

## MnCCC Membership Meeting Minutes

Wednesday, June 4, 2025

4:15-5:00 p.m.

In Person at Arrowwood (Lake Minnewaska/Osakis)

### **Attendees**

Dana Anderson, Scott County  
Jamie Bachtle, Freeborn County  
Amanda Beyer-Schulte, MnCCC  
Lynn Boraas, Carver County  
Cheryl Brame, Clay County  
Lee Brekke, Becker County  
Michele Burg, Washington County  
Brenda Chmielewski, McLeod County  
Vicki Doehling, Douglas County  
Jon Eckel, Chisago County  
Dylan Edwards, Stearns County  
Lucas Fornshell, Pennington County  
Mike Fox, MnCCC  
Stacy Grover, Polk County  
Kristi Haan, Washington County  
Kelly Hendrickson, Freeborn County  
Jennifer Herzberg, Pennington County  
Joe Heying, Morrison County  
Tobey Hicks, Dodge County  
Kathy Howard, Roseau County  
Shana Jackson, Nicollet County  
Cindy Jensen, Mower County

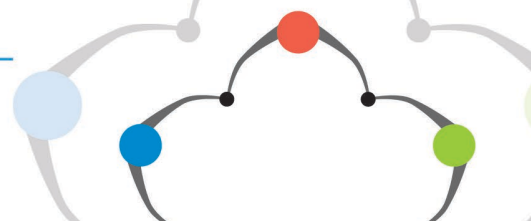
Kathy Jenson, Roseau County  
Kyle Jerviss, Wabasha County  
Annalee Jones, Polk County  
Bridgitte Konrad, Chisago County  
Angie Larson, Isanti County  
Adam Larson, Washington County  
Lisa Meredith, MnCCC  
Daryl Moeller, Chisago County  
Jill Murray, Clay County  
T. Pat Paquin, Freeborn County  
Allen Paulson, Clearwater County  
Candace Pesch, Mower County  
Natalie Schiferl, Morrison County  
Sue Schulz, McLeod County  
Jennifer Sutherland, Itasca County  
Kyle Thibert, Red Lake County  
Sandy Tomschin, Freeborn County  
Matt Troska, McLeod County  
Jody Wagner, Rice County  
Waylon Welvaert, MNPrairie County Alliance  
Emily Wick, MnCCC

**Call to Order** Jody Moran called the meeting to order at 4:15 pm. Current and new Board Members were introduced: Past-Chair: Kathy Jenson, Roseau County; Chair: Jody Moran, Washington County; Vice-Chair: Jody Wagner, Rice County; Treasurer: T. Pat Paquin, Freeborn County; Region 1 Representative: Al Paulson, Clearwater County; Region 2 Representative: Bridgitte Konrad, Chisago County; Region 3 Representative: Candace Pesch, Mower County; Region 4 Representative: Lynn Boraas, Carver County; Technical Representative: Jon Eckel, Chisago County.

**Approval of the Proposed Agenda** A motion to approve the agenda was made by T. Pat Paquin (Freeborn), seconded by Tobey Hicks (Dodge). Motion passed unanimously.

**Approval of Minutes** A motion to approve the minutes from the last Membership Meeting on June 5, 2024, was made by Al Paulson (Clearwater), seconded by Dylan Edwards (Stearns). Motion passed unanimously.

**Financial Report** Mike Fox (MnCCC CFO) and T. Pat Paquin (MnCCC Treasurer) presented the MnCCC financial report, 2024 auditor's report, and the proposed 2026 budget. According to our Bylaws, the 2025 MnCCC administrative budget is presented for approval by the membership. T. Pat reiterated that MnCCC is doing its due diligence and that the organization remains under budget. Mike shared that Adobe and LinkedIn Learning continue to bring revenue to MnCCC. The Annual Conference is typically a breakeven event. An increased fund balance is expected in 2026. The MnCCC Board is suggesting the dues cap stay at \$17,500 for 2026, and Membership Dues will remain at \$2,500 for 2026. A motion to approve the proposed 2026 budget was made by T. Pat Paquin (Freeborn), seconded by Sue Schulz (McLeod). Motion passed unanimously.



