



# The Iowa County

December 2017

Iowa State Sheriffs' and Deputies'  
Association  
ISAC University  
ISAC Spring Conference





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# The Iowa County

December 2017 \* Volume 46, Number 12

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Iowa State Association of Counties  
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Rachel Bennett, EDITOR

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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.

## ISAC OFFICERS

**PRESIDENT** Peggy Rice - Humboldt County Auditor  
**1ST VICE PRESIDENT** Lonny Pulkrabek - Johnson County Sheriff  
**2ND VICE PRESIDENT** Eric Stierman - Dubuque County Treasurer  
**3RD VICE PRESIDENT** Burlin Matthews - Clay County Supervisor

## ISAC DIRECTORS

Jean Keller - Bremer County Assessor  
Wayne Reisetter - Dallas County Attorney  
Shane Walter - Sioux County Community Services  
Matt Cosgrove - Webster Conservation Director  
AJ Mumm - Polk County Emergency Management  
Brad Skinner - Montgomery County Engineer  
Joe Neary - Palo Alto County Environmental Health  
Joel Rohne - Worth County IT  
Kathy Babcock - Chickasaw County Public Health  
Marilyn Dopheide - Carroll County Recorder  
Carl Mattes - Humboldt County Supervisor  
Mark Sybesma - Sioux County Supervisor  
Elizabeth Ledvina - Tama County Veterans Affairs  
Tim Huey - Scott County Zoning  
Melvyn Houser - Pottawattamie County Auditor  
(Past President and NACo Board Representative)  
Joan McCalmant - Linn County Recorder (Past President)  
Grant Veeder - Black Hawk County Auditor (NACo Board)

## ISAC STAFF

William R. Peterson - Executive Director  
Jacy Bartling - Administrative Assistant  
Lucas Beenken - Public Policy Specialist  
Rachel Bennett - Member Relations Manager  
Jamie Cashman - Government Relations Manager  
Ashley Clark - IT Support Coordinator  
Katie Cook - Office Coordinator  
Corey Fowler - IT Support Coordinator  
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Kristi Harshbarger - General Counsel  
Molly Hill - Staff Accountant  
Brad Holtan - Finance and Program Services Manager  
Andrea Jansen - ICACMP Program Manager  
Bailey Krebs - IT Technician  
Beth Manley - Compliance Officer  
Tammy Norman - IPAC Program Manager  
Chris Schwebach - Software Developer  
Jeanine Scott - Information Technology Manager  
Kelsey Sebern - Event Coordinator  
Molly Steffen - ICACMP Customer Support Coordinator  
Adam Woerdehoff - Network Administrator  
Joel Woodsmall - IT Intern  
Dylan Young - Senior Software Developer

**\*\* The views and opinions expressed in articles authored by anyone other than ISAC staff are those of the authors and do not necessarily reflect the official policy or position of ISAC.**

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# Feature - Incoming President

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In January 2018, I will have the honor of serving as President of the Iowa State Association of Counties. It will be a privilege to serve in this capacity, and I hope I am able to fill the shoes of our past presidents that have done such a remarkable job. This role comes as a follow-up to serving as President of the Iowa State Sheriffs' and Deputies' Association (ISSDA) in 2017. I have been very impressed with the past ISAC Presidents and staff that I have had the opportunity to work with and view this as an opportunity to continue the momentum that they work hard to achieve. As with most organizations, it starts at the top. I can tell you that Bill Peterson has a very challenging job but is incredibly successful because he surrounds himself with good people.

Over the years, I have had the opportunity of meeting many of you but for those that I have not yet met, please let me take a moment to introduce myself. I have been the Sheriff of Johnson County since 2005. Prior to taking office, I was a Deputy Sheriff for 19 ½ years with most of them spent working in the Patrol Division. I received my A.A. degree from Kirkwood Community College in Cedar Rapids and my B.A. from Mount Mercy College in Cedar Rapids. While in college, I worked in retail as a loss prevention officer, and served as a Special Deputy Sheriff for the Linn County Sheriff's Office. My wife, Julie, is an attorney, and we have been married for 26 years. We have one son, Samuel, a recent graduate of Buena Vista University who has settled in Cedar Rapids working in accounting at TransAmerica.

Shortly after being elected Sheriff, I was approached by several supervisors encouraging me to attend ISAC schools. My first ISAC experience was New County Officer's School, and I found the experience to be very rewarding. During the School, I had the opportunity to meet many people and the chance to network with countless dedicated county employees and elected officials. Since this time, I have regularly attended ISAC's Spring and Annual Conferences, which have provided similar experiences. I have found great value in sitting in on other affiliate sessions, in particular the Board of Supervisors and Emergency Management sessions, which often discuss topics that are relevant to the office of Sheriff.

Similar to ISAC, ISSDA also offers three schools a year to provide training to our members. The main conference is in December, which is where we change our leadership and install board members. In March, we host our annual civil school that can cover many different topics along with the basic civil 101 updates. The third school that we host takes place in September and is the annual jail school. This too offers a bit of training to meet the required 20 hours of training that jail staff is required to have. Of course, these schools offer excellent networking opportunities as well.

If you are a board of supervisor member reading this, I hope that you value the training that is provided by ISSDA and ISAC as much as I do. I realize that there are budget constraints, but the educational and networking opportunities that can be found at these schools are invaluable to employees. While at the schools, employees not only have the opportunity to learn, but they also have the opportunity to hear first hand how their peers are dealing with similar issues across the state. I hope that you will encourage elected officials to allocate enough money in their training budget to attend the ISAC conferences in 2018 and beyond. Also, consider encouraging your sheriff to become active in ISSDA by sending staff to the ISSDA schools as well as encouraging the Sheriff to participate in the Association. These organizations help to create good county government as well as helping to reduce liability to the county by having well trained staff.

