**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, Wayne Reisetter, Melvyn Houser, Carl Mattes, Denny Wright, Jan Heidemann, Shane Walters, Joe Neary, Jean Keller, Brad Skinner, Carla Becker, Kim Painter, Grant Veeder

**Absent:** Peggy Rice, Joan McCalmant, Kathy Babcock, Elizabeth Ledvina, AJ Mumm, Matt Cosgrove, Joel Rohne

**Guests:** Wendy Moran, Nicole Loux, Burt Burrows, Matt Ring, Timothy Johnston, Ryan Berven, Lacy Litton, Amy Gould

**Staff:** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Kelsey Sebern, Brad Holtan, Molly Hill, Beth Manley, Jeanine Scott

**Thursday, November 15**

ISAC President Lonny Pulkrabek called the meeting to order at 1:00 pm and led the Board in the Pledge of Allegiance.

**Approval of Minutes**

Moved by Grant Veeder, seconded by Denny Wright to approve as written the meeting minutes of the October 4-5, 2018 ISAC Board of Directors. The motion passed unanimously.

Moved by Burlin Matthews, seconded by Eric Stierman to approve as written the meeting minutes of the November 9, 2018 ISAC Litigation Committee. The motion passed unanimously.

**FY 2018 ISAC Audit Presentation**

Nicole Loux and Wendy Moran, McGowen Hurst Clark and Smith, P.C., presented the ISAC audit to the Board. An unqualified opinion was given and no major concerns were reported. The governance letter to the Board was included in the report. An additional letter was included regarding new accounting requirements that will become effective next year.

Moved by Eric Stierman, seconded by Wayne Reisetter to accept the FY 2018 ISAC audit report as presented. The motion passed unanimously.

President Pulkrabek recessed the ISAC Board and reconvened following the ICTS Board meeting.

**Spoofing Update**

Jeanine Scott reported that spoofing has continued from ISAC email addresses. Work continues to prevent it in the future and to ensure security of ISAC’s systems.

**Nationwide Retirement Solutions**

Burt Burrows and Matt Ring, Nationwide Retirement Solutions (NRS), provided materials and gave an overview of NRS and its deferred compensation for public employees. They discussed the work that continues in Iowa to add the NRS deferred compensation option for county employees.

**ISAC Group Health Program Report**

Lacy Litton, Wellmark Blue Cross and Blue Shield of Iowa, gave an overview of health and pharmacy reporting for the ISAC Group Health Program. Wellmark is the third-party administrator for the Program. Amy Gould, Wellmark, reviewed the ISAC Wellness Program participation and incentives.

Bill Peterson gave financial highlight related to the Program. He reviewed and discussed the 2020 ISAC Group Health Program recommendations that included:

* Effective January 1, 2019
  + Approve waiver of member cost-share for the following preventative services: 3D Mammography; PSA; and lipid panel (services were paid at 100% prior to 7/1/18);
  + Comply with Mental Health Parity retroactive to July 1, 2018;
  + Eliminate 4th quarter carryover provisions; and
  + Amend summary plan description for end-stage renal disease for Medicare to pay primary after 30 months.
* Effective July 1, 2019
  + Approve recommended base rates with income increase of 4.3% and $150K stop-loss. Plan rate increases range from 3.98% to 5.55%;
  + Approve recommended pharmacy plan change from BlueRX Complete to BlueRX Value Plus Formulary;
  + Adopt discount proposal with loss of discount limited to 5% per year and transition from a five to three-year claims experience look-back for discounts or penalties;
  + Include a large claim rating adjustment for claims over $100,000 with a three-year look-back to determine discounts or penalties;
  + Adopt proposal to pay PCORI through FY 2020; and
  + Approve 2019 Wellness Program and funding.

Moved by Burlin Matthews, seconded by Melvyn Houser to adopt the recommendation as presented for the FY 2020 ISAC Group Health Program. The motion passed unanimously.

President Pulkrabek recessed the Board at 4:45 pm.

**Friday, November 16, 2018**

**Present:** Lonny Pulkrabek, Eric Stierman, Burlin Matthews, Wayne Reisetter, Melvyn Houser, Carl Mattes, Denny Wright, Jan Heidemann, Shane Walters, Joe Neary, Jean Keller, Brad Skinner, Carla Becker, Kim Painter, Grant Veeder

**Absent:** Peggy Rice, Joan McCalmant, Kathy Babcock, Elizabeth Ledvina, AJ Mumm, Matt Cosgrove, Joel Rohne

**Staff:** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Kelsey Sebern, Brad Holtan, Molly Hill, Beth Manley, Katie Cook, Jacy Ripperger

**Nominating Committee Report**

Eric Stierman, ISAC Nominating Committee Chair, reported that there is a vacancy on the ISAC Executive Committee because Wayne Reisetter, ISAC 3rd Vice President, lost his election. Carla Becker and Richard Crouch have agreed to serve. The Committee recommends the following slate of officers for 2019:

* President – Eric Stierman
* 1st Vice President – Burlin Matthews
* 2nd Vice President – Carla Becker
* 3rd Vice President – Richard Crouch

Moved by Eric Stierman, seconded by Burlin Matthews to approve the 2019 ISAC Executive Committee as recommended by the ISAC Nominating Committee. The motion passed unanimously.

