

TIPTON, IOWA

March 2, 2021

The Cedar County Board of Supervisors met in regular session at 8:30 a.m. March 2, 2021 with the following members present: Smith, Bell, and Kaufmann. Chairperson Agne and Sup. Gaul were absent. Members of the public were also present.

The Board viewed correspondence from various agencies.

The Board acknowledged receipt of the following correspondence from:  
Dionne Daedlow submitted February 2021 Consortium meeting minutes.  
Kent Rosenberg, Gallagher Insurance provided an update stating Acuity does carry Professional/Cyber coverage.  
Clayton Schuett emailed the Board stating he is unable to attend the meeting on Tuesday.  
Jacqueline K. Bohlen submitted her Notice of Retirement effective April 15, 2021 will be her last working day and will vacation out until May 15, 2021.  
Roger Shindell, CAROSH provided an update to Jamie Walker regarding his concerns on the Acuity Software relating to a breach.  
General Obligation Suitability Letter submitted by Maggie Burger, Senior VP, Speer Financial.  
Chief Deputy Knoche submitted a Notice of Transfer for Derrick Gray transferring from Correctional Officer to Deputy Sheriff effective March 14, 2021, at a rate of \$27.15 hour.

Manure Management Annual Updates submitted by:  
Hinkhouse Customs, LP for a site at 435 300<sup>th</sup> Street, West Branch.  
John Sander – Taylor Site #61913 and Berry Site #68045  
Robert Lilienthal for a site at 131 240<sup>th</sup> Street, Durant.

It was noted the following Handwritten Disbursement was issued on February 26, 2021 to the Cedar County Treasurer for Benefits, Inc. for an electronic deposit: #426414 for \$2,210.96-self funded medical claims.

Moved by Sup. Smith seconded by Sup. Bell to approve the agenda.  
Ayes: All  
Absent: Gaul, Agne

Pro-Tem Chairperson Kaufmann addressed the public for comments and there were none. Libby Larson, temporary Regional Director for Senator Ernst out of Cedar Rapids office introduced herself to the Board via conference call.

Moved by Sup. Bell seconded by Sup. Smith to approve the Board Minutes of February 23, 2021.  
Ayes: All  
Absent: Gaul, Agne

Moved by Sup. Bell seconded by Sup. Smith to approve Payroll Disbursements #185695-184850 for the period ending 2/20/21 and to be paid on 2/26/21.  
Ayes: All  
Absent: Gaul, Agne

Moved by Sup. Smith seconded by Sup. Bell to approve Handwritten Warrants #426415-426417 in the amount of \$1,065.42 to VISA to avoid late fees and finance charges.  
Ayes: All  
Absent: Gaul, Agne

Moved by Sup. Bell seconded by Sup. Smith to approve a step wage increase to \$24.12 hour for Derek Meyer effective on March 9, 2021.  
Ayes: All  
Absent: Gaul, Agne

The Board reported on Outreach/Committee Meetings they attended.

Moved by Sup. Smith seconded by Sup. Bell to set the public hearing dates for the Recodification of County Ordinances on March 23<sup>rd</sup> and 30<sup>th</sup> at 9:30 a.m.

Ayes: All  
Absent: Gaul, Agne

At 9:00 a.m., the Board held their monthly department head meeting. Those in attendance and providing an update on their department were Sheriff Wethington, Recorder Bahnsen, GIS Teut, Treasurer Delaney, Engineer Fangmann, Assessor Marx, Attorney Renander, Environmental & Zoning Director LaRue, IT Director Cahoy, Conservation Director Dauber, Public Health Director Walker and Auditor Dauber.

The Board recessed until 9:45.

At 9:45 a.m. Auditor Dauber met with the Board to request action on the resolution on setting public hearing dates for the General Obligation Agreement and for the FY21/22 County Budget.

Moved by Sup. Kaufmann seconded by Sup. Smith to set the public hearing for March 23, 2021 at 9:00 a.m. for the General Obligation Agreement.

Ayes: All  
Absent: Gaul, Agne

Moved by Sup. Smith seconded by Sup. Bell to set the public hearing for March 23, 2021 at 9:05 a.m. for the FY21/22 County Budget.

Ayes: All  
Absent: Gaul, Agne

At 10:00 a.m. the Board of Supervisors met with the members of the Board of Health, Jeanne Hein, Alan Beyer, Patricia Lilienthal in the board room. Also, in attendance were Angie Knox, Erica Christian, Bonnie Butler, Jamie Walker, Jodi Freet and Sheriff Wethington. Discussion was held regarding a grant that was submitted without the required documentation that is needed to receive State funds. Topics discussed but not limited to were contracts, posting of positions, responsibility of submission of grants, reimbursement, policies, and procedures. Sup. Kaufmann stated he appreciates EMA Director Freet for her due diligence. Kaufmann does not believe the Public Health Department made the mistakes intentionally. Jeanne Hein commends all departments that have and continue to deal with COVID-19. Butler and Walker both stated they had no intention to do harm to the county or Freet. Walker did state she believes the county needs to have more policies and procedures for departments heads as a resource. Kaufmann asked Freet if she would investigate the process to return the funds. Walker stated she does have the funds in her departmental budget to repay. Freet will follow up and report back to the Board. Discussion was held regarding the latest email from Kent Rosenberg, Gallagher Insurance that confirms Acuity software does carry Professional/Cyber coverage. He said that, with regards to insurance/additional insured status or any indemnification in your favor, this will be the most you are going to see from this vendor. Bell expressed his concern with not having this documentation. Smith asked Walker if she intends to proceed with this software and she replied yes.

Moved by Sup. Smith seconded by Sup. Kaufmann to allow the Public Health Department to utilize Acuity software for scheduling purposes.

Ayes: All  
Absent: Gaul, Agne

The meeting concluded. Discussion was held regarding an email that was received by the EMA Director Freet regarding a gentleman scheduling an appointment online through the COVID-19 website. I.T. Director Cahoy joined the meeting. Cahoy explained when the website was initially set up there were default settings and it appears an auto email reply was generated and defaulted back to Freet due to the designations of the staff leader of the website. Cahoy disabled the scheduling platform from the site. Walker asked Freet if she could revise the contact form to include a phone number. Freet will follow up. Walker stated she appreciates the Board of Supervisors efforts, support, and time.

I.T. Director Cahoy provided an I.T. update. Cahoy will be utilizing the Secretary of State's intrusion detection system known as Fireye and a phishing platform known as Proofpoint. He also stated the Microsoft 365 provides a security platform with phishing capabilities. Cahoy has been working with Mike Barr, Solutions Security Officer to implement additional security on the

servers. Cahoy will be proposing a revised VPN Policy. He stated all access will be revoked and access and permission for a VPN will have to be approved by him. Cahoy stated any non-IT employee with administrative access to sensitive IT infrastructure will be revoked, and he will be proposing new acceptable use policies moving forward. The Board appreciates Cahoy's work performance.

Moved by Sup. Smith seconded by Sup. Bell to adjourn at 11:24 a.m., to March 9, 2021.

Ayes: All

Absent: Gaul, Agne

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Cari A. Dauber, Auditor

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Jeff Kaufmann, Pro-Tem Chairperson