

Planning Committee Agenda



Diversion Authority Planning Committee

November 5, 2024 @ 1:00p.m. CST

This meeting will be in-person at the Hjemkomst Center Willow Room (202 1st Avenue North, Moorhead, MN, 56560).

1. Call to Order
 - a. Roll call of Members
2. Approve minutes – September 10, 2024
[Attachment 01.00] (Pg. 2)
3. Approve minutes – October 4, 2024
[Attachment 02.00] (Pg. 4)
4. Approve Order of Agenda
5. Executive Director Hiring Process Update
6. MFDA Classification & Compensation Study Update
[Attachment 03.00] (Pg. 6)
7. ND Agricultural Weather Network Presentation
[Attachment 04.00] (Pg. 21)
8. Co-Executive Director Update
9. Other Business
 - a. Letter of Support for Minnesota Funding Request
10. Next Meeting: December 3, 2024
11. Adjournment

MEDIA AND PUBLIC PARTICIPATION INFORMATION

This meeting is an in-person public meeting.



Metro Flood Diversion Authority Planning Committee Meeting Minutes

1:00 PM – September 10, 2024
Hjemkomst Center, Willow Room

A meeting of the Metro Flood Diversion Authority Planning Committee was held on September 10, 2024. The following members were present: Dr. Tim Mahoney, Mayor, City of Fargo; Bernie Dardis, Mayor, City of West Fargo; Kevin Campbell, Clay County Commissioner; Shelly Carlson, Mayor, City of Moorhead and Rick Steen, Cass County Joint Water Resource District.

Member(s) absent: Tony Grindberg, Cass County Commissioner.

1. CALL TO ORDER

Mayor Carlson called the meeting to order at 1:00 PM. Roll call was taken, and a quorum was present.

2. APPROVAL OF THE AUGUST 2024 MINUTES

MOTION PASSED

Mr. Campbell moved to approve the minutes from the August 2024 meeting and Mayor Mahoney seconded the motion. On a voice vote, the motion carried.

3. APPROVE THE ORDER OF THE AGENDA

MOTION PASSED

Mr. Campbell moved to approve the order of the agenda and Mayor Mahoney seconded the motion. On a voice vote, the motion carried.

4. EXECUTIVE DIRECTOR HIRING UPDATE

Ms. Peters reported that six candidates have been selected for the first round of interviews. These interviews will be virtual and be held in executive session of the Planning Committee on October 4, 2024. The final candidate(s) will be interviewed on October 18, 2024, at Fargo City Hall, Commission Chambers; these interviews will be conducted by MFDA board members and will be open to the public. There was also discussion regarding a tour of the project and a MFDA staff meet and greet with the final candidate(s).

5. MFDA CLASSIFICATION & COMPENSATION STUDY UPDATE

Mr. Redlinger reported that four responses were received from the RPF mailing. Mr. Redlinger will schedule a small group meeting to screen the proposals and bring a recommendation to the board. The goal is to have an organization in place before fall.

6. GOVERNANCE POLICIES UPDATES

The 2022 governance policies were reviewed and updated to reflect clarification and update verbiage. A general overview of the proposed updates are:

- 1) The chair of the Board of Authority has the authority to place the executive director of the MFDA on administrative leave.
- 2) All executive director travel outside of Minnesota and North Dakota will require approval from the chair and vice chair of the Board of Authority.

- 3) The executive director will report to the chair on a regular basis. The chair is to verify that policy decisions are being followed and implemented by the executive director.

MOTION PASSED

Mr. Campbell moved to recommend the governance policy proposed updates to the Board of Authority for approval and Mayor Mahoney seconded the motion. On a voice vote, the motion carried.

7. CASS COUNTY & MFDA HR MOU AMENDMENT

Extensive dialogue was held around the preferred methodology for COLA increases. It was suggested that COLAs would either be an average of the member entity increases or consistent with Cass County COLAs, given at the first of the year.

