

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
BOARD OF DIRECTORS  
MINUTES OF THE OCTOBER 22, 2020 MEETING

The October 2020 meeting of the Executive Committee of the Southeast Nebraska Development District (SEND) was held at SEND's Lincoln office located at 2100 Fletcher Ave., Ste. 100, Lincoln, NE.

I. CALL TO ORDER

SEND Chair Kurt Bulgrin called the meeting to order at 12:01 p.m. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the Open Meetings Act was posted in the meeting room and was available for viewing by the public. The SEND Executive Committee reserves the right to go into executive session in accordance with Section 84-1410.

Roll was taken with a sign-in sheet. Quorum was present.

Name	Representing	Name	Representing
Walker Zulkoski	NPAIT	Erich Tiemann	Gage County
Lisa Hurley	YCDC	Dan Mauk	Otoe County Econ. Dev.
Kurt Bulgrin	York County		

Others present were Tom Bliss, Kim Pham, Kelly Gentrup, Ryan Baumann, and Kelechi Chibuikem.

II. ADOPT AGENDA

Chair Bulgrin presented the October 22, 2020 agenda. Moved by Zulkoski to approve the agenda as presented, seconded by Mauk. Motion carried unanimously.

III. APPROVAL OF MINUTES

Minutes from the September 17, 2020 SEND Board Meeting were distributed prior to the meeting. No corrections or additions to the meeting's minutes were offered. Chair Bulgrin called for a motion. Moved by Mauk to approve the September 17, 2020 minutes, seconded by Hurley. Motion carried unanimously.

IV. TREASURER'S REPORT

Treasurer Mauk provided an overview of the balance sheet, profit and loss statement, membership list, and check register for the month ending September 2020. These documents were distributed prior to the meeting. Chair Bulgrin called for a motion. Moved by Mauk to approve September 2020 financial statements, seconded by Hurley. Motion carried unanimously.

Chair Bulgrin asked new staff to introduce themselves at this time, this included Kelly Gentrup, Ryan Baumann, and Kelechi Chibuikem. Baumann and Chibuikem left the meeting at this point.

V. COMMITTEE REPORTS

1. Personnel Committee Report: The committee did not meet.
2. Budget and Finance Committee Report: The committee did not meet.

VI. NEW BUSINESS

1. Action Item – Amend Personnel Manual Section 7.5: Maternity/Paternity/Adoption Leave: Bliss presented on the action item, which was distributed prior to the meeting. Discussion occurred on Sections 7.5 (Maternity/Paternity/Adoption Leave) and 7.3 (Unpaid Leave of Absence). Chair Bulgrin called for a motion. Moved by Hurley to amend the SENDD Personnel Manual’s Section 7.3 and 7.5 as follows, seconded by Tiemann:

**Revise Section 7.3: Unpaid Leave of Absence, Paragraph Six (6)** - *If covered under SENDD’s group insurance plan, your coverage will be maintained for ~~the first thirty (30) days~~ up to three (3) months of personal leave; however, the employee must qualify under Section 7.5: Maternity/Paternity/Adoption Leave for this coverage to occur. After that, it will be the employee’s responsibility to assume the full cost of the insurance. Insurance coverage is not extended for non-medical personal leaves beyond thirty (30) days. Employees will not be eligible for holiday pay or vacation accrual during a leave of absence.*

**Revise Section 7.5 Maternity/Paternity/Adoption Leave**

*SENDD recognizes that employees may need to be absent from work to care for a newborn child or new adopted or foster child (referred to as parental leave in this policy). SENDD provides all eligible employees ~~two~~ six (6) weeks of paid parental leave. To be eligible for paid parental leave, the employee must have been employed with SENDD on a full-time basis for 12 months immediately preceding the leave and must have worked 1,250 hours over the 12 months preceding the leave. During the parental leave, employees will be paid ~~50%~~ 100% of their normal rate of pay for up to ~~two~~ six (6) weeks. Employees may also use any or all of their accrued but unused vacation or other paid time off. Additional, unpaid time off may be available through SENDD’s general leave of absence policy.*

Motion carried unanimously.

2. Action Item – Genoa Restaurant and Bar/Malcolm Music IRP Loan Proposal: Gentrup and Bliss presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Moved by Mauk to table the action until additional information is provided, seconded by Tiemann. Motion carried unanimously.
3. Action Item – Pre-approval to Enter Into a Contract with Jefferson County for General Administration on an Economic Development Administration (EDA) Grant: Bliss presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Moved by Mauk to approve the contract with Jefferson County, seconded by Zulkoski. Motion carried unanimously.
4. Action Item – Pre-approval to Enter Into a Contract with Nebraska City for General Administration on an EDA Grant: Bliss presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Moved by Zulkoski to approve the contract with Nebraska City, seconded by Tiemann. Motion carried unanimously.

VII. OLD BUSINESS

1. Update – Thayer County Economic Development Alliance (TCEDA) contract: Bliss gave a brief update on SENDD’s TCEDA contract status. No action taken.
2. Update – Ashland Area Economic Development Corp. (AAEDC) contract: Bliss gave a brief update on SENDD’s AAEDC contract status. No action taken.

3. Nuisance Abatement: Bliss gave an update on Nuisance Abatement services. Discussion took place on this program and the difficulties associated with it, particularly safety concerns. The Executive Committee suggested pausing this program for a period to explore solutions to the challenges associated with it. No official action occurred.

#### VIII. OTHER BUSINESS

1. SENAHC Update: Bliss provided an update on SENAHC activities.
2. SEND, Inc. Update: Bliss provided an update on SEND, Inc. activities.
3. SENDD Contracting: Bliss gave a report on SENDD Contracting activities.

#### IX. STATUS/STAFF REPORTS

1. Community and Regional Planning Activities: Staff reports were sent with board packets prior to meeting.
2. SERN/P4P Updates: Bliss gave a brief update on SERN.

#### X. REPORT OF BOARD CHAIRPERSON

No report.

#### XI. REPORT OF EXECUTIVE DIRECTOR

Distributed prior to the meeting.

#### XII. NEXT MEETING

1. SENDD Executive Committee: Next meeting is January 28, 2021 at noon at a location to be determined.
2. Full SENDD Board Meeting: The next Full SENDD Board meeting is December 10, 2020 in a location to be determined.

#### XIII. ADJOURNMENT

There being no further business to come before the SENDD Executive Committee per the agenda, Chair Bulgrin adjourned the meeting at approximately 1:33 p.m.

Respectfully Submitted:

Tom Bliss  
Secretary Pro Tem