

# Fiscal Year 2008 Annual Report

Iowa State Association of Counties



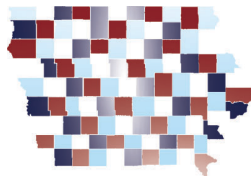
# fiscal year 2008 annual report

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iowa state association of counties

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The Iowa State Association of Counties (ISAC) is a private, nonprofit corporation. The organization was established by law on June 30, 1971, with the signing of Senate File 37. ISAC members are elected and appointed county officials from all 99 counties. ISAC is comprised of several statewide associations called affiliates. For example, all the county supervisor in the state have their own association, which is called the Iowa State Association of County Supervisors and is cited as one of ISAC's affiliates. In total, there are 15 of these associations that are affiliated with ISAC.

The main purpose of ISAC is to secure and maintain cooperation among the counties and county officials, promote comprehensive study of local problems and find ways of solving them, provide methods of interchange of ideas among various county officials, and promote and work for the enactment of legislation that is most beneficial to the citizens of Iowa. Counties pay voluntary dues to belong to ISAC. In return, ISAC provides a number of services to member counties, such as training, benefit programs, education, technical assistance and intergovernmental services.

ISAC's mission is to promote effective and responsible county government for the people of Iowa. ISAC's vision is to be the principal, authoritative source of representation, information and services for and about county government in Iowa.

## 2008 Lobbyist Report

- \$4.9 million was appropriated for the purchase of all-paper voting systems.
- Funding was secured for TIME-21 through registration and title fee increases for many vehicles and a constitutionally protected fee for new vehicle registrations.
- Veto of HF 2645, which would have significantly changed Iowa's public sector collective bargaining law.
- \$1 million in funding for a required director of veterans affairs in each county.
- Required inspection of a sewage disposal system at the time of ownership transfer of real estate.
- The designation of "peace officer communication equipment and other emergency services communication equipment and systems" as an essential county purpose.

### ISAC's Activity in 2008

How many bills that ISAC registered "For" passed? 2008 - 18, 2007 - 31

How many bills that ISAC registered "Against" passed? 2008 - 1\*, 2007 - 3

How many ISAC legislative objectives were introduced (in whole or in part)? 2008 - 20, 2007 - 31

How many ISAC legislative objectives were enacted? 2008 - 7, 2007 - 19

\* vetoed

## 2008 Scholarship Winners



\$7,500 - Kaitie Crile (Washington County)

\$5,000 - Sean Biggins (Hamilton County)

Sarah Martin (Cerro Gordo County)

Jack Geelan (Palo Alto County)

Chelsey Stotts (Pottawattamie County)

Abby Martin (Linn County)

\$3,000 - Past President's Award - Josh Harmon (Jasper County)

\$2,000 - ICIT Award - Trent Parker (Floyd County)

## New Members of the ISAC Board of Directors

Jon McNamee, Black Hawk County Environmental Health, replaced Brian Hanft

Terri Henkels, Polk County Public Health, replaced Ralph Wilmoth

Harlan Hansen, Humboldt County Supervisor, replaced Timothy Hoschek

Joe Buffington, Henry County Zoning, replaced Les Beck

Mike McClain, Jones County Engineer, replaced Robert Sperry

Nancy Parrott, Jasper County Recorder was appointed to the board

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## highlights

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### August 2007

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CCMS held its 15th annual case management conference, entitled "The Quest for Balance," at the Sheraton in West Des Moines from August 8-10. World class speaker filled two and a half fun-filled, educational, and thought-provoking days. The conference had a great turnout with over 320 attendees.

### September and October 2007

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The ISAC Education Foundation, Inc. was established as a public charity exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code. This made donations to the Foundation tax deductible under I.R.C. §170.

Linda Hinton was named the Government Relations Manager.

### November 2007

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More than 1,000 county officials traveled to Des Moines for ISAC's 64th Fall School of Instruction held at the Downtown Marriott and Renaissance Savery in Des Moines on November 28-30. The highlight of the fall school was the attendance of several presidential candidates and surrogates. Senator Joe Biden, Senator Chris Dodd, former Senator John Edwards, Michelle Obama, and surrogates from the Clinton, McCain, and Richardson campaigns addressed the ISAC membership during the ISAC general sessions. The candidates were invited to attend as part of NACo's Restore the Partnership Campaign. The 2008 legislative package was debated and approved. The top priorities included: property tax reform; state funding of all-paper voting systems; mental health funding; real internet access for rural iowans; sex offender residency law; urban renewal; and the funding of TIME-21. The general session also included a farewell speech by ISAC President Kim Painter and a speech on the upcoming year by ISAC 1st VP Mike King. ISAC Excellence in Action Awards were presented to:

- Inter-governmental: Joint Communications Network, Linn County
- Inter-county office: Marshall County Electronic Permit Application System
- Individual: Tamra Lewis, Monofilament Fishing Line Recovery and Recycling Program

### December 2007

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December was highlighted by ISAC staff changes and additions. Hanna De Groot and Nathan Bonnet were named Public Policy Specialists. Jenna Kunstle was hired as Receptionist/Administrative Assistant, and Sam Watson filled the new position of Information Technology Specialist.

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## highlights

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### January and February 2008

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ISAC held the 2008 Leadership Conference at the Holiday Inn Airport in Des Moines January 16 and 17. The conference provided unique content that was packed with practical and powerful success strategies. The dynamic speakers included Kit Welchlin, David Landis, and Dr. Bill Withers. Around 200 county officials attended this valuable conference.

Four district-focused legislative meetings were held weekly during the month of February. Each district was invited to come to the Capitol to spend the day meeting with the ISAC government relations team, department heads, and legislators. Each day began with a program at the Wallace building. Presentations were given by ISAC staff, Governor's office representatives, department heads, including the Secretary of State, Mike Mauro, and others.

Jerri Noboa retired at the end of January after 30 years with ISAC. Jenny Schulte, Legislative Intern, and Cindy Chappelle, Case Management Specialist, began employment in January, and Stacy Horner was hired as the Meetings/Event Coordinator in February.

### March and April 2008

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Several Iowa county officials traveled to Washington, D.C., March 1-5 to attend the National Association of Counties Legislative Conference. They joined more than 2,000 other elected and appointed county officials from across the country in the nation's capital. The theme of this year's conference was "Restore the Partnership." The conference featured several guest speakers, and the Iowa attendees had the opportunity to attend meetings with their delegation and White House staff.

More than 800 people attended ISAC's 64th Spring School of Instruction March 12-14 at the Marriott and Renaissance Savery in downtown Des Moines. On Thursday, March 13, ISAC's FY08/09 budget was approved for the year during the morning general session. ISAC then awarded scholarships to eight outstanding high school students. Featured speakers during the conference included Grant Veeder and Ken Kline. ISAC also hosted a number of seminars entitled: Emergency Management in Iowa; Controlling Unemployment Costs; Preparing for Retirement; and Is TIF Working?.

