

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S)



Date: May 27, 2016

Weekly Agenda Date: May 31, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: <u>Supervisor Jeremy Taylor</u>		
WORDING FOR AGENDA ITEM: Chairman's Report		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input checked="" type="checkbox"/>	Attachments <input type="checkbox"/>

EXECUTIVE SUMMARY: In order to keep the Board as fully informed as possible on the weekly happenings, this will act as a summation of day-to-day operational decisions in a public forum.

BACKGROUND: The Board will be kept apprised of the following:

A. Communications regarding County Government Day and HR Focus next meeting 6/27

I am attaching a couple of e-mails, one of which was sent in order to thank our department heads and elected officials for their outstanding efforts. The second one is from Ed Gilliland at my direction concerning follow-up with the True Speak initiative and the upcoming focus for a June 27 department head meeting in which Human Resources will be allowed a full hour to discuss handbook updates, policies and procedures, counseling/discipline forms, and so on.

B. Ag Expo Center Continued Discussions

I met with Gene Lehman and Chris McGowan to discuss information concerning the Ag Expo Center. I let Gene know that we have "kept an open mind," that I passed along Supervisor Smith's solicited opinion from Bob Josten concerning the use of tax increment financing, and that I desired to see a tried-and-true management model with on-the-paper agreements concerning participants, e.g. WITCC so that the county could make a good decision going forward and a sound investment as it is taxpayer dollars that are part of this. I am going to have a meeting with TSI, folks from the Ag Expo Center and the City of Sioux City. I have asked Supervisor Ung to accompany as this is a joint-liaison assignment.

C. Rural Meetings

Oto Council Member Matt Mead is bringing this up as a topic at the June 6 meeting. I had initially suggested June 13 or 27 but think that June 6 might be short notice. Is the 27th open for everyone? (Check calendars prior to Tuesday!)

Smithland Mayor Liz Peterson and Council Member Dianne McTeer discussed dates with me and said that they will check July as a possibility as June was an impossibility. If you have dates that you are out-of-town for summer travel, please let me know as it would be ideal to have the full Board there.

Bronson Mayor Dave Amick was bringing this before the Council in May. I have not heard back and have a call and e-mail in. I will follow-up if I hear back before Tuesday.

FINANCIAL IMPACT: None

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION: Receive the information.

ACTION REQUIRED / PROPOSED MOTION: Receive the information.

Approved by Board of Supervisors April 5, 2016.

Appreciation of Efforts on County Government Day

From: Jeremy Taylor
To: Jeremy Taylor
Dennis Butler; Danielle Dempster; Dave Drew; David Gleiser; Diane Peterson; Ed Gilliland; Gary Brown; Glenn Sedivy; Heather Satterwhite; Jackie Smith; Julie Conolly; Jean Jessen; John Malloy; John Pylelo; Kevin Grieme;
CC: Karen James; Kenny Schmitz; Larry Clausen; Matthew Ung; Mike Clayton; Michelle Skaff; Mark Nahra; Mark Olsen; Patrick Gill; Patrick Jennings; Rick Schneider; Jlogan@caasiouxland.org; rclose@dhs.state.ia.us; amy.berntson@iowacourts.gov; leesa.mcneil@iowacourts.gov; mark@mudflap.com
BC:
Date: Thursday - May 26, 2016 4:09 PM
Subject: Appreciation of Efforts on County Government Day

May 26, 2016

Dear Department Heads and Elected Officials:

This communication is to share appreciation of your collective efforts to put on a first-time venture, County Government Day. Your presentations were fabulous, engaging, and creative. I still remember the Recorder's Office phrase amidst colorful, professionally displayed graphics on their board: "We play a small but important part in everyone's life." 10 Elected Officials and Department Heads travelled to Merville to begin engaging Woodbury Central juniors several days before. Bringing and setting up the technology and equipment that you all use in order to provide high quality services meant that the public could see up close a voting machine, new sample LED light in the Courthouse, our Sheriff and Secondary Roads vehicles, a virtual tornado, or an open courtroom. Organizationally, the day was well-advertised by David Gleiser who helped assist in many logistical aspects as well. Having great hot dogs, smiling volunteers downstairs, and a place to relax showed camaraderie and translated into a relaxing day for those participating.

I witnessed department heads and elected officials working side-by-side engaging the public, explaining everything from General Relief to General Elections, and from an effective court system to the often behind-the-scenes work of those who keep our public safe in Emergency Services and Management. And there were those of you who helped assist whether you were part of Courthouse Security, guiding the great help from the Sheriff's Office with the recreation outside, or helping give the tours and guide folks.

The effect is that we engaged students, jurors, and a good number of people who came on down in a way that showed we care very much about our mission and take

pride in the services that we provide. I heard several people remark that they just did not know how much you all did to keep families safe, secure, healthy while upholding a great quality of life. I believe a day like this gives people respect in their local government and understand to a greater degree how we collectively overcome challenges in order to meet community needs.

