

BOARD OF SUPERVISORSDistrict 1 | **Stacey Walker**District 2 | **Ben Rogers**District 3 | **Louis J. Zumbach****JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER**

935 2ND ST. SW

CEDAR RAPIDS, IA 52404

PH: 319-892-5000 | FAX: 319-892-5009

LinnCounty.org

**LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA**

Monday, September 13, 2021

11 a.m.

Formal Board Room—Jean Oxley Public Service Center
935 2nd St. SW, Cedar Rapids, IA**Call to Order****Public Comment: Five Minute Limit per Speaker**

This comment period is for the public to address topics on today's agenda.

Minutes

Discuss and decide on meeting minutes.

Public hearing to vacate all of Timothy Lane lying north of the northerly right-of-way line of Linn Ridge Road and being in the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 18, NE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 19, SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 17 and the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 20, all in Township 83 North, Range 05 West, Linn County, Iowa.

Public hearing to vacate all of Old Dubuque Road right-of-way east of the right-of-way for Alderman Road and lying north of Iowa DOT right-of-way for Dubuque Road, located in the W $\frac{1}{2}$ NW $\frac{1}{4}$, Section 27, Township 84 North, Range 05 West, Linn County, Iowa, extending 1200 feet east of the west line of said Section 27.

Public hearing to determine whether Linn County will convey to Lois M. Hart whatever interest Linn County may have in vacated right-of-way as follows: East 80 feet of the vacated alleyway lying between John Street to the West and Williams Street to the East in Brown's Addition to the unincorporated town of Viola, Iowa, along with all that part of vacated Williams Street lying West of Lots 42 and 43 of Brown's Addition to the unincorporated town of Viola, Iowa, and the West Half of the balance of Williams Street North thereof to the South right-of-way line of County Home Road.

Discuss and decide on an Intergovernmental 28E Agreement between the Iowa Department of Natural Resources and Linn County regarding private water well permitting.

Discuss revised Linn County Commission of Veteran Affairs General Policy and Emergency Assistance Guidelines.

Discuss a Vacancy Form requesting a Public Health Deputy Director for Public Health.

Approve resolution appointing Matthew Warfield Deputy Auditor, retroactive to September 4, 2021.

Discuss agreement with Advocates for Social Justice to provide all necessary services related to the Linn County Expungement Clinic Program.

Discuss a reimbursement resolution to allow Linn County Conservation to spend Land and Water Legacy bond proceeds prior to the next bond issuance.

Discuss proposed change orders from GovSense for software enhancements, including \$78,750 for additional implementation work performed; \$21,000 for projects, grants and contracts module enhancements; and \$57,414 for Public Health additional user licenses and integration of inspection fees.

Approve Liquor License for the Indian Creek Nature Center, 5300 Otis Rd. SE, Cedar Rapids, retroactive to Sept. 8, 2021, noting all conditions have been met.

Public Comment: Five Minute Limit per Speaker

This is an opportunity for the public to address the board on any subject pertaining to board business.

Payroll Authorizations

Discuss and decide on Employment Change Roster (payroll authorizations).

Claims

Discuss and decide on claims.

Correspondence

Appointments

**5:30 p.m.
Formal Board Room**

Public hearing to establish a Secondary Road Assessment District to provide improvements to upgrade Wildlife Road to Class A standards. This includes: placing 6 inches of macadam and 4 inches of Class A crushed stone on a 28-foot top 1300 feet long; calcium chloride will be applied at a rate of 0.27 gal/sy for stability and dust control; a 60- inch diameter CMP will be replaced at the north end; and additional work will include clearing, grubbing, grading, repairing and replacing entrance culverts as needed and restoring the ditches and surface. The estimated cost for the improvements is \$70,980.00.

Public Comment: Five Minute Limit per Speaker

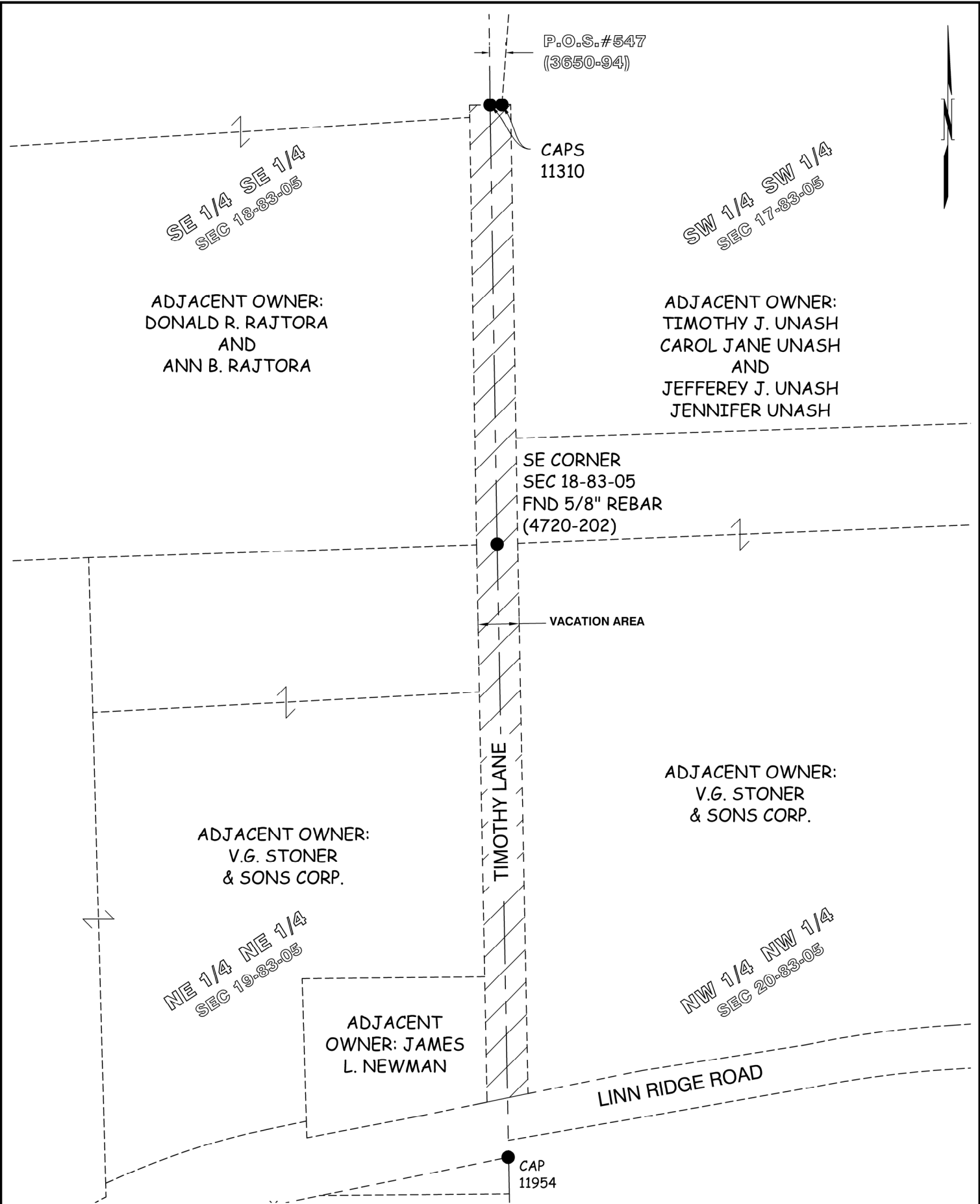
This is an opportunity for the public to address the board on any subject pertaining to board business.

