

- RECOMMENDED MOTIONS -

**ILG BOARD MEETING
OF
DECEMBER 12, 2024**

- Minutes of August 29, 2024: Motion to approve the minutes of the august 29, 2024 ILG Board meeting.
- Financial Report: Motion to approve the financial report, including checks 4572 through 4574 and ACH payments made from August through October 2024, and the 2025 ILG Budget as presented by the Finance Committee.

Meeting Minutes
ILG Board of Directors
August 29, 2024
NDACo County Office Building

President Lee called the meeting to order at 8:32 AM. After the pledge of allegiance, the President asked Genny to take roll call. A quorum was declared.

Members Present:	Steve Lee	Jayme Tenneson
Trudy Ruland	Nick Moser	Steve Forde
Becky Hagel	Joan Hollekim	Shirley Murray
Wanda Knutson	Kelly Palm	Erica Johnsrud
Dana Larsen	Kim Jacobson	Lori Hanson
Robert Wilson	Perry Turner	

Members Absent:	Chad Kaiser	Tony Grindberg
Scott Ouradnik	Beau Anderson	Jamee Folk

Also Present:

- Aaron Birst, NDACo Executive Director
- Genny Dienstmann, NDACo Staff
- Michelle Tabbert, NDACo Staff
- Jeff Eslinger, NDACo Staff
- Donnell Preskey, NDACo Staff
- Josh Frey, McHenry/Towner County State's Attorney
- Aaron Mork, Nelson County Commissioner

Tenneson was asked to introduce the two Board guests: Josh Frey, McHenry/Towner County State's Attorney, who will be the State's Attorneys' new representative on the Board when he moves into the Past Presidency, and Aaron Mork, Nelson County Commissioner, who is interested in serving as the Region 4 representative since Steve Forde is not running for reelection. Both were welcomed to the Board.

President Lee called for review of the proposed agenda. Hanson moved to approve the agenda as printed. The motion was seconded and passed on a voice vote.

The President then asked for a review of the minutes of the December 14, 2023, meeting. Moser moved to approve the minutes as printed and distributed. The motion was seconded and passed on a voice vote.

Lee asked Genny to present the Financial Report. Genny explained the current ILG financials and the list of payments written since the last meeting. She noted the balance sheet and schedule of revenues and expenditures, and then highlighted the list of payments. It was moved by Tenneson to accept the Financial Report, including ILG Fund checks 4566 through 4571 and ACH payments made from November 2023 through July 2024. The motion was seconded and passed on a voice vote. There was discussion regarding the balance of the ILG Scholarship Fund and if the Board needs to consider changing amounts or number of scholarships in the future. It was determined

the fund is still in a position to award six scholarships and the board will continue to monitor the fund.

Jeff was asked to present the Scholarship Fund Report. He shared the names of the 2024 Scholarship winners and shared the current balance in the fund.

The President then explained the election cycle for ILG Officers was changed several years ago to better coincide with the changing of NDACo officers, and this meeting of the ILG Board includes the election of officers. It was moved by Larsen to nominate Jayme Tenneson as President, Trudy Ruland as Vice President, and Aaron Birst as Secretary/Treasurer and that nominations cease, and the secretary cast a unanimous ballot for the proposed slate to be effective on October 22, 2024. The motion was seconded and passed on a voice vote.

There being no further business, the meeting was declared adjourned at 8:47 AM.

Approved by Board Resolution: _____
Aaron Birst, Secretary

Date: _____

**Institute of Local Government
 Combined Statement of Revenues and Expenditures
 For Period Ending October 31, 2024**

Institute of Local Government			
	2024 Actual Year-to-Date	2024 Budget	% of Budget
REVENUES			
Scholarship Program Revenue	8,440.91	9,000.00	93.8%
Interest Income	404.90	0.00	0.0%
TOTAL REVENUES	8,845.81	9,000.00	98.3%
EXPENDITURES			
Scholarship Program Expense	12,420.20	12,500.00	99.4%
TOTAL EXPENDITURES	12,420.20	12,500.00	99.4%
EXCESS REV OVER EXPEND.	(3,574.39)	(3,500.00)	

See
Notes:

1)

2)

2)

Suggested Motion: Motion to accept financial reports

**Institute of Local Government
Balance Sheet
As of October 31, 2024**

Assets	<u>Amount</u>	<u>See Notes:</u>
Current Assets		
Cash	5,405.05	3)
Certificates of Deposit (Operating & Scholarship Fund)	40,486.30	4)
Accounts Receivable	0.00	
Prepaid Expenses	0.00	
NDACo Scholarship Fund	17,890.32	5)
Total Current Assets	63,781.67	
Noncurrent Assets		
Total Noncurrent Assets	0.00	
TOTAL ASSETS	63,781.67	
Liabilities & Fund Balances		
Current Liabilities		
Accounts Payable	0.00	
Total Current Liabilities	0.00	
TOTAL LIABILITIES	0.00	
Fund Balances		
Undesignated	23,979.44	
NDACo Scholarship Fund	43,376.62	5)
Excess Rev Over Expenditures	(3,574.39)	
TOTAL FUND BALANCES	63,781.67	
TOTAL LIABILITIES & FUND BALANCES	63,781.67	

Suggested Motion: Motion to accept financial reports

Institute of Local Government

October 31, 2024



Notes to the Financial Statements:

- 1) We are through 10 out of 12 months; and revenues and expenses should be near 83% of budget to be on target. The only active program in ILG currently is the Scholarship Program.
- 2) The Scholarship Program Revenues to date are \$8,440. We expect the scholarship program will have approximately \$2,580 expenses greater than income for the year. Per board direction, we will be covering the shortfall with the Scholarship Fund Reserves.
- 3) Cash represents the amount of money in the Institute of Local Government general fund.
- 4) The General Operating and Scholarship Funds maximize interest income by carrying CD's. The general fund CD is \$15,000; and the Scholarship Fund has a CD in the amount of \$25,486 which matures in November of 2024.
- 5) The NDACo Scholarship Fund Savings Account holds enough funds to maintain cash flow. The 2024 scholarship payments were made in July. Overall, the Scholarship Fund balance is \$43,376.

**CHECK LISTING FOR ILG GENERAL FUND
AUGUST - OCTOBER 2024**

AUGUST			
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$10.00
4572	CITY OF BISMARCK	BILLING	\$25.00
OCTOBER			
4573	KIRKWOOD BANK AND TRUST	CONFERENCE CASHBOX	\$340.00
4574	KYLEE MATTISON	SCHOLARSHIP VOUCHER	\$375.20

Approved by motion of the Board of Directors.

Secretary: _____ Date: _____

**SUGGESTED MOTION: "MOTION TO APPROVE ILG FUND CHECK 4572-4574
AND ACH PAYMENTS DURING THIS TIME PERIOD."**

**INSTITUTE OF LOCAL GOVERNMENT
2025 PROPOSED BUDGET**

	2024 Budget	Est. 2024 Year-End	2025 Proposed
REVENUES			
Scholarship Program	9,000	9,820	9,500
Transfer of Reserves-Scholarship Program	3,500	2,580	3,000
TOTAL REVENUES	12,500	12,400	12,500
EXPENDITURES			
<i>ILG Program Expenses</i>			
Scholarship Program	12,500	12,400	12,500
TOTAL EXPENDITURES	12,500	12,400	12,500
EXCESS REV OVER EXPEND.	0	0	0

Suggested Motion: Motion to accept proposed 2025 ILG Budget

Institute of Local Government



Notes for the 2025 Budget:

2024 scholarship contributions were in line with budget; and we have budgeted the same for the 2025 revenues for the scholarship fund. We will be using \$2,580 from reserves to cover the expenses for 6 scholarships awarded in 2024. The year-end Scholarship Fund balance will be about \$44,600. The board will need to determine if the organization continues to award six scholarships or reduce the number of scholarships awarded based on funding levels.

**INSTITUTE OF LOCAL GOVERNMENT
SERVICE REPORT: Scholarship Fund
December 2024**

(Report submitted to the Board of Directors by Genny and Jeff.)

PROGRAM UPDATE:

The NDACo Scholarship Fund awarded six \$2,000 scholarships in 2024. The fundraising efforts at the annual conference along with scholarship donations raised \$8,210. Currently, the Scholarship Fund has a balance of approximately \$44,600 after scholarship expenses of \$12,400. Scholarship reserves of \$2,580 were transferred to cover scholarship costs in 2024.

The 2025 scholarship application has been updated and posted to the NDACo website and a notification has been sent to the ND University System about the scholarships.

North Dakota Association of Counties Board of Directors Meeting



Cell phones ringing? Get ready to donate \$5 to the Scholarship Fund.

- A G E N D A -

Thursday, December 12, 2024 – 8:45 A.M.
NDACo County Office Building – 1661 Capitol Way, Bismarck

8:45 AM	CALL TO ORDER	President Trudy Ruland
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Roll Call	Genny		
Approve Order of Agenda	Trudy		ACTION
Board Warm-Up Question <i>POSTED ~ Page 15</i>	Trudy		

CONSENT AGENDA	Trudy	ACTION
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Approve Minutes of August 29 & October 21, 2024 Board Meetings and
October 22, 2024 Delegate Council *POSTED ~ Page 16*

Administrative Services

Financial Services

NDACo General Fund List of Checks (#38438 – 38497) *POSTED ~ Page 27*
DJS Grant List of Checks (#7941 - 7958) *POSTED ~ Page 30*
Year-to-Date Financials *POSTED ~ Page 31*
State Investment Board *POSTED ~ Page 35*

Cooperative Services

County Financial Partnerships *POSTED ~ Page 37*

Next Generation 9-1-1

Tractor Lease Program

Member Association Management Agreements (MAMA)

NDACo Mailbag *POSTED ~ Page 40*

LEGISLATIVE SERVICES <i>POSTED ~ PAGE 67</i>	Aaron & Staff
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Legislative Leadership
Legislative Engagement
Governor’s Budget Highlights
Anticipated Major Legislative Issues

ADMINISTRATIVE SERVICES

Financial Services

Adoption of 2025 Budget *POSTED ~ Page 71*Chad/Aaron/Genny **ACTION**

BACKGROUND

Governance *POSTED ~ Page 76*

New Board Member Orientation Process Aaron

Review of Board Policies *Projector*..... Genny

Signing of Conflict of Interest Disclosure Statement *POSTED ~ Page 78*

2025 NDACo Committee Assignments *POSTED ~ Page 80* Trudy

2024 Individual Board Member Self-Evaluation Results *POSTED ~ Page 81*.. Nick

Board Governance Appraisal/New Board Member Appraisal *POSTED ~ Page 82*. Nick

(OVER)

2025 Strategic Visioning..... Aaron

MEMBER SERVICES

2024 Annual Conference Report *POSTED ~ Page 87*..... Jeff
Summary Evaluation Results..... Jeff
Conference Photos *Projector* Jeff
2025 Local Government Capitol Connection *POSTED ~ Page 89*..... Aaron
Member Outreach
Phone Calls / Welcome Emails *POSTED ~ Page 92*Aaron/Jeff
County Tours *POSTED ~ Page 93*Trudy/Aaron

COOPERATIVE SERVICES

County Financial Partnerships *Projector POSTED ~ Page 94*
Traffic Safety Resource Prosecutor (TSRP)..... Peter
Vision Zero Outreach Program (VZOP).....Ryan
County Employer Group (CEG) *POSTED ~ Page 96*..... Michael/Mike/Jennifer/Patrick
NACo/FSC *POSTED ~ Page 99*
Nationwide Retirement SolutionsAaron/Genny

OLD BUSINESS

National Participation ~ *Page 100*
NDCCA Appointment of NACo Board Representative..... Trudy
NACo Fall Board Meeting..... Robert
Western Interstate Region (WIR)..... Scott

NEW BUSINESS

2025 Board Meeting Dates ~ *Page 103*.....Trudy/Aaron
ND Department of Transportation (12:30pm)..... Ron Henke
Board Meeting Evaluation Trudy

ACTION

ADJOURN

“ACTION” indicates formal motion may be required.

Mission: “The North Dakota Association of Counties provides leadership and services to foster effective and efficient government for the good of all counties.”
Vision: “NDACo will be a recognized leader in proactively addressing challenges and opportunities affecting local governments.”

- RECOMMENDED MOTIONS -

**NDACo BOARD MEETING
OF
DECEMBER 12, 2024**

- Consent Agenda: Motion to approve the items on the consent agenda as presented including approval of the minutes of the August 29, 2024 and October 21, 2024 Board of Directors meetings and the October 22, 2024 Delegate Council Meeting, as well as NDACo General Fund checks 38438 through 38497, DJS Account checks 7941 through 7958 and ACH payments made from August through October 2024.
- 2025 Budget: Motion to approve the 2025 NDACo Budget as presented by the Finance Committee.
- 2025 Meeting Dates: Motion to approve Board meeting dates for 2025 of May 29, August 28, October 27 & 28 and December 11 and Strategic Planning dates of _____.

REPORTS NOT PLANNED

- Personnel Services
- Publication Services (Website (www.ndaco.org); County News; County Officials Directory; County Salary, Staffing & Fringe Benefit Survey; Leader Letter; Common Ground; Social Media; Legislative Blog and Benefits of Membership)
- Professional Development
- NRG Technology Services
- NDIRF
- Indirect Cost Reimbursement Service
- Drug & Alcohol Program
- GIS
- Special Operations Team Reimbursement
- Public Administrator Support Services (PASS)
- Juvenile Justice

Meeting Minutes
NDACo Board of Directors
August 29, 2024
NDACo County Office Building
Microsoft Teams – 701-297-2863

President Tenneson called the meeting to order at 8:47 AM and declared a quorum based on the ILG roll call just taken.

Members Present:	Jayme Tenneson	Steve Lee
Trudy Ruland	Nick Moser	Steve Forde
Becky Hagel	Jamee Folk	Shirley Murray
Wanda Knutson	Kelly Palm	Erica Johnsrud
Dana Larsen	Kim Jacobson	Lori Hanson
Robert Wilson	Perry Turner	Joan Hollekim
Members Absent:	Chad Kaiser	Tony Grindberg
Scott Ouradnik	Beau Anderson	

Also Present:

Aaron Birst, NDACo Executive Director
Genny Dienstmann, NDACo Staff
Michelle Tabbert, NDACo Staff
Angie Wentland, NDACo Staff
Alisha Adolf, NDACo Staff
Jeff Eslinger, NDACo Staff
Donnell Preskey, NDACo Staff
Linda Svihovec, NDACo Staff
Michael Casey, NDACo Staff
Peter Halbach, NDACo Staff
Josh Frey, McHenry/Towner County State's Attorney
Aaron Mork, Nelson County Commissioner
Derek Flanagan, Eide Bailly
Michael Ablowich, three+one
Keith Pic, ND Insurance Reserve Fund
Derrick Hohbein, ND Public Employees Retirement System
Marcy Aldinger, ND Public Employees Retirement System

Tenneson asked if there were any requests for changes to the agenda. There were no suggested changes. Moser moved to approve the agenda as printed. The motion was seconded and passed on a voice vote.

The Board Warm-Up Question was proposed, and each Board member was given an opportunity to respond. The question was: "How did your county approach the budget this year with the potential initiated measure?" The comments included:

- McHenry is keeping everything at a minimum, don't want to have more than a 4% increase; max out mill levies

- Towner discussed the measure, but budgeted to what they are expecting for expenses
- McLean is doing budgets 'business as usual'. The budget did have an increase from prior years, budget cuts aren't completed until the final budget meeting. Because of legislative reporting requirements, they included a bright colored notice that the tax statement is not a bill.
- No big changes although the last couple of years, we have bought down some bills for some entities. Discussed resolution to amend the budget to use some reserve to offset funds if property tax measure passes.
- McKenzie County is similar as Mountrail County. We are really trying to educate people about the measure. Property tax is a small portion of revenue in our county but concerned oil revenues are at risk. Didn't see other political subs not changing their mills much either, most held the line.
- In a pickle, darned if you don't, darned if you do. We did have some entities that went from zero to 105, which was disappointing to see. Although overall tax affect is minimal.
- Cass County consistent with prior years; did have some challenges with new jail to staff, economic development programs require funding and fairgrounds infrastructure needs request. Stuck to basics in the budget process and overall came out pretty well.
- Cavalier worked off historical data, did a few increases, but planning to keep the budget flat. School taxes are high, but trying to educate public.
- Traill has highest out-of-pocket cost for health care for employees compared to all counties; for 2025 commission decided to prioritize employees and benefits and are planning to reduce employee contribution to 50% of costs.
- Ward County tries to hold or cut mills for each budget cycle. We have many open positions in a few departments. Initial budget had a 16 mill increase, but adjusted budgets and are currently brought it down to 6 mills. There are two commissioners in our county that are in support of the tax measure.
- McIntosh County doesn't plan to make changes to the budget. Trying to educate citizens. We have three fire districts and they are making some big asks for the next year, not sure we will be able to fund requests.
- Nelson County is business as usual. We faced a little more than a 2% increase, but the initiated measure was more in the background and budgeted for what we need. We provided a pie chart to show citizens where their tax dollars go, breaking it out by entity.
- Pie charts help, because it gives a visual to citizens that make sense and easy to understand where the funds go. So important to educate citizens on this.
- Griggs County has a 3% increase; mostly due to COLA increases, very conscious of spending. We have a few members that are supportive of the tax measure initiative.
- Mercer giving a slight increase in wages and budget is set up as spending as usual.
- Sheridan valuation went down 5% in ag, so mills went to the max mills to cover operating. Voted in 2022 to combine the road levies, so didn't have to use much of general fund reserve to balance budget. We are towing the line.
- Foster County discussed impact of the measure but had to deal with road levies. We put in to increase road levies and it passed in the primary. Highway

Department reserves are so low, there is no way they can get by on twelve mills, so need it to pass. Budgeted 3% increase in wages and 1% increase in retirement. Biggest concern is funding the Highway Department, can't afford to keep all the paved roads in the county.

- With the two counties I represent, they are both conservative; understand the measure and are opposed to it except one commissioner who is for it.
- Roads are forever a task in our county; trying to fund to keep things even is difficult. Budgeting process has been frustrating, but hoping next year will be better. Our board members all agree on the property tax measure that we don't support it.

Past President Lee asked for consideration of the Consent Agenda. Tenneson did not request to have any reports pulled, but wanted to comment on the importance of getting involved with NACo and attend a national conference if you have the opportunity; it is valuable and worth your time. Lee also shared the WIR Conference will be hosted in Rapid City and the opportunity to attend a national conference with minimal travel costs may be another option for members. Lee moved to approve the Consent Agenda, including the Board Minutes from the April 25, 2024, meeting, NDACo General Fund checks #38198 through #38437 and DJS Fund checks #7904 through #7940 and ACH payments made from March through July 2024. The motion was seconded and passed on a voice vote.

Moving onto Personnel Services, Aaron introduced two new NDACo employees: Peter Halbach, Traffic Safety Resource Prosecutor who is housed in Devils Lake, and Michael Casey, CEG Underwriting & Loss Control Manager replacing Mike Wolf who is retiring at the end of the year.

Moving on to the 2023 Audit, Angie Wentland introduced Derek Flanagan of Eide Bailly, who presented the audit of FY2023 financials. Jayme asked for a motion to accept the 2023 audit. Johnsrud moved to accept the FY2023 audited financial statements as prepared by Eide Bailly. After receiving a second to the motion, the motion passed on a voice vote.

Genny was next asked to explain the federal 990 form required of not-for-profit corporations and respond to questions. It was moved by Lee to accept the 2023 NDACo form 990 as presented. The motion was seconded and passed on a voice vote. Genny also mentioned ILG's 990-N form was also filed with the IRS as their revenues are below the threshold to file an extended 990 Form.

Genny was asked to explain the proposed Investment Policy. Johnsrud made a motion to approve the Investment Policy as presented. The motion was seconded and passed on a voice vote. Aaron and Genny continued by introducing Michael Ablowich from three+one, which is a partner with NACo, assisting counties and associations with their investment plans. He discussed the Association's investment plan and shared investment strategies in place to maximize returns on investment. Aaron and Genny moved on to review the two investment schedule options to transition/close the NDACo Fund with the State Investment Board and work with Colliers to invest funds in accordance with the Investment Policy. The Finance Committee recommended Option 1

Investment Schedule. Moser made a motion to adopt Investment Schedule Option 1 and close the NDACo Fund with SIB and work with Colliers to invest the funds in accordance with the Investment Policy. The motion was seconded and passed on a voice vote. Aaron then presented the CEG Reserve Fund Guidance Policy. These guidelines have been in place for many years, but it was never formally adopted as a policy. Aaron requested the policy presented be adopted by the Board for the CEG Program. Folk made a motion to adopt the CEG Reserve Fund Guidance Policy as presented. The motion was seconded and passed unanimously on a voice vote.

