

NIACOG EXECUTIVE COMMITTEE - MINUTES
NIACOG, 525 6th St. SW, Mason City
February 15, 2023

Members in Attendance: Sis Greiman, AJ Stone, Jim Wherry, Mark Johansen, and Executive Director Myrtle Nelson

Members Absent: David Vikturek

1. Call to Order: Greiman called the meeting to order at 12:12 p.m.
2. Approval of Agenda and Minutes of Previous Meeting: The members reviewed the current agenda, as well as, the minutes for the Executive Committee meeting held on January 30, 2023. Wherry made a motion to approve the agenda and the minutes as printed. Stone seconded the motion, and it carried unanimously.
3. Financial Report for December 2022 and Approval of Any Capital Expenditures Over \$5,000: Nelson reviewed the 'Statement of Net Assets', the 'Statement of Revenue and Expenses', and the 'Monthly Disbursement Detail' (listing of checks) for December, 2022. She also noted that no capital expenditures exceeded \$5,000. Stone made a motion to approve the financial report. Wherry seconded the motion, and it carried unanimously.
4. Communications and Reports
 - a. Broadband OCIO Mapping: Nelson explained that considerable grant funding would open up in the not too distant future for broadband infrastructure. She described a pre-application phase (prior to the funding round) related to selection and scoring of 'Broadband Intervention Zones' that will be eligible for the grant funding. The attached handout about the pre-application phase was provided to the Executive Committee members. Nelson noted that an email blast had been sent out to cities, counties, and county economic development organizations to inform them about the process at the request of the Iowa OCIO (Iowa's Office of the Chief Information Officer). The Executive Committee was supportive of NIACOG's assistance to member communities with this process in providing information and assisting with uploading information into the Iowa Grants on-line platform.
5. New Business
 - a. Personnel Policy Addendum – Allow Comp Time for Board Meeting Attendance – Nelson explained that NIACOG's Personnel Policy specifically prohibits comp time for NIACOG staff who attend the NIACOG Board of Directors Meeting. She explained that she would like to have this provision removed. After discussion, Wherry made a motion to remove the provision that states, "Attendance at Board of Directors meetings shall not be considered eligible for compensatory time." Stone seconded the motion, and it carried unanimously.

- b. Budget Considerations - COLA – Nelson said that she sent emails to all of the county auditors in the region. Two had not made determinations yet, but she found that the average Cost of Living Adjustment for the six was 7%. After further discussion, Stone made a motion to approve the use of a 7% Cost Of Living Adjustment for budgeting purposes. Johansen seconded the motion, and it carried unanimously.

- 6. Old Business:
 - a. None

- 7. Other Items from the Board: Nelson noted that she was scheduling input meetings with transit staff as part of a planning process.

- 8. Next Meeting: Greiman noted that the next meeting will be held on Monday, March 13, 2023 at 5:15 p.m. at Bennigan's.

- 9. Adjournment: Stone made a motion to adjourn the meeting at 1:41 p.m. Johansen seconded the motion, and it carried unanimously.

Respectfully submitted,

Myrtle Nelson, AICP
Recording Secretary