



125 Charles Avenue, St. Paul, MN 55103-2108

www.mchrma.org

Fall Business Meeting Minutes - D R A F T

October 6, 2023

8:30 a.m. – 9:30 a.m.

IN ATTENDANCE:

Liz Auch (Countryside)
Melanie Ault (Carver)
Molly Barborek (Chippewa)
Andrew Benish (Dakota)
Carrie Berglind (Norman)
Tammy Bigelow (Sherburne)
Darren Brooke (Clay)
Peter Brown (Redwood)
Julie Busch (Brown)
Jodi Coleman (Sibley)
Julian Currie (Olmsted)
Bobbie Danielson (Aitkin)
Laura Elvebak (Blue Earth)
Lindi Engle (Fillmore)
Erin Fegler (Blue Earth)
Cathy Feste (Pipestone)
Karen Gates (Chisago)

Jan Gomer (Stevens)
Jim Gottschald (St. Louis)
Danae Hacklander (Martin)
Beth Hamlin (Morrison)
Alecia Helms (Polk)
Heather Henrich (Big Stone)
Erin Hornberger (Freeborn)
Shawn Huth (Wabasha)
Julie Johnson (Steele)
Leigha Johnson (Martin)
Mikkell Johnson (Meeker)
Schawn Johnson (Wright)
Lacy Joyce (Countryside)
Rochelle Kalvig (Mower)
Jackie Koivisto (Pine)
Carol Kritzer (Rice)
Theresa Kubes (Le Sueur)
Kristy Larson (Nicollet)

Sue Luing (Nobles)
Andrea Matheny (McLeod)
Johanna Mattson (Benton)
Mary Mattson (Koochiching)
Gina McGuire (Steele)
Marlene Molden (Swift)
Angela Nalezny (Washington)
Annie Porbeni (Ramsey)
Donna Rickeman (McLeod)
Ruth Schaefer (Brown)
Melissa Sexton (Waseca)
Susan Skattum (Rock)
Jackie Stevens (Pope)
Katie Streveler (Wabasha)
Jennifer Thorsten (Stearns)
Jennifer Trostem (DMVHHS)

CALL TO ORDER

The Fall Business Meeting of the Minnesota Counties Human Resources Management Association was called to order by President Mikkell Johnson on October 6, 2023, at 8:30 a.m.

INTRODUCTIONS

President Mikkell Johnson (Meeker) welcomed our new members Julie Bush (Brown), Lacy Joyce (Countryside), Rochelle Kalvig (Mower) and Mary Mattson (Koochiching).

Mikkell introduced the 2023 MCHRMA Executive Committee:

President: Mikkell Johnson (Meeker)
Vice President: Julie Johnson (Steele)
Secretary: Laura Elvebak (Blue Earth)
Treasurer: Sue Luing (Nobles)
Past President: Kristina Kohn (Mower)
Member at Large: Lindsie Engle (Fillmore)
Member at Large: Melissa Sexton (Waseca)

APPROVAL OF AGENDA

Motion by Jan Gomer (Stevens) seconded by Jodi Coleman (Sibley) to approve the October 6, 2023, MCHRMA Fall Business Meeting Agenda as presented. The motion carried.

APPROVAL OF MINUTES

Motion by Kristy Larson (Nicollet), seconded by Johanna Mattson (Benton), to approve the May 4, 2023, MCHRMA Spring Business Meeting Minutes as presented. The motion carried.

BYLAWS REVISION

Motion by Jackie Koivisto (Pine), seconded by Amanda Usher (Isanti) to approve the following Bylaws revisions:

ARTICLE I

Section 4: Definitions

For the purpose of these Bylaws, the terms shall have the meaning as provided below:

- a. "Annual Meeting" means the "Association's" meeting that is usually held in April but shall not be held later than Memorial Day of each year.
 - ~~b. "Member" means a human resources professional of a county who pays dues to the "Association" and who is designated as the primary voting delegate at the annual meeting.~~
 - ~~c. "Associate Member" means any nonvoting individual appointed by the "Member" to participate in the "Association."~~
 - d. "Majority" means of those voting members present at the annual meeting.
 - e. "Quorum" shall be a majority in attendance of those eligible to vote.
 - f. "Vote" may be conducted at a regularly scheduled meeting, special meeting, or electronically as deemed by the Executive Committee.
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ARTICLE II

MEMBERSHIP

Section 1: Professional Member:

~~A professional membership shall be limited to:~~

- ~~• Each county is entitled~~ one "Professional Member."