National County Government week was celebrated across Iowa and the nation April 6-12.

### June 2008

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ISAC Legislative District Workshops were held in four different locations around Iowa throughout the month of June. The final 2 district workshops were held in July due to floods of 2008. The workshops served as the last stage of the ISAC policy cycle and gave the ISAC staff an opportunity to address final outcomes of the 2008 legislative session. Legislators also attended the workshops to make comments and answer questions from county officials.

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## president's comments

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### Mike King - President



Wow, what a year! Time flies when you're havin' fun—where did 2008 go? It is hard to believe I am closing my year as President of ISAC. Every minute has been interesting, challenging, fun, and hectic...you get the idea.

My hat is off to Bill Peterson and his crew at the ISAC office for all of their help and knowledge. Things were more understandable and manageable with information that they made available at my fingertips. Bill has done a superb job recruiting professional employees who will be great assets to ISAC for many years. They will keep things running smoothly and efficiently.

In January I was able to travel to Washington, D.C., to meet with and gain ideas from executive directors and presidents of other state associations. During this conference, I had the privilege of visiting the National Press Club to listen to the Editor of Forbes Magazine speak. I traveled to D.C. again in March for the NACo Legislative Conference. The trip, for me, was highlighted by a breakfast invitation to the West Wing in the White House. There was also a fantastic turnout for the 2008 ISAC Spring School of Instruction in Des Moines. The information learned while attending all of these conferences is invaluable and should be taken advantage of by all county officials.

This year we moved the ISAC Scholarship Golf Fundraiser to June thinking the weather wouldn't be so hot. Well, it wasn't, but there was water, water, everywhere! The rain started and didn't quit. The official golf tournament was cancelled without a rain date, but we still had a number of golfers who walked the course and had a great time. By the end of the day, steaks got cooked, prizes were awarded, and friendships didn't cease. I want to thank everyone again for another successful year raising money for the ISAC Education Foundation and the scholarships that it awards. A lot of people put in a lot of hard work into this event, and it paid off.

Speaking of rain—you know the rest of the story—what a year with floods, tornadoes, wind, and hail. The devastation to Iowa this year has been staggering. In response to this devastation, Governor Culver set up the Rebuild Iowa Commission, chaired by General Ron Dardis. I was very honored and privileged to be appointed with 13 others to this commission. This opportunity allowed me to travel and to work with people from the cities and counties throughout the state during their time of frustration and need.

In July, many Iowans represented our state at the NACo Annual Conference in Kansas City. This conference is a great opportunity to network with over 5,000 county officials who attend from every state in the United States. It is very important to attend this conference to gain fresh ideas and new information.

In anticipation of the 2008 ISAC Fall School of Instruction, we were able to get a sneak peek at the new venue, the Coralville Marriott Hotel and Conference Center—it is a beautiful and accommodating facility. It will be great to have all our meetings in one location. We look forward to seeing the area and know we will enjoy the hospitality that they displayed so effortlessly last fall.

This year we will hold the ISAC New County Officers School in December. Newly elected officials will now be able to attend before they are sworn in to begin their duties as county officials. I wish every newly elected official the best of luck and hope they can enjoy the job, learn from others, and gain wisdom to help guide them through the easy, and not so easy, decisions of county government. I also must take this opportunity to thank past officials that will not be returning to their positions. Public service is important and it requires a true commitment to the job, with endless phone calls, meetings, and cooperation. Without them, we couldn't be where we are today.

In closing, I want to thank you for the honor of serving as your president. It has been a great privilege to work with your ISAC Board of Directors. They are an outstanding group of individuals; ISAC could not be in better hands. Also, I would be remiss if I didn't thank my Union County Board of Supervisors and all the elected officials and department heads who have made my job easier. This has been an experience that I have very much anticipated and very much enjoyed. I have made many friends and please know I will treasure that forever. What a memorable experience this has been for me—Thank you!

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## executive director's comments



### Bill Peterson - Executive Director

Dear Association Members:

Déjà vu! Once more I sit in front of my computer trying to remember everything that happened in the last year. Unlike past fiscal years though, 2008 will probably stand out in my memory for a long time. Not that every year doesn't have its memorable moments – it just seems like 2008 had more than normal. And, like all memories, some are good and some aren't so good. So here goes!

First, I want to thank the county officials who make up the membership of the association. Your support of the association and participation in association activities has contributed to the overall success of the organization. You are the reason we do the things we do. FY 2008 has been a tough year for a lot of you. A series of weather related emergencies started in the late summer of 2007 and carried right on through the winter, spring and into early summer of 2008. They caused terrible damage to our communities across the state. It will take years to recover, but your resilience and dedication to your communities has never been more evident as you worked tirelessly to get them back on the road to recovery. It makes us proud to represent you.

Second, I want to recognize the ISAC Board Members. An interesting item to note is that our annual report covers the association's fiscal year. However, the association's board of directors is elected to a calendar year term, which means the annual report covers half of two presidents' terms. So this annual report covers the second half of Kim Painter's term and the first half of Mike King's term. They have both done a great job of leading the organization and providing direction to the other board members. As you know, the board has representatives of each of our 15 affiliates. The responsibility of serving on the ISAC Board requires a significant commitment of time and effort. There are at least eight regular board meetings each year as well as various board committees. The association has developed into a complex organization as it has responded to members' demands and board members must become knowledgeable about each of our operations to fulfill their responsibilities. They diligently carry out their oversight duties with enthusiasm. Each of them deserves your appreciation for the great job they do.

Third, the association has undergone some significant staff changes. This past year has seen the departure of longtime staff members John Easter, Jerri Noboa, Sandy Longfellow, and Deb Westvold. They provided almost 80 years of combined experience among them and it is never easy to replace knowledgeable individuals. We want to wish them all good fortune in their new endeavors. However, I believe change provides new opportunities – so we moved some existing staff into new roles and invited some new people to join our team. Deb Eckerman took over as manager of case management services; Linda Hinton moved into the role of government relations manager; and Hanna De Groot filled one of two public policy specialist positions. New to the organization were Jenna Kunstle (receptionist/administrative assistant), Nate Bonnett (public policy specialist), Sam Watson (IT specialist), Cindy Chapelle (case management specialist), and Stacy Horner (meeting/event administrator). I encourage you to get to know all the ISAC staff. I think you will find they are terrific people and really care about doing a great job for you. I urge you to challenge them with requests for assistance; I don't think you will be disappointed.

Before I move on in my report, I need to recognize the special efforts of one ISAC staff member. As many of you know, we were forced to temporarily move our offices this past June due to impending flooding in our area of downtown Des Moines. We packed up everything and moved in about 12 hours. While every staff member pitched in and helped with this move, the general for this operation was Tammy Norman. She did an amazing job of managing every detail of this move. She is a rare talent and we are fortunate to have her working with us. It turned out that we were lucky and our office space was spared of any damage. And we had to turn around and move everything back in ten days later – but operationally we hardly missed a beat thanks to Tammy.

