

MIAMI VALLEY EDUCATIONAL COMPUTER ASSOCIATION
Regional Council of Governments
Board of Directors Meeting Minutes
May 17, 2007 - 8:30 A. M.

The Board of Directors Meeting was called to order at 8:35 a.m. by Chairperson, Dave Bollheimer

The following members were present: Dave Baits, Dave Bollheimer, Rick Broderick, Keith Brown, Ben Teeters, and Phil Warner

Absent: Joan Corbitt

Additions, Deletions, or Corrections to Agenda: None

0705-01: ROUTINE BUSINESS

0705-01.1 The Chairperson requested the approval of the Regular Board Meeting Minutes of April 19, 2007. Dave Baits moved to approve, Phil Warner seconded, five members voted “yea”, one member abstained, motion carried.

0705-02: DISCUSSIONS, COMMUNICATION & ACTION ITEMS

Discussion

1. Monthly Financial Report

The treasurer presented the board with the financial statement for April. We received in \$61,742 and expended \$160,957. We have not billed out for the second half of MVECA-NET fees but we expect to be doing that before the end of May. They were also shown a graph of Revenue vs. Expenditures broken down by month. The board had requested of the treasurer to look at spreading out expenditures over the course of the fiscal year. Looking at the graph, revenue and expenditures are pretty even throughout. There aren't too many contracts that we can change. The big ones i.e. Progress Book, SSEM, and DASL are already split by quarters. The only other transactions that we can look at are maintenance contracts. The treasurer informed the board that MVECA is addressing those contracts as they come. We will be looking at them further when MVECA administration meets to discuss a long-term and short-term replacement plan which could involve leasing equipment rather than purchasing it. Dave Baits suggested that when looking at the possibility of leasing equipment, it would be important to learn how much interest will it cost? Paying interest is not the best use of money. He also asked if the increase in fees for FY08 was incorporated. This is included, and in FY2009 forward, the change from ADM to Head Count was also included. The board wanted to know if we were still on track to close with an ending balance of \$613,000.00. They were told yes, and that there are no expected changes to what was projected.

0705-02.1 The Chairperson requested the approval of the Financial Report as presented. Ben Teeters moved to approve, Rick Broderick seconded, all members voted “yea”, motion carried.

2. Cost of Living Adjustment

0705-02.2 The Chairperson requested the approval of a cost of living adjustment of 2% and the MVECA Salary Schedule for FY08. Dave Baits moved to approve, Ben Teeters seconded, all members voted “yea”, motion carried.

3. Participation in Section 125 Plan

0705-02.3 The Chairperson requested the approval to participate in the Section 125 Plan with an annual employee contribution for medical expense reimbursement. Ben Teeters moved to approve, Phil Warner seconded, all members voted “yea”, motion carried.

4. Executive Director’s Evaluation

Copies of the evaluation will be sent to members electronically. The Chairperson asked that they all be completed by the end of the month, so they can be compiled before the board meeting on June 21, 2007.

0705-03: EXECUTIVE SESSION

0705-03.1 The Chairperson requested the Board of Directors adjourn to Executive Session to discuss personnel matters. Dave Baits moved to approve, Phil Warner seconded, all members voted “yea”, motion carried. The Board of Directors entered into Executive Session at 8:52 a.m.

0705-04: OTHER ACTION ITEMS

0705-04.1 The Chairperson requested the approval a RIF (reduction in force) for the INFOhio position to one half time with no benefits effective July 1, 2007. Dave Baits moved to approve, Phil Warner seconded, all members voted “yea”, motion carried.

0705-04.2 The Chairperson requested the approval of a step increase for Tom Faulkner, Treasurer/Software Specialist from step 2 to step 5 of the FY08 MVECA Salary Schedule with an annual salary of \$59,100.00 effective July 1, 2007. Ben Teeters moved to approve, Rick Broderick seconded, all members voted “yea”, motion carried.

Communication

MVECA Executive Report

1. Software cost increase.

There will be a 4% cost increase to MVECA for ProgressBook software for FY2008, FY2009, and FY2010.

MVECA will now pay \$.55 per ADM per year over the next three years for SSEM, starting in FY2008.

DASL costs to MVECA have increased from \$2.68 per ADM to \$4.00 per ADM. DASL costs have increased as DASL ITC sites have recognized the need for additional programming resources to work on enhancements, and improve the performance of the software to incorporate on-going EMIS changes and to address the needs of Ohio schools.

2. HR Kiosk Advisory Group

An Advisory Board was created to provide oversight to the HR Kiosk project being managed by the State Software Development Team (SSDT) on behalf of the MCOECN. Angie Crandall, MVECA Executive Director, was asked

to be the chairperson. This group will assist in setting priorities and timelines for the project, as well as suggesting enhancements and providing feedback to developers on releases.

3. ITC Oversight Accountability Subcommittee
MVECA will be represented on this group, which will examine the Continuous Improvement Process (CIP) document format, contents, and overall process. The CIP for FY2007 is due to ODE on October 1, 2007.
4. MVECA – Hiring a contracted district technology coordinator
A posting was sent to the state technology coordinator list and the Jobs distribution list for a technology coordinator for one of our member districts. The contract and position will appear on the board agenda for June once the interview process is complete.
5. Charter School Specialist Update
After discussion with ODE, CSS decided to solicit a partner ITC to serve their member school districts. Four ITCs met with leadership at CSS to discuss the possibility of providing EMIS and data services to its member community schools. We are awaiting a decision as to which ITC they will select as a partner.
6. December 24, 2007 – non paid holiday for FY08
As there are 261 days on the calendar for FY2008, December 24, 2007 will be designated as a non-paid holiday, to ensure there were 260 working days on the MVECA calendar.
7. Hudson-James/James Leahy correspondence
All ITCs in Ohio that provide document archiving currently do so through the vendor Hudson-James, that is a reseller of OnBase from Highland Software. Due to dissatisfaction with service received, ITCs have approached the Technology Solutions Group of the MCOECN (MCTSG) to assist in finding a reseller that could better serve us. The MCTSG is looking at ways to engage in a cooperative venture to find ways to offer OnBase in a more cost-effective, efficient, and customer-friendly manner. Until a new reseller can be found, the MCTSG has set up an agreement with Highland Software to get support in the interim, while another reseller is sought to support ITC/district needs. A letter has been sent to Hudson-James informing them that as of June 30, 2007, they will no longer be our channel partner to Highland Software, and that our support agreement that expires on that same day will not be renewed. A similar letter was sent to Highland Software, informing them of the date on which Hudson-James will no longer be the OnBase channel partner for MVECAR-COG.
8. Summer/holiday flex-time
MVECA will offer flex-time options to employees for the summer months. These options will be designed to ensure all support areas are covered weekdays during normal working hours.

One board member inquired about the possibility of having board packets presented electronically at board meetings (on laptops).

Phil Warner mentioned that Medina County recently passed a sales tax dedicated to technology for school districts and inquired about the possibility of implementing something similar in one or more of the counties MVECA serves. This will be researched and discussed at a future meeting.

The next Board Meeting is scheduled for Thursday, June 21, 2007 at 8:30

0705-06: ADJORNMENT

0705-06.1 The Chairperson requested that the May 17, 2007 meeting of the MVECA Board of Directors be adjourned. Ben Teeters moved to adjourn, Dave Baits seconded, all members voted “yea”, motion carried. Meeting adjourned at 10:14 a.m.