



STORY COUNTY BOARD OF HEALTH

TENTATIVE AGENDA
TUESDAY, [April] [5], [2016]
2:00 PM

Public Meeting Room - Story County Administration (900 6th Street) – Nevada, Iowa*

CANCELLED DUE TO LACK OF QUORUM

1. CALL TO ORDER

2. CONSENT AGENDA

Approval of Agenda

Approval of Minutes

2.I. February 16, 2016

Documents: [BOH_MINUTES_021616.PDF](#)

3. PUBLIC FORUM

This is the time for members of the public to offer comments concerning matters not scheduled to be heard before the Board of Health.

4. AGENCY AND DEPARTMENTAL REPORTS

4.I. Youth And Shelter Services; Denise Denton

Documents: [BOARD OF HEALTH 2015-2016 Q2 APRIL MEETING.PDF](#)

4.II. Story County Public Health; Kyle Briese

4.III. Story County Environmental Health; Margaret Jaynes

5. ADDITIONAL ITEMS

5.I. Discussion Of Cooperative Agreement Between Hardin County Board Of Health And Story County Board Of Health For The Providing Of Sanitarian Related Services

Documents: [AGREEMENT_HARDIN_STORY.PDF](#)

5.II. Discussion And Consideration Of Enforcement Actions On Crestview Mobile Home Park - Margaret Jaynes

Documents: [CV_MH_PARK.PDF](#)

5.III. Discussion And Consideration To Ban Electronic Smoking Devices In County Public Spaces - Ashley Ebelsheiser, Denise Denton

Documents: [STORY COUNTY E-CIGARETTE ORDINANCE TEMPLATE \(003\).PDF](#)

5.IV. Discussion Of Classification And Compensation Policy - Paul Toot

Documents: [COMPENSATIONPOLICYDRAFT.PDF](#)

5.V. Discussion Of Performance Management Policy - Paul Toot

Documents: [PERFORMANCEMANAGEMENTPOLICYDRAFT.PDF](#)

5.VI. Discussion Of Story County Compensation Schedule Effective 7/1/16 - Paul Toot

Documents: [FY17 PROPOSED COMPENSATION SCHEDULE.PDF](#)

5.VII. Discussion Of Story County Non-Bargaining Pay Matrix Effective 7/1/16 -Paul Toot

Documents: [COMPENSATION PROPOSAL FY17 NONBARGAINING.PDF](#)

6. COMMENTS

Staff
Board

7. ADJOURNMENT

Story County strives to ensure that its programs and activities do not discriminate on the basis of race, color, national origin, sex, age or disability. Persons requiring assistance, auxiliary aids or services, or accommodation because of a disability may contact the county's ADA coordinator at (515)382-7204.



**STORY COUNTY
BOARD OF HEALTH**
STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Minutes

AN AUDIO RECORDING OF THE FULL MEETING MAY BE FOUND IN THE ENVIRONMENTAL HEALTH DEPARTMENT, OR BY VISITING WWW.STORYCOUNTYIOWA.GOV

DATE: February 16, 2016

CALL TO ORDER: 2:04 p.m.

PLACE: Administration Building, 2nd Floor

Paul Toot, BOH Chair (Arrived at 2:26)
Dr. John Paschen, Vice-Chair
Dr. John Kluge
Dr. Kristen Obbink
Mark Speck
*Absent

OTHER PEOPLE PRESENT: Denise Denton, Ashley Ebelsheiser, Kyle Briese.

STAFF PRESENT: Margaret Jaynes; Environmental Health Director, Cathy Bazylinski; Environmental Specialist, Stephanie Jones; Recording Secretary

1. CALL TO ORDER

- Vice-Chair Dr. John Paschen called the meeting to order at 2:04 p.m.

2. WELCOME TO NEW BOARD OF HEALTH MEMBER, DR. KRISTEN OBBINK AND ENVIRONMENTAL HEALTH ADMINISTRATIVE ASSISTANT, STEPHANIE JONES

- Dr. Kristen Obbink and Stephanie Jones were introduced.

3. ASSIGNMENT OF MEMBERS

Motion: Officers will continue with Paul Toot as Chair and John Paschen as Vice Chair.

Motion: Mark Speck

Second: John Kluge

Motion passed unanimously

4. CONSENT AGENDA (All items listed under the consent agenda were enacted by one motion. No separate discussion of these items.) - Moved by Speck, Second by Obbink.

