



Minutes for Meeting Book - August 2022 Sourcewell Regular Board of Directors Meeting

08/16/2022 | 06:40 PM - 08:26 PM - (GMT-06:00) Central Time (US & Canada)

Sourcewell Headquarters

Attendees (25)

Linda Arts; Steven Barrows; Travis Bautz; Vern Capelle; Mike Carlson; Chad Coauette; Paul Drange; Marcus Miller; Sara Nagel; Susan Nanik; Chris Pelzer; Robb Reid; Jeremy Schwartz; Sharon Thiel; Scott Veronen; Katrina Wood; Greg Zylka; Bob Seward; Lee Westrum; Tyler Jahnke; Sarah Speer; Dan Listug; Laurence Caldwell; Ben Joniaux; Jennifer Backowski

Call to Order by Chair Zylka

Chair Zylka called the Sourcewell Regular Board meeting to order at 6:40 pm with the aforementioned members present.

Barrows moved, seconded by Thiel, to accept the agenda as corrected. Motion carried.

Action on the Minutes of Clerk Nagel

Clerk Nagel moved, seconded by Barrows, to accept the Regular Board Minutes on July 19, 2022. Motion carried.

Status of #924 Fund by Treasurer Thiel & Mike Carlson, Director of Finance

Mike Carlson presented the Financial reports.

Consideration of Claims

Thiel moved, seconded by Nagel, to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated August 9, 2022. Motion carried.

Consent Agenda

Barrows moved, seconded by Thiel, to accept the Consent Agenda as follows:

- Updated Agency Agreements: Clients added July 1- 31, 2022.

- Resolution to approve Solicitation and/or Re-Solicitation of the following categories:
 - Firearms and Ammunition with Related Accessories, Parts, and Supplies
 - Airport Runway Materials, Products, Supplies, and Related Services
 - Pre-Engineered Buildings with Materials and Services
 - Airport Runway Equipment with Related Accessories
- Approve Interlocal Agreement between Sourcewell and Aransas County.

Motion carried.

Program/Department Updates

Jennifer Backowski presented a day in the life of a Sourcewell employee.

Travis Bautz and Sarah Speer gave an update on the Marketing Department.

Robb Reid gave an update on Enterprise Solutions.

Marcus Miller gave an update as General Counsel.

Marcus Miller, Dan Listug, Bill Otto, Laurence Caldwell, and Ben Joniaux gave an update on the Government Relations Department.

Jeremy Schwartz gave an update on the Operations, Procurement, and Information and Communications Technology Departments and contracts awarded, as noted in Appendix A.

Thiel moved, seconded by Nagel, to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Motion carried.

Susan Nanik gave an update on the Facilities and Human Resource Departments.

Mike Carlson gave an update on the Finance Department.

Dr. Paul Drange gave an update on Regional Programs.

Old Business

Jeremy Schwartz provided an update on the FY21-22 Organizational Metrics.

Marcus miller presented the following policies and program documents for approval.

- Data Practices Policy and Record and Retention Schedule

- SWO Procurement Policy
- CP Program
- Participation Agreement

Barrows moved, seconded by Thiel, to approve the policies and program documents as presented. Motion carried.

Dr. Chad Coauette presented the following policies for removal.

- Enterprise CP Fund Reserve Policy
- Interest Allocation Policy
- Cash Management Policy

Arts moved, seconded by Thiel, to approve the removal of the policies as presented. Motion carried.

New Business

Personnel- Susan Nanik, Director of Administration

Thiel moved, seconded by Nagel, to approve the personnel recommendations as presented. Motion carried.

Greg Zylka presented the FY21022 Executive Director Evaluation summary.

Executive Director Update- Dr. Chad Coauette, Executive Director

Dr. Chad Coauette gave a business update on State/National Associations and partnerships.

Reports

Adjournment

Nagel moved, seconded by Barrows, to adjourn the meeting at 8:26 pm. Motion carried.

