The Iowa County

Iowa State Association of Counties

June 2014

ISAC Golden Eagle Nominations

Cybersecurity and Technolgy Insight

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140M2	Cat C9.3 ACERT	193–243	41,128 lb	241 in
143H	Cat 3176C DITA	165–205	34,888 lb	243 in
12M2 AWD	Cat C9.3 ACERT	183–243	40,418 lb	241 in
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ISAC
Iowa State Association of Counties

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ISAC's Mission:
To promote effective and responsible county government for the people of Iowa.

ISAC's Vision:
To be the principal, authoritative source of representation, information and services for and about county government in Iowa.

feature

Keys to the Kingdom

By: Robin Harlow

ISAC Technology and
Research Manager

What would you do if a stranger approached you on the street and said your car was parked on the stranger's wallet? What if the stranger said he would give you $20 if you would give the stranger the keys so that he could move the car to retrieve the wallet? Would you hand them the keys to car? This scene and its many variations are played out daily on the internet.

Without the proper knowledge of good cyber practices, you might be giving the stranger not only the keys to car, but to your bank, house, and other valuable assets. On a larger scale, they could gain access to your county's assets. They would now have the "Keys to your Kingdom."

If your county is not focusing on cybersecurity enhancements, it is not a matter of if you are going to have a cyber-incident; it is only a matter of when. If you feel you have done cybersecurity enhancements, have you reviewed what happens when you have an incident? If you don't have a plan, you should, because it is only a matter of time before you have an incident. Yes, I just said that even if you spent money to make enhancements, your county is still likely to have a cyber-event.

Believe it or not, the internet is not going away. It is not a fad or a fashion, it is a way of life. We will be more connected (for better or worse) in the future than we are now. They didn't stop making or using cars because people started stealing them. They made better locks and people starting using the locks. No lock will stop those really determined to steal your car, so we invest in auto insurance to help in the event we have an accident or our car gets stolen.

That was the message when NACo convened the 2014 Cyber Symposium in Omaha, NE. NACo brought together security experts representing private industries, as well as local, state, and federal government. Several Iowa county officials not only attended, but also moderated (Joel Rohne, Worth County IT/GIS) and participated (Scott Williams, Marshall County IT Director) on panels. I asked several attendees to supply me with their take-a-ways from the Symposium. So be sure to read the "NACo Cyber Symposium Perspectives" found on the next page.

The Symposium was split into two tracks; one for elected officials and the other for the technology professional. The two tracks were evenly represented.

Of particular interest to the elected official was the panel on "Cybersecurity and the Accountability of Elected Officials." The panel discussed the importance of county leadership making cybersecurity a priority. The panel also discussed that not only is it important the elected official provide leadership, but that they be held accountable for any lack of leadership.

- Does your county have cyber liability insurance?
- Do you have a plan (and have practiced the plan) in place on how to respond to a cyber-event?
- How do you preserve the environment of the cyber-attack?
- Why is it important that the county attorney be appointed to head up the response team to a cyber-incident?
- The panel message was clear; you will have a cyber-attack and you, the elected official, will be held accountable for the things you did before, during and after the incident.

At this point you might be saying, "I have an IT professional that has installed a Mega-Multiple-Triple-Something to prevent cyber-attacks, so we have done everything possible. We're good to go on this cyber thing." However, one of your county employees reads an email about an UPS shipment that is about to delivered to their house, but UPS needs to confirm that the address is correct. The employee clicks on the link. Nothing appears to happen. Ten minutes later everyone in the county gets an email, saying that your servers and desktops are now encrypted and the only way to make them usable is to pay a certain company $500 to unlock your machines.

Sounds farfetched? It isn't. This has happened already to at least three Iowa counties. They don't want your bank account or password, they want a 'small' donation. Your computer system is now being held ransom.

This illustrates the second half of the Symposium's message: You are only as strong as the weakest link. The SANs Institute calls this "Securing The Human" (http://www.securingthehuman.org/). It is crucial that you invest in the right software and hardware, but if you ignore proper training of your employees, you are ignoring the third leg of your three legged cyber stool. The training of your employees is the lowest cost investment that yields the highest return. They're the keeper of keys to your county's kingdom.

If I were an elected official, my take-a-ways from the Symposium would be to make myself aware of cybersecurity and train not only myself, but my county's employees. Only by increasing awareness will you be able to prepare for when it does happen.

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NACo Cyber Symposium Perspectives

Scott Williams, IT Director, Marshall County:
A couple of takeaways for me. First, it was great to see the increased emphasis on awareness training over other security products. There are lots of useful products out there, but all it takes is one careless user to bypass all of your security investments. This was a point I made in my own presentation, but it seemed to be a recurring theme by many of the other presenters as well. It was also good to see some of the cyber security awareness education resources that are available of which I was not previously aware. In particular, the Texas A&M Engineering Extension (TEEX) free online cyber security courses look very interesting and they offer both introductory and IT level courses. (http://teex.com/teex.cfm?pageid=KEprog&area=KE&templateid=2016)

Products are not as important as awareness training. Several of the sessions in the IT track have prompted me to look further into Security Incident and Event Management (SIEM) products. We have several security products, including our firewall and intrusion detection system, the EVMS vulnerability assessment tool provided by the State of Iowa Department of Administrative Services, a network asset visualization and security product, our anti-malware software and a number of other tools including all of our server event logs, but all of these are completely separate systems. A SIEM tool may be able to assist us with analyzing the security events logged by all of these tools, to correlate the cyber security related activity each of these existing products are tracking, and to provide an increased awareness for our IT team regarding cyber security events. Of course, we may discover during our investigation of these products that an organization our size can't afford a SIEM tool, but based on the information presented at the conference it certainly appears worth looking into.

Travis Case, Auditor/Recorders Office, Marshall County:
I think the biggest item I took from the conference was how your network is only as secure as the individuals using it. You can have the best firewall, network security software, or barrier device, but it still does you no good if your users aren't educated about cyber security. Spending resources on education could potentially provide for more network security than purchasing the latest and greatest piece of security hardware.

