

**MnCCC Board Meeting Minutes**  
**Wednesday, June 4, 2025 at 3:00 pm**  
**Arrowwood Resort & Conference Center – Alexandria, MN**

*In accordance with Mn. Stats. § 13.01, Subds. (b)(6) and (c), this meeting is subject to Open Meeting Law. For more information, visit MnCCC's Resource Center: <https://mncce.gov/resource-center/open-meetings>*

**Members Present:**

Kathy Jenson, Past-Chair, Roseau County  
Jody Moran, Chair, Washington County  
Jody Wagner, Vice-Chair, Rice County  
T. Pat Paquin, Treasurer, Freeborn County  
Al Paulson, Region I, Clearwater County  
Bridgitte Konrad, Region II, Chisago County  
Candace Pesch, Region III, Mower County  
Lynn Boraas, Region IV, Carver County  
Jon Eckel, IT Representative, Chisago County

**Others Present:**

Lisa Meredith, MnCCC  
Mike Fox, MnCCC  
Amanda Beyer-Schulte, MnCCC (present part-time)  
Emily Wick, MnCCC  
Dylan Edwards, Stearns County

**Call to Order**

Jody Moran called the meeting to order at 2:57 pm.

**Approval of Agenda Items**

T. Pat Paquin moved, seconded Bridgitte Konrad to approve the agenda. Motion was adopted 9-0. Motion carried.

**Approval of the Minutes from May 8, 2025**

Al Paulson moved, seconded by Candace Pesch to approve minutes from May 8, 2025, removing 4 bullet points that were not mentioned during the Board meeting. Motion was adopted 9-0. Motion carried.

**Financials**

There will be 2 financial reports to be approved at the July Board meeting.

**User Group Reports**

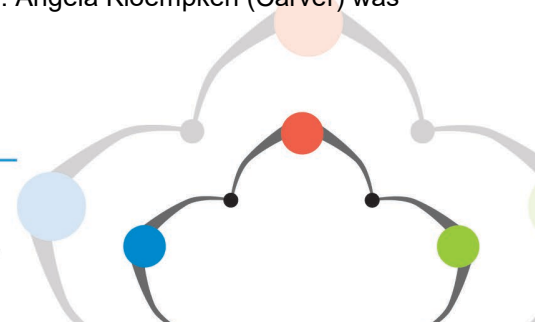
**IFS User Group** *Provided by T. Pat Paquin*

The User Group met on June 2. There was not a quorum, so an email ballot will be released. We will reach out for proxy votes ahead of the meeting next year. Proposed officer slate: Chair: Kathy Ryan (Aitkin); Vice-Chair: T. Pat Paquin (Freeborn); Recording Officer: LaRae Cassens (Freeborn); Northern HHS Rep 2: Dan Jones (Lake); Northern AT Rep 1: Martie Monsrud (Roseau); Southern AT Rep 1: Paula O'Connell (Rice); Southern HHS Rep 2: Waylon Welvaert (MNPrairie); At-Large AT Rep: Kristin Waddell (Chisago); and Southern IT Rep: Matt Troska (McLeod).

**Finance & General Government** *Provided by Jon Eckel – Lynn Boraas was mistakenly omitted as liaison for this User Group*

The User Group met on June 3. The contract extension with Avenu was approved. Angela Kloempken (Carver) was elected as Vice-Chair and Stacy Grover (Polk) was elected as Recording Officer.

**PIUG** *Provided by Jon Eckel*



Did not meet at the conference. Lisa and Amanda are working on their next meeting date and some training.

**ISSG Provided by Jon Eckel**

The User Group met on June 4. The officers remain the same -Tiffany Ahearn (Blue Earth) as Chair, Tobey Hicks (Dodge) as Vice-Chair, and Dylan Edwards (Stearns) as Recording Officer. John Smith (Goodhue) volunteered to take over as ISSG Liaison to Corrections and County Attorneys. If he cannot personally fulfill the role, someone else from Goodhue County will.

**Aumentum Tax Provided by Jody Wagner**

The User Group met on June 3.

- 2026 proposed budget including \$2,000 annual beta testing/report writing fund fee, \$75 testing reimbursement fee and \$5,000 annual enhancement fund fee was approved
- All four counties have executed their Aumentum hosting contracts
- Committee chairs and liaisons provided brief annual summary reports
- Michele Mann (Mower) was elected Recording Officer
- Committee chairs were all reaffirmed with no changes
- Membership concern regarding composition of committees brought forward as a topic of discussion for future user group meeting due to loss of members and needed engagement

**Human Services User Group Provided by Jody Wagner**

The User Group meeting in May was canceled due to MACSSA conference.

**Tyler User Group Provided by Bridgitte Konrad**

The User Group met on June 3. Regular updates from Tyler and DOR, including Back to Skol training on August 4-6. August 7 will be the joint User Group meeting after the training session. Sam Meyeraan (Otter Tail) was elected as Recording Officer.

