

BOARD OF SUPERVISORS

District 1 | **Stacey Walker**

District 2 | **Ben Rogers**

District 3 | **Brent Oleson**

JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER

935 2ND ST. SW

CEDAR RAPIDS, IA 52404

PH: 319-892-5000 | FAX: 319-892-5009

LinnCounty.org



**LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA**

Tuesday, September 8, 2020

11 a.m.

Formal Board Room—Jean Oxley Public Service Center
935 2nd St. SW, Cedar Rapids, IA

Call to Order

Public Comment: Five Minute Limit per Speaker

This comment period is for the public to address topics on today's agenda.

Minutes

Discuss and decide on meeting minutes.

Discuss and decide on actions related to the storm of August 10, 2020

Discuss a Vacancy Form requesting an Elections Technician for the Auditor's Department

Discuss the County Attorney's office remodel project

Discuss security and symptom checks at various Linn County buildings

Approve Dharma's Class C Liquor License, 5898 Troy Mills Rd., Troy Mills, noting all conditions have been met.

Public Comment: Five Minute Limit per Speaker

This is an opportunity for the public to address the board on any subject pertaining to board business.

Payroll Authorizations

Discuss and decide on Employment Change Roster (payroll authorizations).

Claims

Discuss and decide on claims.

Correspondence

Appointments

Adjournment

To adhere to social distancing requirements, Linn County employees and the public may participate in this meeting as follows:

- 1) Conference call—telephone number 319-519-1237, access code 501116
- 2) Email questions or comments prior to or during the meeting to: bd-supervisors@linncounty.org

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncounty.org.

RECEIVED

AUG 26 2020



Human Resources Department
Linn County, Iowa

LINN COUNTY
HUMAN RESOURCES

VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: _____

SELECT ONE:

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Elections Technician

DEPARTMENT: Auditor's Office - Elections

SHIFT/HOURS: 8 AM-5 PM Monday-Friday, 40 hours

VACANCY DATE: Immediate

NUMBER OF POSITIONS: 1

REASON TO ADD NEW POSITION (if applicable):

BUDGET OFFER

NEW POSITION FUNDING SOURCE(S):

GRANT FUNDING

N/A

OTHER: _____

POST TO INSIDE: YES NO

ADVERTISE: YES NO

IF NO, GIVE EXPLANATION (i.e. not filling due to operational needs): _____

POSITION TYPE:

FULL-TIME PART-TIME _____ # of hours/week TEMPORARY/SEASONAL (75 working days or less)

ON-CALL/SUBSTITUTE GRANT-FUNDED

BARGAINING UNIT: Clerical Maintenance Para Professional Professional

Attorneys Conservation Sergeants PPME

NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: Rebecca Stonawski
DEPARTMENT HEAD (original signature required)

8/27/20
DATE

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: 56 STARTING SALARY: Step A: \$20.54
Step B: \$21.58

HR DIRECTOR COMMENTS: Wage negotiated with union on 8-26-20

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY: Kinda Powell
HUMAN RESOURCES DIRECTOR

8-31-20
DATE

APPROVED BY: [Signature]
FINANCE/BUDGET DIRECTOR

9/3/2020
DATE

APPROVED BY: _____
CHAIRPERSON/BOARD OF SUPERVISORS

DATE