

BOARD MINUTES
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.

9:00 a.m. - 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.

9:01 a.m. - Review and approval of previous board meeting minutes was held. Motion was made by Mike Hadley to approve the minutes of May 12, 2025 as submitted. Deke Wood seconded the motion. Kevin Weber abstained due to absence of said meeting. Motion carried.

9:02 a.m. – 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. Drew Sanders exited, Casey Hinnah, Sheriff 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.

10:30 a.m. - 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.

1:00 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.

Iowa Code 21.5 1.i To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

2:00 p.m. – Discussion and possible decision regarding hire of information technology position pending completion of pre-employment physical was held. Andrew and Colin 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 length and related costs of vendor contracts.

2:30 p.m. – 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. Amber inquired if we had viable applicants. Andrew and Colin responded that 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. Allie shared her concerns regarding HIPAA compliance and responsibility thereof. Andrew and Colin stated HIPAA security is a function of the IT job internally, as well as all security matters, and discussed the importance of policies. A comment was made regarding in-house versus third-party to be availability within a minute's notice

instead of uncertainty of help timeframe. Colin commented that an agency could struggle with vendor management. Andrew commented he has dealt with counties that felt a third-party provider would be a cost savings to find it not to be financially beneficial due to high hourly rates. Amber commented that a third-party advantage would be depth of employees versus left without IT if a stand-alone employee leaves. Andrew suggested a 28E with a neighboring county for IT backup to cover when a stand-alone employee is absent. Christy inquired if a third-party agency could be a member of Iowa Association of Counties (ISAC) and the Iowa County Information Technology (ICIT) affiliate. Andrew stated vendors cannot be members of ISAC or ICIT, of which is a huge resource. Andrew noted pros of in-house IT as assessment backups and failures, present for user issues, overall security, reliability of system, management of updates and vendors. Colin stated the reality of in-house is compared to a firefighter, when the building is on fire, IT is present to contain the fire or prevent it from starting. Andrew stated the general public's assumption is the computer system will work and be reliable when they come to do county business and it is important to maintain and provide that service. Drew stated his preference is in-house, but inquired if additional quotes will be attained if the decision is to go with a third-party vendor. The Board and Amber responded there would be contact with additional vendors.

There being no further business, motion to adjourn was made by Mike Hadley. All ayes and the meeting adjourned at 3:23p.m.

The Keokuk County Board of Supervisors adjourned to meet Thursday, May 22, 2025.

Michael C. Hadley, Chairman
Board of Supervisors

Daryl Wood

Kevin Weber

Christy Bates