**Avenu Tax & CAMA Provided by Lisa Meredith**

The User Groups met on June 3, but did not have a quorum. A slate of officers was chosen, and the group recommends changing the quorum to help make it easier to have meetings. Tax and CAMA plan to have separate groups but have combined officers and meetings. They plan to meet every other month or as needed. Proposed officer slate: Chair: Kelly Hendrickson (Freeborn); Vice-Chair: Elisha Long (Isanti); Recording Officer: Sandy Tomschin (Freeborn); ISSG Liaison: Kyle Jerviss (Wabasha).

**Tax Court User Group Provided by MnCCC**

Did not meet at the conference. Trying to get a meeting together soon.

**County Attorney User Group Provided by MnCCC**

The User Group met on June 4. Approved new fees and contract with STI. New officers are as follows: Chair: Cheryl Brame (Clay); Vice-Chair: Nicole Horsman (Goodhue); Recording Officer: Katie Black (Otter Tail); Finance Officer: Sue Ulschmid (Otter Tail); Southern Representative: Liz Breza (Goodhue); and At-Large 1 Rep: Mike Hayek (Scott).

**HR & Payroll User Group Provided by Candace Pesch**

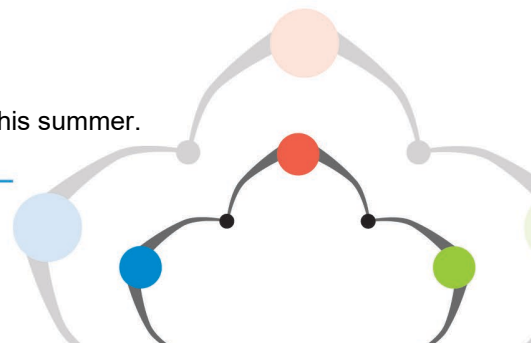
The User Group met on June 4. Approved 2026 fees. The RFP continues to move forward, the committee will meet again on June 13, and plan to have a selection by the end of the month. Candace Pesch (Mower) will be Vice-Chair and Lisa Neutgens (Renville) will be Recording Officer.

**CHS User Group Provided by Al Paulson**

The User Group will have their annual meeting on June 23.

**Law Enforcement User Group Provided by Al Paulson**

The group has not met, but Lisa communicated with CIS, who would like to meet this summer.



### **Corrections User Group** *Provided by Kathy Jenson*

- STI Update
  - May coffee break – Demo of Intervention model.
  - v4.4 must be install by June 30, 2025, as of today 75% of the agencies are installed with outreach to the remaining 25%.
  - DPS DWI Data update – The utility has been set up for the DOC to test.
  - County data migration continues.
  - No update from DOC in regards to the Data Repository project.
  - Identified two (2) technical updates need in 2025 – 1) Microsoft Office365 emails will in September change the credentials needed to login. 2) Cellphone carriers are discontinuing the email to text option. STI will discuss the Twilio project with the Enhancement committee again.
  - Due to funding at the DOC the Recidivism and JRI Case Plan projects will be put on hold.
- Committee Reports
  - Enhancements – No update.
  - Standards – No chair elected so far. Committee needs to determine how to move forward.
  - Facility Admissions – Will meet next week to review and approve the 2026 fee schedule with User Group.
  - CSTS Data –May meeting was cancelled, meets next on June 4, 2025.
- Other Business
  - Leech Lake Band of Ojibwa Probation – Tribe is forming services and has reached out to STI in regards to joining this User Group. Carl will work with them to get setup then get formal approval from this committee.
  - MCA Award Submission – MnCCC has nominated CSTS for this award and is looking for volunteers to help with the application submission. Carl has agreed to help complete this.
  - Annual Conference – Scheduled for June 18, 2025. Carl has completed the draft agenda and had a few clarifications from the committee.
- Next Meeting: Annual User Group Conference June 18, 2025.

### **Child and Teen Checkups User Group** *Provided by Kathy Jenson*

The User Group has not met.

### **Issues for Membership Meeting**

- Candidates were discussed. Kathy Jenson expressed interest in running for Treasurer again. Dylan Edwards and Annalee Jones both expressed interest in running for At-Large Representative.
- Review of reports for Membership Meeting – Discussed who will report for User Groups.

### **Other Business**

- July Board meeting will be moved from July 10 to July 18.
- MnCCC Board Liaisons will be assigned next time.
- New Officer and Liaison Orientation on August 14.

**Meeting adjourned by Jody Moran at 3:17 pm.**

**Next meeting: Friday, July 18, 2025, at 9:00 am – Hybrid (MnCCC & Zoom)**

*Minutes respectfully submitted by Emily Wick, MnCCC Marketing & Membership Specialist*

