

LINN COUNTY BOARD OF SUPERVISORS  
CEDAR RAPIDS, LINN COUNTY, IOWA  
TUESDAY, FEBRUARY 14, 2017 9:00 A.M.

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

Motion by Houser, seconded by Rogers to approve minutes of February 8, 2017 as printed.

The Board heard updates from the following Department Heads:

Steve Estenson, Risk Management Dir. - ALICE training starts next week (February 21, 22 & 23). Working with FEMA on disaster from September. Project worksheets have been written for Secondary Roads Dept. He has been in contact with the Iowa Flood Center through the U of I regarding the flood inundation maps they provided and how useful they were.

Supervisor Rogers addressed an email received about the Public Service Center (PSC) crosswalk and Supervisor Houser stated that he will investigate it. Chairperson Oleson stated that he spoke to Mike Duffy yesterday regarding the type of crosswalk that is needed.

Steve Tucker, Financial Adv. - provided his monthly budget report. He handed out and reviewed Eide Bailly's report. He highlighted a significant deficiency regarding building permit fees.

Chairperson Oleson asked if anything will be put in the record and Tucker responded no. Oleson directed that Les Beck prepare a one page paper as documentation to be included with the report as a form of accountability.

Tucker stated that Wendy Lynn is reviewing business transactions.

Dawn Jindrich, Budget Dir. - stated that she is working on project for Chairperson Oleson but it isn't complete yet.

Chairperson Oleson stated that in preparation of the State of the County he asked that Jindrich's dept. come up with a one page narrative highlighting things they think as a dept. should be conveyed to the public.

Supervisor Rogers asked Jindrich how the Board would go about a contribution for the 2016 Flood Recovery Fund that was presented by Jasmine Almoayed and Les Garner and Jindrich responded that the Board has unallocated money in their budget right now.

Garth Fagerbakke, Facilities Mgr. - Correctional Center - working on LED bulb change out. Supervisor Rogers addressed the cones in the public parking lot and asked if the cones will be permanent. Fagerbakke responded that the cones are used for handicap unloading zones and when the weather permits they will come up with an alternative. Courthouse - windows for 4<sup>th</sup> & 5<sup>th</sup> floors in progress. Engineering contractors on site verifying fiberglass piping locations and design drawings. Conservation - Red Cedar Lodge punch list conducted last week and numerous items to finish up for substantial completion. Juvenile Detention Center - test area installed for new carpet. JJC - housekeeping issues with ants in the building. Chairperson Oleson asked about complaints that have been received and Fagerbakke responded that they have some issues and Veni Cassell is dealing with it which includes staff training. Public Health/Child Development Building - floor plan is being changed and are in the design drawing stage. Supervisor Harris stated that he is happy with the progress, however there is a lot of glass and that will tax the HVAC system. They need to find a happy medium. Fagerbakke stated that his concern is that the Board is expecting an energy efficient building and the utility bills might be higher than anticipated. Sheriff's Office - meeting held last week on floor plan changes for ADA accommodations. Staffing - two vacancies. Budget - utilities are 3% under and facilities are 2% under.

The Board recessed at 9:53 a.m. and reconvened at 9:58 a.m.

Joi Alexander, Communications Dir. - working on putting together some goals and division responsibilities for when new person is hired. February e-newsletter will go out this week. Received an inquiry from someone to submit a proposal for the logo yesterday. Finalized Witwer Trust grant amounts (on tomorrow's Board agenda). Historic Preservation transition to Planning & Development is mostly complete. She is working with CivicPlus on the county's website with the redesign kicking off in May. If the county logo changes she will need the colors, etc. for the website redesign. Supervisor Houser asked if the county flag would need to be redesigned. Chairperson Oleson stated that the only progress so far is that the offer was approved.

Chairperson Oleson asked that Alexander keep in mind the upcoming spring road construction projects to issue a press release. He asked that she provide him one page on what the county's cultural transformation efforts have been for the State of the County.

Steve Gannon, County Engineer - no complaints received on the roads at the Farm Bureau meeting. They will present the 5 year plan at tomorrow's Board meeting. The mild

winter has resulted in lower purchase of materials to this point. He asked the Board for their permission to approve payment of \$300 each for painting of two new trucks Omaha orange. Discussion continued regarding paint color.

Chairperson Oleson asked for an update on the Garberson issue and Gannon responded that they did what they were instructed to do and Garberson concurs that the information provided by the survey crew is accurate and he no longer wants to hire his own surveyor. Garrett Reddish will put cross sections together where each flow line is. Supervisor Houser asked about sodding the property instead of waiting for the seed to take and Gannon stated that the slope is the issue. Chairperson Oleson asked that Gannon keep the board informed of their progress.

Tom Hardecopf, LIFTS Dir. - Mobility Manager recreated the non-functional website for 365 ride; attended mid-winter legislative IPTA meeting and will attend legislative day in DC next week along with himself. There is no progress to report for RTA. They expect delivery of three buses with the next month. No concerns with the budget but will be requesting spring budget amendment for portion of the match for the two ECICOG buses.

The Board received and placed on file an email from ICAN regarding an invitation to their event on March 4<sup>th</sup>.

Legislative Update - Supervisor Houser attended the public hearing in Des Moines last night noting that he was told it was the largest group of people ever assembled in the Capitol. It was really inspiring seeing all of the people there.

Supervisor Harris stated that he emailed all the cities and townships with fire departments regarding the impact on the training scandal and having to retake the test. More than half of the responses he has receive have no impact.

Lisa Powell, Human Resources Dir. - Transformation Activities - LC3 Advisory Committee has been working on branding and awareness. A logo has been created. She will be presenting with Rob Lawton at a conference in May. HR is working on various products (job classification checklist, leave of absence checklist, etc.) and putting the website on hold. Budget -on track with no unexpected expenditures. She would like to put unused FY17 unemployment dollars towards additional LC3 activities and a review of their Affirmative Action Plan. Supervisor Rogers asked if the review will include merit increases or pay and how can they give the Board flexibility to look at rewarding. Powell will bring back the plan review to the Board. Staffing - a new HR Coordinator starts February 28<sup>th</sup>. Employee Development - the Diversity Committee is planning to offer multi-generational training in March. Karel Murray returns in April to present on customer satisfaction. Benefits - Wellmark presented preliminary renewal with anticipated 7.2% increase. No increase of Life and LTD renewals. Working on new wellness program for FY18 (have committee together).

Chairperson Oleson addressed segregation of job applications due to strict interpretations of job descriptions. He would like to review with Powell to see if they can come up with something that gives more discretion to include some of the non-traditional applications that doesn't meet the exact letter. He explained that there is no subjectiveness put into the process. People have applied that never got an interview and he thought they were qualified or over qualified. He would like to explore HR's process deeper.

Discussion continued regarding job requirements, initial sifting of applicants and education requirements. Different opinions were expressed regarding those issues.

Supervisor Walker stated that it might be the difference between a degree being required or preferred. He would like to look at the language and open it up to flexibility. He would like a more diverse hiring team with gender and ethnic balance.

Powell asked that they let the comp study do its work so they have a level playing field going forward and then can possibly adjust.

Adjournment at 11:17 a.m.

Respectfully submitted,

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

Approved by:

BRENT OLESON, Chairperson  
Board of Supervisors