Finally, there are a few projects that I want to mention that have made good progress during 2008. Robin Harlow has continued to push forward with the County Technology Clearinghouse (CTC). The CTC Advisory Board presented a strategic plan to the ISAC Board in March 2008. In response, the ISAC Board agreed to fund the continued operation of CTC in FY 2009. Robin also continued work on the Community Services Network (CSN). The CSN project was able to

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## executive director's comments

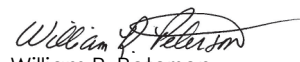
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secure funding for Phase I and II of the project from the Iowa Access Council and a legislative appropriation. CSN rollout is scheduled to start in January 2009.

The ISAC Board met with the Iowa League of Cities Board in April 2008 to finalize a joint building committee. The two organizations agreed in principle to pursue a joint building project with a completion target of 2011. This joint effort will allow the two organizations to share common facilities and leverage the individual capacity of each organization through some joint operations.

Before I go, I want to thank all of you for the opportunity to work with you. As I said earlier, we are proud to represent you and appreciate the kindness you show all of us whenever we meet. I encourage you to stop by and visit when you are in town or call us if we can be of assistance. We will do our best to help.

Sincerely,

  
William R. Peterson  
Executive Director



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## ISAC board of directors

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Each of ISAC's affiliates has one seat on ISAC's Board of Directors - except for supervisors, who have three. According to ISAC's Articles of Incorporation, the Directors shall be elected annually at the annual or special meeting of each affiliated association. Duties for the ISAC Board of Directors include electing officers from the members of the Board of Directors, developing and monitoring strategic plans, deciding among competing priorities and setting policy, recommending ISAC's budget to members, ensuring adequate financial resources, selecting and supporting the Executive Director, enhancing the organization's public standing, recruiting new members and assessing board performance.

*For additional information visit ISAC's website ([www.iowacounties.org](http://www.iowacounties.org)) under 'About Us' then 'Iowa State Association of Counties.'*

### **ISAC OFFICERS**

#### **PRESIDENT**

Mike King - Union County Supervisor

#### **1ST VICE PRESIDENT**

Gary Anderson - Appanoose County Sheriff

#### **2ND VICE PRESIDENT**

Chuck Rieken - Cass County Supervisor

#### **3RD VICE PRESIDENT**

Marjorie Pitts - Clay County Auditor

### **ISAC DIRECTORS**

Linn Adams - Hardin County Community Services

Joe Buffington - Henry County Zoning

Wayne Chizek - Marshall County Information Technology

Paul Goldsmith - Lucas County Attorney

Harlan Hansen - Humboldt County Supervisor

Terri Henkels - Polk County Public Health

Steve Lekwa - Story County Conservation Director

Tim McGee - Lucas County Assessor

Mike McClain - Jones County Engineer

Jon McNamee - Black Hawk County Environmental Health

Nancy Parrott - Jasper County Recorder

Wayne Walter - Winneshiek County Treasurer

Derek White - Carroll County Emergency Management

Kim Painter - Johnson County Recorder (Past President)

Grant Veeder - Black Hawk County Auditor (NACo representative)

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## CCMS board of directors

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County Case Management Service (CCMS) is a 28E organization created to provide support to counties who operate Medicaid case management services for persons with mental retardation, mental illness, or a developmental disability, either directly or through contract. The primary mission of CCMS is to help member counties comply with all applicable state and federal rules and regulations through the provision of technical assistance, training, and advocacy. The CCMS Board contracts with ISAC to provide staff support to the program.

The service began in 1992 and had a total of 65 counties participating in FY 2008. In addition, the number of consumers served by county case management programs increased slightly from almost 8,200 in FY 2007 to almost 8,750 in FY 2008. Approximately 550 case managers, administrators, supervisors, and support staff have received technical assistance and training from CCMS staff.

In FY 2008, CCMS continued to provide the following training opportunities: CCMS Annual Conference, Advanced Case Manager Training, Case Management Supervisors Training, Cost Report Training, Support Staff Training, Strengths Based Training, and Fundamentals. In addition, CCMS staff began providing specialized training and technical assistance to the counties that enrolled as case management providers for recipients of the Home and Community Based Elderly Waiver.

*For additional information visit ISAC's website ([www.iowacounties.org](http://www.iowacounties.org)) under 'Services' then 'Case Management.'*

### **FY 2008 CCMS EXECUTIVE BOARD**

Chair – Sally Stutsman, Johnson County  
1st Vice Chair – Tim Hoschek, Des Moines County  
2nd Vice Chair – Jack Willey, Jackson County

### **ISAC BOARD REPRESENTATIVE**

Mike King, Union County

### **LEVEL A - LARGEST COUNTIES**

Sally Stutsman, Johnson County  
Mary Jo Wilhelm, Howard County  
Tim Hoschek, Des Moines County  
Ellen Gaffney, Buchanan County

### **LEVEL B - MIDDLE COUNTIES**

Jack Willey, Jackson County  
Steve Reuter, Bremer County  
Larry Vest, Tama County

### **LEVEL C - SMALLEST COUNTIES**

Harlan Hansen, Humboldt County  
Elaine Armstrong, Page County  
Jeff Simonsen, Cherokee County

### **STAFF:**

Deb Eckerman Slack, CCMS Manager  
Case Management Specialists:

- Cindy Chappelle
- Linda Kemp
- Jackie Leech
- Dan Vonnahme

## Member Counties

Adair	Franklin	Montgomery
Adams	Fremont	Muscatine
Allamakee	Grundy	O'Brien
Boone	Hamilton	Osceola
Bremer	Hancock	Page
Buchanan	Hardin	Polk
Buena Vista	Harrison	Pottawattamie
Carroll	Henry	Poweshiek
Cass	Howard	Ringgold
Cedar	Humboldt	Sac
Cerro Gordo	Ida	Scott
Cherokee	Jackson	Shelby
Chickasaw	Jasper	Story
Clay	Johnson	Tama
Clinton	Jones	Taylor
Dallas	Kossuth	Union
Decatur	Linn	Webster
Delaware	Louisa	Winnebago
Des Moines	Madison	Woodbury
Dickinson	Mahaska	Worth
Emmet	Mills	Wright
Fayette	Mitchell	

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## CRIS board of directors

The primary mission of County Rate Information Systems (CRIS) is to establish a rate setting methodology based upon actual cost, standardized service definitions, standardized units of service, uniform classification of cost, and consistent reporting to enable participating counties to negotiate appropriate reimbursement rates with their MH/DD providers; and to facilitate effective and efficient communication between participating counties and their MH/DD providers through technical support and training.

