**Minutes**

**Iowa State Association of Counties**

**ISAC Board of Directors Tentative Agenda**

**Hotel Renovo, 11167 Hickman Road, Urbandale, Iowa**

**Phone 515.276.1126**

**Present:** Brian Gardner, Barry Anderson, Linda Zuercher, Wade Weiss, AJ Mumm, Rhonda Deters, Mike Miner, Mary Ward, Brian McDonough, Dave Muhlbauer, Sandy Bubke, Pat Sweeney, Kevin Grieme, Rhonda Deters, Richard Crouch, Carissa Sisson, Grant Veeder, Melvyn Houser, Danelle Bruce, John Werden, Mark Campbell

**Absent:** Micah Van Maanen, Carla Becker

**Guests:** Jose Garcia, Ryan Berven, Caul Fevold

**Staff:** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Brad Holtan, Katie Cook, Courtney Biere, Kelsey Sebern, Jamie Cashman, Lucas Beenken, Joel Rhone, Beth Manley, Tammy Norman

**Wednesday, November 15, 2023**

ISAC President Brian Gardner called the meeting to order at 8:30 am and led the Board in the Pledge of Allegiance.

**Approval of Minutes**

Moved by Grant Veeder, seconded by Rhonda Deters to approve the September 21-22, 2023, meeting minutes of the ISAC Board of Directors. The motion passed unanimously.

**FY 2023 ISAC Audit Presentation**

Jose Garcia and Caul Fevold, McGowen Hurst Clark and Smith, P.C., gave an overview of the FY 2023 ISAC audit report. A draft report was presented to the Board. There will be no changes in the finalized version of the report. A clean opinion was offered for the entire engagement. The governance letter to the Board was included in the report. There were no significant risks, disclosures, or issues with management. Staff was dismissed, giving board members the opportunity to discuss any concerns with the auditors. Following the return of staff, ISAC’s investment policies were discussed.

Moved by Rhonda Deters, seconded by Richard Crouch to accept the FY 2023 ISAC Audit Report as presented.

President Gardner recessed the ISAC Board of Directors.

The ICTS Board of Directors convened and recessed.

The IGBP Board of Directors convened and recessed.

The ICTS Board of Directors reconvened and adjourned.

The IGBP Board Directors reconvened and adjourned.

The ISAC Board of Directors reconvened.

**ISAC Management Report**

Brad Holtan reviewed highlights of the September 30, 2023, financial statement. The quarterly investment report of the same date was included for the Board’s review.

Moved by Sandy Bubke, seconded by Grant Veeder to approve the September 30, 2023, financial statement as presented. The motion passed unanimously.

Kristi Harshbarger reported that the letter to the IRS requesting a Private Letter Ruling on ISAC’s Section 115 tax status has been sent. There is no timeline for a response.

Kristi reminded board members that the opioid funds reports are due to the state on December 1. There is a webinar on the ISAC website that could be helpful when filing the reports.

Katie Cook reported that construction is underway on the ISAC office renovation. She shared an updated plan with phase 2 of the project beginning soon. She requested approval of a proposal for new conference room chairs from all makes.

Moved by Mary Ward, seconded by Rhonda Deters to approve the expenditure of $25,574.75 on new chairs for the office. The motion passed unanimously.

Bill Peterson described that NACo is setting up a National Center for Public Lands. Sixty Iowa counties received Local Assistance and Tribal Consistency (LATCF) Funds in Federal FY 2022 and FY 2023. NACo and the NACo Western Interstate Region are asking for a voluntary contribution of 1% of the LATCF PILT funds that Iowa counties received to fund the Center. Bill requested approval of sending a letter to counties.

Moved by Barry Anderson, seconded by Brian McDonough to approve sending letters to counties. The motion passed unanimously.

**Conferences and Event Report**

Kelsey Sebern included the 2024 ISAC Board of Directors meeting schedule in the packet.

Kelsey reviewed the 2024 ISAC University agenda. The event is being held at The Meadows Events and Conference center in Altoona on January 17-18, 2024. Registration is open on the ISAC website.

Kelsey recommended the 2024 ISAC Spring Conference agenda for approval.

Moved by Mark Campbell, seconded by Linda Zuercher to approve the agenda as recommended. The motion passed unanimously.

Rachel Bennett presented a tentative listing of events and meetings for Iowa attendees of the 2024 NACo Legislative Conference which is being held at the Washington Hilton from February 9-14, 2024. Registration and hotel rooms are currently open.

**2024 ISAC Legislative Priorities Presentation**

Rachel Bennett presented the online voting report including a breakdown of votes by affiliates, each legislative objective, policy statements as a package, and recommendations for ISAC Top Priorities.

Jamie Cashman and Lucas Beenken reviewed the legislative objectives that were recommended by the ISAC Legislative Policy Committee, all of which were approved by voting members.

Moved by Mark Campbell, seconded by Sandy Bubke to ratify the member vote of the policy statements as a package. The motion passed unanimously.

Moved by Grant Veeder, seconded by Barry Anderson to ratify the member vote of the legislative objectives. The motion passed unanimously.

Moved by Grant Veeder, seconded by Mike Miner to set the ISAC Top Priorities as follows:

* Funding of State Mandates
* Medicaid Funding
* Outdoor Recreation and Water Quality and Quantity

Moved by Carissa Sisson, seconded by Grant Veeder for discussion purposes to add Eminent Domain and Conduct of Elections as top priorities.

Grant Veeder, Wade Weiss, and Brian McDonough all expressed opposition to the amended motion.

The amended motion failed unanimously.

The original motion passed unanimously.

Moved by Linda Zuercher, seconded by Mark Campbell to approve the 2024 ISAC Legislative Priorities package. The motion passed unanimously.

**ISAC Scholarship Planning Committee Report**

The Scholarship Planning Committee recommended six district scholarships in the amount of $2,000 each, six district runner-up scholarships in the amount of $1,000 each, and one past president scholarship in the amount of $3,000.

Moved by Wade Weiss, seconded by Grant Veeder to approve the recommended scholarships. The motion passed unanimously.

**Approval of Nomination to Iowa Public Agency Investment Trust (IPAIT) Board of Trustees**

Bill Peterson reported that the treasurers affiliate has recommended Sandy Ross, Poweshiek County Treasurer, to fill a vacancy on the IPAIT Board of Trustees.

Moved by Linda Zuercher, seconded by Richard Crouch to approve the recommended nomination. The Motion passed unanimously.

**ISAC Nominating Committee Report**

President Gardner reported that the ISAC Nominating Committee recommended the following slate of officers for 2024:

President – Barry Anderson, Clay County Supervisor

1st Vice President – John Werden, Carroll County Attorney

2nd Vice President – Linda Zuercher, Clayton County Treasurer

3rd Vice President – Mark Campbell, Webster County Supervisor

Moved by Brian McDonough, seconded by Kevin Grieme to approve the recommended 2024 slate of officers. The motion passed unanimously.

The meeting was adjourned at 2:30 pm.