

IOWA STATE ASSOCIATION OF COUNTIES

FY 2019 Annual Report

2019

The Iowa County  
November 2019

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# THE IOWA COUNTY MAGAZINE

## FY 2019 ISAC Annual Report

*November 2019 \* Volume 48, Number 11*

*The Iowa County magazine:* The official magazine of the  
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.

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## FROM THE ISAC EXECUTIVE DIRECTOR

**Association Governance: What do boards of directors do and why they do it!**

**William R. Peterson**  
ISAC Executive Director  
[bpeterson@iowacounties.org](mailto:bpeterson@iowacounties.org)

I was recently reviewing comments from our annual conference and was surprised to find one of our members had commented on our practice of introducing members of the ISAC Board of Directors during our general session. The implication of the comment was that it seemed like a waste of time and just added to an already long general session experience. I guess I was surprised, because I view the membership of an association's governing body as a critical component of organizational success. And as a member of the organization, it seems like you would want to know who is representing you on that board of directors. These individuals are points of contact that can help you understand the organization, that you can talk to about organizational activities you like or don't like, or that you can suggest changes to that you would like to see made in the organization. And finally, when you hear about nonprofit organizations that have gone completely off the rails, it is likely you will find there was a failure by the board of directors to exercise its responsibilities as a board.

Before I get into those board duties and responsibilities, I want to make sure you know how the ISAC Board of Directors is comprised. ISAC annually has a varying number of directors - but how they arrive on the ISAC Board is determined by our Articles of Incorporation. The Articles specify that our membership includes 16 separate organizations. We call these organizations affiliates (supervisors, auditors, treasurers, etc.). Each affiliate has the right and responsibility to place a representative (supervisors are allowed three representatives) of their organization on our board of directors. Each affiliate determines the process to be used for the selection of their representative(s), but their representative(s) must be a county official, employee, or employee of a county conference board. Our articles also specify that any member serving on the National Association of Counties Board will also serve as a member of the ISAC Board of Directors. And finally, the three most recent past presidents of the association serve as members of the board. This past year (FY 2019), there were 23 members serving on the ISAC Board. You can always find a listing of the ISAC board members on page 3 of regular issues of *The Iowa County magazine*, page 6 of this magazine, and also on our website under "About > Board of Directors."

What are the duties of a board of directors? There are three basic fiduciary duties of boards:

1. **The Duty of Care** | This means that the board of directors must give the same care and concern to their board responsibilities as any prudent or ordinary person would. It means they have a responsibility to pay attention.
2. **The Duty of Loyalty** | This means the board of directors must always put the interests of the organization ahead of their own interests. There is no place for self-interest in their decision-making.
3. **The Duty of Obedience** | This means the board of directors must make sure the organization is complying with all applicable laws and regulations and does not engage in illegal activities.

Board of directors do these things by making sure that the organization has policies and procedures for orderly operation, and that employees of the organization comply with those policies and procedures. Again, these three duties together mean board members must be engaged and committed to paying attention and doing what is right.

What are the responsibilities that an association board of directors has? We annually do an orientation for new board members and a reminder for existing board members on their responsibilities. We list 10 major responsibilities in the Board of Directors Handbook. They are as follows:

1. Determine the association's vision and mission.
2. Select the association's executive director.
3. Provide proper financial oversight.
4. Ensure adequate resources.
5. Ensure legal and ethical integrity and maintain accountability.
6. Ensure effective organizational planning.
7. Recruit and help orient new board members and assess the board's performance.
8. Enhance the association's public standing.
9. Determine, monitor, and strengthen the association's programs and services.
10. Support the associations executive director and assess their performance annually.

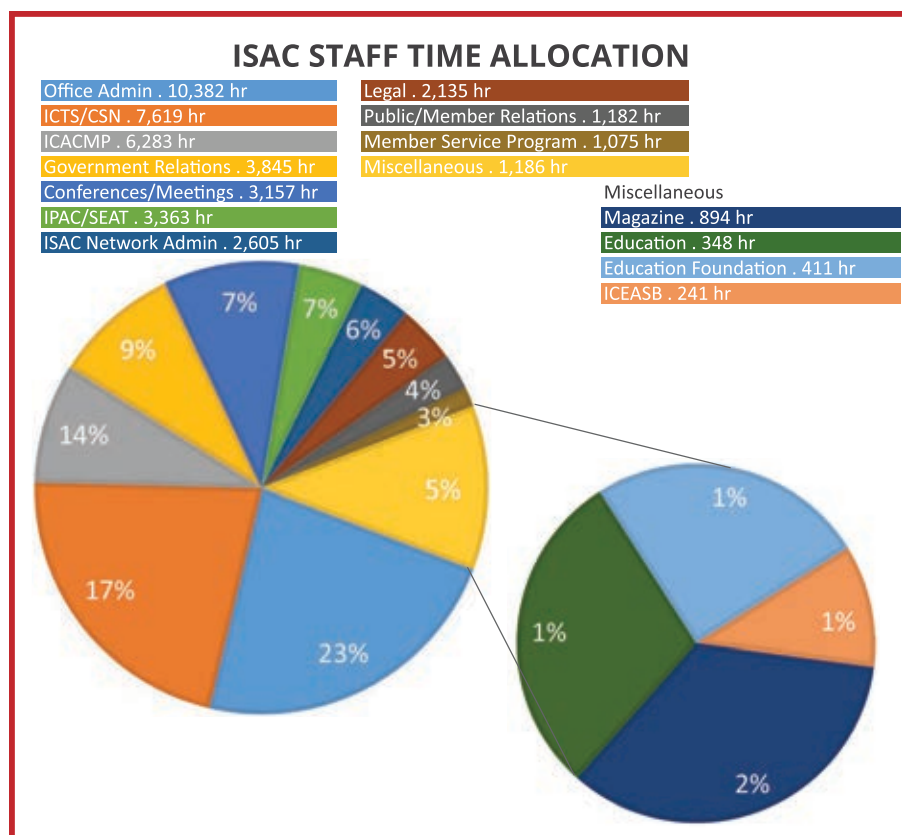
This is a lot of responsibility for association board members. If they flagrantly fail to perform the duties and responsibilities, they can be held personally liable for their failures. And, in the case of the ISAC Board and many other boards, they are volunteers – meaning they don't get paid for the time and effort to carry out these duties and responsibilities.

