**Minutes**

**ISAC Board of Directors Meeting**

**Element West Des Moines – Phone 515.661.4345**

**575 South Prairie View Drive, West Des Moines, Iowa 50266**

**Thursday, September 19, 2019**

**Present:** Burlin Matthews, Carla Becker, Richard Crouch, Peggy Rice, Lonny Pulkrabek, Jean Keller, Gene Meiners, Grant Veeder, Kris Colby, Linda Zuercher, Joan McCalmant, Melvyn Houser, Joel Rohne, Brad Skinner, Shane Walter, AJ Mumm, Elizabeth Ledvina, Matt Cosgrove, Russell Wood

**Absent:** Brian Gardner, Kathy Babcock, John Werden

**Staff:** Bill Peterson,Rachel Bennett, Kelsey Sebern, Kristi Harshbarger, Brad Holtan, Chris Schwebach, Jeanine Scott, Jamie Cashman

**Thursday, September 19, 2019 – Casual Attire for All Events**

ISAC President Burlin Matthews called the meeting to order and led the Board in the Pledge of Allegiance. Introductions took place, and Kris Colby and Linda Zuercher were sworn in by President Matthews.

Resignations from Kim Painter and Eric Stierman were included in the board materials.

**Approval of Minutes**

Moved by Joan McCalmant, seconded by Melvyn Houser to approve as written the June 26, 2019 meeting minutes of the ISAC Board of Directors. The motion passed unanimously.

Moved by Gene Meiners, seconded by Elizabeth Ledvina to approve as written the August 21, 2019 ISAC Annual Conference General Session minutes. The motion passed unanimously.

The June 26, 2019 Iowa Counties Technology Services (ICTS) and the June 25, 2019 ISAC Executive Committee meeting minutes were reviewed for informational purposes.

**Management and Financial Report**

Brad Holtan gave highlights of the June 30, 2019 financial report that included an overview of all funds for informational purposes.

Moved by Grant Veeder, seconded by Richard Crouch to approve the June 30, 2019 financial report.

**Brad reported that the audit has been completed and that everything went smoothly.**

**Brad reported that the four employees of ISAC’s health insurance broker, Kingston Life and Health, have left the company. Kingston has been informed that we will be providing them with a notice of termination while we determine in the next few months if the new staff can deliver on the terms of the contract. A recommendation will be brought to the Board in November.**

**President Matthews recessed the ISAC Board and reconvened the meeting following adjournment of the ICTS Board of Directors meeting.**

**Bill Peterson gave an update on recent press regarding out of state board meetings being held by the Iowa Communities Assurance Pool (ICAP) Board of Directors.**

**Kristi Harshbarger gave an update on the opioid litigation.**

**Intergovernmental Relations Report**

**Carla Becker, ISAC Legislative Policy Committee (LPC) Chair, reported that the LPC met during the Annual Conference to review new and existing proposals sent in by all affiliates. The LPC will meet again on September 26 to recommend legislative objectives and policy statements to the full membership.**

**Jamie Cashman reviewed the legislative objectives that will be considered by the Committee.**

**Rachel Bennett gave an overview of the timeline and procedures for the membership and Board for voting on and approving the 2020 ISAC Legislative Priorities. Online voting of ISAC voting members will occur in October, and the Board will approve the member vote and set the top priorities at its November meeting.**

**Rachel and Jamie gave a three-part legislative interaction plan leading into and during the 2020 legislative session. County Day at the Capitol will not be held in 2020, and in its place ISAC will be attending district meetings in December; helping to promote, market, and attend legislative days at the Capitol of other groups; and assist select counties in hosting meetings with their legislators.**

**The Board recessed for the evening.**

**Friday, September 20, 2019**

**Present:** Burlin Matthews, Carla Becker, Richard Crouch, Peggy Rice, Lonny Pulkrabek, Jean Keller, Gene Meiners, Grant Veeder, Linda Zuercher, Joan McCalmant, Melvyn Houser, Joel Rohne, Brad Skinner, Shane Walter, AJ Mumm, Matt Cosgrove, Russell Wood

**Absent:** Brian Gardner, Kathy Babcock, John Werden, Kris Colby, Elizabeth Ledvina

**Staff:** Bill Peterson,Rachel Bennett, Kelsey Sebern, Kristi Harshbarger, Brad Holtan, Katie Cook, Jacy Ripperger, Dylan Young, Jamie Cashman

ISAC President Matthews called the meeting to order.

**Nominating Report**

Carla Becker, ISAC Nominating Committee Chair, reported that the nominating committee recommends the following slate of officers for 2020 effective January 1, 2020 and sworn in during the January ISAC Board of Directors meeting:

President: Burlin Matthews, Clay County Supervisor

1st Vice President: Carla Becker, Delaware County Auditor

2nd Vice President: Richard Crouch, Mills County Supervisor

3rd Vice President: Brian Gardner, Linn County Sheriff

Moved by Carla Becker, seconded by Melvyn Houser to approve the recommendation of the nominating committee. The motion passed unanimously.

Bill Peterson led the Board in an exercise to determine each member’s personality type. Board members were split into discussion groups.

Rachel Bennett led a discussion about what member engagements are working and which are not. The topics discussed included programs and services, conferences and communications, and government relations.

Bill Peterson asked the discussion groups to identify: three things that ISAC does that it shouldn’t do; three things that ISAC does that it should do better; and three things that ISAC doesn’t do that it should.

Staff will evaluate feedback from both discussions and return with a list for prioritization by the Board.

President Matthews adjourned the meeting at 11:30 am.