

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
MONDAY, APRIL 10, 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.

Chairperson Oleson called the meeting to order.

Motion by Harris, seconded by Houser to approve minutes of April 5, 2017 as printed.

Jason Siebrecht, GIS Dir., presented a two (2) year renewal of the ESRI enterprise license agreement providing GIS software to Linn County for the amount of \$240,000 from July 10, 2017 through July 9, 2019.

Discussion continued regarding the 20% increase from the last contract and Siebrecht stated that this is a problem across the industry. He stated that he actually negotiated the contract down to where he could present it today.

Chairperson Oleson expressed concern noting that there is no competing software. He stated that he is not opposed to this contract but asked Siebrecht to see what other jurisdictions of a similar size are paying in an effort to gather some data to measure against in the future. The Board will approve on Wednesday.

Sue Novak, LCCS and Jim Fox, Options Dir., presented a resolution for an equity transfer from the Options Enterprise fund to the County Direct Services Fund in the amount of \$569,048.04.

Novak explained that they would like to liquidate the discontinued Options Enterprise fund, noting that they have closed out all matters related to the fund and they are asking to move it to the county Direct Services fund to help with transitioning in working with the MCO's.

Dawn Jindrich, Budget Dir., stated that it makes sense to put the money in a fund that is only used for the programs in Options. Funds will be carried forward in future years and will sustain the program.

Supervisor Harris and Rogers concurred with the transfer of the money and presented examples of other agencies that have found themselves in financial predicaments due to the MCO's. The Board will approve on Wednesday.

Jim Fox presented requests for six temporary Direct Support Staff members and explained that they are cutting back from FT to PT. The temporary workers are just for this summer when they will be hiring and training during peak vacation times. The Board will approve on Wednesday.

Garth Fagerbakke, Facilities Mgr., presented requests for temporary/seasonal help to assist with summer mowing, outside work, etc. The usual college student will work from May 15 to approximately August 15. The second position will work until November. Funds are in the budget. The Board will approve on Wednesday.

Dawn Jindrich presented a 3-year renewal contract with Cost Advisory Services, Inc., to provide Professional Consulting Services to Linn County. She stated that there are no changes and county usually receives in excess of \$100,000. The Board will approve on Wednesday.

The Board reviewed a Resolution for Adopting Financial Management Policies and Procedures. Also present: Steve Tucker, Financial Dir., Dawn Jindrich and Wendy Lynn, Sr. Accountant.

Steve Tucker explained that one priority when Wendy Lynn was hired was to review the county's financial policies and procedures and stressed the need for cooperation with Elected Officials and Department Heads for proper controls. He stated that the two offices with the greatest exposure is the Auditors and Treasurers office and they both now have CPA's. He continued to say that he Resolution authorizes the office of Finance and Budget to develop, coordinate, review, maintain and approve all financial policies as well as related procedures and work instructions for policies approved by the Board.

Wendy Lynn presented the financial management policy structure and policy development timeline. She stated that their goal is for strong quality control. They do not want an employee to have an opportunity to misappropriate any assets. She also explained policy software that is being used at Public Health and there is no additional cost to add departments.

Discussion continued regarding current financial policies and how the Auditor's Office administers them.

Chairperson Oleson asked that there be a process to individualize claims on a case-by-case basis as an exception.

Supervisor Rogers presented a contract with DeNovo for a Board of Supervisors video to be made for \$6,900. His vision is an informative video to show the role of the Board of Supervisors to a wide cross section of county residents.

Supervisor Walker asked if there will be project manager assigned to this and Rogers confirmed that there would be. Supervisor Harris asked if DeNovo was the only vendor that could do this and Rogers stated that there are other vendors but DeNovo has a variety of experience.

Chairperson clarified that Supervisor Rogers took the initiative to pursue this project, which is a service contract and is not required to go through the bid process.

The Board discussed the State of the County luncheon attendance paid for by Linn County.

Chairperson Oleson stated that the current policy is that the county pays for the Elected Official/Department Head and a deputy (paid for by those individual departments). He would like the Board of Supervisors to pay for three additional tables for county employees to attend that would not normally have the opportunity to go, especially those that were involved with the flood.

Supervisor Houser questioned the legality of it and Steve Tucker stated that the Board needs to ask: What is the public purpose? How were they picked and why. This will more than likely be targeted by the Auditor's office and if they do not, then the external auditor's will only see the random selection of claims. The consequence is the state code compliance part of the audit. They may make a comment and ask the County Attorney to review it.

Supervisor Walker stated that it is an admirable thing to do but it seems to him that they need to give departments some guidance around the process.

Motion by Rogers to approve three additional tables for the State of the County luncheon (sponsored by the League of Women Voters) to be paid from the Board of Supervisors budget and to allow a process to figure out who will attend.

Discussion: Chairperson Oleson asked Joi Alexander to call the League of Women Voters so that they know that the county will only pay for seats that are actually used.

Supervisor Houser stated that if they are going to pay for three tables that they need to make sure the seats are filled.

Supervisor Rogers withdrew his motion and the Board will discuss again on Wednesday.

Chairperson Oleson stated that he has talked to individual board members and he would like to announce at the State of the County luncheon the process to replace the current county logo. He proposes a contest whereby anyone (individual person, firm, graphic art student, etc.) could submit a logo for consideration by the Board (this would be the opposite of putting out an RFP). While announcing this process he plans to show the example of a logo that he has solicited.

