

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
TUESDAY, SEPTEMBER 10, 2024 9:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center. Present: Chairperson Running-Marquardt, Vice Chairperson Rogers and Supervisor Zumbach. Board members voting "AYE" unless otherwise noted.

Chairperson Running-Marquardt called the meeting to order.

Motion by Running-Marquardt, seconded by Zumbach to approve minutes of September 9, 2024 as printed.

The Board received updates from the following Department Heads:

Brad Ketels, County Engineer – implemented quarterly check-in's (managers meet with their teams); working with Ted Garnett to improve the GAPM metric; meeting with Terry Whitson to start the new look Learning Institute; presenting "Building a Team Culture" at the Iowa Streets and Roads Conference in Des Moines later today; the Sustainability Director introduced his department to software that will help track and manage their building's energy and water consumption and carbon footprint; meet weekly with new Secondary Road Headquarters architect; two staff vacancies; and list of construction and bridge projects.

The Board commended Ketels and his staff regarding their staller displays of customer service with regard to a couple tree issues that were concerns of the general public.

Carter Baldwin, LIFTS Dir. – Medicaid Waiver rides contract has been signed; continue to work on Communication Plan and in the process of execution; eaves and downspouts at LIFTS building have been replaced and water has been diverted (employee safety issue); community outreach presentations scheduled; upcoming projects include 5310 funding compliance review, Cedar Rapids Transit Tri-Annual review and National transit Database reporting due end of October.

Lisa Powell, Human Resources Dir. – kicked off job description project (ARPA funded); Fall Learning Institutes (focusing on quarterly goals); GAPM survey is going out in mid-October; the county's employee fitness rooms now have free access; Flex Admin. line item is over budget; established a partnership with the Gazette/Corridor Careers to expand their reach and target passive and active seekers; working on revisions to several policies including the Promotions and Transfer Policy and Telework Policy; new Core Values Academies are filling up; Health & Safety Fair next week at Harris Bldg.; partnering with the Univ. of Iowa Labor Center to offer management training on various personnel issues; open enrollment prep. is underway; Deferred Comp. Committee will review the plan and 2nd quarter performance; Health Solutions has been acquired by Navigate (does not change Linn County's program); Wellmark plans to come to a Board meeting in October to present their annual Executive Summary; and labor relations.

Chairperson Running-Marquardt commended Powell and Brad Ketels for the Department Head Round-Up gatherings.

Dawn Jindrich, Finance Dir. – monthly budget update (on target); FY24 Audit (Sept. remote and Nov. on-site); and LC3 activities (goal setting).

Sara Bearrows, Budget Dir. – Started using OpenGov last year and platform being changed (training sessions scheduled).

Tracy Houdeshell, Deputy Treasurer, presented last quarter's investment update.

Darrin Gage, Dir. of Policy & Admin. – FY24 and FY25 budget overview; KPI's; working on various policies (Vicious Animals; Courthouse Security; General Assistance and Weather-Related Closings); attending budget software training and joint Learning Institute; finalizing the audio/video projects; Homeless Shelter (fire suppression, egress; elevator); Jail Isolation Cells nearing completion; Secondary Road Headquarters bid in October; Urban County Coalition meeting Friday; and a Fall Department Head meeting has been requested (budgets and policy review). The Video Surveillance Policy's latest revision clarifies the roles of IT and Facilities. Need to follow up on Compensation Board legislative change.

Adjournment at 10:10 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Rebecca Shoop, Deputy Auditor

APPROVED BY:

KIRSTEN RUNNING-MARQUARDT, Chairperson
Board of Supervisors