Wayne Chizek, GIS Director, Marshall County:
Let's face it, not many people really understand cyber security and what it all entails. It is this lack of understanding, and/or in many cases incorrect perceptions, that has become one of the biggest obstacles preventing organizations from dealing with cyber security as they should. With very little research effort almost all of us would conclude that cyber security is quickly becoming one of the dominant security topics (and concerns), not only for IT and Security professionals, but also for any executives or managers who want to protect their organizations. Want to do some quick research? Here are two websites with a multitude of Cyber Security information: www.cisecurity.org and www.privacyrights.org.

Many people consider Cyber Security an IT and/or technology issue. Obviously organizations need to make sure that firewalls are properly utilized, that software and service patches are kept up to date, and that employees only have access to the IT resources they need to fulfill their job functions and responsibilities. That said…it was mentioned several times at the Cybersecurity Symposium that a majority of cybersecurity breaches are related to employees. One specific statistic mentioned as many as four in five security breaches could be related to employee behavior in all departments of an organization. These are not employees having intent to do harm! These are employees who have not been properly screened in the hiring process. They are employees that have not been properly trained on what is and is not allowed. They are employees who are not aware of security and technology use policies and procedures (that is if the organization even has such policies).

Based on the human issue, it only makes sense that cyber security is also a responsibility for human resource staff, departmental level managers (elected and appointed) and in boards of supervisors. In reality anyone within an organization dealing with data has a responsibility.

Yes, security costs money, and it's hard to quantify the savings from an attack that didn't happen, but the whole idea of cyber security awareness and efforts is to decrease the costs related to security problems (i.e., incidents). No one has unlimited funds to throw at this concern, so prioritize your solutions to get the most bang for your buck. Know your data. Know what data and digital operations/processes are valuable. Know your vulnerabilities. If you manage to decrease the number and/or extent of security incidents, you will save money. In most cases the savings achieved are far greater than the cost of the safeguards; so, you will "profit" with cybersecurity.

Cybersecurity is an ongoing process. Changes may need to be made when employees leave, new employees are hired or when job functions/responsibilities change. You have to update your procedures and policies, but also software, equipment, agreements, etc. And this is the job that never ends.

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legal briefs

ISAC HIPAA Program

By: Kristi Harshbarger
ISAC General Counsel

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the amendments to HIPAA made in 2009 through the Health Information Technology for Economic and Clinical Health Act (HITECH ACT) subject every county and mental health and disability services (MHDS) region in Iowa to its laws and regulations. Not all departments may be a part of the county's "covered entity" status for purposes of HIPAA. County departments that are typically subject to HIPAA include public health, auditor (especially if the auditor pays claims related to MHDS regions or if the county operates a self-funded health plan) and case management. Supervisors are also typically subject to HIPAA because of their involvement with covered department activities. In addition, general assistance, veteran's affairs and the sheriff's office may be subject to HIPAA depending on their particular activities. The MHDS regions will also be covered entities and because of their status as a separate legal entity through Iowa Code Chapter 28E, they will need their own HIPAA policies and procedures, although efficiencies can be obtained if the counties involved in a particular MHDS region and the region adopt similar HIPAA policies and procedures.

Because of changes to the HIPAA regulations that went into effect in 2013 and new HIPAA-related challenges that result from having county community services functions rolled into the MHDS regions, ISAC decided to provide its members a new sample HIPAA policies and procedures manual. You can learn more about this project in my article in the February 2014 issue of *The Iowa County magazine*. The sample manual can be found on ISAC's website.

But the sample manual is just that – a sample – something for counties and MHDS regions to use as a starting point in maintaining HIPAA compliance. To assist in helping counties and MHDS regions understand, tailor and utilize the policies, ISAC worked with Alissa Smith, the outside attorney retained to prepare the sample manual, to provide two trainings. The most recent training was held May 1, 2014 and had approximately 120 attendees.

From here, ISAC determined it wanted to provide an option to continue to assist counties and MHDS regions with HIPAA questions and concerns because HIPAA compliance is an ongoing project. Even the most perfectly customized and legally compliant policies must be reviewed regularly and updated to reflect changes in the law or county/region operations changes. In addition, implementation of the policies into county or region practices requires education and will result in questions as new situations arise. Thus, ISAC has again partnered with Alissa Smith in order to offer a new ISAC HIPAA Program to its members.

What's included?

- An annual 60 to 90 minute training via webinar for employees in your county or MHDS region. Non-participating counties or MHDS regions will only be allowed to sign up for trainings if space is available and will be charged a registration fee.
- An annual 60 to 90 minute in-person training in Des Moines for up to five persons from your county or MHDS region. This training will be available only to participating counties or MHDS regions.
- Up to five hours annually for consultation on HIPAA questions. All participating counties and MHDS regions will be required to select a HIPAA contact for purposes of the program. All questions shall come from this contact and be directed to Kristi Harshbarger, ISAC General Counsel. Kristi will determine if the question is of general or specific applicability.
    - If it is of general applicability, Kristi will check with the other HIPAA contacts in the program to see if they would like to participate in the question. Kristi will then submit the question to Alissa Smith, partner with the Dorsey & Whitney law firm. Kristi will disseminate the response from Alissa to the counties and MHDS regions that chose to participate in the question. The hours Alissa uses to research the question will be divided equally among the counties and MHDS regions that chose to participate and deducted from their annual hours.
    - If it is of specific applicability, Kristi will direct the HIPAA contact for the MHDS region or county to contact Alissa with their question. Hours used by Alissa to research the question will be deducted from that county's annual hours. If the hours used by Alissa exceed the hours the county or MHDS region has through the ISAC HIPAA Program, any additional time must be contracted for between the county and Alissa directly. Alissa will provide the county or MHDS region with an estimate of hours for the question prior to beginning her research.

Continues on page 8.

Conclusion of the 2014 Iowa Legislative Session

By: ISAC Government Relations Team

The Iowa Legislature was finally able to conclude its work for the year after the House passed its Sine Die resolution on Thursday, May 1 and the Senate on Friday, May 2. Below is a brief summary on the status of ISAC's top 2014 legislative priorities for the year. Additional summaries on all other legislation affecting counties can be found on the ISAC website, www.iowacounties.org.