MCU

I. APPROVAL OF DECEMBER 1, 2015 MINUTES

II. APPROVAL OF FEBRUARY 16, 2016 AGENDA

5. PUBLIC FORUM

- No comments from the public.

6. ADDITIONAL ITEMS

I. CRESTVIEW MOBILE HOME PARK

- Brant Lemer was not present.



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II. REVIEW OF CURRENT ENVIRONMENTAL HEALTH DEPARTMENT FEES

- Margaret Jaynes reviewed the current fees.
- Discussion regarding clarification to policy for nuisance trip fees. If the number of trips made to one property during one year is on more than three occasions, they may incur an extra trip charge.
- **Motion:** Continue to keep fee schedule as presented by Margaret Jaynes.
Motion: Kluge
Second: Obbink
Motion passed unanimously.

7. AGENCY AND DEPARTMENTAL REPORTS

I. YOUTH AND SHELTER SERVICES

Denise Denton

- Ms. Denton introduced ISU Student and Health Promotion Club Member, Ashley Ebelsheiser.
- Ms. Denton reviewed the YSS Quarterly Report.
- Ms. Denton reported that they had recently taken a group of high school students to the Iowa State House for the Annual Day on the Hill Event where students were lobbying on behalf of not legalizing marijuana.
- Ms. Denton reported results from the Iowa Youth 3 Year Survey.
- Ms. Denton spoke about E-Cigarettes and the differences between flavors and nicotine.
- Ms. Denton stated that the Story County Board of Supervisors made it illegal to use electronic smoking devices on county property in July, 2015. As of January 1, 2016, ISU no longer allows the use of electronic smoking devices on property, and that the City of Ames had just recently passed an ordinance prohibiting the use of electronic smoking devices in public spaces.
- ISU Student, Ashley Ebelsheiser proposed to the Board that electronic smoking devices be banned in county public spaces. Discussion occurred and motion was made.
- **Motion:** Recommend to the Board of Supervisors that electronic smoking devices in county public spaces be banned.
Motion: Speck
Second: Obbink
Motion passed unanimously.

II. STORY COUNTY PUBLIC HEALTH

Kyle Briese

- Mr. Briese reported that there have been 6 mumps cases reported in Story County.
- Mr. Briese reported that starting March 2 there will be participation with state wide emergency preparedness exercises.
- Influenza levels are low for the state. Influenza vaccines are still being offered at this time.

III. STORY COUNTY ENVIRONMENTAL HEALTH

Margaret Jaynes

- Ms. Jaynes provided the Board current inspections and permits numbers.
- **Grants to Counties** – Ms. Jaynes stated that the Grant has a balance of \$12,298.64 remaining for FY16.
- During the Budget workshop the Board of Supervisors made a \$1,200 cut to the Board of Health proposed budget. Ms. Jaynes went over the items that had been cut. Pay increases look like it will be



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2.5% plus 25¢ per hour, plus a step increase on anniversary date. The budget hearing for the county is set for March 15, 2016 at the Board of Supervisors Meeting.

- **Training/Meetings** – Ms. Jaynes gave an update to staff meetings and trainings.
- **Enforcement** - Ms. Jaynes reported there is one overdue TOT, ten outstanding NOV's that can't be moved on until the weather changes. Crestview received a NOV for water supply. Crestview is still under a boil advisory. The City of Ames has offered to connect water, but it would be very costly. DNR is looking for state revolving fund money or a grant, but this would be a long term solution, taking at least a year. Crestview still hasn't hired an operator. Ms. Jaynes is waiting to hear back from the DNR for an update. Mr. Lemer is considering downsizing to 15 trailers so that it would no longer be a public water supply, but instead under county authority. Discussion occurred that we currently do not have any ordinances in place that cover water systems that serve multiple residences.

Other Enforcements - there was one system installed with the wrong materials, so it will be replaced later this spring. Complaints were received on Collins solid waste, Crestview letters received with both good and bad comments, and a Fernald contractor complaint.

Update on LUST site in Nevada – Ms. Jaynes reported the issue to the Board of Supervisors. Kerr-McGee had removed the tank and piping in the 80's. It has been found that the receptors are at risk in a confined space for neighboring properties. The DNR and engineer consulting firm does not believe that there is a risk to the daycare home south of the leaking tank. Any risk would be from a possibility that the confined space or their basement could possibly get vapors. They don't believe that playing outside is a problem. The water has been tested and it didn't show any petroleum contamination. Clean up has started. Ms. Jaynes stated that the City of Nevada has all of the information and she feels with the story being in the newspaper that the word has gotten out to people.

