

KEOKUK COUNTY BOARD PROCEEDINGS
MAY 21, 2025

The Keokuk County Board of Supervisors met in special session, Wednesday, May 21, 2025, in the Board Room of the Courthouse. Present were Michael C. Hadley, Daryl Wood, Kevin Weber, Christy Bates-County Auditor, Drew Sanders-Assessor/GIS, Andrew De Haan, ISAC IT Director and Colin Gerst, Des Moines County IT Director.

Meeting was called to order. Motion was made by Deke Wood to amend the agenda to include approval of May 12, 2025 minutes. Kevin Weber seconded the motion. All ayes and motion carried.

Hadley moved, Wood seconded to approve the minutes of May 12, 2025 as submitted. Weber abstained due to absence of said meeting. Motion carried.

Interview with applicant #1 regarding the Keokuk County Information Technology position was held. Applicant requested a closed session as per Iowa Code 21.5 1.i. Wood moved, Weber seconded to go into closed session at 9:03 a.m. Assessor Sanders exited, Sheriff Hinnah entered. All ayes and motion carried. Applicant exited at 10:02 a.m. Weber moved, Wood seconded to go into open session at 10:22 a.m. All ayes and motion carried.

Interview with applicant #3 regarding the Keokuk County Information Technology position was not held. Candidate notified of inability to appear due to unforeseen circumstances. Interview was rescheduled for Thursday, May 22, 2025 at 2:00 p.m. Christine Edmundson Long, Treasurer entered to share her preference of having an in-house IT due to availability.

Recessed for lunch at 12:00 p.m.

Interview with applicant #2 regarding the Keokuk County Information Technology position. Applicant requested a closed session as per Iowa Code 21.5 1.i. Weber moved, Wood seconded to go into closed session at 1:08 p.m. Sheriff Hinnah was present. All ayes and motion carried. Applicant exited at 1:39 p.m. Wood moved, Weber seconded to go into open session at 2:00 p.m. All ayes and motion carried.

Discussion and possible decision regarding hire of information technology position pending completion of pre-employment physical was held. De Haan and Gerst shared their assessment of applicant #1 and #2's general IT knowledge, strengths, weaknesses and personalities, noting both candidates have their strong suits and felt either could be a good fit for Keokuk County. Concerns were shared regarding vendor contract length and related costs.

Meeting with Department Heads was held. Present were Casey Hinnah, Sheriff; Drew Sanders, Assessor/GIS; Amber Thompson, County Attorney; Allie Helmuth, Public Health Director/ HIPAA Privacy Officer; Richard Fortney, Emergency Management Coordinator and Michelle Herman, Veterans Affairs/General Assistance. De Haan and Gerst inquired of questions. Thompson inquired if we had viable applicants. Only two were interviewed due to an unforeseen circumstance and each had their strong suits, further noting the hurdle for one would be to meet the current salary. Helmuth shared her concerns regarding HIPAA compliance and responsibility thereof. HIPAA security is a function of the IT job internally, as well as all security matters, and discussed the importance of policies. Discussion arose weighing the pros and cons of in-house versus third-party vendor and the importance of management, resources and service.

On vote and motion Hadley adjourned the meeting at 3:23 p.m.

The above and foregoing information is a summary of the minutes taken at the above indicated meeting. The full and complete set of minutes is available at the Keokuk County Auditor's Office and www.keokukcounty.iowa.gov.

Approved _____

Disapproved _____

Michael C. Hadley

Daryl Wood

Kevin Weber