Mental Health and Disability Services

Providing sufficient funding for counties as they move into the new regional system was again a priority for ISAC this year. There was significant progress made on this as the Iowa Legislature was able to come to an agreement that included $30 million in equalization funding in FY 2015 as was language calling for equalization funding in FY 2016. They also extended the $47.28 county mental health levy into FY 2016 as well. Progress was also made on the clawback reversion brought on by the expansion of Medicaid. While the clawback provision remains, the calculation methodology of the savings was modified to better identify similar coverage between what the counties previously provided in services and those now covered under the Iowa Health and Wellness Plan. Regions will also have a further role in how those savings are calculated. Another mental health related priority that was accomplished was legislation that clarified that the cost of mental health treatment brought on by Iowa Code chapter 812 commitments is a responsibility of the state of Iowa and not the counties.

Road Funding

No major changes were made to road and bridge funding this legislative session. A handful of bills were introduced to address the need for additional funding, but most failed to advance even to the subcommittee level and ultimately fell victim to the funnel deadline. One bill, HSB 514, which would have increased the gas tax by 10 cents per gallon over three years, did gain unanimous support from a House Transportation subcommittee but it was not considered by the full committee. Several other bills attempted to address the shortfall by transferring dollars from various funds either as a one-time or ongoing appropriation. Toward the end of session what became known as a hybrid approach was being discussed. The plan would have reduced the per gallon tax to 16 cents for gasoline and ethanol blends and 18 cents for diesel fuel, and would have added a 5% tax on the statewide average retail price per gallon. This idea was introduced as an amendment to several different pieces of legislation in both the House and Senate, but never came up for debate or a vote because of a series of rulings on the amendments being not germane or out of order. ISAC is very supportive of this approach, because not only does it provide additional revenue at current fuel prices, but the tax is indexed to the price and provides for future revenue growth as fuel prices continue to rise.

Although no gas tax increase or other additional funding was taken up this year, ISAC is pleased with the progress being made regarding awareness and understanding of the need. Legislators and the general public seem to be more accepting of the problem, and now we must work to gain consensus on the best solution. Because this is a tough political issue, it has been said that an agreement would need to be reached among both parties in both chambers in order for a tax increase to be considered. With so much else on the table and an election this November, the support could not be garnered this year.

User Fees

User fees were a top priority of ISAC's for the first time this year. Property tax reform passed in 2013 will take an estimated $761.9 million out of county property tax revenues over the next 10 years. There are a number of services that counties provide to the public that are being subsidized by property taxes because the fees charged to the customers are not adequate to pay for the service. Most fees are set in the Iowa Code and have not been raised for a number of years. There was a move to give the treasurers additional money to issue drivers licenses in the Rebuild Iowa Infrastructure Fund bill, but that was defeated. Parking fine and court debt collections made it through the Senate and House Local Government Committees but was held up in Ways and Means. A bill to give recorders more money to issue marriage licenses passed the House Local Government Committee but was also held up in Ways and Means Committee. There was a willingness to listen to the arguments presented; however, there was no desire to raise any fees in the Republican-controlled House, despite being property tax relief.

Continues on page 8.

capitol comments

Continued from page 7.

Election Legislation
After several years of no election legislation passing, ISAC and the county auditors were successful in getting two of the election legislative objectives passed in HF 2366 and signed into law. The first objective reduces the number of envelopes used to return an absentee ballot from two to one. This will save money on postage and also create less confusion for the voter. The second objective changes the voter pre-registration deadline from 10 days to 11 days prior to the primary election. This means that county auditors' offices are not required to be open the Saturday before Memorial Day and is a cost-savings to the county. Both issues were effective upon enactment and were signed into law April 25.

legal briefs

Continued from page 6.

What is the cost to a county or a MHDS region?
$1,750 annually

Who should participate?
Any county or MHDS region that would like basic consultation, assistance and training on general HIPAA topics and issues.

When does the ISAC HIPAA Program start?
The first year of the program will run from July 1, 2014 to June 30, 2015.

How do we sign up?
Have your county or MHDS Region approve and execute the "Service Agreement to Participate in the ISAC HIPAA Program" and return it to ISAC.

Other questions?
Please contact Kristi Harshbarger at 515.241.7181 or kharshbarger@iowacounties.org.

feature - perspectives

Continued from page 5.

Proper security can be a big change and we all know most people don't like changing established practices. For example, instead of your good old "1234" password, you suddenly have to change your password every 90 days to something with eight characters, out of which one must be a number and one a special character. What this means is that your personnel will resist change, so each organization needs to find a way to overcome this resistance.

Though there are technology issues related to cyber security the most important message is that people are the key. Convince and educate your leaders (and many others) about what cybersecurity is and is not. You also have to deal with employees, their perceptions and their actions in order for your security project to be on the right track. Simply put, cyber security is more about working with people and less about dealing with machines.

feature - kingdom

Continued from page 4.

Where do you start? I'm listing three resources below that will help you get started on your steps to better understanding the cybersecurity. These resources are not technical and are written for the elected official or department heads. I will be highlighting these and others in upcoming articles.

- *Cyber Security: A Non-Technical Guide* from the Multi State Information Sharing Analysis Center *(*http://msisac.cisecurity.org/resources/toolkit/oct13/documents/Getting_Started_Print.pdf*)* Note: I have several hardcopies available. Please contact me at rharlow@iowacounties.org.
- *Stop, Think, Connect* program from the Department of Homeland Security (http://www.stcguide.com/)
- *Cyber Security: A Non-Technical Guide* from NACo (http://naco.cyberguidebook.com):

ETC/CSN Project Updates

By: ISAC IT Staff

In addition to providing daily support to counties, ISAC IT staff has been tasked with completing five mission critical projects in FY 2014. Two of these projects have already been completed! In April 2014, the Electronic Transactions Clearinghouse servers were fully moved into a secure data center. This transition moved all applications to a considerably newer operating system while also relocating to a much more secure location. Secondly, the Targeted Case Management Billing module was revamped and finalized for agencies to utilize. Several entities have asked that billing profiles be set up for this, and we expect more and more as agencies update processes. Here is an update on the progression of the other projects that we are working on:

Regionalization
The regionalization project is comprised of developing Community Services Network (CSN) functionality to accommodate mental health regions. At this point, we are ahead of schedule in regards to implementation. Internal testing was completed and external testing began in late April. A Phase I launch is planned for early to mid-May with final launch being set for July 1. For the most part, there were not a lot of significant changes on the front end of the CSN application. IT is working to complete many critical foundational updates to the underlying architecture of CSN.

