



# The Iowa County

Iowa State Association of Counties

December 2014

Preferred Vendor of the Month:  
Country Risk Management Services, Inc.  
representing ICAP and IMWCA

Incoming President's Comments

ISAC History





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# The Iowa County

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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 - incoming president

## Why Counties Matter

“We will not agree on every issue. But let us respect those differences and respect one another. Let us recognize that we do not serve an ideology or a political party; we serve the people.”

- John Lynch, former New Hampshire governor

Why do counties exist? Why are we here and what is our function? If you ask SIRI “What is the the answer to life, the universe and everything?” She will say “42.” Not very helpful. I think the answer should be “Mary Ann.” When people ask me what a county supervisor does, I have to fumble around for a concise answer because it is so broad and covers a wide array of services with which we deal. I am not much better at giving a good answer than SIRI.

Last year, NACo developed a brochure entitled “Why Counties Matter.” It tells, by the numbers, what services counties, throughout the nation, provide. It gives a lot of information in a compact, easy to read format. Now ISAC staff has produced one that tells the services provided by the 99 counties in Iowa.

At one of my first ISAC schools there was a workshop facilitated by an advertising professional. The focus was the need to sell your product or services, so that the public would buy it and know what a good deal they were getting. Counties are very good at giving good service, but we are terrible at selling and promoting it. I think our service is so good that the public takes us for granted and the only time they notice is when something is wrong. It is usually a road problem. But it might be a rash of burglaries in the rural area, or any number of other issues. Maybe once in a blue moon would we ever get a pat on the back or appreciative letter of thanks.

This reminds me of a joke where the husband comes home from work and the house is a mess, dishes piled in the sink, laundry all over the floor, kids screaming and the dog barking. The wife is sacked out on the couch, and he asks, “What is the matter?” She says, “You know how every time you come home and ask me what I did all day? Well, today I didn’t do it!”

Now it is time we get noticed for what we do, not what we don’t do. It is time to toot our horn and pat ourselves on the back a little bit. Humility may be a good virtue to have, but it doesn’t serve us or the public very well in knowing what they are getting for their tax dollars.

The piece that ISAC produced tells the statewide story. The information is also put into a format that each county can use to tell their own particular story. Collect your numbers from

**By: Melvyn Houser**

ISAC incoming President,  
NACo Representative,  
Pottawattamie County Supervisor



your engineer on miles of roads, number of bridges. How many prosecutions by the county attorney, jail inmates, civil papers served, and 911 calls answered from the sheriff. Compile the number of marriage licenses, birth certificates, death certificates issued or real estate transactions are recorded. You can also get the numbers of voters and absentee ballots processed, dollars disbursed to the schools and cities, visitors to the county parks, veterans served, and the list goes on.

Those who attended last month’s fall school received the document in their packet at registration. If you were not able to attend, the template is available on ISAC’s website.

Of course, numbers don’t tell the whole story, but it is a helpful starting point to tell the story of “Why Counties Matter.”

Self promotion can also have another good side affect. One topic I considered offering up for the coming year is civility. Let me explain. At a NACo conference several years ago there was a workshop where civility, or lack thereof, was the topic. Much of the discussion centered around the dysfunction of our federal government. No matter what the other party proposed it was wrong only because it came from “the other party.” Consensus doesn’t seem to be an option. Here is a story.

My brother, Hubert, served in the Iowa House and Senate for a number of years and made good friends there from both parties. One of those was Jack Kibbie. A great guy, hard working, well respected farmer and Senator from Palo Alto County. Mr. Kibbie is a Democrat, and Hubert is Republican. While they were having lunch together one day a freshman from Hubert’s party passed and gave him a look of disdain like, “Why are you talking to a Democrat!?!?” Not a very effective way to run a government. And, not to mention the negative attack ads we’ve been accosted with during the political campaigns. Those silly Calvin decals stuck to the rear windows of your Ford pickup don’t make it run one bit better.

Thank goodness we don’t act like that at the county level. Or, do we? How many times at a county meeting have we complained about the legislature or the governor or the city council? And I’m sure the city council has plenty to say about the county. Or when the House or Senate is caucusing, if they’re not teeing off on the other party they are ripping into the counties. I suppose it is human nature to cast blame on the other guy.

Continues on page 6.

# feature - preferred vendor of the month

**Preferred Vendor of the Month:  
County Risk Management Services, Inc.  
representing ICAP and IMWCA**

**By: Robert Gehring**  
Crabbe, Brown & James

*Thank you to County Risk Management Services, Inc. (CRMS, Inc.) representing ICAP and IMWCA for their excellent service to the counties and their continued support of ISAC. ISAC is proud to call CRMS, Inc. an Endorsed Elite Preferred Vendor and of our continued relationship. CRMS, Inc. is ISAC's Preferred Vendor of the Month throughout December - please be sure to extend your thanks and support to them as well. As part of their preferred vendor agreement, CRMS, Inc. was given space in the December magazine and provided this educational article. Enjoy!*

## Cyber Liability – Are You Protected?

We all rely on digital information and advanced computer systems. While technology has changed our lives and society, it also has brought increased risks. Public entities are especially at risk due to the nature and volume of information that is received, sent and stored. Additionally, there are significant regulatory requirements imposed upon political subdivisions in the operations of their digital and computer systems.

The term “cyber” generally refers to computer operations and information stored or sent by way of computer. “Cyber liability” encompasses a range of issues involving computer and internet operations. A non-exhaustive list includes:

- virus attacks;
- improper release of information;
- identity theft;
- damage to reputation;
- copyright infringement; and
- damage to computer systems.

Significant expense or demands may result from lost productivity or damage claims by third parties. Costs may be incurred to comply with regulations that require notification to citizens or customers, if the security of a computer system is breached.

This article is not designed to be a comprehensive analysis of all cyber liability risks and prevention methods. Our purpose is to provide a general description of liability risks and explain coverages provided by ICAP. (The descriptions of ICAP's coverage contained in this article are only general summaries.)

## Third-party Claims

A potential exposure is in the form of “third-party” damage claims. A third-party claim is a claim made by an injured or damaged party against the member. Third-party cyber liability claims can arise from:

**A. Privacy Liability** - Theft or unintentional release or loss of personal data such as driver's license numbers, social security numbers and credit information.

**B. Internet Liability** - Defamation, domain, trade name or copyright infringement.

## C. Breach of Network Security –

A virus, hacker or denial of service attack that may originate from an email or internet site.