- ~~• County employees, regardless of the title used, actively involved in human resources are eligible to participate in the "Association."~~
- An individual responsible for and identified as the primary point of contact for a county's Human Resources administration including, but not limited to: personnel, human resources, employee relations, labor relations, salary and/or benefit administration, etc.
- Only a "Professional Member" ~~will be is~~ allowed to make a motion, second a motion and to vote. There shall ~~be no proxy voting and there will~~ only be one vote per county.

Section 2: Associate Member:

Associate membership shall be limited to:

- ~~• Each "Member" may designate one or more "Associate Members."~~
- One Associate Member designated by the "Professional Member" whose job functions include, in full- or part-time capacity, the county's administration of a county's human resources functions.
- "Associate members" are not eligible to vote except in the absence of the "Member." Only one "Associate Member" will be allowed to vote in the absence of that county's voting "Professional Member."

Section 3: Member:

Membership shall be limited to:

- Individuals engaged in human resources administration from a county or with a governing body composed of county elected or appointed individuals, such as employees with human resources functions, contracted individuals, affiliate organizations, collaborations, or joint powers organizations.
- "Members" must be approved for membership by the "Professional Member" of the county or Professional Members from each of the counties who are part of an affiliate organization, collaboration, or joint powers agreement.
- "Members" are not eligible to make a motion, second a motion, and/or vote.

The motion to approve and amend the MCHRMA Bylaws carried.

FINANCIAL REPORT

MCHRMA Treasurer Sue Luing (Nobles) reported on the September 30, 2023, financial statement:

- The 2023 dues income is \$11,050
- The net Income from the Spring Conference is **-\$7,530**
- The Fund Balance as of September 30, 2022, is \$56,810.50
- Registration for this Fall Conference is 113.

Mikkell Johnson thanked Sue Luing for her service and commitment to MCHRMA and congratulated her on her pending retirement after 42 of service to Nobles County.

MOTION by Susan Skattum (Rock), seconded by Angela Nalezny (Washington) to approve the September 30, 2023, MCHRMA Financial Statement as presented. The motion carried.

LEGISLATIVE UPDATE – Laura Elvebak, Matt Hilgart

Laura Elvebak (Blue Earth) and Matt Hilgart (AMC) gave updates on several issues including PTSD, Veterans Benefits, Union access to data, staffing ratios, PERB, PERA changes, Paid Family & Medical Leave (PFML) and Earned Safe & Sick Leave (ESST).

SPRING 2024 MCHRMA CONFERENCE

The MCHRMA 2024 Spring Conference will be held May 2 - 3, 2024, at the Park Event Center, 500 Division Street, Waite Park MN 56387. Members will be staying at the Hilton Garden Inn or the Residence Inn by Marriott, which are connected to the Event Center.

TRAINING OPPORTUNITIES

- **AMC Annual Conference** – December 4 - 6, 2023 – DoubleTree, Bloomington MN
- **AMC Leadership Summit** – March 27 - 29, 2024 – Grand View Lodge
- **MCHRMA Spring Conference** – May 2 - 3, 2024 – Park Event Center, Waite Park

ELECTION OF OFFICERS

President Mikkell Johnson (Meeker) reported that the MCHRMA Bylaws state that the election of officers will be done at the MCHRMA Fall Business meeting with the term beginning on the following January 1 and her term as President is up at the end of this year.

Motion by Susan Skattum (Rock), seconded by Jan Gomer (Stevens) to adopt the following slate of officers for 2024:

2024 EXECUTIVE COMMITTEE

President: Julie Johnson (Steele)

Vice President: Laura Elvebak (Blue Earth)

Secretary: Melissa Sexton (Waseca)

Treasurer: Jodi Coleman (Sibley)

Past President: Mikkell Johnson (Meeker)

Member at Large: Lindsie Engle (Fillmore)

Member at Large: Leigha Johnson (Martin)

The motion carried.

Julie Johnson (Steele) presented Mikkell Johnson (Meeker) with a President's Award in recognition for her hard work in serving as MCHRMA President in 2023.

ADJOURN

MOTION by Amanda Usher (Isanti), seconded by Peter Brown (Redwood) to adjourn the Fall MCHRMA Business Meeting at 9:30 a.m. The motion carried.