The CRIS Board contracts with ISAC to provide staff support to the program. CRIS is a self-supporting program governed by an 11-member Board of Directors. The number of counties in CRIS grew to 67 by the end of FY 2008, with Decatur and Henry counties joining.

The CRIS Board contracts with the Eide Bailly accounting firm to provide technical assistance to providers on completion of the financial reports and analyze the cost reports and report on their cost report analysis.

*For additional information, including a list of current CRIS members, visit ISAC's website ([www.iowacounties.org](http://www.iowacounties.org)) under 'Services' then 'CRIS.'*

### **FY 2007/2008 CRIS EXECUTIVE BOARD**

Chair - Mary Williams, Benton County  
Vice Chair - Melvyn Houser, Pottawattamie County  
Treasurer - Ric Gerard, Iowa County  
Secretary - Lonnie Maguire, Shelby County

### **ISAC BOARD REPRESENTATIVE**

Linn Adams, Hardin County

### **LEVEL A—LARGEST COUNTIES**

Jill Eaton, Marshall County  
Ellen Gaffney, Buchanan County  
Melvyn Houser, Pottawattamie County  
Terrence Neuzil, Johnson County

### **LEVEL B - MIDDLE COUNTIES**

Lonnie Maguire, Shelby County  
Lawrence Rouw, Mahaska County  
Mary Williams, Benton County

### **LEVEL C - SMALLEST COUNTIES**

Mardi Allen, Dickinson County  
Caye Chelesvig, Wright County  
Ric Gerard, Iowa County

**STAFF:** Deb Eckerman Slack

## Member Counties

Allamakee	Delaware	Iowa	Marion	Poweshiek
Appanoose	Des Moines	Jackson	Marshall	Sac
Benton	Dickenson	Jefferson	Mills	Scott
Boone	Dubuque	Johnson	Monroe	Shelby
Bremer	Emmet	Jones	Montgomery	Sioux
Buchanan	Fayette	Keokuk	Muscatine	Tama
Carroll	Fremont	Kossuth	O'Brien	Wapello
Cass	Grundy	Linn	Osceola	Warren
Cedar	Hamilton	Louisa	Page	Washington
Cherokee	Hardin	Lucas	Palo Alto	Wayne
Clay	Harrison	Lyon	Plymouth	Webster
Dallas	Henry	Madison	Polk	Winneshiek
Davis	Humboldt	Mahaska	Pottawattamie	Woodbury
Decatur				

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## ETC advisory committee

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The Electronic Transactions Clearinghouse (ETC) was created in 2003 as a response to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

The ETC website was up and running in October 2003 and is under the direction of the ISAC Board of Directors. The ETC website was established to: 1) provide HIPAA compliance to member counties by enabling them to accept electronic billings, and 2) enhance communication between counties and their local providers.

An ETC Advisory Committee was established to provide input and technical assistance. The committee consists of no more than 10 members made up of county officials and employees. The purpose of the committee is to provide direction to the ISAC Board of Directors on the future of the ETC website.

In 2008, seven counties (Crawford, Cherokee, Marshall, Louisa, Monroe, Ringgold, and Sioux) joined ETC. At the end of FY 2008, 77 counties have joined ETC via 28E agreement approved by their boards of supervisors.

*For further information, visit ISAC's website ([www.iowacounties.org](http://www.iowacounties.org)) under 'Services' then 'Technology Clearinghouse' and then 'Electronic Transactions Clearinghouse.'*

### ETC ADVISORY COMMITTEE

Wayne Chizek, Marshall County GIS Director, Chairperson  
Joe Pfeffer, Polk County System Administrator  
Karen Strawn, Buena Vista County Auditor  
Dale Sunderman, Cass County Auditor  
Steve Kerber, Appanoose County CPC Administrator  
James Houser, Linn County Supervisor  
Lori Elam, Scott County CPC Administrator

**STAFF:** Robin Harlow

## Member Counties

Adair	Clarke	Harrison	Lucas	Ringgold
Adams	Clay	Henry	Lyon	Sac
Allamakee	Clayton	Howard	Mahaska	Scott
Appanoose	Clinton	Ida	Marion	Shelby
Benton	Dallas	Iowa	Mills	Sioux
Black Hawk	Davis	Jackson	Monona	Story
Boone	Decatur	Jasper	Monroe	Van Buren
Bremer	Delaware	Jefferson	Montgomery	Wapello
Buchanan	Dickinson	Johnson	O'Brien	Warren
Buena Vista	Dubuque	Jones	Osceola	Washington
Calhoun	Emmet	Keokuk	Page	Wayne
Carroll	Fayette	Kossuth	Plymouth	Webster
Cass	Fremont	Lee	Polk	Winnebago
Cedar	Grundy	Linn	Pottawattamie	Winneshiek
Cerro Gordo	Hancock	Louisa	Poweshiek	Worth
Cherokee				

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## CTC board

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The County Technology Clearinghouse (CTC) Project was approved by the ISAC Board of Directors in September 2004. The ISAC Board authorized staff to pursue a grant from the Iowa Local Government Innovations Fund. Funding was obtained from the fund, staffing was approved for ISAC's FY 2006 budget, and a Technology Project Manager, Robin Harlow, was hired in January 2006 to manage the CTC Project.

In October 2007, the CTC Advisory Board began a process to build an interim strategic plan to guide the development and operation of CTC. The strategic plan that was developed contained goals, objectives and proposed accomplishments. In February 2008, The CTC Advisory Board presented the strategic plan to the ISAC Board. The ISAC Board voted to approve the plan and establish the CTC Board with an initial budget of \$20,000 for FY 2009.

CTC will help bring improvements in the acquisition and use of information resources in Iowa counties by pursuing these six goals:

- 1) building upon and leveraging the efforts of others;
- 2) building and maintaining partnerships among Iowa counties and between counties, stakeholders and constituents;
- 3) establishing and maintaining resources to provide standardized e-government services by county government to the citizens of the State of Iowa;
- 4) constantly assessing county e-government activities, needs and funding;
- 5) developing and providing needed services to assist counties; and
- 6) maintaining operational flexibility.