During my presidential year, my goal is to increase attendance and participation in ISAC conferences. I would love to hear suggestions from all county officials, especially those that choose not to attend the conferences. What could we do to persuade you to jump on board the ISAC education train? A strong ISAC means a solid base for county government to operate.



**Lonny Pulkrabek**  
ISAC Incoming President  
Johnson County Sheriff  
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# Feature - ISSDA Legislative Priorities

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## **Support Regional Triage Centers to Address Iowa's Mental Health Crisis**

Iowa State Sheriffs' & Deputies' Association  
[camerons@netins.net](mailto:camerons@netins.net)

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ISSDA strongly supports development of, funding for, and implementation of regional triage centers for mental health and substance abuse commitments.

In Iowa, if you have a heart attack or stroke, first responders know where the closest hospital is that can best treat the emergency problem. If there is an emergency mental health commitment in Iowa, the courts don't know where the appropriate care services are available and most often, higher cost, less effective placements are occurring. Individuals are being driven by sheriffs' deputies across the state to a court-ordered placement for these patients (most have not committed a crime so they are not "criminals") to a hospital bed that may or may not be available or they are being placed in jail.

ISSDA supports establishment and funding of six to eight regional mental health triage centers staffed with appropriate health care professionals who can determine the immediate care needs of the individual (mental health or substance abuse outpatient or inpatient). This program, similar to patchwork but successful jail diversion programs, will: 1) get the individual the right treatment/level of care; 2) reduce placements in higher cost hospital beds or jails; and 3) reduce deputy drive times across the entire state for services that may not be the best treatment for the individual.

ISSDA supports elimination of caps on county/regional mental health and disability services funds to support establishment of the regional mental health/substance abuse triage centers. Without appropriate funding for such services, Iowa's mental health system will not improve, best practices for resource efficiency will not be met, and Iowans will not be treated properly.

## **Support State Funding for Criminologists in the Division of Criminal Investigation and Crime Lab**

ISSDA knows that funding at all levels of public safety are at an all-time low; however, ISSDA supports priority be given to funding the DPS Criminalistics Laboratory, computer forensic examiners, and the state medical examiners office. Autopsies and other investigative information needed for local cases are taking longer than ever before. These specialized services support local law enforcement in critical ways that cannot be done by most local agencies.

## **Support Hands-free Communication While Driving**

ISSDA continues to support total "hands-free" electronic communication while driving. ISSDA acknowledges advances last session to make texting and driving a primary offense as a positive step. However, allowing calling and use of GPS continues to create enforcement hurdles. ISSDA will monitor traffic statistics related to distracted driving throughout the year and will continue to bring proposals forward to reduce traffic crashes and deaths.

# Feature - Jails

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## Jails and Their Operations

The sheriff is required by Iowa Code to have charge and custody of the prisoners in their county, and shall receive those lawfully committed and keep them until discharged. County jails in Iowa can hold an individual that is sentenced to serve up to one year, individuals that are awaiting trial, individuals that are holds for another state or county, individuals that are in the custody of the United States Marshal Service, and individuals that are in the custody of Immigration Customs Enforcement. Iowa Jail Standards have been established, which are minimum standards for the regulation of jails. The Iowa Department of Corrections State Jail Inspector makes annual inspections of Iowa Jails to ensure they are compliant with the Iowa Jail Standards. If violations during the jail inspection are found, the State Jail Inspector can order the sheriff to correct the violations or may prohibit the confinement of prisoners until such time as the violations are corrected. There are requirements for employment which include being of good moral character as determined by a thorough background check, not opposing to the use of force when appropriate or necessary, having the ability to perform the essential duties of the position, and passing a psychological screening.

Jail staff have the responsibility to obtain information at booking relating to criminal charges, medical history, employment information, education level, veteran status, and next of kin notification that will aid in classifying inmates in their housing assignments. Jail staff are also required to obtain the necessary paperwork relating to criminal charges so that the individual can be legally held in the county jail. Those incarcerated in jail have access to telephones and written correspondence, visitation with family and friends, recreation areas, televisions, and newspapers. Many jails operate commissaries where inmates can buy items such as personal hygiene items, greeting cards, board games, and food items. These items are sold at prices similar to what the items could be bought from grocery and convenience stores. The proceeds from the commissary sales are used to benefit the inmates. Examples would be televisions, GED testing, books that can be checked out, and exercise equipment, just to name a few. Prisoners held in county jails are afforded the opportunity to participate in activities such as religious services, work programs, GED programs, Alcohol and Narcotics Anonymous, meetings with mentors, and programs that help them reintegrate into society when released.

Jail staff spend much of their time interacting with prisoners and enforcing rules to make sure inmates and staff are in a safe environment. When inmates are found not following the rules they are subject to disciplinary action. Staff members are required to do cell checks at different time intervals to ensure that all inmates are safe and accounted for, as well as the security of the facility. Random shakedowns are performed to make sure that prisoners are not making or hiding any contraband items that would compromise the security of the facility. Generally, inmates are not happy with being incarcerated and staff must be vigilant in their duties and responsibilities and cannot become complacent. When all employees are firm, fair, and consistent the inmates know what to expect from all staff members.

The smallest jail in Iowa has a capacity of six while the largest jail can hold 1,500 inmates. Jails, no matter the size, face similar challenges relating to their operation and cost to the taxpayers. It takes the cooperation of all employees and agencies working together to operate jails in an efficient manner. The operation of jails and duties of the employees is an important part of the criminal justice system.