Ad-Hoc Reporting
The ad-hoc reporting project allows users to create customizable reports based on individual county or region needs. In Latin, ad hoc means "for this" so allowing users to create and manage their own reports in CSN is something they are very excited about. For Phase I of this project, the technical user rollout began in late April. We plan to complete the first phase on or before July 1. After the technical users have been using the software for a few months, we will begin bringing in a second set of users.

Auditor Integration
Integrating with the financial software used by the auditors has reached a critical need. As such this project has been moved up in the prioritization process. The project team met in early March to define the new functionality. It was decided to begin the integration with those regions using Tyler Technologies, since this is the accounting package that will be used by a majority of regions. Specifications and prototypes were created by IT analysts and signed off on by the project team in early April. ISAC developers then met with Tyler Technologies IT to discuss import and export options. We have created the initial import template and are working on the export template. Once they are approved by Tyler, its IT department will begin the development needed in the two versions of the application. We also began working on the new reconciliation interface within CSN. The functionality is being piloted by a few counties to ensure accuracy and viability of the functionality beginning July 31, 2014. If your region will be using Tyler and your auditor would like to participate in the pilot program please contact Jeanine at jscott@iowacounties.org. The "Solutions," Inc. side of this project will begin as soon as we have stability with the Tyler integration.

We are very enthusiastic about the projects that we have already completed and will accomplish in FY 2014. If you have any questions about these please contact us at csnsupport@iowacounties.org.

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CCMS

We are excited to have our annual conference again this year on September 23 - 24 at the Courtyard by Marriott in Ankeny. Despite a scaled back schedule, CCMS will still provide a quality conference, offering social work and nursing CEUs to those needing them. The second day, ethics and mandatory reporting will he held at different times, so participants are able to receive certificates for both if they choose to do so. The meeting notice will be sent out in the near future providing more information. Hope to see you in September!

ISAC/CCMS 22nd Annual Conference
Case Management: Partnering For Success
September 23 - 24, 2014

Tuesday September 23, 2014	
7:30 – 9:00	**Registration/Morning Refreshments**
9:00 – 10:30	**Opening Keynote: Brian Bonfardine**
10:30 – 10:45	**Break**
10:45 – 12:00	**Bonfardine**
12:00 – 1:00	**Lunch**
1:00 – 2:15	**Guardianship** Scott Lyon, DRI
2:15 – 2:30	**Break**
2:30 – 4:30	**Closing Keynote: Pediatric Profiling** Dr. Patricia Maguire

Wednesday September 24, 2014			
8:00 – 9:00	**Morning Refreshments**		
8:00 – 12:15	**Mandatory Reporter Certification, Dependent Adult and Child** Dianna Nicholls-Blomme	8:00 – 9:15	**CSN/TCM**
10:30 – 10:45	**Break**	9:30 – 10:30	**Night Owl Support Systems** Duane Temple
10:45 – 12:00	**Mandatory Reporter Certification-Continued**	10:45-12:00	**Person Centered Planning** Debbie Johnson, IME
12:00 – 1:00	**Lunch**	12:00 – 1:00	**Lunch**
1:00 - 2:15	**Ethics** Kirk Bragg	1:00 – 2:15	**BI** Dr. David Demarest
2:15 – 2:30	**Break**	2:15 – 2:30	**Break**
2:30 – 4:00	**Ethics-Continued**	2:30 – 4:00	**ABA-Homestead**

ISAC Golden Eagle: Call for Nominations

By: Rachel Bennett
ISAC Marketing/Communication Coordinator

Since 2010 during the fall school general session, ISAC has annually honored one individual as an ISAC Golden Eagle. The ISAC Golden Eagle was created to recognize and honor individuals who have provided extraordinary public service to county government through ISAC and/or NACo.

Golden Eagle honorees are selected from nominations submitted to the ISAC Golden Eagle Committee, that consists of ISAC Board and staff members. The committee will submit its recommendations to the ISAC Board for approval. The ISAC Golden Eagle honoree(s) will be recognized during the ISAC Fall School of Instruction General Session.

Those eligible for induction include:
- Current or former elected and appointed county officials;
- Business or civic leaders;
- ISAC Preferred Vendors;
- Persons providing assistance to counties as trainers, consultants or advisors; or
- Former members of ISAC staff.

*Current ISAC board members and staff are not eligible.

Honorees will be selected on the basis of their service rendered to county government through ISAC and/or NACo. Such service may include:
- Leadership in ISAC and ISAC-affiliated boards;
- Service to NACo;
- Service on state or national boards or commissions;
- Service to counties in training, education and development of local leadership;
- Advocation for counties and good local government; or
- Assistance and support to counties.

Past honorees include:
2010 – Jane Halliburton, former Story County Supervisor and ISAC Board member
2011 – Kim Reynolds, Lt. Governor and former Clarke County Treasurer
2012 – J. Patrick White, ret. Johnson County Attorney and ISAC Past President
2013 – Mike Wentzien, Supervisors Lobbyist

To nominate qualified individuals to be honored as ISAC Golden Eagles, please complete the form on the next page and return it to:
Iowa State Association of Counties
Attn: ISAC Golden Eagle
5500 Westown Parkway, Suite 190
West Des Moines, IA 50266

A form can also be found on the following page or on the ISAC website, www.iowacounties.org.

Please return submissions before July 25, 2014. A golden eagle is not guaranteed to be honored annually. If you have any questions regarding the ISAC Golden Eagle, please contact Rachel Bennett at 515.244.7181 or rbennett@iowacounties.org.

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ISAC Golden Eagle Nomination Form

The Iowa State Association of County recognizes individuals who have provided extraordinary public service to county government through ISAC and/or NACo as ISAC Golden Eagles.

Individual nominated:

Position:

Brief biography:

In your view, what has this person done to provide extraordinary service to ISAC and/or NACo? Why do you feel this person should be an ISAC Golden Eagle honoree?

Nominated by:

Forward this form to:
Iowa State Association of Counties
Attn: ISAC Golden Eagle
5500 Westown Parkway, Suite 190
West Des Moines, IA 50266

**Please return submission prior to July 25, 2014.*

New County Officers School

By: Stacy Horner
ISAC Meeting/Event Administrator

Please save the date for 2015 New County Officers (NCO) School on January 14 - January 15 at The Meadows Events and Conference Center (1 Prairie Meadows Drive, Altoona). All newly-elected county officials are encouraged to attend this two-day training to get a jump start on learning about county government. The NCO School is also an excellent opportunity for incumbent county officials to brush up on important subjects. This year's agenda includes advanced educational breakout sessions.

