

LINN COUNTY BOARD OF SUPERVISORS
 CEDAR RAPIDS, LINN COUNTY, IOWA
 MONDAY, NOVEMBER 18, 2024 10:00 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 Rogers to approve minutes of November 12 & 13, 2024 as printed.

Chairperson Running-Marquardt read the following Proclamation: National Apprenticeship Week November 17 through 23, 2024.

Motion by Running-Marquardt, seconded by Rogers to adopt National Apprenticeship Week November 17 through 23, 2024 Proclamation.

Lisa Powell, HR Dir., presented revisions to the Telework Policy per the Board's request. A survey was sent to all managers with 100% response. She considered all of the feedback and incorporated that into the changes. The main clarification that was asked for was related to inclement weather and this was addressed. Powell stated that it is further clarified in the policy that the essential function of every job is to be on site most of the week which is in-person at least 3 days a week.

Discussion continued regarding the legal aspects and risk management of working from home as well as telework being a benefit/privilege.

Powell will look at making the language clearer regarding a department head's authority when approving working from home during inclement weather and place on Monday's agenda.

Luke Fischer, Facilities Mgr., presented a quote between Linn County and D & N Fence Co., Inc. for a security interior fence at Hwy 13 - Building #1 in the amount of \$21,522 paid with American Rescue Plan Act (ARPA) funds. The Boad will approve on Wednesday.

Chairperson Running-Marguardt noted that EMA was very much appreciative of Facilities recently mowing their property given the dry conditions.

Motion by Running-Marquardt, seconded by Rogers to approve the following Payroll Authorizations:		
<u>TREASURER'S OFFICE</u>		
Universal Clerk	Robert Jett	Step increase/contract 12/13/24
56D \$26.72 - 56E \$28.16		
<u>FACILITIES</u>		
Senior Custodian	Ellen Murphy	Termination/retirement 11/13/24
<u>SHERIFF'S OFFICE</u>		
Deputy Sheriff	Heath Omar	Step increase/contract 12/07/24 D6
\$41.94 - D7 \$42.58		
Communications Oper.	Lawrence Springston	New hire - FT 11/25/24 CB \$28.25
Replaces V. Rapier		
Secretary	Robert Hutchison	End of probation 12/3/24 55A \$21.24 -
55B \$22.28		
Correctional Cntr Nurse	Dena Fisher	End of probation 12/16/24 39A
\$38.26 - 39B \$40.27		
<u>JUVENILE DETENTION</u>		
Youth Worker	Adam Gorman	Termination/resignation 11/06/24
Youth Counselor	Jordan Minnick	Termination/resignation 11/12/24
Youth Leader	Andre Beckett	New hire - FT 11/25/24 55A \$21.24 + \$
.25 Replaces B. Prince-Bodkin		

Motion by Running-Marquardt, seconded by Rogers to enter into a closed session to discuss pending litigation, pursuant to Code of Iowa 21.5(1)(c).

VOTE: Running-Marquardt – Aye Rogers – Aye Zumbach - Aye

Motion by Running-Marquardt, seconded by Rogers to go out of closed session.

Adjournment at 10:54 a.m.

Page 2
November 18, 2024

Respectfully submitted,

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

APPROVED BY:

KIRSTEN RUNNING-MARQUARDT, Chairperson
Board of Supervisors