

The Iowa County

Iowa State Association of Counties

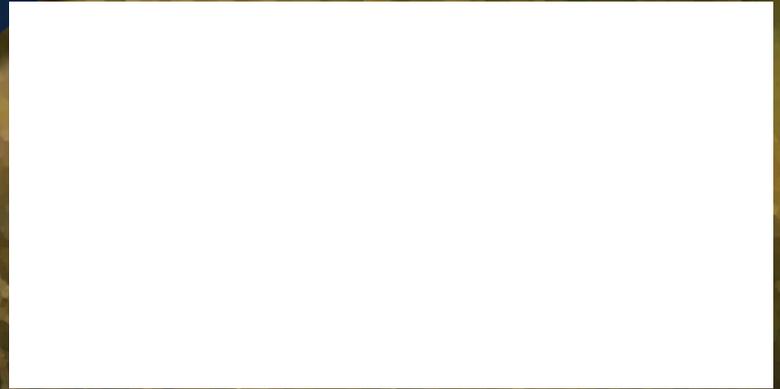
**ISAC Scholarship
Golf Fundraiser
2011**

September 21, 2011
Otter Creek Golf Course, Ankeny

Register today! Forms inside or at www.iowacounties.org.

ISAC
Scholarship Golf Fundraiser

June 2011
Fall School Agenda Announced





ALL COUNTIES WITH UNDERGROUND STORAGE TANKS MUST TRAIN AND CERTIFY OWNERS AND OPERATORS BY DECEMBER 2011

- Barker Lemar is a state approved training provider.
- Barker Lemar will offer a training workshop in conjunction with ISAC's fall school on Tuesday, November 15, 2011.
- Training workshop is free to owner and operator's*.
- To register on-line go to www.usteducation.com.

More training dates, and time and location details at www.usteducation.com.

* Training costs paid for by the State UST Board until funds expire.

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The Iowa County

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Feature:	11-14
ISAC Scholarship Golf Fundraiser	
Capitol Comments	4
<i>Hanna De Groot</i>	
Legal Briefs	5
<i>Kristi Harshbarger</i>	
Technology Center	6-7
<i>Robin Harlow and Tammy Norman</i>	
ISAC Meetings	8-9
<i>Stacy Horner</i>	
Case Management	10
<i>Jackie Olson Leech</i>	
ISAC Brief	15-16
Miscellaneous	17
Preferred Vendor Highlights	18
Affiliate Highlights	19
Calendar of events	20



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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.

capitol comments

Deadline Approaching for Gender-Balanced Boards

During the 2009 legislative session a bill was passed that requires all appointive boards, commissions, committees and councils of a political subdivision that are established by the Iowa Code to be gender balanced. The caveat that was added to the bill before being passed by both chambers and signed into law was that local governments are required to go through a fair and unbiased method of selecting the best qualified applicants for memberships on boards and commissions. However, after a three-month good faith effort, any qualified applicant can be appointed, regardless of gender. The effective date for making all local boards and commissions balanced is January 1, 2012.

If you have not already done so with recent appointments, you need to be seriously considering this when making any new appointments. This requirement of gender-balanced boards does not mean that the boards must be even-numbered but rather if the board is composed of an odd number of members the makeup of the board cannot contain one gender that is greater than half, plus one.

By: *Hanna De Groot*

ISAC Public Policy Specialist



Each county will need to look at the appointive boards they have, assess when terms are up, and the balance of each. This law only applies to gender balance, not balance by political affiliation, minority, or any other qualifier. A county may strive to have equal representation by these other “classes” but it is not required by this law.

ISAC has assisted in showing a good faith effort by creating an application template and a notice of vacancies form (shown below) that counties can adopt to assist in complying with the directives of this law. The application and notice can also be found at www.iowacounties.org. Political subdivisions are not required by law to use a formal application process, nor is it necessary to use this sample application or notice of vacancies if you have an alternative preferred method. ISAC recommends that you consult with your county attorney before utilizing these, or any alternatives. If you choose to use this sample application and notice of vacancies form, please be sure to update the county-specific information.

NOTICE OF VACANCIES

The _____ County Board of Supervisors is taking applications for various county board and commission appointments for the following year. _____ County appreciates diversity in these appointments and welcomes all applicants at least 18 years of age. Terms and dates of appointments vary. These are unpaid positions.

A brief description follows:

Board of Adjustment: Five member board to review county zoning ordinance and hear requests for variances or special exceptions to the ordinance.

Planning & Zoning Commission: Five member commission to review and enforce county zoning ordinance and make recommendations on any proposed changes to same.

Compensation Board for the Condemnation of Private Property: 28 member commission representing realtors, farmers, bankers, auctioneers and city property owners to be available to the chief judge of the judicial district to assess damages to property taken by eminent domain.

Board of Health: Five member board to provide guidance and oversee operations of county Public Health department.

Veteran Affairs Commission: Five member commission to provide guidance and oversee operations of Veteran Affairs department.

Conservation Board: Five member board to provide guidance and oversee operations of county Conservation department.

Civil Service Commission: Three member commission to oversee examinations, promotions, and discipline issues relating to Deputy Sheriffs.

This list is not all inclusive. The Board of Supervisors is always looking for people interested in serving their community. Applications are required and can be obtained at the office of the _____ County Auditor. Additional information may be obtained by calling _____.

Welcome Kristi

Hi everyone! I am the new legal counsel for ISAC, and I wanted to take this opportunity to tell you a little bit about myself. My first day with ISAC was May 4, and I am looking forward to this new adventure!

I am from and grew up in Mediapolis, Iowa. My father works in education and my mother, now retired, worked with children with special needs through Iowa State Extension. They instilled in me a desire to work with and assist communities.

I went to the University of Iowa for undergrad and received my degree in journalism, with a minor in political science. I think I was one of the only journalism students not interested in working for the Daily Iowan, which was because I saw my journalism education as a stepping stone to law school. A family friend who was an attorney suggested a journalism background because he thought writing skills were important for success in law school and in the practice of law. I would agree that writing and clear communication abilities have been imperative for me.