I suppose now you are wondering, if the ISAC Board of Directors must do all this stuff, what do all these ISAC staff people do. That is a good question. In ISAC's case, the Board hires an executive director, who is responsible for managing the execution of decisions made by the board of directors - whether those are policy decisions, decisions about the programs and services offered to members, or implementation of the strategic plan. Also, in ISAC's case, the executive director has been given authority to hire other individuals to help fulfill all these expectations. The Board fulfills its responsibilities by asking staff for various reports on association activities. Those reports are generally delivered at board meetings. They can be oral or written reports and will include everything from financial statements to analysis of operational performance. Finally, the Board can rely on the annual financial audit performed by our outside auditor to help it comply with its duties and responsibilities.

I think an association's success is a product of three interconnected components: an informed governing board that pays close attention to its duties and responsibilities; an active and engaged membership; and, an accountable, innovative, and professional staff empowered by the board and membership to carry out the association's mission.

Our annual report is one way that the ISAC Board of Directors reports to you as members how they are performing their duties and responsibilities. I hope you will take some time to get to know them and let them know you appreciate their efforts.

As always, we thank you for the opportunity to serve you as members of the association.



The ISAC staff works hard for its members. We strive to protect your interests and to make your jobs as public servants as easy as possible. To guide our efforts in achieving that goal, staff have adopted five core values. They are to:

- Be member focused
- Seek personal and business excellence
- Respect others
- Work as a team
- Be personally honest and ethical

Contact us at 515.244.7181 or using the first initial and last name followed by @iowacounties.org.

We're always here and happy to help!

**Where Can I Find Out More?** Page 7. The ISAC website includes a brief description of the duties of each staff member. Find us under the About tab.

# ISAC Board of Directors

**What They Do?** Duties of the ISAC Board of Directors include:

- electing officers from the members of the Board
- serving as a liaison between ISAC and their affiliate
- developing and monitoring strategic plans
- deciding among priorities and setting policy
- recommending ISAC's budget to members
- ensuring adequate financial resources
- selecting and supporting the Executive Director
- enhancing the organization's public standing
- recruiting new members
- assessing board performance

**Who They Are?** Each of ISAC's 16 affiliates has one seat on ISAC's

Board of Directors - except for supervisors, who have three. Three additional past presidents and NACo Board members round out the members of the Board. The ISAC Executive Committee serves a calendar year term.

**Where Can I Find Out More?** The ISAC website includes past minutes, agendas and more. Find them under the About tab.



ISAC Executive Board (pictured R to L)  
Supervisor . **President Burlin Matthews** . Clay County  
Auditor . **1st Vice President Carla Becker** . Delaware County  
Supervisor . **2nd Vice President Richard Crouch** . Mills County

ISAC Board of Directors  
Assessor . **Jean Keller** . Bremer County  
Community Services . **Russell Wood** . Franklin County  
Conservation . **Matt Cosgrove** . Webster County  
County Attorney . **John Werden** . Carroll County  
Emergency Management . **AJ Mumm** . Polk County  
Engineer . **Brad Skinner** . Appanoose County  
IT . **Joel Rohne** . Worth County

Planning and Zoning . **Shane Walter** . Sioux County  
Public Health . **Kathy Babcock** . Chickasaw County  
Recorder . **Kris Colby** . Winnebago County  
Sheriff . **Brian Gardner** . Linn County  
Supervisor . **Gene Meiners** . Carroll County  
Treasurer . **Linda Zuercher** . Clayton County  
Veterans Affairs . **Elizabeth Ledvina** . Tama County  
Auditor . **Grant Veeder** . Black Hawk County | NACo  
Auditor . **Melvyn Houser** . Pottawattamie County | NACo  
Recorder . **Joan McCalmant** . Linn County | Past President  
Auditor . **Peggy Rice** . Humboldt County | Past President  
Sheriff . **Lonny Pulkrabek** . Johnson County | Past President