MOTION PASSED

Mr. Campbell moved to recommend to the Board the first amendment of the MOU for approval, with an amendment to reflect that COLAs would be an average of the member entities COLAs. Mayor Dardis seconded the motion and on a roll call vote with Mr. Steen voting “nay”, the motion carried.

8. CO-EXECUTIVE DIRECTORS UPDATE

Mr. Redlinger reported that the Water Topics Overview Committee will be in Fargo on Thursday for a tour of the project and business/update meeting.

9. OTHER BUSINESS

Mr. Barthel reported that FEMA is in Fargo this week for the LOMR and certification meeting.

10. NEXT MEETING

A special meeting will be held on October 4, 2024, for virtual executive director candidate interviews. The next regular meeting will be October 8, 2024.

11. ADJOURNMENT

The meeting adjourned at 2:08 PM.



Metro Flood Diversion Authority Planning Committee Meeting Minutes

8:30 AM – October 4, 2024

Hjemkomst Center, Willow Room

A special meeting of the Metro Flood Diversion Authority Planning Committee was held on October 4, 2024. The following members were present: Bernie Dardis, Mayor, City of West Fargo; Kevin Campbell, Clay County Commissioner; Shelly Carlson, Mayor, City of Moorhead; Tony Grindberg, Cass County Commissioner and Rick Steen, Cass County Joint Water Resource District.

Member(s) absent: Dr. Tim Mahoney, Mayor, City of Fargo.

1. CALL TO ORDER

Mayor Carlson called the meeting to order at 8:56 AM. Roll call was taken, and a quorum was present.

2. APPROVE THE ORDER OF THE AGENDA

MOTION PASSED

Mayor Dardis moved to approve the order of the agenda and Mr. Grindberg seconded the motion. On a voice vote, the motion carried.

3. EXECUTIVE SESSION

Mayor Carlson requested a motion to move into closed Executive Session pursuant to NDCC § 44-02-18.27 and NDCC § 44-04-19.2, to review and consider applications from individuals who have applied for the position of Executive Director.

MOTION PASSED

Mr. Campbell made a motion to move into closed Executive Session pursuant to NDCC § 44-02-18.27 and NDCC § 44-04-19.2, to review and consider applications from individuals who have applied for the position of Executive Director and Mr. Grindberg seconded the motion. On a roll call vote, the motion carried.

The Planning Committee moved into a closed Executive Session at 8:58 AM and returned at 3:31 PM.

4. DESIGNATE FINALISTS FOR THE POSITION OF THE EXECUTIVE DIRECTOR

Upon return from Executive Session, Mayor Carlson queried if there was any direction from the Planning Committee.

MOTION PASSED

Mr. Grindberg moved to designate Mr. Jason Benson, Mr. Dennis Lambert and Mr. Dan Sundberg as finalists for the position. Mr. Campbell seconded the motion and on a roll call vote, the motion carried.

5. OTHER BUSINESS

Two additional items were requested by the Planning Committee:

- 1) Two of the three finalists have a conflict with attending interviews on October 18, 2024. The Committee asked staff to determine if the finalists and Board members are available to hold the interviews on October 24, 2024, with an extended Board meeting beginning at 1 PM.
- 2) The Committee also requested that along with questions for the finalists, the Co-Executive Directors and staff develop a tabletop exercise to be included in the interviews.

6. NEXT MEETING

The October 8, 2024, meeting was cancelled. The next regular meeting will be November 5, 2024.

7. ADJOURNMENT

The meeting adjourned at 3:40 PM.

Memorandum



To: Chair Carlson & Members of the Metro Flood Diversion Board of Authority

From: Co-Deputy Executive Director Michael Redlinger

Date: October 29, 2024

Re: Approve Consultant Services with MRA for the MFDA Classification & Compensation Study & Approve Annual MRA Membership

The Metro Flood Diversion Authority conducted a competitive Request for Proposals (RFP) process for consultant services for a Classification & Compensation Study for the MFDA organizational structure. Four responsive proposals were received and reviewed by two members of the Board of Authority; the two Co-Deputy Executive Directors; and the Cass County Human Resources Director. MRA – The Management Association was selected to perform the proposed scope of work and to create the future MFDA compensation model.

