

**NORTHWESTERN ILLINOIS ASSOCIATION
EXECUTIVE BOARD MEETING #1, FY12 AGENDA**

Open Meeting Minutes

I. CALL TO ORDER

Date: Wednesday, September 28, 2011
Time: 7:00 p.m.
Location: Paddle Wheel Inn, Oregon, Illinois
Type of meeting: Regular
Name of person taking the minutes: Jean Tritle, Board Secretary
Name of person(s) presiding: Laura Frankiewicz, Regional Director

II. ROLL CALL

Members in attendance:

1. Jay Augustine
2. Carla Cumblad
3. Kimberly Moore
4. Mike Noble
5. Wayne Reisen
6. Lisa Wiet
7. Sarah Willey
8. Tom Zelten

Members absent:

1. Drew Hoffman
2. Karen Sanders
3. Pamela Scanlan

Also present:

1. Laura Frankiewicz, Regional Director
2. Jean Tritle, Board Secretary

III. APPROVAL OF AGENDA

Motion made by: Zelten

Motion: to approve the agenda as presented

Motion seconded by: Augustine

The Chairperson asked for a voice vote.

Voice Vote: "Ayes" – All "Nays" – None

Action: Approved

IV. PUBLIC PARTICIPATION

Reception of Guests & Visitors & Opportunity for Public Comment

There were none.

V. WELCOME TO NEW BOARD MEMBERS

Frankiewicz welcomed Kimberly Moore to the Board. Moore told the Board that she has been the Director of Boone County Special Education for two years. Previous to this position, she worked for 18 years as educator with junior high school students and served as a teacher and later as a supervisor in the Winnebago Co-op. Frankiewicz explained that Veronica Vasquez had also been elected to the Board; however, since the election, she is no longer working in Harlem Schools, so a replacement is being sought to represent Region 2. Frankiewicz said she is conducting a search for someone in the Rockford and Harlem districts and hopes to have a recommendation for the Board to approve at their next meeting.

VI. ELECTION OF CHAIRPERSON FOR THE NIA EXECUTIVE BOARD

Motion made by: Wiet

Motion: to approve the nomination of Sarah Willey for the NIA Executive Board Chairperson for FY12

Motion seconded by: Augustine

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” – All “Nays” – None

Action: Approved

VII. ELECTION OF SECRETARY FOR THE NIA EXECUTIVE BOARD

Motion made by: Wiet

Motion: to approve the nomination of Jean Tritle for the NIA Executive Board Secretary for FY12

Motion seconded by: Zelten

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” – All “Nays” – None

Action: Approved

VIII. CONSENT AGENDA

- A. Approval of Minutes of FY11 Meeting #8 on August 24,2011**
- B. Approval of Closed Session Minutes of Meeting #8 on August 24, 2011**
- C. Approval of Personnel Report**
- D. Approval of Accounts Payable for the Month of September 2011**
- E. Acknowledgment of Receipt of Treasurer’s Report for the Months of July and August, 2011**

Motion made by: Noble

Motion: to oppose the Consent Agenda as presented

Motion seconded by: Reisen

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” – All “Nays” – None

Action: Passed

Motion made by: Augustine

Motion: to approve the Consent Agenda with the Revised Personnel Report

Motion seconded by: Cumblad

The Chairperson asked for a roll call:

Roll Call:

“Ayes” – Cumblad, Moore, Noble, Riesen, Wiet, Willey, Zelten, Augustine

“Nays” – None

Action: Approved

IX. REGIONAL DIRECTOR’S REPORT

A. HLERK – The Extra Mile – September 2011 - handout

No discussion

B. Revised NIA Regional Map

Frankiewicz explained that a revision to Region I was necessary due to the fact the old map showed Kirkland/Hiawatha as a part of Boone County Special Education Cooperative and they are now on their own.

C. Assistive Technology Workshop

Frankiewicz informed the Board members that the NIA will be hosting this workshop at the Hilton Garden Inn in St. Charles on November 11, 2011. Bridgette Nicholson will be the presenter and will discuss low cost or free assistive technology which already exists in schools that can be used by persons with disabilities. Frankiewicz said that Infinetec will also host a workshop on a similar topic on November 15, 2011 at the DeKalb ROE.

D. Outcome of Legal Action

Frankiewicz apprised the Board that the NIA attorneys have obtained a positive outcome in negotiating a settlement agreement. She will bring the final agreement to the Board meeting in October.

