Minutes

Iowa State Association of Counties – Board of Directors Meeting (Virtual)

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

Phone 515.244.7181

**Present:** Carla Becker, Burlin Matthews, Richard Crouch, Dawn Smith, Joan McCalmant, Kris Colby, Matt Cosgrove, Joel Rohne, Jean Keller, Kevin Grieme, Elizabeth Ledvina, Brian McDonough, Melvyn Houser, Barry Anderson, Brian Gardner, Linda Zuercher, Grant Veeder

**Absent:** AJ Mumm, Jennifer Robbins, John Werden, Brad Skinner, Shane Walter

**Guests:** Marge Pitts, Josh Nichols, Willene White

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

**Friday, January 15 (via Zoom conference call)**

ISAC President Carla Becker called the meeting to order and led the Board in the Pledge of Allegiance.

**Swearing in of Executive Officers and Board of Directors**

President Becker introduced Marge Pitts, ISAC Past President, Golden Eagle, and former Clay County Auditor, to perform the swearing in of ISAC executive officers and board members. Marge swore in Carla Becker as president. Marge then swore in: Richard Crouch, Mill County Supervisor, as 1st vice president; Brian Gardner, Linn County Sheriff, as 2nd vice president; and Kris Colby, Winnebago County Recorder, as 3rd vice president. All board members in attendance were then sworn in by Marge.

**Approval of Minutes**

Moved by Burlin Matthews, seconded by Melvyn Houser to approve the meeting minutes of the November 18, 2020 ISAC Board of Directors as written. The motion passed unanimously.

The meeting minutes of the November 18, 2020 Iowa Counties Technology Services Board of Directors were reviewed for informational purposes.

**Conference and Meeting Report**

Kelsey Sebern reported that there are currently 110 members registered for the 2021 ISAC NCO School which will be a library of presentations and materials made available in late January.

Rachel Bennett presented options for an in-person and virtual 2021 ISAC Spring Conference. The in-person proposal had previously been approved and included splitting affiliate sessions between two separate days to decrease those on-site at any time. The virtual proposal included a month-long series of virtual events including live NCO school question and answer sessions, two events with exhibitors, a general session, and many options for affiliate time. Rachel gave financial considerations for both options including contract cancelation liability.

**Presentation by County Risk Management Services, Inc (CRMS, Inc.).**

Josh Nichols presented on behalf of CRMS, Inc. representing the Iowa Municipalities Workers’ Compensation Association (IMWCA) and Iowa Communities Assurance Pool (ICAP). He shared its history and partnership with ISAC and Iowa counties. Josh gave an overview of IMWCA and ICAP, and the services they offer to counties. He reviewed their current outreach strategies and changes due to the COVID-19 pandemic. Bill thanked Josh for CRMS, Inc.’s partnership and support of the Association as long-time Endorsed Elite Preferred Vendors.

**Conference and Meeting Report Continued**

The Board discussed the ISAC Spring Conference proposal amply and asked questions related to financials, safety concerns, and scheduling. Many board members expressed support for the virtual option.

Moved by Brian Gardner, seconded by Burlin Matthews to approve holding the 2021 ISAC Spring Conference as a virtual event as proposed. The motion passed unanimously.

Kelsey reviewed the first quarter calendar of ISAC events and the 2021 ISAC Board schedule.

Rachel shared information about the ISAC Illustrated Essay Contest that is open to Iowa children ages 12 and under with a deadline of February 12.

**Point of Personal Privilege**

Burlin Matthews took a few moments to thank the board members for notes and gifts he received as outgoing president.

**Management Report**

Brad Holtan reviewed the highlights of the financial report for the six months ending December 31, 2021. He gave updates on the ISAC general fund, health insurance fund, and the Iowa County Attorneys Case Management Project (ICACMP).

Moved by Brian Gardner, seconded by Melvyn Houser to accept the financial report as presented. The motion passed unanimously.

Brad reviewed the Conflict-of-Interest Statement and asked that it be signed and retuned electronically.

Kristi Harshbarger gave an update on legal matters.

Jamie Cashman and Lucas Beenken discussed updated Capitol safety protocols related to the COVID-19 pandemic. They gave an overview of the first week of session including ISAC’s positive reaction to the Governor’s Condition of the State Address and budget that included three of ISAC’s priorities: mental health and disability services funding; full funding of the backfill; and emergency medical services. Staff and board members discussed public health and vaccinations at length.

President Becker adjourned the meeting at 11:45 am.