The Board of Authority is asked to formally approve the MRA scope of service and authorize an annual membership in MRA at the rate of \$750 annually. Membership in MRA secures reduced pricing for the MFDA Classification & Compensation Study and provides future services and benefits for the Executive Director.

Recommended Action: Approve consultant services with MRA for the MFDA Classification & Compensation Study and approve annual MRA membership.

Attachment: MRA Consultant Services Proposal & Membership Agreement

**Metro Flood Diversion Authority (MFDA): Professional
Consultant Services for: A Classification & Compensation
Study RFP Response**

Attention:

Michael Redlinger

**Co-Executive Director, Metro Flood Diversion Authority
City Administrator, City of Fargo**

Date of Submittal: August 30, 2024

Organization:

MRA – The Management Association

5980 Golden Hills Drive, Golden Valley, MN 55416

www.mranet.org

RFP Contact:

Hilary Hauser

Vice President, HR Consulting Services

Main: 763-253-9100 | Direct: 763-253-9186

Hilary.hauser@mranet.org

Additional MRA Office Locations:

- **Corporate Office: N19W24350 Riverwood Drive,
Waukesha, WI 53188**
- **1933 North Meacham Road, Schaumburg, IL 60173**
- **3800 Avenue of the Cities, Moline, IL 61265**
- **1200 Edison Dr., Cincinnati, OH 45216**
- **1554 Polaris Parkway, Columbus, OH 43240**

Consultant Profile

About MRA-The Management Association

Founded in 1901, MRA is a nonprofit employer association that serves more than 5,000 employers, covering more than one million employees across the United States. MRA is a nonprofit employer association (501(c) 6). It was founded 120 years ago by twenty-three business leaders who were convinced of the advantages of a united approach to solving business challenges and improving employer-employee relations. MRA continues that mission today, by exceeding member expectations as we help organizations solve the challenges of a constantly changing business environment. We are proud to serve many technical colleges and universities, along with other public and private sector employers.

With our headquarters in the State of Wisconsin, MRA is the largest employer association in the nation. MRA helps its members thrive by offering comprehensive HR services, talent management, learning and organization development expertise, and total rewards planning. MRA helps organizations build a successful workplace and a powerful workforce. MRA helps organizations where they live and work across the US, and has regional offices in Iowa, Illinois, Minnesota, and Ohio.

MRA has partnered with more than 300 different organizations in the last three years and completed 600+ compensation projects. These projects range from organizations with fewer than 50 employees to large global companies with 10,000+ employees. MRA serves all industries: nonprofit, for-profit, public sector, and higher education. The majority of our projects turn into long-lasting partnerships, including regular market pricing updates, helping organizations stay current with compensation trends, refreshing salary structures, and other ongoing support.

Compensation and Total Rewards is our business, and our experience developing, establishing, maintaining, and improving an organization's compensation practices is vast. We work with many public, private, and nonprofit organizations with various multi-state locations. What sets us apart is our commitment to work with you to provide customized, tailored services that are based on the unique requirements of MFDA.

Many of the organizations that MRA works with are looking for MRA to assist with all aspects of their compensation. This ranges from compensation philosophy development, competitive market analysis, and structure development or review. Many of the organizations that MRA works with have never done this type of work previously and are starting at the ground level. MRA has the tools, resources, and knowledge to put these items in place from scratch or review and revise any existing programs.