After a short break, Aaron introduced newly-appointed CEO of the ND Insurance Reserve Fund, Keith Pic. Pic introduced himself and explained his vision going forward at NDIRF.

Derrick Hohbein from the ND Public Employees Retirement System next addressed the Board. He gave a high-level overview of the NDPERS plans and the changes that will be taking place in the coming year before it launches in January 2025. After answering questions, Tenneson thanked Derrick for meeting with the Board.

Alisha was invited to present the Professional Development Report, providing attendance numbers on various trainings and explaining multiple partnerships that have been developed. She highlighted the strong demand for webinar recordings and ended the report announcing approximately 100 hour-level award recipients will be honored at the conference.

Jeff next reported on the Conference Planning Report, highlighting important changes in 2024, the various workshop topics and the keynote speaker. He announced the EICG award winners and continued with an update on the number of exhibitors and sponsors that are confirmed. Michelle followed by reminding the Board of the room block at the Radisson for Board members and that, as Board members, they are automatically voting delegates at the conference. She encouraged Board members to make phone calls to the counties they've been assigned to encourage new officials to attend the conference. Lastly, she reminded commissioners who represent regions on the Board to be present at the NDCCA Annual Business meeting on Monday, October 21st to give their region's report. Aaron finished the report with an update on the pre-conference caucus meetings that will be held in the coming weeks.

The Legislative Services Report was moved up on the agenda. Donnell began by highlighting property tax data. She gave a summary of interim committee activities and concluded with an update on the work of the Keep It Local Coalition and its efforts to defeat Measure 4 that would eliminate property tax. The Board supports NDACo staff to continue efforts in educating the public on Measure 4.

Aaron finished the report by noting that the NDCCA Resolutions Committee would be meeting in September to discuss resolutions to be shared with the various regions when their regional caucus meetings are held prior to the annual conference.

Jayme, Joan and Aaron discussed the County Tours that have taken place this summer and noted that a Tour of the southeast part of the state is planned for September.

President Tenneson called on Lee to give the Governance Report in Committee Chair Kaiser's absence. Lee began with explaining the process to identify a candidate for NDACo 3rd Vice President. He announced that they are recommending Agassiz Valley Human Service Zone Director Kim Jacobson for 3rd Vice President. Turner moved approval of the nomination. The motion was seconded and passed on a voice vote.

Lee then indicated that the Governance Committee is recommending a few changes to the Constitution and By-Laws to reflect the ND County Auditors Association and the ND County Treasurers Association becoming one combined organization. Aaron explained the changes as follows.

- In Article V, State Council, Section C, Makeup of State Council, Subsection 3, those two associations would be removed and a new Subsection 4 would be added that would give them four county official members as the ND County Auditors' and Treasurers' Association. Subsection 5 in that same Section would change the wording of "Section C1-C3" to "Section C1-C4."
- The next change would be to Article V, State Council, Section E, Officers of the State Council. The wording of "Section C2 and C3" would be changed to "Section C2-C4."
- The next change would be to Article V, State Council, Section F, where a new Subsection 4 would be inserted that would allow two county official members from the ND County Auditors' and Treasurers' Association.
- The last change would be to the Bylaws, Section 6, Association Representatives to County and Board of Directors. Two sentences would be added directing the ND County Auditors' and Treasurers' Association to elect six of its members to represent them at the annual State Council meeting. Two of those representatives would be designated to serve on the Board of Directors.

It was moved by Lee to accept the recommended amendments to the NDACo Constitution and Bylaws as presented by the Governance Committee and forward them to the Delegate Council. The motion was seconded and passed on a voice vote. Johnsrud stated for clarification the combining of the Auditors/Treasurers Associations was to create efficiencies with their governance and not to encourage combining of offices within individual counties, as that is an independent county decision. There was also discussion to have the Governance Committee discuss topics relating to the board.

Lee finished the Governance Committee Report by mentioning that the Individual Board Member Self-Evaluation is included in the meeting materials and asked all Board members to complete and turn it in before leaving today's meeting.

President Tenneson continued by explaining the process to have the Board evaluate the Executive Director now that Aaron has served in his position for two years.

Under New Business, the next Board Meeting date of December 12, 2024, was announced with a quick reminder of the conference schedule, particularly to participate in the Board Gathering on Sunday, October 20 and Delegate Council Breakfast and Meeting on Tuesday, October 22. The President instructed the members to complete their Board meeting evaluation.

There was no further business, so the meeting was declared adjourned at 1:05 PM.

Approved by: _____

Date: _____

**Meeting Minutes
NDACo Board of Directors
October 21, 2024
Bismarck Event Center – Prairie Rose Room 102**

President Tenneson called the meeting to order at 4:30 PM and asked for a calling of the roll.

Members Present:	Steve Lee	Jamee Folk
Trudy Ruland	Becky Hagel	Josh Frey
Aaron Mork	Kim Jacobson	Erica Johnsrud
Wanda Knutson	Scott Ouradnik	Chad Kaiser
Jayne Tenneson	Dana Larsen	Robert Wilson
Nick Moser	Beau Anderson	

Members Absent:	Don Flaherty	Tony Grindberg
Shirley Murray	Perry Turner	Joan Hollekim

Also Present: Aaron Birst, NDACo Executive Director
 Donnell Preskey, NDACo Government/Public Relations Specialist
 Linda Svihovec, NDACo Research Analyst

President Tenneson noted that the purpose of today’s meeting is to just address resolutions forwarded for consideration by member associations.

President Tenneson asked Aaron to go through the NDCCA & NDACo Resolution Policy #1 and the resolutions and discuss if any changes were made by the County Commissioners Association. Aaron reviewed the Resolution Policy #1 and the resolutions that have been moved ahead by the North Dakota County Commissioners Association.

NDCCA & NDACo Resolution Policy #1

2024-01 Alternatives to Property Tax Funding

2024-02 Property Tax Exemptions

2024-03 Support for County Infrastructure

2024-04 Support for the North Dakota Insurance Reserve Fund

2024-05 Cooperative Sharing of Services

2024-06 Support for American Energy Independence

2024-07 Support for the United States Postal Service

2024-08 Onsite Wastewater Systems

2024-09 Foreclosure Properties

After a brief discussion, it was moved by Lee and seconded by Ruland to recommend the NDCCA & NDACo Resolution Policy #1 and resolutions 2024-01 through 2024-09 to the Delegate Assembly. The motion passed unanimously on a voice vote.

There being no additional business to address, President Tenneson adjourned the meeting at 4:50 PM.

Approved by: _____

Date: _____

Meeting Minutes
NDACo Delegate Council Assembly
October 22, 2024
Bismarck Event Center – Main Level Hall A

President Jayme Tenneson (Nelson/Griggs County State's Attorney) called the 2024 meeting of the NDACo Delegate Council to order at 8:04 AM and appointed Aaron Birst, NDACo Executive Director, as Parliamentarian for the meeting.

The President noted the minutes of the previous meeting have been reviewed and approved by the Convention Minutes Committee. He then introduced the officers of the Association and then asked the entire Board of Directors to stand and be recognized.

The President then called on NDACo Executive Director Aaron Birst to deliver his report on the Association. Aaron provided a brief summary about the conference, staff, and activities NDACo is focusing on in the coming year.

After thanking Aaron, the President called for the Standing Committee reports, beginning with the Governance Committee Report.

Chair Kaiser (Stutsman), Chair of the Governance Committee, started the Governance Committee report by addressing their duties as the Nominating Committee. He presented the following slate of candidates for delegate consideration:

- For President: Trudy Ruland, Mountrail County Commissioner
- For 1st Vice President: Chad Kaiser, Stutsman County Sheriff
- For 2nd Vice President: Nick Moser, Cavalier County Commissioner
- For 3rd Vice President: Kim Jacobson, Agassiz Valley Human Service Zone Director

The President asked three times for further nominations for each of the positions on the ballot. Don Flaherty (Dickey) moved to accept Trudy Ruland as President, motion was seconded and passed. Dana Larsen (Ward) moved to accept Chad Kaiser as 1st Vice President, motion was seconded and passed. Shelly Wepler (Ward) moved to accept Nick Moser as 2nd Vice President, motion was seconded and passed. Motion by Kurt Elliott (Traill) to accept Kim Jacobsen as 3rd Vice President, motion was seconded and passed.

Chad Kaiser then reported that the Governance Committee reviewed the current Constitution and Bylaws and was recommending changes that would allow the newly-formed, combined North Dakota County Auditors' and Treasurers' Association, which is no longer two separate associations, to keep their same representation on the NDACo Board. He explained the individual changes required. The last amendment was to address that the county commission representatives to the Board are often selected BEFORE the annual convention now that most caucus meetings are held in the weeks leading up to the annual conference.

Chad Kaiser made a motion to accept the Constitution and Bylaw changes, motion was seconded and passed on a voice vote.

The President thanked the Governance Committee for their work and congratulated those elected.

Tenneson asked Past President Steve Lee to deliver the Resolutions Report on behalf of the Committee. After reading the titles of the NDCCA & NDACo Resolution Policy #1 and the individual resolutions proposed by the Resolutions Committee, he asked if any should be withdrawn for separate discussion and action. No resolutions were asked to be withdrawn for discussion. The President then asked for adoption of all resolutions in one motion.

The resolution policy and resolutions proposed for adoption were:

NDCCA & NDACo Resolutions Policy #1: Policies adopted at the NDCCA Annual Business Meeting and NDACo Delegate Council Meeting shall be in effect for a period of 4 years. Any policy not renewed or modified after that period shall be null and void.

2024 Proposed Resolutions:

- 2024-01 Alternatives to Property Tax Funding
- 2024-02 Property Tax Exemptions
- 2024-03 Support for County Infrastructure
- 2024-04 Support for the North Dakota Insurance Reserve Fund
- 2024-05 Cooperative Sharing of Services
- 2024-06 Support for American Energy Independence
- 2024-07 Support for the United States Postal Service
- 2024-08 Onsite Wastewater Systems
- 2024-09 Foreclosure Properties

Steve Lee (McLean) then moved that Resolutions Policy #1 and all resolutions be adopted. The motion was seconded by Carrie Krause (Wells) and the motion passed on a voice vote.

President Tenneson then introduced the new officers and then recognized three new board members: Don Flaherty (Dickey) is replacing Lori Hanson (Mountrail), Aaron Mork (Nelson) is replacing Steve Forde (Nelson), and Joshua Frey is filling the State's Attorney position on the Board now that Tenneson is moving to Past President. Plaques were awarded to outgoing board members.

The President then presented NDACo Past President Steve Lee with a plaque as outgoing past president and he shared his final thoughts as past president. He presented outgoing President Jayme Tenneson with a plaque in recognition of his past year as President.

Newly elected President Trudy Ruland was then called to the podium to receive the gavel and begin her Presidency.

President Ruland provided comments regarding her start as President and then asked if there was any further business to discuss; there being none, the President adjourned the 2024 Delegate Council meeting.

Approved by: _____

Date: _____

**CHECK LISTING FOR NDACO GENERAL FUND
AUGUST - OCTOBER 2024**

AUGUST			
ACH	COMMERCIAL CARD SOLUTIONS	BILLING	\$165,544.71
38438	NDIT	BILLING	\$691.43
38439	AVI SYSTEMS, INC.	BUILDING BILLING	\$80.00
38440	TRANE U.S. INC.	BUILDING BILLING	\$358.00
38441	BOBCAT HOCKEY	VZOP BILLING	\$3,600.00
38442	COUNCIL OF STE GOV JUSTICE CENTER	JUVENILE JUSTICE BILLING	\$9,294.37
38443	ROUGH RIDER CENTER	VZOP BILLING	\$500.00
38444	D&S LLC	BUILDING BILLING	\$5,035.00
38445	TRANSTRASH	BUILDING BILLING	\$255.00
38446	STONERIDGE SOFTWARE LLC	BILLING	\$3,957.05
38447	FOUR LETTER CONSULTING	DOH GRANT BILLING	\$5,000.00
38448	OFFICE EXPERTS	CEG BILLING	\$1,300.00
38449	UPPER GREAT PLAINS TRANSPORTATION	CONFERENCE REFUND	\$650.00
38450	THE VILLAGE FAMILY SERVICE CENTER	PASS BILLING	\$175.00
ACH	GUARDIAN ANGELS INC.	PASS BILLING	\$63,180.00
ACH	CATHOLIC CHARITIES NORTH DAKOTA	PASS BILLING	\$54,912.00
ACH	DAKOTA CARRIER NETWORK	BILLING	\$12,129.80
ACH	EIDE BAILLY LLP	BILLING	\$5,300.00
ACH	FAMILY ADVOCACY SERVICES	PASS BILLING	\$21,600.00
ACH	GUARDIAN & PROTECTIVE SERVICES INC	PASS BILLING	\$52,542.00
ACH	JAYME TENNESON	BOARD VOUCHER	\$501.60
ACH	LIGHTHOUSE ASSOCIATES, INC.	PASS BILLING	\$8,100.00
ACH	LUTHERAN SOCIAL SERVICE OF MN	PASS BILLING	\$53,424.00
ACH	VERONICA MILLER	PASS BILLING	\$4,320.00
ACH	MORGAN PRINTING, INC	BILLING	\$1,241.30
ACH	NDACO RESOURCES GROUP	BILLING	\$120.00
ACH	OPPORTUNITY FOUNDATION INC.	PASS BILLING	\$8,640.00
ACH	PERRY TURNER	BOARD VOUCHER	\$345.00
ACH	PRESORT PLUS	BILLING	\$158.93
ACH	BURLEIGH COUNTY AUDITOR	VZOP BILLING	\$8,282.59
38451	MOUNTRAIL COUNTY AUDITOR	ND911 REFUND	\$55.20
38452	BUTLER MACHINERY CO.	BUILDING BILLING	\$4,760.07
38453	UGPTI	BILLING	\$500.00
38454	NORTH CENTRAL RESEARCH EXTENSION	CEG BILLING	\$100.00
38455	COUNCIL OF STE GOV JUSTICE CENTER	JUVENILE JUSTICE BILLING	\$14,606.69
38456	MINOT BASEBALL LLC	VZOP BILLING	\$3,000.00
38457	DAKOTA COLLEGE AT BOTTINEAU	VZOP BILLING	\$2,000.00
ACH	BECKY HAGEL	BOARD VOUCHER	\$292.50
ACH	CASS COUNTY AUDITOR	VZOP BILLING	\$8,386.85
ACH	DANA LARSEN	BOARD VOUCHER	\$125.00
ACH	ERICA JOHNSRUD	BOARD VOUCHER	\$372.90
ACH	GRAND FORKS COUNTY AUDITOR	VZOP BILLING	\$9,218.51
ACH	JAMEE FOLK	BOARD VOUCHER	\$218.80
ACH	JOAN HOLLEKIM	BOARD VOUCHER	\$125.00
ACH	JAYME TENNESON	BOARD VOUCHER	\$324.66
ACH	KIM JACOBSON	BOARD VOUCHER	\$125.00
ACH	KELLY PALM	BOARD VOUCHER	\$347.44
ACH	LORI HANSON	BOARD VOUCHER	\$346.10
ACH	NICHOLAS MOSER	BOARD VOUCHER	\$466.70
ACH	NDACO RESOURCES GROUP	BILLING	\$2,716.80
ACH	PERRY TURNER	BOARD VOUCHER	\$259.00
ACH	ROBERT WILSON	BOARD VOUCHER	\$385.92
ACH	STEVEN FORDE	BOARD VOUCHER	\$379.60

AUGUST			
ACH	STEVEN LEE	BOARD VOUCHER	\$205.40
ACH	SHIRLEY MURRAY	BOARD VOUCHER	\$212.10
ACH	TRUDY RULAND	BOARD VOUCHER	\$337.39
ACH	WANDA KNUTSON	BOARD VOUCHER	\$205.40
ACH	WARD COUNTY AUDITOR	VZOP BILLING	\$8,360.98
SEPTEMBER			
38458	HUNTER PINKE LLC	CONFERENCE BILLING	\$2,500.00
ACH	GUARDIAN ANGELS INC.	PASS BILLING	\$46,146.00
ACH	BURLEIGH COUNTY AUDITOR	VZOP BILLING	\$9,129.76
ACH	COMMERCIAL CARD SOLUTIONS	BILLING	\$167,219.21
ACH	CATHOLIC CHARITIES NORTH DAKOTA	PASS BILLING	\$54,738.00
ACH	DAKOTA CARRIER NETWORK	BILLING	\$13,901.00
ACH	EIDE BAILLY LLP	BILLING	\$2,880.00
ACH	FAMILY ADVOCACY SERVICES	PASS BILLING	\$21,690.00
ACH	GUARDIAN & PROTECTIVE SERVICES INC	PASS BILLING	\$52,182.00
ACH	GRAND FORKS COUNTY AUDITOR	VZOP BILLING	\$10,530.57
ACH	LIGHTHOUSE ASSOCIATES, INC.	PASS BILLING	\$8,100.00
ACH	LUTHERAN SOCIAL SERVICE OF MN	PASS BILLING	\$53,532.00
ACH	VERONICA MILLER	PASS BILLING	\$4,320.00
ACH	NDACO RESOURCES GROUP	BILLING	\$131.08
ACH	OPPORTUNITY FOUNDATION INC.	PASS BILLING	\$8,892.00
ACH	PRESORT PLUS	BILLING	\$146.97
ACH	WARD COUNTY AUDITOR	VZOP BILLING	\$8,493.38
38459	STUTSMAN COUNTY AUDITOR	VZOP BILLING	\$1,780.80
38460	NDIT	BILLING	\$636.83
38461	TRANE U.S. INC.	BUILDING BILLING	\$936.00
38462	BROOKE LARSON	VZOP BILLING	\$800.00
38463	CLEARWATER COMMUNICATIONS, INC.	BILLING	\$1,273.00
38464	D&S LLC	BUILDING BILLING	\$5,922.56
38465	MOORE ENGINEERING INC	GRANT CONSULTING BILLING	\$4,796.25
38466	TRANSTRASH	BUILDING BILLING	\$195.00
38467	AARON MONK	BOARD VOUCHER	\$288.10
38468	DICKINSON STATE UNIVERSITY ATHLETICS	VZOP BILLING	\$3,000.00
38469	MINOT STATE UNIVERSITY ATHLETICS	VZOP BILLING	\$5,500.00
38470	COUNCIL OF STE GOV JUSTICE CENTER	JUVENILE JUSTICE BILLING	\$16,990.05
38471	DAKOTA SAFETY NETWORK	BILLING	\$160.00
38472	ALPHA-LIT BISMARCK	CONFERENCE BILLING	\$224.00
38473	ND AUDITORS & TREASURERS ASSOC	NDCATA CONFERENCE REFUND	\$899.91
38474	CAVALIER COUNTY HEALTH DISTRICT	DOH GRANT BILLING	\$380.00
ACH	CASS COUNTY AUDITOR	VZOP BILLING	\$7,999.82
ACH	NDACO RESOURCES GROUP	BILLING	\$2,800.04
ACH	TRUDY RULAND	BOARD VOUCHER	\$212.39
OCTOBER			
ACH	DE NOVO CONSULTING SOLUTIONS, LLC	BILLING	\$60,591.00
ACH	COMMERCIAL CARD SOLUTIONS	BILLING	\$141,992.84
38475	NDIT	BILLING	\$636.83
38476	RE ARENA INC.	VZOP BILLING	\$17,000.00
38477	BROOKE LARSON	VZOP BILLING	\$600.00
38478	KIRKWOOD BANK & TRUST	CONFERENCE CASHBOX	\$200.00
38479	LEARFIELD COMMUNICATIONS, LLC	VZOP BILLING	\$10,000.00
38480	LIVEWIRE ENTERTAINMENT	CONFERENCE BILLING	\$32,101.95
38481	TEALL PROPERTIES GROUP LLC	VZOP BILLING	\$30,000.00
38482	KERRY PINKS	CONFERENCE BILLING	\$3,878.00
38483	D&S LLC	BUILDING BILLING	\$4,970.00
38484	NEWVISION SECURITY, LLC	BUILDING BILLING	\$210.00
38485	TRANSTRASH	BUILDING BILLING	\$195.00
38486	FOUR LETTER CONSULTING	DOH BILLING	\$5,700.00