**Major Pete Wilson**

Jail Administrator

Linn County Correctional Center

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# Feature - Contract Law Enforcement

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Iowa code chapter 368 and §372.4(2) require all incorporated communities to provide their citizens with law enforcement service. With these requirements, communities have to decide the best way to provide this service to their residents. They could choose to provide law enforcement services themselves. Another option would be to contract for these services with their county sheriff's office. Many counties around the state have been providing contract law enforcement services to Iowa communities for decades.

There are numerous reasons why communities have looked to contract law enforcement as a way to make their communities safer and to meet the requirements of the Iowa Code. Staffing, training, equipment costs, expanded services, and finances are just a few of these reasons.

Some communities struggle to keep police officers employed. This turnover within smaller departments causes staffing problems and could also lead to financial issues. Hiring new officers is a big investment for a community and those new officers could potentially leave a few years later for a position in another jurisdiction. Law enforcement training also means less hours in the community.

The requirements have changed a great deal since training standards were established years ago. Not only will basic academy training keep a new officer away from his community for several months in their first year of employment, but they will be required to do numerous hours of continuing education every year following certification. This can become a burden in smaller agencies that do not have the resources to provide this training in-house. If the training is not kept up, it will produce a large liability for that smaller community.

Years ago purchasing equipment for a law enforcement officer was done with a pretty basic list. The basic essentials can put a heavy burden on budgets in smaller communities. At one time, uniform, badge, sidearm, and vehicle were all that was necessary to do the job. Patrol cars have become mobile offices and technology is constantly changing. The advancements in technology make it difficult to equip officers with the required essentials that are needed to perform in today's law enforcement world. Managing these purchases, while maintaining this equipment once it is purchased, has become a time consuming task.

Contracting for law enforcement services also gives communities that ability to expand the services that are provided to their residents. Providing some services are difficult for smaller departments to maintain. Finances and staffing can all play a part in these difficulties. Contracting can provide access to specialized investigation services, crime prevention programs, better patrol coverage, and more.

From a financial standpoint there are several things to take into consideration when looking at the possibility of entering into a contract to provide services. This can be done in a successful way if both the county and city agree on the expectations of the services provided. First, the community should look at what it costs to provide these services to their citizens if they were to have a standalone law enforcement department. Then the county and community can determine what level of coverage and cost would best serve their citizens. Some communities look at contract law enforcement as a cheap way of providing law enforcement to their towns and they feel they get more services for their money. Counties will need to determine if they would like to bill the true cost of providing the service, or if they would like to use the revenue to supplement their current budget. Per capita, per hour, and cost sharing formulas are some methods of billing for these services.

If a county is considering contracting with communities within their jurisdiction, I encourage them to look to other counties around the state that currently provide contract services within their county for ideas. This will help to determine what will work best for their county. In conclusion, contracting agencies will need to maintain a good working relationship with community leaders and citizens to make contract law enforcement successful.



**Jared Schneider**

Washington County Sheriff

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# Feature - Stepping Up

## Iowa Stepping Up Summit

Nearly 200 county officials, employees, and partners attended the first ever Iowa Stepping Up Summit on October 24 in Des Moines. Stepping Up is a national initiative to reduce the number of people with mental illness in jails. Stepping Up asks communities to come together to develop an action plan that can be used to achieve measurable impact in local criminal justice systems of all sizes across the county. Iowa leads the nation with 53 counties that have signed Stepping Up resolutions.




Following welcomes from current and past Iowa Stepping Up leaders and presentations from ISAC and NAMI Iowa executive directors, five-member teams from each county or mental health and disability services (MH/DS) region heard from Nastassia Walsh (pictured below), NACo, about the six questions that are the basis of Stepping Up. The morning concluded with a panel discussion with representatives from counties with varying sized jails. Panelists presented on how screening and assessments are performed in their jails. Keynote speakers Angela Conolly and her son, Matthew Conolly, (pictured left) told their family's inspiring story about experiencing the system during a mental health diagnosis. Lynn Overmann with the Laura and John Arnold Foundation presented about baseline data collection and outcomes, and Travis Parker with the SAMHSA GAINS Center discussed Divert to What and the Sequential Intercept Model.

County and MH/DS region teams were given the goal of action and were encouraged to use information that they received throughout the day to end the Summit by planning their next course/s of action. The room remained full as representatives from different offices and departments worked together with the help of speakers. As the day ended attendees left prepared for action in their counties.

ISAC in cooperation with Stepping Up partners NACo, the Council of State Governments Justice Center, and the American Psychiatric Foundation will continue to work with a committee of volunteers to keep the momentum of the initiative going. Post-conference survey results are being compiled and plans are being made for the next steps. If you are interested in learning more about Stepping Up or have general questions about the initiative,



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# Feature - Stepping Up



please contact Nastassia Walsh at [nwalsh@naco.org](mailto:nwalsh@naco.org). If you wish to be made aware of Stepping Up activities and news please contact Rachel Bennett at [rbennett@iowacounties.org](mailto:rbennett@iowacounties.org).

A special thank you goes out to the planning committee who worked very hard to create and to provide the Summit. Five-member teams were able to attend free of charge thanks to our generous sponsors: Amerigroup, Caremore, Iowa Community Services Association, Iowa State Association of County Supervisors, Iowa State Sheriffs' and Deputies' Association, Polk County, and NAMI Iowa.



# ISAC Brief

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## Summary of Minutes – ISAC Board Retreat – September 28-29

ISAC President Peggy Rice called the meeting to order and led the Board in the Pledge of Allegiance. The June 15 ISAC Board meeting minutes and August 23 ISAC Annual Conference General Sessions minutes were approved.