Ms. Jaynes reported that we have contacted all the cities and requested updates on sewer line maps so we are aware when upgrades have been made and people can hook up to sewer rather than putting in septic tanks. Ms. Jaynes updated on whether there should be an ordinance or policy on the requirement to hook up to city sewer. Ms. Jaynes recommended that a policy be written requiring hook up to municipal sewer when there is no record of a septic system or when a system needs to be upgraded.

8. COMMENTS

- Staff – No comments
- Board – No comments

9. ADJOURNMENT – Motion: Kluge Second: Paschen MCU

- Adjournment at 2:53 p.m.



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BOARD OF HEALTH**

STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201

Approval of Minutes

Title and Date

**Story County Board Of Health Report
Youth and Shelter Services, Inc.
Prevention Education Services
Quarter 2 Report 2015-2016**

These goals are accomplished in a variety of ways including media (information strategies), school based substance abuse education (education strategies), parent and community group presentations (education strategies), community youth development (alternative), and networking with a wide variety of community groups (community-based process). Following are the activities of this quarter.

Goal 1: To reduce the incidence of high risk drinking behavior by Story County residents

EDUCATION STRATEGY

Programs for middle and high school youth addressing the health and safety risks of alcohol, tobacco and drug use including the consequences of driving under the influence. 1-6 session presentations.

School District Served	Students Served Quarter 1	Students Served Quarter 2	Students Served Quarter 3	Students Served Quarter 4	Totals
Ames		256			256
Ballard					
Collins-Maxwell					
Colo-NESCO					
Gilbert					
Nevada					
Roland-Story	17	14			30
TOTAL	17	269			286

COMMUNITY EDUCATION

- ◆ October 1. Three Health Studies classes with total of 106 students.
- ◆ October 6 and December 1. Story County Board of Health presentations to update on prevention efforts and activities in Story County.
- ◆ October 14. KASI Mel in the Morning interview. General substance abuse prevention information shared and history and awareness surrounding Red Ribbon Week.
- ◆ October 28. 8 sections of Ames Middle School Health students were involved in an activity addressing substance abuse and peer pressure facilitated by the Ames Mayor’s Youth Committee. (146 8th graders)
- ◆ November 16. Theta Chi Fraternity program on wellness with 30 members.
- ◆ December 30. KASI Mel in the Morning interview. Impact alcohol has in New Year’s Eve celebrations.
- ◆ December 3. Press release sent to local media on the Iowa Youth Survey results for underage drinking in Story County.

PROBLEM IDENTIFICATION:

Quarterly insight classes for youth referred from schools or Juvenile Court Services

- ◆ No SAAG class was held in Quarter 2.
- ◆ In December Nevada School staff reached out to YSS Prevention Staff for technical assistance on updating the district’s Code of Conduct.

COMMUNITY-BASED PROCESS

- ◆ The Story County Prevention Policy Board met on October 5, 2015, November 2, 2015 and December 7, 2015. Coalition members were provided updates on efforts being made in the county to address alcohol abuse and related issues.
- ◆ As mentioned earlier prevention staff attended the Story County Board of Health meetings during Quarter 2 to update on alcohol educations efforts.
- ◆ Prevention staff were invited to a Community Connection Stakeholders meeting on October 8 to explore community involvement with offender reentry to home community. There were eleven people participating in this event.
- ◆ Staff participated in the Drug Policy Advisory Council quarterly meeting on October 22. There were 16 present for the meeting. Topic of the meeting was Opioid Information and statistics for Iowa.

- ◆ Staff provided support for the Ames Middle School 7th and 8th grade substance free dance/party on October 23.
- ◆ Prevention staffed an information table at the Ames Farmers Market on October 24. Staff provided community with substance abuse prevention information and promoted the start of Red Ribbon Week.
- ◆ YSS participated in a number of Red Ribbon activities including themed days for the YSS office and a substance free awareness kick-off walk around downtown Ames.
- ◆ Prevention staff participated in the Iowa Substance Abuse Supervisors Association meetings on October 27 and 28.
- ◆ Prevention Staff participated in an AC4C Executive Conference calls on October 20 and November 3rd. Explored topics to educate public on for upcoming legislative session. Prevention Staff also participated in an AC4C Retreat on December 2nd. Continued to explore topics to educate public on for upcoming legislative session. Also discussed Day on the Hill event scheduled in February 2016.

