**Minutes**

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

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

**Phone 515.244.7181**

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

**Absent:** A.J. Mumm, Richard Crouch, Dawn Smith, John Werden

**Guests:** Jose Garcia, Wendy Moran, Barry Anderson

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

**Wednesday, November 18 (via Zoom conference call)**

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

Moved by Jennifer Robbins, seconded by Matt Cosgrove to approve the meeting minutes of the October 1, 2020 ISAC Board of Directors as written.

**FY 2020 ISAC Audit Presentation**

Wendy Moran and Jose Garcia, McGowen Hurst Clark and Smith, P.C., presented the FY 2020 ISAC Audit Report to the Board. A clean opinion was offered for the entire engagement. The governance letter to the Board was included in the report.

Moved by Brad Skinner, seconded by Shane Walters to accept the audit report. The motion passed unanimously.

The ISAC Board recessed and was reconvened following adjournment of the ICTS Board.

**2021 ISAC Legislative Priorities Presentation**

Rachel Bennett discussed the voting totals from the online ISAC membership vote for the 2021 ISAC Legislative Priorities.

Jamie Cashman and Lucas Beenken gave an overview of the policy process and the 2021 legislative session outlook. Jamie discussed recommended changes to the mental health and disability services top priority based on additional conversation with affiliates. The Board discussed top priority recommendation of the ISAC Legislative Policy Committee, the member vote, and the ISAC staff.

Moved by Grant Veeder, seconded by Peggy Rice to accept the member vote of the ISAC legislative policy statements and objectives and to set the 2021 ISAC Top Priorities as: Mental Health and Disability Services; Commercial and Industrial Property Tax Backfill; Broadband Expansion; Iowa’s Natural Resources, Outdoor Recreation, and Water Quality and Quantity; and Emergency Medical Services. Following discussion, the motion failed with 10 votes against and six votes for.

Moved by Shane Walter, seconded by Elizabeth Ledvina to accept the member vote of the ISAC legislative policy statements and objectives and to set the 2021 ISAC Top Priorities as: Mental Health and Disability Services; Commercial and Industrial Property Tax Backfill; Iowa’s Natural Resources, Outdoor Recreation, and Water Quality and Quantity; and Emergency Medical Services. The motion passed unanimously.

Jamie gave an overview of the General Election results and a work plan for the remainder of the interim including meetings with legislative leadership.

**ISAC Group Health Program Presentation**

Ryan Berven, Group Benefit Partners (GBP), gave an update on GBP initiatives, new products and endorsements, FY 2021 stop-loss marketing, and benefit program growth. A lot of progress has been made in the past 10 months.

Brad Holtan assumed ISAC Group Health Plan rate setting and presentation responsibilities from Bill Peterson. Brad gave an overview of the process, research, and data that is required for the preparation of the presentation and ISAC Group Health Program recommendations. He gave financial highlights and reviewed the wellness program and recommended changes.

Brad reviewed the 2022 ISAC Group Health Program recommendations that included:

* Effective January 1, 2021
	+ Approve the replacement of the Basic AD&D insurance with an Accident policy provided by Reliance Standard (Basic Single Policy provided by ISAC)
* Effective July 1, 2021
	+ Approve recommended base rates with income increase of 1.39% at $200,000 stop-loss. Base rate increase of 0%.
	+ Approve transition of ISAC Royalty from a flat rate to a calculation of “up to 1%” of Total Annual Base Rate Projection over the next two fiscal years (FY 2022 and FY 2023).
	+ Approve Experience, Wellness, and Large Claim Adjustment Plan.
	+ Approve reduction of the Reserve Balance Adjustment from 6% to 3%.
	+ Adopt discount proposal with loss of discount limited to 5% per year.
	+ Adopt proposal to pay PCORI through FY 2022.
	+ Approve 2021 Wellness Program and Funding.

Moved by Carla Becker, seconded by Brian Gardner to approve the 2022 ISAC Group Health Program recommendations as proposed. The motion passed unanimously.

**Management Report**

Brad gave highlights and reviewed the financial statement ending October 31, 2020 and the quarterly investment report dated September 30, 2020. He discussed new solutions to protect internal controls related to the receiving and printing of checks that are offered through the bank and are being put into place.

Moved by Matt Cosgrove, seconded by Shane Walter to accept the ISAC financial report dated October 31, 2020. The motion passed unanimously.

Moved by Joel Rohne, seconded by Brian McDonough to accept the ISAC quarterly investment report dated September 30, 2020. The motion passed unanimously.

Kristi Harshbarger gave an update on legal matters.

Bill Peterson and Jacy Ripperger recommended that ISAC enter into an endorsement agreement with the Professional Development Academy. ISAC would agree to help market NACo’s High Performance Leadership Academy to Iowa county officials with a set goal of participants each year. In return, ISAC would receive $100 per enrollee.

Moved by Kevin Grieme, seconded by Kris Colby to enter into the agreement with the Professional Development Academy as recommended. The motion passed unanimously.

**Conference and Event Report**

Kelsey Sebern reviewed the 2021 ISAC Board of Directors meeting schedule.

Rachel Bennett and Kelsey Sebern reported that the ISAC New County Officers School is scheduled to be held as a hybrid event with limited in-person attendance on January 13-14, 2021. The Board discussed the event at length and came to the consensus to hold the event virtually based on the current surge of the COVID-19 pandemic in Iowa, the Governor’s recent proclamation limiting indoor events, and local public health guidance.

Moved by Carla Becker, seconded by Brian Gardner to hold the 2021 ISAC New County Officers School Virtually. The motion passed unanimously.

Rachel Bennett, Kelsey Sebern, and Jacy Ripperger reviewed a modified proposal for holding the 2021 ISAC Spring Conference in-person on March 11-12, 2021. They reviewed the updated agenda which included splitting affiliates between two days, safety precautions, and changes to the exhibit hall. Rachel discussed commonly asked questions and concerns related to cost, the exhibit hall, and virtual programming. It was stressed that the proposal could change at any time due to the COVID-19 pandemic.

Moved by Linda Zuercher, seconded by Grant Veeder to approve the proposal for the 2021 ISAC Spring Conference as presented. The motion passed unanimously.

**ISAC Board Nominating Committee Report**

Carla Becker recommended the following 2021 ISAC officers on behalf of the ISAC nominating committee that met on November 12, 2020.

President – Carla Becker

1st Vice President – Richard Crouch

2nd Vice President – Brian Gardner

3rd Vice President – Kris Colby

Moved by Melvyn Houser, seconded by Kevin Grieme to approve the 2021 ISAC officers as recommended. The motion passed unanimously.

ISAC President Burlin Matthews was thanked for his time as president. Burlin recognized outgoing board members Peggy Rice and Lonny Pulkrabek.

The meeting adjourned at 5:30 pm.