Brad Holtan reviewed the financial reports as of June 30, 2017 (year-end) and August 31, 2017. He highlighted revenue and income line items that differed from the budget. All dues have been paid. The financials reports were approved.

Credit card allocations based on new positions of current staff members were approved as presented by Brad.

Brad continued that income from the 13<sup>th</sup> Annual ISAC Golf Fundraiser was down due to being short a few sponsors. Sponsorships will be solicited earlier and the event will be moved away from the Annual Conference to attempt to increase income. The date has been set for June 6, 2018.

Brad reported that ISAC currently contracts with Equifax for administration of the unemployment fund. After researching several options, EmployersEdge will offer more services for less of a cost to pool members. Brad recommended and the Board approved signing a contract with EmployersEdge effective January 1, 2018 and paying out the remainder of the Equifax contract.

Bill Peterson reviewed a report on ISAC network operations and challenges that was prepared by ISAC IT Manager Jeanine Scott. Since the implementation of the new hardware and network design beginning in the fall of 2015 ISAC has experienced many challenges. IP Pathways has been working with a team of staff members to identify the issues and create a plan for their resolution. This will likely require more storage resources and restructuring the network. The Board will be approached in the future when a new business plan has been created.

Rachel Bennett gave a background on the ISAC event management system. Major issues have been experienced during the first hour of registration for the two annual conferences due to huge demands on the system. During all other times and for all other events the system has worked very well for both users and staff. Rachel gave registration options to the Board for the 2018 Spring Conference. The Board discussed at length past issues and viable options moving forward. The Board came to the consensus and approved removing stress from the ISAC system by opening registration one week prior to hotel room blocks opening. The requirement to register for the conference in advance of obtaining a hotel room to keep the system fair for everyone will remain in place. The hotel link and code will still be sent out with the conference registration invoice, but the link will not become live until one week after registration has opened.

Bill presented and the Board approved an agreement between ISAC and the Iowa State Association of County Supervisors (ISACS) for lobbying services during the 2018 session.

Jamie Cashman and Lucas Beenken reviewed the 2018 ISAC Legislative Priorities that were recommended by the ISAC Legislative Policy Committee (LPC) to the membership during its September meeting. The package includes 16 legislative objectives, five of which were recommended as top priorities: Tax Reform, Water Quality Management including I-WILL, Secondary Roads, MH/DS, and Publishing Resolutions.

Jamie discussed the possibility of county officials inviting legislators to do a job shadow to give them a better understanding of the services that county officials provide. ISAC would create a suggested structure, but would leave the remainder of the planning up to the individual county.

Rachel gave a tutorial and demo on the ISAC Online Voting Tool.

Staff was dismissed while the Board met with the Executive Director, and the Board recessed at 4:30 pm and reconvened at 8:30 am on Friday, September 29.

Bill reviewed the need for appointments to several committees. The Board discussed the appointments at length and approved the following appointments: Matt Cosgrove, Webster County Conservation, to the IPERS Benefits Advisory Committee; Wayne Reisetter, Dallas County Attorney, to the Criminal Justice Information System Committee; and Eric Tigges, Clay County EMA Director, to the Mobile Integrated Health-Community Paramedicine Subcommittee.



# ISAC Brief

Rachel gave updates on the on-going priorities and initiatives that were set during the 2016 ISAC Board Retreat: video education, online training, county visits, expansion of marketing programs, media outreach, and unified message and brand. The next set of videos will be released in conjunction with the 2018 ISAC Legislative Session and will focus on property tax and the importance of retaining the backfill. ISAC has continued to offer webinars, and staff is working on a new software for webinars to increase quality, possibilities, and affiliate access. Live streaming is also being explored as a tool for future use. ISAC staff performed at least 110 separate visits to counties since the 2016 retreat. Moving forward ISAC staff will be making targeted visits to boards of supervisors with a goal of targeting 25 counties per year. ISAC increased its marketing efforts for ISAC programs and events focusing on the Annual Conference and corporate opportunities. This will continue in the future as well as the addition of marketing materials for other ISAC programs. The Board discussed options for increasing ISAC's media distribution list and presence, and Rachel explained that rebranding will remain a future goal due to cost.

Board members broke into groups and discussed ISAC conferences including a review of recent conference data and future conference attendance, innovative conference pricing ideas, and a review of current conference schedule and agenda. ISAC staff will compile major points of discussion and return to the Board with possible action items.

The meeting was adjourned.



In addition to business meetings during the Board's annual retreat, the president plans tours in their community. This year's stops were the SpringVale Farm, Sister's Home Style Entrees, and the Train Wreck Winery.

Above: Grant Veeder and Dallas Clark discuss history.

Right: Board and staff learn how local business Sister's Home Style Entrees help its own community and communities across Iowa.

Upper right: ISAC Board Retreat attendees



# ISAC University

## The Conference with Everything for Everyone

I have been attending meetings and events for countless years, both with ISAC and other statewide and nationwide organizations. The one conference that always sticks out in my mind as one of the best is ISAC University. ISAC offers ISAC University every other year, and I never miss it. This oftentimes overlooked conference features topics from which every county employee from every office can benefit. The agenda is jam packed with topics and speakers that help me as a public servant, a business person, and a human being. I have brought home tools and advice that I can use every day. Consider spending a day and a half in Des Moines with me this January and find out what you are missing. You won't regret it!



**Burlin Matthews**

ISAC 3rd Vice President  
Clay County Supervisor  
[mattheb@smunet.net](mailto:mattheb@smunet.net)

Through humorous scenarios, real-life stories and interactive participation, this program enables participants to learn the five pillars of motivation that are key to unlocking the potential of the millennial generation.