**2024 Audit** Carpenter Evert is our auditor again this year. They've been with us for several years and know our organization well. We received an "unqualified opinion" this year, meaning that, in all aspects, the financial statements fairly represent the financial position of the organization. The positive balance indicates relative financial stability of the organization. Questions about the audit can be sent to [mike@mnccc.gov](mailto:mike@mnccc.gov).

**User Group Reports** Either the User Group Chair or MnCCC Board Liaison gave a report for their respective User Group.

**Aumentum Tax: Presented by Annalee Jones (Polk), User Group Chair**

- The Aumentum Technologies Tax User Group (TUG) meets the first Thursday of every month, either by attending in-person or Zoom.
- Tax User Group (TUG) meetings include updates from MN DOR, Aumentum Technologies, the Legislative, Training, and Testing, Documentation, Standards, & Reports Committees, and the ISSG and MnCCC Liaisons.
- All members of the User Group are encouraged to attend the meetings and become actively involved.
- The Training Committee helped coordinate several sessions for the 2024 and 2025 Annual Conferences. Various training sessions are held after the monthly TUG meetings.
- The Testing, Documentation, Standards and Reports Committee meets regularly to discuss monthly patch releases.
- Weekly touchpoints calls with Aumentum Technologies support, product, and engineering staff continue to prioritize critical cases and review the status of open cases and is an open problem solving forum.
- Nine members of the User Group attended the Amplify Conference in San Antonio, Texas in September 2024. They met with Aumentum Technologies Upper Management to discuss the past year, along with discussing the upgrade to Platform, which included the contract, timelines, and support.
- Four counties (Clay, Clearwater, Rice, and Roseau) signed contracts with Aumentum Technologies for Hosting and Managed Services, these contracts are amendments to the master contract.
- Annalee extended her thanks to the Committees and User Group officers for their dedication and hard work.

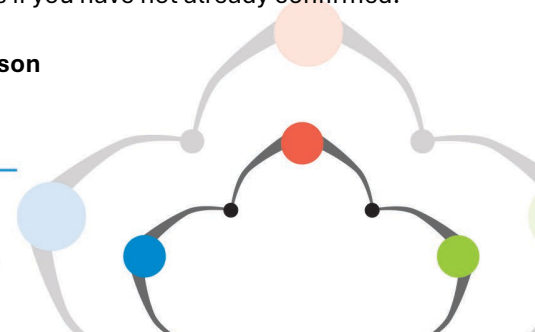
**Avenu Tax: Presented by Kelly Hendrickson (Freeborn), User Group Chair**

- The User Group held a few meetings in 2024 and dissolved their Advisory Committee to encourage more participation in their monthly meetings.
- The current focus for the group is maintaining participation for remaining Avenu Tax users. The current contract ends in 2026, with an optional extension in 2027.
- MnCCC is working to ensure users planning to stay through 2027 will continue receiving support from Avenu. Please contact [emily@mnccc.gov](mailto:emily@mnccc.gov) regarding your county's status if you have not already confirmed.
- Kelly extended her thanks to the MnCCC Staff for their hard work and dedication to their User Groups and to the conference and organization.

**CAMA: Presented by Elisha Long (Isanti), User Group Chair**

- The User Group held a few meetings in 2024 and dissolved their Advisory Committee to encourage more participation in their quarterly meetings.
- The current focus for the group is maintaining participation for remaining Avenu CAMA users. The current contract ends in 2026, with an optional extension in 2027.
- MnCCC is working to ensure users planning to stay through 2027 will continue receiving support from Avenu. Please contact [emily@mnccc.gov](mailto:emily@mnccc.gov) regarding your county's status if you have not already confirmed.

**Child & Teen Checkups: Presented by Kathy Jenson (Roseau), Board Liaison**



After being on hold for almost 3 years, we're excited to announce that C&TC is getting back on its feet! Our Child & Teen Checkups User Group (C&TC) will improve documentation workflow and reporting, capitalize on advancements in technology, and help reduce manual work required to maintain data integrity and reports required by the state. This group will also determine and approve development, changes, modifications, or enhancements to the Child & Teen Checkups outreach documentation system.

#### **Corrections: Presented by Kathy Jenson (Roseau), Board Liaison**

Since last year, the CSTS Executive Committee has overseen several exciting projects, including the transition of the State of MN to a web-based platform for CSTS by June 2025.