### **CTC BOARD**

LaRayne Riccadonna, Polk County Assessor's Office  
Holly Fokkena, Butler County Auditor  
Marge Pitts, Clay County Auditor  
Brad Lechrone, Wright County CPC Administrator  
John Grush, Boone and Madison County Community Services Director  
Julie Ohde, Louisa County Conservation Director  
Danny Waid, Hamilton County Engineer  
Steve Devries, Iowa County Engineers Association Service Bureau Executive Director  
Lisa Swanson, Black Hawk County Health Officer  
Micah Van Maanen, Sioux County Information Technology  
Linda Truax, Butler County Public Health Nurse  
Melissa Bird, Keokuk County Recorder  
Wayne Clinton, Story County Supervisor  
Jim Houser, Linn County Supervisor  
Melvyn Houser, Pottawattamie County Supervisor  
JoAnn Collins, Madison County Treasurer  
Carl Wilburn, Carroll County Zoning Director

**STAFF:** Robin Harlow

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## associate members

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The associate member program was developed by the ISAC Board of Directors in 1988 to fit a need expressed by vendors who wanted to be a part of ISAC and show their support without becoming actual members of our organization. A commercial enterprise, professional association, or private group may become an associate member of ISAC upon payment of dues. In exchange for those dues, associate members receive certain benefits, such as: electronic database of county officials with contact information; priority status over non-members for reserving exhibitor space at the ISAC annual conferences; \$100 off an exhibit booth; subscription to *The Iowa County* magazine; 10% off all advertising; product or service description published in *The Iowa County* magazine through the column "Associate Member Highlights"; and a posting on the ISAC website as an associate member, along with contact information and a brief service description. *For additional information visit ISAC's website (www.iowacounties.org) under 'Corporate Opportunities.'*

### **2008 Associate Members**

ACES	Durrant	NACo
Advanced Correctional Healthcare	Election Systems & Software	Nationwide Retirement Solutions
Aerial Services, Inc.	ESRI	OfficeMax Enterprise
Al-jon Inc.	French-Reneker-Associates, Inc.	Piper Jaffray
Alliance Benefit Group	Goldberg, Sullivan & McCrerey	Premier Election Solutions, Inc
AMZ Fianancial Insurance Services	IMAGETek	Public Financial Management
Anderson-Bogert Engineers & Surveyors, Inc.	ING	Risk Management Solutions of Iowa, Inc.
ArcaSearch, a division of ColorMax Inc.	Iowa Concrete Paving Association	Ruan Securities Corporation
Auxiant	Iowa Drainage District Association	Rueter's
Bankers Trust Company	Iowa Gaming Association	Shive-Hattery, Inc.
Barker Lemar Engineering Consultants	IP Pathways	SilverStone Group
Bartlett & West	IPAIT	Snyder & Associates, Inc.
Commerce Bank	IPERS Improvement Association	Solutions, Inc.
Compass Business Solutions	JEO Consulting Group, Inc.	Speer Financial, Inc.
Computer Solutions	John Deere Co.	Springsted Incorporated
Corporate Express	Kuehl & Payer, Ltd.	Storey Kenworthy
Cost Advisory Services, Inc.	Lawson Software	The Schneider Corporation
Cott Systems, Inc.	Mail Services	The Sidwell Company
County Risk Management Services, Inc.	Matt Parrott & Sons	Trileaf Corporation
Dan Corbin, Inc.	MAXIMUS, Inc.	TrueNorth Companies
Danko Emergency Equipment Co./ Federal Warning Systems	McClure Engineering	Tyler Technologies
	MedOne Healthcare Systems	U.S. Bank
	Meyocks Group c/o Delta Dental of Iowa	Vanguard Appraisals, Inc.
	MIDAS Council of Governments	Von Bokern Associates, Inc.
	Midland GIS Solutions	Wellmark BC/BS of Iowa

# iowa state association of counties

## ISAC staff

For further information information about the ISAC staff responsibilities visit the ISAC website and click on 'About ISAC.'



**Lauren Adams**  
Financial  
Administrative  
Assistant



**Rachel Bicego**  
Marketing/  
Communications  
Coordinator



**Nathan Bonnett**  
Public Policy  
Specialist



**Cindy Chappelle**  
Case  
Management  
Specialist



**Hannah De Groot**  
Public Policy  
Specialist



**John Easter**  
Director of  
Intergovernmental  
Affairs  
(Resigned Sept. 07)



**Robin Harlow**  
Technology  
Project  
Manager



**Linda Hinton**  
Government Relations  
Manager



**Brad Holtan**  
Accounting  
Manager



**Stacy Horner**  
Meetings/  
Event  
Administrator



**Linda Kemp**  
Case  
Management  
Specialist



**Jenna Kunstle**  
Receptionist/  
Administrative  
Assistant



**Sandy Longfellow**  
Administrative  
Assistant  
(Resigned July 07)



**Jerri Noboa**  
Meeting  
Planner  
(Retired Jan. 08)



**Tammy Norman**  
Technology  
Services  
Coordinator



**Jackie Olson Leech**  
Case  
Management  
Specialist



**William R.  
Peterson**  
Executive  
Director



**Jenny Schulte**  
Legislative  
Intern  
(2008 Session)



**Deb Eckerman  
Slack**  
Case  
Management  
Services Manager



**Jay Syverson**  
Fiscal Analyst



**David Vestal**  
General  
Counsel



**Dan Vonnahme**  
Case  
Management  
Specialist



**Sam Watson**  
Information  
Technology  
Specialist



**Deb Westvold**  
Case  
Management  
Director  
(Resigned Nov. 07)

# iowa state association of counties

## staff time allocation breakdown

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<b>Case Management</b> -----	30.4%	10,106 hours
<i>Technical assistance and training for counties providing case management services</i>		
<b>Office Administration</b> -----	26.0%	8,851 hours
<i>Finances, publication development, customer service, website design, staff meetings</i>		
<b>Intergovernmental Relations</b> -----	11.2%	3,735 hours
<i>Lobbying, tracking administrative rules, attending interim study committee meetings</i>		
<b>Conference/Meetings</b> -----	7.9%	2,629 hours
<i>Planning and executing ISAC meetings, workshops and conferences</i>		
<b>Public/Member Relations</b> -----	5.3%	1,765 hours
<i>Responding to press inquiries, press releases, visiting counties, member recognition</i>		
<b>Member Service Program</b> -----	5.1%	1,680 hours
<i>Benefit program marketing and administration</i>		
<b>ETC</b> -----	4.2%	1,384 hours
<i>Administration of the Electronic Transactions Clearinghouse project</i>		
<b>Research</b> -----	4.1%	1,358 hours
<i>Collecting statistics and studies, compiling and disseminating information</i>		
<b>Magazine</b> -----	1.8%	581 hours
<i>Planning and producing The Iowa County magazine</i>		
<b>Technical Assistance</b> -----	1.4%	468 hours
<i>Responding to specific questions requiring expert knowledge or background</i>		
<b>Education</b> -----	1.3%	447 hours
<i>Attending professional meetings, reading trade publications, attending seminars</i>		
<b>CRIS</b> -----	.4%	141 hours
<i>Administration of the County Rate Information System project</i>		
<b>ICEA Service Bureau</b> -----	.4%	128 hours
<i>Copy work, answering phones, mailing, other staff functions for ICEASB staff</i>		