## ISAC University 2018

**January 17-18, 2018**

**West Des Moines Sheraton Hotel**

### Wednesday, January 17

12:00 pm - 1:00 pm

Registration

1:00 pm - 1:15 pm

Welcome Remarks

1:15 pm - 2:30 pm

**Opening Keynote: Making Millennials Great...Five Pillars for Building the Next Generation**

2:30 pm - 2:45 pm

Refreshment Break

2:45 pm - 4:00 pm

**Seminar: Knowing your Leadership Strengths**

4:00 pm - 5:00 pm

Break

5:00 pm - 7:00 pm

**Dinner and Closing Keynote: Those Who Laugh, Last**

Wind down and laugh your way through dinner. Learn why humor is necessary in the workplace.

Come renew your energy and add new tools to your toolbox to increase your leadership effectiveness. With information and activities, Celina Peerman will take you through a discussion about owning our strengths, recognizing our blind spots, and using that insight to make an even better impact on those around us.

### Thursday, January 18

8:00 am - 8:30 am

Morning Refreshments

8:30 am - 10:30 am

**Opening Keynote: Leadership and Risk**

10:30 am - 10:45 am

Break

10:45 am - 12:15 pm

**Seminar: Workplace Innovation**

12:15 pm - 2:15 pm

**Lunch and Closing Keynote: Lessons Learned from a Date with Destiny/A Historic and Inspirational View of 9/11/01**

This session will explore the intersection of leadership and risk and what is truly required to exercise leadership in the face of complex challenges.

Retaining high quality employees with limited budgets is extremely challenging. This panel discussion will focus on building and maintaining an attractive and productive work environment and holding on to those great employees in whom you have invested and trained. Real life examples from counties and private companies that have little to no additional cost to the employer will be discussed.

Joe Dittmar's eyewitness account of the sights, sounds, and scenes from inside and outside the World Trade Center complex on 9/11/01 presents an intriguing and gripping perspective on what really happened before, during, and after the terrorist attacks. While steeped with facts and observations of historic proportions, his presentation also presents concepts and ideas on what was learned that day and what lessons we can continue to teach.



# ISAC Spring Conference



## ISAC Spring Conference Online Registration Change

We will be trying something new this year for our Spring Conference registration opening that we hope will alleviate stress on the system and on our members but will keep the system fair for all of those who would like equal opportunity at a hotel room at the conference hotel. Members will be given a full week to register for the ISAC Spring Conference in advance of hotel room blocks opening. Conference registration will still be required for a hotel room, but it won't be a race to register for the conference in order to get your hotel rooms immediately

following. The hotel link and code will be included on your invoice that you will receive at the time of registration. This link will become active when hotel blocks open a week after conference registration opens.

## January 3 - January 10 - Conference registration open but hotels are not yet open.

(Register at any time during the week to receive your housing website link and code on your invoice.)

## 8:30 am, Wednesday, January 10 - CONFERENCE HOTELS OPEN

(Use the link and code on your conference registration invoice to reserve your hotel room.)

4:30 pm, February 9 - ISAC Hotel rates close

4:30 pm, February 23 - Conference registration closes

## NEW AND EXCITING!

This year's Spring Conference will move to the convention center which will allow for more exciting changes.

- Lunch will be offered both days of the conference!
- Day-Long Tracks offered Thursday for general education!
- One-Day Registration attend Thursday or Friday only at a reduced rate.
- March Madness throughout the exhibit hall! Network, watch games, get snacks and food, and play games all while learning how exhibitors can help your county!

## NEW! EDUCATIONAL TRACKS

### Awareness Track – Public Safety Issues Affecting Your County

Session 1 - 9:00 am - 10:00 am

**Combating Opioid Misuse in Iowa: Responding to Evolving Challenges** by Dale Woolery, Iowa Office of Drug Control Policy

Session 2 - 12:45 pm - 2:00 pm

### **Public Building Safety**

Part 1: Where have we come and where are we going

Part 2: An Introduction to ALICE by Eric Van Lancker, Clinton County Auditor

Session 3 - 2:15 pm - 3:15 pm

**Net Rx Program** by John Rosmann, CEO, and Laura Sands, Senior Program Manager

### Enrichment Track – Self-Development for County Leaders

Session 1 - 9:00 am - 10:00 am

**DiSC Natural Styles of Behavior and Communication** by Jill Olson, Ed.S. Facilitator and Coach for Leaders and Teams

Session 2 - 12:45 pm - 1:45 pm

**DiSC Adaptive Styles of Behavior and Communication**

Session 3 - 2:15 pm - 3:15 pm

**DiSC Deeper Dive into Use of DiSC** – hiring rock stars, teamwork, resolving conflict, and more

# Miscellaneous

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## **Put your money where your... location is?\***

It is difficult to keep track of the multitude of laws impacting the investment of public funds in Iowa. Iowa Code Chapters 12B and 12C impose several restrictions on where, when, and how to invest and/or deposit public funds.

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

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One restriction on “where” a public entity may deposit public funds is found in Iowa Code §12C.4, which regulates the eligibility of depositories by restricting depositories to those banks situated within a particular geographical area. Section 12C.4 states that “[d]eposits by the treasurer of state shall be in depositories located in this state; by a county officer or county public hospital officer or merged area hospital officer, in depositories located in the county or in an adjoining county within this state; ... by a city treasurer or other city financial officer, in depositories located in the county in which the city is located or in an adjoining county, but if there is no depository in the county in which the city is located or in an adjoining county then in any other depository located in this state which shall be selected as a depository by the city council . . .” Thus, deposits of a county shall be in depositories located in that county or in an adjoining county within the state of Iowa, and deposits of a city must be located in the county in which the city is located or in an adjoining county.

