

ARROWHEAD REGIONAL DEVELOPMENT COMMISSION (ARDC)

March 21, 2024 – 10:00 a.m. – 12:00 p.m.

ARDC, 221 West First Street, Duluth, MN 55802

Minutes

Present	Member's Name	Representing
X	Harala, Annie	County Commissioner (St. Louis)
X	Hell, Destry	County Commissioner (Koochiching)
X	Hollinday, Jason	NATC, <i>Secretary</i>
X	Hoppe, Joel	At Large
	Hurd, Jeremy	County Commissioner (Lake)
X	Johnson, John	County Commissioner (Itasca), <i>Vice Chair</i>
X	Kearney, Mike	County Commissioner (Aitkin)
X	Lyons, Steve	Advisory Committees
X	Nevanen, Paul	At Large
X	Rasmussen, Allen	At Large, <i>Treasurer</i>
X	Storlie, Ginny	County Commissioners (Cook), <i>Chair</i>
	Zmyslony, Susan	County Commissioners
OTHERS AT MEETING		
X	Ron Chicka	ARDC
	Andy Hubley	ARDC
	Kristi Kane	ARDC
X	Krista Mattila	ARDC
X-MS Teams	Sr. Mary Matthew Morrisroe	ARDC
X	Beverly Sidlo-Tolliver	ARDC
X	Steven Sydow	ARDC Commission – At Large

- 1. CALL TO ORDER:** The meeting was called to order by Chair Storlie at 10:01 a.m. Roll call was taken.
- 2. CONSENT AGENDA for approval of the following:**
Board Meeting Minutes, February 15, 2024.
Motion by Rasmussen/Harala to support. Motion carried unanimously. No members opposed or recused upon request.
- 3. RESOLUTION:** Authorization to Contract with Trualta for Minnesota Board on Aging Caregiver Support Statewide Software. (*K. Kane*)
Motion by Rasmussen/Hollinday to support. Motion carried unanimously. No members opposed or recused upon request.
- 4. RESOLUTION:** Authorizing ARDC to Accept Additional Funding from the Minnesota Department of Human Services for the Arrowhead ElderCare Development Partnership (EDP) Project. (*K. Kane*)
Motion by Rasmussen/Hollinday to support. Motion carried unanimously. No members opposed or recused upon request.
- 5. PRESENTATION:** RTCC and Volunteer Drivers Update, *presented by Beverly Sidlo-Tolliver, ARDC Principal Planner.*

6. **RESOLUTION:** Authorizing ARDC to Contract with the City of Two Harbors to Provide Planning and Technical Assistance in 2024. (A. Hubley)
Motion by Nevanen/Harala to support. Motion carried unanimously. No members opposed or recused upon request.
7. **RESOLUTION:** Authorizing ARDC to Apply to the United States Economic Development Administration's Local Technical Assistance Program and the lead applicant with co-applicant's East Central RDC and The Northspan Group to Expand DAWN (Driving Access to Wealth & Networks) in The North. (A. Hubley)
Motion by Harala/Hoppe to support. Motion carried unanimously. No members opposed or recused upon request.
8. **RESOLUTION:** Authorizing a Contract with Chad Ricord for Administration Services of the Arrowhead Regional Development Commission Revolving Loan Fund for 2024. (A. Hubley)
Motion by Nevanen/Hollinday to support. Motion carried unanimously. No members opposed or recused upon request.
9. **REVOLVING LOAN FUND (RLF) REPORT** was referred to by Finance Director Morrisroe. Any program income funds not used for Administration are going back into the RLF program Principal. Interest rates are causing a challenge for CARES funds.
10. **FINANCIAL REPORT.** February's financial reports were received. The Finance Director stated there has been a significant cost increase for ARDC audits. An RFP will be sent out for 2024. The December 31, 2023 audit is expected to be performed in August 2024 and the Financial & Compliance Report should be issued in September 2024.
11. **MANAGEMENT UPDATE**
- Operations/Agency-Wide:
ARDCs new HVAC system's final bills were received. The system is working much more efficiently.
Automatic light sensors were installed throughout the ARDC building, minus the Arrowhead Conference Room.
The server room was remodeled.
 - HR Manager stated ARDCs Employee Handbook revisions have been sent to legal for review. Recommended changes will be brought to the Commission meeting in April for final approval.
 - ARDC Planning: Finance Director stated there are several Planning applications in the works. Timelines and competitiveness for these applications are unknown currently.
 - MIC: Director Chicka highlighted a few key projects:
 - a. MIC's Long-Range Policy Plan.
 - b. The safety crash analysis plan.
 - c. Some Federal funding was received for Superior St. Street scaping, and bike and pedestrian planning work.
 - d. Federal grants have been received for Downtown Duluth and West Duluth.
 - e. Planning work is beginning for 5th Avenue West.
 - f. MIC Director attended the annual National MPO conference in Washington D.C.
 - Arrowhead Area Agency on Aging: AAAA has been asked by DHS/MBA to be a back up to the State's Client Services Center (CSC) as a "Center for Excellence" for Medicare counseling. This is specific to our AAAA and will result in a budget increase.
AAAA and other rural AAAs are working with the National Center for Rural Health to do a

analysis and compilation of current data specific to individuals 60 and over.

AAAA is working with MBA to on strategic alignment with the proposed State Plan for 2025-2028. AAAA expects to start working on that Plan in April.

AAAA is expecting an extension on the ElderCare Development Partnership Plan.

Aging has been working with the University of MN Memory Keepers Discovery Team on the development of an Evidence-Based Health Promotion class that would be a National model focused on social connections. If developed, the program would be able to be funded by Title III Federal pass-through dollars.

In 2020, the Older Americans Act was re-authorized in full. On March 13th, 2024, the final rule on that re-authorization was published. As a result, there will be a lot of changes over the next year to policies and compliance monitoring. It has been a heavy lift so far, and ARDC finance is heavily involved with this process.

ARDC Board members were asked to consider attending AAAA's Age Friendly Arrowhead Business training – which helps businesses harness the economic power of older adults and increase access. The first meeting will be held on April 11th, at noon-2pm, at the ARDC building in Duluth.

Aging Impact Awards are open for nominations. They are working to elevate businesses that are practicing Age Friendly business practices or services that meet the needs and wants of older adults. Submit nominations at arrowheadaging.org or call 218-529-7525 or email agefriendlyarrowhead@ardc.org. Flyers were provided at the meeting.

12. APPRISE FROM BOARD MEMBERS &/OR GUESTS.

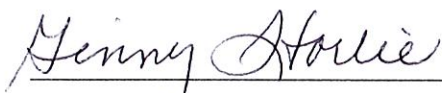
A brief discussion occurred.

13. UPCOMING MEETINGS

- **Commission Meeting** – April 18, 2024 - Hermantown Public Safety Building (Fire & Police) in the Training Center
- **Board Meeting** – May 16, 2024 – ARDC
- **Board Meeting** – June 20, 2024 – ARDC

14. ADJOURN Meeting was adjourned at 11:16 a.m.

Attest:



ARDC Chair



Submitted by Krista Mattila, HR Mgr/Board &
Commission Coordinator