

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
TUESDAY, JUNE 16, 2020 9:00 A.M.

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

The Board received updates from the following Department Heads:

Les Beck, Planning & Development Dir. (via phone) - two new KPI's for FY21; intern just started; employee took advantage of COVID19 early retirement; planning soft opening of his department; one comment received regarding Marion Airport overlay; will be at the City of Walker's meeting on August 10th to discuss proposed 28E agreement on construction code; online permit activity; 2 legislative bills were passed that impact his office; working on local food systems assessment; met with Lisa Epp regarding Dow's farm operation; have held several work sessions on the Dow's project.

Steve Estenson, Risk Mgr. - approximately \$418k in COVID claims not including overtime or contract labor; department audits are complete and reports were sent to departments last week; he's confident in the direction the county is headed on reopening buildings; cannot open fitness centers due to lack of availability of disinfecting wipes (would like to open when building opens); vandalism and theft at Harris Bldg.; kids checking for unlocked car doors at Public Service Center yesterday; property insurance renewal is July 1st; working on Sheriff's Office policies.

Chairperson Rogers asked how Risk Mgmt. will interface with Per Mar security guards. Estenson stated that he is working with Darrin Gage on identifying the scope of what Per Mar will be doing.

Garth Fagerbakke, Facilities Mgr. - staff is meeting with Risk Mgmt. to discuss items for when building opens; COVID cleaning continues; Community Services Bldg. - punch list items remain on remodel; sidewalk concrete work is on the backburner; Public Service Center - front lobby remodel progress is picking up; mass notification system is now live with the Sheriff's Office radio system; Correctional Center - replaced chiller; Courthouse - County Attorney remodel needs funding; railing repairs; Secondary Roads - install generators (three are complete); Fillmore Bldg. - roofing project is in progress with lots of issues; Overflow Shelter - continuing to provide support where they can; Mental Health Access Center - the rough in stage will be finished in a week (on schedule to finish by end of August); Health/Child Development Bldg. - punch list items; LIFTS Bldg. - remodel is 75% complete and office area is almost ready for move in.

Joi Alexander, Communications Dir. - beginning transition back to pre COVID work; picking back up with communications audit with Amperage; created poster with Amperage; working on their own reopening messages; Q-matic system and how it will work; working through the Board Support Team for a Q&A document for employees; phone message scripts that can be customized for departments; 71.5% response in Linn County for 2020 census; fireworks resolution reminder; Historical Preservation Grant announcement; working on update regarding the Mental Health Access Center status; working with Treasurer to publicize their reoccurring messages; provided Board with monthly analytics for May; website satisfaction survey is closed and she will be reviewing responses; revamping monthly meetings with departments; logo and brand use awareness; continuing to attend new hire orientations.

Motion by Rogers, seconded by Oleson to approve claims #70614561-#70614583 in the amt. of \$329,236.17; wires in the amt. of \$1,843,802.51 and ACH in the amt. of \$47,038.32.

Adjournment at 9:55 a.m.

Respectfully submitted,

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

Approved by:

BEN ROGERS, Chairperson
Board of Supervisors