OCTOBER			
38487	HUNTER PINKE LLC	CONFERENCE BILLING	\$2,500.00
38488	LAUREL SMYLIÉ	DOH BILLING	\$1,262.28
38489	GRAND FORKS PUBLIC HEALTH	DOH BILLING	\$622.00
38490	CARTER ENTERTAINMENT LTD	CONFERENCE BILLING	\$5,000.00
38491	LADY J'S CATERING INC	CONFERENCE BILLING	\$26,600.00
ACH	GUARDIAN ANGELS INC.	PASS BILLING	\$64,098.00
ACH	CATHOLIC CHARITIES NORTH DAKOTA	PASS BILLING	\$56,376.00
ACH	FAMILY ADVOCACY SERVICES	PASS BILLING	\$22,140.00
ACH	GUARDIAN & PROTECTIVE SERVICES INC	PASS BILLING	\$51,282.00
ACH	GRAND FORKS COUNTY AUDITOR	VZOP BILLING	\$4,384.79
ACH	LIGHTHOUSE ASSOCIATES, INC.	PASS BILLING	\$8,100.00
ACH	LUTHERAN SOCIAL SERVICE OF MN	PASS BILLING	\$54,630.00
ACH	VERONICA MILLER	PASS BILLING	\$4,320.00
ACH	OPPORTUNITY FOUNDATION INC.	PASS BILLING	\$8,172.00
ACH	WARD COUNTY AUDITOR	VZOP BILLING	\$9,105.67
ACH	DAKOTA CARRIER NETWORK	BILLING	\$13,418.94
ACH	MORGAN PRINTING, INC	BILLING	\$1,056.49
ACH	NDACO RESOURCES GROUP	BILLING	\$3,959.44
ACH	PRESORT PLUS	BILLING	\$148.76
38492	COUNCIL OF STE GOV JUSTICE CENTER	JUVENILE JUSTICE BILLING	\$22,504.74
38493	CENTRAL REG EDUC ASSOCIATION	JUVENILE JUSTICE BILLING	\$15,505.00
38494	HARLAN STEWART	CONFERENCE BILLING	\$350.00
38495	WORKFORCE SAFETY	CEG BILLING	\$500.00
38496	KERRY PINKS	CONFERENCE BILLING	\$200.00
38497	TIFFANY HARR	CONFERENCE BILLING	\$386.94
ACH	CASS COUNTY AUDITOR	VZOP BILLING	\$13,847.78
ACH	NDACO RESOURCES GROUP	BILLING	\$75.00
ACH	STUTSMAN COUNTY AUDITOR	VZOP BILLING	\$8,927.50

911 FEE COLLECTION PAYMENTS			
ACH	AUGUST ND 911 PAYMENTS	JULY 911 FEE COLLECTION	\$1,576,625.61
ACH	SEPTEMBER ND 911 PAYMENTS	AUGUST 911 FEE COLLECTION	\$1,509,288.47
ACH	OCTOBER ND 911 PAYMENTS	SEPT 911 FEE COLLECTION	\$1,511,512.01

Approved by motion of the Board of Directors.

President: _____

Date: _____

SUGGESTED MOTION: "MOTION TO APPROVE GENERAL FUND CHECKS 38438-38497 AND ACH PAYMENTS DURING THIS TIME PERIOD."

**CHECK LISTING FOR DJS GENERAL FUND
AUGUST - OCTOBER 2024**

AUGUST			
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$2,853.80
7941	YOUTHWORKS	BILLING	\$5,561.29
7942	GRAND FORKS JUVENILE DETENTION CENTER	BILLING	\$1,679.00
7943	SUNRISE YOUTH BUREAU	BILLING	\$1,100.99
7944	MILINDA TURNER	VOUCHER	\$75.00
7945	KYLIE SCHULTZ	VOUCHER	\$75.00
7946	OLIVIA REVELS-STROTHER	VOUCHER	\$75.00
7947	NYAKVOTH CHAKIN	VOUCHER	\$200.00
7948	JAYDYN CHAKUA	VOUCHER	\$98.00
SEPTEMBER			
7949	WILLIAMS CO ADOLESCENT CARE CENTER	BILLING	\$4,386.92
7950	GRAND FORKS JUVENILE DETENTION CENTER	BILLING	\$2,254.00
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$2,853.80
ACH	BARRY CHALIFOUX	BILLING	\$566.14
7951	YOUTHWORKS	BILLING	\$13,341.89
7952	SUNRISE YOUTH BUREAU	BILLING	\$2,625.90
7953	CRISTIE JACOBSEN	VOUCHER	\$682.94
ACH	BARRY CHALIFOUX	BILLING	\$2,539.04
OCTOBER			
7954	WILLIAMS CO ADOLESCENT CARE CENTER	BILLING	\$575.60
7955	YOUTHWORKS	BILLING	\$31,964.61
7956	GRAND FORKS JUVENILE DETENTION CENTER	BILLING	\$425.00
7957	SUNRISE YOUTH BUREAU	BILLING	\$5,365.41
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$2,853.80
ACH	TURTLE MOUNTAIN ATTENDANT CARE PROGRAM	BILLING	\$1,610.00
7958	YOUTHWORKS	BILLING	\$10,869.16

Approved by motion of the Board of Directors.

President: _____

Date: _____

***SUGGESTED MOTION: "MOTION TO APPROVE DJS FUND CHECKS 7941-7958 AND
ACH PAYMENTS DURING THIS TIME PERIOD."***

**North Dakota Association of Counties
 Combined Statement of Revenues and Expenditures
 for Period Ending October 31, 2024**

	2024 Actual Year-to-Date	2024 Budget	% of Budget	See Notes:
OPERATING REVENUES				1)
County Dues	606,465.00	727,750.00	83.3%	
General Revenue	173,344.68	152,140.00	113.9%	2)
Publication Services	42,789.97	47,700.00	89.7%	
Conference/Workshop Services	237,881.10	236,630.00	100.5%	3)
Cooperative Services	5,543,837.22	6,591,600.00	84.1%	
Subsidiary Reimbursements	20,399.86	22,000.00	92.7%	4)
Building Income	204,552.60	250,010.00	81.8%	
DJS-Juvenile Justice Grant	312,315.48	500,000.00	62.5%	5)
TOTAL OPERATING REVENUES	\$7,141,585.91	\$8,527,830.00	83.7%	1)
OPERATING EXPENDITURES				
Salaries	1,673,748.13	2,051,540.00	81.6%	
Overhead	668,616.78	845,870.00	79.0%	
Travel	86,431.87	111,500.00	77.5%	6)
Supplies	10,706.39	13,600.00	78.7%	
Fees & Services	52,549.11	65,290.00	80.5%	
Other Operating	39,277.56	53,080.00	74.0%	6)
Building Operations Expense	280,716.73	361,640.00	77.6%	
Legislative Services	11,613.68	19,600.00	59.3%	7)
Publication Services	27,920.00	42,790.00	65.2%	8)
Conference/Workshop Services	202,652.12	206,000.00	98.4%	3)
Cooperative Services	3,408,517.52	4,416,950.00	77.2%	
DJS Grant Pass Thru/Subgrants	312,315.48	500,000.00	62.5%	5)
TOTAL EXPENDITURES	\$6,775,065.37	\$8,687,860.00	78.0%	1)
EXCESS REVENUES OVER EXPEND.	\$366,520.54	(\$160,030.00)		9)
NONOPERATING REVENUES				
Variable Investment Income	\$685,489.04	\$261,000.00	262.6%	10)

Suggested Motion: Motion to accept financial reports

**North Dakota Association of Counties
Combined Balance Sheet
as of October 31, 2024**

	<u>NDACo General Fund</u>	<u>DJS Fund</u>	<u>Combined Total</u>	<u>See Notes:</u>
Assets				
Current Assets				
Cash	7,534,903.87	0.00	7,534,903.87	11)
Prepaid Expenses	259,194.74	0.00	259,194.74	12)
Accounts/Lease/Interest Receivable	470,576.11	38,299.81	508,875.92	13)
Total Current Assets	8,264,674.72	38,299.81	8,302,974.53	
Noncurrent Assets				
SIB Investments	3,998,236.00		3,998,236.00	14)
Colliers Investments	5,225,744.62		5,225,744.62	15)
Capital Lease Commission	6,180.11		6,180.11	16)
Land	178,558.71		178,558.71	
Furniture & Equip.	477,677.50		477,677.50	
Building & Improvements	4,847,976.30		4,847,976.30	
Vehicles	108,993.81		108,993.81	
Accumulated Depr.	(2,712,163.68)		(2,712,163.68)	
Total Noncurrent Assets	12,131,203.37	0.00	12,131,203.37	
TOTAL ASSETS	\$20,395,878.09	\$38,299.81	\$20,434,177.90	
Liabilities & Fund Balances				
Current Liabilities				
Accounts Payable	1,010,257.00	38,299.81	1,048,556.81	17)
Accounts Payable-Next Gen 911 Fund	4,138,144.32		4,138,144.32	18)
Payroll Withholding Payable	23.75		23.75	
Accrued Expenses	997,666.19		997,666.19	19)
Deferred Premiums	641,530.00		641,530.00	20)
Deferred Inflows of Resources-Lease Rev	102,289.50		102,289.50	13)
Deferred Dues Revenue	121,292.00		121,292.00	
Deferred Special Projects Revenue	298.74		298.74	
Deferred Ad Revenue	6,676.78		6,676.78	
Deferred Conference Revenue	0.00		0.00	
Deferred ILG Prof Development Revenue	13,816.68		13,816.68	
Deferred County Officials Day	6,000.00		6,000.00	
Accrued PTO Leave	190,004.17		190,004.17	
Total Current Liabilities	7,227,999.13	38,299.81	7,266,298.94	
TOTAL LIABILITIES	7,227,999.13	38,299.81	7,266,298.94	
Fund Balances				
Net Fixed Assets	3,001,041.35		3,001,041.35	
Reserve for Workers Comp	1,000,000.00		1,000,000.00	
Unreserved:				
Undesignated	8,114,828.03	0.00	8,114,828.03	
Excess Rev Over Expenditures	1,052,009.58	0.00	1,052,009.58	
TOTAL FUND BALANCES	13,167,878.96	0.00	13,167,878.96	
TOTAL LIABILITIES & FUND BALANCES	\$20,395,878.09	\$38,299.81	\$20,434,177.90	

Suggested Motion: Motion to accept financial reports

North Dakota Association of Counties

October 31, 2024



Notes to the Financial Statements:

- 1) We are through 10 out of 12 months; and revenues and expenses should be near 83% of budget to be on target. Total revenues are 83.7% of budget, and expenses are 78% after October.
- 2) General Revenues have exceeded budget for the year. Interest Income on Savings and Money Market accounts have been yielding better rates than anticipated.
- 3) Annual Conference Revenues and Expenses have been booked. We met the budgeted goal on the Revenue side. There will be a few more expenses coming through the rest of the year; ending near target on the expense side as well.
- 4) Subsidiary Reimbursements are slightly ahead of budget at 92.7%. This will be near budget at year-end.
- 5) The Juvenile Justice Program is behind target at 62.5% of budget at this time. Contractual invoices are typically slow to come in; so these expenses will pick up through December.
- 6) Travel and Other Operating Expenses are a little behind budget; we expect to end the year less than budgeted in these areas.
- 7) Legislative Services are low after October; these costs pick up later in the year as the legislative team ramps up for next year's session.
- 8) Publication Services Expenses are currently at 65.2% of budget, and will end the year under budget due to smaller than expected costs to upgrade our Website.
- 9) After October, the excess Revenues over Expenditures is \$366,520; compared to annual budgeted loss for 2024 of (\$160,030).
- 10) The NDACo Investments have shown gains so far in 2024; with income of \$685,489.
- 11) Cash contains NDACo general funds, the NG911 Program, PASS Program, CEG Program, and the recently created 911 Fee Collections Program. The Juvenile Justice Account (DJS) is on a reimbursement basis, so we do not have funds on hand, and at times shows as a negative balance until funds arrive.
- 12) Prepaid Expenses include Workers Compensation premium payments, office/vehicle insurance, and paid travel for future months.
- 13) Related to GASB 87 implementation for leases in 2022: 1) the Accounts/Lease/Interest Receivable includes some NDACo lease and interest receivables, 2) Deferred Inflows are the future building lease income through future lease periods.
- 14) The balance of SIB Investments as of 10/31/24 are \$3,998,000. Per Board approval, NDACo is in the process of transferring these SIB Investments to our Colliers Fund; in \$850,000 every 2 week increments. We plan to have the SIB funds fully transferred on or near December 31, 2024.
- 15) Colliers Investments are NDACo's Investment Portfolio for excess funds.
- 16) Capital Lease Commission is the payment to the agency who helped us find a rental tenant which began February 2023. This commission expense is spread out over the 5 year lease.
- 17) Accounts Payable is mainly comprised of monthly credit card bills for travel and program expenses, monthly NG911 program bills, PASS program, and other operating expenses.
- 18) Accts Payable - NG911 Fund includes the 911 Fee Collection Payables (started in January 2024), thus an increase of about \$1,500,000 per month as these payments come in and go back out.
- 19) Accrued Expenses consist of accrued CEG Excess in 2024 program to be returned to counties in 2025; as well as some funds designated for Ergonomic Initiative purchases for counties.
- 20) Deferred Premiums are the CEG Premiums that will be recognized through the remainder of 2024.

**NDACO RESOURCES GROUP, INC.
BALANCE SHEET
AS OF OCTOBER 31, 2024**

ASSETS

	<u>CURRENT YEAR-TO-DATE</u>	<u>PRIOR YEAR-TO-DATE</u>
CURRENT ASSETS	\$856,713.99	\$789,889.68
PROPERTY, EQUIPMENT, & RIGHT OF USE ASSETS	44,513.48	166,512.88
OTHER ASSETS	539,171.96	454,480.10
	-----	-----
TOTAL ASSETS	\$1,440,399.43	\$1,410,882.66
	=====	=====

LIABILITIES AND STOCKHOLDER'S EQUITY

CURRENT LIABILITIES	\$400,908.94	\$512,931.14
LONG TERM LIABILITIES	15,000.00	8,000.00
STOCKHOLDERS EQUITY	1,024,490.49	889,951.52
	-----	-----
TOTAL LIABILITIES AND STOCKHOLDERS' EQUITY	\$1,440,399.43	\$1,410,882.66
	=====	=====

**NDACO RESOURCES GROUP, INC.
INCOME STATEMENT
FOR THE PERIOD ENDING OCTOBER 31, 2024**

	<u>CURRENT YEAR-TO-DATE</u>	<u>PRIOR YEAR-TO-DATE</u>
REVENUE	\$2,389,206.65	\$2,242,291.29
COST OF SALES	2,108,677.91	1,991,479.62
	-----	-----
GROSS PROFIT	280,528.74	250,811.67
	=====	=====
OPERATING EXPENSES	\$302,884.03	\$345,846.26
OTHER INCOME	51,971.58	35,763.73
INVESTMENT INTEREST INCOME	50,461.63	4,849.63
OTHER EXPENSE	2,526.37	17,298.18
	-----	-----
NET INCOME BEFORE INCOME TAXES	\$77,551.55	(\$71,719.41)
	=====	=====

**SERVICE REPORT: State Investment Board
December 2024**

(Report submitted to the Board of Directors by Cathy.)

PROGRAM UPDATE:

- Attached is the monthly statement for the period ending September 30, 2024.

Below is a table that reflects the September 2024 Net ROR (rate of return), the current FYTD, prior year FY24, 3 years ended 6/30/24, and 5 years ended 6/30/24 for the NDACo Fund.

NDACo Fund

	Sept-24 Net ROR	Current FYTD	Prior Year FY24	3 Years Ended 6/30/24	5 Years Ended 6/30/24
Total	5.45%	5.45%	9.23%	.60%	4.48%
Policy Target Benchmark	5.77%	5.77%	8.11%	.15%	3.98%

ND ASSOCIATION OF COUNTIES

State Investment Board Statement of Net Position As of 9/30/2024

	As of <u>9-30-24</u>	As of <u>6-30-24</u>
ASSETS:		
INVESTMENTS (AT FAIR VALUE)		
GLOBAL EQUITIES	\$ 1,726,693	\$ 2,778,941
GLOBAL FIXED INCOME	2,963,840	4,842,572
INVESTED CASH (NOTE 1)	<u>1,885,954</u>	<u>232,887</u>
TOTAL INVESTMENTS	6,576,487	7,854,400
RECEIVABLES		
DIVIDEND/INTEREST RECEIVABLE	<u>10,356</u>	<u>9,515</u>
TOTAL RECEIVABLES	10,356	9,515
OTHER ASSETS		
INVESTED SECURITIES LENDING COLLATERAL (NOTE 2)	<u>36,809</u>	<u>84,548</u>
TOTAL ASSETS	<u>6,623,652</u>	<u>7,948,463</u>
LIABILITIES:		
SECURITIES LENDING COLLATERAL (NOTE 2)	36,809	84,548
INVESTMENT EXPENSE PAYABLE	<u>4,491</u>	<u>4,614</u>
TOTAL LIABILITIES	<u>41,300</u>	<u>89,162</u>
NET POSITION:		
HELD IN TRUST	<u>6,582,352</u>	<u>7,859,301</u>
TOTAL NET POSITION	<u>\$ 6,582,352</u>	<u>\$ 7,859,301</u>

SERVICE REPORT: County Financial Partnerships (CFP) December 2024

(Report submitted to the Board of Directors by Jason, Genny, Donnell and Mary.)

PROGRAM UPDATE:

- **Next Generation 9-1-1 (NG9-1-1)**

The 9-1-1 Programs this year have been highly productive. The year started out with the establishment of a new JPA supporting the centralized collection of 9-1-1 funds. While the program started with 52 of 53 counties participating, by year end all the counties had signed up. This effort has resulted in a more streamlined process and positioned the counties to make a compelling case for a reduction in the amount of the 9-1-1 fee that can be retained by telecommunications companies for administration of the 9-1-1 fee (presently 5%). A draft bill has been proposed to reduce that percentage to 1% which, if approved, would result in approximately 750K in 9-1-1 revenues going back to counties each year.

The NG9-1-1 Program also accomplished some significant milestones in 2024. It completed, with the help of counties, cities and the ND Department of Emergency Services, a statewide 9-1-1 database of GIS road centerlines and address points for use in its NG9-1-1 system. The completion of this work is historic, setting up the counties for NG9-1-1 services but also providing a solid foundation for many other federal, state, local and tribal tasks associated with the validation of authoritative addressing information.

Lastly, at a national level, the NG9-1-1 Program has been actively assisting in the planning for an FCC ruling that impacts the costs that telecommunications companies can charge for delivering their customer's 9-1-1 calls to the statewide 9-1-1 network. We estimate a savings of around 100K annually as we leverage this ruling to create a more equitable 9-1-1 system for everyone.

- **Tractor Lease Program**

NDACo is working with John Deere on extending the current contract for discounted tractor leasing program for North Dakota county government in 2025. Once lease pricing has been set, the new contract will be sent to counties.



Counties are under no obligation to rent tractors through this agreement; and if a county can work out an acceptable alternative with another vendor, they are urged to do what is most advantageous for their county.

- **Member Association Management Agreements (MAMAs)**

The **County Auditors and Treasurers** Associations voted to move to a joint association during their 2024 conference. They are now the **ND County Auditors' and Treasurers' Association (NDCATA)**. Donnell Preskey will continue to serve the Auditors and Treasurers as the Executive Director of this Association. The associations for many years have already held joint conferences as well as joint legislative calls and meetings. The Auditors and Treasurers legislative committee meets weekly during the legislative session to discuss the hearing schedule and legislative strategy. The association is looking at dates in June 2025 for the next conference.

The **ND Association of County Engineers** Executive Board is working with Genny in preparing for the 2025 75th Jubilee County Roads Conference, which will be held January 29 - 31 in Fargo at the Holiday Inn & Conference Center. There has been strong support from sponsors and vendors so far. National Association of County Engineers Executive Director Kevan Stone and NACE President Stephen McCall will be joining the group to provide updates on Capitol Hill and share NACE's vision in the coming year. Genny has also been working with the NDACE Legislative Committee to determine priorities for the upcoming session and will hold weekly legislative meetings during the session.

