-RAK	
The Lusk Group	OH03EOMA-111814-LUS	
The Lusk Group	OH03HOMA-111814-LUS	
The Lusk Group	OH04EOMA-111814-LUS	
Volmar Construction Inc	NYC01KR-101116-VLR	
VSI Construction	MN02C-121614-VSI	