How MRA Distinguishes Ourselves:

- A highly skilled project team with progressive experience in a diverse range of industries. They are practitioners who have experienced a wide range of professional situations and successfully developed solutions based on the organization's needs.
- Decades of knowledge and practical experience in all aspects of compensation with services ranging from transactional compensation to strategic planning and specialized knowledge in areas such as sales and executive compensation.
- Access to high-quality salary survey data from MRA and Employers Associations of America sponsored surveys as well as surveys from other reputable compensation consulting firms.
- Form strong long-term partnerships working jointly with organizations to deliver value-added solutions.
- Respect for an organization's unique culture and business challenges.
- Stellar reputation for integrity, confidentiality, and professionalism.

MRA hires only the most talented compensation professionals. These are individuals who have demonstrated progressive levels of experience in diverse environments. They are practitioners who have experienced a wide range of professional situations and successfully developed solutions based on the organization's needs. MRA has a comprehensive suite of services with a track record of creating lasting impact for our member organizations and others who select MRA as a partner. We know what it takes to deliver value, and we collaborate with you to make it happen. In addition to our Compensation Team, we have a bench of 30+ Human Resource professionals who have extensive HR experience that will assist with job description review and career path planning.

Project Lead:

- Cristy Reetz has 20+ years of experience in project-based compensation and benefits consulting specializing in public and non-profit sectors. She has led projects nationwide for employers covering diverse employee groups and industries, including unionized environments.

Additional Project Team Members:

- Katie Bellin: 15+ years of experience in Human Resources, specializing the last 5 years in base pay, market pricing, and compensation administration guidelines in the private for-profit sector and public sector.
- Katie Laven: 12+ years of experience in strategic human resources, specializing in compensation and benefits. Base pay, market pricing, performance management, and job evaluation in the private for-profit sector and public sector.



Comprehensive Response to the MFDA's Requested Scope of Services

MRA proposes to partner with MFDA to create a comprehensive compensation study. The goal is to provide MFDA with a solid foundation for its compensation system that is competitive, equitable, and flexible. This is intended to support MFDA's ongoing efforts to attract, retain, and motivate talent.

To ensure alignment of your business plans, organizational culture, and total rewards programs, MRA collaborates with your management team to define your total rewards strategy and works with you to develop a detailed plan for effective implementation. Appropriate base compensation levels help attract and retain high-caliber employees while supporting the objectives of a fair, equitable, and defensible pay program. We help companies develop effective base compensation programs by:

- Establish market pricing for all your jobs or segments of jobs to assess the competitiveness of your salaries.
- Applying MRA's job evaluation system to internally classify jobs, develop a job hierarchy, and ensure internal equity.
- Developing a salary grade structure, merit matrices, and salary administration guidelines and communication tools.
- Ensuring compliance through exemption status, pay equity review, and any other compliance aspects.

MRA would provide services relating to the following project components:

- Evaluate the present salary structure of the MFDA as compared to the specific job market for comparable positions in the public sector.
- Review all current job classifications, confirm, and recommend changes to the hierarchical order of jobs using the evaluation system proposed by the consultant.
- Establish appropriate benchmarking standards and conduct salary surveys as required for similar positions as required, with an emphasis on local government, water management district, and/or other relevant public works projects.
- Identify potential pay compression issues between incumbent positions and provide potential solutions.
- Analyze and recommend changes to the present compensation matrix and structure to meet the market analysis. This recommendation may include recommendations for individual positions as well.



Recommended Project Approach

Phase I: Communication and Project Set-Up

The goal of this phase is to ensure the project is well planned, documented, and communicated so key decision makers have been informed and agree with project objectives, processes, and deliverables. MRA will schedule a project planning meeting with project team members to discuss the following:

- Organizational culture and key strategic initiatives
- Additional insights on current compensation philosophy, practices, and challenges
- Project information needs: job descriptions, salary ranges (if have), employee report, organization chart.
- Finalize project scope, division of duties, communication protocols, and timelines.
- Meetings may be held via phone, video conference, or in person.

Phase II: Competitive Market Analysis and Job Evaluation Analysis

MRA will review current job descriptions, including minimum qualifications, leveling, and hierarchy. Once changes are approved, MRA will then develop a custom survey document and start marketing pricing from the MRA survey library.