Next I headed over to Drake University for law school, where I focused my coursework on business law curriculum. I also participated in Drake's Children's Rights Clinic, where I was a guardian ad litem for Children in Need of Assistance. I clerked at the Brick Gentry law firm and the Ahlers & Cooney law firm during school. In both of these positions, I assisted on a variety of legal issues in the litigation and business arenas, including some work related to local government laws and Iowa's public meetings and open records statutes. I decided to stay in the Des Moines area after graduation by accepting a position with the Brown Winick law firm. I spent the next four and a half years working in the firm's business department. I worked on a broad variety of legal issues for the firm's business clients, including tax matters, contract review and negotiation, and equity and debt financing. The firm worked with many biodiesel and ethanol plants, so I had the opportunity to visit various Iowa communities and witness

By: Kristi Harshbarger

ISAC Legal Counsel



the development of the renewable fuels industry in our state. While my legal background is broad, I am excited for new challenges and issues through my work for ISAC and hope to develop additional areas of expertise that will benefit ISAC and its members. I like researching detailed rules and regulations, which should make problem solving for the variety of questions that will come my way as ISAC's Legal Counsel enjoyable.

I was recently married on April 9 at Living History Farms, and we were so lucky to have a spring day that felt like summer. My husband, Dan, is from Ft. Atkinson, Iowa and graduated from Iowa State University- so we are one of those "a house divided" families. I built a home in Waukee in 2008 and we have been busy settling in and integrating our belongings. We had to finish the basement in order for us to have room for Dan to move his things in – it is amazing how I managed to fill up the house in just two and half years. I have a cat named Lilly that my friends would describe as an angry kitty, but I think she is just perfect. Other than that, I enjoy cooking, reading, gardening (if anyone has tips on how to grow things in all the clay in our yard, let me know!), traveling and any chances to be outside. I took dance classes from when I was three years old through college and even off and on since then. I participated in a lot of Bill Riley talent shows when I was younger, which meant I got to go to many of the town and county fairs throughout the state. I am hoping to find an adult ballet class to start up again in the near future.

Between Dan and myself, we have family in three corners of the state. As ISAC's new Legal Counsel, I am really looking forward to the chance to visit more of Iowa's communities and meet more of the great people that live and work throughout our state. If you want to know any more about me, or have anything you would like me to work on with you, please do not hesitate to contact me at 515.244.7181 or kharshbarger@iowacounties.org.

technology center

Generations and Gadgets

By: *Robin Harlow*

ISAC Technology Project Manager



This month I thought I would reprint the Pew Institute's recently published poll "Generations and Gadgets" by Kathryn Zickuhr, Web Coordinator, Pew Internet & American Life Project. The full report was published on February 3, 2011 and can be obtained at the Institute's website: www.pewinternet.org. Enjoy!

Overview: Many devices have become popular across generations, with a majority of adults now owning cell phones, laptops and desktop computers. Younger adults are leading the way in increased mobility, preferring laptops to desktops and using their cell phones for a variety of functions, including internet, email, music, games and video.

Among the findings:

- Cell phones are by far the most popular device among American adults, especially for adults younger than age 65. Some 85% of adults own cell phones. Taking pictures (done by 76% of cell owners) and text messaging (done by 72% of cell owners) are the two non-voice functions that are widely popular among all cell phone users.
- Desktop computers are the most popular with adults ages 35-65, with 69% of Gen X, 65% of Younger Boomers and 64% of Older Boomers owning these devices.
- Millennials are the only generation that is more likely to own a laptop computer or netbook than a desktop: 70% own a laptop, compared with 57% who own a desktop.
- While almost half of all adults own an mp3 player like an iPod, this device is by far the most popular with Millennials,

the youngest generation — 74% of adults ages 18-34 own an mp3 player, compared with 56% of the next oldest generation, Gen X (ages 35-46).

- Game consoles are significantly more popular with adults ages 18-46, with 63% owning these devices.
- Just 5% of all adults own an e-book reader; they are least popular with adults ages 75 and older, with only 2% owning this device.
- Tablet computers, such as the iPad, are most popular with American adults ages 65 and younger. Only 4% of all adults own this device.
- Additionally, 9% of adults do not own any of the devices we asked about, including 43% of adults ages 75 and older.

In terms of generations, Millennials are by far the most likely group not only to own most of the devices we asked about, but also to take advantage of a wider range of functions. For instance, while cell phones have become ubiquitous in American households, most cell phone owners use only two of the main non-voice functions on their phones: taking pictures and text messaging. Among Millennials, meanwhile, a majority use their phones also for going online, sending email, playing games, listening to music and recording videos. See chart 1 below.

Gen X, however, is very similar to Millennials in ownership of certain devices, such as game consoles. Members of Gen X are also more likely than Millennials to own a desktop computer.

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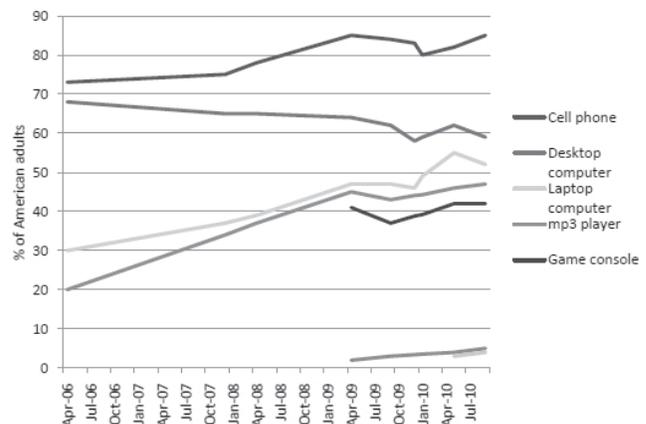
% of American adults in each generation who own each device

	Millennials (Ages 18-34)	Gen X (35-46)	Younger Boomers (47-56)	Older Boomers (57-65)	Silent Gen. (66-74)	G.I. Gen. (75+)	All adults (18+)
Cell phone	95	92	86	84	68	48	85
Desktop computer	57	69	65	64	48	28	59
Laptop computer	70	61	49	43	30	10	52
iPod/MP3 player	74	56	42	26	16	3	47
Game console	63	63	38	19	8	3	42
e-Book reader	5	5	7	3	6	2	5
Tablet, like iPad	5	5	4	3	1	1	4
None of these	1	3	8	8	20	43	9

Source: Pew Research Center's Internet & American Life Project, August 9-September 13, 2010 Tracking Survey. N=3,001 adults 18 and older, including 1,000 reached via cell phone. Interviews were conducted in English (n=2,804) and Spanish (n=197).