## Tips for Preventing Cyber Liability Claims

1. Use security software and update it frequently.
2. Scan computer systems to look for any bugs.
3. Be alert for emails that ask for personal information.
4. Scan USB devices used for transferring data.
5. Keep web browsers and operating systems up to date.
6. Use encryption technology.
7. In the event of a possible security breach, immediately evaluate the problem and involve legal counsel to ensure compliance with notification requirements.

## Coverages Provided by ICAP

**A. Cyber Liability Coverage:** ICAP's coverage to its members includes a “Cyber Liability” endorsement that provides coverage for third-party cyber liability claims. The definition of “cyber liability” includes the failure to control access to a computer, denial of authorized access, failure to prevent unauthorized disclosure or dissemination of electronic data, failure to protect the introduction of or the transmission of malicious code or computer virus, or failure to comply with any federal, state or other law governing electronic data.

## B. Coverage For Damage To Data, Hardware Or Software:

ICAP also provides “electronic data coverage” under its Governmental Property Agreement. That coverage provides benefits to a member for the repair, replacement, or restoration of their electronic data in the event that electronic data is lost or damaged and the member suffers a loss as a result.

Continues on page 6.

## ISAC brief

### Sheriff Pulkrabek Joins ISAC Executive Committee

Lonny Pulkrabek, Johnson County Sheriff, will be the 2015 ISAC third vice president. The ISAC Board of Directors unanimously approved the following 2015 executive committee members during its November 12 meeting. The term of the executive committee is January 1, 2015 to December 31, 2015. Congratulations to Lonny and all the members of the 2015 ISAC Executive Committee.

ISAC President: Melvyn Houser, Pottawattamie County Supervisor and NACo Representative

1<sup>st</sup> Vice President: Joan McCalmant, Linn County Recorder

2<sup>nd</sup> Vice President: Peggy Rice, Humboldt County Auditor

3<sup>rd</sup> Vice President: Lonny Pulkrabek, Johnson County Sheriff



## feature - preferred vendor of the month

Continued from page 5.

**C. Cyber Breach Expense Coverage:** ICAP provided a “Cyber Breach Expense” endorsement to all members with a \$50,000 limit (\$50,000 per occurrence/\$50,000 annual aggregate) effective January 1, 2012. Effective October 1, 2013, ICAP began offering optional limits up to \$250,000/\$250,000. This endorsement provides for the payment of expenses incurred by a member for the loss, theft or accidental release of electronic data that personally identifies an individual. The expenses covered are those incurred to:

1. notify affected individuals;
2. establish a toll-free help line;
3. provide credit monitoring to affected individuals for up to a year;
4. provide victims with identity restoration services for up to a year; and,
5. respond to unfavorable publicity related to cyber breach.

#### Conclusion

Public entities should ensure that they have the appropriate policies, practices and security systems in place to protect themselves and the public. Cyber liability coverage cannot protect against all types of claims or losses that may occur. Constant education, training and upgrade of systems are required to fully protect political subdivisions from claims, damages or penalties.

#### Biography of Robert Gehring

*Robert Gehring is a partner with Crabbe, Brown & James in Cincinnati, Ohio and practices in the areas of governmental law, torts, insurance and business litigation. A past president of the Cincinnati Bar Association, he is Board certified as a civil trial advocate by the National Board of Trial Advocacy. Bob can be reached at 513.784.1525.*

## feature - incoming president

Continued from page 4.

A lady at the NACo workshop said it brought to her mind the bible verse from Matthew 7:3 “Why worry about the speck in your brother’s eye when you have a log in yours?” Another applicable quote is from Teddy Roosevelt. “If you could kick the person in the pants responsible for most of your trouble, you wouldn’t sit for a month.”

I guess what I’m trying to say as I attempt to pull all of this together is: let us be more reflective on what we do and not

concern ourselves so much with what others do. Even though it affects us, the only things we have total control over are our own actions. And by telling our story of what counties do, we can educate our constituents and legislators so they also know and can make informed decisions.

So let us start now, to have civil dialogues and discussions about the county role in governance and the good work we do. And I know just where to start. With me.

## ISAC History: Part III - The Great ISACO Convention of 1935

By: *Grant Veeder*

Black Hawk County Auditor  
and ISAC Historian



A frequently discouraging gambit of county officials is to ask the public what it knows about county government. The answer is, invariably, not much. Well, what can we expect when counties are little covered and less understood by the news media? Believe it or not, there was a time when local newspapers paid more than passing attention to county affairs, including things like meetings of the Iowa State Association of County Officers (ISACO). This is the story of the June, 1935 ISACO convention in Cerro Gordo County, which may be the best-covered meeting in our history.

The *Mason City Globe-Gazette* lavished dozens of column inches on this meeting, giving us valuable insights into the issues and practices of county officials of that era. A portent of things to come appeared in the paper's April 25 issue, which ran an article that rated an inside-page banner headline ("COUNTY OFFICERS PREPARE FOR STATE MEETING"), a sub-headline ("CONVENTION WILL DRAW BIG CROWD JUNE 12, 13, 14"), and a sub-sub-headline ("T.C. Wooton in Mason City Making Preparations for Event"). Mr. Wooton was the "editor and business manager of the Iowa County Officer, the official organ of the Iowa State Association of County Officers." Wooton expected 900 to 1,100 attendees, making it, in his estimate, "the largest convention ever held by the association." Wooton provided a solid fix on the origin of our organization in his interview: "The county officers association is 34 years old, but it has only become real active the last two years." During his two-day visit Wooton made preliminary arrangements and conferred with Cerro Gordo County officials, several of whom were officers in their state organizations.

Then we presume that Wooton went back to Des Moines and that Cerro Gordo County began to feverishly prepare for the event, because it was quite an event. Meetings and functions were planned for the Mason City High School, the recently constructed Wagner-Mozart Music Hall, the YMCA, the Cerro Gordo County Home, the Hotel Hanford (pictured) and the Clear Lake Golf and Country Club. In addition to meetings of the full membership, seven county officer groups needed space for their gatherings: auditors, clerks of court, engineers, recorders, county farm stewards and matrons, and supervisors

all held separate meetings. It's difficult to say if there were any non-attending county officer organizations that were affiliated with ISACO in 1935, but briefer mentions at the time of previous annual meetings indicate, for instance, that county sheriffs were at the 1927 state convention in Sioux City, and that city assessors elected officers while attending the 1930 ISACO meeting in Des Moines.