Workgroup Updates:

- **CSTS Enhancements:** Approved design documents for the Recidivism Report, SMS Gateway, and DWI Data Utility. Reviewed 89 enhancements for upcoming releases and identified members for the Case Plan Phase 3 design committee.
- **CSTS Standards:** Formed a sub-group to collaborate with the Data Workgroup on legislative deliverables.
- **CSTS Training:** Created a CSTS Training Committee to address statewide training needs, with STI meeting current needs through monthly CSTS Coffee Breaks and enhanced help features in the CSTS Web Edition.
- **CSTS Data:** Defined and finalized data deliverables, recommended approval of the DWI Data Utility, and approved grants and work orders for recidivism and Case Plan Phase 3 projects.
- **CSTS Facility Admissions:** Approved changes to the FA admission screening tool, proposed changes for displaying Preferred Name, assessed new Safety Based Separation requirements, and reviewed enhancements to the Well-Being Check Portal.

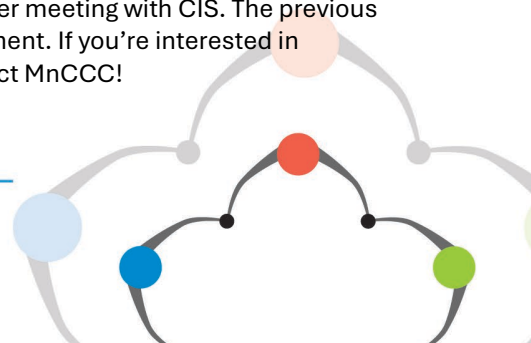
#### **CHS: Presented by Al Paulson (Clearwater), Board Liaison**

The CHS User Group met six times in 2024, receiving key updates from Avenu and various committees. The group continues to evolve and PH-Doc remains a robust program aiding quality patient care.

- **Finance Committee:** Started the year with well-funded maintenance and HIE funds. A special meeting in January 2025 decided to continue funding the HIE account. Carol Becker was elected Chair in early 2025.
- **PH-Doc Roadmap Committee:** Met infrequently in 2024 but is working on a strategic initiatives coordinator proposal set to go live in 2025.
- **CHS Enhancement Committee:** Reviewed 55 enhancements in 2024 to improve PH-Doc's user-friendliness.
- **Training Committee:** Met monthly in 2024, offering various training sessions in collaboration with Avenu.
- **Quality Assurance Workgroup:** Reviewed system integrity, coordinated inter-agency consistency, and absorbed the Title V Charting Standardization Workgroup's work.
- **MECSH Workgroup:** Focused on supporting economically disadvantaged mothers and families, concluded meetings in June 2024, and remains in ad hoc status.
- **Title V Charting Standardization Workgroup:** Evaluated agencies' practices and was absorbed by the QA Workgroup after a few meetings.

#### **Law Enforcement: Presented by Al Paulson (Clearwater), Board Liaison**

The MnCCC Law Enforcement User Group is working on scheduling a summer meeting with CIS. The previous Chair of the User Group has stepped down and we are looking for a replacement. If you're interested in participating in the group and/or holding a leadership position, please contact MnCCC!



**County Attorney: Presented by Natalie Schiferl (Morrison), User Group Chair**

The County Attorney User Group (CAUG) is in the final year of a 3-year contract with Strategic Technologies Inc. (STI) and we are working on renewing it for another three years. Our User Group owns MCAPS, a county attorney case management software program. Here are the updates from the past year:

- We have transitioned from the desktop version to the web version.
- We now have a hosted solution for MCAPS, with two sites live as of March.
- STI is collaborating with counties and the Development Committee to enhance MCAPS. We will soon release a feature to import documents directly from court files into our digital case file, aiming to be released before the Annual Conference.
- New counties have adopted our e-discovery and e-filing tools.
- We are adding unique features like checking Minnesota Court History and Warrant History.
- We are rebranding MCAPS and looking to expand to new users.
- A new county attorney's office has joined our User Group, and we aim to expand our base further.

We encourage everyone to get involved in our User Group by joining one of our Committees: Executive, Development, Standards, Training, or Membership and Marketing. Your participation is vital to our success. Please consider joining us!

