

TIPTON, IOWA

July 9, 2019

The Cedar County Board of Supervisors met in regular session at 8:30 a.m. July 9, 2019 with the following members present: Agne, Bell, Gaul and Kaufmann. Smith was absent. Members of the public were also present.

The Board viewed correspondence from various agencies.

The Board acknowledged receipt of the following correspondence from:
Auditor Dauber for Fees Collected for the quarter ending June 30, 2019.
Assessor Marx's response to Al Reinboldt's email appealing his 2019 County Tax Assessment.
Public Health Interim Director Butler regarding hiring Kimberly Mente, PRN Public Health Coordinator effective July 10, 2019.
Brian Wagner, City of Tipton Manager regarding letter of support for Tipton's BUILD Grant Application.
Cedar County Recorder for fees collected 4/1/2019 – 6/30/2019.
Cedar County Clerk for Fees collected for the month of June.
HR Consultant Greufe regarding Assessor's request to exempt Deputy Assessor position from compensation Study.

Manure Management Annual Updates submitted by:
Alex Achenbach for a site at 254 190th Street, Lisbon.
Anderson Farms for a site at 843 National Avenue, Tipton.

It was noted the following Handwritten Disbursement was issued on 7/5/2019 to the Cedar County Treasurer for Benefits, Inc. for an electronic deposit: #419972 for \$2,597.69-self funded medical claims.

Moved by Sup. Kaufmann seconded by Sup. Gaul to approve the agenda.
Ayes: All
Absent: Smith

Chair Pro Tem Agne addressed the public for comments. There were none.

Moved by Sup. Kaufmann seconded by Sup. Bell to approve the Board Minutes of July 2, 2019.
Ayes: All
Absent: Smith

Administrative Assistant Hamdorf reported to the Board that Clint Hampton has tiling issues at the County Farm. One tile needs fixed immediately and another two to three will need to be fixed when the crops are harvested. Hampton also is concerned with the neighbor's pond overflowing into his crops. Sup. Bell will contact Hampton and Gronewold Tiling to get these issues repaired. Sup. Kaufmann will contact the neighbor regarding the pond.

Moved by Sup. Gaul seconded by Sup. Bell to approve Payroll Disbursements #178077 - #178228 for the period ending 6/29/2019 and to be paid on 7/5/2019 including a payout for Denny Carney.
Ayes: All
Absent: Smith

The Board reported on Outreach/Committee Meetings they attended.

The Board discussed Compensation Representatives for the Board. Doug Schroeder and Kent Stuart both agreed to be Representatives for the Board.

Moved by Sup. Bell seconded by Sup. Kaufmann to appoint Doug Schroeder and Kent Stuart to the Compensation Board as the Board of Supervisors representative.
Ayes: All
Absent: Smith

HR Consultant Greufe provided the Board information on the Assessor's Office requesting the Deputy Assessor position be exempt from the Compensation Study. Assessor Marx, Deputy

Assessor Lemburg, Sheriff Wethington and Auditor Dauber were present. Lemburg provided a handout for the Board. Lemburg explained to the Board that in the past the Deputy Assessor's wage was tied into the Assessor's salary. Lemburg said the other deputy positions within the courthouse are currently at a pay band 15 and her position is at a pay band 14. She has to maintain continuing education and testing every two years to keep her position required by the State of Iowa unlike the other Deputy positions. Her position has to have two years of experience where the other Deputy positions have to have three years of experience. Marx did state the Deputy Assessor job description was re-evaluated a couple different times with no change in the pay band. Lemburg also stated she is the fourth lowest paid Deputy Assessor in the state of Iowa. Lemburg is asking to be treated equal and fair. Lemburg stated that the other Deputies needed budget experience and her position did not. Sup. Kaufmann feels the job description needs to be looked at with the point system. Sup. Agne feels HR Consultant Greufe needs to be present to explain. Sup. Agne asked why the position changed from a percentage of the Assessor to an hourly rate. Dauber explained when the Compensation Study was presented, the Board asked the Elected Officials to not have any Deputy tied to their salary. The Elected Officials went along with the Boards request including the Deputy Sheriff's excluding the Assistant County Attorney and two Chief Sheriff Deputies as they are salary and could possibly be working any hours of the day/night. Consensus of the Board was to have HR Consultant Greufe attend a Board meeting for further explanation and discussion.

Engineer Fangmann met with the Board to discuss hiring a Maintenance Worker II and a Mechanic I.

Moved by Sup. Gaul seconded by Sup. Bell to approve the hiring of a Maintenance Work II and a Mechanic I.

Ayes: All

Absent: Smith

Engineer Fangmann gave project updates.

HIPAA Chief Security Officer Tischuk met with the Board to discuss VPN access. HIPAA Chief Privacy Officer Conrad was present. Tischuk mentioned several employees have been granted VPN access and she is working with Max Elg at Solutions to get a list, create a form for gaining VPN access and a better way to track employees. Discussion was held. Sup. Bell mentioned to add the question "do you have VPN access?" to the resignation form in order to alert HIPAA Officers of a resigning employee. EMA Director Malott mentioned to add the question "what accounts do you have access to?" to the resignation form. Tischuk will work on these ideas and report to the Board.

HIPAA Chief Privacy Officer Conrad met with the Board to discuss a pilot project for tracking and vetting Business Associate Agreements. HIPAA Chief Security Officer Tischuk was present. Conrad is working with CAROSH on a new system for this project as tracking and vetting Business Associate Agreements has not been kept up in the past.

Moved by Sup. Kaufmann seconded by Sup. Bell to agree to be a pilot project for tracking and vetting Business Associate Agreements with CAROSH.

Ayes: All

Absent: Smith

CPC Director Tischuk and CPC Supervisor Conrad gave project updates on personal item donations and food boxes.

Moved by Sup. Gaul seconded by Sup. Kaufmann to adjourn at 9:27 a.m., to July 16, 2019.

Ayes: All

Absent: Smith

Cari A. Dauber, Auditor

Steve Agne, Chair Pro Tem