When June 12 arrived and Cerro Gordo County opened its arms to county officials from all over the state, the *Globe-Gazette* was on hand to record their varied activities. Despite T.C. Wooton's anticipation of 900-1100 conventioners, the newspaper reported attendance of "some 799 delegates." The convention began with a joint session Wednesday afternoon. During a business meeting, elections were held, and the body unanimously re-elected as president Frank Henke, Franklin County Supervisor, and as secretary-treasurer W.H. Kaufman, Buena Vista County Auditor. The article unaccountably reports that the position of vice president was newly created at this meeting. It clearly was not. Boone County Supervisor C.T. Williams was unanimously elected to the post, but he likely succeeded Leslie O. Ross, the Fremont County Clerk of Court, who was elected vice president at the 1934 convention in Des Moines.



Editor Wooton spoke to the full convention (he "strongly advocated a government with local control"), then Polk County Supervisor B.B. Dewey, chairman of the legislative committee, reported out a group of sixteen resolutions, which the *Globe-Gazette* printed in full. The resolutions supported local control, high standards of qualifications for county leaders, "a substantial reduction of taxes on real property," improvement of secondary roads, improvements in rural education, health and housing; and "the administration of social justice in a neighborly and friendly manner according to certain standards to be controlled by local representatives elected by and held responsible to the people," among other things. Regarding ISACO itself, they commended the work of the legislative committee and recommended that it be made a permanent part

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# feature - ISAC history

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of the organization, they endorsed the continuance of district meetings, and they urged “each and every county official” to support the work of the *Iowa County Officer* magazine. The convention approved the full package of resolutions. Their joint organization business concluded, the delegates enjoyed a “floor show” at the Hotel Hanford Wednesday evening.

On Thursday the affiliates met separately to “consider their specific problems.” The supervisors heard several speakers in the high school auditorium. Clerks of court also met at the high school. Auditors and treasurers met in the music hall, engineers at the YMCA, and recorders at the hotel. “The high point of the stewards and matrons convention,” claims the *Globe-Gazette*, “was a visit to the Cerro Gordo county home, following a business meeting at the Y.M.C.A. banquet room earlier in the day.”

Other high points: B.B. Dewey warned the supervisors about the state hijacking federal funds meant for county roads. Deputy Auditor of State C.J. Burns addressed a joint meeting of auditors and treasurers on fifteen new laws that would affect their offices, including “the public bidders bill, the old age pension act changes, elimination of the 50 cent head poll and elimination of old highway financing accounts.” Mason City’s Ward Hamilton, head of the Hamilton School of Commerce, gave a talk entitled “The Public Servant” to the clerks of court. In it he commiserated with them about unfair criticism, which he said usually comes from “those persons most incompetent.” He quoted a comforting verse from the Book of Proverbs: “Accuse not thy servant lest he curse thee and thou be found guilty,” apparently giving the go-ahead for public servants to curse their incompetent critics. The clerks also heard a fairly platitudinous speech by Judge Joseph J. Clark, in which he recommended that criminals who attack our “garrisons of safety” be placed in jails “where they belong,” and denounced the dictators of that era “for their tyranny and warlike attitude,” calling out in particular Adolf Hitler of Germany and Benito Mussolini of Italy. The engineers listened to George W. Griffith, the assistant engineer in Iowa for the Public Works Administration, the Depression-era jobs program that poured billions of federal dollars into projects completed by private construction firms.

Recorders heard various speakers before a roundtable discussion Thursday afternoon. Their highlight was probably the original poem on the responsibilities of the Recorder’s Office delivered by Sac County Recorder Mrs. C.M. Mohler (her given name, if she had one, resists discovery). It begins thusly: If you can go to work each weekday morning  
With zest for every task the day shall bring,  
Resolved, no matter how the duties crowd you,  
You’ll meet them with a smile, or even sing...

Then follow several stanzas encouraging cheery and efficient service to the public: Checking each lease and deed and mortgage; making proper entries in the fee book; laying aside your work a dozen times an hour to search for wanted information, “pretending it’s a joy and not a chore”; helping a farmer with his crop loan; giving a little of your time “but not too much” to salesmen and reporters; etc. And in closing,

If you can meet these million little duties,  
And master them before they master you,  
And yet find time before the day is ended  
To smile and speak a cheering word or two:  
If you can say as eventide approaches,  
At least I’ve tried this day to do my best,  
Although you may not win the next election,  
You’ll know that you have passed a higher test.

It was pretty inspiring stuff until that bit about losing the election.

Their labors completed, the delegates headed off for the banquet and dance at the Clear Lake Golf and Country Club. The Rusty Hinge quartet played through the meal; Red Wilson’s orchestra supplied the dance music. During the intermission, “Little Mavis Crouse, Storm Lake, entertained the delegates with solo dances,” accompanied on the piano by her mother.

While most delegates began Thursday night or Friday morning their “trek homeward,” some lingered to visit the courthouse or to wind up convention business. The officers of the joint association adopted a wordy resolution of thanks to “the businessmen and people of Mason City, Iowa,” and “especially the Mason City school board, the directors of the Mason City Y.M.C.A., the Chamber of Commerce, and the Hanford Hotel, of said city.” They might also have thanked the *Globe-Gazette*. Its comprehensive and sympathetic coverage should be widely emulated today. At least then the public would have a fighting chance when asked what it knows about county government.

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## The Gift Law

**By: Eric Gookin**

ISAC Law Clerk

So the holidays are nearly upon us, or maybe they have already arrived... (I forget when this article will be published, and really wasn't paying that close of attention to Kristi when she asked me to write the December *Legal Briefs* article). In any event, whenever the festive colors and sounds of the holidays do surround you, you will undoubtedly be flooded with gift offers – a burden only truly known to the loyal public servant. But alas, before you graciously accept that influx of Faberge eggs and crowned jewels, there are a few caveats under Iowa Code §68B.22 of which you need to be aware.

First, you should consider what the value of the gift is. Generally speaking, you may accept gifts that have a value of less than \$3. The office you work for may receive gifts for more than \$3, but each person within the office may not accept more than \$3 worth of that gift. Think of a \$9 plate of cookies (they are good cookies). As long as at least three people each take an equal share that is acceptable.

Second, you should consider who is offering the gift. In short, if they are able to benefit from wondrous and powerful expressions of your authority then they are “restricted donors.” You are a restricted donor to your boss because your boss has wondrous and powerful expressions directly over your financial well-being. Your boss may give you a gift because there is no direct financial benefit from you to her. You may give gifts to co-workers, so long as you are unable to determine his salary (or something along those lines). However, you may not give a gift to your boss. You may also not receive a gift from vendors who have contracts, or hope someday to have contracts, with your office.

