

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
MONDAY, JANUARY 25, 2021 11:00 A.M.

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

Chairperson Walker called the meeting to order.

Motion by Rogers, seconded by Zumbach to approve minutes of January 19, 20 & 22, 2021 as printed.

Motion by Rogers, seconded by Walker to add emergency agenda item for impending weather event and the closure of county buildings.

A lengthy discussion took place regarding the forecasted snow event and the closure of Linn County buildings. Supervisor Walker shared his concerns about buildings closing for safety reasons and he does not want employees losing wages because of it.

Lisa Powell, HR Dir., stated that the protocol has been for employees to use time off or take time as unpaid.

Board members would like the Board Support team to review the policy by February. A decision will be made around 9:30 p.m. tonight regarding the closure of the buildings.

Motion by Rogers, seconded by Zumbach to approve Employment Change Roster (payroll authorizations) as follows:

AUDITOR'S OFFICE

Elections Office Coord. Grant Barton End of probation: 02/02/21 56A \$20.54 – 56B \$21.58

TREASURER'S OFFICE

Universal Clerk Stephanie Martinez Step increase/contract 01/25/21 56B \$21.58 – 56C \$22.80

PLANNING & DEVELOPMENT

Planning & Develop Dir. Charlie Nichols Promotion 02/06/21 \$89,828/annually - \$102,645/annually

SHERIFF'S OFFICE

Sergeant Chad Watkinson Step increase/contract 02/07/21 S1 \$44.02 – S2 \$44.68
Communications Oper. Arianne Torka Step increase/contract 02/11/21 C1 \$24.40 – C2 \$25.08
Communications Oper. Alicia Unkrich Step increase/contract 02/25/21 C1 \$24.40 – C2 \$25.08
Deputy Sheriff Phillip Williams Step increase/contract 02/11/21 D1 \$29.71 – D2 \$30.90
Deputy Sheriff Ryan Liercke Step increase/contract 02/24/21 DB \$28.47 – D1 \$29.
Deputy Sheriff Benjamin Helms Step increase/contract 02/24/21 DB \$28.47 – D1 \$29.71
Deputy Sheriff Nichilas McClain Step increase/contract 02/25/21 D1 \$29.71 – D2 \$30.90
Food Service Coord. Christine Hart Step increase/contract 02/10/21 56D \$24.03 + \$.25 – 56E \$25.33 + \$.25
Female Correctional Officer Jemmy Navarro New hire – FT 01/25/21 56A \$20.54 + \$.25 + \$.25 Replaces D. Kosobucki
Senior Account Clerk Kyla Sergeant Step increase/contract 02/02/21 55B \$20.04 – 55C \$21.09
Senior Account Clerk Chyenne Wright Transfer to Engineering/internal applicant 02/05/21
Senior Account Clerk Nichole Kriegel Step increase/contract 02/25/21 55C \$21.09 – 55D \$22.
Shop Supervisor John Gahring Step increase/contract 02/22/21 22C \$28.65 – 22D \$29.76

COMMUNITY SERVICE
Family Service Worker Pamela Gusick Step increase/contract 01/22/21 54D \$20.59 – 54E \$21.76

JUVENILE DETENTION
Youth Counselor Riley Gardner End of probation_ 02/05/21 36A \$23.47 + \$.25 – 36B \$24.64 + \$.25
Intervention Counselor Brandon O'Connell Bid award 01/30/21 36E \$28.79 + \$.25 – 36E \$28.79 Replaces A. Vargas
Intervention Counselor Ben Potter Correction to wage from 1/19/21 roster 01/02/21 56B \$21.58 + \$.25 – 36A \$24.64
Tracker Victoria Carson End of probation 01/21/21 56A \$20.54 + \$.25 – 56B \$21.58 + \$.25
Tracker Aria Polglaze End of probation 01/21/21 56A \$20.54 + \$.25 – 56B \$21.58 + \$.25

ENGINEERING
Light Equipment Oper. Bradley Wittenburg Step increase/contract 01/22/21 17D \$24.57 – 17E \$26.39
Senior Mechanic Randy Wendt Step increase/contract 02/10/21 21B \$26.42 – 21C \$27.54
Light Equipment Oper. Matthew Schmidt Step increase/contract 02/19/21 17D \$24.57 – 17E \$26.39

Motion by Zumbach, seconded by Rogers to approve claims in the amt. of \$29,764.03, \$355,386.60 and \$16,210.01.

Motion by Walker, seconded by Rogers to appoint Scott Koepke to the Food Systems Council to fill an unexpired term ending 12/31/22.

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

VOTE: Walker - Aye Rogers - Aye Zumbach - Aye

Motion by Rogers, seconded by Walker to go out of closed session.

VOTE: Walker - Aye Rogers - Aye Zumbach - Aye

The Board recessed at 11:44 a.m. and reconvened at 1:30 p.m. to review proposed Fiscal Year 2022 budgets. Also present: Dawn Jindrich, Finance Dir.; Sara Bearrows, Budget Dir.; Lisa Powell, HR Dir.; and Darrin Gage, Dir. of Policy & Admin.

Capital Improvements - \$1.2 million.

Gage presented the five year Capital Improvement Plan (CIP).

Discussion followed regarding County Attorney infrastructure and the need for clarification between the County Attorney and the Facilities Manager.

Motion by Rogers, seconded by Walker to approve the FY 21-22 CIP as presented.

Human Resources - FY 22 appropriations exceeds the Board's guidelines by \$1,621 due to a \$675 increase in flex administration costs for a required, annual mailing fee, a \$100 contractual increase for the Biddle testing software, a \$320 contractual increase for the PolicyStat software and a \$526 contractual increase for NeoGov software.

Lisa Powell presented the budget narrative and Key Performance Indicators (KPI's).

Chairperson Walker asked that they start thinking about providing a certificate/credential to employees after achieving certain training as a Linn County employee.

Motion by Rogers, seconded by Zumbach to approve Human Resources FY22 appropriations in the amount of \$1,023,346.

Powell presented the following Offers:

- Part-time HR Application Support Analyst position - \$62,598 (ongoing)
- Online learning platform (LEARN) - \$28,000 (ongoing)
- Certified Diversity Professional (CDP) Credential Program - \$27,300 (one time)

Adjournment at 2:52 p.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
BY: Amanda Hoy, Executive Assistant
AND: Rebecca Shoop, Deputy Auditor

Approved by:

STACEY WALKER, Chairperson
Board of Supervisors