

# Board of Directors Board Meeting Minutes



April 22, 2024

## SPECIAL BOARD MEETING

Ms. Liz Brennan, board vice president, called the meeting of the Heartland AEA Board of Directors to order at 8:02 a.m.

*Board members present:* Ms. Liz Brennan, Mr. Pete Evans, Mr. John Kinley, Ms. Tiara Mays-Sims, and Ms. Margie Schwenk. *Dr. Steve Rose* joined immediately following the roll call. *Absent:* Ms. Margaret Borgen, Mr. Alex Piedras and Ms. Kelly Simmons.

*Administrative Staff Present:* Mr. Kevin Fangman, Dr. Susie Meade, Mr. Kurt Subra, Ms. Jenny Ugolini, Dr. Kristi Upah and Dr. Cindy Yelick.

## Approval of Agenda

A MOTION was made by Mr. Kinley and seconded by Mr. Evans to approve the agenda. The motion passed unanimously.

## Discussion Items

### Human Resources: Personnel Report and Authorizing Severance Payments

Dr. Cindy Yelick, Heartland AEA Chief Administrator, reviewed the personnel report. She noted additional new hires and resignations. She discussed board authorization of severance payments. If a *specific position* is eliminated through the budget review process, the Board would authorize the Agency to offer a severance package to *certain employees* at 25% of the employee's salary. The severance would not tie to longevity and would be in place from April 22 through Oct. 31, 2024. If the Agency doesn't gain more clarity about the impact of the budget on positions this summer, the Oct. 31 deadline could be extended as needed.

### Listing Agreement between Heartland AEA and HD2 Group, L.L.C. d.b.a. SVN/Create

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, has been working with a real estate agency regarding the sale of Heartland's 6445 Corporate Drive Administration Building. The sale of this building has always been part of the discussion as the Agency remodeled the Johnston Regional Education Center. The building would be listed this week.

## Action Item

### Listing Agreement between Heartland AEA and HD2 Group, L.L.C. d.b.a. SVN/Create

A MOTION was made by Mr. Kinley and seconded by Dr. Rose to enter into a listing agreement between Heartland AEA and HD2 Group for the purpose of selling the property at 6445 Corporate Drive, Johnston. The motion passed unanimously.

### Personnel Report

A MOTION was made by Mr. Evans and seconded by Ms. Schwenk to approve the personnel report. The motion passed unanimously.

### Authorizing Severance Payments

A MOTION was made by Mr. Kinley and seconded by Ms. Mays-Sims to authorize the Chief Administrator to offer separation agreements to certain employees in lieu of position elimination as necessary to achieve budgetary reductions. Any tentative separation agreement is subject to Board approval. The motion passed unanimously.

### Chief Administrator Comments

Dr. Yelick shared that IASB has developed a recommendation to help transition the AEA Boards. The Board would remain intact until the next election cycle that occurs in Dec. 2025. She hopes to have more details at the May board meeting. It would be beneficial to the Agency to retain board members for stability at this time.

## Adjournment

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A MOTION was made by Mr. Kinley and seconded by Dr. Rose to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 8:14 a.m

Reports and documents and the full text of motions, resolutions or policies considered by the Board at this meeting are on file in the Board Secretary's office, (515) 473-6644, Monday through Friday, 7:30 a.m. – 4:00 p.m.

*Liz Brennan*

Ms. Liz Brennan  
Board Vice President

*Jenny Ugojini*

Ms. Jenny Ugojini  
Board Secretary