Third, these rules apply to relatives within the fourth-degree of kinship. That is the annoying legal way to describe family members up-to-and-including your first cousins. (Your parents, children and siblings are first degree; your grandparents are second degree and your uncles and aunts are the third degree). All of those relatives are not allowed to accept gifts from vendors or other people who can profit from your beneficence.

There are also several gifts that are exempted from these limits (Iowa Code §62B.22(4)): funeral arrangements, wedding gifts, gifts for 25<sup>th</sup> or 50<sup>th</sup> anniversaries of marriage, and plaques

in recognition of a person's public service commitment. Also, inheritances and gifts exchanged by family members (including those within that fourth degree) are fine.

If some restricted donor with a generous soul ignores the law, sneaks into your office and drops off a plate of cookies worth \$15 (they're delicious – maybe her grandma made them), but there are only three people in the office, you have a problem on your hands. You would need return the gift, or give her a gift of equal value (I suggest those cinnamon rolls your aunt makes), or you could simply pay the person for that gift. You could also donate that gift to a charity organization.

The purpose for all of these rules is simple enough: “Even where there is genuine personal friendship, the acceptance of personal benefits from those who could gain advantage by including official actions raises suspicions that tend to undermine the public trust.” (Iowa Code §68B.21)

As an officer or employee of the county, your actions impact citizens every day. It is critical to maintain dedication to fairness in both perception and practice. County government is a special place to work, one that has a direct impact on your neighbors. At the same time counties can be small places with talkative walls, and an otherwise innocent gift can be misunderstood to mean more than it was ever intended – then there could be a lot more annoying legal words tossed around at you.

Of course, all of this could be easily avoided by simply, and politely, refusing any gifts. Asking the gift giver to simply donate her expensive (or even terrible) cookies to a food bank or homeless shelter only furthers your positive impact on your community.

This article is simply guidance, well-timed for not just the holidays, but also for those new officers who will soon be serving our counties. As always, if you have any questions about the way to best approach a gift you have received, ask your county attorney. Then look at her askew if she offers to “drop off those cookies on my way home,” and remind her that the rules apply to her as well. Happy Holidays!

# capitol comments

## Election Recap

Below is an election recap that summarizes the federal, state-wide, and legislative races in Iowa. Special attention was given to current and former county officials.

### U.S. Senate

With the retirement of Senator Tom Harkin (D), Iowa had its first open U.S. Senate race since 1974. Former Montgomery County Auditor and current state Senator Joni Ernst (R) defeated four-term U.S. Representative Bruce Braley (D) in the state's most high-profile race.

### U.S. House of Representatives

Representative Braley's run for the Senate and the retirement of Representative Tom Latham (R) produced two open Congressional seats, while the other two incumbents faced credible challengers but in favorable districts. In District 1, businessman Rod Blum (R) upset state Representative Pat Murphy (D), a former Speaker of the House, to succeed Representative Braley. In District 2, Representative Dave Loebsack (D) fended off a third challenge from ophthalmologist and former director of the Iowa Department of Public Health, Mariannette Miller-Meeks (R). In District 3, former Congressional staffer David Young (R) defeated former state Senator Staci Appel (D) in a race to replace Representative Latham. In District 4, Representative Steve King (R) defended his seat against former soldier and Pentagon employee Jim Mowrer (D). The Iowa delegation is now made up of three Republicans and one Democrat, while both Senators will be Republicans for the first time since 1985.

### Statewide Constitutional Officers

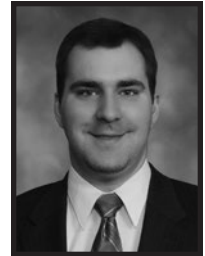
Incumbent Governor Terry Branstad (R) defeated state Senator Jack Hatch (D) to secure his sixth non-consecutive term, and is now set to become the longest serving governor in U.S. history. Governor Branstad's running mate, Lieutenant Governor Kim Reynolds, is a former Clarke County Treasurer and state senator.

Secretary of State Matt Schultz (R) chose not to seek re-election and instead ran (unsuccessfully) in the Third Congressional District Republican Primary. Schultz's departure left an open race that pitted former Secretary of State Paul Pate (R) against campaign staffer and political consultant Brad Anderson (D). Pate was the victor and earns his old job back.

Attorney General Tom Miller (D), the nation's longest currently serving attorney general, was elected to his ninth non-consecutive term. Miller defeated Adam Gregg (R), a former legislative liaison and adviser to Governor Branstad.

**By: Lucas Beenken**

ISAC Public Policy Specialist



State Treasurer Michael Fitzgerald (D), the nation's longest currently serving state treasurer, was elected to his ninth term. Fitzgerald defeated Sam Clovis (R), a retired Air Force commander and current college professor.

Secretary of Agriculture Bill Northey (R) was elected to his third term by defeating Polk County Water and Soil Conservation District Commissioner Sherrie Taha.

State Auditor Mary Mosiman (R) was elected to her first, full term after being appointed to the position in 2013. Auditor Mosiman, a former Story County Auditor and Deputy Secretary of State, defeated Jonathan Neiderbach (D), a former state employee and Des Moines School Board member.

### Iowa Senate

Democrats will maintain a 26-24 majority after losing one incumbent and making a gain in an open seat. Tim Kraayenbrink (R), a small business owner and former teacher, defeated Senator Daryl Beall (D) in a Fort Dodge based district that became more conservative through redistricting. In a tossup race to replace retiring Senator Sandy Greiner (R), Johnson County Deputy Sheriff Kevin Kinney (D) beat non-profit CEO and former Washington City Councilman Michael Moore (R). The Senate will lose two former county officials from its ranks as Senator Hubert Houser (R), a former Pottawattamie County Supervisor, and Senator Dennis Black (D), the former Jasper County Conservation Director, both chose to retire. Besides Kinney, the other addition to the Senate coming from county government is the return of former Senator Tony Bisignano (D), who most recently served as the Polk County Human Resources Director, and picked up the seat left vacant by gubernatorial candidate Senator Jack Hatch. Senator Joe Bolkcom (D) was the only other former county official up for re-election in the Senate. The former Johnson County Supervisor ran unopposed. In total, there will be six new senators because of retirements and turnover plus one additional from a special election after Senator Ernst resigns to take her seat in the U.S. Senate.

Continues on page 11.

Continued from page 10.