Custom Survey

MRA, in collaboration with MFDA, will conduct a confidential, third-party compensation survey:

- MRA will reach out to comparable public sector entities and secure at least ten (10) jurisdictions to participate in a market study.
- The custom survey will collect wage/salary data for approximately six benchmark job titles.
- To collect this information, MRA will develop a compensation questionnaire.
 - MRA will develop the survey questionnaire in Excel.
 - The questionnaire will be comprised of two parts:
 - A compensation section (to collect current employee-specific wage/salary information).
 - Additional questions on total compensation strategy
 - MRA will distribute and monitor the survey.
 - MRA will review and analyze data.
 - MRA will develop and provide comprehensive data reports. The data reports will include detailed data with individual matches and a summary by position.
 - The MRA professional will review the market data with MFDA and make refinements based on feedback.



Published Survey Library

In addition to the custom survey, MRA will use the following salary survey sources, to represent private-sector employers, which includes local, regional, and national data:

- MRA: Benchmark, Production, Healthcare
- Employers Association of America: Engineering and IT, Executive
- William Mercer: Benchmark and IT
- Willis Towers Watson: encompasses job levels from non-exempt through executives.
- Compdata: Benchmark
- MRA Non-Profit
- PRM Not for Profit
- Total Compensation Solutions Not-For Profit
- Guidestar
- Payfactors

In addition, MRA can use suitable industry-specific or local surveys provided by MFDA and would only use the survey(s) for the sole purpose of this project. MRA will use job descriptions provided by MFDA to market price the jobs. A report detailing the survey market matches and data will be provided. The MRA professional will review the market data with MFDA and make refinements based on feedback. MRA can also utilize and encompass data that MFDA has access to through other subscription services.

When benchmarking and determining base salary ranges and/or medians for marketplace comparisons, MRA follows the methodology below:

- Identify benchmark jobs.
- Identify relevant labor markets (labor markets typically vary by job group and are defined in terms of industry, organization size, and location)
- Analyze and document job content in job description.
- Collect market data using selected surveys and defined labor markets.
- Develop a salary structure with levels and midpoints based on market data (typically 50th percentile, but defined by compensation philosophy/strategy)
- Assign priced jobs to the structure based on market to midpoint comparisons.
- Slot the remaining jobs into the structure
- Complete employee impact report, review, and finalize structure.



Internal Job Evaluation/Point Factor System

MRA will conduct an evaluation for each of MFDA's jobs. The evaluations are performed in conjunction with the market pricing step described above. The internal evaluation results in determining a point value and an internal job hierarchy. MRA's preliminary ratings will be reviewed with MFDA, discussed, and a final rating agreed upon.

MRA uses a proprietary job evaluation process to assist with internal ranking of jobs. The MRA Job Evaluation System is a guide chart point factor method that has been developed based on years of experience with job evaluation and exposure to the strengths and weaknesses of different systems. This system uses the same set of factors to evaluate all jobs. The MRA System measures the following factors:

Qualifications and Skills the Employee Needs: (30%)

- Qualifications – Includes the formal training, education and experience that are identified as a prerequisite for hiring or promotion into a job class.

Duties of the Job Including Decisions, Problem Solving and Relationships: (55%)

- Decision Making – Includes the nature of the decision process and the scope of organizational impact of decisions that are made as part of the duties of the job class.
- Problem Solving – Includes the nature of the problem-solving effort and the impact of problem-solving on the organization.
- Relationships – Includes the nature of relationships and the impact of internal and external relationships on the organization.

Working Conditions Including Effort, Hazards, and Environment: (15%)

- Effort – A two-part rating includes physical effort, attention to detail and pressure of deadlines, along with the frequency of application of effort.
- Hazards – Includes the nature of injuries and illnesses to which workers may be exposed despite reasonable efforts to mitigate, along with probability or frequency of their occurrence (degrees are linked to OSHA definitions).
- Environment – includes the nature of the work environment, including presence of uncomfortable or unpleasant characteristics, along with frequency of exposure.