One allowable investment for Iowa municipalities is the Iowa Public Agency Investment Trust, or IPAIT, which helps Iowa public agencies invest their operating and reserve funds. IPAIT is a common law trust established under Iowa law pursuant to Chapter 28E and Iowa Code §§331.555 and 384.21, as amended, which authorize Iowa public agencies to jointly invest monies pursuant to a declaration of trust. IPAIT holds assets in trust for its participants, but maintains its own investments, and currently serves over 400 Iowa public entities.

For investments held in IPAIT’s FTA program, IPAIT holds assets in IPAIT’s name and taxpayer identification number, for the benefit of the participant. Thus, the trustees of IPAIT have legal title to the assets of IPAIT for the benefit of the participants. Because the investments are held in IPAIT’s name and taxpayer identification number, for the benefit of the participant, the rule contained within Iowa Code §12C.4 does not restrict a participant from investing in IPAIT when IPAITs funds are held in banks **not** within the participant’s geographically permitted area pursuant to Section 12C.4. A public agency may invest in IPAIT without determining the geographic location of IPAIT’s funds.

For additional information on the rules and regulations pertaining to the investment of public funds, please contact legal counsel.

*\*This article is not exhaustive and is not intended to be legal advice. The article is meant to identify issues. The factual circumstances of every situation are different. It is not intended that reliance be placed on the general statements of law contained in this article without confirming independent research by a lawyer licensed to practice in Iowa, undertaken in the context of specific facts.*

# Employment

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## **Human Resources Director**

The City of Norwalk and Warren County are seeking a qualified applicant for the position of Human Resources Director. This would be a shared position and qualified applicants should have at minimum a bachelor’s degree, preferably in HR with at least three years of experience in human resources, labor relations or an equivalent combination of education, experience and/or training. SHRM certification and public sector experience with payroll administration preferred. Must be a strong team-player with excellent communication skills and a positive attitude. Complete position listing is available at [www.norwalk.iowa.gov](http://www.norwalk.iowa.gov). Position open until filled.



## **Dangers of Servicing Multi-Piece Wheels**

Today, most passenger cars and light trucks, and even most over-the-road semis and heavy trucks have moved away from multi-piece wheels to single piece rims. But multi-piece wheels are still common on secondary roads equipment like dozers, maintainers, end loaders, and some heavy dump trucks. Multi-piece wheels have two or more parts; one is a heavy, detachable metal locking ring that is clamped over the tire and holds it in place under the pressure of inflation. The pressure of an inflated tire or a small change in tire pressure under some conditions can cause the metal ring to explode away from the tire without warning.

**Iowa Municipalities Workers' Compensation Association**  
ISAC Endorsed Program  
[www.imwca.org](http://www.imwca.org)

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A Goodyear training film produced in the 1970's on proper handling of multi-piece wheels describes the dangers:

- Everyday tire mechanics and service people literally shake hands with serious injury, even death, when servicing these wheels.
- The sheer power generated by an exploding tire and rim assembly is almost unbelievable. A 10.00 x 20 12-ply tire inflated to 75 PSI (pounds per square inch tire pressure) has the power in an explosive situation to hurl a 16-pound bowling ball a full half-mile. This is enough force to raise a 3,000 pound car 15 feet off the ground.
- Any time you have worn or damaged parts, mismatched parts, or improper sealing of parts, you have a potential bomb on your hands, which can explode if inflation takes place.

In 1976, the Insurance Institute for Highway Safety (IIHS) began a nationwide review of news accounts related to wheel or tire accidents. As a result of research provided by IIHS and the National Highway Transportation Safety Administration (NHTSA), the Occupational Safety and Health Administration (OSHA) enacted regulations requiring specific safety standards when servicing multi-piece and single rim wheels. These regulations are found in 29CFR 1910.177 and apply to the servicing of multi-piece and single piece rim wheels used on large vehicles such as trucks, tractors, trailers, buses and off-road machines.

OSHA requirements include:

**Employee Training:** The employer shall provide a program to train all employees who service rim wheels in the hazards involved and safety procedures to be followed. The Tire Industry Association has OSHA-compliant training available; learn more at [www.tireindustry.org](http://www.tireindustry.org).

**Tire Service Equipment:** A restraining device or barrier for inflating tires must be provide and its use ensured.

**Safe Operating Procedures:** OSHA regulation 1910.177 spells out in great detail the specific requirements for equipment and training. Additionally, Appendix B provides step-by-step procedures for servicing any tire rim/wheel assembly. This includes typical tire service tools and their use, deflation and demounting, inspecting tire and rim/wheel components and reassembly. Some of the most useful information in Appendix B are the photos showing examples of damaged and unserviceable tires and wheel parts.

You might wonder why we are bringing up research and regulations from the 70's and 80's. Recently Iowa Municipalities Workers' Compensation Association (IMWCA) experienced several claims where employees were servicing multi-piece wheels and the unthinkable happened. Several employees suffered life-altering injuries.

When researching this article, IMWCA contacted the local Caterpillar equipment dealer to see how they service these wheels and tires. They don't. They contract with a tire service company to do all the repair and replacement. Several other IMWCA members who do the same thing, keeping a few spare tire and wheel assemblies ready to go in case of emergency. These members can swap out a complete tire and wheel, but they don't do the repair and replacement.

Regardless of the method your county uses, the main goal is to ensure everyone goes home safe at the end of the day.