# ISAC STAFF



**William R. Peterson**  
Executive Director



**Kristi Harshbarger**  
General Counsel  
(Oversight on behalf of the  
ISAC Board of Directors)

## LEGAL



**Beth Manley**  
Compliance  
Officer



**Jamie Cashman**  
Government  
Relations Manager

## GOVERNMENT RELATIONS



**Lucas Beenken**  
Public Policy  
Specialist



**Rachel Bennett**  
Member Relations  
Manager

## MEMBER RELATIONS



**Jacy Ripperger**  
Marketing  
Coordinator



**Katie Cook**  
Office Coordinator



**Sue Royce**  
Administrative  
Assistant

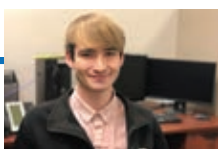


**Kelsey Sebern**  
Event Coordinator



**Jeanine Scott**  
IT  
Manager

## INFORMATION TECHNOLOGY



**Nick Ballard**  
Developer I



**Ashley Clark**  
IT Support Coordinator



**Tyler Connelly**  
Network  
Administrator



**Brandi Kanselaar**  
IT Support  
Coordinator



**Chris Schwebach**  
Software  
Developer II

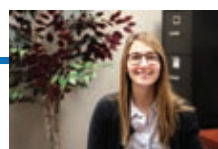


**Dylan Young**  
Senior Software  
Developer



**Brad Holtan**  
Finance and Program  
Services Manager

## FINANCE AND PROGRAM SERVICES



**Bailey Krebs**  
IT Technician



**Molly Hill**  
Staff Accountant



**Tammy Norman**  
IPAC Program  
Manager



**Brock Ridders**  
Software Support  
Specialist

















**Molly Steffen**  
Customer Support  
Coordinator



**Jessica Trobaugh**  
ICACMP Program  
Manager

# Iowa State Association of Counties FINANCIAL HIGHLIGHTS

INCOME BREAKDOWN FY 2019			EXPENSE BREAKDOWN FY 2019		
Dues	19%		Personnel	63%	
ICTS	18%		Operating	24%	
Royalties	16%		Meetings	9%	
Meetings	15%		Fixed assets	3%	
Administration	14%		Publications	1%	
ICACMP	11%				
IPAC	5%				
Publications	1%				
Interest	1%				
FY 2018			FY 2018		
Administration	24%		Personnel	68%	
Dues	20%		Operating	17%	
ICTS	16%		Meetings	10%	
Royalties	16%		Fixed assets	3%	
Meetings	14%		Publications	2%	
CM&MHDS	8%				
Publications	2%				
Interest	0%				

# Iowa State Association of Counties FINANCIAL HIGHLIGHTS

FY 2019

## CURRENT ASSETS

Cash and cash equivalents	
Investments	
Accounts receivable	
Prepaid expenses	
Interest receivable	
Property/Equipment (net of accumulated depreciation)	
<b>TOTAL ASSETS</b>	

## LIABILITIES AND NET POSITION

Accounts payable and accrued liabilities	
Due to Wellmark, Inc.	
Claims incurred but not reported	
Unearned revenue	
Compensated absences	
Funds held for benefit of members	
<b>TOTAL LIABILITIES</b>	
<b>NET ASSETS - WITHOUT DONOR RESTRICTIONS</b>	
<b>TOTAL LIABILITIES AND NET ASSETS</b>	

ASSOCIATION ACTIVITIES	PROGRAM ACTIVITIES	TOTAL
\$236,671	\$5,001,991	\$5,238,662
\$1,371,914	\$23,797,415	\$25,169,329
\$193,325	\$240,607	\$433,932
\$36,109	-	\$36,109
\$13,101	\$139,970	\$153,071
\$162,235	-	\$162,235
<b>\$2,013,355</b>	<b>\$29,179,983</b>	<b>\$31,193,338</b>
\$102,098	\$221,881	\$323,979
-	\$649,706	\$649,706
-	\$4,091,933	\$4,091,933
\$126,949	\$3,484	\$130,433
\$121,072	-	\$121,072
-	\$24,212,979	\$24,212,979
\$350,119	\$29,179,983	\$29,530,102
\$1,663,236	-	\$1,663,236
<b>\$2,013,355</b>	<b>\$29,179,983</b>	<b>\$31,193,338</b>

## REVENUE

Conferences and meetings	
Dues	
Royalties	
Investment income	
Publications	
Administration fees	
County premiums	
Miscellaneous	
<b>TOTAL REVENUE</b>	

## EXPENSES

Salaries and fringe benefits	
Conferences and meetings	
Board of Directors meeting expenses	
Other board authorized fund	
NACo conference	
Staff travel, training, prof memberships	
Public relations	
Consulting/Professional services	
General operating	
Publications	
Miscellaneous	
Claims and premiums paid	
Change in claims incurred but not reported	
Administration	
Wellness program	
County technologies clearinghouse	
Affordable Care Act fees	
<b>TOTAL EXPENSES</b>	
<b>INCREASE (DECREASE) IN NET ASSETS</b>	
<b>INCREASE IN FUNDS HELD</b>	
<b>NET ASSETS, BEGINNING OF YEAR</b>	
<b>NET ASSETS, END OF YEAR</b>	