The **ND County Recorders Association** renewed their support agreement with NDACo for financial and administrative support for 2025. The arrangement has worked very well as Genny provides regular fiscal and administrative support and updates for their association to their Executive Board.

The **ND Sheriffs and Deputies Association** (NDSDA) has Donnell as their Executive Director. NDSDA is holding a December meeting. In May they will hold a meeting in conjunction with the Peace Officer Memorial. A conference is also planned for the fall of 2025. Legislatively, Donnell will lead weekly calls during the session with the Sheriff's legislative committee.

NDSDA also partners with South Dakota sheriffs in a formal association level as the Dakota Territory Sheriffs Association (DTSA). North Dakota Sheriffs will host the DTSA conference in 2025.

The **ND State Association of City and County Health Officials** (NDSACCHO) renewed their support and agreement with NDACo for program management with Mary serving as Executive Director.

NDSACCHO supported three (3) first time attendee registrations to the 2024 NDACo Annual Conference. Travel expenses for three (3) members to attend the NACCHO 360 annual conference were also covered by NDSACCHO.

Through a NDHHS Leadership Grant, Mary coordinated an Organizational Wellbeing Workshop facilitated by Laurel Smylie, 4 Letter Consulting, LA. Members learned much from the 1.5 day workshop held in Bismarck. The workshop was so well received it

inspired additional sessions to be provided by NDHHS Division of Public Health. Mary is also coordinating a presentation by a generational speaker to help provide leadership for workforce development and retention. The leadership grant funding is also being used for each of the local public health units to attend/participate in other leadership classes and certifications.

SACCHO is continuing to work on strategic public health communications with activities being supported through another NDHHS grant. Consultants met with membership last spring and developed a strategic communications plan. FrameWorks Institute provided a webinar through ILG in October and a media plan is being developed.

Mary worked with the de Beaumont Foundation to coordinate ND local public health unit participation in the Public Health Workforce Interests and Needs Survey (PHWINS). PH WINS is the first and only nationally representative source of data about the government public health workforce. PH WINS has a proven track record of helping health agencies improve workplace culture, recruitment, and retention. NDSACCHO received \$5,000 for Mary's efforts in this project.

NDSACCHO refreshed its website this year and is building a membership toolkit. Check out our new look at [https://www.ndsaccho.org/!](https://www.ndsaccho.org/)

NDSACCHO partnered with the ND Rural Health Association for a Legislative Meet and Greet hosted at the ND Heritage Center on December 3. The well attended reception was an opportunity for local public health officials to hear legislators' concerns as well as answer questions and provide information.

At its recent annual meeting, NDSACCHO members unanimously re-elected Javayne Oyloe (Upper Missouri District Health Unit—Divide, Williams, Mountrail and McKenzie Counties) to a 2-year Member-at-large position. The election rounds out the Board: Chair Brenda Stallman (Traill County Public Health); Vice Chair Barbara Frydenlund (Rolette County Public Health); Past Chair Sherry Adams (Southwestern District Health Unit—Adams, Bowman, Hettinger, Slope, Golden Valley, Billings, Dunn and Stark Counties); Member-at-large Roxanne Holm (Dickey County).

**NDACo Board Meeting
December 2024**

NDACo Mailbag



The NDACo Mailbag is an opportunity for the board to see letters received by the Association that relate opinions of how well we are doing or aren't doing our job. Happy reading!

Michelle M. Tabbert

From: Peterson, Chad <PetersonC@casscountynd.gov>
Sent: Monday, December 2, 2024 8:34 AM
To: Michelle M. Tabbert
Subject: As my final act.... I want to say thank you.

****Michelle, please make sure the NDACo team sees this (below) note. I don't have everyone's email and I want to make 100% sure I don't miss anyone!!! And thank you for being so awesome!!****

Hello, NDACo family.

I hope you all had an amazing Thanksgiving. I can't think of a better holiday to precede this short note of thanks and gratitude to all of you.

Some of you may not know, but I have been blessed to walk thru the doors of the Cass courthouse for 24 years. My first 12 years I served as a volunteer on various boards and committees and my last 12 years have been serving my neighbors as an elected official.

The entire time, from start to finish, I've learned how important each one of you are to the mission of this wonderful organization. Wherever I've been, locally, statewide or nationally, I've bragged about the team we've assembled. You are the people that make counties a shining example of how local government should work. We are a model to be copied because of you. The citizens of North Dakota are lucky to have you here. I was lucky to have you here.

It was my honor to have worked with you for the last 12 years.

Thank you.

Chad Peterson, Chairman
Cass County Commissioner - District One

Subject:

FW: Congratulations!!!

From: "Wilson, Sandy J." <swilson@nd.gov>

Date: October 1, 2024 at 7:43:11 AM CDT

To: Ryan Gellner <rgellner@ndaco.org>

Subject: Congratulations!!!

Good morning,

Congratulations on your work anniversary with the NDDOT Outreach Program! Since joining on October 1, 2011, your contributions and leadership have been remarkable. From developing key outreach partnerships for traffic safety to the branding of Vision Zero, your work has been instrumental in expanding the program's reach. Your efforts, particularly through managing and growing the Vision Zero Outreach Program (VZOP) Coordinators team from four to six by the end of 2024, have been exceptional. And your role in securing the necessary votes to pass the primary seatbelt law in 2023 speaks volumes about your commitment to saving lives. Your dedication and passion for traffic safety is inspiring, and your impact is felt across the state. It is an honor and privilege to work alongside you. Your work is truly lifesaving, and we are deeply grateful for all that you do.

Sandy

Donnell Preskey

From: Mike Lefor <mikelefor@outlook.com>
Sent: Wednesday, August 7, 2024 9:48 AM
To: Donnell Preskey
Subject: Re: Property Tax Statement Conversation

Thank you for all your hard work on this, it is a game changer for the fall election. Really proud of you!

From: Donnell Preskey <donnell.preskey@ndaco.org>
Sent: Tuesday, August 6, 2024 5:37:27 PM
To: Mike Lefor <mlefor@ndlegis.gov>; mikelefor@outlook.com <mikelefor@outlook.com>; Jared Hagert <jhagert@ndlegis.gov>; Craig Headland <theadland@ndlegis.gov>; Dale Patten <dpatten@ndlegis.gov>; Jordan L. Kannianen <jkannianen@ndlegis.gov>; Dean Rummel <drummel@ndlegis.gov>
Subject: FW: Property Tax Statement Conversation

All,
Good news! Since sending the email this morning we have heard back from the Tax Department that they are holding off on the revisions to the estimated tax notice and tax statement with the exception of adding the Primary Residence Tax Credit.
Thank you to those of you who have also had conversations with the tax department. We understand the desire to highlight the legislative tax relief, but this can be done without inflating numbers. The tax levies need to accurately reflect what taxing entities are levying in dollars.
I know working together we can get something accomplished, if not for the 2024 statement, for the next one.

Donnell Preskey

NDACo Government Relations Specialist
Executive Dir ND Sheriffs & Deputies Association
Executive Dir ND County Auditors & Treasurers Association
Cell: (701) 220-6607 Office: (701) 425-0814



From: Myers, Shelli L. <slmyers@nd.gov>
Sent: Tuesday, August 6, 2024 3:39 PM
To: Auditors <Auditors@ndaco.org>; Treasurers <tr@ndaco.org>
Subject: Property Tax Statement Conversation

Good afternoon, everyone.

I want to thank you for the information and feedback that you have provided about the property tax statements over the past week or so. As mentioned during a recent call with county representatives, this continues to be a work in progress as we move forward with efforts to improve the transparency of the property tax statements. Our goal is to properly reflect the taxes while also clearly illustrating the impact of the legislative buy down amounts.

Currently, we have placed any further programming for the tax statement on hold, aside from the addition of the primary residence credit, in order to produce the best possible product.

As always, please feel free to reach out with any questions or concerns. I am always happy to visit with you.

Subject: FW: Property Tax Toolkit

From: Johnson, Jodi <jodjohnson@wardnd.gov>
Sent: Wednesday, November 27, 2024 11:02 AM
To: Donnell Preskey <donnell.preskey@ndaco.org>
Subject: RE: Property Tax Toolkit

Thank you for this “property tax toolkit”. I have been saving them and posting to my FB page. They are well done.

Jodi
Ward County

From: Donnell Preskey <donnell.preskey@ndaco.org>
Sent: Tuesday, October 1, 2024 9:41 AM
To: NDACO 911 Coordinators <911coordinators@ndaco.org>; NDACO Auditors <auditors@ndaco.org>; Solum, Catlin <solumc@casscountynnd.gov>; NDACO Clerks of Court <coc@ndaco.org>; NDACO Commissioners <commissioners@ndaco.org>; County Administrators <CountyAdministrators@ndaco.org>; NDACO Emergency Managers <emgmanagers@ndaco.org>; Becker, Eva <ebecker@nd.gov>; NDACO GIS Coordinators <giscoordinators@ndaco.org>; NDACO Highway Supts. <highwaysupts@ndaco.org>; Human Resources <HR@ndaco.org>; Jail Administrators <jailadministrators@ndaco.org>; Lindsey Harriman <lindseyh@co.williams.nd.us>; Roshau, LoAnn <loann.roshau@dunncountynnd.org>; Planning and Zoning Directors <PZDirectors@ndaco.org>; Public Health <PublicHealth@ndaco.org>; NDACO Recorders <recorders@ndaco.org>; NDACO Sheriffs <sheriffs@ndaco.org>; States Attorneys <SA@ndaco.org>; NDACO Supt of Schools <suptofschools@ndaco.org>; NDACO Tax Directors <tax@ndaco.org>; NDACO Treasures <tr@ndaco.org>; NDACO Veterans Services <veteransservices@ndaco.org>; Zone Directors <zonedirectors@ndaco.org>
Subject: FW: Property Tax Toolkit

County Officials,

NDACo has worked to develop a “property tax toolkit” for counties and county officials to use and share in educating citizens on property taxes. Included is a property tax explainer one-pager and five graphics that can be shared on county Facebook pages or websites. These documents could also be printed and hung in your buildings. None of these resources state anything about the measure, they are completely 100% educational material on property taxes. The graphics are based off statewide data, feel free to tell your county’s story with more county specific charts or information.

One piece that I want to draw your attention to is the Property Tax Top Taxpayers. We asked the 53 counties for their top 3 taxpayers, what they paid, and total collected. This has drawn out some very interesting information and facts – especially that statewide of the 3 top property taxpayers in each county – out-of-state companies pay 82% of the property taxes. Special thanks to the county auditors that helped us gather this information. [Here is the full list of the top 3 property taxpayers in each county.](#) We will be sharing this information with Legislators in our [October Common Ground](#) (NDACo monthly e-newsletter sent to legislators).

These resources are also posted on the [NDACo website](#) along with a summary of the property tax system and a story has been posted on the [NDACo Legislative Blog](#) and shared on the [ND Counties Facebook](#) page.

We hope you find this information valuable and helpful in educating your citizens. Let me know if you have any questions.

Donnell Preskey

NDACo Government Relations Specialist
Executive Dir ND Sheriffs & Deputies Association
Executive Dir ND County Auditors & Treasurers Association
Cell: (701) 220-6607 Office: (701) 425-0814



Subject: Verizon Wireless & IP Origination

From: Mike Dannenfelzer <mdannenfelzer@bismarcknd.gov>

Sent: Wednesday, September 18, 2024 4:36 PM

To: Jason Horning <jason.horning@ndaco.org>; PSAP Managers <PSAPManagers@ndaco.org>; 911 Coordinators <911Coordinators@ndaco.org>

Cc: Kathy Kottenbrock <kathyk@ndaco.org>

Subject: RE: Verizon Wireless & IP Origination

This is becoming a BOOM-week for accomplishments!

Jason and Kathy (and of course Russ Lindblom) deserve a lot of credit for using the structure we set up in North Dakota many years ago to move us all in the same direction to better serve all citizens in North Dakota. It has been this vision and leadership that keeps North Dakota out in front of the pack and setting a path for success.

This is an official pat-on-the-back! 😊

Mike

Michael Dannenfelzer

Communications Director



Central Dakota Communications Center (CenCom)

4200 Coleman St | Bismarck | ND | 58503

T: 701.255.5200

Website: bismarcknd.gov/24/

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From: Jason Horning <jason.horning@ndaco.org>

Sent: Wednesday, September 18, 2024 4:07 PM

To: PSAP Managers <PSAPManagers@ndaco.org>; 911 Coordinators <911Coordinators@ndaco.org>

Cc: Kathy Kottenbrock <kathyk@ndaco.org>

Subject: Verizon Wireless & IP Origination

CAUTION: ***External Email - Use caution clicking links or opening attachments***

All,

Kathy just let me know that Verizon Wireless' 9-1-1 call traffic is now exclusively on their new IP originating network.

In the past couple of years, the state has had several events associated with Verizon's call transport into and out of the state that have impacted calls from reaching their destination, including 911. While recent efforts by Verizon have reduced the degree of event impact (e.g. routing calls to administrative lines as opposed to them going unanswered) NDACo has remained focused on eliminating the source of the issues as best we can.

The work that has been completed creates a new and more resilient IP network connection between Verizon Wireless's main offices and our state's 9-1-1 network. Effective today, so long as Verizon can get their customer's calls to their main offices (which is their sole responsibility) there is a much higher likelihood that they will be successfully passed along to our state's 9-1-1 system.

This is the first statewide implementation of IP 9-1-1 calling from Verizon in the country and we're very proud it happened here. AT&T is now the only large wireless carrier left to make the transition to IP and we hope to complete that effort very soon as well.

Jason Horning, ENP
NG9-1-1 Program Manager
North Dakota Association of Counties
1661 Capitol Way
Bismarck, ND 58501
Office: 701-425-0816



Subject: Statewide 911 Database Complete

From: Jason Horning <jason.horning@ndaco.org>
Sent: Tuesday, September 17, 2024 4:00 PM
To: PSAP Managers <PSAPManagers@ndaco.org>; 911 Coordinators <911Coordinators@ndaco.org>
Cc: Aaron Birst <aaron.birst@ndaco.org>; Kathy Kottenbrock <kathyk@ndaco.org>; Stanley, Jason E. <jestanley@nd.gov>; Peterschick, Phillip <ppeterschick@nd.gov>
Subject: Statewide 911 Database Complete

All,

I was just informed that the final geoMSAG was loaded into Intrado's systems this afternoon. What this effectively means is that we have a statewide 911 GIS database suitable for the state's transition to NG9-1-1 (i3). The most time-consuming project of the NG9-1-1 Program is now complete and our state's public safety answering points can begin their final transitional steps to an end-state i3 NG9-1-1 system.

It's hard to express just how important and significant this accomplishment is. Yes, it's a necessary prerequisite for NG9-1-1, but just as important... the authoritative addressing GIS data that we have assembled has the potential to make state and local government more efficient in many of the tasks that require good address information.

I want to thank you all for your time on this project and your patience as we have worked to complete the effort. I want to also recognize Phil Peterschick and Jason Stanley at the ND Division of Emergency services for their tireless work in helping many counties complete their GIS work. Without them, we'd still be years away from this accomplishment.

It is now up to all of us to keep the 911 database maintained since, without that maintenance, our collective efforts will slowly be undermined over time. If you have ANY questions about how to do that please reach out!

Great job everyone,

Jason Horning, ENP
NG9-1-1 Program Manager
North Dakota Association of Counties
1661 Capitol Way
Bismarck, ND 58501
Office: 701-425-0816



Aaron Birst

From: Keith Pic <Keith.Pic@ndirf.com>
Sent: Tuesday, November 5, 2024 11:08 AM
To: Aaron Birst
Subject: RE: Sponsorship Thank You

The conference was great and is vital to the success of our risk management plans and NDIRF as well. So, thank you for hosting it and letting us be involved.

Keith Pic, CPCU, CIC

Chief Executive Officer

North Dakota Insurance Reserve Fund

701-751-9117 - Office

701-751-9147 - Fax

800-421-1988 - Toll Free

www.ndirf.com

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From: Aaron Birst <aaron.birst@ndaco.org>
Sent: Tuesday, November 5, 2024 10:46 AM
To: Keith Pic <Keith.Pic@ndirf.com>
Subject: Sponsorship Thank You

I want to take a moment to extend my sincere gratitude to you and the staff of the ND Insurance Reserve Fund for the many ways you helped contribute to the success of the 2024 NDACo Annual Conference & Expo in Bismarck.

The financial support offered by NDIRF is one of the key factors in our conference's consistent improvement and effectiveness. Without your support, we would face a much larger challenge in the planning, financing and logistical aspects of the event.

I look forward to working with you again in the future and thank you for lending your support to the conference and out county members.

Aaron G. Birst

NDACo Executive Director
701-425-0808
aaron.birst@ndaco.org



Aaron Birst

From: Greff, Francis D. <fgreff@nd.gov>
Sent: Tuesday, November 5, 2024 9:16 AM
To: Aaron Birst
Subject: RE: Thank You & Exhibit Input

Aaron:

Thank you for allowing RRI to participate as a vendor at this year's event.

Also, I want to thank you for personally stopping by our booth to thank us for attending. Take care.

Francis Greff

Account Executive

701-328-6167 (o) • 701-226-9585 (c) • fgreff@nd.gov



From: Aaron Birst <aaron.birst@ndaco.org>
Sent: Tuesday, November 5, 2024 8:56 AM
To: Greff, Francis D. <fgreff@nd.gov>
Subject: Thank You & Exhibit Input

You don't often get email from aaron.birst@ndaco.org. [Learn why this is important](#)

******* CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe. *********

Thank you for participating as a Traditional Exhibitor at our Annual Conference and Expo! Your support made our conference a huge success!

Watch for your complimentary post conference issue of County News, which recognizes your company as a conference exhibitor. It's our way of saying "thank you" for your participation at our annual event.

With the close of our 2024 conference, plans will soon be underway for 2025! We will again be at the Bismarck Event Center and our dates are **October 26-28, 2025**, so mark your calendars!

Also, below is a link to our Exhibitor Evaluation. If you haven't already completed it, please take a few short minutes to fill out our evaluation and let us know what we did right and where we can improve. Your input is crucial in helping make our conference better, so we appreciate your feedback.

Evaluation Link: www.ndaco.org/exhibitor-survey

Thank you again for your continued support. It is important for our county officials to interact with pertinent businesses and organizations like yours to stay informed in making business decisions on behalf of their county. We couldn't have done it without you!

Aaron G. Birst

NDACo Executive Director
701-425-0808
aaron.birst@ndaco.org



Aaron Birst

From: Lonna Willer-Smith <lonnas@kirkwoodbank.com>
Sent: Tuesday, November 5, 2024 11:12 AM
To: Aaron Birst
Subject: RE: Sponsorship Thank You

Good Morning Aaron,

Thank you for the kind word, and we are proud to partner with you on this wonderful conference!

Thanks again, Lonna

From: Aaron Birst <aaron.birst@ndaco.org>
Sent: Tuesday, November 5, 2024 10:27 AM
To: Lonna Willer-Smith <lonnas@kirkwoodbank.com>
Subject: Sponsorship Thank You

You don't often get email from aaron.birst@ndaco.org. [Learn why this is important](#)

I want to take a moment to extend my sincere gratitude to you and the staff of Kirkwood Bank & Trust for the many ways you helped contribute to the success of the 2024 NDACo Annual Conference & Expo in Bismarck.

The financial support offered by Kirkwood Bank is one of the key factors in our conference's consistent improvement and effectiveness. Without your support, we would face a much larger challenge in the planning, financing and logistical aspects of the event.

I look forward to working with you again in the future and thank you for lending your support to the conference and out county members.

Aaron G. Birst

NDACo Executive Director
701-425-0808
aaron.birst@ndaco.org



Michelle M. Tabbert

From: Billy Doerr <billyd@broszengineering.com>
Sent: Tuesday, November 5, 2024 10:18 AM
To: Michelle M. Tabbert
Subject: RE: Sponsorship Thank You

Thank you. We are happy to support this great event, and look forward to doing so more in the future.



BILLY DOERR, PE
BROSZ ENGINEERING
109 S Main St, Box 357
Bowman, ND 58623
O (701) 523-3340
C (701) 440-8655

FOR OVER 40 YEARS, PROVIDING QUALITY ENGINEERING & SURVEYING SERVICES

From: Aaron Birst <aaron.birst@ndaco.org>
Sent: Tuesday, November 5, 2024 9:15 AM
To: Billy Doerr <billyd@broszengineering.com>
Subject: Sponsorship Thank You

I want to take a moment to extend my sincere gratitude to you and the staff of Brosz Engineering for the many ways you helped contribute to the success of the 2024 NDACo Annual Conference & Expo in Bismarck.