<p><i>Goal 2: To Reduce tobacco use among Story County Residents.</i></p>
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INFORMATION STRATEGIES

- ◆ A rolling banner with information about Quitline Iowa, provided by the IDPH Division of Tobacco Use Prevention and Control was set up in the entryway of the YSS Family Life Center from October 7 to 14, 2015. It was taken to the Story County Medical Nevada Clinic on October 14 and set up in a corner of the clinic's waiting room until October 21, 2015. The rolling banner was taken to Burke Corporation in Nevada for placement in the staff break area on November 17, 2015 in recognition of the Great American Smokeout (November 19, 2015). Along with the banner, Quitline Iowa cards and chapsticks were provided to make available to interested employees. A total of 9 quit cards and 4 chapsticks were taken. The roll up Quitline Iowa banner, a package of 100 Quitline Iowa flyers and 60 quit cards were delivered to the Story Medical Maxwell Clinic on December 23 for placement in the clinics waiting area. The banner was set up in the clinic waiting area and will be taken down on January 5, 2016. The flyers and quit cards will be made available for interested patients to take. Staff is working with the other Story Medical clinics to schedule times to set the banner up in their waiting rooms.
- ◆ Superintendents and curriculum directors from each of the school districts in Story County including the St. Cecilia's Catholic School were sent letters on November 2, 2015 regarding the Right Decisions Right Now tobacco prevention curriculum. This letter educated school administrators about concerns regarding the effectiveness of this program due to it being provided by RJ Reynolds, a major tobacco company in the U.S. Additional information was provided about where evidence based programming can be found for use in the schools should this be of interest.
- ◆ Information about the American Cancer Society's Great American Smokeout (GASO) was shared with YSS staff to make available to clients. A flyer about GASO was placed on a PowerPoint slide which was on display at the YSS Family Life Center in a rotation with announcements about other events for staff and clients to see. Quitline Iowa flyers created by IDPH were placed in the following places: Story City Library and NuCara Pharmacy, Roland Library, Post Office and Bank, Zearing Post Office and Story Medical Clinic, and Colo Library and Casey's. Posts were made to the YSS Facebook page about Quitline Iowa in recognition of GASO.
- ◆ Staff was also interviewed by Mel Crippen on the Mel in the Morning radio show on November 11 about GASO. On December 30 staff was interviewed again by Mel Crippen's radio show. Information about Quitline Iowa was also shared during these interviews.
- ◆ Quitline Iowa materials were provided to the YSS Transitional Living Program Coordinator for distribution at the Scoop of Soup event held at the city of Ames offices on November 17, 2015.
- ◆ A press release regarding tobacco cessation and New Year's Resolutions was created and submitted to the Public Information Officer on December 2, 2015 for release to the Story County newspapers and electronic media.
- ◆ Posts were made to the YSS Facebook page regarding tobacco cessation using the Center for Disease Control's Tips From Former Smokers campaign resources. These posts were made on October 23, October 28, November 12, November 17, November 18, November 19, and December 15, 2015. Staff created a post for the YSS Facebook page advertising Quitline Iowa and on October 30, November 3, December 1 and December 17, 2015.

COMMUNITY EDUCATION

- ◆ Staff continues to plan for the Teen Maze 2016 event scheduled for April 4-8, 2016. This is an experiential learning event for seventh grade students from schools in Boone, Greene and Story Counties. YSS partners with the Division 11 Kiwanis Clubs to hold this event each spring at the Boone County Fairgrounds. Staff is co-facilitating the Health & Wellness track which provides education on a number of topics including tobacco prevention.