## Iowa House of Representatives

Republicans expanded their majority in the House by netting four new seats. Four Democratic incumbents were defeated, while each party picked up one seat in open districts currently held by the other party. Representative Dan Muhlbauer (D), a former Crawford County Supervisor, along with Representative Daniel Lundby (D), Representative Joe Riding (D), and Representative Frank Wood (D) were defeated by Republican challengers. Other former county officials on the ballot this year included:

- Representative Dave Dawson (D), a former Assistant Woodbury County Attorney, ran unopposed.
- Representative Mary Gaskill (D), a former Wapello County Auditor, ran unopposed.

- Representative Jerry Kearns (D), a former Lee County Supervisor, ran unopposed.
- Representative Scott Ourth (D), a former Warren County Public Affairs Director, won re-election.
- Representative Todd Prichard (D), current Assistant Floyd County Attorney, ran unopposed.
- Representative Sally Stutsman (D), a former Johnson County Supervisor, ran unopposed.

With the defeat of incumbents, retirements, and those leaving to seek other offices, there will be 15 new representatives in January.

## Farewell to ISAC

When Rachel first asked me to write a farewell for the magazine, I wasn't sure what I would write. If you had told me ten years ago I would be leaving a job where I truly enjoyed the people I worked with and for, I would have scoffed. But then my girls came along, and my priorities changed. I want to spend more time with them while they are little. As you well know and as many have told me, it goes so fast.



**By: Hanna De Groot**

ISAC Public Policy Specialist



That doesn't mean I feel any less passionately about county issues. I will continue to champion local government and am so appreciative of the chance to have learned more about how counties operate. Thank you to Bill Peterson and Linda Hinton for offering me the opportunity to lobby for ISAC. Thank you to the government relations team and the rest of the staff at ISAC. It has been great working with you these past seven and a half years. And thank you to the county officials. You make up the backbone of ISAC's lobbying efforts. I strongly encourage you all to get involved in the legislative process through your affiliates and by developing a relationship with your legislators. Make yourselves an invaluable resource they will turn to when county issues arise at the statehouse.

And because they are just so cute, I'm closing this with a picture of my adorable kiddos, Lydia Jo and Charlotte Mae. I'm not biased or anything. ☺

## Partnering for Success

Partnering for Success was the title of our 22<sup>nd</sup> Annual Conference held in September at the Courtyard by Marriott in Ankeny. And what an appropriate title as we move forward working together to partner for the health, safety and wellbeing of the individuals we serve! Dr. Brian Bonfardine, M.D. started off the conference as our Keynote Speaker. Dr. Bonfardine currently holds several different positions including Clinical Assistant Professor at the East Tennessee Department of Psychiatry, the consulting psychiatrist at Steppenstone Adolescent Sexual Offender Program and the Helen Ross McNabb Child and Youth Program. In addition, he also has his own private practice that specializes in Autism and Developmental Disabilities. Dr. Bonfardine spent the morning discussing how to recognize, diagnosis, and implement treatment options for those diagnosed with both an Intellectual Disability and a Chronic Mental Illness. Dr. Bonfardine also discussed treatment interventions for the non-verbal individuals diagnosed with intellectual disabilities and mood disorders. His discussion included recognizing symptoms and understanding treatment goals and best practices that are attainable for these individuals.

The afternoon began with Scott Lyon discussing guardianship roles and responsibilities. Scott is a Staff Attorney at Disability Rights Iowa and works primarily with adults with disabilities. Scott's discussion included the rights and responsibilities of wards and guardians under Iowa Law.

**By: Molly Steffen**

ISAC CM& MHDS Specialist



Dr. Patricia McGuire, M.D., F.A.A.P. closed out the day by presenting on pediatric profiling. Dr. McGuire is a board certified developmental and behavioral pediatrician that has been in private practice since 1985, working the past 20 years in Cedar Rapids. Dr. McGuire shared with the group the effects that labeling can have on children and discussed how to approach our consumers without labeling for a better understanding of their behaviors, risks, needs and eventual treatment.

Day two offered our participants the opportunity to fulfill training and licensure requirements by attending ethics and mandatory reporter including dependent adult and adolescent abuse training. Breakout sessions were also offered throughout the day including CSN/TCM updates, night owl support systems, person centered planning, brain injuries and a session on an Applied Behavioral Analysis Program and how it can be developed and implemented for those with a diagnosis of autism.

As you can see, our conference covered a variety of topics that provided valuable information that can be implemented to serve and partner with your consumers, providers, families and team. Thank you to all who helped to make our 22<sup>nd</sup> Annual Conference a success!



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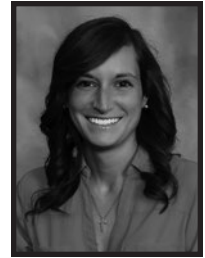
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## The Importance of a Quality Data Warehouse

By: *Madeline Schmitt*  
ISAC Software Designer



Having good data architecture and infrastructure is a key step for an organization to overcome being data rich and information poor. One may ask, how can a company with so much data, be information poor? It usually comes down to two reasons, lack of enterprise data infrastructure and poor data stewardship.

For an organization to overcome their lack of an enterprise data infrastructure, it would be important to integrate a data warehouse. Here they would be able to use the warehouse to perform analytics on their data. This is especially true for healthcare organizations. Many organizations are reluctant to give access to the backend of databases for various reasons. But, in order for a company to improve its data delivery and be information rich, it is essential to incorporate this enterprise data warehouse to make use of the data.

In order to make use of the data in the warehouse, an organization must have data stewardship to get the full potential of the data. According to an article from Health Catalyst:

“Data stewardship is the aspect of data governance that focuses on providing the appropriate access to users, helping users to understand the data, and taking ownership of data quality. Without appropriate stewardship, even the best infrastructures become underutilized and poorly understood by knowledge workers who could be generating value with the data every day.”

If an organization does not have the proper data stewardship in place, then they are more than likely not able to give their users a proper understanding of the infrastructure used to house the data. When this is the case, users could be generating data with no value, making the systems information poor. In addition to this there are three main reasons why data stewardship is so important.

**Good data warehouse architecture promotes good data stewardship.** Each IT environment is different in how its data systems are configured. In most, there are many access points making it a challenge to manage the access to the data in one central location. Sometimes, a company will have only one person granting access to all of the different points. This causes a backlog of work for that one person, and this designated access giver may not have all of the knowledge for each specific data part.

Having a centralized enterprise data warehouse can make giving access much easier on the organization. In the warehouse itself there are many parts, but with each part comes a data steward with specific knowledge for that particular part. Many times the collection of parts is called a ‘source mart’ or a ‘subject mart’. Having an expert for each ‘mart’ located within the data warehouse allows the architecture of the system to run smoothly, eliminating confusion of users as to what each part is responsible for.