The financial support offered by Brosz Engineering is one of the key factors in our conference's consistent improvement and effectiveness. Without your support, we would face a much larger challenge in the planning, financing and logistical aspects of the event.

I look forward to working with you again in the future and thank you for lending your support to the conference and out county members.

Aaron G. Birst

NDACo Executive Director
701-425-0808
aaron.birst@ndaco.org



Subject: FW: Thank you.

From: Puppe, Mark <mark.puppe@redcross.org>
Sent: Wednesday, October 30, 2024 11:44 AM
To: Jeff Eslinger <Jeff.Eslinger@ndaco.org>
Cc: Cathy Heidt <Cathy.Heidt@ndaco.org>; Aaron Birst <aaron.birst@ndaco.org>
Subject: Thank you.

Hello Jeff.

On behalf of the American Red Cross, thank you for the table at the 2024 North Dakota Association of Counties Annual Conference.

Through the power of volunteers, generosity of donors, and oftentimes, direct collaboration with public officials, the Red Cross provides disaster preparedness, prevention, and relief services. Growing the volunteer workforce and strengthening local government relationships will enable the Red Cross to provide even more of these essential services to North Dakota communities. NDAC's support facilitates every part of these processes, and we extend our thanks you for it.

Sincerely,
Mark Puppe
Volunteer Recruitment Representative
American Red Cross | Minnesota & Dakotas Region
701-831-0460 | www.redcross.org



American Red Cross
Minnesota and Dakotas Region

Subject:

FW: Fw: Welcome to the 2024 NDACo Annual Conference!

From: Wayne Giles <wayne@dustpods.com>**Sent:** Tuesday, October 8, 2024 8:31 PM**To:** NDACo <ndaco@ndaco.org>**Subject:** Re: Welcome to the 2024 NDACo Annual Conference!

Thanks for the update , and FYI this was the most descriptive conference email i have received !

Thank you for all your hard work,

Wayne Giles

Managing Director

DUSTPODS™

Direct: 704-682-3343

1900 32nd Ave NE

Black Eagle MT

www.dustpods.com

1-833-DUSTPODS

Michelle M. Tabbert

From: Carmell Mattison <carmell.mattison@gfcounty.org>
Sent: Friday, October 18, 2024 10:30 AM
To: Michelle M. Tabbert; kyleem8@icloud.com
Subject: RE: ILG Scholarship - Final Details for Monday's Presentation

Received. Thank you, Michelle. We look forward to the event and are thankful for the award and recognition.

From: Michelle M. Tabbert <Michelle.Tabbert@ndaco.org>
Sent: Friday, October 18, 2024 10:10 AM
To: kyleem8@icloud.com
Cc: Carmell Mattison <carmell.mattison@gfcounty.org>
Subject: ILG Scholarship - Final Details for Monday's Presentation
Importance: High

Kylee,

We look forward to having you join us Monday to be recognized as an ILG Scholarship winner. Please sit in the Reserved Seating close to the stage for Monday's Lunch . Two seats will be reserved for you and your mother.

An NDACo staff member will assist you backstage to receive your award certificate. If you wish, you will be given the opportunity address the audience; please limit your comments to one (1) minute or less. **Please remain after lunch for some quick photos with your award certificate.**

See you at the convention!

Michelle Tabbert

NDACo Administrative Officer
701-425-0822
michelle.tabbert@ndaco.org

From KZ Photobooth
Sponsorship by Kirkwood Bank & Trust

Jeff,

We appreciate being included in your conference evening. We hope your whole week went great. The theme you had was a fun theme. Please keep us in mind for any future events that you have.

~Thanks

Kathy

Subject:

FW: NDACo Annual Conference Invitation - RSVP Deadline: Thursday, October 3rd

From: Crothers, Justice Daniel J. <DCrothers@ndcourts.gov>

Sent: Friday, September 20, 2024 10:10 AM

To: Michelle M. Tabbert <Michelle.Tabbert@ndaco.org>; Aaron Birst <aaron.birst@ndaco.org>

Subject: RE: NDACo Annual Conference Invitation - RSVP Deadline: Thursday, October 3rd

Thank you for the invitation. I appreciate the good relationship between the Court and the Association and its members. Unfortunately, I will be teaching out of state on Monday the 21st and in court on the 22nd and will be unable to join the meetings or dinner. I offer my thanks and best wishes for a successful conference.

Dan

Daniel J. Crothers, Justice
North Dakota Supreme Court
600 East Boulevard Avenue
Bismarck, ND 58505-0180
701-328-4205 (O)

From: Aaron Birst <aaron.birst@ndaco.org>

Sent: Friday, September 20, 2024 9:45 AM

To: Crothers, Justice Daniel J. <DCrothers@ndcourts.gov>;

Subject: NDACo Annual Conference Invitation - RSVP Deadline: Thursday, October 3rd

Please accept this invitation to attend the NDACo Annual Conference and Expo, scheduled for October 20-22 at the Bismarck Event Center. Along with NDACo President Jayme Tenneson and NDCCA President Joan Hollekim, I welcome you to attend any of the conference workshops and general sessions. County officials appreciate the profound value of their relationships with state government officials. This conference provides a unique opportunity for you to interact with many county officials and strengthen these relationships.

You can find our conference agenda at <https://www.ndaco.org/annual-conference/>. This year's theme is *Countyfest*, and our workshops and general sessions promise to inform and entertain.

In addition to attending any workshops and general sessions at no charge, you are also invited to attend the Social and/or Dinner & Evening Entertainment (Christopher Carter, Mentalist) on Monday evening, October 21st. The Social begins at 5:15 pm and the Dinner & Evening Entertainment at 6:30 pm.

To assist in our meal counts for that evening, we ask that you **RSVP by Noon on Thursday, October 3rd**, if you plan to attend the Monday Dinner. RSVP to Michelle Tabbert at michelle.tabbert@ndaco.org or (701) 425-0822. When you arrive, stop at the Registration Desk for your name badge and complimentary ticket for Monday evening. You are welcome to purchase tickets for other meal functions.

If you have any questions, please contact our office at 701-425-0808. I hope to see you at the conference!

Sincerely,

Aaron G. Birst

Michelle M. Tabbert

From: Haugen-Hoffart, Sheri <shaughenhoffart@nd.gov>
Sent: Friday, September 20, 2024 10:22 AM
To: Michelle M. Tabbert
Subject: RSVP for Monday's Dinner October 21st

Michelle,

Thank you for the invitation to attend NDACo Annual Conference and Expo. I am planning on attending Monday night's social and dinner along with my husband, Richar Hoffart.

Keep up the great work,

Sheri O. Haugen-Hoffart
Commissioner
(701) 328-2400



shaughenhoffart@nd.gov www.psc.nd.gov

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Michelle M. Tabbert

Subject: FW: NDACo Annual Conference Invitation - RSVP Deadline: Thursday, October 3rd

From: McEvers, Justice Lisa <LMcEvers@ndcourts.gov>

Sent: Tuesday, October 1, 2024 2:42 PM

To: Michelle M. Tabbert <Michelle.Tabbert@ndaco.org>

Subject: RE: NDACo Annual Conference Invitation - RSVP Deadline: Thursday, October 3rd

Ms. Tabbert,

Thank you for the invitation, I usually come and enjoy socializing with the participants. I regret I have a previous engagement and am unable to attend.

Best regards,

Lisa Fair McEvers

From: Russ Hanson <RHanson@agcnd.org>
Sent: Friday, September 20, 2024 10:35 AM
To: Michelle M. Tabbert
Subject: RSVP Oct 21st

Michelle,

I plan to attend on October 21st and always appreciate the invite.

Your convention is always awesome.

Russ Hanson
Executive Vice President
Associated General Contractors of North Dakota
701.223.2770

From: Forde, Steve <sforde@nd.gov>
Sent: Monday, September 30, 2024 1:20 PM
To: Alisha Adolf <alisha.adolf@ndaco.org>
Subject: RE: Congratulations! ILG Level I Award Recipient

Hi Alisha,
You do a great job with this well run program. The courses are very interesting and valuable. Thank you.

Steve

From: Alisha Adolf <alisha.adolf@ndaco.org>
Sent: Monday, September 30, 2024 12:47 PM
To: Forde, Steve <sforde@nd.gov>
Subject: Congratulations! ILG Level I Award Recipient

******* CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe. *********

Hi Steve,

CONGRATULATIONS on completing **Level I!** As a Level I award recipient, this means that you have completed at least **30 hours of ILG** professional development courses. This represents your dedication and commitment to serving the citizens of your county to the best of your ability. You are to be commended on your hard work!

Attached is your Level I certificate. You also have a gift card that you can pick up at the conference registration desk at the upcoming NDACo Annual Conference October 20-22. If you do not attend the conference, our office will mail your gift card to you. Also, we will recognize your accomplishment in the November/December issue of the *County News*, so look out for your name! Again, thank you for your ILG training participation!

Next stop....Level II (100 ILG hours)

Alisha Adolf
Professional Development Manager
ND Association of Counties
701.425.0810



From: Worrel, Cindy <cworrel@nd.gov>
Sent: Monday, September 30, 2024 1:57 PM
To: Alisha Adolf <alisha.adolf@ndaco.org>
Subject: RE: Congratulations! ILG Level III Award Recipient

Alisha,
I plan on attending the October conference. Boy, I had no idea I was this close in ILG training hours. To tell you the truth I really don't pay attend, just love the ILG trainings even if I may have attended before, I find I may have missed something or there is new and improved teaching. I also keep the handouts, which I have notes on and had to refer to.
I love what you do with the ILG training and topics.
Thank you for the recognition on Level III and award.

From: Alisha Adolf <alisha.adolf@ndaco.org>
Sent: Monday, September 30, 2024 1:41 PM
To: Worrel, Cindy <cworrel@nd.gov>
Subject: Congratulations! ILG Level III Award Recipient

******* CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe. *********

Hi Cindy,

CONGRATULATIONS on completing **Level III!** As a Level III award recipient, this means that you have completed at least **150 hours of ILG** professional development courses. This represents your dedication and commitment to serving the citizens of your county to the best of your ability. You are to be commended on your hard work!

Attached is your Level III certificate. You also have a gift card that you can pick up at the conference registration desk at the upcoming NDACo Annual Conference October 20-22. If you do not attend the conference, our office will mail your gift card to you. Also, we will recognize your accomplishment in the November/December issue of the *County News*, so look out for your name! Again, thank you for your ILG training participation!

Next stop....Level IV (200 ILG hours)

Alisha Adolf
Professional Development Manager
ND Association of Counties
701.425.0810



From: Weeks, Samantha M. <smweeks@nd.gov>
Sent: Monday, September 30, 2024 2:40 PM
To: Alisha Adolf <alisha.adolf@ndaco.org>
Subject: RE: Congratulations! ILG Level I Award Recipient

Thank you, Alisha,! I love learning and you always have great stuff available to us! Thank you!!

From: Alisha Adolf <alisha.adolf@ndaco.org>
Sent: Monday, September 30, 2024 1:08 PM
To: Weeks, Samantha M. <smweeks@nd.gov>
Subject: Congratulations! ILG Level I Award Recipient

******* CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe. *********

Hi Samantha,

CONGRATULATIONS on completing **Level I!** As a Level I award recipient, this means that you have completed at least **30 hours of ILG** professional development courses. This represents your dedication and commitment to serving the citizens of your county to the best of your ability. You are to be commended on your hard work!

Attached is your Level I certificate. You also have a gift card that you can pick up at the conference registration desk at the upcoming NDACo Annual Conference October 20-22. If you do not attend the conference, our office will mail your gift card to you. Also, we will recognize your accomplishment in the November/December issue of the *County News*, so look out for your name! Again, thank you for your ILG training participation!

Next stop....Level II (100 ILG hours)

Alisha Adolf
Professional Development Manager
ND Association of Counties
701.425.0810



From: Reimer, Mindy <mreimer@nd.gov>
Sent: Friday, October 18, 2024 3:49 PM
To: Alisha Adolf <alisha.adolf@ndaco.org>
Subject: Sorry, I found It

As soon as I sent my email, I found the online ILG transcript. Thank you for ALL that you do. I appreciate so much all the training opportunities.

Mindy S. Reimer, CPA



Auditor/Treasurer
PO Box 603
Cando, ND 58324
(701) 968-4340 ext. 2
(701) 303-0518
mreimer@nd.gov

From: Hilbert, Lisa D. <lhilbert@nd.gov>
Sent: Wednesday, October 30, 2024 10:03 PM
To: Alisha Adolf <alisha.adolf@ndaco.org>
Subject: RE: (ILG) Handout for Today's Webinar "Managing Records in Email"

Alisha,

I hope you are enjoying the beautiful fall season!

I had registered but was unable to view this webinar.
Can you please forward me the recording?

Thanks for all you do! You have such wonderful resources. They are greatly appreciated.

😊 Lisa



Public Health
Prevent. Promote. Protect

Lisa Hilbert, RN | Administrator/DON | Staff Nurse
Foster County Public Health • 881 Main St Carrington, ND 58421
Office: 701-652-3087 • Fax: 701-652-3097 • Cell: 701-650-1673

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Subject: FW: Rental Agreement Supplement

From: Ryan Rauschenberger <ryanrauschenberger@gmail.com>
Sent: Tuesday, September 17, 2024 9:38 AM
To: Genny M. Dienstmann <gdienstmann@ndaco.org>
Subject: Re: Rental Agreement Supplement

Thanks, Genny. I really enjoy being here!

On Tue, Sep 17, 2024 at 9:37 AM Genny M. Dienstmann <gdienstmann@ndaco.org> wrote:

Great! Thanks Ryan, you have been an awesome tenant and so happy you plan to be with us for another two years. Have a great day!

Genny Dienstmann, CAE
ND Association of Counties
(701) 425-0815 – w
(701) 391-4375 - c

From: Ryan Rauschenberger <ryanrauschenberger@gmail.com>
Sent: Tuesday, September 17, 2024 9:33 AM
To: Genny M. Dienstmann <gdienstmann@ndaco.org>
Subject: Re: Rental Agreement Supplement

Here you go. Thanks, Genny!

On Mon, Sep 16, 2024 at 3:59 PM Genny M. Dienstmann <gdienstmann@ndaco.org> wrote:

Hi Ryan,

Please find the attached supplement to your rental agreement for a two year term, which we discussed. If you have any questions or concerns, please let me or Aaron know. If you approve, please sign and email back to me at your earliest convenience. Thank you.

Genny Dienstmann, CAE
ND Association of Counties
(701) 425-0815 – w
(701) 391-4375 - c

LEGISLATIVE LEADERSHIP

HOUSE



Majority Leader - Mike Lefor, Dickinson

Assistant Majority Leader - Glenn Bosch, Bismarck

Minority Leader - Zachary Ista, Grand Forks

Assistant Minority Leader - Gretchen Dobervich, Fargo

Majority Leader - David Hogue, Minot

Assistant Majority Leader - Jerry Klein, Fessenden

Minority Leader - Kathy Hogan, Fargo

Assistant Minority Leader - Josh Boschee, Fargo

SENATE



COMMITTEES

Appropriations

House - Don Vigesaa, Cooperstown

Senate - Brad Bekkedahl, Williston

Approps - Education & Environment

House - Mike Nathe, Bismarck

Senate - Ron Sorvaag, Fargo

Approps - Government Operations

House - David Monson, Osnabrock

Senate - Terry Wanzek, Jamestown

Approps - Human Resources

House - Jon Nelson, Rugby

Senate - Dick Dever, Bismarck

Agriculture

House - Mike Beltz, Hillsboro

Agriculture & Veterans Affairs

Senate - Larry Luick, Fairmount

Education

House - Pat Heinert, Bismarck

Senate - Todd Beard, Williston

Energy & Natural Resources

House - Todd Porter, Mandan

Senate - Dale Patten, Watford City

Finance & Tax

House - Craig Headland, Montpelier

Senate - Mark Weber, Casselton

Government & Veterans Affairs

House - Austen Schauer, West Fargo

Human Services

House - Matt Ruby, Minot

Senate - Judy Lee, Fargo

Industry, Business & Labor

House - Jonathan Warrey, Casselton

Industry & Business

Senate - Jeffrey Barta, Grand Forks

Judiciary

House - Larry Klemin, Bismarck

Senate - Diane Larson, Bismarck

Political Subdivisions

House - Donald Longmuir, Stanley

State & Local Government

Senate - Kristin Roers, Fargo

Transportation

House - Dan Ruby, Minot

Senate - David Clemens, West Fargo

Workforce Development

Senate - Michael Wobbema, Valley City

LEGISLATIVE ENGAGEMENT

CONNECTING COUNTIES TO THE CAPITOL

ND COUNTIES LEGISLATIVE BLOG

NDCOUNTIES.BLOG



STAY UPDATED ON COUNTY RELATED LEGISLATIVE NEWS



Connect to the NDACo Legislative Blog & be connected to the Capitol!

The blog is NDACo's **PRIMARY** source of county related legislative information.

- Subscribe for email alerts!
- Weekly schedules focused on county related bills
- Hearing updates, reports and call-to-actions
- Links to legislative resources
- Subscribe for email alerts by visiting: ndcounties.blog
- Receive email alert when information is updated



Legislative Committee Collaboration

NDCCA and numerous Member Associations hold weekly legislative committee calls.

- Review activity
- Gather input on upcoming bills
- Develop strategy & position for bill hearings
- Develop testimony



Engage with Legislators

60% of all bills filed typically impact counties

- Build relationship with Legislators
- Email / Call / Text them on bills
- Keep It Simple and Short, reference bill number & position



2025 Legislative Session Preparation

69th Legislative Session Starts January 7, 2025

What You Need to Know:

- **20** newly elected legislators – 3 House members moved to Senate
- Republicans retain super majority
 - 42 (R) / 5 (D) – Senate
 - 83 (R) / 11 (D) - House
- Starts Jan. 7th – limited to 80 days (May 2nd)
- **New Rule:** Senate chamber closed to public 30 minutes prior to session. Allowed to enter and sit behind rail after Senate convenes.

