

MINUTES
July 30, 2021
9:30 A.M.
Special Board Meeting-Zoom Video Conference
NDPISB

1. Chairman Mike Wetsch called the Zoom special meeting to order at 9:36 a.m. Board members present: Mike Wetsch, Justin Blinsky, Jason Nelson, and Ernie Thurman. Board members absent: Randy Ziegler and Steve Lundin. Others present: Executive Director John J. Shorey III and Board Legal Counsel Monte Rogneby.
2. John stated he forwarded an email to Board members from Monte regarding the audit. John stated based on Monte's research it appears that the Board will need to undergo an audit for the years 2019-2020. John stated that sparked him to call the ND Auditor's Office. John stated he talked with Dan Cox, Audit Manager with the ND Auditor's Office on July 20, 2021. John stated Dan said if the Board wanted to have the ND Auditor's Office do the audit, we could be put on a waiting list, as Dan indicated they had more entities wanting them to do an audit than they had people to do the audits. John stated Dan gave him an estimate for the ND Auditor's Office to complete the audit in a range of \$7,000-\$10,000. John stated he asked Dan how he could research private accountants that could complete the audit and Dan stated he would need to reach out to the Board of Accountancy to get a list of firms that do governmental audits. Dan stated he could put the Board on their waiting list, and if the Board found a private firm to do the audit, could be taken off the list. John stated he asked Dan to put the Board on the waiting list. John stated he reached out to the Board of Accountancy and received the list of firms that do governmental audits, which he had forwarded to Board members. John stated he had received a quote from one of the firms on that list which was in the \$8000-\$10,000 range. John stated his intention was to contact the other two firms on that list and get quotes from them and come back to the Board with those quotes for them to decide on who they wanted to complete the audit. John stated the private firm that completed the last audit for the Board for the years 2017-2018, Overmoe and Nelson, Ltd. out of Grand Forks, ND, had indicated they would no longer be doing audits. John advised he did call them and confirmed that was still the case. John stated he did talk with Monte, who thought it was worth the Board's time to contact the ND Auditor's Office to see if the settlement in 2020 that put the Board over the \$200,000 gross receipts mark would be looked at differently and possibly not require the Board to undergo a full audit. The Board directed John to do that. John asked if a motion was needed and Monte indicated no. Monte suggested John to send an email to the ND Auditor's Office for a request for clarification, to see if there was any leeway, as the Board does not typically meet the threshold, and only did because of a litigation settlement in 2020, and explain because of the increase in costs of the audit, and the Board does not have appropriated funds, that the costs of an audit are a concern of the Board.
3. John provided an update on the Board office staffing. John advised he had previously sent out an email to Board members from Spherion Staffing. John stated he then contacted ND BCI who advised that if a temp agency person was handling CHRI it would be considered outsourcing the handling of CHRI and would not be allowed. John stated he had some informal discussion with Ernie about the hiring of an employee and had the Board's bookkeeper run some figures on the expenses of hiring an employee. John stated his thought was to hire someone to come in to help him clear the backlog and assist with the next renewal season. Board members and John commented on how tough the job market was. The Board directed John to list, on ND

Job Service, for a part-time employee on an as-needed basis with the pay range of \$17.50 to \$22.00 per hour. John asked Monte if a motion was needed and Monte advised no, just direction from the Board which was given.

4. John stated he directed Monte to have SAAG Justin Hagel start the process on the administrative rule changes all in one shot; as the process needed to be started. John stated once that was completed, it would come before the Board.

5. John summarized Braxton Glatt's application. John advised the applicant did not have a High School Diploma or GED. John advised the agency asked for the Board to waive that requirement, which is found in the administrative rules. John commented that past Board discussion was that the Board could not waive a requirement found in the administrative rules. Ernie made a motion to issue a notice of intent to deny application based on 93-02-02.-01(2). Jason seconded. A roll call vote was taken, and it was unanimous to approve the motion.

6. John advised the agency withdrew Bradley Ely's application, so no Board action was needed, and the application would be filed as inactive.

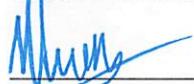
7. A motion was made by Justin to close the meeting for an executive session for attorney consultation (44-04-19.1(2)) and closed or confidential records (44-04-19.2(1)) concerning agenda items # 4, 5, and 6. Seconded by Ernie. A roll call vote was taken, and it was unanimous to go into executive session. The executive session began at 9:55 A.M. The executive session adjourned at 10:13 A.M. The public was invited back for the open session of the meeting.

8. Ernie made a motion to approve Jerry Mayweather's Application. Jason seconded. A roll call vote was taken, and it was unanimous to approve the motion.

9. Justin made a motion to approve Jordan Wilson's application. Ernie seconded. A roll call vote was taken, and it was unanimous to approve the motion.

10. Jason made a motion to issue a notice of intent to deny for Stacy Massine application for failure to disclose on the application form all arrests and/or adjudications of guilt. Justin seconded. A roll call vote was taken, and it was unanimous to approve the motion.

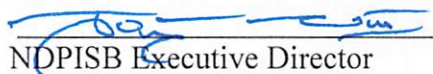
11. Jason made a motion to adjourn the meeting. Justin seconded. A roll call vote was taken, and it was unanimous to approve the motion. The meeting was adjourned at 10:18 A.M.



Chairman

7-16-25

Date



NDPIB Executive Director

7-16-25

Date