Chart 1

Gadget ownership by American adults, 2006-2010



Source: Pew Research Center's Internet & American Life Project surveys, April 2006 - September 2010.

Chart 2

Printers

Q: I need to buy a new printer. Do you have any advice to assist me with this purchase?

A: A couple of items to consider before purchasing your new printer are use and budget. Once this has been decided, you will need to contemplate the following: laser vs inkjet; Wi-Fi vs USB; all-in-one vs single function; color vs black and white; and printer memory.

Laser vs Inkjet: When considering laser over inkjet, you will need to decide the primary function of your printer. If you are purchasing a printer for your office and will be printing text, you may wish to purchase a laser printer. However, if you need or want to print photos, you may decide to go with the inkjet. Laser printers are seen largely only in the office setting primarily due to the greater cost. However, they are becoming even more affordable. Though inkjet cartridges are expensive, they are still much more affordable than laser cartridges.

Wi-Fi vs USB: This is a much easier decision because many printers are now available with this option. You will want to select a printer that is “Wi-Fi enabled” or “Wi-Fi compatible,” and you need to make sure that your computer has a Wi-Fi adapter installed. Most laptops come with this feature, however, desktops do not. If your computer does not have a Wi-Fi adapter, you will just need to purchase an add-on wireless network adapter.

All-in-one vs Single Function: To aid you in this decision, what are you using your printer for? If you need to scan or make a few copies, you will want to go ahead and spend a little

By: Tammy Norman

ISAC Office Manager



more to purchase an all-in-one printer. However, if you truly just need a printer to print off documents, you will be well satisfied with a single function printer.

Color vs Black and White: Again, this choice will be based on the purpose of your printer. If you wish to have the ability to print photos or documents in color, purchase an inkjet color printer. Inkjet color printers are not much higher priced than a simple black and white inkjet printer. An important feature to keep in mind when purchasing an inkjet color printer; make sure your printer allows you to print black and white documents even if your color cartridges are empty. It can be expensive if you want to print off a simple black and white report and your printer will not do it because the color cartridges are low or empty.

Memory: Memory is important when using a printer with multiple users if you are purchasing a printer that will be used in an office setting or with several end users, make sure that the printer you purchase has memory of 64MB or more. If you are purchasing your printer for personal use, just about any printer will have enough memory.

Website Note: If you have a question regarding new technology and would like it addressed in this column, please contact me at 515.244.7181 ext. 315 or tnorman@iowacounties.org. Until next month, keep clicking!

Continued from page 6.

E-Book readers and tablet computers so far have not seen significant differences in ownership between generations, although members of the oldest generation (adults ages 75 and older) are less likely than younger generations to own these devices.

These findings are based on a survey of 3,001 American adults (ages 18 and older) conducted between August 9 and September 13, 2010. The margin of error is +/- 3 percentage points. Interviews were conducted in English and Spanish, and the survey included 1,000 cell phone interviews. (More information is available in the methodology section of the full report.)

In chart 2 on the previous page, the dips in tech ownership registered in the September 2010 survey are mostly a result of the fact that Spanish interviews were added to the survey. Most of the Pew Internet surveys before 2010 were only conducted in English. The Project has added Spanish to this survey which had the effect of reducing the overall tech-ownership numbers in some instances because respondents who chose to be interviewed in Spanish were somewhat less likely than others to be tech non-users. Read the full report at pewinternet.org.

meetings

ISAC Fall School Agenda Announced

At the May 6 ISAC Board of Directors Meeting, the agenda for the 2011 ISAC Fall School of Instruction in Coralville was approved by the board. When we plan conference agendas we strive to provide a conference that is of the greatest value to our members. We thank all who have taken the time to share and discuss any issues with us. As in the past, we rely on member and sponsor feedback in planning successful ISAC events.

The 2011 fall school agenda is very similar to the 2010 fall school, which received great feedback; however, there are a few changes from last year. Prior to the start of the conference on Tuesday evening, we are giving affiliates the chance to hold small affiliate committee meetings at the Coralville Marriott Hotel and Conference Center. During this time we have reserved a limited amount of meeting space for small committee meetings. This space will be available free of charge to all affiliates to assure that they don't need to use any of their normal affiliate time (12 hours) for small committee meetings. This space will be reserved on a first-come, first-served basis, so please plan your affiliate committee meetings as early as possible.

In preparation for the 2012 presidential election, ISAC will not be hosting educational seminars at the conference this year.

By: Stacy Horner

ISAC Meeting/Event Administrator



Instead, we will be hosting two general sessions (Wednesday afternoon and Thursday morning) during which we will invite all presidential candidates to come speak. To make time in our agenda for two general sessions, we opted to eliminate the ISAC Educational Seminars, instead of cutting affiliate time.

In place of our Wednesday evening social event, ICAP will host a 25th Anniversary Celebration for all fall school attendees from 5:30 pm - 7:30 pm, directly following the general session. There will be appetizers, drinks, live music and dancing available to celebrate the occasion. ISAC will host a DJ on Thursday for an evening of dancing and karaoke.

Conference registration and the housing bureau for the 2011 ISAC Fall School will open on Wednesday, August 3, 2011 at 8:30 am. Please DO NOT try to make your hotel reservation until this time. Registration information and fall school details will be announced in the July 2010 Iowa County Magazine, as well as at www.iowacounties.org. In the meantime, please don't hesitate to contact us at 515.244.7181 if you have any questions.



Mark your Calendar!

2011 Fall School of Instruction - Important Dates

Wednesday, August 3	Registration and Housing Bureau Opens (8:30 am)
Wednesday, August 3	Preferred Vendor Exhibit, Sponsorship and Advertising Registration Opens (8:30 am)
Tuesday, September 6	Non-Preferred Vendor Exhibit Registration Opens (8:30 am)
Friday, September 30	Program Materials Deadline (4:30 pm)
Friday, October 21	Housing Bureau Closes (4:30 pm)
Friday, October 28	Registration Closes (4:30 pm)

**2011 ISAC Fall School of Instruction
Coralville Marriott Hotel and Conference Center
Conference Agenda**

Tuesday, November 15

4:00 pm - 6:00 pm Exhibitor Setup
4:00 pm - 7:00 pm Affiliate Committee Meetings (*Time Available for Small Affiliate Committee Meetings Only!*)

Wednesday, November 16

8:00 am - 3:00 pm ISAC Registration/Information Desk Hours
8:00 am - 3:00 pm Exhibit Hall Hours:

6:30 am - 8:00 am Exhibitor Setup
8:00 am - 3:00 pm ISAC Registration/Information (Exhibit Hall)
8:00 am - 9:00 am Exhibitor Morning Refreshments (Exhibit Hall)
8:00 am - 9:00 am Exhibitor Learning Center (Exhibit Hall)
9:00 am - 11:00 am Affiliate Time (2 Hours)
11:00 am - 12:00 pm Exhibitor Box Lunch (Exhibit Hall)
12:00 pm - 1:30 pm Affiliate Time (1.5 Hours)
1:30 pm - 3:00 pm Exhibitor Ice Cream Social (Exhibit Hall)
1:30 pm - 3:00 pm Exhibitor Learning Center (Exhibit Hall)
3:00 pm Exhibit Hall Closes
3:00 pm - 5:30 pm ISAC General Session with Presidential Candidates (Coral Ballroom)
5:30 pm - 7:30 pm ICAP's 25th Anniversary Celebration
5:30 pm - 7:30 pm Hospitality Rooms (2nd floor meeting space)

Thursday, November 17

7:30 am - 12:30 pm ISAC Registration/Information Desk Hours
7:30 am - 12:30 pm Exhibit Hall Hours

7:30 am - 12:30 pm ISAC Registration/Information (Exhibit Hall)
7:30 am - 8:30 am Exhibitor Morning Refreshments (Exhibit Hall)
8:30 am - 11:00 am ISAC General Session with Presidential Candidates (Coral Ballroom)
11:00 am - 12:30 pm Exhibitor Lunch Buffet/Vendor Drawing (Exhibit Hall)
12:30pm Exhibitor Teardown
12:30pm - 5:00pm Affiliate Time (4.5 Hours)
8:30pm - 11:00pm ISAC Dance and Karaoke

Friday, November 18

7:30 am - 10:30 am ISAC Registration/Information Desk Hours

7:30 am - 10:30 am ISAC Registration/Information
7:30 am - 8:00 am Morning Refreshments (Coral Ballroom pre-function space)
8:00 am - 12:00 pm Affiliate Time (4 Hours)

Total Small Affiliate Committee Meeting Time: 3 Hours

Total Affiliate Time: 12 Hours

Americans with Disabilities Act 20th Year

By: Jackie Olson Leech

ISAC Case Management Specialist



I wonder what Evan Kemp would have thought about the changes brought about as a result of the Americans with Disabilities Act (ADA), if he were still alive? Kemp, a former commissioner and chairman for the Equal Employment Opportunity Commission (EEOC), was instrumental in getting this act signed into law on July 26, 1990 by President George H. Bush. Through this relationship, Bush gave power to those with disabilities, vowing to fight for their rights at the Republican National Convention in 1988. The book, *No Pity: People With Disabilities Forging a New Civil Rights Movement*, by Joseph P. Shapiro (1994) is a really interesting account in its “attempts to explain, to nondisabled people, as well as to many disabled ones, how the world and self-perceptions of disabled people are changing.” (pg. 4)

More than 43 million people in the United States have a disability, and due to the wide range and types of disabilities, this diverse group of people had to somehow unite with each other in order for the ADA to pass as a national policy. Unlike the civil rights movement that was visible with thousands protesting in the streets, Shapiro talks about the hidden army that took their turn at guiding this bill. This army included people with power who took a stance, because they had relationships with someone who had a disability. Among these were George Bush, Tom Harkin, Edward Kennedy and Orrin Hatch. People with disabilities, family members and friends sent thousands of letters to the White House and showed up in hearings around the country to protest. Kemp helped Bush to understand that people with disabilities were not asking to be pitied or taken care of, but were instead asking for independence and opportunities for employment.

The ADA addresses equal opportunity for individuals with disabilities in public accommodations, employment, transportation, state and local government services, and telecommunications. The positive impact of the ADA is most apparent regarding accessibility for those with physical disabilities to access state, local and government buildings and for removing barriers to pub-

lic services in the communities in which they live. Despite the ADA, far too many individuals with disabilities, especially those with psychiatric disabilities, remain unemployed because they are not able to prove the need for reasonable accommodations to complete the essential functions of a job, or how their disability substantially limits a major life activity. All of these are criteria used to define disability under the ADA. Furthermore, Supreme Court rulings have actually limited the intent of the ADA, such as *Sutton v. United Air Lines*, *Toyota Motor Manufacturing v. Williams* and *Costello v. the University of North Carolina*.

Justin Dart, another advocate and key player in the signing of the ADA and Chairman of the Presidents Committee on Employment of People with Disabilities, wrote the article titled, *ADA: Landmark Declaration of Equality*, shortly after the signing of the ADA. Dart’s words are as pertinent today as they were 20 years ago: “But the ADA is only the beginning. It is not a solution. Rather, it is an essential foundation on which solutions will be constructed. We must undertake a courageous reallocation of our society’s resources from paternalism to independence and productivity. We must invest in a continuum of new and strengthened programs to liberate people with disabilities from dependency, and empower them to be equal and productive participants in the mainstream: Productivity-oriented education for all citizens. Economic, technological, independent living, vocational rehabilitation, transitional, personal assistance and community based supports for productivity and quality of life. Prevention. Affordable insurance and health care for all. Incentives for productivity to replace disincentives. Accessible communications, transportation, housing, and completely new communities that are accessible as a whole.”

It’s important for each of us to re-double our efforts to assure the equality and inclusion in our communities for those with disabilities, and meet full ADA compliance.

Save the Date!

Targeted Case Management



CONNECTIONS

THAT COUNT!