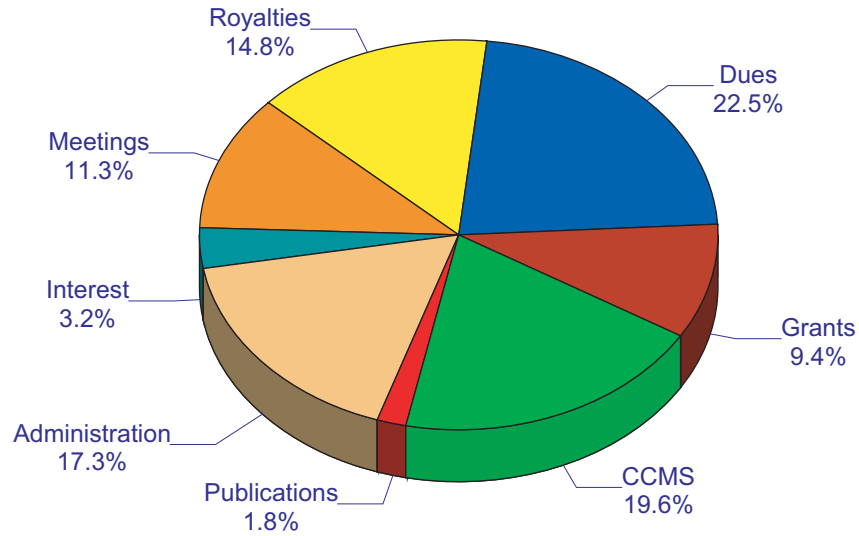


# iowa state association of counties

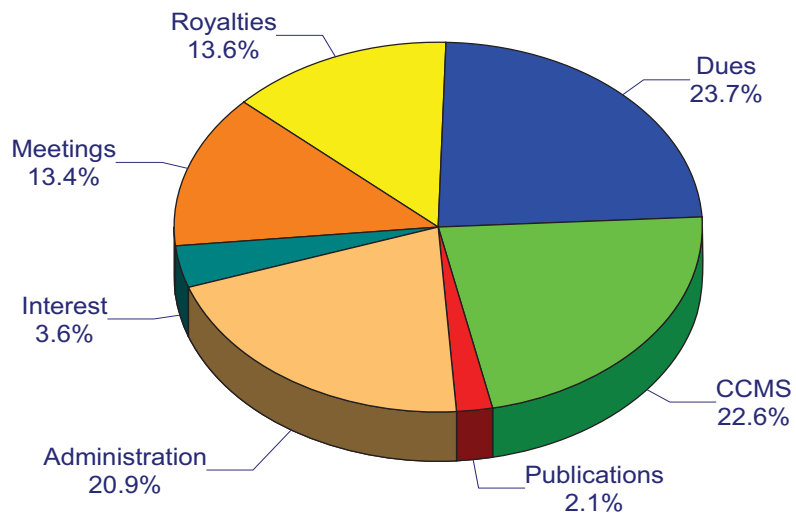
## ISAC financial highlights

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### FY 2008 Income Breakdown



### FY 2007 Income Breakdown

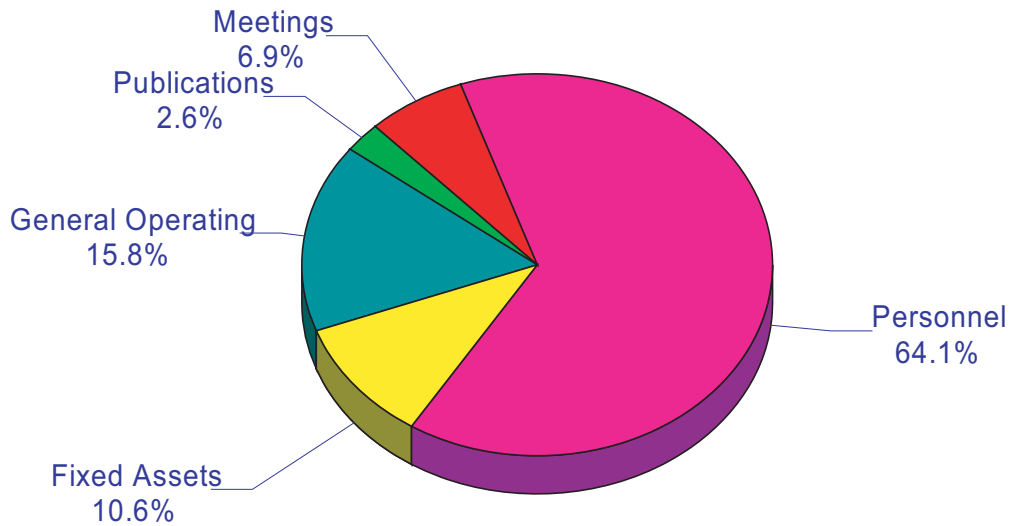


# iowa state association of counties

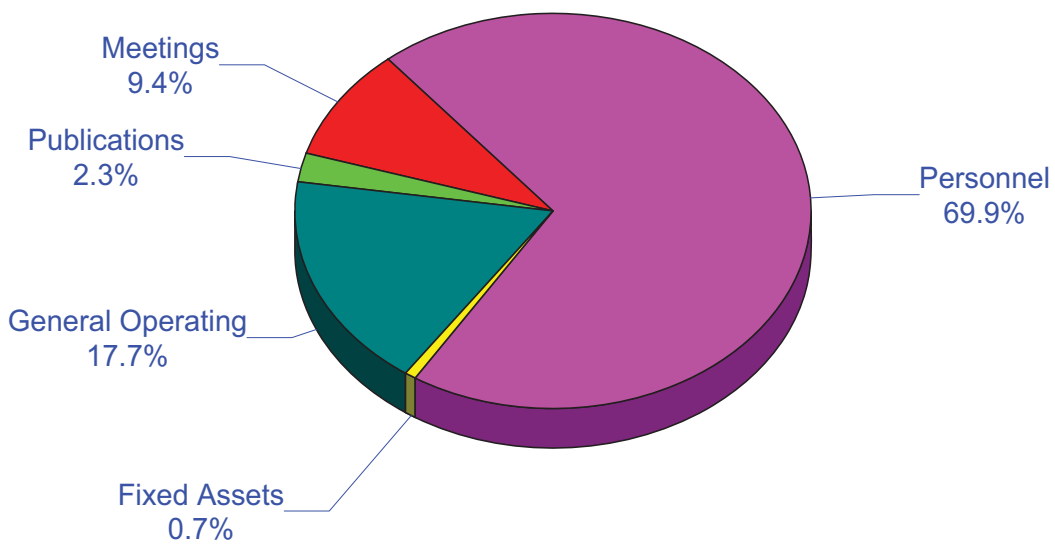
## ISAC financial highlights

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### FY 2008 Expense Breakdown