Adjournment

Members of the public may participate in the **5:30 p.m. meeting** as follows:

- 1) Conference call—telephone number 1-800-945-0974, access code 501116
- 2) Email questions or comments prior to the meeting to: bd-supervisors@linncounty.org

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncounty.org.

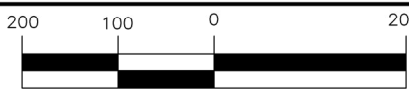


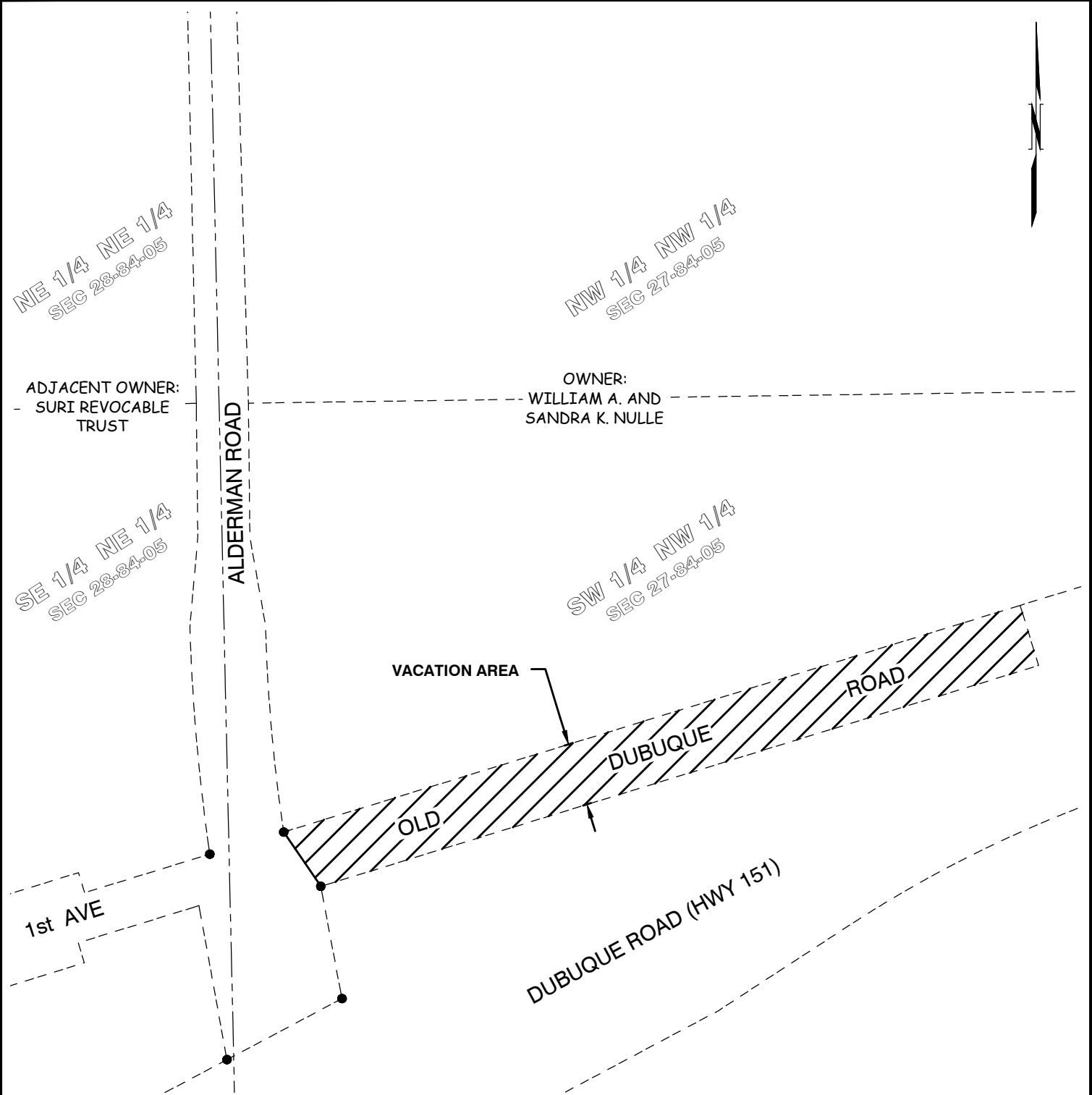
Legal Description:

All of Timothy Lane lying north of the northerly right-of-way line of Linn Ridge Road and being in the SE 1/4 SE 1/4 of Sec 18, NE 1/4 NE 1/4 of Sec 19, SW 1/4 SW 1/4 of Sec 17 and the NW 1/4 NW 1/4 of Sec 20, all in T. 83N, R. 05W., Linn County, Iowa.

LEGEND

- PROPERTY LINE
- FOUND SURVEY MARKER (AS NOTED)
- () RECORDED DIMENSION or RECORDED BK-PG

 Secondary Road Department 1888 COUNTY HOME ROAD MARION, IOWA 52302 PH (319) 892-6400	VACATION EXHIBIT SE SE, SEC 18-83-05, NE NE, SEC 19-83-05 SW SW, SEC 17-83-05, NW NW, SEC 20-83-05		DATE 07/16/2021
			DATE REVISED
	THIS PLAT IS A REPRESENTATION OF THE PREMISES PROPOSED FOR A QUIT CLAIM DEED. THIS PLAT IS NOT A SURVEY.		SHEET 1 OF 1 1 SHEET



Legal Description:

All of Old Dubuque Road ROW east of the ROW for Alderman Road and lying north of Iowa DOT ROW for Dubuque Road, located in the W 1/2 NW 1/4, Section 27, T. 84N., R. 05W., Linn County, Iowa, extending 1200 feet east the of the west line of said Section 27.

LEGEND

- PROPERTY LINE
- FOUND 5/8" REBAR WITH IDOT CAP
- () RECORDED DIMENSION or RECORDED BK-PG



**Secondary Road
Department**

1888 COUNTY HOME ROAD
MARION, IOWA 52302
PH (319) 892-6400

VACATION EXHIBIT
W 1/2 NW 1/4, SEC 27-84-05



THIS PLAT IS A
REPRESENTATION OF
THE PREMISES
PROPOSED FOR A QUIT
CLAIM DEED. THIS PLAT
IS NOT A SURVEY.

DATE
05/25/2021

DATE REVISED

SHEET 1
1 OF SHEET

IOWA DNR AGREEMENT ID 21ESDWQBEDAY0001
INTERGOVERNMENTAL (28E) AGREEMENT BETWEEN
THE IOWA DEPARTMENT OF NATURAL RESOURCES
AND
LINN COUNTY, IOWA

THIS INTERGOVERNMENTAL (28E) AGREEMENT (Agreement) is entered into by the Iowa Department of Natural Resources (Department), the Linn County Board of Supervisors (County Board), and the designated County private water well permitting entity (Permitting Agency) (jointly referred to as the County.)