19th Annual CCMS Conference August 10-12, 2011 Sheraton, West Des Moines



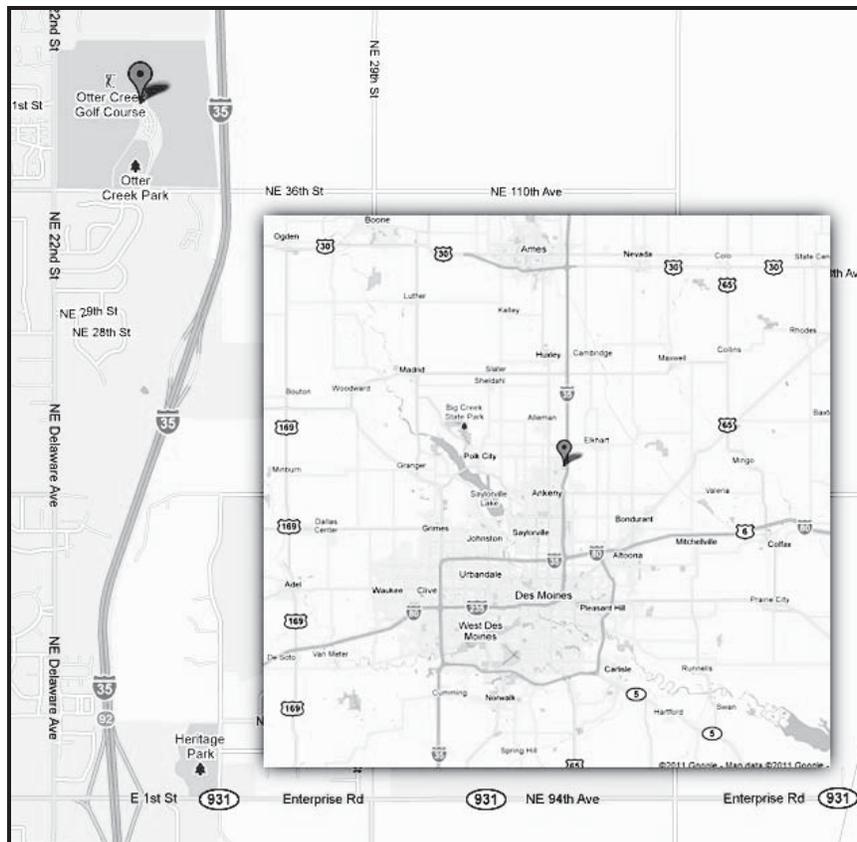
The Iowa State Association of Counties (ISAC) announces the Seventh Annual ISAC Scholarship Golf Fundraiser to be held Wednesday, September 21 at Otter Creek Golf Course in Ankeny, Iowa. The Iowa State Association of County Auditors and the Iowa State Association of County Supervisors will co-host the event to raise money for the ISAC Education Foundation, which awards scholarships to high school seniors who are children of county officials or county employees.

The 18-hole scramble (best-shot) with a shotgun start will begin promptly at 10:00 am. Registration begins at 9:00 am. You may register individually or in a group of up to four people. The \$75/golfer fee includes golf with a shared cart, lunch, beverages, welcome gifts and dinner following golf.

Individuals wishing to golf or just attend dinner (approximately 4:00 pm) should fill out and return the registration form by Friday, August 19, 2011. Payment must accompany your registration and is non-refundable. The course is limited to 144 golfers, and we have sold out in the past, so register early to reserve your spot! If you have any questions please contact Brad Holtan at 515.244.7181 or bholtan@iowacounties.org.

Directions:

FROM I-35: Take exit 92 (1st Street exit). Turn West onto 1st Street. Turn North (right) at first set of stoplights onto Delaware Avenue. Go 2 miles until four-way stop at NE 36th Street. Turn East (right) onto NE 36th Street. Course is now on your left - turn left onto NE Otter Creek Drive. See Map below.



We look forward to seeing you on September 21! Remember, registration begins at 9:00 am and golf begins with a shotgun start at 10:00 am sharp - please be prompt.



When: **Wednesday, September 21, 2011**
9:00 am – Registration
10:00 am – Golf - four-person scramble (best-shot)
Approximately 4:00 pm – Dinner (immediately following golf)

Where: **Otter Creek Golf Course**
4100 NE Otter Creek Drive, Ankeny, Iowa 50021
515.965.6464

Cost: **\$75 (18 holes of golf with a shared cart, lunch, beverages, welcome gifts, and dinner)**
\$20 (dinner only)

- I will play in the ISAC Golf Fundraiser on September 21. My \$75 is enclosed.
- I will play in the ISAC Golf Fundraiser on September 21. As a qualifying sponsor my fee is waived.
- I have organized a group to play in the ISAC Golf Fundraiser. Our total entry fee is enclosed.
- No golf, dinner only. My \$20 is enclosed.

Contact Name: _____

County/Company: _____

Address: _____ City/State/Zip: _____

Phone/Fax/Email: _____

If you wish to arrange a group of players, please confirm your group prior to indicating the names on this form. Individuals and groups of less than four will be paired with other players.

1) Name: _____ County/Company: _____

Phone: _____ Email: _____

2) Name: _____ County/Company: _____

Phone: _____ Email: _____

3) Name: _____ County/Company: _____

Phone: _____ Email: _____

4) Name: _____ County/Company: _____

Phone: _____ Email: _____

Payment MUST accompany registration and is non-refundable. Make checks payable to the *ISAC Education Foundation*. Entries must be received by Friday, August 19, 2011, and are filled on a first come, first served basis. Mail to: ISAC, Attn: Golf Fundraiser, 501 SW 7th Street, Suite Q, Des Moines, IA 50309. If you have any questions, please contact Brad Holtan at 515.244.7181 or bholtan@iowacounties.org.



The Iowa State Association of Counties (ISAC) announces the Seventh Annual ISAC Scholarship Golf Fundraiser to be held Wednesday, September 21, 2011 at Otter Creek Golf Course in Ankeny. The 18-hole scramble (best-shot) with a shotgun start will begin promptly at 10:00 am. Registration begins at 9:00 am. The Iowa State Association of County Auditors and the Iowa State Association County Supervisors will co-host the event to raise money for the ISAC Education Foundation, which awards scholarships to high school seniors who are children of county officials or county employees. In an effort to raise funds, the auditors and supervisors ask that you consider supporting the ISAC Education Foundation's scholarship program through the following sponsorship opportunities.

Title Sponsor - \$3,000: *Exclusive* sponsorship; premium signage on tournament banner; chance to briefly address attendees during dinner; listed in program; company brochure (provided by company) distributed to players; four golf registrations; lunch and dinner provided for up to two additional people; listed on ISAC's website and in one issue of ISAC's magazine.

Dinner Sponsor - \$2,000: Premium signage displayed during dinner; listed in program; company brochure (provided by company) distributed to players; two golf registrations; lunch and dinner provided for up to two additional people; listed on ISAC's website and in one issue of ISAC's magazine.

Lunch Sponsor - \$2,000: Premium signage displayed at registration; listed in program; company brochure (provided by company) distributed to players; two golf registrations; lunch and dinner provided for up to two additional people; listed on ISAC's website and in one issue of ISAC's magazine.