*IMWCA is a self-funded, risk-sharing pool that provides workers' compensation coverage to local governments. IMWCA is endorsed by ISAC, and endorsed and administered by the Iowa League of Cities. Learn more at [www.imwca.org](http://www.imwca.org) or [imwcainfo@iowaleague.org](mailto:imwcainfo@iowaleague.org).*

# Miscellaneous

## Being Thankful for Iowa Communities

My experience with over 14 years of orchestrating vintage automobile tours passing through or with stops in almost every town in Iowa makes me thankful for the wide variety of small towns and the special and unique appeal they each offer. It is the small towns in Iowa, on the roads less traveled, that tend to provide the experiences that adventure travelers are often seeking. Tourism demands a basic condition of these communities: a clean and attractive place that entices travelers to stop and linger through the town. Bonus characteristics are those with cultural vitality that reflects a lively town.

Iowans and visitors don't want every community to be a mirror image of the next town; that's why diversity, history, and the unique story of a community should be elevated for tourism. It's what makes them stand out and become special. Our Hometown Pride, [www.KeepIowaBeautiful.com/hometown-pride/](http://www.KeepIowaBeautiful.com/hometown-pride/), community coaches work closely with our ten Iowa counties, 70 plus communities, and three Des Moines neighborhoods around the State Capitol to help city government, visionaries, and residents implement and weigh in on what those qualities are that make their community one-of-a kind.

For some, it's a natural feature, their history, famous residents, local industry or attractions. In my experience, thriving communities develop their own special sense of place. For your community, can you answer the question about tourism, 'what makes your community different than your neighboring community?'



## Gerry Schnepf

Executive Director

Keep Iowa Beautiful

[gschnepf@keepiowabeautiful.com](mailto:gschnepf@keepiowabeautiful.com)

## Smart Ways to Tell Your Story

Consider more ideas on areas your community might elevate to help it stand out and be a welcoming destination to visitors:

- Your community entrance and how it stands out using special landscaping, signage, or floral treatments.
- The signage or "wayfinding" devices or signs to help new visitors explore the community.
- The preservation, promotion, or interpretation of the community's heritage.
- The preservation and interpretation of historic or unique architecture.
- The outstanding history of the town and its people or elements that reflect that story.
- Promotion of unique or special events.
- The appearance of the main street often tells the story of the total town.
- Special color schemes used on the buildings.
- Murals at various locations around the town.
- Objects of art placed around the town – sculptures, paintings in vacant storefront windows, murals, an active theater, etc.
- Creative public spaces and parks that are well maintained.
- A publicized calendar of events reflecting an active year-round community.
- Special street-scaping effects such as sidewalk designs or lighting.
- Elements about the immigrants or the nationality of the people and the community amenities.
- Special food opportunities like markets or restaurants.
- The high-quality service that local businesses provide.
- A unique industry encouraging local tours and visits.
- Special skills and talents of local citizens.

These are but a sample of the many elements that can make your community special. Trust that visitors are thankful for all of them. If done well, local citizens can be the in-town advocates of their community, inviting friends and families to spend time in the place where they have so much pride.

## Help Iowa Improve

Join with me and Keep Iowa Beautiful in helping to make our small towns and communities even more special. Look at your community and see what you can do to make it better. Become a sponsor of the efforts of Keep Iowa Beautiful programs. They highlight and improve these special communities in Iowa. Visit [www.KeepIowaBeautiful.com/sponsor](http://www.KeepIowaBeautiful.com/sponsor) to learn more.



# Miscellaneous

## Fight Fraud: Guard Your Medicare Card

If you have Medicare, you can protect your identity and help prevent health care fraud by guarding your Medicare card like you would a credit card.

## Centers for Medicare & Medicaid Services

[www.cms.gov](http://www.cms.gov)

Identity theft from stolen Medicare Numbers is becoming more common.

Medicare's here to help by removing Social Security Numbers from Medicare cards and replacing them with a new, unique number for each person with Medicare. Medicare will mail new Medicare cards with the new numbers between April 2018 and April 2019.

Here are some important steps you can take to protect yourself from the identity theft that can lead to health care fraud:

- Don't share your Medicare Number with anyone who contacts you by telephone, email, or in person, unless you've given them permission in advance. Medicare will NEVER contact you (unless you ask us to) for your Medicare Number or other personal information.
- Don't ever let anyone borrow or pay to use your Medicare Number.
- Review your Medicare Summary Notice to be sure you and Medicare are only being charged for actual items and services received.

If you're looking to enroll in a Medicare plan:

- Remember there are no "early bird discounts" or "limited time offers."
- Don't let anyone rush you to enroll by claiming you need to "act now for the best deal."
- Be skeptical of free gifts, free medical services, discount packages, or any offer that sounds "too good to be true."

If someone calls you and asks for your Medicare Number or other personal information, hang up and call 1.800.MEDICARE (1.800.633.4227). To learn more about protecting yourself from identity theft and health care fraud, visit [www.Medicare.gov/fraud](http://www.Medicare.gov/fraud) or contact your local Senior Medicare Patrol, [www.smpresource.org](http://www.smpresource.org).

*This message is brought to you by the U.S. Department of Health and Human Services.*



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# 2017/2018 Calendar

## December 2017

- 3-6 ISSDA Winter School  
(Holiday Inn Des Moines Airport)  
5-7 ICEA Annual Conference  
(Ames)

## January 2018

- 17-18 ISAC University  
(Sheraton West Des Moines)  
19 ISAC Board of Directors Meeting  
(ISAC Office)

## February 2018

- 1 Statewide Supervisors Meeting  
(Embassy Suites Des Moines Downtown)  
9 ISAC Board of Directors Meeting  
(ISAC Office)

## March 2018

- 3-7 NACo Legislative Conference  
(Washington, D.C.)  
14 County Day at the Capitol  
(Iowa State Capitol, Des Moines)  
15-16 ISAC Spring Conference  
(Veterans Memorial Community Choice Credit  
Union Convention Center, Des Moines)