- I. Authority: This agreement is entered into pursuant to the authority in Iowa Code sub-sections 455B.172(3) and (9) and section 455B.187; 567 Iowa Administrative Code (IAC) sections 38.15-17; and Iowa Code chapter 28E.
- II. Statement of Purpose: The purpose of this agreement is to establish the terms and conditions for delegation to designated county Permitting Agencies of the Department's permit-issuing authority with respect to private water well construction and reconstruction (hereafter, jointly, "construction"), as provided in Iowa Code subsections 455B.172(3) and (9), section 455B.187 and administrative rules in Chapters 38 and 49 (IAC) applicable to county delegation. The agreement specifies the extent and manner of cooperation between the two agencies in conducting programs for the evaluation and issuance of private water well construction and reconstruction permits. This agreement places emphasis on assuring the County well program meets or exceeds the minimum standards required by the Department.
- III. Entire Agreement: This Agreement, its amendments, and its attachments shall constitute the entire agreement between the Department and the County with respect to delegation of the Department's authority to issue and ensure compliance with private water well construction permits. To the extent that the terms of this Agreement conflict with an act of the Iowa Legislature or with 567 IAC Chapters 38 and 49, (hereafter jointly referred to as Chapter 38 and Chapter 49 (IAC)), that act or those Chapters shall control.
- IV. A. Concurrent Jurisdiction: The Department retains concurrent jurisdiction with the County over the permitting for the construction and reconstruction of private water wells as provided in Iowa Code section 455B.187. Nothing in this Agreement or its attachments shall be construed as limiting the power of the Department to issue or deny private water well construction permits or to take any other action, including taking enforcement action in any manner and against any person, consistent with the provisions of Chapter 38 (IAC) and Chapter 49 (IAC), or any other rules established or to be established under Division III of Chapter 455B, which the Department and/or the Environmental Protection Commission deem necessary for the continued proper implementation of Iowa Code section 455B.187 or related sections of the Iowa Code.

B. No Defense Created: Nothing in this Agreement shall be construed as creating a defense for any person except the County in any action by or against the Department, and no person except the County may use the terms of this Agreement as a defense against the Department in any action by or against the Department.

V. Review for Compliance: This section of this Agreement shall apply in the event that any of the following items are either rescinded, declared invalid or improper by a court of law, a final administrative action, or an act of the Iowa Legislature, or are rendered moot and/or void for any reason: all or part of this Agreement; and/or all or part of the applicable County ordinances, regulations, and/or resolutions referred to in this agreement; and/or all or part of said Chapters 38 and 49 (IAC). In such an event, the remaining rules, ordinances, and/or resolutions shall remain in full force and effect. Upon notice of such an event, the Department shall promptly review the remaining rules, ordinances, and/or resolutions to determine this Agreement's continuing compliance with Iowa Code subsections 455B.172(3) and (9) and section 455B.187 and any rule enacted under the authority of those sections.

VI. Certification of Authority: The County certifies it has lawfully adopted private well construction and reconstruction permitting ordinances or enforceable regulations in accordance with Iowa Code section 455B.172(3) that satisfy one of the following standards:

- The ordinances or regulations adopt by reference Chapters 38 and 49 (IAC); or
- The ordinances or regulations adopt Chapters 38 and Chapter 49 (IAC) in their entirety; or
- The ordinances or regulations are consistent with and no less stringent than Chapters 38 and 49 (IAC); or
- The ordinances and regulations grant express authority to the Permitting Agency to implement Chapters 38 and 49 (IAC) as provided in Iowa Code subsections 455B.172(3) and (9).

The County further certifies these ordinances and regulations grant the county authority to enforce violations of the above ordinances and regulations, or the authority to enforce violations of Chapters 38 and 49 (IAC) as provided in Iowa Code subsections 455B.172(3) and (9). The Department may periodically review the county ordinances and regulations to determine that they are consistent with and no less stringent than Chapters 38 and 49 (IAC), and that the County has adequate authority to enforce their local ordinances or regulations, or has the authority to enforce Chapters 38 and 49 (IAC) as provided in Iowa Code subsections 455B.172(3) and (9).

VII. Duties:

A. Duties of the County

1. Personnel: The County represents that it either has, or will acquire no later than the date of signing this agreement, all personnel required for the performance of the work specified under this Agreement.
2. Continued Employment: The County shall continue to employ sufficient personnel to perform the services of this Agreement for the duration of the Agreement.

3. Documentation: Prior to or immediately upon the signing of this Agreement, the County shall submit the following information to the Department:
 - i. The name(s), title(s), and all relevant work contact information of the employee(s) and/or the division(s) designated within the Permitting Agency that will be responsible for implementing the provisions of this agreement and the delegation authorities specified in Section VI above.
 - ii. A copy of the County regulations and/or County ordinance(s) and/or adopting resolutions authorizing the County to implement and enforce the water well construction permit rules of Chapters 38 and 49 (IAC) pursuant to the County's certification under Section V of this Agreement.
4. Compliance with Administrative Rules: The County shall comply with all applicable administrative rules in Chapter 38 and 49 (IAC).
5. Permit Application Review and Permit Issuance:
 - i. The Permitting Agency shall review all private water well construction permit applications for requests to construct private water wells (which shall include all applications to modify, repair, or upgrade existing private wells) on property or portions of property located within the County in accordance with the provisions of County ordinances, regulations, and the provisions of Chapters 38 and 49 (IAC), except as provided in subrule 567 IAC 38.15(4) and rule 567 IAC 38.16.
 - ii. In its review, the Permitting Agency shall determine:
 - 1) If the proposed well location falls within an area that is regulated by federal, state, or local institutional controls.
 - 2) If the proposed well will withdraw less than 500 gallons per minute and the proposed location is known to be within 1000 feet of a previous or current known contaminated site or leaking underground storage tank (LUST) site as shown on the Department's Facility Explorer tool.
 - 3) If the proposed well will withdraw 500 gallons or more per minute and the proposed location is known to be within 2,500 feet of a previous or current known contaminated site or LUST site as shown on the Department's Facility Explorer tool.
 - 4) If the water well construction permit is submitted for a project requesting 10 or more boreholes.
 - 5) If the proposed well location falls within an area where the well is also regulated by a local governing body through the use of municipal ordinances or local covenants.

When proposed water well construction application meets any of the criteria stated in section VII.A.5.ii.1, VII.A.5.ii.2, VII.A.5.ii.3, VII.A.5.ii.4, or VII.A.5.ii.5 of this Agreement, the Permitting Agency shall consult with the Department before the issuance of a well construction permit. The Department will perform an environmental review that is expected to last, but is not limited to, 14-28 days, after which the Department will notify the Permitting Agency if the private well construction permit will be issued, and what, if any, additional construction standards will be required.