Beverage Cart Sponsor - \$1,500: Premium signage displayed on beverage carts on the course; company name listed on beverage tickets; listed in program; company brochure (provided by company) distributed to players; one golf registration; lunch and dinner provided for up to two additional people; listed on ISAC's website and in one issue of ISAC's magazine.

Reception Sponsor - \$1,500: Premium signage displayed during post-golf reception at clubhouse; listed in program; company brochure (provided by company) distributed to players; one golf registration; lunch and dinner provided for up to two additional people; listed on ISAC's website and in one issue of ISAC's magazine.

Hole Sponsor - \$1,000: *Exclusive* hole sponsorship; signage at tee box; listed in program; opportunity to display company material at tee box; opportunity to provide non-alcoholic beverages, snacks, or small items to golfers (sponsors should bring their own table, chairs, etc.); one golf registration; lunch and dinner provided for up to two additional people; listed on ISAC's website and in one issue of ISAC's magazine.

Hole Co-Sponsor - \$500: Signage at tee box; listed in program; opportunity to display company material at tee box; opportunity to provide non-alcoholic beverages, snacks, or small items to golfers (sponsors should bring their own table, chairs, etc.); listed on ISAC's website and in one issue of ISAC's magazine.

Prize Sponsors - Eagle Level - \$300, Birdie Level - \$200, Par Level - \$100: Opportunity to donate cash or prizes for raffle, contest and tournament prizes; listed in program; company name will be mentioned when awarding prizes during dinner; listed on ISAC's website and in one issue of ISAC's magazine. If donation \$1,000 or more then one golf registration and lunch and dinner provided for up to two additional people.

Welcome Gift Sponsor - \$250: Opportunity to donate items for welcome gifts given to golfers (golf balls, towels, shirts, caps, water, snacks, etc.); listed in program; listed on ISAC's website and in one issue of ISAC's magazine. PLEASE CALL ISAC TO CONFIRM THE ITEM YOU WOULD LIKE TO PROVIDE FOR 200 GOLFERS.



The Seventh Annual
ISAC Scholarship Golf Fundraiser

Otter Creek Golf Course - Ankeny, IA - Wednesday, September 21, 2011

Co-hosted by the Iowa State Association of County Auditors and
 the Iowa State Association of County Supervisors



When: **Wednesday, September 21, 2011**
9:00 am – Registration
10:00 am – Golf - four-person scramble (best shot)
Approximately 4:00 pm – Dinner (immediately following golf)

Where: **Otter Creek Golf Course**
4100 NE Otter Creek Drive, Ankeny, IA 50021
515.965.6464

Company Name: _____

Contact Name: _____

Address: _____ City/State/Zip: _____

Phone/Fax/Email: _____

Sponsorship Opportunities:

___ Title Sponsor - \$3,000 (includes 4 golfers)*

___ Dinner Sponsor - \$2,000 (includes 2 golfers)*

___ Lunch Sponsor - \$2,000 (includes 2 golfers)*

___ Beverage Cart Sponsor - \$1,500 (includes 1 golfer)*

___ Reception Sponsor - \$1,500 (includes 1 golfer)*

___ Hole Sponsor - \$1,000 (includes 1 golfer)*

___ Hole Co-Sponsor - \$500

___ Prize Sponsor* - Eagle - \$300, Birdie - \$200, Par - \$100 and/or a prize of _____

___ Welcome Gift Sponsor with the item of _____ (**Confirm item with ISAC!**) for 200 golfers - \$250

Sponsorship Fee: _____ **Signature:** _____

AMOUNT ENCLOSED: _____ **Date:** _____

* If your sponsorship level is \$1,000 or above, please fill out the golfer registration form for the appropriate number of golfers. Feel free to register additional golfers beyond those included with your sponsorship and remit the golfer fee of \$75 for each additional golfer.

Payment MUST accompany this contract and is non-refundable. Make checks payable to the ISAC Education Foundation. Contracts must be received by Friday, August 19, 2011. Mail to: ISAC, Attn: Golf Fundraiser, 501 SW 7th Street, Suite Q, Des Moines, IA 50309. If you have any questions please contact Brad Holtan at 515.244.7181 or bholtan@iowacounties.org.

ISAC Board of Directors Meeting Summary - May 6, 2011

President Marge Pitts called the meeting to order at 9:30 am and led the Pledge of Allegiance. She introduced Nancy Parrott and presented her with a gift from ISAC for her time on the Board. Nancy introduced her replacement Joan McCalmant, Linn County Recorder.

The ISAC Board of Directors meeting minutes from February 24-25, 2011, the ISAC Litigation Committee meeting minutes from March 10, 2011, the ISAC Executive Committee meeting minutes from March 15, 2011, the ISAC Spring School of Instruction General Session minutes from March 23, 2011, and the ISAC Board of Directors meeting minutes from March 23, 2011 were reviewed and approved unanimously with separate motions.

Rachel Bicego updated the board on the nomination process for the 2011 ISAC Golden Eagle.

Bill Peterson introduced Steve Roy from Nyemaster. Steve gave an update to the Board on the petition for declaratory ruling from the IDOR and asked for guidance moving forward. After three possible options were outlined, the board moved unanimously to proceed on a appeal to District Court.

Bill introduced Kristi Harshbarger, ISAC Legal Counsel. Kristi gave her background and areas of past experience. (See page 5.)

Bill updated the board on the friend of the court brief that was submitted by ISAC in regards to *Chicago Central & Pacific Railroad Company vs. Calhoun County Board of Supervisors, Acting as Trustee for the Drainage District No. 86*.

Linda Hinton and Mary Beth Mellick updated the board on the status of the mental health and property tax legislative issues.

Hanna De Groot reported that the tentative dates of the upcoming ISAC Legislative Policy Committee meetings are August 18-19, 2011 and September 22, 2011.

Brad Holtan reviewed the financial report for March 31, 2011 and reported that ISAC's 990 has been filed.

Brad reported that the 2011 ISAC Scholarship Golf Fundraiser will be held on Wednesday, September 21 at Otter Creek in Ankeny.

Following a lunch recess, Bill distributed documentation detailing recommended optional expenses, a budget and the floor plan design for ISAC's new office. Following a detailed report on all adjustments and options pricing, the board moved

unanimously to approve expending \$275,000 on the new building and office move.