**Good data warehouse tools promote good data stewardship.** According to Health Catalyst, the most important tool to have in an organizations warehouse would be, “...a tool to let the data warehouse user community know who these data stewards are.” To achieve the proper use of this tool, Health Catalyst suggests using a metadata tool that lists all data marts in the warehouse, and which data stewards one would go to, in order to retrieve information or access for that particular mart. Allowing the steward to create and edit the information about their mart for users to access is the first step in promoting a self-sufficient data warehouse community.

**Good data stewardship creates a well-informed and thriving user base.** If users do not know essential information about data marts, then how are they to provide accurate data to outsiders? The final, and third reason for explaining the importance of data stewardship in an organization, is so users can provide accurate data. “...the best way to *create long-term value* is to have a thriving user base.” The only way to achieve this thriving user base is to implement data stewards into the organizations system. A need for ‘experts’ on the data marts is essential to successful infrastructure and data analytics. These stewards provide the analysts with the information they need to connect with the data. In other words, they allow the analysts to do their jobs more efficiently and accurately.

Overall, for an organization, especially in healthcare, is it vital to have data stewardship integrated into everyday processes. This allows for the users to better understand the data they work with, and helps them to use the data in a more efficient and precise way. Incorporating these data stewards along with an enterprise data warehouse will make an organization not only data rich, but also information rich, which is what the organization needs to be completely connected to the data it stores.

# ISAC meetings

## Welcome, Kelsey

My name is Kelsey Sebern, and I joined the ISAC team on November 3 as the Meeting/Event Administrator. I previously worked in the hospitality world as an Association Sales Manager for Embassy Suites. I am an Iowa State University graduate with a Bachelor's Degree in advertising and a passion for event planning!

On a personal note, I was raised in the small town of Manilla, Iowa. My husband, Jesse, and I now make our home in West Des Moines with our 10 month old son, Brody. I enjoy cook-

**By: Kelsey Sebern**

ISAC Meeting/Event  
Administrator



ing, shopping and spending time with my friends and family.

I'm very pleased to join a wonderful ISAC team and look forward getting to know everyone. I'm grateful for this opportunity and look forward to many years to come! Please feel free to contact me anytime at 515-369-7013 or [ksebern@iowacounties.org](mailto:ksebern@iowacounties.org).

## New County Officers School

ISAC will host its New County Officers (NCO) School on January 14-15, 2015 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. While the NCO School is designed for new county officials, it is also an excellent opportunity for incumbent county officials to brush up on many 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 of the training will be specific to each of the three offices that were up for election this year – recorders, supervisors and treasurers.

Registration opens at 8:30 am on December 2, 2014 and closes at 4:30 pm on January 6, 2015. Please see more information, including an agenda, online!

Registration includes refreshment breaks, meals, and a CD of the 2015 NCO School Manual, which contains in-depth information about each of the subjects presented throughout the training. Please pre-register for this conference. This greatly helps ISAC staff to plan accordingly for conference meals and materials. Pre-registration also keeps our fees low, which ultimately saves your county money! Please note that counties may pay the registration fee for newly-elected officials to attend this training.

**Hotel Accommodations:** A sleeping room block is available at the Prairie Meadows Hotel for the evenings of Tuesday, January 13 and Wednesday, January 14, 2015. The group room rate is listed under the Iowa State Association of Counties (ISAC) and is \$102/night plus applicable taxes. Please call the hotel's reservation line, 515.957.3000 or 800.325.9015, to make your room reservation. All reservations must be made no later than 5:00 pm on December 30, 2014. After this deadline, any rooms left will be released for general sale and the ISAC group rate will not be available.



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## ISAC FY 2014 Annual Report

**By: Rachel Bennett**

ISAC Marketing/Communication  
Coordinator



ISAC issues an annual report to inform members of the association's overall activities and accomplishments. This 24 page document is given to all Fall School of Instruction attendees and is also available on the ISAC website, [www.iowacounties.org](http://www.iowacounties.org).

The annual report is based on our fiscal year – in this case, July 1, 2013 through June 30, 2014, and although most aspects of the association can be reported based on this fiscal year, there are exceptions. The term of the ISAC Board of Directors is the calendar year. ISAC Preferred Vendors are also based on the calendar year. So while financials, executive director comments, and highlights are based on ISAC FY 2014, the president's comments, the board of directors, and the preferred vendors are based on the 2014 calendar year.

Sufficiently confused? Maybe an overview of the document will clear things up.

This year's annual report features comments from ISAC President Harlan Hansen and Executive Director Bill Peterson. President Hansen gives an overview of his presidential activities. An ISAC president's year is extremely busy. We count on the president not only to host the ISAC meetings and conferences, but also to attend meetings on behalf of the association throughout Iowa and the nation. Bill's remarks center around the county visits that were performed in the fall of 2013 and specifically, what staff learned, what has been done and what is being done in response to the conversations held at those meetings. As a staff member who immensely enjoyed and found great benefit from visits to several counties, I am happy to see that the county visit program will continue in the future.

The Highlights section of the annual report will give you a snap-shot of major association activities. Reports covering government relations, scholarships, conferences, staffing changes, and new board members are all included. If it weren't for space restrictions, this area would be much bigger – ISAC is a busy place.

ISAC is also a complex association full of confusing acronyms. The next section of the report covers ISAC affiliated boards and programs. The ISAC Board of Directors members are chosen directly by each of ISAC's affiliates. This diverse group held eight formal meetings in 2014 and was charged with recommending a budget and legislative priorities, monitoring ISAC's financial position and activities, and much more. Summaries of the board minutes are included in the magazine and a full copy of the

minutes is also available on the ISAC website. The Case Management and Mental Health Disability Services (CM&MHDS) Board, formerly County Case Management Services (CCMS), is comprised of representatives from CM&MHDS member counties based on county population size and contracts with ISAC to provide staff support to the program. CM&MHDS delivers support and training to help member counties comply with state and federal rules and regulations through technical assistance, training and advocacy. The Electronic Transactions Clearinghouse (ETC) and the Community Services Network (CSN) is a robust and maturing system that keeps numerous staff and oversight committee members extremely busy in order to connect county and state agencies with a shared system that captures and reports standardized information for those accessing the community services system. Many system improvements and a new governing system are highlighted in the report. The County Strategic Technology Advisory Resource (CoSTAR) aims to bring improvements in the acquisition and use of information resources in Iowa counties. Goals and achievements of CoSTAR are stated for you. Finally, ISAC Preferred Vendors are companies or groups looking to build and deepen relationships with county officials. These companies pay an annual fee to receive enhanced perks and involvements all of which are outlined in the report.