- iii. If after the review of an application, the Permitting Agency determines that the proposed construction of a private water well complies with all applicable laws, rules, and county ordinances, and is pursuant to the authority granted to the County by this Agreement, the Permitting Agency shall issue a private well construction permit in a timely manner to the applicant.
 - iv. If the review by the Permitting Agency determines that an application should be denied, the Permitting Agency shall provide a written explanation to the applicant stating the reasons for the denial and shall include notice of the right to appeal the denial.
- 6. Compliance, Inspections and Monitoring: The County has the primary responsibility for enforcing its laws and regulations relating to the private water well construction permit program as long as this delegation agreement is in force.
 - 7. Monitoring for Compliance: It is expected that the County and/or Permitting Agency will monitor compliance with issued well construction permits by initiating full or partial on-site inspection and monitoring of permitted wells. The Department shall be allowed access to any reports of such or similar inspections or monitoring activities.
 - 8. Enforcement Action by the Permitting Agency: Should the Permitting Agency take enforcement action against permits issued by the Permitting Agency for applicable violations of Chapters 38 and 49 (IAC), as well as County rules, ordinances, and/or regulations, such enforcement action shall be handled in accordance with the noncompliance provisions of the County ordinances and regulations or any other applicable County ordinance, resolution, rules and/or regulations.
 - 9. Intergovernmental Cooperation: The County shall submit such information as the Department may require to show compliance with the private water well construction rules and the adequate implementation of the permitting authority delegated to the County.
 - 10. Reporting: Pursuant to 567 IAC 38.15(3), the Permitting Agency shall enter all new permit information on the internet access program called Private Well Tracking System (PWTS) before the well is constructed. The Permitting Agency shall ensure that well construction log information has also been entered in the PWTS within 90 days after well construction.
 - 11. State Permit Fees: Pursuant to subrule 567 IAC 38.5(1), the County shall submit to the Department a fee of \$25 for each well permit issued. These fees shall be submitted within 90 days of well permit issuance. Fees must be submitted along with DNR form 542-8073.

B. Duties Of The Department

- 1. Administrator: The Department shall be the administrator of this Agreement for purposes of Iowa Code section 28E.6(1) to ensure its terms are properly carried out.
- 2. Review of County Program: The Department shall periodically review the rules, policies and procedures of the County and/or Permitting Agency to ensure consistency with Chapters 38 and 49 (IAC). The Department shall advise the County and Permitting Agency of its findings in writing. Such reviews shall not be more frequent than once a year unless the Department provides prior written notice. The Department shall conduct at least one review within the 12 months prior to the expiration date of this agreement.

3. Technical Assistance: The Department shall provide technical assistance and well program information to the County programs.
4. Areas of Contamination: The Department shall make available the technical resources to help the Permitting Agency determine the boundaries of known sources of contamination so that the Permitting Agency can determine if additional Department consultation and authorization is required by the applicant relating to the potential for groundwater contamination.
5. Water Allocation Permits: If the use of a proposed well intends to withdraw greater than 25,000 gallons per day, the Department shall, through its normal water allocation procedures under 567 IAC Chapters 50-54, provide the applicant a review of the proposed withdrawal prior to the use of the proposed well.
6. Compliance: The Department states its intention to limit its involvement in compliance activities or enforcement actions related to the Permitting Agency or private well construction permits issued by the Permitting Agency to:
 - i. Audits of the County and/or Permitting Agency's compliance with this Agreement; and
 - ii. Review and comment on any proposed changes in the County and/or Permitting Agency's rules, ordinances, policies, and/or procedures related to this Agreement; and
 - iii. Compliance activities or enforcement actions against any person where:
 - 1) The County specifically requests the Department's involvement and the Department agrees to accept responsibility; or
 - 2) The Department determines that the County program's enforcement response is inappropriate or untimely, after providing notice to the County and Permitting Agency in writing and allowing the County and/or Permitting Authority a reasonable opportunity to act prior to initiating any Department compliance activities or enforcement actions; or
 - 3) The Department is enforcing the provisions of 567 IAC 38.15(4), 38.16 and 38.17.
7. Intergovernmental Cooperation: In addition to the assistance and cooperation noted regarding specific issues above, the Department will keep the County informed of state and federal developments which may affect the private water well construction program in the County.

VIII. Amendments: This Agreement may be amended at a later date by mutual agreement of the parties. Additionally, this Agreement expressly includes "Attachment A: Memoranda of Understanding," which shall include all memorandums of understanding between the County and the Department that are entered into before or after the signing of this Agreement that provide for specific procedures to be used by those parties in the implementation of this Agreement.

IX. Period of Agreement: This Agreement is valid for an initial period of up to five years, beginning upon approval and signature of the County and the Department, and shall end five years after the signed date. This Agreement may be renewed by amendment for up to an additional five years. Such an amendment may expressly include a duplication of this section of the Agreement to allow

for future extensions. This Agreement may remain in effect up to a period of one month after the expiration date through a memorandum of understanding between the County and the Department if renewal negotiations are in progress and additional time is required.

- X. Legal or Administrative Entity Created: No new legal or administrative entity is created by this agreement.
- XI. Manner of Financing: The functions to be performed by the County, under the provisions of this agreement, are to be financed by the County at no obligation to the Department. The County may use permitting fees charged to all eligible applicants pursuant to 567 IAC 38.5. However, the County is not necessarily limited to the funding source referenced above.
- XII. Acquiring, Holding, or Disposing of Real Property: The functions of this Agreement do not require the acquisition, holding, or disposal of real property. In the event that an amendment to this Agreement or a memorandum of understanding included in Attachment A requires the acquisition, holding, or disposal of real property, this Agreement shall be amended to detail a manner of acquiring, holding, or disposing of real property.
- XIII. Termination: The Department or the County may terminate this agreement by providing to the other party a written notice of intent to terminate this agreement at least 60 days prior to the intended date of termination. The notice shall specify the reasons for termination, and shall be delivered by sending the notice to the person listed below via U.S. Certified Mail.

Chairperson
Linn County Board of Supervisors
935 2nd St. SW
Cedar Rapids IA 52404

Director
Department of Natural Resources
502 E 9th St
Des Moines IA 50319-0034

Upon termination, the County shall transfer to the Department all private water well construction permit program records in its possession, including file copies of permits, permittee files, unused application forms, all pending applications and pending fees, and all other documents generated as a result of this program. No later than 30 days following the stated termination date, the County shall deliver the above materials to the Department at the following address: Iowa DNR - Water Supply Section, 502 E 9th St, Des Moines IA 50319-0034.

- XIV. Filing and Recording: The Department shall file a copy of this agreement electronically with the Iowa Secretary of State in accordance with Iowa Code section 28E.8.

ATTACHMENT A: Memoranda of Understanding

None.

IN WITNESS THEREOF, the Department and the County have executed two copies of this agreement that include, each of which shall be considered an original.

IOWA DEPARTMENT OF NATURAL RESOURCES

Iowa Department of Natural Resources

Date: _____

LINN COUNTY IOWA

(Signature)

Date: _____

(Type or print name)

Chairperson
County Board of Supervisors

County Authorized Permitting Agency

(Entity Name)

(Authorized Signature)

Date: _____

(Type or print name)

(Title)



LINN COUNTY COMMISSION OF VETERAN AFFAIRS

GENERAL POLICY AND EMERGENCY ASSISTANCE GUIDELINES

Revised: September 08, 2021

Iowa Code Chapter 35B provides the legal basis for county commissions of veteran affairs. In Linn County, the Veteran Affairs Director administers the veteran affairs program under the general supervision of the Veteran Affairs Commission and the direct supervision of the Board of Supervisors.