The first day of training will consist of general issues that apply to all county officials, such as open meetings law, ethics and budgeting. The second day will be specific to each of the three offices that are up for election in November 2014 - recorders, supervisors and treasurers.

Registration and hotel information will soon be available at www.iowacounties.org. Please continue to check the ISAC website for event updates. We look forward to seeing you there!

Tentative Agenda:
Wednesday, January 14, 2015
8:00 am - 8:45 am Registration and Morning Refreshments
8:45 am - 9:00 am Welcome: Bill Peterson, ISAC Executive Director and Melvyn Houser, ISAC President
9:00 am - 10:30 am General Session: Open Meetings/Public Records - Keith Luchtel, Iowa Public Information Board Executive Director
10:30 am - 10:45 am Break
10:45 am - 11:45 am General Session: Ethics - Megan Tooker, Iowa Ethics and Campaign Disclosure Board Executive Director/Legal Counsel
11:45 am - 12:30 pm Lunch
12:30 pm - 1:45 pm Breakout Sessions
- Basic Budgeting
- How to Make a Difference at the Statehouse
- Advanced Education: HR/Personnel Law

1:45 pm - 2:15 pm Afternoon Refreshment Break
2:15 pm - 3:30 pm Breakout Sessions
- Teamwork in the Courthouse
- Researching Iowa Law
- Advanced Education: Budgeting Beyond the Basics

3:30 pm - 3:45 pm Break
3:45 pm - 5:15 pm General Session: The Property Tax System - Lucas Beenken, ISAC Public Policy Specialist
5:15 pm - 5:45 pm Break
5:45 pm - 7:30 pm Dinner and Keynote Speaker: Laurie Guest

Thursday, January 15, 2015
7:30 am - 8:00 am Registration and Morning Refreshments
8:00 am - 4:00 pm Affiliate Time
- Recorders
- Supervisors
- Treasurers

12:00 pm - 1:00 pm Lunch

About the Cover

The Easter Bunny made a stop with baskets donated by Clinton County employees to the resident children of Hightower Place in Clinton. Hightower Place is a women's facility run by New Directions/Area Substance Abuse Council and provides residential long-term substance abuse treatment for women. Each year Clinton County employees give generously to the facility at Easter and Christmas delivering smiles to the children!

Please share cover photos or story ideas with Rachel Bennett at rbennett@iowacounties.org.

ISAC brief

ISAC Board Meeting Summary - April 25, 2014

ISAC President Harlan Hansen called the meeting to order and led the Board in the Pledge of Allegiance.

The Board reviewed and approved the following minutes unanimously: ISAC Board of Directors meeting minutes from February 19-20, 2014, ISAC Spring School General Session minutes from March 13, 2014, and ISAC Executive Committee meeting minutes from March 28, 2014. The ETC Board of Directors meeting minutes from February 19, 2014 were reviewed for informational purposes.

The ISAC Board recessed and reconvened at the conclusion of the ETC Board of Directors meeting.

Brad Holtan discussed the Affordable Care Act (ACA) regulations that require counties to monitor employee hours. He discussed the complexity of the system and answered questions. After being presented three options that represented different costs to counties who chose to purchase and utilize the ACA tracking software, the Board came to the consensus to take no action.

Kristi Harshbarger gave a summary of a proposed HIPAA Program for ISAC to offer counties on a per county or region basis moving forward. The proposal is intended to save the counties money by pooling resources rather than soliciting legal advice individually. The Board unanimously authorized ISAC to sign the letter of engagement with Dorsey & Whitney LLP for the HIPAA Program as recommended.

Hanna De Groot and Lucas Beenken gave an update on the ISAC legislative objectives, ISAC top priorities, and other bills of interest to counties.

Melvyn Houser discussed the NACo Legislative Conference. Grant Veeder reported that he has been appointed to the NACo Bylaws review committee. Rachel Bennett reviewed a tentative timeline for the Iowa attendees for the NACo Annual Conference being held July 11-14 in New Orleans, Louisiana.

Stacy Horner reviewed and answered questions regarding the 2014 Spring School post-conference survey results. Top complaints included the number of rooms at the Marriott, lack of meeting space at the Marriott, parking, and complimentary soda.

Stacy reviewed a proposal to move the Spring School to the Veterans Memorial Community Choice Credit Union Convention Center for 2018-2020 that would allow for more comfortable meeting spaces for all affiliates, lunch both days, and more time for the exhibitors. The Board discussed the cost at length before approving the recommended proposal unanimously.

The Board discussed cost-effective ways to celebrate ISAC's 50th anniversary during the 2014 Fall School.

Brad Holtan gave the financial report as of March 31, 2014. An accounts receivables write-off in the amount of $3,500 for past-due invoices will be made in the near future.

The 10th Annual ISAC Scholarship Golf Fundraiser will be held on August 6 at the Toad Valley Golf Course in Pleasant Hill. The fundraiser will include a mini-golf tournament and many other new events. Registration forms are available on the website and were included in the May issue of the magazine.

Kristi Harshbarger gave updates on legal matters.

Bill Peterson reported that Dallas County submitted an application for the goal setting program. The Board approved Dallas County's application unanimously.

The Board unanimously appointed AJ Mumm to fill a vacant appointment on the IPERS Benefits Advisory Committee.

Board members shared issues, concerns, ideas, achievements, etc. with other board members prior to adjournment.

Emancipation Part 4: Abolition Analysis

By: Grant Veeder
Black Hawk County Auditor
NACo Board of Directors

The language of the Emancipation Proclamation is pedestrian and legalistic. It has been compared to a "bill of lading," with the implication that Lincoln was unwilling to call on his creative muse to eloquently condemn the enormity of slavery. He is still occasionally criticized for having freed no slaves at all, since his edict painstakingly identified only those slaves in areas that were not under federal control as free. But herein lays Lincoln's logic, his justification for acting constitutionally.

