**Minutes**

**Iowa State Association of Counties**

**Board of Directors Meeting**

**ISAC Offices, 5500 Westown Parkway, Suite 190, West Des Moines, Iowa 50266**

**Phone 515.244.7181**

**Present:** Lonny Pulkrabek, Eric Stierman, Burlin Matthews, Joan McCalmant, Melvyn Houser, Denny Wright, Carla Becker, Shane Walter, Elizabeth Ledvina, Carl Mattes, Joe Neary, Matt Cosgrove, Jean Keller, Russell Wood, Joel Rohne, Grant Veeder, AJ Mumm

**Absent:** Brad Skinner, Wayne Reisetter, Peggy Rice, Kathy Babcock, Kim Painter

**Guests:** Russ Sporer, Clarence Hoffman, Terry Axman, Willene White

**Staff:** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Brad Holtan, Katie Cook, Kelsey Sebern, Jeanine Scott, Robin Harlow, Molly Hill, Jamie Cashman, Lucas Beenken, Beth Manley

**Thursday, April 26, 2018**

ISAC President Lonny Pulkrabek called the meeting to order at 9:30 am and led the Board in the Pledge of Allegiance.

**Approval of Minutes**

Moved by Burlin Matthews, seconded by Grant Veeder to approve as written the meeting minutes of the February 9, 2018 ISAC Board of Directors. The motion passed unanimously.

Moved by Russell Wood, seconded by Carl Mattes to approve as written the minutes of the March 15, 2018 ISAC Spring Conference General Session. The motion passed unanimously.

**Management and Financial Report**

Brad Holtan reported on the financials as of March 31, 2018 including Iowa Precinct Atlas Consortium payables and receivables. The Board raised concerns and amply discussed IPAC training, support, and IT resources. Work is being done by ISAC and the IPAC Board to work through challenges and to develop a new fee structure.

Moved by Grant Veeder, seconded by Joel Rohne to accept the financial report as presented. The motion passed unanimously.

Brad reviewed the quarterly investment report as of March 31, 2018.

Moved by Melvyn Houser, seconded by Burlin Matthews to accept the investment report as presented. The motion passed unanimously.

Brad Holtan gave an overview of the current ISAC employee health plan and options moving forward including an HSA with a high deductible health plan and an HRA. Employees expressed concerns over moving to an HSA during a presentation given by Kingston Life and Health. Brad recommended ISAC create an HRA in hopes of building up program reserves to create more flexibility in the future.

Moved by Eric Stierman, seconded by Joe Neary to approving moving to an HRA for the ISAC employee health plan. The motion passed unanimously.

Kristi Harshbarger gave an update on legal matters of importance to counties. She presented letters from Mike Carberry, Johnson County Supervisor, and Lee Dimmitt, Jefferson County Supervisor, which requested a more active role by ISAC in approaching certain legal issues. The Board discussed the letters at length.

Bill Peterson reported that he was approached by the Iowa Rural Development Council (IRDC) asking that he serve on the Board of Directors. Although not required, Bill recommended that ISAC become a member of IRDC at the silver level ($500).

Moved by Melvyn Houser, seconded by Eric Stierman to approve ISAC becoming a member of IRDC at the silver level. The motion passed unanimously.

Bill Peterson reported that no action is needed by the Board regarding the IP Pathways contracts. Issues have come up that require more work. The hope is to act during the June meeting.

Rachel Bennett reported that the affiliate websites are outdated and very difficult to maintain. ISAC would like to continue to offer this service to members free of cost. The event registration and CEU functionality were built into the event management website, and Rachel recommended that affiliates and board/committees be given the option to use Basecamp as their communication and document sharing website beginning July 1, 2018. Katie Cook gave a demo of the website and answered questions. Staff will work with the affiliates during the transition and helping to determine what information needs to be archived from the old sites.

Moved by Joel Rohne, seconded by Russell Wood to approve the recommendation of moving affiliate sites to Basecamp beginning July 1, 2018.

Bill Peterson reported that our current office lease will end in 2021, and our office space may not meet our future needs. An estimate for a consultant to assist in the process of determining space needs will be brought to the Board in June.

**CSN Dashboards**

Robin Harlow gave a demonstration of the dashboards that are available in the Community Services Network (CSN). They give counties the ability to see visualizations of data that are extremely helpful in the work that they do.

**County Risk Management Services, Inc. representing ICAP and IMWCA**

Representatives from County Risk Management Services (CRMS), Inc. representing the Iowa Communities Assurance Pool (ICAP) and the Iowa Municipalities Workers’ Compensation Association (IMWCA) presented to the Board. Terry Axman, Clarence Hoffman, Russ Sporer, and Willene White gave a history of insurance in Iowa including the need for and the formation of CRMS, Inc. They explained goals and member benefits. Lastly, they thanked ISAC for its partnership and stressed the importance of taking the long view when presented with the short-term advantage of competitors.

**NACo Report**

Bill Peterson reported that NACo has put out a call for steering committee members and presidential appointments. Contact him if interested.

Bill reported that ISAC nominated and NACo has chosen David Muhlbauer, Crawford County Supervisor, to attend the NACo County Leadership Institute

Rachel Bennett reported that the 2018 NACo Annual Conference is being held at the Gaylord Opryland Resort and Convention Center in Nashville, Tennessee from July 13-16. The Iowa Caucus Meeting is being held from 5:00 pm – 6:00 pm on Saturday, July 14.

**ISAC Conference Report**

Kelsey Sebern gave an overview of Spring Conference survey responses. Affiliate time was favored by most members over educational tracks.

Jacy Bartling reviewed Spring Conference app analytics. She will be working to improve the affiliate agenda functionality for the Annual Conference.

Beth Manley gave an overview of the HIPAA in-person training that was held on April 19 and the HIPAA program.

Kelsey reported that the 14th Annual ISAC Scholarship Golf Fundraiser is being held on Tuesday, August 21 in conjunction with the ISAC Annual Conference.

Kelsey reviewed the 2018 ISAC Annual Conference agenda. The conference-wide networking event, ARTS + EATS + TUNES, will take place at Mainframe Studio and include food, drinks, music, and many artist studios with live demos, classes, and shopping.

President Pulkrabek reviewed the tentative agenda for the ISAC Board of Directors Retreat being held in Johnson County on October 3-5.

Kelsey presented a proposed contract for the 2021 ISAC Spring Conference to be held at Veterans’ Memorial Community Choice Credit Union Convention Center on March 11-12, 2021.

Moved by Russell Wood, seconded by Denny Wright to approve the contract for the 2021 ISAC Spring Conference. The motion passed unanimously.

**Golden Eagle Nomination Process**

Rachel reported that the 2018 ISAC Golden Eagle nomination process has begun, and the committee will meet prior to and bring a recommendation to the full Board during its June 27 meeting. The Golden Eagle will be honored during the Annual Conference on August 22.

**Legislative Update**

Rachel Bennett gave an overview of the social media campaign for full funding of the backfill. Overall, the stats have blown through industry standards with a total reach of 418,000 between YouTube, Facebook, and Twitter. Media engagement has also been excellent.

Jamie Cashman and Lucas Beenken gave an update on the legislative session including ISAC’s legislative objectives, top priorities, and other issues of concern to counties. Overall, there is a continued trend of threats to local control.

President Pulkrabek adjourned the meeting at 2:15 pm following board members sharing issues, concerns, ideas, and achievements with other board members.