



Minutes for Meeting Book - Tuesday, February 17, 2026 Board of Directors Meeting

Tuesday, February 17, 2026 | 5:15 PM - (GMT-06:00) Central Time (US & Canada)
Sourcewell Headquarters

Attendees:

Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

1. Call to Order by Chair

- 1.1 Determination of Quorum
- 1.2 Welcome Ex-Officio's
- 1.3 Gratitude Reflection

2. Acceptance of the Agenda

- 2.1 Additions/Corrections to the agenda
Recommendation: Approve the agenda as corrected, with the removal of the marketing deep dive.

Moved by: Doug Dahlberg

Seconded by: Greg Zylka

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

3. Action on the Minutes of Clerk/Treasurer

- 3.1 Review and Approval of the minutes of the regular board

meeting held January 20, 2026.

[Board of Directors - Jan 20 2026 - Minutes - Html](#) 

Recommendation: approve the minutes as presented

Moved by: Sara Nagel

Seconded by: Greg Zylka

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

4. Status of #924 Fund by Clerk/Treasurer & Mike Carlson, Chief Financial Officer

4.1 Financial Report of Cash, Revenues, and Expenses [February 2026.pdf](#) 

5. Consideration of Claims

5.1 Review by Nagel and presenting for approval the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the enclosed batch reports.

Recommendation: approve the batch reports as presented

Moved by: Sara Nagel

Seconded by: Julia Kicker

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

6. Consent Agenda

Recommendation: approve the consent agenda as presented

Moved by: Doug Dahlberg

Seconded by: Steven Barrows

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

6.1 Resolution to Approve Solicitation and/or Re-Solicitation of Categories

[Resolution Approve Solicitation 03.docx](#) 

6.2 Resolution to Ratify Cooperative Contracting Awards

[Resolution Ratify cooperative purchasing awards 04.docx](#) 

6.3 [Procurement-Appendix A-February 17, 2026.pdf](#) 

6.4 [2026 February Personnel Recommendations.pdf](#) 

6.5 Approve the JPA between Sourcewell and McKensie County Public Schools

[Sourcewell MCPSD1 JPA 2026 MS HVAC Project.pdf](#) 

7. Enterprise Solutions - Focused Program Update

7.1 A Day in the Life of Sourcewell Employee John Chu

7.2 ISP
Updates, progress, and projections

8. Old Business

8.1 Financial Policies

[Budget Policy Revised012026.docx](#) 

[Capital Asset Policy Revised 012026.docx](#) 

[Organizational Reserve Policy Revised012026.docx](#) 

Recommendation: Approve the financial policies as presented.

Moved by: Greg Zylka
Seconded by: Sara Nagel

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

8.2 [Sourcewell Title IX Memo.docx](#) 

[Sourcewell Title IX Policy.docx](#) 

Recommendation: Approve the Title IX policy as presented.

Moved by: Doug Dahlberg
Seconded by: Julia Kicker

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

9. New Business

9.1 [CP Program Document February 2026 UPDATE CLEAN.docx](#) 

[Resolution Authority to Delegate Signature Authority 05.docx](#) 

Recommendation: Approve the CP Program Document as presented.

Moved by: Greg Zylka
Seconded by: Steven Barrows

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

10. Chief Executive Officer Update- Dr. Chad Coauette

10.1 State/National Associations and Partnerships

10.2 [InComplianceLetter.pdf](#) 

[InComplianceCert.pdf](#) 

11. Reports

11.1 Individual Board Member Reports

12. Adjournment

Recommendation: to adjourn at 7:30 p.m.

Moved by: Sara Nagel

Seconded by: Greg Zylka

Aye: Greg Zylka, Sharon Thiel, Sara Nagel, Doug Dahlberg, Julia Kicker, Steven Barrows, and Shannon Pfeiffer

Carried 7-0

APPENDIX A

SOURCEWELL PROCUREMENT DEPARTMENT BOARD ITEMS - February 17, 2026			
CONSENT AGENDA ITEMS	Requesting Board permission to Solicit the following categories:		
	none		
	Requesting Board permission to Re-Solicit the following categories:		
	Catalog Solutions for Public Safety and Emergency Management Equipment, Tools, and Supplies		
	Indefinite Delivery Indefinite Quantity Construction - State of Arizona		
CONSENT AGENDA ITEMS	Parking Management Systems with Related Equipment, Supplies, and Services		
	Pre-Engineered Buildings with Related Materials and Services		
	NEW CONTRACTS		
	Supplier Name	Contract Number	Solicitation Title
	American Expediting Logistics, LLC dba Delivery Express	111325-AEX	Express Courier and Ground Delivery Logistics Service
	Transnet Logistics Ltd.	111325-TRT	Express Courier and Ground Delivery Logistics Service
	United Parcel Service, Inc. dba UPS	111325-UPS	Express Courier and Ground Delivery Logistics Service
	All Hands Fire Equipment, LLC	092525-ALH	Boats and Watercraft Solutions with Related Equipment and Services
	NW Bend Boats, LLC dba North River Boats	092525-NRB	Boats and Watercraft Solutions with Related Equipment and Services
	Raptor Design and Engineering, LLC dba River Raptor Jetboats	092525-RAP	Boats and Watercraft Solutions with Related Equipment and Services
	SAFE Boats International, LLC	092525-SAFE	Boats and Watercraft Solutions with Related Equipment and Services
	VIKING Life-Saving Equipment, Inc.	092525-VKN	Boats and Watercraft Solutions with Related Equipment and Services
	Public Consulting Group, LLC	010626-PCG	JOC or IDIQ Program Management Consulting Services
	The Gordian Group, Inc.	010626-GGI	JOC or IDIQ Program Management Consulting Services
	CONTRACT EXTENSIONS		
	Supplier Name	Contract Number	Solicitation Title
	Laerdal Medical	011822-LAE	Public Safety Training and Simulation Equipment and Technology
	Enterprise Fleet Management, Inc.	030122-EFM	Fleet Management Services
	Gold Star Foods	111621-GSF	Food Products and Distribution for School Food Authorities with Related Supplies, Technology and Services
	Grainger	080922-WWG	Public Safety and Emergency Management Equipment, Tool, and Supply Catalog Solutions
Safeware	080922-SAF	Public Safety and Emergency Management Equipment, Tool, and Supply Catalog Solutions	
REV Group	113021-RVG	Firefighting Apparatus and Fire Service Vehicles	
NEW IDIQ CONTRACTS			
Company Name	Contract Number	Region - Type of Work	
ENFRA MCC, LCC (f/k/a Bernhard MCC, LLC)	MO-R5-HVAC-111825-BER	Region 5-Mechanical/HVAC	
IDIQ CONTRACT EXTENSIONS			
Company Name	Contract Number		
None			