### FY 2007 Expense Breakdown



# iowa state association of counties

## ISAC financials

**IOWA STATE ASSOCIATION OF COUNTIES**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 30, 2008**

	Iowa State Association of Counties			Electronic Transactions Clearinghouse	ISAC Education Foundation		Eliminations	Total
	Association Activities	Program Activities	Total					
Cash and cash equivalents	\$ 268,325	\$ 3,573,418	\$ 3,841,743	\$ 74,757	\$ 65,335	\$ -	\$ 3,981,835	
Investments	1,083,342	19,896,438	20,979,780	-	40,000	-	21,019,780	
Accounts receivable	148,248	94,264	242,512	3,531	2,800	(58,279)	190,564	
Grants receivable	70,875	-	70,875	-	-	-	70,875	
Due from Wellmark	-	263,830	263,830	-	-	-	263,830	
Interest receivable	5,279	201,977	207,256	-	-	-	207,256	
Property and equipment, net of accumulated depreciation of \$233,128	268,592	-	268,592	45,596	-	-	314,188	
<b>TOTAL ASSETS</b>	<b>\$ 1,844,661</b>	<b>\$ 24,029,927</b>	<b>\$ 25,874,588</b>	<b>\$ 123,884</b>	<b>\$ 108,135</b>	<b>\$ (58,279)</b>	<b>\$ 26,048,328</b>	
Accounts payable and accrued liabilities	\$ 117,420	\$ 67,465	\$ 184,885	\$ 58,326	\$ 40,509	\$ (58,279)	\$ 225,441	
Funds held for benefit of members	-	23,583,562	23,583,562	-	-	-	23,583,562	
Unearned revenue	38,230	378,900	417,130	1,536	-	-	418,666	
Compensated absences	85,825	-	85,825	-	-	-	85,825	
<b>TOTAL LIABILITIES</b>	<b>241,475</b>	<b>24,029,927</b>	<b>24,271,402</b>	<b>59,862</b>	<b>40,509</b>	<b>(58,279)</b>	<b>24,313,494</b>	
<b>NET ASSETS</b>	<b>1,603,186</b>	<b>-</b>	<b>1,603,186</b>	<b>64,022</b>	<b>67,626</b>	<b>-</b>	<b>1,734,834</b>	
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 1,844,661</b>	<b>\$ 24,029,927</b>	<b>\$ 25,874,588</b>	<b>\$ 123,884</b>	<b>\$ 108,135</b>	<b>\$ (58,279)</b>	<b>\$ 26,048,328</b>	

The condensed presentations of the fiscal year 2007 and 2008 financial statements of The Iowa State Association of Counties, County Case Management Services and the County Rate Information Systems have been extracted from the organizations' annual financial statements. The complete presentations of those financial statements, along with the independent auditor's reports of McGowen, Hurst, Clark & Smith, P.C. are available by contacting the Iowa State Association of Counties.

# iowa state association of counties

## ISAC financials

### IOWA STATE ASSOCIATION OF COUNTIES STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2008

REVENUE	Iowa State Association of Counties			
	Association Activities		Program	Total
	Budget	Actual	Activities	
Schools, workshops, committees & seminars	\$ 242,500	\$ 244,557	\$ -	\$ 244,557
Contributions	-	-	4,500	4,500
Grant	-	204,000	-	204,000
Dues	492,350	487,475	-	487,475
Royalties	230,400	320,765	-	320,765
Investment income	60,000	69,562	1,023,994	1,093,556
Magazine advertising and subscriptions	44,000	39,257	-	39,257
Administration fees	804,928	798,562	-	798,562
County premiums	-	-	19,358,219	19,358,219
Special event revenue	-	-	-	-
Miscellaneous	-	1,363	-	1,363
<b>Total Revenues</b>	<b>1,874,178</b>	<b>2,165,541</b>	<b>20,386,713</b>	<b>22,552,254</b>
<b>EXPENSES</b>				
Salaries and fringe benefits	1,413,416	1,269,865	-	1,269,865
Schools, workshops and meetings	121,500	93,497	-	93,497
Board of Directors' meeting expenses	30,000	38,376	-	38,376
Other board authorized expense	5,000	-	-	-
NACO conference	15,000	11,234	-	11,234
Staff travel and training	65,000	54,069	-	54,069
Public relations	4,000	613	-	613
Consulting/professional services	19,400	14,400	-	14,400
Rents and utilities	170,479	177,146	-	177,146
Supplies, printing and postage	31,500	22,121	-	22,121
Computer supplies	10,000	3,592	-	3,592
Equipment rental and repair	4,750	2,803	-	2,803
Depreciation expense	-	26,413	-	26,413
Maintenance agreements	18,000	17,601	-	17,601
Professional membership	3,500	3,435	-	3,435
Library	9,000	13,038	-	13,038
Magazine	36,000	40,845	-	40,845
Insurance and bonds	16,500	21,959	-	21,959
Acquisition of property and equipment	20,000	-	-	-
Special event expense	-	-	-	-
Miscellaneous	1,000	20,706	233,568	254,274
Scholarships	-	-	-	-
Claims and premiums paid	-	-	18,348,031	18,348,031
Administration	-	-	267,768	267,768
Wellness program	-	-	82,260	82,260
County technologies clearinghouse	7,500	15,905	-	15,905
Project management and development	-	-	-	-
<b>Total Expenses</b>	<b>2,001,545</b>	<b>1,847,618</b>	<b>18,931,627</b>	<b>20,779,245</b>
<b>INCREASE IN FUNDS HELD</b>				
<b>FOR BENEFIT OF MEMBERS</b>	-	-	\$ 1,455,086	1,455,086
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<b>\$ (127,367)</b>	<b>317,923</b>		<b>317,923</b>
<b>NET ASSETS, BEGINNING OF YEAR</b>		<b>1,285,263</b>		<b>1,285,263</b>
<b>NET ASSETS, END OF YEAR</b>		<b>\$ 1,603,186</b>		<b>\$ 1,603,186</b>

# iowa state association of counties

## CCMS financials

COUNTY CASE MANAGEMENT SERVICES  
STATEMENTS OF FINANCIAL POSITION  
JUNE 30, 2008 AND 2007

ASSETS

	2008	2007
Cash and cash equivalents	\$ 143,549	\$ 99,231
Certificates of deposit	315,000	349,977
Accounts receivable and prepaid expenses	97,236	74,048
Property and equipment		
Office furniture and equipment	31,981	28,964
Vehicles	78,330	78,330
Leasehold improvements	8,130	8,130
	118,441	115,424
Less accumulated depreciation	(78,632)	(62,494)
Net property and equipment	39,809	52,930
<b>Total assets</b>	<b>\$ 595,594</b>	<b>\$ 576,186</b>

LIABILITIES AND NET ASSETS

Due to Iowa State Association of Counties	\$ 37,118	\$ 43,595
Accounts payable	4,853	5,132
Deferred revenue	1,725	-
<b>Total liabilities</b>	<b>43,696</b>	<b>48,727</b>
Net assets - unrestricted	551,898	527,459
<b>Total liabilities and net assets</b>	<b>\$ 595,594</b>	<b>\$ 576,186</b>

