**Minutes**

**ISAC Board of Directors Meeting**

**Pin Oak Golf Course, 2266 185th Avenue, Manchester, Iowa 52057**

**Phone (563) 927-4653**

**Present:**

**In-person:** Carla Becker, Joan McCalmant, Grant Veeder, Dawn Smith, Barry Anderson, Kevin Grieme, Brian McDonough, Jean Keller, Shane Walter, Burlin Matthews, AJ Mumm

**Virtual:** Melvyn Houser, Kris Colby

**Absent:** Richard Crouch, Brian Gardner, Linda Zuercher, Jennifer Robbins, Matt Cosgrove, John Werden, Brad Skinner, Joel Rohne, Elizabeth Ledvina

**Guests:** Shirley Helmrichs, Peter Buschmann, Donna Boss

**Staff:**

**In-person:** Bill Peterson, Rachel Bennett, Brad Holtan, Kelsey Sebern, Tammy Norman, Beth Manley, Lucas Beenken

**Virtual:** Kristi Harshbarger, Jamie Cashman, Dylan Young, Brandi Kanselaar, Ashley Clark, Chris Schwebach, Nick Ballard, Courtney Biere

**Thursday, September 16, 2021**

ISAC President Carla Becker called the meeting to order at 9:00 am.

She introduced Donna Boss, Delaware County Economic Development, and Delaware County Supervisors Shirley Helmrichs and Peter Buschmann. They welcomed the Board to Delaware County.

**Approval of Minutes**

Moved by Grant Veeder, seconded by Brian McDonough to approve the meeting minutes of the July 7, 2021, ISAC Board of Directors. The motion passed unanimously.

Moved by Burlin Matthews, seconded by Joan McCalmant to approve the meeting minutes of the August 13, 2021, ISAC Executive Committee. The motion passed unanimously.

Moved by Kevin Grieme, seconded by Barry Anderson to approve the meeting minutes of the August 25, 2021, ISAC Annual Conference General Session. The motion passed unanimously.

President Becker recessed the ISAC Board and reconvened after adjournment of the ICTS Board meeting.

**ISAC IT Accomplishments and Activities Report**

Dylan Young introduced the ISAC IT team and discussed staff responsibilities, network infrastructure upgrades, and ongoing projects and enhancements. Brandi, Nick, and Dylan gave an update on the Criminal Justice Information System (CJIS) data exchange and the importance of having this information in CSN. Chris gave an in-depth overview of the CSN software and its uses. Ashley discussed the ICTS training schedule.

**Intergovernmental Relations Report**

Jamie Cashman and Lucas Beenken gave an overview of the ISAC Legislative Policy Committee (LPC) and the policy creation process. They gave a detailed description of new or updated objectives that will be considered by the LPC during its second meeting. The Board discussed the upcoming special session and redistricting process. Jamie gave an update on the work that ISAC and NACo are doing related to the American Rescue Plan Act (ARPA) including work of the ARPA Workgroup.

Rachel reviewed the ISAC online voting procedures. Online voting for the 2022 ISAC Legislative Priorities will be open for ISAC voting members from October 11 – 11:59 pm on October 22.

**Management and Financial Report**

Brad Holtan reviewed financials for ISAC and all programs for FY 2021.

Moved by Dawn Smith, seconded by Barry Anderson to accept the financial reports dated June 30, 2021, and July 31, 2021. The motion passed unanimously.

Audit reports and health insurance rates will be presented during the November Board meeting.

President Becker recessed the meeting for the remainder of the day.

**Friday, September 17, 2021**

**Present:**

**In-person:** Carla Becker, Joan McCalmant, Grant Veeder, Dawn Smith, Barry Anderson, Kevin Grieme, Brian McDonough, Shane Walter, Burlin Matthews, AJ Mumm

**Virtual:** Melvyn Houser

**Absent:** Richard Crouch, Brian Gardner, Linda Zuercher, Jennifer Robbins, Matt Cosgrove, John Werden, Brad Skinner, Joel Rohne, Elizabeth Ledvina, Jean Keller, Kris Colby

**Staff:**

**In-person:** Bill Peterson, Rachel Bennett, Brad Holtan, Kelsey Sebern, Tammy Norman, Beth Manley, Lucas Beenken

**Virtual:** Kristi Harshbarger, Jamie Cashman, Dylan Young, Brandi Kanselaar, Ashley Clark, Chris Schwebach, Nick Ballard, Courtney Biere

Carla Becker reconvened the Board to meet with the Executive Director, Bill Peterson, without staff.

Upon staff return, Rachel Bennett answered questions related to hybrid meetings, virtual capabilities, and plans for the ISAC meeting rooms.

**Management and Financial Report**

Rachel Bennett demoed ISAC’s new website. The goals were to create a site that was more up-to-date and mobile friendly, more user friendly, and that was better organized. The design and navigation were created based on member feedback and surveys, analytics, and industry professionals. All previously created in-house tools/websites were integrated seamlessly.

**ISAC Events Report**

Kelsey Sebern reported that the Scholarship Golf Fundraiser netted around $12,000 which is much less than in the past. The event was scaled back due to golf course recommendations related to the COVID-19 pandemic.

Kelsey and Rachel reported that the ISAC Annual Conference was very successful. Member and vendor turnout was great.

Board members shared comments related to their counties and affiliates.

President Becker adjourned the meeting