ASSOCIATION ACTIVITIES - BUDGET	ASSOCIATION ACTIVITIES - ACTUAL	PROGRAM ACTIVITIES	TOTAL
\$437,770	\$464,916	-	\$464,916
\$574,700	\$605,425	-	\$605,425
\$479,300	\$516,994	-	\$516,994
\$10,800	\$32,048	\$1,029,603	\$1,061,651
\$52,200	\$46,605	-	\$46,605
\$1,659,694	\$1,454,228	-	\$1,454,228
-	-	\$32,541,628	\$32,541,628
\$4,000	\$35,049	-	\$39,049
<b>\$3,218,464</b>	<b>\$3,155,265</b>	<b>\$33,571,231</b>	<b>\$36,726,496</b>
\$1,999,839	\$2,008,289	-	\$2,008,289
\$259,390	\$231,396	-	\$231,396
\$50,000	\$63,213	-	\$63,213
\$2,000	\$2,790	-	\$2,790
\$20,000	\$19,390	-	\$19,390
\$57,200	\$58,933	-	\$58,933
\$2,000	\$19,838	-	\$19,838
\$152,235	\$365,374	-	\$365,374
\$109,356	\$362,535	-	\$362,535
\$45,600	\$46,269	-	\$46,269
\$49,060	\$4,895	\$7,973	\$12,868
-	-	\$28,411,528	\$28,411,528
-	-	(\$295,578)	(\$295,578)
-	-	\$599,478	\$599,478
-	-	\$386,048	\$386,048
\$2,500	\$812	-	\$812
-	-	\$12,509	\$12,509
<b>\$3,029,480</b>	<b>\$3,202,908</b>	<b>\$29,122,346</b>	<b>\$32,325,254</b>
<b>\$188,984</b>	<b>(\$47,643)</b>	<b>-</b>	<b>(\$47,643)</b>
	-	<b>\$4,448,885</b>	<b>\$4,448,885</b>
	<b>\$1,710,879</b>	-	<b>\$1,710,879</b>
	<b>\$1,663,236</b>	-	<b>\$1,663,236</b>

# PROVIDE EDUCATION

"ISAC has given me the tools to be an effective leader."

"I gained a lot of knowledge that I can take back to my county and use immediately!"

"That was a GREAT conference. One of the best I've attended."

**Where Can I Find Out More?** The ISAC website under the Meetings and Events tab.

**ISAC MEETINGS AND EVENTS** served nearly **6,000** attendees in FY 2019. ISAC conferences and workshops are held throughout the year. Two member-wide, annual conferences (one in March and one in August) are offered for networking, education, and affiliate meetings. Other events are offered throughout the year on timely issues affecting county officials - both in-person and online.

## SAVE MONEY HIPAA ASSISTANCE

**15** counties and **2** MH/DS regions participate in the ISAC HIPAA Program and gain benefits by pooling their money to receive services that wouldn't otherwise be affordable. HIPAA Program members have taken advantage of many benefits for a small annual fee. **4** webinars and **1** in-person training were conducted by a combination of ISAC staff and outside professionals, worth over **\$3,900** in speaker fees. Over **24** hours, the equivalent of over **\$5,900** of outside counsel, and far more ISAC staff time have been spent researching and answering HIPAA questions.

## SAVE MONEY GROUP HEALTH and WELLNESS

**23** counties participate in the ISAC Group Health Program and are actively involved in the Wellness Program. The Wellness Program incentives have saved county budgets **\$1.51 million** in premiums, and its effects have saved countless more in the health of their employees.

# GIVE AWARDS



The Annual Golf Scholarship Fundraiser allowed for **\$25,000** to be awarded to the children of county employees. The 2018 ISAC Excellence in Action Award went to the Hamilton County Conservation Board and the Johnson County GROW Program. Harlan Hansen was honored as the 2018 ISAC Golden Eagle.



## IMPACT LEGISLATION

### HIGHLIGHTS OF THE SESSION



ISAC also works hard defeating bills that would be of detriment to counties and their citizens.

The ISAC Government Relations Team and the Legislative Policy Committee (LPC) work together to produce a package of legislative objectives and policy statements. The LPC is made up of representatives from each of ISAC's affiliates. Throughout the year the team is working for you!

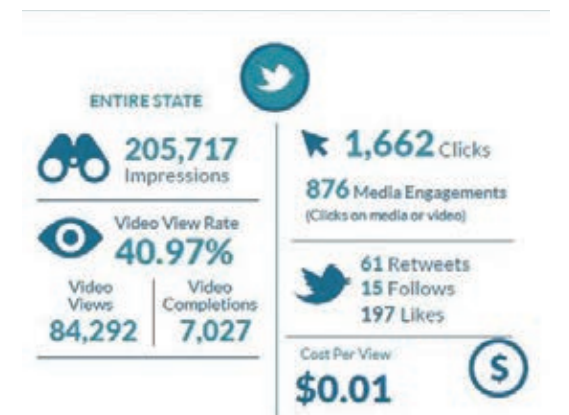
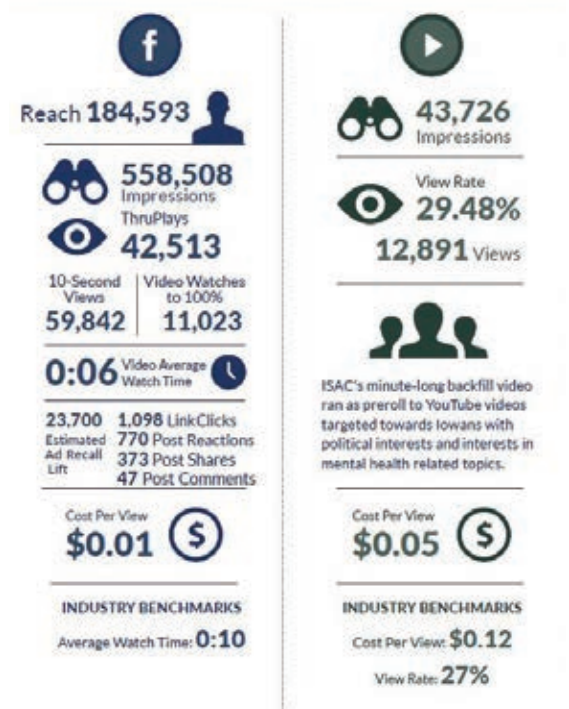
- Online tracking tool
- ISAC Update
- Legislative Comment Form
- County Day at the Capitol
- Summary of Legislation
- Webinars