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I. BENEFITS

Standard veteran's benefits, such as grave markers, maintenance of graves, and federal benefits from the United States Department of Veterans Affairs (VA) are available to eligible veterans. In addition, eligible veterans, their spouses/surviving spouses, and legal dependents may qualify for emergency assistance from the Linn County Veteran Affairs Department (Department) for up to three (3) months in a twelve (12) month period.

The Linn County Veteran Affairs Commission (Commission) reserves the right to refuse benefits to an applicant who does not meet the eligibility criteria listed in Section II of this document.

The Linn County Veteran Affairs Executive Director (Director) may make exceptions to policy on a case-by-case basis as long as the expenses for the Services to Veterans activity do not exceed the original annual budget in any given fiscal year.

Applicants may appeal the Department's decision regarding eligibility, or the amount of assistance granted in accordance with Section XIV of this document.

II. ELIGIBILITY

A. Veteran/applicant must meet all of the following eligibility criteria to qualify for emergency assistance.

1. The veteran/applicant must have been a legal resident of Linn County, Iowa for at least 30 days. The Department may verify residency with a current driver's license, lease, utility bill, voter registration card, or another official document that proves residency.
2. The veteran must have received an Honorable Discharge or General Discharge Under Honorable Conditions. If the veteran has more than one military discharge, all discharges must meet this requirement.
3. The veteran must meet the definition of "Veteran" as provided in Iowa Code Section 35.1, and must have served at least 90 consecutive days of active duty beyond training, or have a VA recognized service-connected disability.
4. The applicant must be a veteran, or a veteran's spouse/surviving spouse, dependent child, including a step child or adopted child, under age 18, or another legal dependent.
5. The applicant must have an emergent need that cannot be met by other means and is not due to their own financial misconduct.
6. The applicant must provide proof of an unexpected expense that caused a financial hardship.
7. The applicant must meet the income guidelines established by the Iowa Veterans Trust Fund.

B. Financial Eligibility Amount Calculation

1. Emergency Assistance is not intended to supplement the veteran's/applicant's income.
2. Department staff may determine eligibility from one of the following:
 - Income versus expenses
 - Lost or projected income
 - Total amount of an unexpected expense(s)
3. Combined Asset Limitations and Exemptions

Single	Savings/Checking \$3,000.00 Asset Accounts \$7,500.00
Family	Savings/Checking \$5,000.00 Asset Accounts \$12,000.00
Exemptions	Home of residence, life insurance, qualified retirement accounts, up to two (2) vehicles per family.

C. Normal Monthly Expenses

The Department considers the following list of expenses to be normal expenses for the purpose of eligibility determinations.

Food	See Appendix A
Shelter	mortgage, rent, lot rent
Utilities	natural gas, wood, fuel oil, electricity, water, garbage, storm sewer, and sanitary sewer
Telephone	Single person – up to \$70 per month Family – up to \$170 per month
Internet, cable, or streaming service	Up to \$75 per month
Auto loan	up to \$550 per month
Transportation allowance	Vehicle owner – \$270 per month Non-vehicle owner – \$70 per month
Insurance	Divided down to the month
Paid child support/spousal support	Over the past 30 days
Paid credit cards	Over the past 30 days
Paid prescriptions	Over the past 30 days
Paid medical bills	Over the past 30 days

D. Immediate Assistance

The Department will only issue immediate assistance, i.e., with little verification of the applicant's circumstances, for food, to prevent a utility disconnection, to prevent homelessness, or for another reason approved by the Director.

E. Utility Disconnection

If there is a utility disconnection to a household that includes a minor under age 18 or a senior over age 65, the Department will not count the amount paid to avoid disconnection or to restore service against the applicant's eligibility for assistance.

F. Updated Documentation

An applicant must provide all applicable current documentation as defined in this policy with each application submitted for emergency assistance.

G. Continuing Assistance Review

Upon receiving a cumulative total of \$7,500.00 in assistance from the Department, and each time an applicant receives another cumulative \$7,500.00, the applicant must meet with the Commission prior to receiving additional assistance.

H. Former Spouses

Former spouses who do not have legal custody of the veteran's dependent child(ren) are not eligible for emergency assistance. A former spouse who has legal custody of the veteran's dependent child(ren) may be eligible for emergency assistance if the veteran has not fulfilled child support obligations, but must provide proof of a financial hardship. The Department may provide emergency assistance based on the child(ren)'s welfare and emergent need(s).

III. HOUSEHOLD

A household consists of a veteran, the veteran's spouse/surviving spouse, dependent children, including step children and adopted children, under age 18, or other legal dependents.

IV. INCOME

Income includes: wages and salaries; exchanged services derived from labor (bartering); self-employment income; unemployment benefits; disability insurance; workers' compensation insurance; federal and state tax refunds; annuity, investment, and savings income; child support; spousal support; inheritances; monetary gifts; public assistance; pension or retirement benefits; VA compensation or pension; Social Security benefits; college grants, scholarships, loans, and GI bill benefits; and all other income as determined by the Commission.

V. INCOME DETERMINATION

The Department will use all of the veterans/applicants household income for the last 30 days to determine eligibility for benefits.

VI. APPLICABLE DOCUMENTATION

- Certificate of Release or Discharge from Active Duty/DD Form 214
- Marriage Certificate
- Proof of a common law marriage verified with a statement signed by both parties
- Copy of birth certificate(s) for all dependent children
- Social Security numbers of all eligible dependents
- Death certificate, if applicant is a surviving spouse or eligible dependent
- Total monthly expenses for all eligible dependents
- Verification of all income sources for all eligible dependents
- Verification of all assets for all eligible dependents
- Verification of a food assistance appointment or food assistance benefits
- Doctor's statement verifying a disability or listing a diagnosis/prognosis
- Verification of Social Security benefits, if eligible
- Verification of VA benefits, if eligible
- Verification of benefits from disability or pension programs
- Verification of registration with Iowa Workforce Development or any other job training program, or documentation of unemployment benefits
- Verification of past employment including date last worked and the gross and net amount of the last check received
- Verification of new employment including start date, rate of pay, and scheduled weekly work hours
- Verification of legal guardianship and/or conservatorship
- Copy of a divorce decree(s)
- Other legal documentation as applicable

VII. PROGRAM BENEFITS

A. Food/Non-food

The Department may provide vouchers and/or gift cards for food/non-food benefits. The applicant must apply for all other food assistance programs for which the applicant's household may be eligible in order to qualify for food/non-food assistance from the Department.

B. Shelter and Security Deposit

Shelter assistance may not exceed three (3) months in a twelve (12) month period. The Director may make exceptions for shelter assistance only if an applicant has applied for Social Security benefits, VA benefits, or is under a doctor's care.

