

NWRDC EXECUTIVE COMMITTEE MEETING
Meeting Minutes
05-22-2024

1. Roll Call/Call to Order

The May 22, 2024 meeting of the Northwest Regional Data Center (NWRDC) Executive Committee was called to order by Dr. Damien Pattenaude, at 1:01 PM, with roll call and personal introductions.

Members Present

Dr. Damien Pattenaude – Chair	Renton School District, Superintendent
Mike Sullivan – Vice Chair	Anacortes School District, Director of Finance
Kurt Gazow	Bellingham School District, Executive Director Educational Technology
Steve King	Coupeville School District, Superintendent

Guests and Staff Present

Larry Francois	NWESD, Superintendent
Lisa Matthews	NWESD, Assist Superintendent for Finance & Compliance
Lynn Lynch	NWRDC, Director
Kathy Bisig	NWRDC, Student Team Manager
Mandy Bladek	NWRDC, Business Team Manager
Lyn Monrad	NWRDC, Operations/Print Shop Manager
Dana Anderson	WSIPC, CEO

2. Approval of the April 17, 2024 Minutes

The minutes of the April 17, 2024 Executive Committee meeting were presented for approval. Steve King moved, Dr. Mike Sullivan seconded, to approve the minutes as presented. Motion carried, unanimously, among those in attendance at the May 2024 meeting.

3. Report from the Director

A. Executive Committee Member Recognition

Lynn Lynch thanked Steve King, who is retiring at the end of April, for his service on the Executive Committee. Steve filled a vacancy for this past year and his support

and service is appreciated. With one term remaining for this position, the Executive Committee will solicit a Superintendent appointee from the NWESD region.

B. Executive Committee Election Results

Congratulations to Donna Morey, Director of Finance of White River SD. Donna has been elected to serve on the Executive Committee for a three year term beginning July 1, 2024.

C. Organizational Update

NWRDC has current openings for a Software Analyst I and Admin Assistant II.

D. Qmlativ Migrations

Lynn Lynch introduced Dana Anderson, CEO of WSIPC.

Dana shared an overall view of progress in WA State. 360 districts will move through the migration journey. 121 projects currently completed – we should be halfway through across the entire state soon

Lynn shared NWRDC district migration status - 2025 is shaping up to be a big year for NWRDC districts (11 districts)

Dana provided a comprehensive overview of the Statewide Leadership Team work toward defining a multi-phased approach to migration

Steve King shared his appreciation for the information shared and the lessons learned by Coupeville SD in their migration journey. To be successful you need to learn to work within the new system. Shared appreciation for NWRDC. Budget in the necessary time for your staff

Dr. Damien Pattenaude thanked NWRDC for the effort put in so far and that things appear to be on track in his district with their migration. He also thanked Dana for his presentation.

4. Reports from NWRDC Staff

No discussion items

5. New and Pending Business

A. Service Requests

1. Ticket Totals by FTE

- 2. All Tickets Totals by Month
- 3. Qmlativ Only Tickets by Month
- B. Financial Reports
- C. **Vote:** Recommendation to Approve the 2024-25 Executive Committee Meeting Schedule as follows:

Date	Location	Time	Primary Agenda Topic
November 20, 2024	On-site with Lunch	10:30am – 12:30pm	Year End Status
February 12, 2025	Zoom	10:30am – 12:00pm	Next Year Fee Schedule
April 23, 2025	Zoom	10:30am – 12:00pm	Approving Budget
May 28, 2025	Zoom	10:30am – 12:00pm	Elections/Migrations

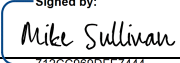
Mike Sullivan motioned, and Kurt Gazow seconded to approve the 2024-2025 calendar with the first meeting being in person and the remaining to be held via Zoom. Motion carried unanimously, among those in attendance at the May 22, 2024 meeting.

6. Executive Committee Open Forum

7. Adjournment

Dr. Damien Pattenaude adjourned the meeting at 1:50 PM.

OFFICIAL APPROVAL OF THE MINUTES


12/11/2024

NWRDC Executive Committee Chair
Date


12/12/2024

NWESD Superintendent, NWRDC Executive Committee Secretary
Date