

Central Services Board

Meeting Minutes

Conference Call

December 18, 2017, 9:00 a.m.

0.0 Call to Order

President Struecker called the meeting to order at 9:05 a.m.

0.1 Roll Call

Beth Will	Ph	Dale Struecker	Ph
Jan Sowers	Ph	Lionel Foster	Ph
Jim Burns	Ph		

Ex Officio:	Paula Harms	Ph
Staff:	Shelly Sindt, CEO	Ph
	Jennifer Pascal, Finance	Ph
	Sherri Boedeker, Finance	Ph
	Amy B. Simpson, Ex. Assistant	Ph

0.2 Items to be added to the Agenda by Board Members and Staff

CEO Sindt requested that item 1.4 Update on Fort Dodge rent, be added to the agenda.

0.3 Adopt Agenda

President Struecker called for a motion to adopt the meeting agenda with the addition of item 1.4. It was moved by Beth Will and seconded by Jim Burns that the meeting agenda be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Adopt October 10, 2017, meeting minutes

President Struecker called for a motion to adopt the October 10, 2017, meeting minutes. It was moved by Jim Burns and seconded by Lionel Foster that the October 10, 2017, meeting minutes be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2 Discussion of insulation project for Fort Dodge Building

President Struecker stated that he installed the electrical outlet in the hallway. On October 20, 2017, an energy audit was conducted on the Fort Dodge building. It was suggested that the insulation be increased from an R 3 to an R 49. President Struecker spoke with RoJohn's Home Improvement about installing the installation. He was unable to get two more quotes. The RoJohn quote was

\$7,294.00. The rebate would be roughly \$5,470.50 with the cost to us of \$1,842.00. The percentage the rebate offers will be dropping to 50% as of January 2018. It is currently 75% up until December 31, 2017. If materials are bought before the end of the year the rebate can be submitted. It was moved by Lionel Foster and seconded by Beth Will to have RoJohn's install installation in the Fort Dodge office and submit a bill for the rebate. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.3 Financial Report – Jennifer Pascal

Financial Assistant Pascal the financials look good, and there is money available to pay for the project. It was moved by Lionel Foster and seconded by Jim Burns to accept the financial report. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.4 Update on Tenants in Fort Dodge Office

CEO Sindt stated that Spirit Home Health had notified Elderbridge that they would like to get out of their lease. County Social Services has indicated they would like to move into the Fort Dodge office. CEO Sindt is in the process of firming up details with Bob Lincoln and will update the Board when she knows more. A possible move in date would be February 1, 2018. They would have their own liability insurance. It was moved by Jim Burns and seconded by Jan Sowers to have County Social Services moved into the Fort Dodge office and to allow Spirit Home Health to break their lease. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.0 Upcoming Dates

2.1 Next Central Services meeting – April 2018, by conference call.

President Struecker stated he would have a report on the insulation project in Fort Dodge as the next meeting and CEO Sindt will provide an update on when County Social Services will be moving into the Fort Dodge office.

3.0 Adjournment

3.1 Adjournment

There being no further business before the Central Services Board, it was moved by Jim Burns seconded by Jan Sowers that the meeting be adjourned at 9:32 a.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)