

LINN COUNTY COMMITTEE OF COUNTY OFFICERS
DESIGNATED TO FILL A BOARD OF SUPERVISORS VACANCY
CEDAR RAPIDS, LINN COUNTY, IOWA
THURSDAY, MARCH 13, 2025, 3:30 P.M.

The Committee met in the formal boardroom of the Linn County Jean Oxley Public Service Center. Present: Auditor Todd Taylor, Recorder Carolyn Siebrecht, and Treasurer Brent Oleson. Committee members voting "AYE" unless otherwise noted.

Chairperson Taylor called the meeting to order at 3:31 p.m.

Minutes:

Motion by Siebrecht, seconded by Oleson, to approve the minutes of February 21, 2025, as written.

Public Comment:

Circe Stumbo, 3839 Cottage Grove Avenue SE, Cedar Rapids, thanked the Committee members for their deliberation and serious consideration of the process. Circe spoke in support of filling the Board of Supervisors vacancy by appointment at the previous meeting on February 21, 2025.

Report on the Status of a Petition Requesting a Special Election to Fill the Vacancy on the Board of Supervisors:

Chairperson Taylor confirmed there were no valid petitions submitted within the 14-day period after the Committee's declaration of intent to appoint. Taylor added that there will be another 14-day window of opportunity for a petition to be filed, after the appointment has been made.

Discuss and Decide on the Procedures the Committee Will Use to Fill the Vacancy on the Board of Supervisors

Chairperson Taylor asked Darrin Gage, Director of Policy and Administration, to present a revised sample schedule of the appointment process. Gage showed the Committee members an updated calendar that included tentative dates for all steps in the appointment process: application deadline, legal publication deadline, time for application review, etc.

The tentative schedule Gage organized was presented as follows:

- Application Deadline: March 23. This follows Linn County's standard procedure for job openings by allowing 10 days for applications to be submitted.
- Application Review: March 24-28.
- Next Meeting: April 1, to discuss and decide on whether the Committee is ready to make an appointment or conduct interviews
- Interviews: April 1-4
- Following Meeting: April 7, to decide when the appointment will be made.

Oleson asked for clarification on legal publication dates. Gage explained that after the Committee declared their intent to fill the Board of Supervisors vacancy by appointment on February 21, 2025, he published a legal notice in The Gazette stating so. Gage added that after the Committee formally decides to either appoint or hold a special election, he will publish another legal notice with that decision.

Oleson commented that he would like to appoint as soon as possible to avoid a vacancy and resume Board business as usual, with three members. He remarked that he did not need an entire week, as shown on the sample calendar, to review applications.

The following dates were agreed upon by the Committee:

March 13: Start accepting applications
March 23: Application deadline
March 24-28: Application review

Siebrecht started a discussion about the selection process. She suggested the application deadline be March 21 rather than March 23 and the Committee identify interview candidates by March 26 or 27.

Taylor suggested that the Human Resources Department open the application portal after this meeting and leave it open until March 23. After all applications have been received, HR will give copies of them to each member of the Committee. Taylor suggested each member of the Committee then compiles a list of each candidate they would like to see advance in the process. He insisted all applicants be made aware of the potential for a special election. Siebrecht agreed and added that applicants should also know that their information will be subject to public record.

Oleson expressed concern about ramifications applicants could face from their current employer, should the application information be made public. He also agreed that applicants should be made aware of the possibility for a special election.

Siebrecht asked how long the appointment would stand if a valid petition were submitted within the 14-day period after the appointment was made, requiring a special election. Gage confirmed the appointment would stand until the special election was finished.

Gage informed the Committee that Senate File 75 was recently passed by the Senate, requiring any county with a population of 125,000 or greater, to fill a vacancy by special election, not by appointment. He stated the law would go into effect immediately upon enactment, which could be anytime.

Siebrecht asked the other committee members how they wanted to select an appointee: by unanimous vote or otherwise. Oleson said a 2 to 1 vote would suffice.

The Committee confirmed their declaration of intent to appoint at the previous meeting and formally decided to appoint.

Motion by Taylor, seconded by Oleson to fill the vacancy by appointment.

Further Discussion:

Siebrecht asked if the Committee could receive each application as it comes in, rather than receive all applications after the deadline. Adrienne Rule, Human Resources Recruitment & Engagement Coordinator, said no. She will send the Committee all applications at once, after the application deadline has passed.

Taylor and Siebrecht both wondered about publicly stating the names of all applicants for transparency purposes. Rule stated she believed the list could be made public, but would confirm with Assistant County Attorney, Lisa Epp, and Human Resources Director, Lisa Powell.

The Committee members discussed applicant requirements and additional information they would like from each qualified applicant:

- Applicant must be a resident of Linn County for at least 60 days
- Applicant should be a resident of District 2 at the time of appointment
- Applicant must be at least 18 years of age

In addition to a disclaimer about the potential for a special election, Rule confirmed she would add this list to the online application.

Taylor suggested each member of the Committee review all applications and identify which candidates they wanted to see advance in the process, and which they do not. These lists will inspire discussion at the next meeting.

Set the Date of the Next Meeting

Motion by Taylor, seconded by Oleson, to schedule the next Committee of County Officers Meeting for Wednesday, March 26, 2025 at 1:30 p.m. to discuss applications and next steps.

Oleson added that he planned to discuss applications with current and former supervisors to get their input.

Motion by Taylor, seconded by Siebrecht to adjourn the meeting at 4:13 p.m., for lack of further business.

Respectfully submitted,

JESSIE BLACK, Recording Secretary

APPROVED BY:



TODD E. TAYLOR, Chairperson
Committee of County Officers
Designated to Fill a Board of Supervisors Vacancy