Clearly anticipating a court challenge for this unprecedented and controversial action, Lincoln wanted to be on the strongest ground possible within the wording of the Constitution. As he had at the war's outset and as he would through its conclusion, Lincoln made the most of two very vague presidential powers. The first is at the end of Article II, Section 1: "Before [the president] enter on the Execution of his Office, he shall take the following Oath or Affirmation:--'I do solemnly swear (or affirm) that I will faithfully execute the Office of President of the United States, *and will to the best of my ability, preserve, protect and defend the Constitution of the United States*.'" (Italics mine.) The second begins Section 2: "The President shall be Commander in Chief of the Army and Navy of the United States, and of the Militia of the several States, when called into the actual Service of the United States." No president had to that time inferred so much authority from those clauses, but no other president had faced the dissolution of the nation.

Lincoln reasoned that as commander-in-chief, he was empowered to take measures that would help his forces and hinder the enemy's. Slave labor freed Southern whites to fill the Confederate ranks; therefore, freeing Confederate slaves encumbered the rebellion. Freeing Border State slaves did not, and hence was not constitutional. As the Union army steadily truncated the area controlled by the Confederacy, more and more slaves made their way to freedom. Furthermore, the proclamation allowed slaves to serve in the armed forces. Union ranks swelled by about 190,000 combatants as a result. Lincoln's subordinate generals in the field had no such authority. Congress passed the two Confiscation bills, but Lincoln reasoned that emancipation by Congress was not among its enumerated powers. The president's constitutional powers are very general, and thus implied.

Lincoln's order was not tested in court, but its legality was widely questioned. Was there truly a war power implied in the Constitution that gives the president the authority to negate the constitutional right to slavery? If there was, what would be its status when the war was over? When emancipation was no longer necessary to preserve the Union, how could Lincoln justify the continued withholding of that right? Observers questioned even whether slaves who didn't attempt to escape bondage should be considered free.

If some folks at the time thought Lincoln had gone too far, these days it's more common to hear that if Lincoln were seriously opposed to slavery, he would have up and freed all the slaves at once. He was just trying to impress England and France, some will say. But critics who doubt Lincoln's sincerity disregard the constitutional question, and they seldom look beyond the Proclamation to his prior and subsequent efforts. He started 1862 trying to get the Border States to free their slaves voluntarily, and ended it by freeing the Confederacy's slaves by decree. In 1864, Lincoln campaigned for re-election on a platform that called for a constitutional amendment to totally abolish slavery. Although he didn't live to see the final ratification of the 13th Amendment, he happily (and

Continues on next page.

unnecessarily) signed the measure when it passed Congress in January of 1865. Addressing a crowd of celebrants after this success, Lincoln said he believed "all would bear him witness that he had never shrunk from doing all that he could to eradicate Slavery by issuing an emancipation proclamation." However, he conceded that "a question might be raised whether the proclamation was legally valid," that people might say "that it did not meet the evil. But," he declared with satisfaction, "this amendment is a king's cure for all the evils. It winds the whole thing up."

Lincoln's euphoria notwithstanding, other evils lurked. Ending slavery did not end racism. Another big topic nowadays is how racist was Lincoln? We're straying from our theme of constitutionalism here, but it's a question worth exploring. Racism has been a central issue of the United States since its founding, and it is inextricably entwined with the entire history of our Constitution. By our standards, Lincoln was pretty racist. For his times, he was rather enlightened. One of the more shocking of the little-known facts about Lincoln is that he was a longtime proponent of colonizing freed slaves to tropical areas – Africa, Central America, and Caribbean islands were all considered. Why? He felt that based on his observations, the black and white races could not live together harmoniously on terms of equality. However, whenever he discussed the concept, he insisted that any such immigration be voluntary. And there is evidence that he became less inclined to see colonization as a practicality, and more inclined to hold it out as a possibility to calm the nerves of anti-abolitionists while he was seeking support for emancipation. (Politicians do such things.) Lincoln's capacity for growth and self-education had always been among his long suits, and his words and actions in the later years of the war suggest he was influenced by his conversations with black abolitionist Frederick Douglass and by the impressive record of the battle-tested black regiments.

In his book, *Lincoln on Race and Slavery,* historian Henry Louis Gates, Jr. details Lincoln's journey through America's most disturbing issue, and says, "We can do Lincoln no greater service than to walk that path with him, and we can do him no greater disservice than to whitewash it, seeking to give ourselves an odd form of comfort by pretending that he was even one whit less complicated than he actually was." Lincoln wasn't as pure and uncomplicated in his anti-slavery impulses as the abolitionists, partly due to his racism, mostly due to his reverence for the Constitution. Yet no one did more to end slavery in the United States.

Next we'll look at constitutional arguments on secession. Fair warning: the discussion promises to be rather abstruse. You may want to skip this one.

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Creating a safety culture: Elected Officials' Role in Safety

By: Iowa Municipalities Workers' Compensation Association

Elected officials are leaders in their community and in managing the county. They are visible and active in the process of setting the vision and goals for the county, including safety and health. With all their duties, it's easy to sometimes overlook the goal of providing a safe work environment and the role these leaders play in safety.

Setting safety goals and paying attention to safety helps provide a safe community for citizens and a safe workplace for employees, so everyone has the opportunity to go home safe at the end of the day. Happier constituents, improved employee productivity and morale, and a positive impact on the financial bottom line may all be by-products of a sound safety culture. Experience shows that elected officials that are active in safety have better safety and health programs, which equates to lower workers' compensation premiums and fewer injured employees.

The first important component to a sound safety culture is developing and enforcing policy. Personnel policies are a key part of this, and performance reviews should include a safety component. Although the person performing the review will vary from county to county, department heads should ensure each review includes a discussion of how the employee follows safety rules and procedures. Making safety a major component of a job performance review sends a message to everyone working at the county that safety is important.

The elected officials should also pass and enforce work rules and safety procedures that protect employees from known safety hazards. If the county department has blood borne exposure under the Occupational Safety and Health Administration (OSHA) definition, then it is the responsibility of the county to ensure there are safety rules and procedures in place to address these exposures adequately. Once policies and procedures are adopted, the county must also ensure, either directly or through departmental supervisors, that the rules are followed.

As policies are established a sound safety culture continues to develop by paying attention to the hiring process. Creating current and accurate job descriptions prior to advertising an opening and interviewing potential candidates are the first steps. Once a job offer is ready to be made, it should always be contingent upon the candidate completing a pre-placement physical. To ensure the pre-placement physical process works, consider implementing a pre-placement physical policy, and use a designated health care provider to conduct the physical. Hiring someone physically incapable of doing the job can lead to injuries to the employee. Investing in the right process can save money and time and ensure the county hires the right person for the right job.