## April 2018

- 10-11 Iowa Governor's Conference on Public Health  
(Holiday Inn Des Moines Airport)  
15-18 ISSDA Civil School  
(Holiday Inn Des Moines Airport)  
19 HIPAA Program Meeting  
(Polk County River Place, Des Moines)  
26 ISAC Board of Directors Meeting  
(ISAC Office)

## May 2018

- 16-18 Treasurers Conference  
(Burlington)  
23-25 NACo WIR Conference  
(Sun Valley, Idaho)

## June 2018

- 6 ISAC Scholarship Golf Fundraiser  
(Toad Valley Golf Course, Pleasant Hill)  
10-14 Iowa County Attorneys Spring Conference  
(Okoboji)  
12-15 ITAG Conference  
(Sheraton, West Des Moines)  
20-22 Records Summer School  
(Gateway Hotel and Conference Center, Ames)  
27 ISAC Board of Directors Meeting  
(ISAC Office)

## July 2018

- 13-16 NACo Annual Conference  
(Nashville, Tennessee)  
25-27 Auditors Annual Conference  
(Iowa City)

## August 2018

- 21 ISAC LPC Retreat  
(Veterans Memorial Community Choice Credit  
Union Convention Center, Des Moines)  
22-24 ISAC Annual Conference  
(Veterans Memorial Community Choice Credit  
Union Convention Center, Des Moines)

## September 2018

- 16-19 ISSDA Jail School  
(Holiday Inn Des Moines Airport)  
20 ISAC LPC Meeting  
(ISAC Office)

## October 2018

- 3-5 ISAC Board of Directors Retreat  
(Johnson County)  
21-24 Assessors Fall Conference  
(Holiday Inn Des Moines Airport)

## November 2018

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

## December 2018

- 2-5 ISSDA Winter School  
(Holiday Inn Des Moines Airport)

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).

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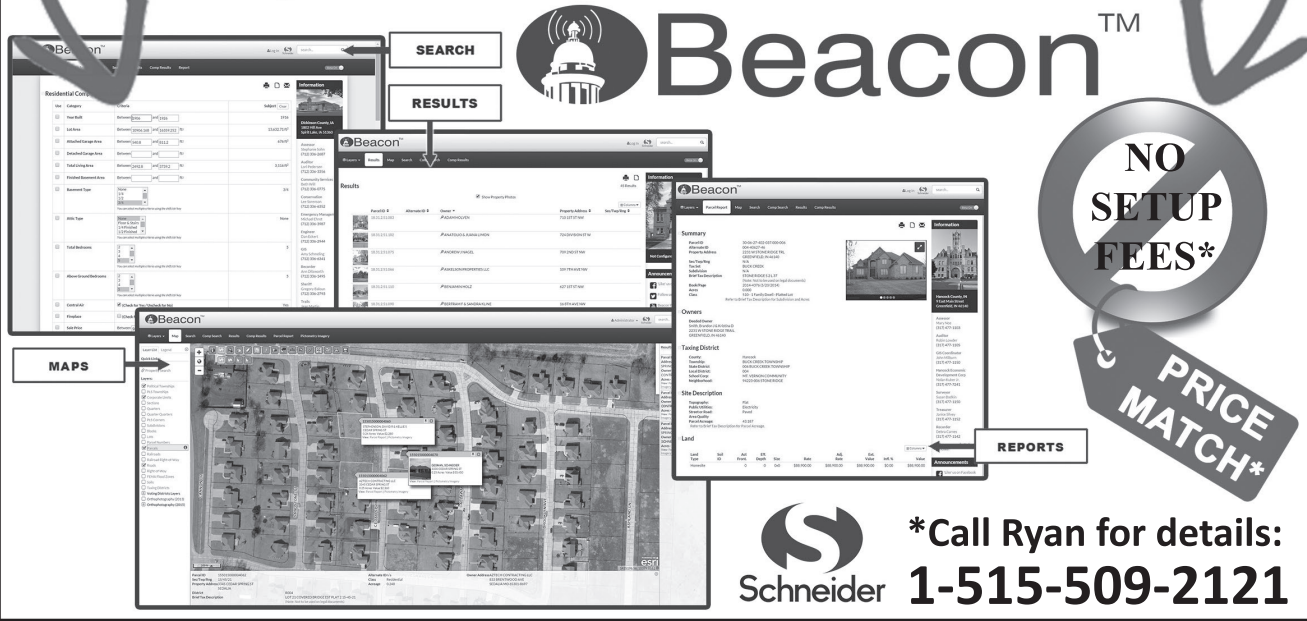
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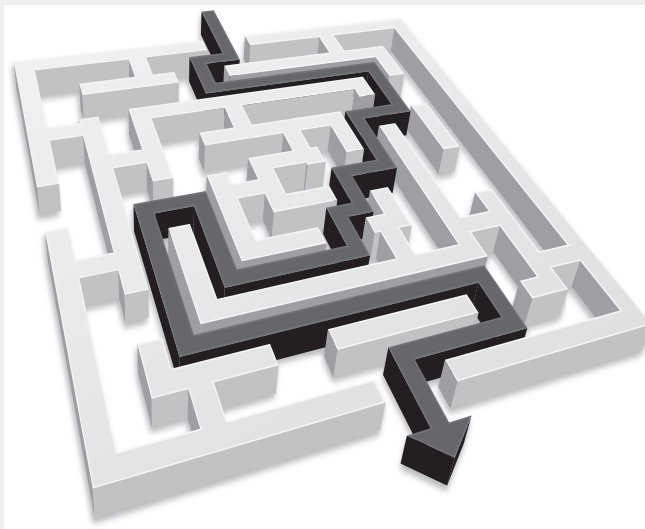




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