**Finance and General Government: Presented by Waylon Welvaert (MNPrairie County Alliance), User Group Chair**

F&GG has been meeting for the most part every other month this past year. F&GG user group is made up of 47 counties and 18 cities. That provides direction to the MnCCC Board regarding vendor selection and vendor contracts and works together to determine and approve changes, modifications, or enhancements to existing software applications. Some highlights from this past year are as follows:

- Finalized contract with ClearGov, which is a budgeting software management system.
- Entered into a contract with STI to help update the Treasurer's Financial program.
- In discussions with Secure Check for check writing software.
- Continue to look for opportunities where FGG could help the user group in collaborative contracting.
- Reviewing products that are currently only on AS400 and looking for SQL options for those products.
- Officer roles up for election in 2025: Vice-Chair, Southern Delegate, At-Large II Alternate. Please consider running for, or nominating someone to fill these roles.

There have also been some challenges. F&GG has a lot of possibilities, however, there needs to be more engagement by the User Group. If you are looking to get involved, please feel free to contact Waylon Welvaert or reach out to Lisa Meredith indicating your interest.

**HR & Payroll User Group: Presented by Jamie Bachtle (Freeborn), User Group Vice-Chair**

- In the past year, the HR & Payroll User Group has met monthly. It's amazing how connecting with others can open doors to new resources and insights. Thank you MnCCC for facilitating this space!
- The group formed a dedicated contract committee to navigate and finalize a three-year contract with UKG, while incorporating annual renewal options. The contract was approved and passed at our monthly meeting in February.
- The group is currently finishing up the RFP contract to start the process for a UKG Certified Vendor to aid in facilitating implementations of new Counties and modules. Once assigned, the third-party vendor will assist with necessary service requests and technical support. This will also phase out our Project Manager position. It's evident that Jan Fransen has played a vital role in



supporting the group and bridging communication with UKG over the past two years. Her dedication and efforts have made a lasting impact. Thank you, Jan!

- The group is also excited and hopeful to host a second All Minnesota UKG User Group meeting. This had great attendance last summer and offered numerous networking and training opportunities.

#### **Human Services User Group: Presented by Jody Wagner (Rice), Board Liaison**

The Human Services User Group exists to collectively provide a shared space to innovate, explore, develop, enhance, and maintain technical systems focused on supporting human services programs. The User Group met multiple times in 2024 and had a few special meetings to focus on various state initiatives that impact counties, such as the MN Disabilities Hub.

- **Eccovia Resident Engagement software:** After an RFP, we selected Eccovia in June of 2024. We continue working through the contract requirements to obtain MnCCC board approval. Essentially this is a customer relationship management software that brings desperate state data and county data into one system and includes scheduling, client portal, and address standardization for all systems.
- **Clarity Solutions Group:** Our contract with Clarity Solutions Group to manage a user group and write BlueZone scripts is very successful. The workgroup has grown, and the ideas submitted will help all counties improve efficiencies!
- **Data Depot:** This is a new project in the last couple of months. We are using our contract with Clarity Solutions Group and their partnership with Superior Consulting Services to create a shared SQL-based data warehouse model that allows counties to automatically ingest, cleanse and integrate state data into local systems, ensuring a consistent data structure and improved reporting capabilities.

#### **IFS: Presented by T. Pat Paquin (Freeborn), Board Liaison**

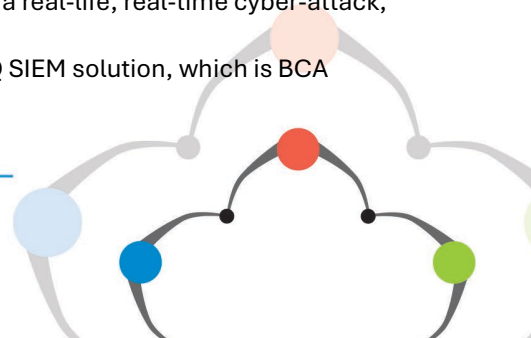
In 2024, the IFS User Group and IFS Advisory Committee completed framework upgrades to Version 6.1, elected new officers for 2025, offered year-end training, added new security features to IFS Golden, and collaborated with TriMin on a new user portal.