The factors are weighted based on the degree of influence that each has on compensation when all else is equal. MRA's system is based on an Excel spreadsheet and is easy to administer. The MRA project consultant will provide the MRA Guide Chart tool and training to the designated MFDA staff as part of the job evaluation process.

Phase III: Compensation Salary Grade Structure Development

The MRA Compensation professional will review/develop a salary grade structure based on the market data. Various elements of pay range design will be discussed, and the structure will be developed in a manner consistent with the compensation strategy as defined by MFDA. MRA will recommend the placement of jobs in the grade structure. MRA will develop employee impact reports and make recommendations on addressing pay issues around the implementation of structure changes.



Phase IV: Final Report/Presentation

Thoughtful implementation of a compensation plan can be an integral component of the overall project success. MRA will closely partner MFDA to develop project implementation materials which closely align with your specific organizational culture and needs. Specific areas may include:

- Compensation program communications: defining audiences, messages and developing supporting communication vehicles such as supervisor/manager compensation training materials.
- Formalizing compensation administration guidelines: reviewing and documenting key processes such as salary increases, establishing new hire salaries, granting market or equity salary adjustments.
- MRA will prepare final reports and discuss the project and outcomes with your designee(s). This will include market pricing reports for all positions reviewed and a summary presentation of project findings and recommendations.

Phase I (2 weeks)	Phase II (6 weeks)	Phase III-IV (1 week)
<ul style="list-style-type: none"> • Meet with MFDA team. • Gather relevant documentation. <ul style="list-style-type: none"> • Identify up to ten public sector peers. • Develop & finalize a custom survey document 	<ul style="list-style-type: none"> • Complete job description reviews of jobs. • Distribute, follow up, and compile custom survey document. • Market price in MRA survey library • Develop market data reports. • MFDA to review market matches. • Evaluate Jobs based on the Point Factor system. • MFDA to review job evaluation ratings based on internal equity 	<ul style="list-style-type: none"> • Update and finalize structure. • Complete Employee Impact Analysis • Finalize project deliverables



Rates, Fees, and Charges

Proposals must provide a complete description of the rate, fee, and charge structure proposed for the services.

MRA bills for actual hours worked. To provide flexibility in meeting your needs and financial budget, we have provided estimated professional fees for the different project components. This rate is guaranteed per the terms of the RFP. Market pricing is based on the unique number of job titles provided by organizations. Based on the current scope of the project, we estimate our professional fees as follows. The fees may adjust if the project scope is changed, if there is variance in the actual number of jobs reviewed, or if there are additional requests.

Service	Estimated Duration of Time	Member Rate \$185/HR	Non-Member Rate \$240/HR
Project Meetings	10-15 hours	\$1,850-\$2,775	\$2,400-\$3,600
Complete a competitive market analysis for benchmark jobs and job evaluation review	22-35 hours	\$4,070-\$6,475	\$5,280-\$8,400
Assess and Update Pay Structure and Prepare Employee Impact Analysis	10-20 hours	\$1,850-\$3,700	\$2,400-\$4,800
Final Report/Presentation	3-5 hours	\$555-\$925	\$720-\$1,200
Estimated Total Hours	45-75 hours		
Estimated Total Cost	\$8,325-\$13,875		\$10,800-\$18,000

**The project estimate is based on the scope of services as defined in this proposal. The fees will be adjusted if the project scope is changed, if there is a variance in the actual number of jobs reviewed, or if there are unanticipated requests. The estimate is also based on the amount of research that may be required. No additional fees beyond the estimate will be charged to MFDA unless there is a change in the scope of services, and both MRA and MFDA have agreed to the changes.*



Travel Costs

Additional expenses may include mileage at the standard IRS rate, and travel time at \$60 per hour for locations outside of a twenty mile/30-minute radius of MRA's office location. MRA passes through actual expenses for hotel accommodations and meals.