X. ACTION ITEMS

A. Approval of the Regional Director’s Target Goals for FY12

Motion made by: Reisen

Motion: to approve the Regional Director’s Target Goals for FY12

Motion seconded by: Cumblad

Frankiewicz explained that her first goal is a continuation from last year that should be completed in FY12 with the support of the attorneys and Human Resources. Her second goal is to explore the implementation of a Health Savings Account as a medical insurance option for eligible NIA employees. A meeting of the Insurance Committee has already been held, at which Fringe Funding presented the concept. The HSA plan could potentially save the NIA a significant amount in premium costs if employees are receptive to the plan. Her third goal is to continue to work on a fee schedule, as well as the overall finances of the NIA; she will schedule a meeting of the Budget and Finance Committee in order to determine the best direction to follow in order to achieve a sound fiscal plan for the NIA.

The Chairman asked for a roll call

Roll Call:

“Ayes” – Moore, Noble, Riesen, Wiet, Willey, Zelten, Augustine, Cumblad

“Nays” – None

Action: Approved

B. Approval of the NIA Executive Board Committees for FY12

Motion made by: Noble

Motion: to approve the NIA Executive Board Committees for FY12 as listed

Motion seconded by: Augustine

Frankiewicz noted that Hoffman was willing to continue to serve as the Chair of the NIA Director’s evaluation committee and that Zelten was recommended to be the fourth person on the Budget and Finance Committee.

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” – All “Nays” – None

Action: Approved

C. Annual Establishment of the Copy Rate for FY12

Motion made by: Reisen

Motion: to approve the Copy Rate for FY12

Motion seconded by: Noble

Frankiewicz explained that this pertains to FOIA requests and recommended that the NIA copy rate should be consistent with that in the FOIA legislation.

The Chairman asked for a roll call

Roll Call:

“Ayes” – Noble, Riesen, Wiet, Willey, Zelten, Augustine, Cumblad, Moore

“Nays” – None

Action: Approved

D. Annual Appointment of the NIA Complaint Managers for FY12

Motion made by: Augustine

Motion: to approve the appointment of the NIA Complaint Managers for FY12

Motion seconded by: Zelten

Frankiewicz recommended to the Board that Dr. Reisen and Carol Johnson continue to perform this function in FY12

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” – All “Nays” – None

Action: Approved

E. Annual Appointment of the NIA ADA/Section 504 Coordinator for FY12

Motion made by: Zelten

Motion: to approve the appointment of the NIA ADA/Section 504 Coordinator for FY12

Motion seconded by: Cumblad

Frankiewicz recommended to the Board that Carol Johnson continue to perform this function in FY12

The Chairperson asked for a voice vote.

Voice Vote: "Ayes" – All "Nays" – None

Action: Approved

F. Approval of FY12 Contracts

Motion made by: Reisen

Motion: to approve the FY12 Contracts as listed

Motion seconded by: Noble

Frankiewicz explained that this is an annual listing, which outlines the costs for leases and data agreements, contracts for Therapy Services, and other Service Agreements. Frankiewicz noted that there was only a 1.2% increase in the daily rate for contracted therapy services for FY12. There are also fewer days to fill this year, due to the fact that the NIA is no longer providing services to Lee County. Regarding the NIA Service Agreements, Frankiewicz explained that these are up \$208,000 over FY11, due to an increase in fees. She said that she will recommend to the Budget and Finance Committee that a service fee be charged for speech/language contractual services next year, as the NIA currently provides the time and expense to recruit the staff needed to provide these services.

The Chairman asked for a roll call

Roll Call:

"Ayes" –Wiet, Willey, Zelten, Augustine, Cumblad, Moore, Noble, Reisen

"Nays" – None

Action: Approved

G. Acceptance of the June 30, 2011 FY11 Audit Report

Motion made by: Augustine

Motion: to approve the June 30, 2011 FY11 Audit Report

Motion seconded by: Cumblad

Frankiewicz commented that the FY11 audit looked quite good. The Audit Letters indicate that there were no significant findings. She noted that they ended the year to the good as opposed to the year end for FY10.

The Chairman asked for a roll call

Roll Call:

"Ayes" –Wiet, Willey, Zelten, Augustine, Cumblad, Moore, Noble, Reisen

"Nays" – None

Action: Approved

XI. Chairperson's Comments and Other Business

Chairperson Willey commended Frankiewicz on the audit results. Zelten voiced his agreement with this statement.

XII. ADJOURNMENT – The Chairperson asked for a motion to adjourn the meeting.

Motion made by: Cumblad

Motion: to adjourn

Motion seconded by: Zelten

The Chairperson asked for a voice vote.

Voice Vote: "Ayes" – All "Nays" – None

Action: Approved

TIME ADJOURNED: 7:55 p.m.