Such a day reflects the deep value we ought to have in civic duty including honoring the historic past by taking the time to see what those who have gone before us have left to us to preserve and take care of. This is sometimes understood in the symbolism of the courthouse or painstaking efforts to craft a structure worthy of the people to whom it would serve. With Memorial Day this Monday, it is good to point people to the WWI battles listed on the paintings in honoring those who paid the "ultimate sacrifice," just as we serenely and somberly paid homage to those listed in stone recently who died in the line of duty from law enforcement and first responders. This day also helps the continuance of justice seen in the fact that those on jury duty were able to come "lunch and learn." I later in the day witnessed a good Judge, County Attorney, Juvenile Court Officer, and Clerk of Courts Administrator carefully explain to a rascally 5th and 6th grader (my own) the difference between the juvenile and adult court system.

I understand that there are many things you all could have been doing that day. I also appreciate all the more the attitude, spirit, and engagement of "going the extra mile," and being passionate about what it is that you do. The supervisors, elected officials, department heads, and over 400 employees can be proud of the message I believe that the day sent.

Thank you so much for all that you did on Tuesday, and all that you continue to do to help serve the citizens of Woodbury County!

Sincerely,

Jeremy Taylor

Chairman, Woodbury County

P.S. Please pass this on to those within your offices or departments that helped to

Fwd: Acknowledgment and Request

From: Ed Gilliland
To: Abell, Tonia; Anderson, Lisa; Taylor, Jeremy; Thomas, Melissa
Armstrong, Donald; Benson, David; Blanchard, Lee; Boetger, Doug; Brock, Tyler; Brown, Gary; Caudron, Joy; Christensen, Diana; Clausen Rosendahl, Michelle; Clayton, Mike; Conolly, Julie; Dempster, Danielle; Drew, Dave; Drey, Linda; Feiler, Mary; Gill, Patrick; Gilmore, Jill; Gleiser, David; Grieme, Kevin; Harlow, Todd; Hertz, Charles; Hinrichsen, Patrick; Hofmeyer, Steve; James, Karen; Jennings, Patrick; Jessen, Jean; Lewis, Michelle;
CC: Malloy, John; McCall, Dianne; Nahra, Mark; Olsen, Mark; Peterson, Diane; Phillips, Lynette; Ping, Valerie; Pylelo, John; Schmitz, Kenny; Schneider, Rick; Schroeder, Sharon; Schwedler, Jorma; Shinkunas, Al; Skaff, Michelle; Stallman, Greg; Thomas, Melissa; Weber, Ryan; Wieck, Todd; Wilson, Dennis; Wingert, Tony; Zvirgzdinas, Kellie
Date: Friday - May 27, 2016 11:32 AM
Subject: Fwd: Acknowledgment and Request

Good Morning Everyone, hope your weekend will be filled with good things.

The last of the scheduled True Speak Training was completed Wednesday and Thursday.

The Training has given us the basis to expand and improve our communication with each other, our customers, and those we supervise.

You were all great to have in class, the give and take was outstanding in all 3 trainings, and the feedback overall has been positive.

In the coming weeks we will be rolling out new Employee Handbooks and new coaching and counseling forms that should help embed True Speak into our culture. These changes have been done in coordination with legal counsel to help not only ensure positive cultural change but also best practices to protect us as an organization.

All of this effort and expense goes to waste if we do not implement this in our daily interactions.

As part of the implementation we have all been tasked by Chairman Taylor with completing at least 4 True Speaks each month.

To help us with this task I am asking that you blind cc me, Tonia Abell, and Chairman Taylor on your True Speaks.

Going forward we will be logging the True Speaks and following up with each of you to ensure your completion of these True Speaks. Our anticipation is that Chairman Taylor and I will schedule a meeting with each of you to review these communications from the past months, verify/clarify the locked site file location, and discuss any issues related to this initiative. This will be done for all supervisory leadership personnel so we have a good review of where each of you are at. We will be meeting with everyone. As part of this process we will also review where each leader is in the employee evaluation process including the forms utilized.

We will go through the True Speaks again in our Department Head meeting Monday June 27 and will review and answer any questions you have at that time and discuss where each of us are individually.

The 4 True Speaks for May are due on or before Wednesday June 1.

Chairman Taylor and I look forward to receiving the True Speaks and we especially look forward to the seeing the results of this increased communication.

Chairman Taylor has also asked that Monday June 27 be reserved for an hour and 1/2 (8 to 9:30). We will have the Employee Handbook, the Counseling Forms, the True Speaks, and other relevant information from Human Resources. It is critical that all attend, if you are unable please notify Chairman Taylor in advance so we can ensure that we have time to meet with you to go through the information.

Respectfully,

Ed G.