ISAC is a staff-intensive association. Along with a pretty picture of each of us, the report contains a staff time allocation breakdown that will give you an idea of how we spend our working hours. Please note that the financial graphs on the following pages also highlight the fact that personnel accounts for 70% of the Association's expenses. Detailed statements of financial position and activities for ISAC, CM&MHDS, and ETC/CSN round out the report.

My summation is merely that, so please go onto our website, which happened to be redesigned in FY 2014 (more in the report), and check it out for yourself. ISAC staff is proud of the work that we do on your behalf, and we hope that you agree that FY 2014 was a successful year.

## ISAC Board Meeting Summary - October 16-17

ISAC President Harlan Hansen called the meeting to order and led the Board in the Pledge of Allegiance. The ISAC Board retreat minutes from September 11-12, 2014 were reviewed and approved unanimously.

Joni Tonnemacher and Nicole Loux, McGowen, Hurst, Clark and Smith, P.C., presented the FY 2014 ISAC audit to the Board. An unmodified opinion was reported, which is the cleanest possible finding. No internal control deficiencies were identified as materials weaknesses. The governance letter to the Board was included in the report. Staff was temporarily excused so that the auditors could meet privately with the Board. The Board accepted the FY 2014 ISAC audit report unanimously.

President Hansen reported that in an extremely tough decision, the Golden Eagle Committee recommended Richard Heidloff, Lyon County Treasurer and ISAC Past President, to be named the 2014 ISAC Golden Eagle. The Board accepted the committee's recommendation unanimously.

The Board unanimously accepted the ISAC Scholarship Planning Committee's recommended 2015 scholarship amounts as follows for a total of \$23,500: six top district scholarships at \$2,500 each, six district runner-up scholarships at \$1,000 each and one optional past president scholarship at \$2,500.

Joan McCalmant, Legislative Policy Committee (LPC) Chair, reported that the LPC met and recommended four top priorities: Mental Health and Disability Services (MH/DS), Multi-residential Property, Records Requests, and Road Funding. Jamie Cashman reviewed the legislative objectives. The Board discussed the legislative proposals and possible top priorities at length.

Senator Jack Whitver, Republican Caucus Whip from Polk County, discussed the current races of interest, big issues of the current session, and issues of concern to counties.

Kristin Comstock reviewed the financial highlights. She reported that the LPC mileage was paid by ISAC this year but has not been done so in the past. The Board approved paying the mileage for LPC committee meetings.

Bill Peterson reported that ISAC staff will be visiting 25 counties in the next round of county visits. He also updated the Board on staffing changes. Stacy Horner's last day was October 17. Kelsey Sebern, Embassy Suites Downtown Des Moines, has accepted the position and started on November 3. Hanna De Groot's last day was October 31.

Deb Eckerman Slack gave highlights of the recent changes to Case Management & Mental Health and Disability Services (CM&MHDS), formerly County Case Management Services (CCMS). She reported that the reason for many of the changes is because of the limit on indirect expenses that has caused 17 member counties to drop out of the program. One CM&MHDS staff position was eliminated by the CM&MHDS Board.

Rachel Bennett reviewed the Why Counties Matter publication. She reported that both a PDF and PowerPoint presentation are available on the ISAC website. The final document was distributed at the fall school and extra copies are available on request at the ISAC office.

Stacy Horner reviewed the 2014 50<sup>th</sup> Anniversary Celebration (fall school) board scenario and the special events being held during the conference. Rachel Bennett reported on exhibit booths and sponsorships. Stacy also reviewed the agenda for the 2015 New County Officer School being held January 14-15, 2015 at the Meadows Events and Conference Center in Altoona.

The Board unanimously recommended the 2015 ISAC Legislative Priorities to the ISAC membership as presented and the top priorities as: MH/DS, Multi-residential Property, Records Requests, and Road Funding.

Continues on page 17.

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# ISAC brief

Continued from page 16.

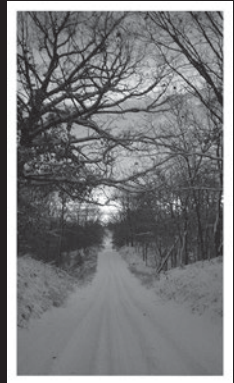
The Board unanimously passed a resolution to honor Larry "Buck" Koos for his heroics during the September 9, 2014 Jackson County Board of Supervisors meeting and asked that he be honored during the fall school general session.

Wayne Chizek and Robin Harlow updated the Board on the County Strategic Technology Advisory Resource (CoSTAR) activities and upcoming action plan.

President Hansen adjourned the Board following members sharing issues, concerns, ideas, achievements, etc.

# About the Cover

The cover photo was taken by Ana Lair, Henry County Treasurer, on a county road in south-eastern Iowa. She is thankful for her patient husband who will stop the car for the views that she wants to capture. This beautiful sunrise was definitely photo-worthy.



Editors note: Although I would normally run a photo such as this on the January or February cover it unfortunately already seems appropriate. Please send any photos or story ideas to Rachel Bennett at [rbennett@iowacounties.org](mailto:rbennett@iowacounties.org).

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# miscellaneous

## Welcome, Daniel

The Iowa Public Agency Investment Trust (IPAIT) is extremely pleased to announce the addition of Daniel Zomermaand to their team as Public Fund Services, Market Consultant.

Dan is responsible for leading the sales and client service efforts for IPAIT's local government entities. He is dedicated to strengthening client communications and relationships, developing sales and marketing plans, and crafting solutions to help meet the needs of government entity participants. Dan has devoted the majority of his career to serving the financial needs of public entities. Prior to joining IPAIT, you may have most recently seen Dan as VP, Public Finance with Northland Securities, where he served as financial advisor to a number of Iowa public entities. Previously, he also led creation of financing plans for municipalities during his tenure with Ruan Securities as AVP, Public Finance. Dan earned his B.A. degree from Northwestern College and his MBA from Drake University. He holds FINRA series 7 and 63 securities licenses.

By: IPAIT

You will likely see or hear from Dan soon, and he looks forward to building a relationship with each of our participants and helping to meet your investment needs.

As a reminder, IPAIT provides investment services to Iowa's public entities, including a daily liquid fund and fixed rate, longer-term investments. Be sure to contact Dan today at 800.872.4024 to let him know how he can help your entity succeed.



