



6. Approve January 2026 Meeting Minutes (Voice Vote)

January 2026 meeting minutes were emailed to commissioners and included in their meeting packets. A motion to approve the minutes as presented was made by Ken Meyer and seconded by Bill Klingman. All members voted aye. Motion carried.

7. Annual Meeting (Motion)

Prior to making appointments, the Board held a discussion regarding the Regional Administrator's, Holly Brandt, performance evaluation.

a. Appointments:

- i. Regional Administrator –Motion made by Bill Klingman to retain Holly Brandt as Regional Administrator with a second by Ken Meyer. Motion ceased all board members voting aye. Motion carried.
- ii. Fiscal Director - Motion made by Ken Meyer to retain Jeanne McKerrigan as Fiscal Director with a second by Bruce Messersmith. Motion ceased, all board members voting aye. Motion passed.

b. Election of Officers

- i. Chair -Motion made by Bill Klingman to nominate Susanna Batterman as Chair. Motion to cease nominations made by Bill Klingman with a second by Bruce Messersmith. Susanna Batterman was elected as chairperson for another year with all board members voting aye. Motion carried.
- ii. Vice Chair - Motion made by Bill Klingman to nominate Vic Rivera as Vice-Chair. Motion made by Bill Klingman to cease nominations with a second by Bruce Messersmith. Vic Rivera was elected as vice chairperson with all board members voting aye. Motion passed.
- iii. Secretary / Treasurer - Motion made by Ken Meyer to nominate Bruce Messersmith as Secretary/Treasurer. Motion to cease nominations made by Ken Meyer with a second by Bill Klingman. Roll call and all board members voting aye. Motion passed.
- iv. Establishing Executive Committee – Motion made by Bill Klingman to elect the 3 elected officers as the Executive committee; Susanna Batterman, Vic Rivera and Bruce Messersmith seconded by Laif Anderson. Appointed Executive Committee: Susanna Batterman, Vic Rivera, and Bruce Messersmith. All members voting aye. Motion passed.

8. Review Of By-Laws (Informational)

The annual reading of the Regional Governing Board By-Laws was conducted. This serves as the first reading, which includes two planned updates. Article III: Governing Board and Meetings, Section 2, an addition will clarify that a majority of the Governing Board shall consist of five members for the purpose of conducting business at any meeting.





Additionally, Article IV: Officers and Appointments, Section 2, will be removed from the By-Laws. A 2<sup>nd</sup> reading will be conducted at the March 2025, RGB meeting.

9. Regional Administrators Report (Informational)

Holly Brandt presented her report to the board which was provided in each Governing Board member's packet and is available for review if requested.

10. Financials

A. Single Audit Review (Informational)

- Jeanne presented the Single Audit Review provided by Dana Cole & Company which had no findings.

B. January 2026 Emergency Shift Motion (Roll Call)

- Jeanne McKerrigan requested board approval for the January 2026 shift schedule. A motion to approve the January 2026 shift was made by Steve Burke and seconded by Bruce Messersmith. All members voted aye. Motion carried.

C. Bank Resolution (Roll Call)

- Jeanne McKerrigan presented an updated Bank Resolution with updated Region 1 staff as signers. A motion to approve the updated bank resolution was made by Bruce Messersmith and seconded by Steve Burke. All members voted aye. Motion carried.

D. County Allocation (Roll Call)

- Jeanne McKerrigan presented the county allocation options, which included keeping the allocation the same, implementing a 3% increase totaling \$10,555.89, or a 4% increase totaling \$14,074.52. Steve Burke made a motion to maintain the current county allocation with no increase, and the motion was seconded by Ken Meyer. All members voted aye. The motion carried.

\*\*\* The Regional Governing board approves financials in one motion (items 10E – 10H) \*\*\*

E.F.G. (One Motion) Region 1 Income Statements; Accts Payable & Open Invoices; and Check Registers  
January 2026 financials were reviewed and presented to the board. A motion to approve was made by Bill Klingman with a second by Laif Anderson. All members voting aye. Motion carried.

H. Region 1 Bank Balances/Balance Sheet (Informational)

Jeanne McKerrigan presented the January 2026 bank balances and balance sheet.

Questions, Members' Comments and Non-Members

N/A





11. Adjourn – All agenda items were addressed; Chair Susanna Batterman adjourned the meeting at 12:30 p.m. All members voting aye. Motion carried.

12. Next Regional Governing Board is scheduled for March 12, 2026.

Respectfully submitted by:

*Michelle Fries*

Date: 3-12-26

Michelle Fries, Office Manager/Disaster Coordinator

*Bruce D Messersmith*

Date: 3-12-26

Bruce Messersmith, Sheridan County Commissioner