Engagement:

- Weekly NDCCA + various member calls (Auditors/Treasurers, Sheriffs, Engineers, Public Health)
- ND Legislative Council Website: www.ndlegis.gov
 - Watch Live & Recorded: Committee Hearings, House and Senate Floor
 - Look up Bills
- NDACo Legislative Blog: <https://ndcounties.blog>
 - Subscribe to the ND Counties Legislative Blog to receive weekly hearing schedules and updates on county related bills.
 - Go to <https://ndcounties.blog>
 - Enter email in subscribe box (top right)
 - Once subscribed, you will receive emails when new information is posted

Budget Proposals:

- Governor Burgum Proposed Budget
- Governor-Elect Kelly Armstrong – State of State: January 7th
- Legislative Base Budget

Burgum Budget Highlights:

Total budget: \$19.6 Billion

General Fund spending: \$6.5 billion (up from \$6.1 billion)

Great focus on Workforce Development (housing, childcare)

Tax Relief/Reform:

- Continue income tax relief (\$570 million in income tax relief since 2021) and primary residence tax credit (\$157 million in PRC approved in 2023)
- Called on legislature to stop subsidizing local government (\$5 billion 23-25 biennium in state funds to cover local costs)

- Encouraged permanent tax reductions
- \$5 million for property tax transparency portal

Infrastructure:

- \$171 million - Flexible Transportation Fund + \$150 million to ND DOT
- \$435 million - Flood control & water supply projects
- \$120 million - Airport projects: Grand Forks, Fargo, Dickinson

Corrections:

- New 600-bed facility at Missouri River Correctional Center
- \$36.5 million to complete Heart River Women’s Transformational Center

Bonding:

\$1.5 billion bonding package

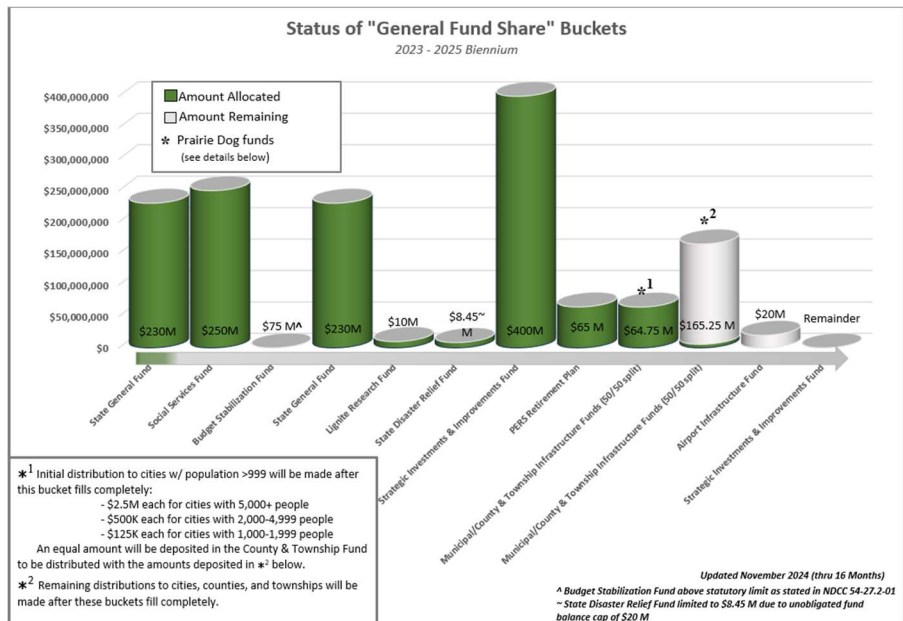
- Highway 85 – 4 lane
- Red River Valley Water Supply Project
- Flood protection – Minot
- Airport improvements
- Missouri River Correctional Center – renovation & expansion
- State Hospital - replacement

Key Issues:

- Expect Record # of Bills (no limit in introduction of bills)
- PROPERTY TAX RELIEF + REFORM (55 being drafted as of 12/1/24)
- Corrections / Behavioral Health Investments
- Infrastructure Funding
- Gov. Armstrong – Budget Priorities

Local Infrastructure Funding for non-oil counties through Oil & Gas Revenue Buckets “Prairie Dog”

- Bucket #1 has filled: dedicated to cities over 1,000 population
- Bucket #2: cities/counties/townships expected to fill early 2025



**NORTH DAKOTA ASSOCIATION OF COUNTIES
PROPOSED 2025 NDACo BUDGET**

	General Fund				
	2023 Actual	2024 Budget	Est. 2024 Year-End	2025 Proposed	
REVENUES					
NDACo GENERAL INCOME					
County Dues	706,561	727,750	727,750	735,030	1)
NDCCA/National Participation	12,000	12,000	13,000	13,000	2)
Fixed Interest Income	44,332	15,000	92,580	75,800	
Subsidiary Revenue	0	22,000	23,390	23,000	
Grant Operating Reimbursements	4,961	4,500	6,140	5,800	
Legislative Contract Fees	8,500	0	0	8,500	
Miscellaneous Revenue	9,439	3,940	6,050	5,300	
Gain on Sale of Equipment	0	0	3,515	0	
TOTAL GENERAL INCOME	785,793	785,190	872,425	866,430	
PUBLICATION SERVICES					
Publication Sales	1,031	1,000	850	700	3)
Web Page Revenue	1,300	1,200	1,600	1,600	
AD Revenue	49,931	45,500	47,500	46,000	
TOTAL PUBLICATION SERVICES	52,262	47,700	49,950	48,300	
CONFERENCE SERVICES					
NDACo Annual Convention	218,898	236,630	237,880	248,200	4)
County Day at the Capitol	25,550	0	0	22,000	
Other Workshops/Conferences	3,900	0	0	2,500	
TOTAL CONFERENCE SERVICES	248,348	236,630	237,880	272,700	
COOPERATIVE SERVICES					
Indirect Cost Program	251,058	231,000	226,830	230,000	5)
Drug/Alcohol Testing	85,971	82,000	84,200	84,000	
Member Association Mgmt Agreements	116,660	118,990	121,050	122,040	
Worker's Comp. Program	3,289,915	3,917,000	4,089,320	3,811,500	
Workers Comp Grant Program	31,059	0	0	0	
Next Generation 911 Prog Admin	518,400	542,750	523,750	408,100	
GIS Program	29,109	54,130	38,890	48,000	
Juvenile Justice Grants	760,143	1,059,500	738,740	875,000	
ILG Professional Development Program	85,620	82,900	83,000	82,900	
DOT Projects	892,368	1,043,330	1,078,180	1,362,670	
Other Programs	71,302	62,000	65,090	60,800	
Other Special Projects	17,861	14,700	72,160	50,600	
TOTAL COOPERATIVE SERVICES	6,149,466	7,208,300	7,121,210	7,135,610	
BUILDING REVENUE					
Rental Income	248,493	250,010	244,565	265,850	6)
TOTAL BUILDING REVENUE	248,493	250,010	244,565	265,850	
REVENUE TOTAL	7,484,362	8,527,830	8,526,030	8,588,890	

	General Fund				
	2023 Actual	2024 Budget	Est. 2024 Year-End	2025 Proposed	
STAFF & INDIRECT EXPENDITURES					
SALARIES					7)
Staff Salaries	1,897,692	1,943,523	2,014,730	2,134,600	
Summer Interns	0	0	6,310	10,000	
Cost of Living/Merit Adjustment	0	93,015	0	64,040	
Market Adjustment	0	15,000	6,450	30,000	
YE Intercompany Adjustment	(19,193)	0	0	0	
TOTAL SALARIES/ADJUSTMENTS	1,878,499	2,051,540	2,027,490	2,238,640	
FRINGE BENEFITS & PAYROLL TAX					8)
Fringe Benefits	584,056	661,230	633,980	727,040	
Longevity Program	19,770	20,520	20,520	22,390	
Payroll Taxes	143,617	164,120	155,580	178,920	
TOTAL FRINGE & PAYROLL TAX	747,443	845,870	810,080	928,350	
TRAVEL					9)
NDACo Staff	9,142	10,500	9,970	11,000	
NDACo Board of Directors	31,668	36,000	40,540	41,000	
National Board/Comm. Participation	61,045	65,000	53,600	72,000	
TOTAL TRAVEL	101,855	111,500	104,110	124,000	
GENERAL SUPPLIES & OPERATING					10)
Communications	15,116	15,000	14,770	15,440	
Office Supplies	3,856	5,000	5,450	5,500	
Postage	2,010	2,100	1,670	1,800	
Other Fees & Charges	40	100	700	750	
Subscriptions/Books	482	600	540	600	
TOTAL SUPPLIES & OPERATING	21,504	22,800	23,130	24,090	
GENERAL FEES & SERVICES					11)
Accounting/Audit	24,430	25,000	23,630	25,000	
Insurance	3,707	3,950	3,700	4,200	
Other Contractual	43,775	33,290	42,260	26,410	
Registration Fees & Dues	6,485	7,000	6,120	6,800	
Marketing Expense	952	2,500	1,620	1,500	
TOTAL FEES & SERVICES	79,349	71,740	77,330	63,910	
GENERAL EQUIPMENT & MAINT.					12)
Small Office Equip. Purchase & Maint.	0	500	0	500	
Photocopier Supplies & Maint.	518	1,500	1,030	1,200	
Computer Supplies & Maint.	8,641	4,500	5,830	4,000	
Vehicle Expenses & Maint.	6,297	8,500	4,750	6,500	
Gen. Office Equip. Replacement Fund	16,352	14,890	14,150	15,400	
Vehicle Replacement Fund	11,519	7,540	7,540	7,540	
TOTAL GEN. EQUIP. & MAINT.	43,327	37,430	33,300	35,140	
BUILDING FEES					13)
Janitorial/Maintenance	27,050	20,000	12,100	16,000	
Utilities	53,206	60,000	55,360	58,000	
Contractual Services	89,802	95,000	92,960	101,000	
Insurance	3,170	3,260	3,880	4,200	
Property/Income Taxes	24,115	26,000	24,630	26,000	
Building Depreciation	159,097	157,380	156,490	157,520	
TOTAL BUILDING FEES	356,440	361,640	345,419	362,720	

	General Fund			
	2023 Actual	2024 Budget	Est. 2024 Year-End	2025 Proposed
DIRECT SERVICE EXPENDITURES				
LEGISLATIVE SERVICES				14)
Legislative Relations	14,413	15,000	10,860	17,000
Legislative Social	7,896	0	0	5,000
Computer/Communications	4,637	4,600	3,790	7,700
Legislative Legal/Lobbying	20,000	0	0	0
TOTAL LEGISLATIVE	46,946	19,600	14,650	29,700
PUBLICATION SERVICES				15)
County News	22,012	22,120	23,620	24,000
Web Development/Maintenance	1,020	5,000	5,020	1,200
County Officials Directory	3,986	4,070	4,370	4,400
Other Publication Costs	3,706	11,600	3,720	3,800
TOTAL PUBLICATIONS	30,724	42,790	36,730	33,400
CONFERENCE SERVICES				16)
NDACo Convention	183,364	201,000	200,220	215,000
County Day/Leg Wrap Up	9,083	0	0	5,000
Other Meetings/Workshops	12,221	5,000	9,940	25,000
TOTAL CONFERENCE SERVICES	204,668	206,000	210,160	245,000
COOPERATIVE SERVICES				17)
Indirect Cost Contractor	213,399	196,350	193,010	10,000
Drug/Alcohol Testing	72,276	71,000	68,160	70,000
Member Association Mgmt Agreements	2,161	2,300	1,550	2,000
Workers Comp Program	2,425,356	2,942,800	3,199,560	2,693,920
Workers Comp Grant Program Exp.	31,059	0	0	0
Next Generation 911 Program Admin	976	1,500	(5,270)	1,500
GIS Pilot Program	2,101	3,500	5,190	6,000
Juvenile Justice Grants	598,369	920,000	601,790	750,000
ILG Professional Development Program	9,395	12,000	9,390	12,200
DOT Projects	674,868	711,500	707,150	869,930
Other Programs	5,863	5,000	4,570	4,900
Other Special Projects	31,001	51,000	81,700	83,000
TOTAL COOPERATIVE SERVICES	4,066,824	4,916,950	4,866,800	4,503,450
EXPENDITURE TOTAL	7,577,579	8,687,860	8,549,200	8,588,400
REVENUE OVER EXPENDITURES	(93,217)	(160,030)	(23,170)	490
NONOPERATING REVENUE				
Variable Investment Income	898,752	261,000	769,530	500,000

Suggested Motion: Motion to approve the 2025 budget as presented.

North Dakota Association of Counties



Notes for the 2024 Projected Year-end and 2025 Budget:

- 1) Dues represent 8.5% of total budgeted revenues for 2025. The budget amount reflects a 1% increase per Board direction of implementing up to a 3% increase, only if needed to balance the budget.
- 2) General revenue year end earnings is greater in 2024 as we tiered short term investments to maximize earnings throughout the year and had higher than normal interest rate returns. There has recently been a reduction in rates, so in anticipation of lower returns in 2025, fixed income has been adjusted. With the upcoming legislative session, revenue is also budgeted for support from NDCCA.
- 3) Publication revenue will exceed the 2024 budget, as ad revenue was greater than expected. Ad revenue is budgeted conservatively in 2025 as companies are being more selective with their marketing and advertising dollars.
- 4) The 2024 conference revenue came in just above budget. The 2025 revenues for Local Govt. Capitol Connection and Social is slightly lower than last session, as this is a new event, so a more conservative approach was taken with registrations. We anticipate greater revenue for the conference in 2025.
- 5) Overall, 2024 year-end Cooperative Services revenues are \$87,000 under budget. The Indirect Cost Program, NG911, GIS and Juvenile Justice grants were less than anticipated in 2024, but most programs see an increase in activity for 2025. The workers comp estimated premiums came in higher in 2024, and based on preliminary county data, the 2025 budget is slightly less than year end amounts. Due to filling the TSRP position and adding an additional VZ Coordinator mid-year 2024, DOT grant revenue is more than budget and the adjustment for these positions for a full year are shown in the increased 2025 budget amount.
- 6) Building rental income came in slightly under budget in 2024. Most building tenant leases have been renewed for 2025, which includes increased revenue for the coming year, along with the higher lease interest amounts that need to be accounted for under GASB 87 rules.
- 7) Approval of the 2025 budget includes the following policy items: hiring a position for the Indirect Cost Program, an allowance for \$30,000 for market adjustments, if needed, and an amount equal to 3% of salaries for COLA/merit increases for eligible employees which will increase wages approximately \$64,000. The year end audit adjustment is an audit requirement to properly allocate staff costs to their particular program.
- 8) NDACo will see a slight increase for health insurance rates of 2.9% and dental is increasing just over 9% for 2025. Retirement benefits will be more as 2024 hires will be eligible for this benefit in the coming year. A slight increase for other provider benefits such as long term disability/life insurance and flex account administration is included.
- 9) NDACo is proposing an increase in the travel budget for 2025. NDACo would like to offer a similar scholarship program to non-commissioner officials to participate in national conferences, providing up to \$1,500 to cover travel/registration costs. This budget includes eight scholarships for this opportunity. The slight increase in other areas is to allow for adjustments in travel costs.

Notes for the 2024 Projected Year-end and 2025 Budget:

- 10) General supplies and operating costs were on target with budget. The small increase in 2025 is to allow for a change in monthly cell phone expense reimbursements and an increase in postage rates.
- 11) The general fees and services came in over budget for 2024, mainly due to continued contract support with CashVest, changing accounting software support vendor and increased NRG tech support for our large conference room. For 2025, NDACo will not be renewing its contract with CashVest and tech support is anticipated to be less for the conference room as upgrades have been completed with some of the technology in the room.
- 12) The general equipment and maintenance fees were less in 2024 than budgeted, mainly due to lower vehicle maintenance costs. For 2025, a slight increase in small equipment and depreciation costs are included, but overall this budget area is staying fairly stable.
- 13) Building expenses came in under budget in 2024, but expect to be near 2024 budget numbers for the upcoming year. NDACo plans to continue using a building management company and some building projects that were not completed in 2024 are being scheduled for 2025.
- 14) With 2025 being an active legislative year, costs in this area are greater than 2024 year end amounts. NDACo is looking at a new software system for bill tracking and will not be budgeting for additional legislative consulting during the session.
- 15) Year end publication costs are less than budget in 2024. Some video projects were not completed in the year, which constitutes the reduction. The website update was completed in 2024 and all other publication costs remain consistent for the upcoming year.
- 16) Conference services expenses in 2024 exceeded budget in the area of other meetings as NDACo provided support for Vision West, the Emergency Communications Summit and the NDNA Conference. The 2025 budget allows for inflation increases for the annual conference, includes expenses for the Local Govt Capitol Connection and Strategic Planning may be considered in 2025.
- 17) As stated in the revenue section of Cooperative Services, the decrease in budget area reflects the various programs decreased activity in 2024 and in 2025 adding staff to administer the Indirect Cost Program, direct costs will be substantially less. The DOT Programs will also have increased costs with the additional staff and work being completed in these programs in the next year.
- 18) Investment Income is part of our long term investment plans, this amount is not included in the operating budget. The markets have recovered pretty well in 2024 with an expected gain of over \$769,000. The budget includes a 5% return on investments.

SERVICE REPORT: Governance December 2024

(Report submitted to the Board of Directors by
Governance Committee Chair Nick Moser, Aaron, Genny and Michelle.)

PROGRAM UPDATE:

- **New Board Member Orientation Process**

The orientation of new Board members is conducted through videos, which are available in the Board Area of the website and on our YouTube channel. A follow-up meeting (in person or via Teams) is scheduled with new Board members who have questions about the Association or the services we provide.

- **Board Policies**

At the December meeting, Genny will conduct a review of all Board policies. These are available for review in the Important Info section of the Board Area of the website.

In connection with the preparation of the Return of Organization Exempt From Income Tax (Form 990) for the year ended December 31, 2024, the ND Association of Counties/Institute of Local Government is required to provide information regarding relationships between officers, directors, trustees, and key employees of the organization as well as transactions with interested persons.

Board members are asked to complete the questionnaire (Gray) as you are included as one of these individuals on the Form 990 for the year ended December 31, 2024. **NOTE: A paper copy of the appropriate appraisal will be provided at the Board meeting.**

Please note that relationships and transactions reported to us may or may not be reported on Form 990 as there are complex reporting thresholds and exceptions. Eide Bailly LLP, our Form 990 paid preparer, will assist us in analyzing these items and determining whether they are reportable.

In order to properly respond to this requirement, Board members are asked to furnish answers to the questions, sign their name, and return the questionnaire at the Board meeting on December 12, 2024.

- **2025 Committee Assignments**

All positions on the 2025 Finance Committee and Governance Committee have been filled. A complete list of each committee's members follows.

- **2024 Individual Board Member Self Evaluation Results**

The results of the NDACo Individual Board Member Self Evaluation conducted in August follow. Nineteen out of a possible 21 evaluations were returned.

- **Board of Director's Governance Appraisal**

At the December meeting, Board members who have served at least one year will be asked to complete the 2024 Board Governance Appraisal (Yellow). Directors who have served less than one year on the Board will be asked to complete the New NDACo Board Member Appraisal (Green) in lieu of the Governance Appraisal. The results of the surveys will be provided at the next Board meeting. No online link will be provided and members will be asked to complete the survey before they leave the meeting. **NOTE: A paper copy of the appropriate appraisal will be provided at the Board meeting.**

2024

CONFLICT OF INTEREST DISCLOSURE STATEMENT

If you answer “yes” to any of the below questions, please provide a description of the transaction in number 15.

		Yes	No																										
	<p>Current year list of officers, directors, trustees, and key employees</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Beau Anderson</td> <td style="width: 50%;">Dana Larsen</td> </tr> <tr> <td>Don Flaherty</td> <td>Steve Lee</td> </tr> <tr> <td>Jamee Folk</td> <td>Aaron Mork</td> </tr> <tr> <td>Steve Forde</td> <td>Nick Moser</td> </tr> <tr> <td>Joshua Frey</td> <td>Shirley Murray</td> </tr> <tr> <td>Tony Grindberg</td> <td>Scott Ouradnik</td> </tr> <tr> <td>Becky Hagel</td> <td>Kelly Palm</td> </tr> <tr> <td>Lori Hanson</td> <td>Trudy Ruland</td> </tr> <tr> <td>Joan Hollekim</td> <td>Jayne Tenneson</td> </tr> <tr> <td>Kim Jacobson</td> <td>Perry Turner</td> </tr> <tr> <td>Erica Johnsrud</td> <td>Robert Wilson</td> </tr> <tr> <td>Chad Kaiser</td> <td>Aaron Birst</td> </tr> <tr> <td>Wanda Knutson</td> <td>Genny Dienstmann</td> </tr> </table>	Beau Anderson	Dana Larsen	Don Flaherty	Steve Lee	Jamee Folk	Aaron Mork	Steve Forde	Nick Moser	Joshua Frey	Shirley Murray	Tony Grindberg	Scott Ouradnik	Becky Hagel	Kelly Palm	Lori Hanson	Trudy Ruland	Joan Hollekim	Jayne Tenneson	Kim Jacobson	Perry Turner	Erica Johnsrud	Robert Wilson	Chad Kaiser	Aaron Birst	Wanda Knutson	Genny Dienstmann		
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Kim Jacobson	Perry Turner																												
Erica Johnsrud	Robert Wilson																												
Chad Kaiser	Aaron Birst																												
Wanda Knutson	Genny Dienstmann																												
1.	Are any of the individuals listed above your spouse, parent or grandparent, brother or sister (whether whole or half blood), child (whether natural or adopted), grandchild, or the spouse of a brother, sister, child, or grandchild?																												
2.	Are you employed by or do you employ any of the individuals listed above either in a sole proprietorship or in an organization in which you or the other person is an officer, director or key employee or greater than 35% owner? <i>Please note: This disclosure does include working as an employee of a tax-exempt organization.</i>																												
3.	Have you conducted business with any of the individuals listed above (other than in the ordinary course of business on the same terms offered to the general public? <i>Example: Sale of a car by the owner of a car dealership to another individual is not required to be disclosed if on the same terms as the general public.</i>																												
4.	Do you and any of the individuals listed above serve as a director, trustee, officer, or greater than 10% owner in the same business or investment entity. <i>Please note: Serving in one of these roles with a non-profit organization does not require disclosure.</i>																												
5.	<p>Did you or your family members (as defined above) enter into an excess benefit transaction with the organization?</p> <p>An excess benefit is a transaction in which an excess benefit is provided by the organization. An example of an excess benefit would be paying compensation in excess of fair market value or paying more than fair market value in an exchange transaction.</p>																												
6.	Did any business that is owned more than 35% by you or your family members enter into excess benefit transactions with the organization?																												
7.	Do you or your family members have any loans to or from the organization?																												