1. Security Deposit

The Department provides security deposit assistance to help homeless households access stable housing. The Department will provide security deposit payments only if the applicant receives a referral to the Department from a partnering agency that provides services to the homeless population and verifies an applicant's need for housing stability. An applicant may receive security deposit assistance only once during a five (5) year period. An applicant must return the amount of the security deposit assistance to the Department upon termination of a lease if a landlord returns the security deposit to them.

2. Rent

The Department will make rent payments to the owner of the rental property as verified by the Linn County Assessor's Office or Cedar Rapids City Assessor's Office. The Department will not make rental payments to a relative of the applicant. The veterans/applicants name must appear on the rental property lease. The Department may provide rental assistance as follows:

Single – shared bath facilities	\$600.00
Single – own bath facilities	\$900.00
Family – two or more people	\$1,300.00

3. Primary Home Mortgage

A mortgage assistance payment may not exceed the amount of the applicable rental allowance. The mortgage statement must be in the name of the veteran/applicant and must be for a primary residence. The Department will make mortgage payments to the mortgage holder as verified in writing by the mortgage holder or by another legal document that verifies the name of the mortgage holder.

4. Applicants Residing in a Mobile Home Park

Applicants may receive both rental payment and lot rent, if the total does not exceed the applicable rental allowance. If the total exceeds the applicable rental allowance, the applicant may choose either the total applicable rental allowance on the rental payment/mortgage, or on the lot rent. The veterans/applicants name must appear on the rental property lease/mortgage statement and must be for a primary residence. The Department will make payments to the mobile home park owner.

C. Utilities

Utility assistance may not exceed three (3) months in a twelve (12) month period. Utilities are defined as natural gas, wood, fuel oil, electricity, water, garbage, storm sewer, and sanitary sewer. The applicant must apply for all other utility assistance programs for which the applicant's household may be eligible. Failure to comply with this requirement may result in the Department denying assistance. A utility bill must be in the name of the veteran and/or spouse and must be for a primary residence. The Department will make payments to the utility company or vendor.

D. Funeral, Burial, Grave Opening, Cremation

The Department may provide funeral, burial, grave opening, and/or cremation assistance for a veteran, spouse/surviving spouse, or dependent child(ren) as follows:

Funeral expense reimbursement	Not to exceed \$2,000.00
Cremation, including urn	Not to exceed \$1,500.00
Additional amount for an oversized casket	\$300.00

Family members of a deceased veteran/eligible dependent reserve the right to pay amounts in excess of the allowable reimbursement. However, if total expenses exceed \$5,000.00, the Commission will not provide assistance.

The Department will determine eligibility based on the application for funeral, burial, grave opening, and/or cremation assistance. Allowable exclusions when verifying eligibility include the spouse's income.

E. Flag Holder Grave Markers

Flag holder grave markers for deceased veterans buried in Linn County are available through the Linn County Veteran Affairs Department at no cost to the family and/or representative of the veteran. The Department will provide one marker per grave at no cost, unless the Director approves an exception. Additional grave markers are available at a price periodically established by the Commission. The Department will keep a record of all requests for grave markers.

F. Maintenance of Graves

The Department will provide for the maintenance of graves in accordance with Iowa Code Chapter 35B.

VIII. EMPLOYMENT

All applicants must register with Iowa Workforce Development (IWD), which makes referrals to job training agencies. Applicants must register for any and all benefits available to them, including unemployment benefits. Applicants must provide proof of completion of an appointment with IWD. Failure to comply with the requirements of this Section may result in the denial of assistance. The Department may grant an exception if the applicant can provide proof on an application in progress for VA Pension/Compensation benefits, Individual Unemployability, or Workers' Compensation.

An applicant must file an Interim Assistance Reimbursement (IAR) form with the Department if the applicant has applied for Supplemental Security Income (SSI) benefits. The Department will provide assistance for up to and not to exceed one year during the process of determining eligibility for SSI benefits. If an applicant receives a denial for SSI benefits less than one year from the application date, and files a request for reconsideration in a timely manner, the Department may continue to provide assistance for up to and not exceed the balance of that one-year period. An applicant may appeal the decision to terminate assistance at the end of the one-year period to the Linn County Veteran Affairs Commission.

IX. APPLICATION PROCESS

Applicants must provide a list of income, assets, and expenses, and review a personal budget with Department staff to determine emergency assistance eligibility. The Department may request that applicants receive budgeting assistance from an outside source and provide documentation to verify completion of a budgeting program. Department staff may refer an applicant to another program if they determine that an applicant's debt warrants outside advice and counseling, and may deny assistance if an applicant demonstrates the inability to work with an outside source for such advice and counseling.

X. CONSENT TO RELEASE OR EXCHANGE INFORMATION

The applicant or authorized representative must sign a Consent to Release or Exchange Information (See Appendix B). The Department may revoke the Release upon written request of the applicant or authorized representative.

XI. VERIFICATION OF INFORMATION

Applications must be truthful and complete, and applicants must provide verification of all information contained in an application before the Department will make a determination of eligibility. The Department may deny assistance to an applicant who provides incomplete or false information during the application process. Any benefit paid to an applicant as a result of false information is subject to repayment provisions.

XII. REPAYMENT PROVISIONS

Any applicant who also applies for Supplemental Security Income (SSI) and is entitled to a retroactive lump sum SSI payment must agree to comply with the reimbursement provisions of State Supplemental Income Program to remain eligible for assistance.

XIII. DENIAL OF ASSISTANCE

The Director and Department staff have the right to deny anyone assistance for misconduct, misrepresentation, or if they determine that any part of the application is fraudulent. The applicant has the right to appeal a denial of assistance to the Commission in accordance with Section XIV of this document. Any fraudulent claims will result in the loss of assistance for a length of time as determined by the Director and Commission.

XIV. APPEAL PROCESS

An applicant or an applicant's authorized representative may appeal the Department's decision regarding eligibility, or the amount of assistance granted, by filing a written Notice of Appeal with the Linn County Veteran Affairs Commission. The applicant must meet with the Director prior to the Commission's review of an appeal. The Director and applicant must review the application/appeal with the Commission at the next regularly scheduled commission meeting. After the meeting, the Director or Department staff will mail a letter to the applicants' home of record informing the applicant of the decision made by the Linn County Veteran Affairs Commission. The Commission has the final determination on assistance in accordance with the Iowa Code.

CERTIFICATION

I certify that this is a true and correct copy of the *Linn County Veteran Affairs Commission General Policy and Emergency Assistance Guidelines* passed and approved by the Linn County Commission of Veteran Affairs on the 8th day of September, 2021.

LINN COUNTY COMMISSION OF VETERAN AFFAIRS



Claire LeMay, Chair

I certify that this is a true and correct copy of the *Linn County Veteran Affairs Commission General Policy and Emergency Assistance Guidelines* passed and approved by the Linn County Board of Supervisors on the _____ day of September, 2021.

LINN COUNTY BOARD OF SUPERVISORS

Stacey Walker, Chair

APPENDIX A

Approved September 08, 2021

The Linn County Commission of Veteran Affairs may revise Appendix A separately from the *Linn County Veteran Affairs Commission General Policy and Emergency Assistance Guidelines*.