COUNTY CASE MANAGEMENT SERVICES  
STATEMENTS OF ACTIVITIES  
YEARS ENDED JUNE 30, 2008 AND 2007

	2008	2007
<b>REVENUE</b>		
Member dues and services	\$ 472,260	\$ 449,260
Registration fees	61,985	64,305
Interest income	19,180	23,553
Gain on disposal of equipment	-	5,406
<b>Total revenues</b>	<b>553,425</b>	<b>542,524</b>
<b>EXPENSES</b>		
Salaries and fringe benefits	331,080	327,531
Professional fees	33,019	45,081
Staff travel and training	19,058	25,449
Conference facility expenses	53,151	57,040
Outside speakers' fees	15,971	15,239
Board of Directors' meeting expenses	8,654	6,587
Insurance	12,448	10,282
Office expense	15,499	22,934
Depreciation	17,246	15,714
Office space lease	17,729	16,595
Miscellaneous	5,131	2,338
<b>Total expenses</b>	<b>528,986</b>	<b>544,790</b>
<b>INCREASE (DECREASE) IN UNRESTRICTED NET ASSETS</b>	<b>24,439</b>	<b>(2,266)</b>
<b>UNRESTRICTED NET ASSETS, beginning of year</b>	<b>527,459</b>	<b>529,725</b>
<b>UNRESTRICTED NET ASSETS, end of year</b>	<b>\$ 551,898</b>	<b>\$ 527,459</b>

# iowa state association of counties

## CRIS financials

**COUNTY RATE INFORMATION SYSTEM**  
**STATEMENTS OF FINANCIAL POSITION**  
**JUNE 30, 2008 AND 2007**

	<u>2008</u>	<u>2007</u>
<b>ASSETS</b>		
Cash and cash equivalents	\$ 119,348	\$ 90,575
Accounts receivable	821	800
<b>Total assets</b>	<b><u>\$ 120,169</u></b>	<b><u>\$ 91,375</u></b>

<b>LIABILITIES AND NET ASSETS</b>		
Accounts payable	\$ 32,733	14,475
Due to Iowa State Association of Counties	1,119	1,765
<b>Total liabilities</b>	<b><u>33,852</u></b>	<b><u>16,240</u></b>
Net assets - unrestricted	<u>86,317</u>	<u>75,135</u>
<b>Total liabilities and net assets</b>	<b><u>\$ 120,169</u></b>	<b><u>\$ 91,375</u></b>

**COUNTY RATE INFORMATION SYSTEM**  
**STATEMENTS OF ACTIVITIES**  
**YEARS ENDED JUNE 30, 2008 AND 2007**

	<u>2008</u>	<u>2007</u>
<b>REVENUE</b>		
Membership fees	\$ 170,824	\$ 163,835
Entry fees	1,000	6,500
Registration fees	5,233	3,693
Interest income	6,183	7,731
<b>Total revenues</b>	<b><u>183,240</u></b>	<b><u>181,759</u></b>
<b>EXPENSES</b>		
Administrative fees	5,243	8,295
Consulting fees	154,224	142,393
Professional fees	3,400	4,750
Insurance	699	1,072
Meeting expenses	8,129	5,003
Miscellaneous	363	576
<b>Total expenses</b>	<b><u>172,058</u></b>	<b><u>162,089</u></b>
INCREASE IN UNRESTRICTED NET ASSETS	11,182	19,670
UNRESTRICTED NET ASSETS, beginning of year	<u>75,135</u>	<u>55,465</u>
UNRESTRICTED NET ASSETS, end of year	<b><u>\$ 86,317</u></b>	<b><u>\$ 75,135</u></b>

# iowa state association of counties

## ETC financials

**ELECTRONIC TRANSACTIONS CLEARINGHOUSE**  
**STATEMENTS OF FINANCIAL POSITION**  
**JUNE 30, 2008 AND 2007**

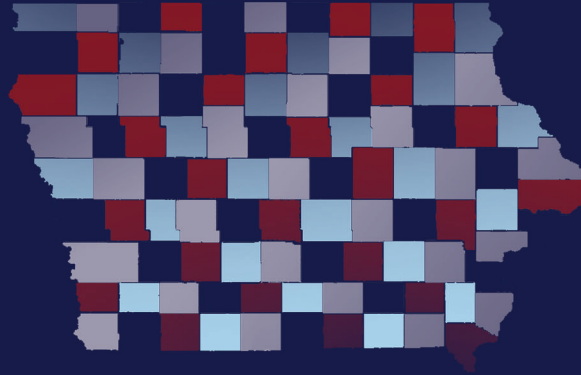
	<b>ASSETS</b>	
	2008	2007
Cash and cash equivalents	\$ 74,757	\$ 129,379
Accounts receivable	3,531	43,348
Property and equipment	91,941	45,871
Less accumulated depreciation	(46,345)	(40,134)
	45,596	5,737
<b>Total assets</b>	<b>\$ 123,884</b>	<b>\$ 178,464</b>

**LIABILITIES AND NET ASSETS**

<b>Liabilities</b>		
Due to Iowa State Association of Counties	\$ 58,279	\$ 110,736
Accounts payable	47	1,732
Deferred revenue	1,536	27,033
<b>Total liabilities</b>	59,862	139,501
Net assets - unrestricted	64,022	38,963
<b>Total liabilities and net assets</b>	<b>\$ 123,884</b>	<b>\$ 178,464</b>

**ELECTRONIC TRANSACTIONS CLEARINGHOUSE**  
**STATEMENTS OF ACTIVITIES**  
**YEARS ENDED JUNE 30, 2008 AND 2007**

<b>REVENUE</b>	2008	2007
Membership dues	\$ 108,535	\$ 170,011
Entry fees	23,785	11,675
Interest income	2,956	2
<b>Total revenue</b>	135,276	181,688
<b>EXPENSES</b>		
Professional services	43,718	87,879
Administrative expenses	57,131	16,972
Depreciation	6,211	3,184
Supplies	1,320	25
Miscellaneous	1,837	1,787
<b>Total expenses</b>	110,217	109,847
INCREASE IN UNRESTRICTED NET ASSETS	25,059	71,841
UNRESTRICTED NET ASSETS, beginning of year	38,963	(32,878)
UNRESTRICTED NET ASSETS, end of year	<b>\$ 64,022</b>	<b>\$ 38,963</b>



Iowa State Association of Counties

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Des Moines, IA 50309-4540

Phone: 515.244.7181 Fax: 515.244.6397

Hours: M-F 8:00 am - 4:30 pm

Memorial Day to Labor Day

Hours: M-F 8:00 am - 4:00 pm

[www.iowacounties.org](http://www.iowacounties.org)