



DMI Board of Directors
Teleconference Meeting
June 5, 2019 – 8:00 am

Present: Bonnie Baerwald, David Brown, Caleb White, Roxanne Lutgen, Steven Stoeger-Moore
Recording Secretary: Suzette Harrell (DMI Administrative Assistant)

Public access to the teleconference meeting, was provided by a public listening station located on the Moraine Park Technical College's Fond du Lac Campus (Library) – Room A211.8

1. **Call to Order** - B. Baerwald, DMI Board Chair, called the meeting to order at 8:01 am.
2. **Statement of Public Notice** – Read into record by B. Baerwald
3. **Public / Member Comments** – None

ACTION ITEMS:

4. **Phase 2-Key Benefit Concepts, LLC (KBC) Proposal** – S. Stoeger-Moore provided the Board with a brief synopsis of actions taken after the Board's (April 2019) approval to move forward with Key Benefit Concepts Phase 1 proposal. The resulting Phase 2 proposal provided by Linda Mont was discussed during this meeting. KBC proposed a small committee (comprised of S. Stoeger-Moore, D. Brown, and KBC consultants) be put together to "evaluate findings and options, structure and refine benefit provisions and determine the appropriate program to recommend to the Board."¹ S. Stoeger-Moore indicated there is a considerable amount of work to be done. He commented, the process should start with the establishment of date timelines and milestones; address when the process will be fully implemented (to be clarified as process moves forward) and suggested the Board look at a cost containment of fees not to exceed a specific amount.

Discussions ensued. C. White made a motion to accept the Phase 2 Key Benefit Concepts, LLC proposal with a fee not to exceed \$19,350. R. Lutgen seconded. Vote was taken and the motion was approved by all. S. Stoeger-Moore told the Board he would reach out to Ms. Mont to advise the Board's decision and the not to exceed parameter. He will also make sure the Board receives periodic updates/reports on the project.

5. **Adjourn** - A motion was made by D. Brown and seconded by R. Lutgen to adjourn the meeting. All voted in favor. Meeting adjourned at 8:24 am.

Respectfully Submitted,

David Brown
DMI Board Secretary

¹ Cited from KBC Phase 2 Proposal – Scope of Implementation Project