Linn County Commission of Veteran Affairs Normal Monthly Food Expenses

Number in Household	Normal Monthly Food Expenses
1	\$250.00
2	\$500.00
3	\$650.00
4	\$750.00
5	\$850.00
6	\$950.00
*	Add \$100 for each additional minor child of the veteran living in the home.

LINN COUNTY COMMISSION OF VETERAN AFFAIRS

Claire LeMay, Chair

APPENDIX B

CONSENT TO RELEASE OR EXCHANGE INFORMATION
Emergency Assistance

I (we) _____ authorize communication or release of
PRINT NAME

confidential information by Linn County, or its duly appointed representatives, to any of the named individuals, institutions, businesses and/or agencies necessary for determining eligibility for assistance, for billing or reimbursement purposes.

I (we) understand that I (we) have the right to inspect the disclosed information at any time. I (we) understand that this consent will remain in force until termination of assistance from Linn County Commission of Veteran Affairs.

I (we) consent to and authorize:

Any local, state federal government agency, private businesses, firm or agency, bank, trust company, postal savings department, insurance company, other financial institution, or other applicable agencies to share information.

Investments, holdings, life insurance policies, checking/savings accounts, bonds, retirement benefits, annuities, and any other assets/resources that can be converted into cash. This includes applicant and all eligible household members.

Upon written request, I (we) understand that I (we) may revoke the CONSENT TO RELEASE AND EXCHANGE INFORMATION at any time. I (we) do hereby and forever release and discharge all of the individuals, institutions, businesses, agencies, and LINN COUNTY IOWA, its agents and employees, from any liability for releasing information whether such information is deemed confidential or not. A photocopy of this form shall be considered as the original.

Signature of Understanding (Applies to all parties in household)

Date

Revised 9.3.21



VACANCY FORM

SELECT ONE:

☒ NEW POSITION

☐ REPLACEMENT

REPLACES: _____

SELECT ONE:

☐ NEW JOB CLASSIFICATION

☒ EXISTING JOB CLASSIFICATION

JOB TITLE: Public Health Deputy Director

DEPARTMENT: Public Health

SHIFT/HOURS: 8:00 AM - 4:30 PM

VACANCY DATE: ASAP

NUMBER OF POSITIONS: 1

REASON TO ADD NEW POSITION (if applicable): ☐ BUDGET OFFER

☐ GRANT FUNDING

☐ OTHER: _____

NEW POSITION FUNDING SOURCE(S):

reorganization of department management staff; three

upper level mgmt. positions are being eliminated.

POST TO INSIDE: ☒ YES ☐ NO

ADVERTISE: ☒ YES ☐ NO

IF NO, GIVE EXPLANATION (i.e. not filling due to operational needs): _____

POSITION TYPE:

☒ FULL-TIME ☐ PART-TIME _____ # of hours/week ☐ TEMPORARY/SEASONAL

☐ ON-CALL/SUBSTITUTE ☐ GRANT-FUNDED

BARGAINING UNIT: ☐ Clerical ☐ Maintenance ☐ Para Professional ☐ Professional

☐ Attorneys ☐ Conservation ☐ Sergeants ☐ PPME

☒ NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: [Signature]

DEPARTMENT HEAD (original signature required)

09.07.2021

DATE

By signing above, I acknowledge my understanding of the following about external job postings: Failure to make a good faith effort to begin the interview process within one month of receiving candidates' applications will result in HR charging the cost of advertising back to the department.

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: _____ STARTING SALARY: _____

HR DIRECTOR COMMENTS: _____

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY: [Signature]

HUMAN RESOURCES DIRECTOR

9/7/21

DATE

APPROVED BY: [Signature]

FINANCE/BUDGET DIRECTOR

9/8/21

DATE

APPROVED BY: _____

CHAIRPERSON/BOARD OF SUPERVISORS

DATE

RESOLUTION # _____
Appointment of Deputy Auditor

WHEREAS, pursuant to Section 331.903(1), Code of Iowa, Joel D. Miller, Linn County Auditor, has submitted to the Board of Supervisors, Linn County, Iowa, for approval of Matthew Warfield, for appointment as Deputy Auditor, and

WHEREAS, the Board of Supervisors, Linn County, Iowa, finds Matthew Warfield to be qualified to serve as Deputy Linn County Auditor and that the appointment of Matthew Warfield will not exceed the number of deputies authorized for the Linn County Auditor's Office by the Board of Supervisors, Linn County, Iowa.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Board of Supervisors, Linn County, Iowa, that the appointment of Matthew Warfield as Deputy by Joel D. Miller, Linn County Auditor, is hereby approved retroactive to September 4, 2021.

PASSED and APPROVED this 13th day of September, 2021.

LINN COUNTY BOARD OF SUPERVISORS

Stacey Walker, Chair

Ben Rogers, Vice Chair

Louis J. Zumbach, Supervisor

Attest:

Joel D. Miller,
Linn County Auditor



AGREEMENT FOR SERVICES

AN AGREEMENT WITH ADVOCATES FOR SOCIAL JUSTICE (ASJBLM) TO PERFORM SERVICES AS DESCRIBED IN THE LINN COUNTY EXPUNGEMENT CLINIC PROGRAM

This agreement, entered into this ____ day of _____ 2021, by and between Linn County, Iowa, hereinafter referred to as the COUNTY and Advocates for Social Justice referred to as ASJBLM; witnesseth:

In order to accomplish the objectives of the Linn County Expungement Clinic Program including the planning for the event and engagement of licensed attorneys, the COUNTY and ASJBLM agree as follows:

1. The COUNTY will pay ASJBLM an amount not to exceed \$8,000. Actual amount paid will be based on the actual number of citizens who sign up for and engage attorneys for expungement services and the staff time and resources in planning and promoting the Linn County Expungement Clinic.
2. In exchange for payments received, ASJBLM agrees to plan, promote, secure, and provide all necessary services, training, material and personnel to hold a one-day expungement clinic with licensed Iowa attorneys.
3. The terms of this service agreement shall begin upon the execution of this contract by the Chief Elected Official (Chair of the Linn County Board of Supervisors). Agreement shall terminate upon the completion of the one-day Linn County Expungement Clinic. Agreement will terminate no later than 3/31/2022.
4. The COUNTY may terminate this agreement at any time by giving notice by certified mail to ASJBLM.
5. If for any reason ASJBLM is unable to meet the terms as agreed upon above ASJBLM shall notify the COUNTY and return any unused portion of the funds to the COUNTY within 30 days of that notification.
6. ASJBLM may terminate this agreement by giving a 21-day notice by certified mail to the COUNTY.
7. ASJBLM's obligation and duties under this Agreement shall not be assigned without the permission of the COUNTY.



8. ASJBLM shall hold harmless the COUNTY for any injury or damage caused by the acts or omissions of ASJBLM or employees or agents and ASJBLM agrees to indemnify the COUNTY for any such injury or damages.
9. Any disputes that arise between the COUNTY and ASJBLM would be governed by Iowa law and be litigated in Linn County.
10. This is the entire agreement between the COUNTY and ASJBLM.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE CAUSED THIS AGREEMENT TO BE EXECUTED THIS _____ DAY OF _____, 2021.