Supervisor Houser objected to the unveiling of a logo at the luncheon noting that he is not comfortable displaying something that was already drawn 6-8 months ago (they are getting the cart ahead of the horse). He stated that Chairperson Oleson had somebody draw up a logo outside of the Board's approval. They should have Darrin Gage reach out for professional services.

Supervisor Walker agreed with going outside of the typical RFP process however, most of Supervisor Houser's comments are valid.

Supervisor Harris left the meeting at this time.

Discussion continued regarding whether or not there would be a selection committee to help narrow down the submissions (suggested by Supervisor Houser) or if the Board would decide (suggested by Chairperson Oleson). The Board will discuss on Wednesday.

Supervisor Walker presented the idea of the county's sponsorship of a National Resilience event. He stated that he was approached by Mollie Marti of the National Resilience Institute. The suggested cost is \$1,000, however, Supervisor Walker is proposing \$500.00.

Chairperson Oleson stated that it would be great if they would allow a small presentation from a county member on what Supervisor Langston did in bringing the issue forward after the flood and Supervisor Walker stated that would be a very strong possibility.

Supervisor Houser suggested that this be something to offer to the Sheriff's Office Resource Officer that goes to the schools and Supervisor Walker responded that it is free and open to the public and he can work with Joi Alexander to distribute to the School Resource Officer.

Motion by Rogers, seconded by Houser to approve \$500 for Linn County's sponsorship of a National Resilience event.

PUBLIC COMMENT:

Joel Kessler, 3805 F Ave, Cedar Rapids, stated that he wanted to speak about something that is near and dear to his heart. The Stoney Point School where he went to school was built in 1879 and closed in 1959 (the last county school in Linn County to close). When driving down Hwy. 94 the condition of the school is becoming dilapidated (he presented to the Board a number of photographs). Mr. Kessler stated that the dilapidation of the school has affected him. He loves to show his children and grandchildren where he went to school and his goal is to present to the Board the possibility of Linn County purchasing the property and putting this landmark on the Linn County Historical Register or the Iowa State Historical Register. It is a piece of Linn County and Iowa rural history. He would appreciate it if something could be done to save the school. He was the last of 39 people to attend that school. He continued to say that there could be funding available through the state or federal government.

Chairperson Oleson stated that the historical registry process begins with Planning & Development. Rockwood Farms Inc. owns the school (the registered agent can be found on line). They can see if there is a willing seller and if Planning & Development has an interest in pursuing.

Supervisor Rogers stated that he had the opportunity yesterday to take his family out to Squaw Creek Park and use the new playground (voted best new playgrounds in Iowa). The reason for his public comment today is because a child was there with disabilities and was able to enjoy and access many of the features of the playground that would not be experienced at other playgrounds in Linn County. This playground is ADA accessible and he was extremely proud that a park and playground existed in Linn County. This child's parents were equally impacted because their child could easily maneuver a wheelchair on the surface of the playground area. He is also excited that there will be a similar playground at the new Public Health/Child Development center. This is a premiere playground in the state and it made him very proud as a parent and someone that works with the developmentally disabled and is a member of the Board of Supervisors.

Chairperson Oleson stated that Supervisor Rogers as a participant of the Squaw Creek Army Challenge contributed to that playground. When planning the playground, they brought in people like Stephanie Munserman who was instrumental in bringing in different playground companies pushing that concept.

Motion by Rogers, seconded by Houser to approve Employment Change Roster (Payroll Authorizations) as follows:

RECORDER'S OFFICE

Clerical Specialist	Bonnie Jones	Termination/retirement 05/05/17
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IT DEPARTMENT

System Analyst	Pam Trenary	Termination/retirement_ 03/31/17
Desktop Technician	Ronald Jurkowski II	Step increase/contract 04/20/17 60C \$28.78 – 60D \$30.37

SHERIFF'S OFFICE

Secretary	Amanda Ainesworth	Bid Award 04/24/17 56B \$19.68 + \$.25 + \$.25 55 \$19.68 + \$.25
Deputy Sheriff	Andrew Bratek	New employee – FT 05/01/17 D B \$25.06 + \$.25
Deputy Sheriff	Marty Tope	New employee – FT 05/02/17 D B \$25.06 + \$.25
Account Clerk	Vickie Vail	Termination/layoff out the door 04/05/17
Account Clerk	Julie Simons	Recall from bump 04/10/17 53B \$15.78/hour

COMMUNITY SERVICES

Family Service Worker	Shawn Mooney	Termination/resignation 03/31/17
Family Service Worker	Brandon Hayes	Step increase/contract 04/06/17 54C \$17.91 – 54D \$18.77
Home Health Aide	Wednesday Hartman	Step increase/contract 04/04/17 53B \$15.78 – 53C \$16.54
Center Aide	Kayla Acosta	Multiple cost center 03/27/17 51A \$13.01/hour
Center Aide	Brenda Hain	New employee – on call 04/06/17 51A \$13.01/hour

Motion by Houser, seconded by Rogers to approve Claims #70595056-#70595086 in the amt. of \$2,113,792.78 and ACH in the amt. of \$46,75.80.

The Board received and placed on file two documents regarding the April 26th free screening of Resilience: The Biology of Stress & The Science of Hope.

LEGISLATIVE UPDATE - Darrin Gage stated that the Mental Health bill remains as the last major bill and the legislator's goal is to adjourn by April 18th.

Page 4
April 10, 2017

Adjournment at 10:24 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
BY: Rebecca Shoop, Deputy Auditor

Approved by:

BRENT OLESON, Chairperson
Board of Supervisors