**Minutes**

**Iowa State Association of Counties Board of Directors**

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

**Phone 515.244.7181**

Present: Burlin Matthews, Brian Gardner, Peggy Rice, Kris Colby, Dawn Smith, Lonny Pulkrabek, Joel Rohne, Joan McCalmant, Matt Cosgrove, Grant Veeder, Linda Zuercher, Jean Keller, Melvyn Houser, Brian McDonough, Shane Walter, Jennifer Robbins, Brad Skinner, Elizabeth Ledvina, Joan McCalmant

Absent: Carla Becker, Richard Crouch, John Werden, AJ Mumm, Kevin Grieme

Staff: Bill Peterson, Rachel Bennett, Kristi Harshbarger, Brad Holtan, Lucas Beenken, Tammy Norman, Kelsey Sebern, Molly Hill, Ashley Clark, Jacy Ripperger, Beth Manley, Jamie Cashman, Jessica Trobaugh, Brandi Kanselaar, Chris Schwebach, Dylan Young

**Wednesday, April 29 – Meeting Held via Zoom Videoconference**

ISAC President Burlin Matthews called the meeting to order and let the Board in the Pledge of Allegiance.

**Approval of Minutes**

Moved by Brian Gardner, seconded by Matt Cosgrove to approve as written: the meeting minutes of the February 12, 2020, ISAC Board of Directors; the March 12, 2020, ISAC Spring Conference General Session; and the March 30, 2020, ISAC Board of Directors. The motion passed unanimously.

**Executive Director Report**

Bill Peterson gave an update on the ISAC office operations and plans moving forward. Staff continue to work from home as much as possible. All functions and support continue as normal without travel or in-person meetings.

Bill reported that resignations have been received from ISAC Board members Kathy Babcock, Chickasaw County Public Health, and Russell Wood, Franklin County Planning and Zoning. Those affiliates have appointed new members to the Board. Kevin Grieme, Woodbury County Public Health, and Brian McDonough, Polk County Planning and Zoning, were introduced.

The NACo Presidential and Steering Committees Appointments process has begun. All steering committee appointments need to go through Bill.

**Financial and Program Services Team Report**

Brad Holtan gave an overview of the financial and investment reports ending March 31, 2020. ISAC has gone out for bids on stop loss due to increases with Wellmark. Van Buren County will join the program on July 1, 2020.

Moved by Jean Keller, seconded by Dawn Smith to accept as presented the March 31, 2020 financial report. The motion passed unanimously.

Moved by Kris Colby, seconded by Linda Zuercher to accept as presented the March 31, 2020 investment report. The motion passed unanimously.

Jessica Trobaugh gave an update on adding another software option, Karpel, to the Iowa County Attorney’s Case Management Project (ICACMP), and Tammy Norman provided the latest on Iowa Precinct Atlas Consortium’s (IPAC) efforts to prepare for the primary and general elections.

**Legal Team Report**

Kristi Harshbarger presented a minor change to ISAC’s bylaws that explicitly allows board meetings to be held electronically.

Moved by Peggy Rice, seconded by Joel Rohne to approve as presented the change to the ISAC bylaws. The motion passed unanimously.

Beth Manley reported that the 2020 ISAC HIPAA Program in-person training will be held on-line in May.

**Information Technology Team Report**

Dylan Young gave an update on Community Services Network development and the possibility of Polk County beginning to use CSN.

**Member Relations Team Report**

Rachel Bennett gave updates on the NACo Leadership Academy and the NACo 2020 Annual Conference.

ISAC is now accepting nominations for the 2020 ISAC Golden Eagle.

Kelsey Sebern presented the 2020 ISAC Annual Conference agenda for approval.

Moved by Melvyn Houser, seconded by Joan McCalmant to approve as presented the agenda. Following questions about conference safety precautions, the motion passed unanimously.

Jacy Ripperger reported that the ISAC Education Foundation will hold the ISAC Casino Night Fundraiser as the Annual Conference-wide Event on Thursday, August 27.

President Matthews gave an overview of the ISAC Board of Directors Retreat which is being held September 30-October 2, 2020 in Clay County.

Bill Peterson gave an update on ISAC’s office lease and plans for staff to make a presentation during the July 8 board meeting.

**Government Relations Report**

Jamie Cashman and Lucas Beenken reported that the legislative session continues to be suspended. Staff continues to provide COVID-19 outreach. The Board discussed MH/DS Region Governing Board voting rights.

Rachel Bennett provided a report of ISAC’s COVID-19 communications efforts.

The meeting was adjourned at 11:00 am.