CONTRACTOR, ASJBLM Director/Officer

Stacey Walker, Chair, Linn County Board of Supervisors
CHIEF ELECTED OFFICIAL

REIMBURSEMENT
RESOLUTION

REGULATION

Cedar Rapids, Iowa

September 15, 2021

The Board of Supervisors of Linn County, Iowa, met on September 15, 2021, at 11:00 a.m., at the Linn County Jean Oxley Public Service Center.

The meeting was called to order by the Chairperson, and the roll was called showing the following Supervisors present and absent:

Present: _____

Absent: _____.

It was reported that, in order to preserve the County's eligibility to issue tax exempt bonds for certain Land and Water Legacy Projects, it would be necessary for the Board to adopt a resolution declaring the Board's intent to spend cash and later reimburse those expenses from the proceeds of a bond issue. Supervisor _____ introduced the resolution next hereinafter set out and moved its adoption, seconded by Supervisor _____. After due consideration and discussion, the Chairperson put the question upon the adoption of the resolution, and the roll being called, the following Supervisors voted:

Ayes: _____

Nays: _____.

Whereupon, the Chairperson declared the resolution duly adopted as hereinafter set out.

• • • •

At the conclusion of the meeting, and upon motion and vote, the Board adjourned.

Chairperson, Board of Supervisors

Attest:

County Auditor

RESOLUTION NO. _____

Resolution relating to financing of certain proposed Land and Water Legacy projects to be undertaken by Linn County, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code

BE IT RESOLVED by the Board of Supervisors (the "Board") of Linn County, Iowa (the "County"), as follows:

Section 1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse a county for project expenditures made by a county prior to the date of issuance.

(b) The Regulations generally require that a county make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued borrowing and that the borrowing occur and the reimbursement allocation be made from the proceeds of such borrowing within a certain period after the payment of the expenditure or the date the projects are placed in service; and

(c) The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

Section 2. Official Intent Declaration.

(a) The County proposes to undertake the following projects and to make original expenditures with respect thereto prior to the issuance of bonds, notes or other obligations (the "Bonds") and reasonably expects to issue the Bonds for such projects in the maximum principal amount shown below:

<u>Projects</u>	<u>Maximum Amount of Bonds Expected to be Issued for Projects</u>
Land and Water Legacy Conservation	\$7,000,000

(b) Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds or (ii) expenditures made not earlier than sixty days prior to the date of this Resolution or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the projects have heretofore been made by the County for which the County will seek reimbursement from the proceeds of the Bonds.

(c) This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 3. Budgetary Matters.

As of the date hereof, there are no County funds reserved, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long term basis or otherwise set aside) to provide permanent financing for the expenditures related to the projects, other than pursuant to the issuance of the Bonds. This resolution, therefore, is determined to be consistent with the County's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.

Section 4. Reimbursement Allocations.

The County's Finance Director shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the County to make payment of the prior costs of the projects. Each allocation shall be evidenced by an entry on the official books and records of the County maintained for the Bonds, shall specifically identify the actual prior expenditure being reimbursed or, in the case of reimbursement of a fund or account, the fund or account from which the expenditure was paid, and shall be effective to relieve the proceeds of the Bonds from any restriction under the bond resolution or other relevant legal documents for the Bonds, and under any applicable state statute, which would apply to the unspent proceeds of the Bonds.

Section 5. Repealer.

All resolutions, parts of resolutions, or actions of the Board in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved September 15, 2021

Chairperson, Board of Supervisors

Attest:

County Auditor

Change Order

Project Name: Linn County GovSense Implementation	
Project Stage: Post Go Live	Change Order Date: August 2021

Change Order Summary

Status	Change	Effort	Cost
Completed	Additional Data Cleansing and Imports Includes cleansing and imports for AP Bills and payments, non-AP transactions, assets, and grants/projects. - Hours for four resources over a multi-month period "Effort" reflects actual effort expended by GovSense	140	\$24,500
Completed	Additional Training Includes reporting, roles/permissions and overall GovSense functionality - Original BRD called for user training on System Setup and Administration, Accounting, Projects and Grants, Reporting and Report Development, Workflow, Banking, Fixed Assets, Revenue and Billing, and Accounting Periods. Additional system training can be accessed through SuiteAnswers. "Effort" reflects actual effort expended by GovSense	60	\$10,500
Completed	Additional Admin, Meeting and PM time - Additional time spent across all GovSense resources - October 2020 – August 2021 "Effort" reflects actual effort expended by GovSense	250	\$43,750
Not Started	Projects/Grants/Contracts Module Enhancements To be quoted in a separate change order with approved requirements documentation.	-	-
Not Started	Public Health Access Database To be quoted in a separate change order with approved requirements documentation.	-	-
Total		450	\$78,750

Signatures

By signing this document, you agree that the change order above will be implemented as described.

Linn County

Stacey Walker	Chair, Board of Supervisors		
Name	Title	Signature	Date

GovSense

Paul Cammisa	Managing Partner		
Name	Title	Signature	Date

Change Order

Project Name: Linn County GovSense Implementation	
Project Stage: Post Go Live	Change Order Date: August 2021

Change Order Summary

Status	Change	Effort	Cost
Not Started	Projects/Grants/Contracts Module Enhancements		
	Enhancements to the Projects, Grants and Contracts module to be made per the attached requirements document. The enhancement includes updates to retainage, amounts billed, change orders, funding sources and the Linn County SEFA report.	120	\$21,000
Total		120	\$21,000

Signatures

By signing this document, you agree that the change order above will be implemented as described.

Linn County

Stacey Walker	Chair, Board of Supervisors		
Name	Title	Signature	Date

GovSense

Paul Cammisa	Managing Partner		
Name	Title	Signature	Date

Change Order

Project Name: Linn County GovSense Implementation	
Project Stage: Post Go Live	Change Order Date: September 2021

Change Order Summary

Status	Change	Effort	Cost
Not Started	Public Health: Software and Licenses Includes the GovSense Public Health module license, as well as five additional user licenses to support Linn County team members accessing and using GovSense.	N/A	\$11,664
Not Started	Public Health: Module Implementation Covers the services fees for implementing the GovSense Public Health module. This includes design, implementation, UAT, data conversion, optimization, and project management. Travel and expenses will be billed as incurred. GovSense will implement the Public Health module for Water Testing and Tattoo/Tanning establishments per the information provided by Linn County (attached below). The following items are not in scope for this implementation: • Retail food establishments • Water well installations • Inspections for additional establishments (not tattoo or tanning) • Issuing citations or penalties for non-compliant establishments (not tattoo or tanning) • Air quality or foodborne illness inspections or services Assumptions: • GovSense will work with Larry Hlavacek to complete design and configuration, allowing for his review before leaving the County at the end of September 2021. UAT and Go Live may extend past this date with the support of other County employees. • Tattoo and Tanning reports to be provided by Linn County, not to exceed 20 hours of work	260	\$45,750
Total		260	\$57,414

Signatures

By signing this document, you agree that the change order above will be implemented as described.

Linn County

Stacey Walker	Chair, Board of Supervisors		
Name	Title	Signature	Date

GovSense

Paul Cammisa	Managing Partner		
Name	Title	Signature	Date