



Minnesota Prairie County Alliance  
Joint Powers Board Policy Committee Meeting Minutes –May 28, 2019

There was discussion that this does not impact the union agreement.

The committee members agreed by consensus to recommend that the on-call child & family supervision policy as presented, be presented to the joint powers board on June 18, 2019 for consideration and adoption. Recommendation

- V. Gina McGuire, MNPrairie & Steele County Assistance Human Resources Director, presented the committee with an amendment to the leave of absence policy noting that the current policy was drafted prior to the voluntary group short-term disability insurance coverage becoming available for employees to purchase. The amendment would allow employees who have purchased group short-term disability to utilize their short term disability plan, but require that all employees receiving short term disability to supplement their benefit payment with any available paid time off (PTO), vacation, sick, and compensatory leave so the combination of the disability benefit and the accrual usage equals, but does not exceed, the employee’s pre-disability week base pay. Leave of absence policy amendment

A discussion resulted regarding PTO accruals.

The committee by consensus recommended that the leaves of absence policy be presented to the joint powers board on June 18, 2019 for consideration and adoption. Recommendation

- VI. Kevin Venenga, MNPrairie Finance Manager, presented the board with the electronic transaction policy noting that as a part of our audit, the Office of State Auditor informed MNPrairie that it needs a formal electronic transaction policy. The policy presented meets all required compliance areas of the statute, though, Mr. Venenga noted that MNPrairie was always operating in compliance. Electronic transaction policy

The committee by consensus recommended that the electronic transaction policy be presented to the joint powers board on June 18, 2019 for consideration and adoption. Recommendation

- VII. The next scheduled meeting is June 24, 2019 from 3:00 pm to 4:00 pm in Room 222 of the Steele County Administration Center, 630 Florence Ave., Owatonna, MN. Next meeting

- VIII. The meeting adjourned at 2:42 pm Adjournment

BY: \_\_\_\_\_

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Jane Hardwick  
MNPrairie Joint Powers Board Clerk

DATED:

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