

IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS  
EXECUTIVE COMMITTEE

11:30 AM

THURSDAY, DECEMBER 17, 2020

INRCOG Office  
229 E. Park Avenue  
Waterloo, Iowa

AGENDA

- 1) Approval of Agenda;
- 2) Approval of November 19, 2020 Executive Committee Minutes;
- 3) Financials;
  - a) INRCOG
  - b) RTC
- 4) Executive Director's Report;
  - a) Performance Evaluations
  - b) Human resources
  - c) Grants/Contracts
  - d) 229 E. Park
- 5) 2021 Officers;
- 6) Other Business;
- 7) Adjourn.

This will be an **online meeting**. Live audio and presentation materials will be available using the following link:

<https://global.gotomeeting.com/join/358988525> OR dialing : [+1 \(571\) 317-3112](tel:+15713173112) **Access Code:** 358-988-525

INRCOG meetings are open to all individuals. Any person requesting reasonable accommodation to participate in this meeting must contact INRCOG at (319) 235-0311 at least two business days in advance of this meeting.

**IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS**

**229 E. Park Ave.**

**Waterloo, Iowa 50703**

**Executive Committee Meeting Minutes**

**Thursday, December 17, 2020**

Members Present: Duane Hildebrandt, Linda Laylin, Bonita Davis, Gary Gissel, Rob Green, Quentin Hart, Mark Schildroth, Larry Young, Steve Geerts, and Kevin Blanshan. The meeting was held via videoconference.

The meeting was called to order at 12:00 noon by Duane Hildebrandt, Chair.

Chair Hildebrandt asked for any additions to the agenda. It was moved by Laylin, seconded by Davis, to approve the agenda as presented. The motion carried unanimously.

The minutes of the November 19, 2020 Executive Committee meeting were reviewed. It was moved by Gissel, seconded by Laylin, to approve the minutes as presented. The motion carried unanimously.

The October INRCOG and RTC financials were then presented. It was moved by Schildroth, seconded by Young, to approve the financials as presented. The motion carried unanimously.

Blanshan then presented performance evaluations for Erin Boyd, IWE Coordinator and Dan Schlichtmann, Data Service Coordinator. It was moved by Davis, seconded by Laylin to approve the evaluations as presented. The motion carried unanimously.

Under Human Resources, Blanshan informed the Committee that Isaiah Corbin will start as Community Planner II on January 4<sup>th</sup>. Also, they will be advertising the Transportation Director position in January.

Blanshan presented a proposed slate of INRCOG Officers for calendar year 2021. Motion by Gissel, seconded by Geerts, to recommend officers as proposed and as follows: Duane Hildebrandt, Chair; Linda Laylin, Vice-Chair; Mark Schildroth, Secretary; Gary Gissel, Treasurer; Quentin Hart, Rob Green, Larry Young, Bonita Davis, and a representative from the Chickasaw County Board of Supervisors as Executive Committee at-large members. The motion carried unanimously.

An update relating to COVID-19 was then provided. Blanshan noted that Executive Committee meetings will continue via teleconference for the foreseeable future. Also, due to rising COVID-19 cases and the Governor's recent Proclamation, most staff will be working remotely. Access to the building is limited, however, administrative staff are in to answer the phones and the transit service continues to operate. They are starting to gather information and guidance relating to the COVID-19 vaccine.

Blanshan thanked Steve Geerts for his commitment to INRCOG over the past several years!

The next meeting of the Executive Committee will be on January 21, 2021.

With no further business, it was moved by Gissel, seconded by Davis to adjourn the meeting. The motions carried unanimously.

Respectfully Submitted,



Kevin Blanshan, Acting Secretary