**ISAC Scholarship Planning Committee Report**

Katie Cook reported that the ISAC Scholarship Planning Committee recommended distributing $20,000 total for the following 2019 ISAC Scholarships:

* $2,000 – Six top district scholarship winners
* $1,000 – Six runner-up district scholarship winners
* $2,000 – One past president scholarship winner

Moved by Eric Stierman seconded by Joe Neary to approve the 2019 ISAC Scholarship awards as recommended by the ISAC Scholarship Planning Committee.

Moved by Kim Painter, seconded by Jean Keller to approve the meeting minutes of the November 15, 2018 ISAC Scholarship Planning Committee. The motion passed unanimously.

**2019 ISAC Legislative Policy Committee Report**

Jamie Cashman and Lucas Beenken gave an overview of the 2019 election results and the outlook for the legislative session.

Rachel Bennett reviewed the ISAC online voting results including legislative objectives, policy statements, and top priories. Jamie and Lucas discussed that the ISAC membership, Legislative Policy Committee (LPC), and ISAC staff recommend the same three top priorities: Mental Health and Disability Services (MH/DS); Commercial and Industrial Property Tax Backfill; and Water Quality, Natural Resources, and Outdoor Recreation. Jamie, Lucas, and Rachel discussed plans for social media and video campaigns regarding the MH/DS and backfill top priorities as well as a video related to the county’s role in property assessments.

Lonny Pulkrabek reported that the Iowa State Sheriffs’ and Deputies’ Association is against the IPERS Status for Emergency Management Personnel policy statement.

Moved by Grant Veeder, seconded by Denny Wright to approve the 2019 ISAC legislative objectives, policy statements, and top priorities. The motion passed unanimously.

**Management Report**

Brad Holtan reviewed the highlights of the financial statements dated October 31, 2018.

Moved by Eric Stierman, seconded by Melvyn Houser to accept the October 31, 2018 ISAC financial report as presented. The motion passed unanimously.

Brad reviewed the highlights of the quarterly investment report dated October 31, 2018.

Moved by Kim Painter, seconded by Burlin Matthews to accept the October 31, 2018 quarterly investment report as presented. The motion passed unanimously.

Brad reviewed and recommended changes to the ISAC staff credit card allocations.

Moved by Denny Wright, seconded by Grant Veeder to approve the ISAC credit card allocations as presented. The motion passed unanimously.

Bill Peterson presented and recommended for approval an ISAC Emergency Succession Plan that sets up several scenarios based on absences of the executive director for different time frames including a permanent absence.

Moved by Burlin Matthews, seconded by Eric Stierman to approve the ISAC Emergency Succession Plan.

The board discussed possible improvements to the recommended education and experience.

The motion passed unanimously.

Bill reported that the ICTS Board of Directors discussed the consulting agreement for justice involved services. The ISAC Board needs to approve the agreement.

Moved by Shane Walters, seconded by Melvyn Houser to approve the statement of work and contract of services for the predictive services model/justice involved services. The motion passed unanimously.

Carla Becker and Brad Holtan gave an update on the Iowa Precinct Atlas Consortium related to changes that have been made to the system, how it fared during the midterm election, and upcoming changes. Overall, things went much more smoothly than with the June 2018 Primary. The Board discussed remaining problems and ongoing concerns.

**Conferences and Event Report**

Rachel reported that the 2018 Iowa Stepping Up Summit was a success and reviewed a breakdown of conference attendees and survey responses. Jamie also gave good reviews of the Iowa Summit and a NACo Stepping Up Peer Exchange that took place in Des Moines the following week.

Kelsey Sebern reviewed the 2019 ISAC Board of Directors meeting schedule.

Kelsey reviewed the agenda for the 2019 ISAC New County Officers School which is being held at the Sheraton West Des Moines on January 16-17, 2018, and Rachel gave an overview of efforts to gain increased and continued involvement of newly elected county officials.

Kelsey recommended the agenda for the 2019 ISAC Spring Conference which is being held March 14-15 at the Veterans’ Memorial Community Choice Credit Union Convention Center in Des Moines.

Moved by Burlin Matthews, seconded by Eric Stierman to approve the agenda as presented. The motion passed unanimously.

**Litigation Committee Report**

Wayne Reisetter reported that ISAC has been asked to participate in a friend of the court brief related to Godfrey claims.

Moved by Denny Wright, seconded by Melvyn Houser to approve participation as a sponsor of a friend of the court brief as recommended. The motion passed unanimously.

Kristi Harshbarger discussed data requests related to CSN.

**Preferred Vendor Program and Marketing Plans**

Jacy Ripperger gave an overview of work that has been done to increase overall income from corporate opportunities and compared numbers over the last two years. There has been an increase in overall income from preferred vendors and exhibitors. Jacy further discussed the 2019 ISAC Marketing Guide and the addition of an online vendor directory that will be available to ISAC members.

President Pulkrabek adjourned the meeting at 12:00 pm following reports and inquiries from board members.