



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES

March 9, 2021

A. REGULAR SESSION

The March 9, 2021 Linn Benton Lincoln Board of Directors regular Board meeting was held remotely with Chairperson Dunsdon calling the meeting to order at 5:36 PM. Introductions were made and Chairperson Dunsdon led the Pledge of Allegiance.

Present:

Board Members: David Dunsdon, Heather Search, Terry Deacon, Roger Irvin and David Dowrie. Staff: Tonja Everest, Superintendent; Jason Hay, Assistant Superintendent; Jackie Olsen, Chief Financial Officer; Francisco Zavala, Chief Information & Technology Officer and Karen Chandler, Board Secretary. Board member Miriam Cummins joined the meeting at 6:00 PM and Frank Bricker joined the meeting at 6:21PM.

Guests:

Devon Burlison, Web Designer/Developer, Information Systems and David McKay, owner, HMK Company.

Absent:

Heather Search

EXECUTIVE SESSION

Chairperson Dunsdon recessed regular session and the Board entered into Executive Session at 5:37 PM. Executive session closed at 5:49 PM.

B. REGULAR SESSION

Regular session resumed at 6:00 PM.

Chairperson Dunsdon asked if there were any public comments and there were none. He noted a change to the agenda in section E. Reports. Items 7 and 8 were moved to the top of section.

C. CLERK'S ITEMS OF BUSINESS

1. Consent Agenda

Chairperson Dunsdon asked if Board Members if there were any items to be removed from the Consent Agenda.

- a. Approval of Regular Board Meeting Minutes from February 9, 2021
- b. Approval Personnel Report
- c. Approval of Claims Paid for February, 2021
- d. Approval of Renewal/Extension of Contract for Probationary Administrators-Teacher Standards and Practices Commission (TSPC) and non-TSPC



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David Dowrie moved to approve the Consent Agenda and Terry Deacon seconded the motion. The motion passed unanimously.

D. BOARD

- 1. 2021-2022 OAESD Chair-Elect Vote *David Dowrie moved to nominate Linda Brown for the Chair-Elect of the Oregon Association of Education Service Districts (OAESD). Roger Irvin seconded and the motion passed unanimously.*
- 2. Superintendent Evaluation *David Dowrie moved to accept the Superintendent Evaluation as presented. Roger Irvin seconded and the motion passed unanimously.*
- 3. Licensed employee leave of absence request *Terry Deacon moved to approve the leave of absence request for Gretchen Thielman. David Dowrie seconded and the motion passed unanimously.*

E. REPORTS

- 1. Strategic Plan Tasks and Activities Superintendent Everest reviewed the 2020-2021 Strategic Plan Tasks for February.
- 2. Superintendent’s Report –
 - a. Classified Council Superintendent Everest provided the agenda from the February 12, 2021 Classified Council meeting.
 - b. Labor Management Team An update on Labor Management Team meetings was provided by Superintendent Everest.
 - c. Leadership Council Superintendent Everest provided a summary of the February Leadership Council meetings.
 - d. Valley Coast Superintendents Association (VCSA) Superintendent Everest provided the agenda from the February VCSA Meetings and shared highlights of work the group has been undertaking.
 - e. Component District opening plans update Superintendent Everest reported on component districts re-opening plans.



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3. Program Report: Network and Information Systems

Francisco Zavala, Chief Information & Technology Officer provided presentation which outlined how Network and Information Systems are working with their partners on state, county and district initiatives in an in an effort to improve broadband for students, teachers and families. Key areas of focus are: Rural Broadband Initiative, which is focused in improving broadband access in rural areas; Star Link, which is a high-speed satellite broadband internet which is being monitored for efficiency to districts; Cisco Fluid Mesh, which is a wireless IP backbone system delivering fiber-like performance via unlicensed wireless spectrum which can extend a district's network beyond their campus. LBL ESD is a test case for the state and is looking into feasibility for our districts. The final highlighted area of focus is Eduroam, which is a federated identification offering universal log in at all participating agencies. LBL ESD and Corvallis School District are test cases for the State.