Robin Harlow introduced new staff members Gina Fontanini, Program Support Coordinator, and Ashley Moore, Program Support Analyst. Gina and Ashley described their past experiences and their roles on staff.

Robin gave an update on the CSN rollout including the status of each county. The addition of extra staff has allowed the schedule to be moved up and will allow for the last counties to be rolled out at the start of November.

Stacy Horner reported that the post-spring school member survey showed that the overall value of the conference was good. Per the board's request, the membership was asked if they prefer that the spring school be a two-day conference as it is now, or go back to a two-and-a-half-day conference as it was in the past. Seventy-four percent said that they prefer the shorter two-day conference. Due to that overwhelming response, the format will remain the same. Rachel Bicego reported that the exhibitors at the conference also filled out a survey and also considered the spring school to be a success.

The board unanimously approved the proposed agenda for the 2011 Fall School of Instruction which included adjustments to the schedule due to the invitation of all 2012 presidential candidates to speak during the ISAC General Sessions. Overall, affiliate time has increased by 30 minutes in the proposed agenda.

Stacy reported that the 2012 ISAC University will be held January 18-19, 2012 at the West Des Moines Marriott.

Lu Barron reported on her NACo involvement in the White House summit for county officials and the Rural Action Caucus fly-in.

Rachel Bicego reported that the NACo Annual Conference will be held July 15-19 in Multnomah County (Portland), OR. The ISAC delegate breakfast will be held at the Portland Convention Center on Monday, July 18 and conference activities related to Linda Langston's campaign for NACo Second Vice-President are also being planned.

Rachel led a discussion in regards to the need for a new ISAC logo. The board agreed that a new logo is not currently needed and when it is, there will need to be ample, advance planning and budgeting.

The board adjourned at 2:25 pm.

ISAC Wellness Program Update

In this era of rising healthcare costs, many corporations and public entities are realizing the importance of establishing effective wellness programs for their employees. For this reason, ISAC has, in recent years, developed a comprehensive wellness program available to those counties that participate in ISAC's Group Health Plan. Each county that participates has established a wellness committee and those committees receive \$30 per insurance contract to use toward the encouragement and development of wellness activities. To assist them in the process, ISAC provides a consultant to work with the counties to help generate ideas and to ensure the activities they offer to employees meet the goals of the program.



On May 5, 2011, ISAC hosted a Wellness Training and Development Seminar as a part of the ISAC Wellness Program. This seminar was a resource for the wellness committees from various counties to exchange ideas, to discuss successes or programs that are ineffective, as well as to learn about the importance of wellness and some best practice tips. Each committee was presented with a year activity plan and a list of other activity ideas.

By: Jenna Kunstle

ISAC Wellness Coordinator



A portion of the seminar was devoted to discussing the incentive portion of the ISAC Wellness Program. This is a new program designed to encourage leadership support within the counties for wellness initiatives and to encourage individual employees to become more knowledgeable about their health status. Current employees who are insured through ISAC are eligible to receive a \$250 VISA gift card if they have an annual physical performed by their physician and complete a Well-Being Assessment survey. These two behaviors function as a catalyst for employees to become better acquainted with their health and well-being and because the ISAC Group Health Plan covers preventive exams at 100% with no co-pay, including annual physicals, it comes at no cost to the employee or the county.

And because leadership involvement is vital to a successful wellness program, counties also receive benefits by meeting certain criteria. A rate reduction is available for counties where a supervisor holds an active role within the Wellness Committee, the committee meets a minimum of four times per year and plans two or more approved wellness activities per year, and the county hosts an employee benefits meeting with 90% eligible employee attendance. If the county meets these criteria, a graduated rate reduction of 2% to 5% based on the number of employees who complete the annual physical and Well-Being Assessment survey, is applied to the health insurance rate for the next fiscal year.

A lot of information was covered at the seminar in a brief amount of time, but from all accounts it was a great success and will be held annually in the future. ISAC is very excited about the results we are already beginning to see from this newly re-energized focus on wellness.

For more information about the ISAC Wellness Program, please contact Jenna Kunstle at 515.244.7181 or jkunstle@iowacounties.org.



Hiring Seasonal Workers

By: Iowa Communities Assurance Pool



The Public Works Department could use an extra set of hands; the Finance Department has stacks of documents that need to be entered into their electronic system; and Parks and Rec could really use another body or two in the field. Sound familiar?

For most public entities, summer makes for a very busy time of the year. It's no wonder many city and county departments hire students for part-time, seasonal help. Generally speaking, this practice is mutually beneficial for the entity and the employee. The municipal department needs the extra help, and the local high school students could use a few extra dollars in their college savings accounts. Talk about a win-win situation!

Despite its many benefits, this situation can sour quickly if the entity does not adhere to certain laws. Thus, it is important that the individuals responsible for hiring be familiar with relevant regulations, specifically Child Labor Laws. The U.S. Department of Labor developed general provisions for these laws as part of the Fair Labor Standards Act (FLSA). According to the U.S. Department of Labor, child labor provisions of the FLSA were designed "to protect the educational opportunities of youth and prohibit their employment in jobs that are detrimental to their health and safety."

Adhering to laws created for such a noble cause sounds simple enough; however, the fact is that these laws are multi-faceted and often vary from state-to-state means they can easily lead to confusion.

Each year, underwriters working on the Iowa Community Assurance Pool's (ICAP) behalf receive a number of inquiries related to hiring seasonal employees. Many members call in to seek clarification as to what they are and are not allowed to do when it comes to young employees.

As a starting point, individuals responsible for hiring should familiarize themselves with the following topics:

1. The number of hours youth are able to work; and
2. The type of work youth are legally able to perform.

The regulations related to these two topics may differ on the state and federal levels, which means hiring organizations should be familiar with the stipulations of each.

One such regulation is the need for organizations in Iowa to keep a work permit on file for any individual under the age of 16 that they employ. Similarly, the state of Iowa also recommends organizations require a Certificate of Age for any employee who is

between 16 and 17 years of age. Though these certificates are not required by law, they are strongly recommended by the state, which means having them on file may make things easier should an age-related issue arise. The state suggests youth provide these documents to employers, regardless of whether they are or are not compensated, *unless* the employing entity keeps a work permit on file (in which case a Certificate of Age is not necessary for non-compensated workers).