Once the right person is hired, properly training them to do the job is critical. It's also important to ensure that everyone in the workforce knows and understands the applicable OSHA standards the county must comply with. Encourage staff to attend safety and compliance workshops, since it is the responsibility of the employer to ensure compliance. The board of supervisors should receive a report from the safety committee regarding efforts to comply with safety regulations on a regular basis.

As alluded to earlier, OSHA plays a key role in outlining and monitoring employee safety and health procedures. Iowa is a state plan state, which means Iowa develops and operates its own safety and health programs that are overseen by the Federal OSHA. Municipalities in states without a state OSHA plan are often exempt from OSHA regulations. However, in Iowa private employers as well as state and local governments, including counties, are covered by Iowa Occupational Safety and Health (IOSH) regulations. These rules state that the employer is responsible for providing employees, including volunteer emergency medical technicians and reserve peace officers, with a safe and compliant workplace. Failure to provide a safe work environment may lead to fines for counties and potential penalties that can be leveled at individual elected officials that are deemed willful violators or criminally negligent.

Budgeting for training, equipment and other expenses required for safety, such as physicals, vaccinations and hearing tests, is another way elected officials can take a proactive role in creating a culture of safety in their county. For example, if a county has employees working in the right-of-way, then traffic control devices, high visibility clothing and proper procedures must be provided and used. If a county can't afford to do the job safely, it must find alternative methods, such as contracting. Some smaller local governments have worked together to develop safety equipment sharing programs.

Many counties of all sizes appoint board members to committees for various functions of the county. There are road, watershed and solid waste committees. Typically the board of supervisor members on these committees work with the employees in the affected department, attend meetings and generally become the board "expert" on that function. A natural extension is to appoint a safety committee for the county, and to appoint a board member to serve on the committee. The committee members can be responsible for a safety manual, communicating with employees on safety item budget needs and, of course, attend the county safety committee meetings. There are also opportunities for board members and other elected officials to attend safety workshops. The Iowa Municipalities Workers' Compensation Association holds presentations on different safety aspects each year free of charge to members.

As visible and active leaders in the community and in setting the vision for the county, elected officials have a unique and important role in encouraging safe work practices in their county. Their

Continues on next page.

miscellaneous

Mixed Results: Quarterly Summary

By: Miles Capital, investment advisor to Iowa Public Agency Investment Trust (IPAIT)

The advance estimate of 1Q14 GDP was much weaker than expected on the heels of bad weather across the country. Consumer spending on services rose the most in 14 years, spurred by higher utility and health care spending, but a downturn in inventory build and retail sales offset the surge.

The severe winter weather played out in negative economic headlines but it has not been enough to slow the Federal Reserve's (Fed) taper timeline. Janet Yellen downplayed the guidepost of a 6.5% unemployment rate as a marker for the beginning of rate hikes, as April's reported rate was 6.3%. She also suggested that a six month window between the end of tapering asset purchases and the beginning of rate hikes is reasonable.

Some measures of housing activity, including existing home sales and mortgage applications, fell in the first quarter raising concern that housing activity has peaked and may not improve without wage growth. The spring selling season will be a good indicator of the relative health of the housing market.

Another concern that continues to grow is the level of valuation in equity markets. The S&P 500 reached an all-time high in the first quarter and corporate profit margins are strong, primarily driven by bottom-line cuts. While an accommodative Fed is supportive of the strong equity market, it seems likely that consensus earnings expectations are overly optimistic, which could lead to market retracement.

Geopolitical risk bubbled over as conflict between Russia and Ukraine buffeted emerging markets and raised concerns about the flow of Russian commodities such as natural gas to the European Union. And, several European governments are facing challenges from a populace that is tired of austerity but unconvinced that proposed reform is the right answer. The fragility of the global economic recovery suggests heightened sensitivity to this type of geopolitical unrest.

The domestic economy appears to be gaining traction, but there are many obstacles and influences that will continue to impact the trend. Rates have fallen with the 10yr Treasury down 10bps to 2.65%. Although the yield curve flattened slightly, the curve remains relatively steep. March saw strong performance of risk as all risk sectors outperformed Treasuries, including agencies, mortgages, and credit. Treasury bill supply has fallen dramatically, placing downward pressure on short rates.

While Chair Yellen injected a bit of uncertainty into the market as she suggested that rate hikes might occur as early as spring of 2015, ultra-short rates are unlikely to move until then. Additional investment opportunities do exist in longer-term fixed income investments available for non-operating funds. IPAIT is happy to both offer and help Iowa's public entities evaluate potentially higher-yielding investment options.

IPAIT is here to help provide you options and safety of principal, no matter what the year brings. Keep us in mind for your future investment needs and visit us on the web at www.IPAIT.org. Thank you for your business and support.

Disclosure: The views expressed are those of the author as of the date of the article, are for informational purposes only, not meant as investment advice, and are subject to change. Miles Capital does not guarantee the accuracy or completeness of any statements contained in this material and is not obligated to provide updates.

misc - safety

leadership can ensure that every county employee goes home safe at the end of each work day.

The Iowa Municipalities Workers' Compensation Association (IMWCA) may be reached at 515.244.7282 or imwcainfo@iowaleague.org.

