

LINN COUNTY BOARD OF SUPERVISORS  
CEDAR RAPIDS, LINN COUNTY, IOWA  
TUESDAY, FEBRUARY 13, 2018 9:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.  
Present: Chairperson Harris, Vice Chairperson Houser, Supervisors Rogers and Walker.  
Absent: Supervisor Oleson (personal business). Board members voting "AYE" unless otherwise noted.

Chairperson Harris called the meeting to order.

The Board heard updates from the following Department Heads:

Steve Gannon, County Engineer - recent winter storms were addressed within policy and ordinance (positive feedback); received special recognition award at the Iowa Concrete Paving Association; staff is preparing project information for the Board to review.

Brad Ketels, Asst. County Engineer - working on feedback from the "notify me" option on the website (updates are sent for each winter event).

Tom Hardecopf, LIFTS Dir. - will attend Iowa Public Transit Assoc. meeting next week; Regional Transit Authority (RTA) meeting scheduled for February 23<sup>rd</sup>; Mobility Coordinator is updating the Transportation Resources Directory for 2018 and completing other projects; no budget concerns; two drivers have been hired with one more position open; attending Learning Institutes.

Steve Estenson, Risk Management Dir. - handling settlement claims; will be meeting in Des Moines Thursday with a third party administrator for worker's comp. (hopes to have program up and running by July 1<sup>st</sup>); his department will move to the second floor this month.

Dawn Jindrich, Budget Dir. - will discuss levy rates at tomorrow's Board meeting; will be sending an email out to departments to complete their Key Performance Indicators (KPI's).

Steve Tucker, Finance Dir. - explained monthly expenditures; FY17 audit is complete; discussed status of Prospect Meadows including legal description sent to bond attorney for urban renewal area (potential Board commitment of \$1.5 million); potential loan guarantee from the county and the City of Marion (will be speaking to Baird (Financial Advisor) for his opinion). Jindrich added that the Board would need to discuss this on February 26<sup>th</sup> and decide on February 28<sup>th</sup> in order to keep Prospect Meadow's timeline.

Joi Alexander, Communications Dir. - Witwer Trust (tomorrow's agenda for a decision). Website redesign - created internal and external surveys; studying analytics and reviewing all 450 pages; reviewing top 100 keywords that were searched and will meet with each department individually. Logo redesign - Board members to discuss their top five choices at tomorrow's meeting; need to discuss implementation; need to create a style guide; would like to launch in April for National County Government month.

Lisa Powell, Human Resources Dir. - Transformation activities - job description updates have been completed; working on revised performance management system; various training ideas are in the works; working on "Customer Bill of Rights"; working on wayfinding map; new hire orientations are going well. HR Budget - no issues; working on KPI's for next month. Classification and compensation - draft document is ready; lots of retirements; layoff of 16 Targeted Case Managers began last week (anticipate at least four more rounds). Employee development - three new LC3 University classes in the spring; Diversity Committee is sponsoring a movie event on February 24<sup>th</sup>. Benefits - wellness program is going really well; paid out the first part of the incentive February 9<sup>th</sup>; 191 participants for Maintain Don't Gain; issuance of 1094's and 1095's to employees has been delayed until March 2<sup>nd</sup> per a recent IRS notice; Wellmark and National Insurance Services will present renewal numbers on February 22<sup>nd</sup>. Labor relations - MOUs were completed to switch President's Day holiday to Martin Luther King Day; new MOU with AFSCME to clarify the use of seniority in bumping.

Adjournment at 10:02 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor  
By: Amanda Hoy, Executive Assistant

Approved by:

JOHN HARRIS, Chairperson  
Board of Supervisors