		Yes	No
8.	Did any business that is owned more than 35% by you or your family members have any loans to or from the organization?		
9.	Did you or your family members receive any grants or similar economic assistance from the organization?		
10.	Did any business that is owned more than 35% by you or your family members receive any grants or similar economic assistance from the organization?		
11.	Did you or your family members have any business transactions with the organization in excess of \$10,000? Business transactions include but are not limited to contracts of sale, lease, license, and performance of services. Business transactions also include joint ventures in which either the profits or capital interest of the organization and of the interested person each exceeds 10%.		
12.	Did any business that is owned more than 35% by you or your family members have any business transactions with the organization in excess of \$10,000?		
13.	Did any taxable business for which you also serve as an officer, director, trustee, key employee, partner, member of the entity, or shareholder of a professional corporation have any business transactions with the organization in excess of \$10,000?		
14.	Did the organization pay compensation to one of your family members in excess of \$10,000?		
15.	For any yes responses to above questions, please provide a description of the transaction (Amount, person involved, transaction): <div style="border: 1px solid black; background-color: yellow; height: 150px; width: 100%;"></div>		

The answers to the foregoing questions are correctly stated to the best of my knowledge and belief.

Date

Signature

Name, Title

2025 NDACo Committee Assignments

December 2024

President Trudy Ruland has made her committee appointments for 2025. Following is a list of the committee appointments, along with a short description of their purpose and recommended makeup.

FINANCE COMMITTEE

Description: *Standing committee created to develop the budget and dues recommendations, as well as investigate, assess and develop new revenue sources for the Association. The committee is traditionally chaired by the First Vice President and is composed of the executive committee and one to three other members appointed by the President.*

2025 Members

Chad Kaiser, Stutsman County Sheriff (Chair)
Nick Moser, Cavalier County Commissioner
Kim Jacobson, Agassiz Valley Human Service Zone Director
Trudy Ruland, Mountrail County Commissioner
Jayme Tenneson, Nelson/Griggs County State's Attorney
Jamee Folk, Mercer County Commissioner *
Becky Hagel, Foster County Commissioner *
Shirley Murray, Sheridan County Auditor *

* Term will expire on October 28, 2025.

GOVERNANCE COMMITTEE

Description: *Standing committee that serves as the conscience of the board. It continually examines how the board is functioning, how board members communicate, and whether the board is fulfilling its responsibilities and living up to the Association's objectives. It is responsible to identify, recruit, and nominate individuals for executive offices. In addition, this committee is responsible to recommend amendments to the constitution and bylaws, orient new board members, provide continuing board education, and conduct board evaluations. The committee is traditionally composed of six members appointed by the current NDACo President. At the December 2013 Board meeting, a motion was passed making the 2nd Vice President (instead of the 1st Vice President) chair of this committee. In addition to the chair, the Immediate Past President, and four other individuals serve on this committee.*

2025 Members

Nick Moser, Cavalier County Commissioner (Chair)
Jamee Folk, Mercer County Commissioner
Dana Larsen, Ward County Highway Engineer
Scott Ouradnik, Slope County Commissioner
Kelly Palm, Griggs County Recorder
Jayme Tenneson, Nelson/Griggs County State's Attorney

NDACo Board Member Self Evaluation Results Comparison of the Average Score

Question:	2020	2021	2022	2023	2024
1. Understand NDACo's mission vision and six major goals?	4.7	4.7	4.8	4.9	4.7
2. Support the mission and goals?	4.9	4.9	4.8	4.9	4.9
3. Have a good working relationship with other board members?	4.7	4.7	4.7	4.8	4.8
4. Have a good working relationship with the chief executive?	4.9	5.0	4.8	4.9	4.8
5. Are knowledgeable about NDACo's major programs and services?	4.5	4.6	4.6	4.6	4.6
6. Are able to express a dissenting vote or voice concerns about a recommendation with which you disagree?	4.9	4.6	4.7	4.7	4.7
7. Strive to represent the views and interests of the general membership during board meetings?	4.9	4.9	4.8	4.9	4.8
8. Read and understand NDACo financial statements?	4.6	4.4	4.5	4.5	4.6
9. Act knowledgeably and prudently when making recommendations about how NDACo's funds should be invested or spent?	4.5	4.5	4.5	4.5	4.6
10. Prepare for and participate at board meetings as well as other activities of NDACo?	4.7	4.8	4.7	4.9	4.8
11. Take advantage of opportunities to enhance the organizations public image by periodically speaking to leaders in the community about the work of the organization?	4.3	4.1	4.3	4.6	4.6
12. Take advantage of opportunities to enhance NDACo's image by periodically speaking to members and nonmembers about the association's benefits?	4.6	4.3	4.4	4.5	4.6
13. Are able to meet the time and financial commitments of NDACo?	4.7	4.8	4.7	4.8	4.6
14. Are able to attend regularly scheduled meetings?	4.9	4.9	4.8	4.9	4.7
15. Respect the confidentiality of the board's executive sessions?	4.9	5.0	4.9	5	4.8
16. Suggest agenda items for future board and committee meetings?	4.5	4.3	4.6	4.4	4.4
17. Advise and assist the chief executive when your help is requested?	4.9	4.8	4.7	4.9	4.8
18. Are heard and considered when you give opinions and views?	5.0	4.9	4.7	4.9	4.8
19. Find serving on the board to be a satisfying and rewarding experience?	4.9	4.9	4.9	4.9	4.9

Scale: 1 - Not Satisfied 3 - Not Sure 5 - Satisfied

Comments:

Everyone at the NDACo does a fantastic job! This is the best Board by far that I sit on! (Kaiser)

NDACo Board of Directors Governance Appraisal

Circle your response using a scale of
5 = strongly agree to
4 = agree
3 = no opinion
2 = disagree
1 = strongly disagree

I. BOARD FUNCTION

The first section of the evaluation asks you to evaluate how well the NDACo Board of Directors carries out its major responsibilities: advancing the vision; promoting the mission; engaging in strategic planning; fulfilling its fiduciary responsibility; monitoring programs and services; being an advocate for NDACo and the membership; and building the staff/board partnership.

A. Advancing the Vision

NDACo Vision: NDACo will be state and nationally recognized for identifying and proactively responding to trends affecting local governments so they can provide quality services to their citizens.

1. The Board understands and embraces NDACo's vision. 5 4 3 2 1

B. Promoting the Mission

NDACo Mission: The North Dakota Association of Counties shall provide leadership for change, to assure fair, effective, efficient government for the good of all counties.

2. The Board reviews the mission on a regular basis. 5 4 3 2 1

C. Strategic Planning

3. The Board ensures an effective strategic planning process is in place. 5 4 3 2 1

4. The Board makes strategic decisions that are responsive to research trends and other changes in the environment rather than immediate issues and political pressure. 5 4 3 2 1

D. Fiscal Management

- | | | | | | | |
|----|---|---|---|---|---|---|
| 5. | The Board understands its fiduciary responsibility. | 5 | 4 | 3 | 2 | 1 |
| 6. | The Board approves an annual operating budget established against the Strategic Plan. | 5 | 4 | 3 | 2 | 1 |

E. Programs and Services

Questions in this section are asked on odd-numbered years only.

F. Advocacy

- | | | | | | | |
|----|--|---|---|---|---|---|
| 7. | The Board has approved an appropriate public/legislative relations and marketing strategy for NDACo. | 5 | 4 | 3 | 2 | 1 |
| 8. | The Board clearly designates the official spokespersons for NDACo. | 5 | 4 | 3 | 2 | 1 |

G. Board/Staff Partnership

- | | | | | | | |
|-----|---|---|---|---|---|---|
| 9. | The Board and the Executive Director agree upon how to define success for NDACo, and the Executive Director is evaluated based upon related criteria. | 5 | 4 | 3 | 2 | 1 |
| 10. | The Board seeks and respects the opinion and recommendations of staff. | 5 | 4 | 3 | 2 | 1 |

Comments:

II. BOARD EFFECTIVENESS

The second section of the evaluation asks you to assess how effective and efficient the Board is in doing its work. Contributing to effective governance are the following factors: clearly defined roles and responsibilities; an efficient governance structure; well-developed group processes; knowledgeable directors; and meaningful meetings.

A. Roles and Responsibilities

- | | | | | | | |
|-----|--|---|---|---|---|---|
| 11. | There is a suitable job description for NDACo Directors. | 5 | 4 | 3 | 2 | 1 |
|-----|--|---|---|---|---|---|

12. Directors execute their responsibilities. 5 4 3 2 1

B. Governance Structure

13. Each section, committee and task force has a charge and is reviewed regularly. 5 4 3 2 1

C. Board Dynamics

14. Directors fully participate in Board discussions. 5 4 3 2 1

15. Directors have sufficient opportunity to express themselves on issues during Board discussions. 5 4 3 2 1

16. There is effective and appropriate communication between the Board and its Officers, and the Board and the Executive Director. 5 4 3 2 1

D. Meaningful Meetings

17. Directors receive agendas and sufficient supporting materials for review prior to Board meetings. 5 4 3 2 1

18. Consent agendas have made meetings more concise and organized. 5 4 3 2 1

19. Board members are familiar with NDACo’s Constitution and Bylaws. 5 4 3 2 1

Comments:

III. BOARD DEVELOPMENT

The third section of the evaluation asks you to assess how committed NDACo’s Board of Directors is to preparing new Directors for their responsibilities and improving the effectiveness and efficiency of the Board.

A. New Directors

20. An adequate formal orientation program for new Directors is in place. 5 4 3 2 1

B. Board Development

21. The Board commits time for group learning experiences designed to improve the Board's effectiveness as a governing body and its understanding of governance issues. 5 4 3 2 1

Comments:

IV. GENERAL ASSESSMENT

22. What issues require the NDACo Board's special attention during the next 12-24 months?

23. How do you think the NDACo Board's structure or performance can be improved in the next 12-24 months?

Signature _____

***Thank you for completing the survey.
Please return it to Michelle before leaving the December 12th Board meeting.***

NEW NDACo BOARD MEMBER APPRAISAL

(in lieu of NDACo Board of Directors Governance Appraisal)

As an NDACo board member of less than one year, you are not being asked to complete the *NDACo Board of Directors Governance Appraisal*. In subsequent years you will be asked to complete the Governance Appraisal. This year we would like you to answer the following three questions that will help us to better understand how we might meet your goals for this organization.

1. What motivated you to offer to serve as a Board member of the North Dakota Association of Counties?

2. Give us 1 to 3 issues/programs that you, as a new Board member, think the Association should address. (These could be new or existing issues/programs.)

3. How do you view the scope of the Association 24 – 36 months from now, as it attempts to serve its members?

Signature _____

**Thank you for completing the survey.
Please return it to Michelle before leaving the December 12th Board meeting.**

SERVICE REPORT: Member Services 2024 Annual Conference Report December 2024

(Report submitted to the Board of Directors by Jeff.)

2024 CONFERENCE RECAP:

383 County officials and employees
44 First-Time Attendees
53 Counties represented (100%)



CONFERENCE EXHIBITORS & SPONSORS:

30 Elite Exhibitors
44 Traditional Exhibitors
4 Large Equipment Exhibitors
24 Sponsors

CONFERENCE INCOME & DIRECT EXPENSE COMPARISON:

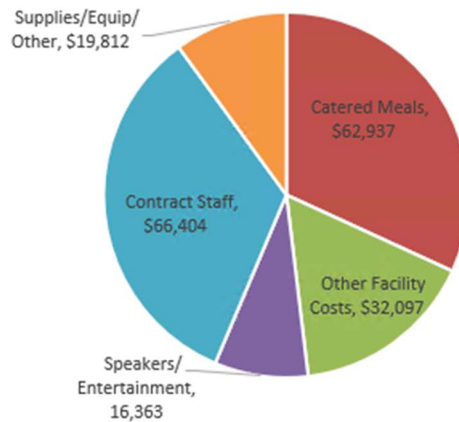
These numbers refer only to direct annual conference revenue and expenses. Direct expenses do not include staff time dedicated to planning and organizing the conference.

	Revenue	Expense	Net
2023	218,949	175,523	43,426
2024	237,830	197,624	40,206

2024 Conference Revenues



2024 Conference Expenses



SUMMARY OF NOTABLE EXHIBITOR EVALUATIONS:

37 Exhibitors responded to our evaluation request. Comments and ratings were largely very favorable. The very few complaints indicated our last break was weak for them, due to people focusing their attention on the bar area. We need to find ways to spread out the refreshment stations or get people moving.

SUMMARY OF NOTABLE MEMBER COMMENTS:

81 attendees responded to our evaluation request.

- Keynotes (Christopher Carter and Hunter Pinke) were both very well-received.
 - Notably, no one complained about not being able to hear in parts, which was the #1 complaint the last two years
 - The favorable comments on both were as strong and enthusiastic as any we've ever had. Even Chad Peterson said Hunter was the best we've ever had, and Chad never likes our keynotes. 😊
- Food
 - Food comments ALWAYS vary, so it's hard to evaluate when one person loves the same meal another hates. Overall, they were positive. We will share specific suggestions with the caterers for future reference.
- Entertainment
 - As with his keynote, people were wowed by Christopher Carter's abilities.
- Transportation
 - Those who used it were very grateful for it.
- Workshops Sessions
 - Generally positive comments – a few people were disappointed that they tried to attend a full room and had to go elsewhere. Always a challenge.
- Other Topics
 - We did not specifically ask how they felt about not having a printed agenda, however the comments on the app were overwhelmingly positive. There were 141 installations of the Yapp app, surprisingly lower than previous years, but it received rave reviews on the evaluation, and there some pointed out that they were happy we aren't wasting money and paper.
 - Lots of compliments generally that the conference and staff are great.

SERVICE REPORT: Local Government Capitol Connection December 2024

(Report submitted to the Board of Directors by Aaron.)

PROGRAM UPDATE:

For many years NDACo has planned a small conference during the Legislative Session. The conference was known as the “County Officials Academy” and more recently “County Day at the Capitol.” The purpose of these events was to both be educational and provide an opportunity to speak to state leaders and legislators. This year we will continue with this concept, but this time we will increase attendance by partnering with other political subdivisions.

The new “Local Government Capitol Connection” will be a unique opportunity to continue providing educational workshops but also allow state leaders to see what an impact Schools, Cities, Counties, Townships and Parks can have when together in the same room.

This conference is planned for February 18-19, so please mark this on your calendars! Check out the agenda that follows this report.

Local Government Capitol Connection

AGENDA

TUESDAY, FEBRUARY 18

- 3:00 p.m. Welcome
- 3:10 p.m. Governor's Address
- 3:40 p.m. **"HOW TO" OF LEGISLATIVE ENGAGEMENT**
Learn effective strategies for engaging with legislators and advocating for your community's needs. This session will provide practical tips and best practices for building relationships with legislators and growing your confidence in the legislative process.
- 4:25 p.m. **LOCAL GOVERNMENT LEGISLATIVE PRIORITIES PANEL**
Join a panel of representatives from the political subdivision state associations as they discuss pressing legislative topics affecting local government.
- 5:30–7:30 p.m. **LEGISLATIVE SOCIAL**
Network with fellow local government officials and professionals, along with legislators and key stakeholders in a relaxed setting. This social event is an excellent opportunity to build relationships and discuss the day's insights in an informal atmosphere.

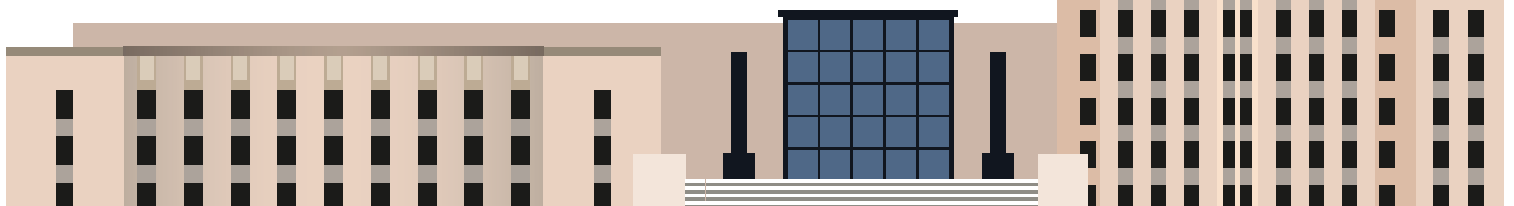
WEDNESDAY, FEBRUARY 19

- 8:30 a.m. Welcome and Announcements
- 8:40 a.m. Minority Leaders Address
- 9:10 a.m. **PROPERTY TAX PANEL**
Property tax is a hot topic this legislative session. Hear from a panel of experts about property tax legislation that has been proposed and how it may impact political subdivisions.
- 10:10 a.m. Break
- 10:30 a.m. **BE A PART!**
Established in 1986, the ND Insurance Reserve Fund (NDRF) was created to provide insurance coverage for political subdivisions, enabling them to deliver essential and valuable government services. Dedicated exclusively to serving North Dakota's political subdivisions, all at a stable cost. Join NDRF's Chief Executive Officer, Keith Pic, to learn more about what the NDRF does and how you can be a part of its success.
- 11:00 a.m. Majority Leaders Address
- 11:30 a.m. **LUNCH**
Grab a boxed lunch at the Event Center before attending floor sessions or legislative hearings, or attend the Public Safety Lunch at the Capitol – Indicate your choice on your registration.

Attendees are encouraged to attend floor sessions and legislative hearings throughout each day to deepen their understanding of ongoing legislative activities.

REGISTRATION

The cost to attend is \$60 per person. Registration will open Dec. 2, 2024, on the ND School Board Association website at ndsba.org/capitol-connection.
No cancellations after noon on February 10, 2025.



ACCOMMODATIONS

Room blocks have been reserved at the Bismarck hotels listed below.
Please contact the hotel of your choice directly to reserve your room.

Hotel	Rates	Block Deadline	Booking Link	Phone
Bismarck Hotel & Conference Center 800 S 3rd Street	\$110/single \$110/double	Feb. 3, 2025	Bismarck Hotel & Conference Center BOOKING LINK	701-660-8063
Candlewood Suites 4400 Skyline Crossing	\$99 flat rate	Jan. 27, 2025	Reference Room Block "Capitol Connection"	701-751-8900
EverSpring Inn 200 Bismarck Expressway	\$99 flat rate	Feb. 3, 2025	Reference Room Block "Capitol Connection"	701-222-2900
EverSpring Suites 180 E Bismarck Expressway	\$99 flat rate	Feb. 10, 2025	Reference Room Block "Capitol Connection"	701-222-3311
Holiday Inn of Bismarck 3903 State Street	\$99 flat rate	Jan. 27, 2025	Reference Room Block "Capitol Connection"	701-751-8240
Radisson Hotel Bismarck 605 E Broadway Ave.	\$99 flat rate	Jan. 18, 2025	Radisson Hotel Bismarck BOOKING LINK	701-712-6475
Ramada Bismarck Hotel 1400 E Interchange Ave.	\$99/single \$110/double	Feb. 3, 2025	Reference Room Block "Capitol Connection"	701-258-7000
Wingate by Wyndham Bismarck 1421 Skyline Blvd.	\$99 flat rate	Jan. 29, 2025	Wingate by Wyndham Bismarck BOOKING LINK	701-751-2373

SERVICE REPORT: Member Outreach

December 2024

(Report submitted to the Board of Directors by Aaron and Jeff.)

Phone Calls / Welcome Emails

The 2024 Election brought us 40 new County Commissioners! Aaron has called all but two of them (who we didn't have numbers for) to welcome them to the family, and a welcome email is going out as a follow-up. The email is brief and recommends they check out our websites, in particular a page on the NDCCA website that we loaded up with important resources for new commissioners. It is at www.ndcca.org/about.