## YOUR VOICE AT THE CAPITOL

# DELIVER BENEFITS

**#MentalHealthMattersIA** ISAC employed a social media and traditional media campaign to support its legislative top priority for long-term sustainable funding for mental health and disability services in Iowa. Our total social media reach was over **1.1 million**.

**Where Can I Find Out More?** The ISAC website search “#mentalhealth-mattersia.”



CAMPAIGN TOTAL:	ORGANIC:
Spent: \$5,097.96	12 Tweets
Impressions: 807,293	15 Facebook Posts
Video Views: 157,164	11,550 Engagements
Video Complete Views: 17,665	33k Views
Link Clicks: 2,876	
Campaign Flight Dates: 1/15 - 4/18	
**Statistics complete for campaign as of April 19th.	

# Iowa County Attorney's Case Management Program

## FINANCIAL HIGHLIGHTS

### CURRENT ASSETS

Cash and cash equivalents	\$389,489	\$288,540
Investments	\$192,833	\$254,583
Grant receivables	\$57,195	\$20,122
Accounts receivable	\$10,879	\$20,051
Prepaid expenses	\$2,470	-
<b>TOTAL CURRENT ASSETS</b>	<b>\$662,866</b>	<b>\$583,96</b>
<b>NET CAPITAL ASSETS</b>	<b>\$20,159</b>	<b>\$27,799</b>
<b>TOTAL ASSETS</b>	<b>\$683,025</b>	<b>\$611,095</b>

### LIABILITIES AND NET POSITION

Due to Iowa State Association of Counties	\$29,324	\$21,194
Accounts payable	\$1,260	\$72,100
Unearned revenue	\$285,980	\$260,513
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$316,564</b>	<b>\$353,807</b>
<b>NET POSITION</b>	<b>\$366,461</b>	<b>\$229,617</b>

### OPERATING REVENUE

Member dues	\$398,304	\$398,030
Software maintenance fees	\$54,995	\$55,468
Grant revenue	\$37,073	\$12,073
Membership user fees	\$47,475	\$48,974
<b>TOTAL OPERATING REVENUE</b>	<b>\$537,847</b>	<b>\$514,545</b>

### OPERATING EXPENSES

Software maintenance	\$2,504	\$63,719
Office expenses	\$15,371	\$15,357
Professional fees	\$360,774	\$272,731
Depreciation	\$7,640	\$8,352
Meeting expenses	\$5,702	\$3,648
Travel expenses	\$7,672	\$8,426
Insurance	\$4,267	\$4,236
Miscellaneous	\$3,796	\$789
<b>TOTAL OPERATING EXPENSES</b>	<b>\$407,726</b>	<b>\$377,258</b>

<b>OPERATING INCOME</b>	<b>\$130,121</b>	<b>\$137,287</b>
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$6,723</b>	<b>\$2,875</b>
<b>CHANGE IN UNRESTRICTED NET POSITION</b>	<b>\$136,844</b>	<b>\$140,162</b>
<b>UNRESTRICTED NET POSITION (beginning of year)</b>	<b>\$229,617</b>	<b>\$89,455</b>
<b>UNRESTRICTED NET POSITION (end of year)</b>	<b>\$366,461</b>	<b>\$229,617</b>

# ICACMP

## ICACMP Counties | 54



## ICACMP BOARD OF DIRECTORS

Chair - Andrew Van Der Maaten  
Winneshiek County

Vice Chair - Ryan Baldrige  
Webster County

2nd Vice Chair - Matthew Wilber  
Pottawattamie County

Ronda Burnes  
Tama County

Nick Johnson  
Mills County

Bev Clark  
Sioux County

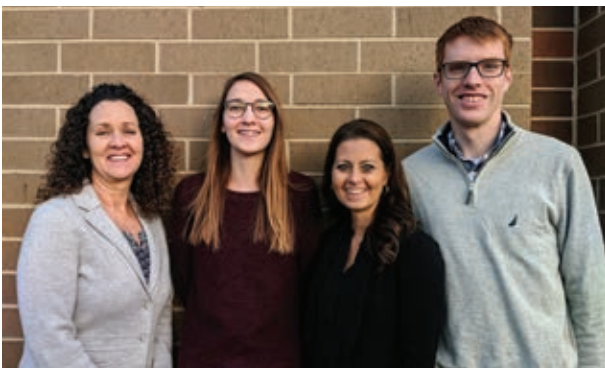
Andrew Ritland  
Mahaska County

Danelle Essing  
Johnson County

Matthew Schultz  
Madison County

### Staff

Jessica Trobaugh, ICACMP Program Manager  
Bailey Krebs, IT Technician  
Brock Ridders, IT Support Specialist  
Molly Steffen, Customer Support Coordinator