Iowa law is much more lenient with minors aged 16 and older, allowing them to work any hours *except* in the transmission, distribution or delivery of goods. For minors aged 14 or 15, though, the law is somewhat more stringent and a work permit is simply not enough. In addition to obtaining a Certificate of Age, employers should be aware of certain regulations that are in place for employees in this age group.

Among these regulations is the fact 14 and 15-year olds are able to work during specified timeframes only, including:

- Outside of school hours;
- Up to four hours per day (at a maximum of 28 hours per week) when school is in session;
- Up to eight hours per day (at a maximum of 40 hours per week) when school is not in session; and
- Between the hours of 7:00 am and 7:00 pm, except from June 1 through Labor Day, when these hours are extended to 9:00 pm.

That doesn't sound difficult to manage, does it? Perhaps not. Keep in mind, however, there are also restrictions to the type of work these individuals can complete. For example, minors younger than 16 may not work in certain areas, such as retail stores, local government, nurseries, or auto repair shops, among others.*

Even at 16-years old, the individuals working in such areas must do so under certain restrictions.*

The United States Department of Labor (www.dol.gov), and the Iowa Workforce Development (www.iowaworkforce.org) both provide a detailed analysis of these restrictions via their respective websites. A quick review of these sites may prove beneficial to all parties, and it may help your entity go about seasonal hiring in the safest, most agreeable manner possible.

**Please contact Iowa Workforce Development for additional details and specifications.*

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maintaining records of registered debt security holders.

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affiliate highlights

Local Officials Have Key Role in Emergency Management

As we all know, Iowa is susceptible to many types of disasters that can have devastating effects on communities and citizens. To ensure communities are prepared to respond, our state has a system in place to assist local officials in understanding their roles and responsibilities.

“One of the most important, yet often overlooked, responsibilities of a local elected official is their role in emergency management,” said Gary Brown, president of the Iowa Emergency Management Association (IEMA).

All disasters are local—they may eventually exceed local capabilities and require assistance from other levels of government, but the responsibility for the initial response lies in the hands of local officials and responders. The local emergency management agency coordinates the local response to an incident and serves as the critical linkage to integrate cities and counties with state and federal partners not only during disaster response, but throughout recovery and for mitigation and preparedness activities as well.

By: Iowa Homeland Security and Emergency Management Division and Iowa Emergency Management Association

“The key here for local officials is to make sure they know their role in emergencies and disasters and that they work closely with their local emergency management coordinators,” said J. Derek Hill, administrator of the Iowa Homeland Security and Emergency Management Division (HSEMD).

HSEMD has developed a publication to provide officials with information on their role in homeland security and emergency management.

“Introduction to Homeland Security and Emergency Management for Local Officials,” is available at www.iowahomelandsecurity.org in the Resource Room/Publications and on the IEMA website at www.iowaema.com.

Contact your local emergency management coordinator for more information. A list of local emergency management coordinators is also available on the HSEMD and IEMA websites.

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2011 calendar

June 2011

- 2 CCMS Supervisors Training
(Hilton Garden Inn, Urbandale)
- 8 District 5 Legislative Meeting
(Bridge View Center, Ottumwa)
- 9 District 4 Legislative Meeting
(Southwestern Community College, Creston)
- 10 District 6 Legislative Meeting
(The Hotel at Kirkwood Center, Cedar Rapids)
- 15-16 CCMS Fundamentals Training
(Holiday Inn Airport, Des Moines)
- 15-17 ICIT Conference
(West Des Moines Marriott)
- 22 District 2 Legislative Meeting
(Clarion Inn, Mason City)
- 23 District 3 Legislative Meeting
(Clay County Regional Events Center, Spencer)
- 24 District 1 Legislative Meeting
(Stoney Creek Inn, Johnston)

July 2011

- 8 ISAC Board of Directors Meeting
(ISAC Office, Des Moines)
- 12 CCMS Administrators Meeting
(Stoney Creek Inn, Johnston)
- 15-19 NACo Annual Conference
(Portland, OR)
- 27-29 Iowa State Association of County
Auditors Conference
(Isle of Capri, Waterloo)

August 2011

- 3 Fall School Registration and Housing Bureau
Open (8:30 am)
- 3-5 Iowa County Recorders Association
Summer School
(Terrible's Lakeside Casino, Osceola)
- 4-5 Supervisors Executive Board Retreat
(Springhill Suites by Marriott, Council Bluffs)

- 10-12 CCMS Annual Conference
(Sheraton, West Des Moines)
- 18-19 ISAC Legislative Policy Committee Retreat
(Location TBD)

September 2011

- 15-16 ISAC Board of Directors Retreat
(Arrowwood Resort & Conference Center,
Okoboji)
- 15-16 CCMS Strengths Based Training
(Hilton Garden Inn, Urbandale)
- 21 ISAC Scholarship Golf Fundraiser
(Otter Creek Golf Course, Ankeny)
- 22 ISAC Legislative Policy Committee Meeting
(ISAC Office, Des Moines)
- 30 Fall School Program Materials Deadline (4:30 pm)

October 2011

- 2-5 Assessors School of Instruction and Conference
(Holiday Inn Airport, Des Moines)
- 11 CCMS Administrators Meeting
(Stoney Creek Inn, Johnston)
- 19-20 CCMS Fundamentals Training
(Courtyard by Marriott, Ankeny)
- 21 Fall School Housing Bureau Closes (4:30 pm)
- 27-28 ISAC Board of Directors Meeting
(ISAC Office, Des Moines)
- 28 Fall School Registration Closes (4:30 pm)

November 2011

- 3 CCMS Advanced Case Management
(Hilton Garden Inn, Urbandale)
- 16-18 ISAC Fall School of Instruction
(Coralville Marriott Hotel and Conference
Center)

December 2011

- 9 ISAC Board of Directors Meeting
(ISAC Office, Des Moines)

Please visit ISAC's online calendar of events at www.iowacounties.org and click on 'Upcoming Events.' A listing of all the meetings scheduled for 2011, agendas and meeting notices can be found on ISAC's website. A majority of ISAC's meetings offer online registration. 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 515.244.7181 or shorner@iowacounties.org.

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The Seventh Annual

ISAC



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September 21, 2011

Otter Creek Golf Course, Ankeny

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The National Institute of Governmental Purchasing (NIP), National Association of State Procurement Officials (NASPO) and National Association of Fleet Administrators (NAFA) endorse the use of Life Cycle Costing as a preferred procurement method.

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