**Minutes**

**ISAC Board of Directors Meeting**

**GoToMeeting Webinar and ISAC Office, 5500 Westown Parkway, Suite 190, West Des Moines, Iowa**

**Phone 515.244.7181**

**Present:** Burlin Matthews, Carla Becker, Brian Gardner, Kris Colby, Matt Cosgrove, Melvyn Houser, Joel Rohne, Brad Skinner, Dawn Smith, Shane Walter, John Werden, Jean Keller, Lonny Pulkrabek, Grant Veeder, Jennifer Robbins, Russell Wood, Linda Zuercher, AJ Mumm, Joan McCalmant, Elizabeth Ledvina

**Absent:** Richard Crouch, Kathy Babcock, Peggy Rice

**Guests:** Ryan Berven, Justin Pieper

**Staff:** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Brad Holtan, Kelsey Sebern, Jacy Ripperger, Jamie Cashman, Lucas Beenken, Tammy Norman, Molly Hill

**Friday, January 17, 2020**

ISAC President Burlin Matthews called the meeting to order at 8:30 am, held a roll call via conference call, and led the Pledge of Allegiance.

**Approval of Minutes**

Moved by Brian Gardner, seconded by Kris Colby to approve as written the meeting minutes of the November 20-21, 2019 ISAC Board of Directors. The motion passed unanimously.

**Conference and Meeting Report**

Kelsey Sebern reported that the 2020 ISAC University was a success with nearly 160 attendees. A new facility will be explored for future meetings due to issues that were experienced during the event.

Kelsey reviewed details of the 2020 ISAC Spring Conference registration and reported that hotel room blocks have opened. Jacy Ripperger gave an update on conference exhibitors and sponsors.

**Presentation and Selection of ISAC Group Health Program Consultant**

Brad Holtan gave the history and overview of the RFP process for the ISAC Group Health Program Consultant. He recommended that the Board select Group Benefit Partners (GBP). Ryan Berven and Justin Pieper gave an in-depth overview of their scope of services including a clear vision for efficiency and growth. They highlighted GBP’s: staffing; vision and partnership; ISAC and county resources; communications; compliance assistance; additional service options; and fee structure.

Moved by Melvyn Houser, seconded by Shane Walter to approve selecting Group Benefit Partners as the ISAC Group Health Program Consultant.

The Board asked questions and discussed the recommendation at length, and the motion passed unanimously.

**Management Report**

Moved by Grant Veeder, seconded by Kris Colby to accept the ISAC financial report dated November 30, 2019.

Brad Holtan gave an overview of all funds including expense and revenue highlights. He explained the new way he will display the financials that will give a better picture of the net of each program, service, meeting, etc.

The motion passed unanimously.

Moved by Melvyn Houser, seconded by Matt Cosgrove to approve the credit card allocations as presented. The motion passed unanimously.

Bill Peterson gave an overview of the FY 2021 ISAC Budget Process. The ISAC Executive Committee will meet to review the budget on January 29, the ISAC Board will recommend it to the membership on February 12, and the membership will approve it during the ISAC Spring Conference General Session on March 12.

Brad reported that the ISAC Board Conflict of Interest Statement is in the materials. Each board member needs to sign and return the acknowledgement.

Tammy Norman gave an update on the Iowa Precinct Atlas Consortium.

Jamie Cashman and Lucas Beenken highlighted actions taken during the first week of the legislative session and gave an update on ISAC’s top priorities and many legislative objectives.

Rachel Bennett demonstrated features and functions of the new ISAC Legislative Tracking Tool.

**NACo Report**

President Matthews and Bill gave a detailed report and a high endorsement of the programming during the recently attended NCCAE State Association Presidents and Executive Directors Meeting in Washington, D.C.

Bill reported that ISAC will take a large role in executing Commissioner Cindy Bobbitt’s, Grant County, Oklahoma, campaign for NACo 2nd Vice President. Melvyn and Grant expressed support.

President Matthews adjourned the meeting.