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# 2014-2015 calendar

## December 2014

- 3 ISAC Board of Directors Meeting (ISAC Office)
- 9-11 ICEA Annual Conference (Ames)
- 17 ISAC Legislative Update Webinar

## January 2015

- 14-15 New County Officers School (The Meadows Conference and Events Center, Altoona)
- 16 ISAC Board of Directors Meeting (ISAC Office)

## February 2015

- 4 ISAC Executive Board Meeting (ISAC Office)
- 12 Supervisors Statewide Meeting (Courtyard by Marriott, Ankeny)
- 13 ISAC Board of Directors Meeting (ISAC Office)
- 21-25 NACo Legislative Conference (Washington, D.C.)

## March 2015

- 11 County Day at the Capitol (Des Moines)
- 12-13 ISAC Spring School of Instruction (Des Moines Marriott Downtown)

## April 2015

- 16 ISAC HIPAA Training (Courtyard by Marriott, Ankeny)
- 30 ISAC Technology Summit (Stoney Creek Conference Center, Johnston)

## May 2015

- 1 ISAC Board of Directors Meeting (ISAC Office)
- 20-22 NACo WIR Conference (Kauai, Hawaii)

## June 2015

- 10-12 ICIT Midyear Conference (West Des Moines Marriott)
- 24-26 Recorder's Summer School (Decorah)
- 25 ISAC Board of Directors Meeting (ISAC Office)

## July 2015

- 10-13 NACo Annual Conference (Charlotte, NC)

## September 2015

- 16-18 ISAC Board of Directors Retreat (Pottawattamie County)

## October 2015

- 15-16 ISAC Board of Directors Meeting (ISAC Office)

## November 2015

- 18-20 ISAC Fall School of Instruction (Cedar Rapids Convention Complex)

## December 2015

- 8-10 ICEA Annual Conference (Ames)
- 16 ISAC Board of Directors Meeting (ISAC Office)

If you have any questions about the meetings listed above or would like to add an affiliate meeting to the ISAC calendar, please contact Kelsey Sebern at [ksebern@iowacounties.org](mailto:ksebern@iowacounties.org).

## **2014 ISAC Preferred Vendors**

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representing ICAP and IMWCA

### **Platinum Preferred Vendors**

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"Solutions," Inc.  
The Schneider Corporation  
Tyler Technologies  
Wellmark Blue Cross Blue Shield of Iowa

### **Gold Preferred Vendor**

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Cost Advisory Services, Inc.  
DEVNET, Inc.  
Diamond Mowers  
Dorsey & Whitney LLP  
Henry M. Adkins and Son  
I&S Group  
ImageTek-Inc.  
ITC Midwest, LLC

Purple Wave Auction, Inc.  
Speer Financial, Inc.  
The Samuels Group  
Vanguard Appraisals, Inc.  
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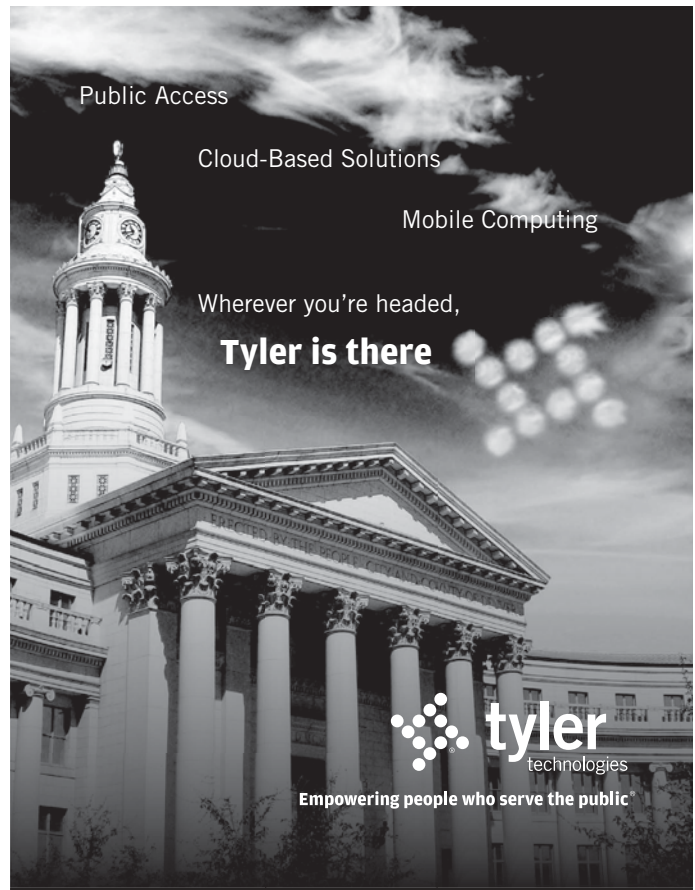
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Iowa Public Agency Investment Trust (IPAIT)  
National Association of Counties (NACo)  
Nationwide Retirement Solutions  
U.S. Communities  
Wellmark Blue Cross Blue Shield of Iowa

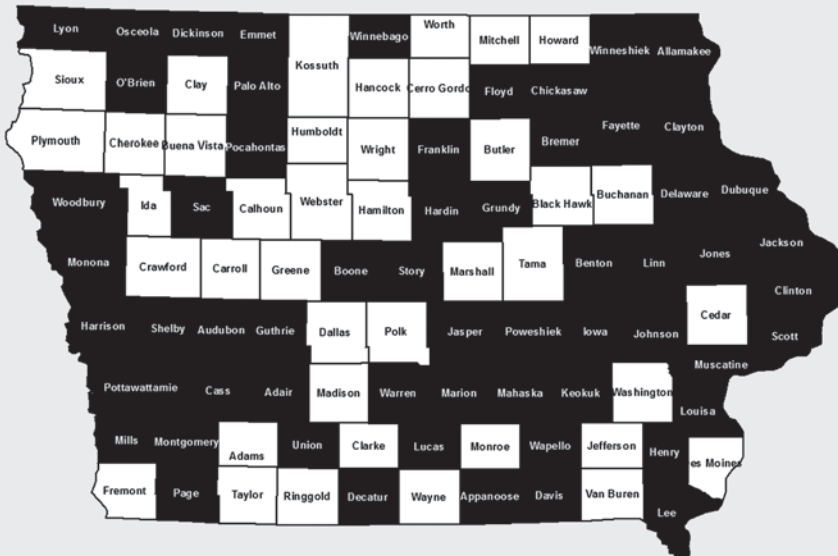
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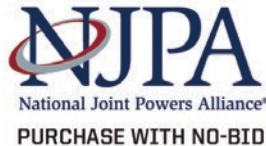
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