Payment Terms

MRA invoices monthly with payment due in 30 days.

Hire Away Fee

MRA invests in the careers, talents, and experience of our professionals. Over time, they become valuable, trusted business partners and strengthen our members' business. Seeing first-hand the talents of our people, the organizations with whom we partner, on occasion, seek to hire an MRA employee during an assignment or shortly thereafter. This impacts MRA's ability to serve other members in the association who also use and value our professionals. If your organization hires an MRA employee during this assignment, or within six months of the assignment's completion, a one-time \$30,000 fee is assessed to cover the cost of replacing this valuable member resource.

About MRA

You have humans. We have resources. TM

We serve 5,000 organizations annually covering more than 1,000,000 employees in the areas of:

- HR Services
- Total Rewards
- Learning & Development
- Talent Management

MRA Code of Ethics - <https://www.mranet.org/about-mra#a-strong-team>

Guaranteed. Absolutely.

MRA is dedicated to providing exceptional results. We are proud of it and back it up with a promise of complete satisfaction and a money back guarantee.



August 30, 2024

MRA Membership Proposal

for

Metro Flood Diversion Authority

City Administrator, City of Fargo

Fargo City Hall

City Administrator's Office

225 4th Street North

Fargo, North Dakota 58102

Prepared by:

Jeremy Passer, PhD

Member Relations Manager

Jeremy.Passer@mrnet.org

762.253.9134

Overview

At MRA, it is our sole mission as your nonprofit employer association to save you time and money. It is why over 5,000 organizations consider us a valued partner. It is also why over 95% of our members renew their membership each year. We work with your team to ensure that you not only recoup your investment, but that you also experience an exponential return through savings and result in better productivity with a high-performing work team.

MRA Membership Benefits - *You have humans. We have resources.*™

We serve 5,000 organizations annually covering more than 1,000,000 employees in the areas of:

- HR Services
- Total Rewards
- Learning & Development
- Talent Management

MRA membership is an organization-wide membership and covers all HR and leadership staff who have designated access.

MRA Membership Benefits Include:

- [Unlimited HR Hotline Access \(24/7\)](#) – call or email with a question or request for information and research
- [Online Access](#) – State law tool, job description builder, sample policies/toolkits/forms, and training kits for annual standard training (i.e., interviewing, harassment, supervisor)
- [CCH Compliance Library – \(\\$2,000 value\)](#) The CCH - Compliance Library provides members access to:
 - A state-by-state employment laws database
 - The latest HR news and best practices in a daily news email
 - Create your own custom job descriptions and performance appraisals.
 - Guidance and analysis on various topics, such as HR management and unions
- [Surveys](#) – Access data to benchmark your organization and understand what is happening in the local, regional, and national levels. Benefits, Turnover, Business Trends, Compensation are all standard areas that we survey (just to name a few)



