

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
TUESDAY, MARCH 12, 2019 9:00 A.M.

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

Chairperson Walker called the meeting to order.

The Board heard updates from the following Department Heads:

Brad Ketels, County Engineer and Jon Resler, Asst. County Engineer - current budget status; two staff vacancies (revising job descriptions for all of the survey dept.); embargo season has begun; vehicle testing began on Ely Rd. yesterday; will not move forward with citizen tracker module on website; discussed KPI's.

Supervisor Oleson asked Ketels to meet with Steve Estenson regarding the projected flooding and any prep work that may need to be done.

Tom Hardecopf, LIFTS Dir. - ADA Celebration July 27th; ADA Coordinator conference; bus advertising; current budget status; staff is stressed; no update on new building; tablets will be delivered July 1st; training continues; title transfer for a bus.

Lisa Powell, Human Resources Dir. - LC3 activities; re-assessed top products; first strategic planning session with Ted Garnett on Friday; Learning Institutes; PERFORM software implementation; current budget status; retirement in April and budget amendment will be needed; advertising for part time HR Analyst; new intern began Monday; discussion continued regarding an internship program; lots of training taking place; ProVideo will be professionally taping the harassment training so the 24/7 offices can view it; Ann Smisek from Ahlers Law Firm will provide training on performance management documentation on March 28th; Implicit Bias training scheduled for October 7th & 8th; final renewal numbers from Wellmark in April; Gallagher is coming this month to talk about plan design; will be attending National Employer Labor Relations Association annual conference in April; Linn County will host the spring meeting for Iowa Public Employer Labor Relations Association on May 3rd; two new grievances in ASFCME.

Steve Tucker, Finance Dir. and Dawn Jindrich, Budget Dir. - monthly operations update; FY18 single audit completed (in process of writing a grants policy); audit RFP received eight responses (Eide Bailly lowest bid and State of Iowa highest); financial system overview - received five RFIs with goal to implement by February/March 2020; Incode 10 Property Tax status - March 15th is a critical date to have data extracted and they do not anticipate meeting this deadline; highly likely that a third party will have to extract the data. Jindrich added that they have a Learning Institute this afternoon. Tucker advised of his upcoming retirement noting that a budget amendment will be needed for his vacation payout.

Supervisor Rogers asked if there are any Compliance Officer issues they should discuss including best practices, processes or procedures. Tucker stated that he has received a confidential letter that he is researching and has not determined how he will notify the Board.

Darrin Gage, Dir. of Policy & Admin. - KPI's and product improvement's; LC3 initiatives; current budget status; staff vacancy beginning March 18th; Harris Building update; Community Services Building renovation planning is nearly complete and OPN to proceed with construction plans; Davidson building renovation for Elections; Mental Health Access Center update; Fillmore building is in beginning stages for homeless resource center.

Supervisor Rogers left the meeting at this time for other county business (10:41 a.m.)

Gage continued: working on audio/visual improvements in the Public Service Center; City of Marion easement request; gave legislative update at Monday's meeting.

Adjournment at 10:45 a.m.

Respectfully submitted,

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

Approved by:

STACEY WALKER, Chairperson
Board of Supervisors