

MCOECN Board of Trustees

March 2016 Retreat Agenda

March 3, 2016

*Worthington Courtyard by Marriott
7411 Vantage Dr., Columbus, OH 43235*

Thursday March 3, 2016 beginning at 5:00 P.M.

5:00 P.M. – Networking (Adena Meeting Room)

I. Call to Order – 5:30 P.M. (Adena Meeting Room)

Welcome and overview of the Retreat Agenda by Geoff Andrews – CEO (please note the CEO, CTO and Infohio Director informational reports have been distributed ahead of time. There will be time to address questions on these reports at the conclusion of the Staff reports)

II. Reports from Staff on the Following

- a. ERP – rollout schedule, pricing, general arrangements process
- b. Kiosk Transition to Management Council control
- c. SSDT Oversight Board – update on activity and process
- d. EMIS assistance by Management Council in support of ODE
- e. SI/DASL – relationship with Software Answers, new SI Director, new features in upcoming release, new pricing
- f. Link Roster Verification – Management Council leading ODE effort
- g. Management Council data center and network
- h. INFOhio Developments
- i. Cherwell applications overseen by the Management Council

Dinner at 7:00 P.M. – (Hallway outside Adena Meeting Room – Buffet Style)

III. Executive Session – Discuss employment and compensation of public employee(s).

IV. Adjournment

8:30 P.M. – Reception (Bistro – Restaurant area)

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March 2016 Retreat Agenda

March 4, 2016

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7411 Vantage Dr., Columbus, OH 43235

Friday March 4, 2016

- **Breakfast from 7:30 A.M. to 8:30 A.M. (Hallway outside Adena Meeting Room – Buffet Style)**

I. Call to Order – 8:30 A.M. (Adena Meeting Room)

II. Approval of Minutes (Action Item)

- a. Recommend approval of the minutes of the regular meeting on 1/21/16.

III. Monthly Business (Action Item)

- a. Recommend approval of the financial reports as presented for 1/31/2016 (bank reconciliation, financial summary, financial detail).
- b. Recommend accepting the FY 16 SSDT Oversight Grant (499-9627) in the amount of \$35,000 and appropriating this amount as Purchased Services.
- c. Recommend approval of Job Description for KRA-ELA Customer Service Consultant
- d. Recommend approval of a contract with Ed Hill as KRA-ELA Customer Service Consultant, effective 3/7/16 through 6/30/16 (paid from KRA-ELA Grant Fund).

IV. Discussion – Concept of Reorganizing and Onboarding ITC resources/employees to the Management Council

Action Item:

1. Approve job descriptions for INFOhio, SIS, Service Desk, and Kiosk staff positions

V. Discussion – Presentation of Proposed Fiscal Year 2017 General Fund Budget, Projected Budgets in Other Funds, and Recommended Fiscal Year 2017 Fees

Action Items:

1. Approve the Fiscal Year 2017 General Fund Budget to be recommended

Membership

2. Approve the Fiscal Year 2017 Membership Fee of \$12,750 for full members and \$6,500 for associate members to be recommended to Membership
3. Approve waiving the Membership Fee and Associate Membership Fee for Fiscal Year 2017 to be recommended to Membership
4. Approve the Fiscal Year 2017 Kiosk Fee

VI. Discussion – Re-regionalization and Board Structure

Action Item(s):

1. Approve Bylaw changes reflecting new regions and Board Structure to be recommended to Membership

VII. Discussion – Board terms and membership on the Board of Trustees

Action Item(s):

1. Approve Bylaw changes reflecting changes on terms for Board Members to be recommended to Membership

Lunch at 12:00 P.M. – (Hallway outside Adena Meeting Room – Buffet Style)

VIII. Discussion – Review of accomplishments on Board of Trustee goals from the 2015 Retreat and recommended goals for 2016-2017

Action Item(s):

1. Approve goals for 2016-2017

IX. Discussion – Contract action for Management Council Employees

Action Item(s):

1. Approve contracts for Management Council Employees beginning 7/1/2016

X. Discussion – Revisions to Code of Conduct

Action Item(s):

1. Approve Bylaw changes replacing the Code of Conduct with Professional Expectations to be recommended to Membership

XI. Adjournment (By 3:30 P.M.)