- **Roadmap Committee:** Moved to ad-hoc status after completing primary goals in early 2024.
- **GASB Committee:** Created an ad-hoc sub-committee to evaluate GASB updates, set to meet again in 2025.
- **Best Practices and Enhancement Committee:** Continues to meet regularly, evaluating best practices and enhancement requests, with many enhancements completed in early 2025.
- **Training Committee:** Began meeting regularly in 2024, initiated a quarterly newsletter, and hosted record numbers for year-end training in 2023 and 2024. Amy Lombardo will be stepping down as chair and is seeking a replacement.
- T. Pat extended his thanks to MnCCC staff for their hard work and dedication.

#### **ISSG: Presented by Jon Eckel (Chisago), Board Liaison**

The Information Services Support Group continues to meet monthly, focusing on cross-county collaboration, membership training, and discussing hot, IT related topics. We have had a few highlights for the past year including:

- A trip to Rochester's IBM facility to tour and learn more about quantum computing and AI security.
- A cybersecurity workshop presented by FRSecure to go through a real-life, real-time cyber-attack, which was very well attended.
- Multiple demos were held to showcase the Elastic/CyberforceQ SIEM solution, which is BCA vetted.



- Microsoft joined us to discuss and explain the layers of Microsoft licensing and their product offering for government.
- April's special topic workshop focused on Microsoft Copilot, presented by SHI.
- The Digital Accessibility Committee was formed under ISSG.

The ISSG welcomes new members and encourages participating county members to get involved as we are always looking for new training ideas to provide to our membership.

#### **PIUG: Presented by Jon Eckel (Chisago), Board Liaison**

The Property Information User Group (PIUG) has been actively working on defining the group's direction for the future. One of the key initiatives currently under discussion is the development of a tool to aid in tracking property splits and sending notifications when departmental approvals are required. This effort aims to streamline the property split process that exists in every county.

We've also been collaborating with Pro-West & Associates, Inc. to offer various training opportunities—so keep an eye out for upcoming sessions made available through PIUG.

PIUG is currently supported by two experienced vendors with a strong track record of delivering innovative solutions in the land records field: EagleView and Pro-West & Associates, Inc. Members have access to standard contracts and discounted pricing with these companies.

To join the group, RSVP, or update your membership options, simply add PIUG to your calendar and adjust your group settings accordingly.

#### **Tax Court: Presented by Elisha Long (Isanti), User Group Chair**

The Tax Court User Group has not had much activity this year. Scomar sent a list of all users and users that logged on in 2024. There are 37 active user counties and 7 have logged in this year. Users are encouraged to log in to their system and make sure TaxLink staff are updated.

A few things have come to the group since their last formal meeting:

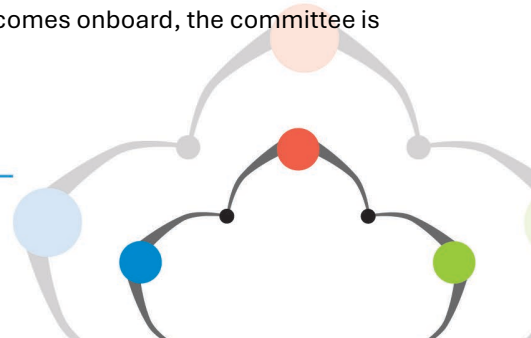
- An enhancement to remove inactive users from TaxLink, even if they are tied to a case, was added to the enhancement list and the estimated cost is \$400. Jake Pidde, the chair of the enhancement committee, will get approval to move it forward.
- Some counties have cases that have not been closed, and this can be done in a “mass update”. Any such updates can currently be done with the Import function. When cases are closed, usually the new values for each property would need to be updated. Then, after all the PIDS have a disposition, they can be closed. The current Import spreadsheet can handle all that.

The group is planning to coordinate a meeting to get their users back together. An update will be coming from the Executive Officers in the coming weeks!

#### **Tyler User Group: Presented by Sue Schulz (McLeod), User Group Chair**

The Tyler User Group meets monthly – either in person or Zoom. Discussions include status updates as counties are implemented, process schedules, enhancement requests, and general discussion on the software. The group is continuing to work on training and education to all the counties that have been implemented and are in the process of being implemented. As each county comes onboard, the committee is getting stronger and is able to be a good resource for education and training.

