

**BOARD OF SUPERVISORS**

District 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

LinnCountyIowa.gov



**LINN COUNTY BOARD OF SUPERVISORS  
MEETING AGENDA**

Tuesday, May 31, 2022

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.

Discuss three Vacancy Forms requesting Youth Counselors for Juvenile Detention and Diversion Services.

Discuss a Vacancy Form requesting a Code Compliance Officer for the Planning & Development Department.

**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.

**Legislative Update**

Discuss and decide on action related to proposed legislation

**Correspondence**

**Appointments**

**Closed Session**

The Board will enter into a closed session to discuss pending litigation, pursuant to Code of Iowa 21.5(1)(c).

**Adjournment**

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@linncountyiowa.gov](mailto:bd-supervisors@linncountyiowa.gov).



**VACANCY FORM**

**SELECT ONE:**

NEW POSITION

REPLACEMENT

REPLACES: \_\_\_\_\_

**SELECT ONE:**

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Youth Counselor - Female

DEPARTMENT: JDDS

SHIFT/HOURS: Thursday-Monday 3-11pm (Tues/Wed off)

NUMBER OF POSITIONS: 1

VACANCY DATE: 07/01/22

**NEW POSITION FUNDING SOURCE(S):**

Approved for FY23 by the BOS

**REASON TO ADD NEW POSITION (if**

**applicable):**  BUDGET OFFER

GRANT FUNDING

OTHER: \_\_\_\_\_

**DURATION OF POSTING** (must remain open a minimum of 10 days): 10 days

**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: David Fisher  
DEPARTMENT HEAD (original signature required)

5-25-22  
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: FY23 approved budget offer

FINANCE/BUDGET DIRECTOR COMMENTS: \_\_\_\_\_

APPROVED BY: David Powell  
HUMAN RESOURCES DIRECTOR

5-25-22  
DATE

APPROVED BY: Stalovics  
FINANCE/BUDGET DIRECTOR

5/26/22  
DATE

APPROVED BY: \_\_\_\_\_  
CHAIRPERSON/BOARD OF SUPERVISORS

DATE



**VACANCY FORM**

**SELECT ONE:**

NEW POSITION

REPLACEMENT

REPLACES: \_\_\_\_\_

**SELECT ONE:**

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Youth Counselor - Male

DEPARTMENT: JDDS

SHIFT/HOURS: Thursday-Monday 3-11pm (Tues/Wed off)

NUMBER OF POSITIONS: 1

VACANCY DATE: 07/01/22

NEW POSITION FUNDING SOURCE(S):

Approved for FY23 by the BOS

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

GRANT FUNDING

OTHER: \_\_\_\_\_

DURATION OF POSTING (must remain open a minimum of 10 days): 10 days

**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:     5-25-22  
DEPARTMENT HEAD (original signature required)    DATE

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**FOR HUMAN RESOURCES DEPARTMENT USE ONLY:**

PAY GRADE: \_\_\_\_\_ STARTING SALARY: \_\_\_\_\_

HR DIRECTOR COMMENTS: FY23 Approved budget offer

FINANCE/BUDGET DIRECTOR COMMENTS: \_\_\_\_\_

APPROVED BY:     5-25-22  
HUMAN RESOURCES DIRECTOR    DATE

APPROVED BY:     5/26/22  
FINANCE/BUDGET DIRECTOR    DATE

APPROVED BY: \_\_\_\_\_    \_\_\_\_\_  
CHAIRPERSON/BOARD OF SUPERVISORS    DATE



**VACANCY FORM**

**SELECT ONE:**

**NEW POSITION**

**REPLACEMENT**

**REPLACES:** \_\_\_\_\_

**SELECT ONE:**

**NEW JOB CLASSIFICATION**

**EXISTING JOB CLASSIFICATION**

**JOB TITLE:** Youth Counselor - Male

**DEPARTMENT:** JDDS

**SHIFT/HOURS:** Friday-Tuesday 3-11pm (Wed/Thurs off)

**NUMBER OF POSITIONS:** 1

**VACANCY DATE:** 07/01/22

**NEW POSITION FUNDING SOURCE(S):**

Approved for FY23 by the BOS

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

**GRANT FUNDING**

**OTHER:** \_\_\_\_\_

**DURATION OF POSTING (must remain open a minimum of 10 days):** 10 days

**POSITION TYPE:**

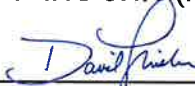
**FULL-TIME**     **PART-TIME** \_\_\_\_\_ # of hours/week     **TEMPORARY/SEASONAL**

**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:** 

5-25-22

**DEPARTMENT HEAD (original signature required)**

**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:** FY23 approved budget offer

**FINANCE/BUDGET DIRECTOR COMMENTS:** \_\_\_\_\_

**APPROVED BY:** 

5-25-22

**HUMAN RESOURCES DIRECTOR**

**DATE**

**APPROVED BY:** 

5/26/22

**FINANCE/BUDGET DIRECTOR**

**DATE**

**APPROVED BY:** \_\_\_\_\_

**CHAIRPERSON/BOARD OF SUPERVISORS**

**DATE**



**VACANCY FORM**

**SELECT ONE:**

**NEW POSITION**

**REPLACEMENT**

**REPLACES:** \_\_\_\_\_

**SELECT ONE:**

**NEW JOB CLASSIFICATION**

**EXISTING JOB CLASSIFICATION**

**JOB TITLE:** Code Compliance Officer

**DEPARTMENT:** Planning & Development

**SHIFT/HOURS:** 8-5 Monday - Friday

**NUMBER OF POSITIONS:** 1

**VACANCY DATE:** 07/01/2022

**NEW POSITION FUNDING SOURCE(S):**

10001-40-63001-510003

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

**GRANT FUNDING**

**OTHER:** \_\_\_\_\_

**DURATION OF POSTING (must remain open a minimum of 10 days):** 14 Days

**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:** Charlie Nichols    5/25/22  
DEPARTMENT HEAD (original signature required)    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:** Approved budget offer for FY23

**FINANCE/BUDGET DIRECTOR COMMENTS:** \_\_\_\_\_

**APPROVED BY:** Ronald Powell    5-25-22  
HUMAN RESOURCES DIRECTOR    DATE

**APPROVED BY:** Bohnors    5/26/2022  
FINANCE/BUDGET DIRECTOR    DATE

**APPROVED BY:** \_\_\_\_\_  
CHAIRPERSON/BOARD OF SUPERVISORS    DATE