

**COUNTIES PROVIDING TECHNOLOGY  
EXECUTIVE BOARD  
Monday, October 28, 2024, 9:00 a.m.**

The regular meeting of the Counties Providing Technology (CPT) Executive Board was called to order at 9:00 a.m., Monday, October 28, 2024, by Chair Paul Johnson. Members present were: Mahnomen: Commissioner Ahmann (virtual), Pope: Commissioner Lindor (virtual), Renville: Commissioner Kramer (virtual), Wilkin: Commissioner Larson (virtual).

Others present: Vicki Knobloch-Kletscher (virtual), Gwen Gillespie (virtual), Mike Koehler (virtual), Heidi Roiland (virtual), and Erica Swenson (virtual).

Commissioner Kramer moved to approve the agenda as presented, seconded by Commissioner Larson. A roll call was taken, all members voted aye, motion carried.

Commissioner Larson moved to approve minutes of the September 23, 2024 meeting with verbiage being added regarding the arrival time of Commissioner Imdieke at 10:15 a.m., seconded by Commissioner Ahmann. A roll call was taken, all members voted aye, motion carried.

Commissioners Hollingsworth of Pipestone County and Antony of Yellow Medicine County joined the meeting at 9:05 a.m.

Mike Koehler presented the Financial Reports and Warrant Registers.

Commissioner Lindor moved to approve the September 2024 Financial Reports and the warrant registers from September 19, September 26, October 4, October 10 and October 17, 2024, seconded by Commissioner Antony. A roll call was taken, all members voted aye, motion carried. The monthly deposit report was presented.

Discussion on independent contractor contract, investments and budget work. The final budget is to be presented to the executive committee on November 18 and if recommended, then to the full board on November 25, 2024.

Mike Koehler presented an executive director update.

Committee Chair Lindor along with Erica Swenson presented the personnel committee update from the meeting held October 8, 2024. Personnel policy changes in verbiage were presented.

A Software committee update was presented by Gwen Gillespie. The annual HR users meeting was held October 17, 2024. Upcoming meetings include November 14, 2024 for Auditor/Treasurers, December 4, 2024 for Auditor/Treasurers, December 5, 2024 Payroll users meeting and December 12 for the Assessors.

Commissioner Ahmann left the meeting at 9:30 a.m.

Update with regards to the Building Committee and status of projects.

Many thanks were offered to the budget committee and staff for work on the proposed 2025 budget.

The next meeting of the Executive Committee will be held on Monday, November 18, 2024 at 9:00 a.m. The next meeting of the full Board will be Monday, November 25, 2024 at 10:00 a.m. Meeting adjourned at 9:55 a.m.

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Chair – Paul Johnson

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Clerk – Mike Koehler