ISAC began the management of the Iowa County Attorney's Case Management Project (ICACMP) in July 2016. The mission of the project is to improve the efficiency of the prosecutor's offices in Iowa by supporting the case management software they use. Project counties have benefited greatly from efficiencies through the data exchanges with various justice partners in Iowa. The exchanges that are currently available include the Complaint Exchange, Hearing Order Exchange, Charge Code Exchange and Victim Exchange with many more exchanges on the horizon! Gone are the days of having to double enter the same information that law enforcement, clerks of court, and department of corrections has already entered. **Where Can I Find Out More?** The ISAC website under the Programs tab.

## PROGRESS



### Charge Code Exchange

- Update rolled out to all Project counties in January 2019
- Enables real-time updates by ICACMP staff



### Victim Exchange with Department of Corrections

- Completed and will be implemented by the end of 2019
- Allows victim information sharing with DOC



### Support Staff Conference

- Hosted first ICACMP Support Staff Conference in 2019
- Over 50 attendees from 46 counties and the Attorney General's Office



### Software Upgrades

- More than 40 counties in 2019



### Prolaw Trainings

- Administrator, Document, New User, Attorney, and Exchange
- Trainings reached over 100 ICACMP users from 49 counties and the Attorney General's Office

## LOOKING FORWARD



### EXCHANGES

additional exchanges to improve daily workflow efficiency and improve data sharing among other justice users



### CLOUD-BASED

addition of a cloud-based data management software package in 2020



### COUNTIES

additional project counties in 2020

# INFORMATION TECHNOLOGY

## Community Services Network Justice Involved Services (JIS)

supporting individuals in county jails with mental health, developmental disabilities, or co-occurring disorders

### DATA COLLECTION



Improve data collection and reporting and provide expanded access to the information between MH/DS regions and counties

### DATA EXCHANGES



Facilitate data exchanges with other Iowa-based justice systems

### STANDARDS



Standardize mental health screening processes throughout the state

### TEAM APPROACH



Support and encourage the use of a team approach to assist clients

### ALTERNATIVES



Eliminate or reduce jail stays by identifying alternatives to incarceration

### CLIENT CARE



Place client effectively and efficiently. Provide alerts for client care team. Follow the client after incarceration. Assist the client in setting goals

### COMMUNICATION



Streamline on-going communication between client and providers

### SYSTEM OUTPUTS



Documentation and minutes  
Financials and budgeting

## JIS PROJECT TIMELINE

Approved by the ICTS Advisory Committee.  
Phase 1 completion date set for July 1, 2019.

1.7.19 – 3.31.19	Development
4.1.19 – 4.12.19	Internal Testing
4.8.19 – 4.12.19	Fixes from internal testing
4.15.19 – 4.19.19	External Testing (Round 1)
4.22.19 – 4.26.19	Fixes from external testing (round 1)
5.13.19 – 5.17.19	External Testing (Round 2)
5.20.19 – 5.24.19	Fixes from external testing (round 2)
6.10.19	Begin Training

ISAC Information Technology is growing and becoming an increasing part of what we do and can offer our members in meeting technology needs. Iowa Counties Technology Services (ICTS) and the Community Services Network (CSN), which is under its governance structure, also had productive years.

**Where Can I Find Out More?** The ISAC website under the Programs tab.

## ISAC IT Staff Time Allocation

Total hours: 1,514

Project Management	28%
Discovery and Research	20%
Development	19%
Pilot and Prototype	13%
Testing	9%
Specifications	9%
Training	2%

## ICACMP BOARD OF DIRECTORS

Chair - Melvyn Houser  
Pottawattamie County Auditor

Sarah Berndt  
Southeast Iowa Link Region

Sue Duhn  
Dickinson County Community Services

Jill Eaton  
Marshall County Community Services

Kathy Egbert  
County Rural Offices of Social Services Region

Michelle Fields  
Greene County IT

Dewey Hildebrandt  
Bremer County Supervisor

Jennifer Robbins  
South Central Behavioral Health Region CEO

Dawn Smith  
Cedar County Supervisor

### Ex-Officio

Bill Peterson, ISAC Executive Director

### Staff

Jeanine Scott, IT Manager

# Iowa Counties Technology Services FINANCIAL HIGHLIGHTS

## CURRENT ASSETS

Cash and cash equivalents	\$45,752	\$55,871
Investments	\$509,662	\$102,560
Certificates of deposit	\$1,183,656	\$1,277,335
Dues receivable	-	\$95
Accounts receivable	\$12,268	\$8,975
Prepaid expenses	-	\$5,800
<b>TOTAL CURRENT ASSETS</b>	<b>\$1,751,338</b>	<b>\$1,450,636</b>
<b>NET CAPITAL ASSETS (NET OF ACCUMULATED DEPRECIATION)</b>	<b>\$909,504</b>	<b>\$1,053,757</b>
<b>TOTAL ASSETS</b>	<b>\$2,660,842</b>	<b>\$2,504,393</b>