#### **MnCCC Update: Presented by Emily Wick, MnCCC**

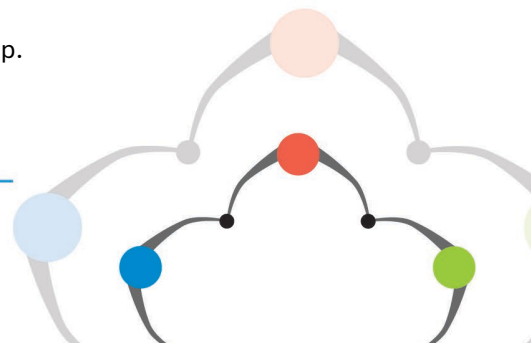


- **Membership Increases:** RSVP accounts increased by 17% in 2024. MnCCC is on track to exceed this in 2025. Individual User Group membership continues to increase as well.
- **RSVP Vendor:** MnCCC conducted an RFP for a new RSVP vendor. Logisolve began work in January 2025. They have been primarily working on administrative enhancements, which improve the user experience. A quarterly release schedule will begin after the conference.
- **Conferences:** MnCCC Staff attended MACO, MACATFO, NACo, MAAO, GovIT Symposium, AMC, and MCAA in 2024.
- **Blogcast:** MnCCC launched the MnCCC Blogcast, which is a podcast periodically uploaded to MnCCC Connects. These sessions include interviews from industry leaders and other notable figures.
- **Celebrating Women in Government:** Celebrating Women in Government continues to be a smash hit. We reached record attendance numbers at our third annual event in March. Save the date for March 6, 2026!
- **LinkedIn Learning & Adobe:** LinkedIn Learning and Adobe licenses continue to be popular among MnCCC members. The contract renewals for both options will come up later this year. LinkedIn Learning licenses earn your organization training credits! Contact [amanda@mnccc.gov](mailto:amanda@mnccc.gov) to get involved.
- **Training & Events:** MnCCC hosted 27 training sessions and special events in 2024. From M365 to legal description to the Halloween cybersecurity workshop, we've got lots of opportunities to learn and network!
- **Staff Updates:** MnCCC Staff have attended various training sessions to improve their personal and professional lives. Retention remains strong, ranging from 6 to 23 years with MnCCC. Mike is preparing for retirement in 2026, and we will be seeking a new CFO later this year.
- **Strategic Planning & Customer Experience:**
  - MnCCC develops strategic plans on an annual basis. They have been reviewed and updated by the Board annually. From Organizational Development to Value-Added Technology, MnCCC continues to improve processes to better serve members. This year, MnCCC and the Board are working with David Unmacht to increase the organization's alignment with its mission and vision and to work to improve members' experience with MnCCC.
  - Staff conducted a customer experience activity with the Board in 2024, and found that MnCCC excels in listening to members' needs, providing expert guidance, and ensuring accessibility. 2025's goals include continuing to streamline processes, enhancing communication, and expanding resources as a commitment to better serve you.

## Elections

- **Treasurer (4-year term)** A nomination for Kathy Jenson (Roseau) to serve as Treasurer on the MnCCC Board was made by T. Pat Paquin (Freeborn), seconded by Annalee Jones (Polk). After no other nominations were presented, Jon Eckel (Chisago) moved to cease nominations and cast a unanimous ballot for Kathy Jenson. T. Pat Paquin (Freeborn) seconded the motion. Motion passed unanimously. Kathy will serve a 4-year term on the MnCCC Board, beginning in July.
- **At-Large Representative (2-year term)** A nomination for Annalee Jones (Polk) to serve as At-Large Representative on the MnCCC Board was made by Stacy Grover (Polk), seconded by Al Paulson (Clearwater). A nomination for Dylan Edwards (Stearns) to serve as At-Large Representative on the MnCCC Board was made by T. Pat Paquin (Freeborn), seconded by Candace Pesch (Mower). With no other nominations, votes were cast by county. Annalee won with 19 votes; Dylan had 15. Annalee will serve a 2-year term on the MnCCC Board, beginning in July.

**Other Business and Member Concerns** Nothing was brought before the Membership.



**Closing Remarks – Jody Moran** Jody gave her thanks to everyone for their assistance and dedication to MnCCC during Jody’s time on the Board.

**Rotation of Officers** Jody Moran will move to Past-Chair, Jody Wagner will serve as Chair, T. Pat Paquin will serve as Vice-Chair, Kathy Jenson will serve as Treasurer.

**Adjourn** Jody Moran adjourned the meeting at 5:05 pm.