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2014 calendar

June 2014
8-12 ICAA Spring Conference (Okoboji)
11-13 ICIT Midyear Conference (West Des Moines Marriott)
25 ISAC Board of Directors Meeting (ISAC Office)

July 2014
8 CCMS Administrators Meeting (Stoney Creek Inn, Johnston)
11-14 NACo County Solutions and Idea Marketplace (New Orleans, LA)
29-1 Auditors Annual Conference (Hotel Blackhawk, Davenport)
31-1 Supervisors Executive Board Retreat (Fremont County)

August 2014
6 ISAC Scholarship Golf Fundraiser (Toad Valley, Pleasant Hill)
12-15 Recorders Annual Summer School (Isle Casino, Bettendorf)
21-22 ISAC LPC Retreat (Hilton Garden Inn, Johnston)

September 2014
11-12 ISAC Board of Directors Retreat (Humboldt County)
23-24 CCMS Annual Conference (Courtyard by Marriott, Ankeny)
25 ISAC LPC Meeting (ISAC Office)
28-30 Assessors Annual Conference (Embassy Suites Des Moines Downtown)

October 2014
14 CCMS Administrators Meeting (Hilton Garden Inn, Johnston)
14-15 IEHA Fall Conference (Best Western, Marshalltown)
16-17 ISAC Board of Directors Meeting (ISAC Office)

November 2014
6 CCMS Advanced Case Management Meeting (Stoney Creek Inn, Johnston)
12-14 ISAC Fall School of Instruction (Veteran's Memorial Community Choice Credit Union Convention Center, Des Moines)

December 2014
3 ISAC Board of Directors Meeting (ISAC Office)
9-11 ICEA Annual Conference (Ames)

2015 Conferences/Events
January 14-15 ISAC New County Officers School (Meadows Events and Conference Center, Altoona)
February 21-25 NACo Legislative Conference (Washington D.C.)
March 11 County Day at the Capitol (Des Moines)
March 12-13 ISAC Spring School of Instruction (Des Moines Marriott Downtown)
July 10-13 NACo Solutions and Idea Marketplace (Charlotte, NC)
November 18-20 ISAC Fall School of Instruction (Cedar Rapids Convention Complex)

If you have any questions about the meetings listed above or would like to add an affiliate meeting to the ISAC calendar, please contact Stacy Horner at shorner@iowacounties.org.

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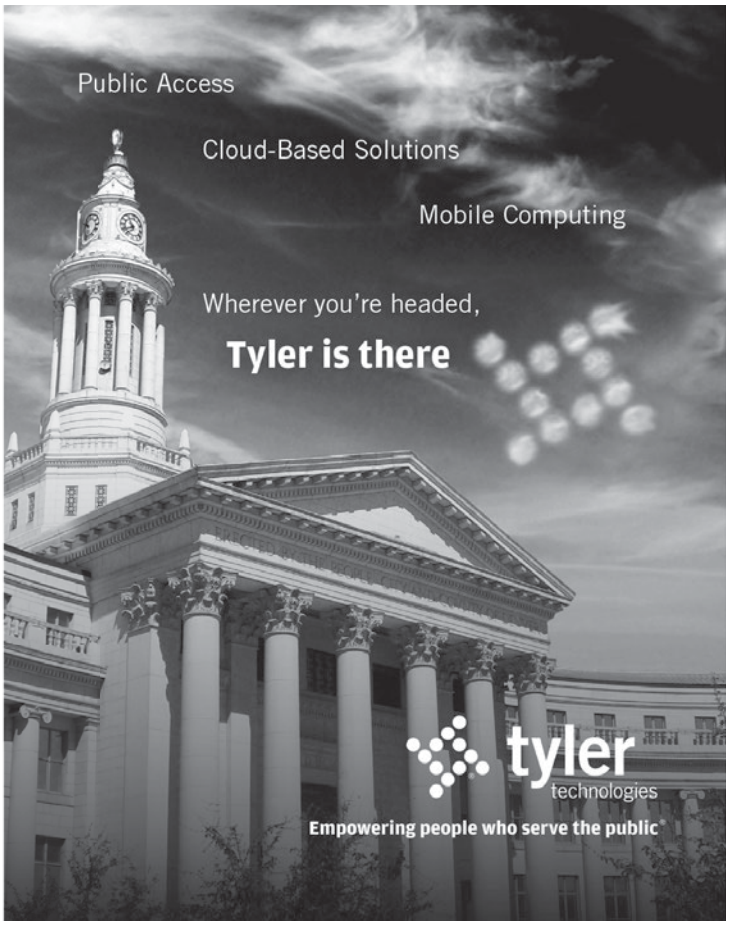

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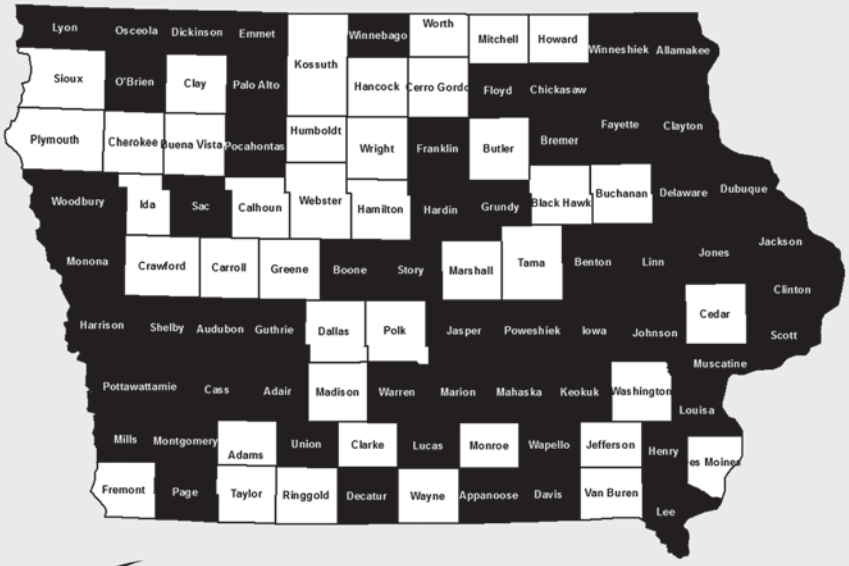

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Diamond MOWERS™

SHIPPING 72 HR. PARTS GUARANTEE

WHEEL LOADER BOOM MOWER FEATURES:

- Attaches to 25,000 lb. and larger loaders
- Increases asset utilization and enhances budgets
- Available in 23 ft. and 25 ft. booms
- Fully self-contained with independent power, electrical and hydraulic systems
- Comes standard with actuator and joystick
- Elevated operator platform improves visibility
- Boom and loader reach combine to offer unmatched vertical capability
- 50" and 60" Rotary mower heads available
- 44" & 50" HD Flail mower and 63" STD flail heads available
- 48" Sawhead and ditcher attachments also available

Demand Smart. Demand Diamond.

DIAMOND MOWERS
27134 S. Parklane Drive
Sioux Falls, SD 57106

100% SATISFACTION GUARANTEE
★ GET IT, LOVE IT or LEAVE IT! ★

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