## LIABILITIES AND NET POSITION

Due to Iowa State Association of Counties	\$50,213	\$52,421
Accounts payable	\$1,243	\$17,400
Compensated absences	-	\$14,732
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$51,456</b>	<b>\$84,553</b>
<b>NET POSITION - UNRESTRICTED</b>	<b>\$2,609,386</b>	<b>\$2,419,840</b>

## OPERATING REVENUE

Membership dues	\$954,118	\$952,697
Administration fee revenue	-	\$234,327
<b>TOTAL OPERATING REVENUE</b>	<b>\$954,118</b>	<b>\$1,187,024</b>

## OPERATING EXPENSES

Professional services	\$66,583	\$29,979
Administrative expenses	\$322,452	\$632,669
Board and committee expenses	\$1,672	\$4,403
CSN software maintenance	\$5,520	\$15,646
Consulting fees	-	\$27,550
Depreciation and amortization	\$361,419	\$356,055
Office expense	\$15,977	\$72,593
Travel	\$26,486	\$8,808
Miscellaneous	\$47	\$1,315
<b>TOTAL OPERATING EXPENSES</b>	<b>\$800,156</b>	<b>\$1,109,923</b>
<b>OPERATING INCOME (LOSS)</b>	<b>\$153,962</b>	<b>(\$11,179)</b>
<b>NON-OPERATING REVENUES</b>	<b>\$35,584</b>	<b>\$16,061</b>
<b>INCREASE IN UNRESTRICTED NET POSITION</b>	<b>\$189,546</b>	<b>\$93,162</b>
<b>UNRESTRICTED NET POSITION (BEGINNING OF YEAR)</b>	<b>\$2,419,840</b>	<b>\$2,326,678</b>
<b>UNRESTRICTED NET POSITION (END OF YEAR)</b>	<b>\$2,609,386</b>	<b>\$2,419,840</b>

# Iowa Precinct Atlas Consortium

## FINANCIAL HIGHLIGHTS

### CURRENT ASSETS

Cash and cash equivalents

\$34,687

### TOTAL ASSETS

**\$34,687**

### LIABILITIES AND NET POSITION

Due to Iowa State Association of Counties

\$42,986

Accounts payable

\$19,415

Funds held for others

\$7,700

### TOTAL CURRENT LIABILITIES

\$71,101

### NET POSITION - UNRESTRICTED (LOSS)

**(\$36,414)**

### OPERATING REVENUE

Membership dues

\$149,162

Software maintenance fees

\$2,262

Miscellaneous revenue

\$1,433

### TOTAL OPERATING REVENUE

**\$152,857**

### OPERATING EXPENSES

Software maintenance

\$655

Office expense

\$1,096

Professional fees

\$168,442

Travel expenses

\$1,544

Miscellaneous

\$175

### TOTAL OPERATING EXPENSES

\$171,912

### OPERATING INCOME (LOSS)

(\$19,055)

### NON-OPERATING REVENUES

\$8

### CHANGE IN UNRESTRICTED NET POSITION (LOSS)

(\$19,047)