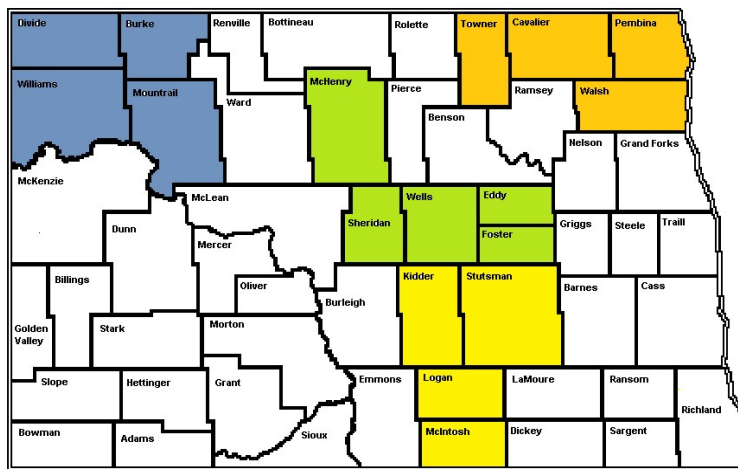
SERVICE REPORT: County Tours December 2024

(Report submitted to the Board of Directors by Aaron and Michelle.)

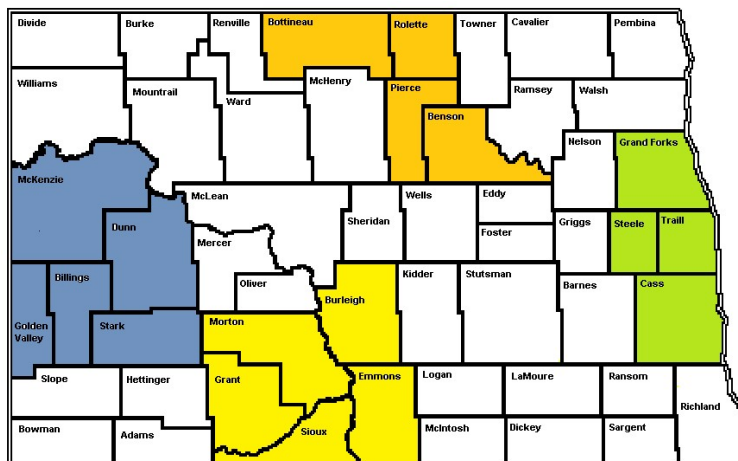
PROGRAM UPDATE:

- Below is a list of the counties that were visited in the four county tours conducted in 2024, as well as maps showing the counties to be visited in 2025 and 2026.
 - **July 2024** – McLean, Mercer, Oliver, Renville and Ward
 - **August 2024** – Barnes, Griggs, Nelson and Ramsey
 - **September 2024** – Dickey, LaMoure, Ransom, Richland and Sargent
 - **November 2024** – Adams, Bowman, Hettinger and Slope

2025 County Tours – Proposed



2026 County Tours – Proposed



SERVICE REPORT: County Financial Partnerships (CFP)

December 2024

(Report submitted to the Board of Directors by Peter and Ryan.)

PROGRAM UPDATE:

- **Traffic Safety Resource Prosecutor (TSRP)**

Peter Halbach has been the Traffic Safety Resource Prosecutor since June 2024. His activities quickly included:

- Attended the monthly DUI Prevention Subject Matter Expert (SME) virtual meeting on June 7th, and each monthly meeting held thereafter.
- Attended the 2024 Commercial Driver's License Violations Conference: Enforcement, Prosecution & Reporting, in St. Paul, MN, June 11 – 13.
- Participated in the ND Impaired Driving Conference in Bismarck, June 18 – 20, presenting two sessions during the conference, also speaking with the North Dakota State's Attorneys Association (NDSAA) on June 19th and attending the meeting of the DRE/SFST (Drug Recognition Expert/Standardized Field Sobriety Testing) Advisory Committee.
- Continued ongoing work with the Oral Fluid Technical Advisory Committee in July on methods, procedures, training materials for the distribution of SoToxa devices for the oral fluid program starting in October and November.
- In July, began regular meetings to plan the 2025 ND Impaired Driving joint conference of Law Enforcement and the NDSAA.
- Met in person with program administrators from the Federal Motor Carrier Safety Administration (FMCSA) as to ongoing coordination of efforts, with a meeting to provide technical assistance scheduled for the afternoon of December 11th.
- Taught basic academy session at the Law Enforcement Training Academy (LETA) on August 12th and will again on December 9th.
- Attended and participated in Vision Zero event honoring Law Enforcement at Redhawks baseball game on August 13th.
- Initiated training regarding Implied Consent Administrative Hearings, with presentations to officers of the McKenzie County Sheriff's Office and the Watford City Police Department on August 15th in Watford City, with additional presentations planned for Grand Forks area law enforcement agencies on December 19th. The intention is to conduct these throughout the state in the coming year. The state DRE/SFST coordinator reports very positive feed back.
- Provided instruction in Grand Forks as part of the Peace Officer Training Program (POTP) of Lake Region State College (LRSC), on September 5th, with the next session scheduled for Devils Lake in January 2025.
- Issued the 3rd quarter issue of the North Dakota Impaired Driving newsletter in September.
- Scheduled and planned with Highway Safety a meeting of the Impaired Driving Task Force, held on October 8th, followed by subcommittee formation and meetings planned for 2025, to work in the essential Impaired Driving program areas identified by NHTSA.

- In December, Peter will preside at the National Association of Hearing Officials annual professional development as President, in addition to presenting sessions related to impaired driving hearings.
- On December 10th and 11th, is attending DRE/SFST Instructor Inservice in Bismarck, presenting on DUI law on the 11th.
- Attended several TSRP Wednesday Webinars on Impaired Driving related topics.
- During the six months as TSRP, he has responded to numerous requests to provide technical assistance to law enforcement, prosecutors, the crime lab, and other traffic safety partners.

In 2025, ongoing activities will include but are not limited to:

- Impaired Driving Task Force and its subcommittees
- 2025 Impaired Driving Joint Conference in June
- ND Impaired Driving Newsletter (quarterly)
- Instruction for LETA, LRSC POTP, Crime Lab Intoxilyzer Classes, and Implied Consent Administrative Hearings throughout the state
- DUI Prevention SME Group
- DRE/SFST Advisory Committee
- Technical Assistance to Law Enforcement, Prosecutors (NDSAA), Crime Lab, and other traffic safety partners

- **Vision Zero Outreach Program (VZOP)**

The Vision Zero Outreach Program continues to be a great partnership with the North Dakota Department of Transportation. The program is hosted by (soon to be) six counties: Ward, Grand Forks, Burleigh, Cass, Stutsman (new in September), and McKenzie (hiring now).

The VZOP runs on a state fiscal year, and the following are successes from the fiscal year that just wrapped up:

- The program hosts 11 Vision Zero Schools in Killdeer, Des Lacs-Burlington, Nedrose, Cando, Flasher, Wing, Kidder County, Standing Rock, Carrington, LaMoure and Oakes. (Larimore, Northern Cass, West Fargo Sheyenne, and Watford City will launch in early 2025.)
- Nearly 4,000 North Dakota Teens trained in Impact Teen Drivers, a program focused on educating teen drivers on the dangers of distracted and reckless driving.
- The implementation and promotion of the Driving Skills for Life event which impacted nearly 250 teenagers in Minot and Bismarck. The event gave hands-on experience in many traffic safety situations, from how to change a tire to the results of distracted and drunk driving.
- The creating of a DUI Enforcement All-Star Night honoring Eastern North Dakota Law Enforcement officers that were instrumental in pulling drunk drivers off of North Dakota roadways. Officers were honored during a Fargo-Moorhead RedHawks game. Similar DUI Enforcement All Star nights will be held in summer 2025 in Western North Dakota.

SERVICE REPORT: County Employer Group (CEG)

December 2024

(Report submitted to the Board of Directors by Mike, Michael, Jennifer and Patrick.)

PROGRAM UPDATE:

- Mike and Patrick have been conducting our annual mandatory safety training on claims management and drugfree workplace. We enhanced the training this year by adding a section on utilization of Personal Protective Equipment (PPE). This added feature was very well received. The training has been a combination of on-site training, live webinars, and a recorded version for shift workers. All training via webinar has been very efficient and cost effective. By early December, training will have been conducted for every county. We plan to reach close to **7,000** county personnel. The counties have been very pleased with the training material that is being provided to county employees. The training not only educates employees in the safety and claims management process; it also educates counties on how they can save even more money on their workers compensation premiums. **Counties are eligible to receive a 5% premium reduction for their participation in this annual training.**
- Mike has finished up work on preparing the estimated billing statements for the 2025 premium year. The estimated premium totals have been finalized and have been sent to each county auditor in December. The estimated premium payments for 2025 need to be paid in January.
- Patrick continues to present a monthly series of webinars entitled “Monthly Safety Moment.” Topics for these webinars range from preventing slip, trips, and falls to indoor air quality and even holiday safety. These webinars have been moderately well-attended, with approximately 700 attendees this year.
- Mike and Michael have been working with those counties who are participating in our on-line safety training program. They have been doing a very good job of meeting the quarterly training requirements. We are very pleased that we have registered approximately 930 employees who are now actively using this training system. **27 counties** are taking advantage of this training method, and we anticipate more to join as time goes on. Enrolled employees are required to take one training class online per quarter. **Counties participating receive a 5% premium discount for their participation if all program goals are achieved.** We are being pro-active in injury prevention and this is a great program to have in place. Approximately 4,000 safety courses have been taken this year by those counties participating in the on-line safety training program.
- Jennifer recently finished reviewing the medical and lost-time reserves for CEG claims that have been established by WSI. Jennifer makes recommendations to

WSI to reduce reserves on individual claims when justifiable. This is significant when it comes to experience rating since reserves are treated as paid costs and can have a big impact on the experience rate calculation process.

- The CEG recently secured STEPS grant funding from ND Workforce Safety and Insurance to produce a safety video regarding ATV/UTV safety. Injuries involving off-road vehicles have consistently been a significant source of serious injuries and fatalities for the CEG. The video is being produced with the cooperation of the McKenzie County Weed Control Board, the Bottineau County Weed Control Board, and the North Dakota Weed Control Association (NDWCA). The video will focus on seat belt and helmet usage and is slated to be premiered at the NDWCA Conference in early February.
- We are always challenged with difficult claims issues, and with continued persistence, Jennifer continues to be pro-active in controlling costs. Every reported injury has the potential to become a lost-time claim. Through the efforts of our Transitional Work Program, we can safely return our employees to meaningful work during the recovery process and avoid the unnecessary payment of lost-time benefits through WSI. We can save a significant amount of money in workers' compensation costs because we are actively involved in the claims process when injuries occur. That means savings to the counties in their workers compensation premiums. Without this attention, we would face the payment of unnecessary medical costs and lost-time benefits. Virtually every one of our injuries are preventable. We really need the assistance of supervisors, department heads, and commissioners to support the claims management process after an injury occurs. We are always challenged with difficult claims issues, and with continued persistence, we can continue to control costs.
- Mike and Michael have been working with counties on a Safety/Ergonomic Grant sponsored by the CEG. The grant allows counties to receive much needed safety and ergonomic equipment free of charge. It has been a very successful endeavor, and we are happy to report that counties are receiving items such as chairs, sit/stand workstations, safety vests, winter jackets, ice cleats, first aid kits, fire extinguishers, safety gloves and glasses, strobe lights for vehicles, safety harnesses and other safety-related items. When working with vendors, Mike and Michael negotiate 50% discounts on good quality ergonomic chairs that would normally sell for \$1,500 each. They also negotiated secure discounts on sit/stand workstations along with discounts on safety equipment. The counties are very appreciative to receive this much needed equipment at no cost that they were not otherwise able to budget for.
- The CEG continues to work with counties to identify and address safety concerns through safety inspection reports and through accident investigations (root cause analysis) after injuries occur. Because we have a wide variety of tasks performed in each county, we face many dangers daily, so it is important more than ever to make sure employees are taking the proper precautions in their jobs and always

wearing the proper (and required) personal protection equipment and following proper safety procedures. It is imperative that commissioners, supervisors, and department heads promote safety in their respective counties. We are always challenged with difficult safety issues and claims issues; and with continued persistence, we can continue to make county worksites safer and at the same time control costs.

- Jennifer has been working on gathering and finalizing Designated Medical Provider agreements with each of the counties and multiple medical providers throughout the state. It's a big project that ensures the CEG qualifies for discounts through WSI's safety discount initiatives.
- We have been receiving several requests for on-site employee ergonomic assessment evaluations and Mike and Michael will be scheduling assessments as well as providing ergonomic assistance. During the assessments, several recommendations are made and several on-site corrections and adjustments to individual workstations take place. We work with the supervisor and the employee to make sure that the behavioral recommendations are being implemented. The information contained in the narrative report that is provided can be used by risk managers, supervisors, department heads, and commissioners to better understand the problems related to ergonomic hazards that exist within their county, the potential problems that could develop if these hazards are not addressed, and solutions and recommendations to help reduce or eliminate ergonomic hazards.
- Remember to always promote a safe workplace and to encourage all employees to— ***Work Smart ~ Work Safe.***

**SERVICE REPORT: Financial Services Corporation
December 2024**

(Report submitted to the Board of Directors by Aaron and Genny.)

PROGRAM UPDATE:

Nationwide Retirement Solutions

Nationwide Insurance continues to play a vital role in county employees' retirement plans as you can see with the history of participant numbers and growth in the plan. However, Nationwide has limited opportunities to offer individual on-site consultation as many employees have become accustomed to in the past. Efforts have been made to provide virtual one-on-one meetings with employees and new this year, Nationwide offered conference attendees personal one-on-one meetings to discuss their retirement plans. Nationwide continues to work with the ND Advisory Board and keep them updated on retirement opportunities and changes that will benefit its members.

<u>Participants</u>	<u>Plan Value Ending</u>
2018: 2569	2018: \$93,209,837
2019: 2682	2019: \$94,843,539
2020: 2738	2020: \$105,492,485
2021: 2783	2021: \$124,049,575
2022: 2747	2022: \$105,707,000
2023: 2694	2023: \$128,549,609

SERVICE REPORT: National Participation December 2024

(Report submitted to the Board of Directors by Robert, Scott and Michelle.)

PROGRAM UPDATE:

NDCCA Appointment of NACo Board Representative

McIntosh County Commissioner Perry Turner was defeated in his bid for reelection in November. NDCCA President Joan Hollekim will make her appointment for the unexpired term of the vacancy at the NDCCA Board meeting on Wednesday, December 11, which then needs to be ratified by the NDCCA Board of Directors. That appointment will be announced at the NDACo Board Meeting on Thursday, December 12th.

NACo Fall Board Meeting

NACo's Fall Board of Directors Meeting was held December 5-7, 2024, in Sonoma County, CA. Robert Wilson attended. Below is a summary of each day's activities.

December 6, 2024:

Morning – Mobile Tour Symposium

Afternoon - Board Meeting:

Finance Committee Report:

- The projected 2024 operating deficit is \$1.69m instead of the forecasted \$1.94m. This is good news. An operating deficit is projected through 2030 as new revenue streams get up and running after the sale of U.S. Communities several years ago and NACo received an influx of cash as proceeds from the sale.
- There is a 2025 projected operating deficit of \$1.98m. There will also a rebalance of investment income. The Association will take a one-time penalty to move cash from a lower interest rate investment to a higher rate investment. This will incur a one-time loss (penalty) of \$1.073m. The 7-year net gain will be \$2.874M.

Policy Priority Update:

- Core priorities won't change with a new administration coming into office. Strategies and tactics will change.
- Maintain ARPA flexibility. (Most obligate by 12-31-24 & expend by 12-31-26)
- 988 Suicide/crisis hotline – new routing plan to closest tower rather than where the # is registered.

2024-2025 Policy Overview:

- Lame Duck Session:
 - Will need Continuing Resolutions for 2025 appropriations by 12-20-24
 - Considering a Disaster Supplement Bill. Senate wants \$110B. The Senate is considering \$40B-\$60B.
 - A Farm Bill extension is needed by 12-31-24.

- Trump Administration Transition:
 - Communicated with the Transition team last week.
 - Farm Bill will be critical.
 - Anticipate two major pieces of legislation early after inauguration.
 - Immigration & Boarder, Defense Policy, Energy
 - Taxes, Trade & 'other priorities.'
 - Anticipate significant regulatory reforms.

NACo Mid-Sized Exploratory Committee:

- 130 counties above 500k
- 2,100 counties under 50k
- 823 between 50k-500k.

Task Force on Disaster Response:

Executive Director Report: Matt Chase

- What's the action you're asking for?
- New County officials' outreach – NACo working closely with state associations
- Top 10 memo – what are we doing
- NACo playbook
- County storytelling and purpose
- Member engagement- highly engaged and under engaged. Identify and help them where they are.
- Not waiting for Washington to solve problems. Want to be solutions based.
- Court software – brought the 10 biggest counties together with the software vendor that's under performing and said, we need you to make us a priority or we'll find a solution

December 7, 2024:

- NACo Edge Discussion. There needs to be a focus at some point on what these products are and why they're key to the overall success of NACo and the member experience they can add.
- Strategic planning board discussions:
 - Opioid Settlement Funding – working well for some counties, others have challenges. That includes states like ND where counties have largely been removed from the allocation decision-making process.
 - Many expressed concerns about adding a mid-sized county caucus. I advocated for this when it was first discussed because Cass County is exactly in the 'target audience' size for this new category. I ultimately shared feedback with NACo staff that if this becomes a distraction, I'd let it go and would rather see the organization focus on core mission deliverables.
 - Some level of frustration with my group – committee meeting times and a perception that NACo awards are simply a, 'toot our own horn' exercise.
 - Good point, on average 30% of county officials transition in an election cycle. Very important to keep telling our story.

Western Interstate Region (WIR)

WIR is currently very active in promoting NACo's Center for Public Lands Counties. The NACo Center for Public Lands Counties is dedicated to advancing the policy and practice study of America's public lands counties. Our mission is to deepen the understanding and address the unique challenges faced by counties containing federal lands through strategic research and collaboration.

WIR is encouraging public land counties to contribute up to 1% of their PILT payment to help support the Center. Slope County led the charge at their December Commission meeting by obligating 1% of our PILT payment and encouraging North Dakota counties that receive PILT payments to consider doing the same.

Future NACo Conferences

Following are the dates and locations of the 2025 NACo Conferences:

- | | | |
|-----------------------------|------------|-----------------|
| ○ Legislative Conference | March 1-4 | Washington DC |
| ○ Western Interstate Region | May 21-23 | Rapid City SD |
| ○ Annual Conference | July 11-14 | Philadelphia PA |

2025 Calendar

Board meeting dates need to be scheduled in April/May, August and December.
 Dates for Strategic Planning will need to be determined.

January 2025

Su	Mo	Tu	We	Th	Fr	Sa
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12	13	14	15	16	17	18
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February 2025

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March 2025

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April 2025

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May 2025

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June 2025

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July 2025

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August 2025

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September 2025

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October 2025

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November 2025

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December 2025

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21	22	23	24	25	26	27
28	29	30	31			

Recommended Board Meeting Dates

Recommended Strategic Planning Dates – Exact dates will need to be selected.

Dates to be Avoided

(See back page for a list of 2025 scheduled events.)

2025 Scheduled Events

January 16 – 17 ~ State's Attorneys Winter Meeting

January 29 – January 31 ~ Highway Engineers Annual Conference

February 6 ~ NDIRF Board Meeting - Tentative

February 18 - 19 ~ Local Government Capitol Connection

March 1 – 4 ~ NACo Legislative Conference

March 6 - 8 ~ Division A & B Girls Basketball State Tournament

March 13 – 15 ~ Division AA Boys & Girls Basketball State Tournament

March 20 – 22 ~ Division A & B Boys Basketball State Tournament

April 18 ~ Good Friday

April 28 – May 2 ~ Last Week of Legislative Session

May ?? ~ Legislative Wrap-Up – ***To Be Held Virtually***

May ?? ~ Sheriff's Annual Meeting – ***Dates TBD***

May 8 ~ NDIRF Annual Meeting - Tentative

May 14 – 15 ~ Clerks Annual Meeting

May 21 - 23 ~ WIR Annual Conference

June ?? ~ Auditors & Treasurers Annual Meeting – ***Dates TBD***

June 4 – 6 ~ NDIRF Board Retreat - Tentative

June 17 - 19 ~ State's Attorneys Summer Meeting

June 18 – 20 ~ Records Annual Meeting

July 8 -10 ~ Human Service Zone Directors Annual Meeting

July 11 – 14 ~ NACo Annual Conference

August 9 – 12 ~ ASAE Annual Meeting

August 11 – 14 ~ Tax Directors Annual Meeting

September 4 ~ NDIRF Board Meeting - Tentative

December 4 ~ NDIRF Board Meeting – Tentative