4. Program Report: Mobile App

Devon Burlison, Web Designer/Developer shared a presentation of the newly developed LBL ESD Mobile App. The purpose is to unify communications by making them accessible via an app on mobile phones and pads. Features include: instant push notifications, specified program alerts, reference of past notifications and links to other services.

5. Capital Improvement Project
 - a. Capital Improvement Superintendent Work Group

Jason Hay, Assistant Superintendent opened a discussion regarding the convening of a Capital Improvement Superintendent Work Group between representatives of the Board, staff, project management staff, and Cabinet. The group will be tasked with creating clarity for communication and to build understanding for staff. Mr. Hay will facilitate the meetings or the work group. Board Chair Dunsdon appointed Board Directors Frank Bricker, David Dowrie and Roger Irvin to serve the work group.

 - b. Approve selection of Architectural Design Services

David McKay, owner of HMK Company, presented the contract from GLAS Architects, LLC Design and services and responded to questions from the Board.



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David Dowrie moved to approve the selection of GLAS Architects, LLC Design and Services Contract. Frank Bricker seconded and the motion passed unanimously.

6. Business Office Matters
 - a. February 2021 Financial Statement
Chief Financial Officer (CFO) Jackie Olsen presented the February 2021 financial statements.
 - b. Insurance Risk Assessment
CFO Olsen provided an assessment prepared by Brown & Brown Northwest Insurance, which detailed a review of coverage for the agency. The current property/liability carrier, PACE, provided the most competitive quote for the fiscal year and continues to offer a 5% discount on general liability premiums if SB155 requirements are maintained. Ms. Olsen informed the Board that the agency continues to work towards monitoring and minimizing risk exposures.
 - c. Tier 2 Pricing
Updated Tier 2 pricing was presented to the Board for review.
 - d. Capital Improvement Financing Update
CFO Olsen provided an update on the planning for the Capital Improvement financing and provided a preliminary schedule of events. She informed the Board that this report section will be ongoing for future Board meetings for the duration of the project.
7. Long Term Care and Treatment and Early Intervention/Early Childhood Special Education (LTCT/EI/ECSE) calendars
Chief Human Resource Officer Kate Marrone presented the Long Term Care and Treatment and Early Intervention/Early Childhood Special Education (LTCT/EI/ECSE) calendars and took questions from the Board.
David Dowrie moved and Roger Irvin seconded the motion to approve Long Term Care and Treatment an Early Intervention/Early Childhood Special Education Calendars for 2021-2022 and Early Intervention/Early Childhood Special Education Calendar for 2022-2023. The motion passed unanimously.
8. Oregon Association of Educational Service Districts (OAESD) Legislative
Board Director David Dowrie provided an update on the scope of work by the OAESD Legislative Committee.



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Committee Update

F. FOR INFORMATION ONLY

- 1. Appreciations A copy of the February Appreciation list was provided to the Board.
- 2. Corvallis Urban Renewal The Board received a copy of the Corvallis Urban Renewal plan.
- 3. Lebanon Urban Renewal A copy of the Lebanon Urban Renewal plan was provided to the Board.
- 4. February 9, 2021 Financial Planning Workgroup Minutes The February 9, 2021 Financial Planning Workgroup minutes were provided to the Board.
- 5. Oregon Association of Education Service Districts (OAESD) Legislative Priorities A list detailing OAESD Legislative Priorities was provided to the Board for review.

G. EXECUTIVE SESSION The Board completed Executive Session Business at the beginning of the regular Board meeting.

H. IMPORTANT DATES Upcoming pertinent dates were shared with the Board.

I. FUTURE AGENDA ITEMS Board Chair Dunsdon suggested Economy of Scale as a future topic.

J. FUTURE WORK SESSION TOPICS N/A

K. ADJOURNMENT Chairperson Dunsdon adjourned the meeting at 7:45 PM.

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David Dunsdon
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David Dunsdon, Board Chairperson

DocuSigned by:
Tonja Everest
72BB1359A84645C...
Tonja Everest, Superintendent

Recorded by Karen Chandler