### UNRESTRICTED NET POSITION (BEGINNING OF YEAR)

**(\$17,367)**

### UNRESTRICTED NET POSITION (END OF YEAR)

**(\$36,414)**

# ICACMP

## IPAC BOARD OF DIRECTORS

President - Marjorie Pitts  
Clay County Auditor

Vice President - Carla Becker  
Delaware County Auditor

Secretary - Stephanie Burke  
Montgomery County Auditor

Treasurer/Fiscal Agent - Travis Weipert  
Johnson County Auditor

At-Large - Amanda Harlan  
Monroe County Auditor

At-Large - Lucy Martin  
Story County Auditor

Futures Committee Chair - Karen Showalter  
Black Hawk County Auditor's Office

Immediate Past President - Dennis Parrott  
Jasper County Auditor

Ex-Officio - Tammy Norman  
IPAC Program Manager

## IPAC FUTURES COMMITTEE

Chair - Karen Showalter, Black Hawk County

Carla Becker, Delaware County

Jennifer Garms, Clayton County

Travis Weipert, Johnson County

Phil Meier, Boone County

Kevin Norris, Story County

Danielle Weller, Wapello County

Kristi Everett, Pottawattamie County

Ex-Officio - Marge Pitts, Clay County

### Staff

Tammy Norman, IPAC Program Manager

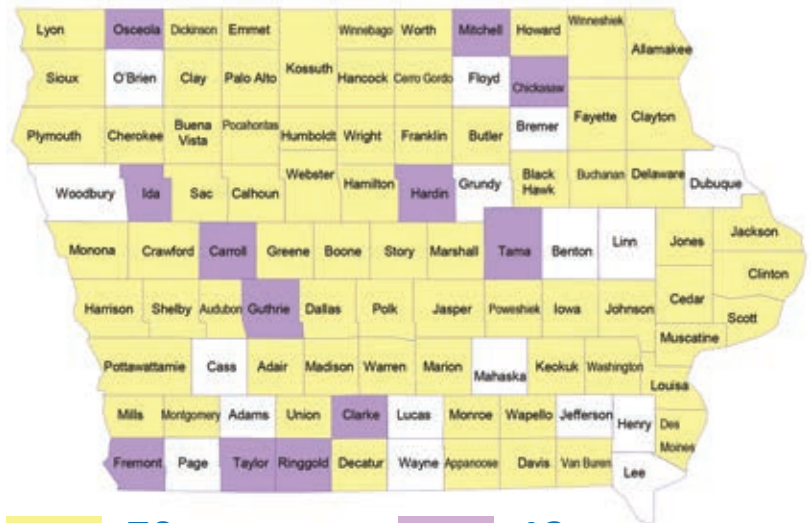
Bailey Krebs, IT Technician

Chris Schwebach, Software Developer II

Molly Steffen, Customer Support Coordinator

The Iowa Precinct Atlas Consortium (IPAC) is an e-pollbook tool that is owned and governed by its 82 member counties. IPAC's goal is to provide an efficient and compliant election process for the voters of Iowa. IPAC is currently operational in 82 counties at the discretion of the county auditor. Within the current membership there is a potential of Precinct Atlas pollbooks to be in 1,384 polling locations across Iowa. IPAC contracts with the Iowa State Association of Counties (ISAC) to manage the program. **Where Can I Find Out More?** The ISAC website under the Programs tab.

## IPAC MEMBER COUNTIES



70

Existing Counties

12

FY 2019 New Counties

## IPAC Software COMPLIANCE CHANGES

- Added **PROOF OF RESIDENCE** is allowed on an electronic device
- Updated information regarding the **VOTER ID** Card
- Added **TRIBAL ID** as an acceptable proof of ID
- **ATTESTER ID PATH** added for election day registration voters
- Declaration of Eligibility Form prints the voter and attester **OATHS IN SPANISH**
- **ATTESTER OATH** and **VOTER OATH** updated to comply with law changes
- Removed **VOTER OATHS** for pre-registered voters
- **LIBERTARIAN PARTY** reflected as a political organization

# ENDORSED AND PREFERRED VENDORS

ISAC Endorsed Vendors are key business partners that share a common goal of providing quality services to our members. Preferred Vendors pay an annual fee to be positioned to build and deepen relationships with ISAC members.

**Where Can I Find Out More?** The ISAC website under the About tab.

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### SILVER PREFERRED VENDORS

Clifton Larson Allen, LLP  
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Find endorsed and preferred vendor advertisements throughout the magazine. They include contact information for each organization.

## MEETING/EVENT CALENDAR 2019

### NOVEMBER

20-21 ISAC Board of Directors Meeting  
(ISAC Office)

### DECEMBER

8-10 ISSDA Winter School  
(Holiday Inn Airport, Des Moines)  
11-13 ICEA Annual Conference  
(Hy-Vee Hall, Des Moines)

## MEETING/EVENT CALENDAR 2020

### JANUARY

15-16 ISAC University  
(Sheraton, West Des Moines)  
17 ISAC Board of Directors Meeting  
(ISAC Office)  
30 Supervisors Statewide Meeting  
(Embassy Suites Des Moines Downtown)

### FEBRUARY

6 ISAC Board of Directors Meeting  
(ISAC Office)

### MARCH

29-3 NACo Legislative Conference  
(Washington, D.C.)  
12-13 ISAC Spring Conference  
(Veterans Memorial Community Choice Credit  
Union Convention Center, Des Moines)

### APRIL

7-8 Iowa Governor's Conference on Public Health  
(Airport Holiday Inn, Des Moines)  
19-22 ISSDA Civil School  
(Holiday Inn Airport, Des Moines)  
29 ISAC Board of Directors Meeting  
(ISAC Office)

### MAY

13-15 NACo WIR Conference  
(Mariposa County, California)

### JUNE

24 ISAC Golf Scholarship Golf Fundraiser  
(Toad Valley, Pleasant Hill)

### JULY

8 ISAC Board of Directors Meeting  
(ISAC Office)  
17-20 NACo Annual Conference  
(Orange County, Florida)

### AUGUST

26-28 ISAC Annual Conference  
(Veterans Memorial Community Choice Credit  
Union Convention Center, Des Moines)

### SEPTEMBER

13-16 ISSDA Jail School  
(Airport Holiday Inn, Des Moines)

### OCTOBER

30-2 ISAC Board of Directors Retreat  
(Clay County)

### NOVEMBER

18-19 ISAC Board of Directors Meeting  
(ISAC Office)

### DECEMBER

6-9 ISSDA Winter School  
(Holiday Inn Des Moines Airport)

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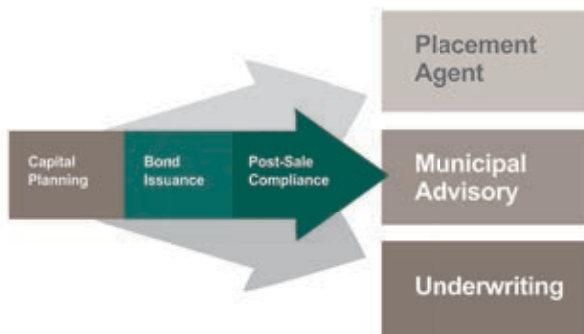
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