2024 SURVEY CALENDAR

	Survey Participation*		Final Report*	MRA Member Cost		Non-Member Cost	
	Open	Deadline		Participant	Non-Participant	Participant	Non-Participant
2024 Turnover Survey	Dec. 12, 2023	Jan. 12, 2024	Feb. 2024	Free	Free	N/A	N/A
2024 National Policies & Practices	Sept. 12, 2023	Oct. 20, 2023	Feb. 2024 (Alternating Years)	Free	\$599	\$359	\$1,199
2024 Benchmark Compensation ^Δ	Jan. 16, 2024	Feb. 23, 2024	May 2024	Free	\$1,199	\$599	\$2,399
2024 National Executive Compensation				Free	\$599	\$359	\$1,199
2024 Industrial Production Trades ^Δ	Mar. 5, 2024	Apr. 12, 2024	Jul. 2024	Free	\$599	\$359	\$1,199
2024 National IT & Engineering Compensation	May 7, 2024	Jun. 7, 2024	Sept. 2024	Free	\$599	\$359	\$1,199
2024 Compensation Trends	Jun. 4, 2024	Jul. 12, 2024	Aug. 2024	Free	\$599	N/A	N/A
2024 National Sales Compensation	Jul. 2, 2024	Aug. 16, 2024	Nov. 2024	Free	\$599	\$359	\$1,199
2024 Health & Welfare Benefits	Jul. 23, 2024	Aug. 30, 2024	Oct. 2024 (Alternating Years)	Free	\$399	\$159	\$699
2025 Holiday Practices	Aug. 27, 2024	Sept. 27, 2024	Oct. 2024	Free	Free	N/A	N/A
2025 National Business Trends	Sept. 2024	Oct. 2024	Nov. 2024	Free	Free	N/A	N/A
2025 National Benefits	Sept. 2024	Oct. 2024	Feb. 2025 (Alternating Years)	Free	\$599	\$359	\$1,199
2025 Nonprofit Compensation	Oct. 22, 2024	Nov. 15, 2024	Mar. 2025	Free	\$599	\$359	\$1,199
2025 National Wage & Salary ^Δ	Compiled	Compiled	Dec. 2024	Free	\$599	\$359	\$1,199

*MRA's website reflects the most up-to-date survey schedule.

^ΔData submitted to MRA's Industrial & Production Trades and Benchmark Compensation Surveys will be submitted to the National Wage & Salary Survey.

Members: participate in the surveys and receive the final report FREE.
LEARN MORE ABOUT SURVEYS AT WWW.MRANET.ORG/SURVEYS



MRAPay

With this comparative tool see how your organization's salary relates to MRA's credible, current, and high-quality data anytime, anywhere; phone or desktop. Authorized member participants have 24/7 access via their survey dashboard.

On-Demand Salary Tool

With a few clicks, you can locate the data you need, for the job you need, in the location and industry you need. Authorized MRA member participants and purchasers have 24/7 access to this online tool for select surveys through their dashboard.



Investment

Your MRA membership is calculated based on the number of full-time equivalent employees within your organization. Where else can you add an experienced HR team member and robust resources available 24/7 for this annual pay rate?!

With all services, MRA provides a 100% satisfaction guarantee. We know you will be glad you joined, as 95% of our members renew each year!

FTE's	2024 Annual MRA Dues
Not For Profit (2-100)	\$750

You will receive the following complimentary resources as a new member.

- [Handbook Quick Check](#) – MRA will review your current handbook and provide you with recommended changes/additions (value of \$280)
- [Professional Roundtable Registration](#) – one registration in choice of MRA roundtable (value of \$310)
- [One-Day Training Certificate](#) – Choose from a variety of programs covering numerous topics.
- [Free DiSC® Assessment](#) – One free DiSC® Workplace Profile and 30-minute debrief session
- [Compensation & Business Trends Surveys](#) – receive copies of all current surveys for all individuals with designated access (value of \$13,080)

To begin your MRA membership, simply [click here](#) to complete the appropriate application based on your organization headquarter location and we will invoice you directly.

Code of Ethics

MRA Code of Ethics - <https://www.mranet.org/about-mra#a-strong-team>

Guaranteed. Absolutely.

MRA provides exceptional results. We are proud of it and back it up with a promise of complete satisfaction and a money-back guarantee.



Memorandum



To: Chair Carlson & Members of the Metro Flood Diversion Board of Authority

From: Co-Executive Directors Robert Wilson & Michael Redlinger

Date: October 30, 2024

Re: Planning Committee Presentation by Daryl Ritchison, Director of NDAWN

Board of Authority Vice-Chair Tony Grindberg and Chair Shelly Carlson requested a presentation to the Metro Flood Diversion Authority Planning Committee on Tuesday, November 5th by North Dakota Agricultural Weather Network (NDAWN) Director Daryl Ritchison. Mr. Ritchison will provide an overview of NDAWN activities and describe how they complement and support the comprehensive project.