- ◆ Staff presented to two sections of the ISU HS 110 classes on October 7, 2015. A total of 116 students were seen between these two sections. The purpose of this presentation was to provide general tobacco education to students who are starting their educational careers working toward becoming future health professionals.
- ◆ Staff presented to the two sections of ISU HS 275 classes on October 12 and 13, 2015. A total of 53 students were present for both classes. The students enrolled in the HS 275 classes are on the path to becoming future teachers with health endorsements. The focus of these presentations was engaging these future teachers in discussion about tobacco use and providing them tools to educate their future students about this topic.
- ◆ Staff presented an educational presentation on tobacco to an ISU HS 310 class on October 23, 2015 to a total of 27 students. This class is for students who are seeking future careers in the public health field.
- ◆ Presentations on tobacco, nicotine, and electronic smoking devices were made to 4 students in the Ballard Impact group on November 17, 2015 and 8 students in the Collins-Maxwell Impact group on November 19, 2015. After the Ballard Impact presentation 2 students took 6 Quitline Iowa cards to share with loved ones in their lives. One of these students shared during the presentation their father is a 3 pack a day smoker. During the Collins-Maxwell Impact group presentation one of the students shared they told their mom about GASO and that she liked the purpose of the event and decided she would stop smoking for the day. Another student took a Quitline Iowa card to pass along to another person.
- ◆ Staff provided a presentation on electronic smoking devices on November 23, 2015 with at Ballard Middle School health class. There were 20 students in attendance during this presentation.
- ◆ Contact was made with teachers from Gilbert High School, Nevada Middle School, Ballard Middle School, and Collins-Maxwell Middle School regarding offers of presentations on Electronic Smoking Devices (ESD), more commonly referred to as e-cigarettes to their classes. Three of these presentations were with the Gilbert High School health classes. This is the first time these presentations were made available in the Gilbert High School. The health teacher has requested staff return in the spring to provide these presentations for their students. The remaining presentations were made at the Ballard Middle School and Nevada Middle School.

ALTERNATIVES

- ◆ Staff facilitated a TATU (Teens Against Tobacco Use) training with the students from Collins-Maxwell ChaMps and Ballard GameChangers groups who attended a YSS Youth Leadership Day on October 12, 2015. This training focuses on education about tobacco how students can use their knowledge to educate their peers and communities about the importance of staying tobacco and nicotine free.
- ◆ Staff attended the Collins-Maxwell ChaMps meeting on October 14, 2015 and provided the students with information about upcoming tobacco prevention awareness dates such as the American Cancer Society's Great American Smokeout (November 19, 2015) and Through With Chew Week (February 15-19, 2016).
- ◆ Staff provided assistance to the Ballard GameChangers on October 29, 2015 to help them electronically "age" interested students showing what they would look like as lifelong smokers. This activity was a part of their "Haunted Hallway" bringing awareness to the dangers of tobacco use as part of their Red Ribbon Week awareness activities. A total of 10 students participated in the "aging" activity.
- ◆ Staff provided technical assistance to the Ballard GameChangers on November 6, for their presentation to the middle school's 7th grade health class. A total of 26 students were in attendance. The focus of this presentation is tobacco prevention.
- ◆ Staff attended the Ballard GameChangers meeting to provide information about tobacco products and cessation on December 8, 2015.
- ◆ Contact was made with the teachers from Gilbert High School and Collins-Maxwell Middle School regarding setting up and ISTEP (Iowa Students for Tobacco Education and Prevention) group. Currently the Gilbert teacher is not able to take this program on as part of their work within the district. The Collins-Maxwell teacher expressed interest in starting and ISTEP group and has worked with students in the Middle School to renew their chapter registration with the Iowa Department of Public Health. Currently, the Collins-Maxwell ISTEP students are planning a media event to educate their peers about the financial cost of using tobacco.

ENVIRONMENTAL STRATEGY

- ◆ Contact was made with the assistant manager and owner of Grove Real Estate on October 19, 2015. The purpose of this contact was to inquire about their current smoking policy in their rental properties and offer assistance in the creation of such a policy. Information was shared with the owner about smoke free housing policies including an example smoke free lease addendum as well as factsheets regarding implementation of smoke free housing policies and the cost savings the can come from having such a policy. Also provided was a link to the Iowa Smokefree Homes registry website. This link was provided with the understanding that this site is currently under

construction as well as the current rating system of the different smoke free housing policies for the registry website. Staff is currently seeking information about possible financial reward programs available for rental properties which adopt smoke free housing policies as well to share with this owner.

- ◆ Surveys assessing the current tobacco policies for each of the public and private schools in Story County were sent on November 4, 2015 to each of the superintendents and private school administrators on behalf of the Iowa Department of Public Health (IDPH). These surveys are an attempt to gain an understanding of the school policies addressing tobacco use in schools throughout the state. The superintendent for Ames Community Schools shared with staff they had completed the survey on November 4, 2015. Collins-Maxwell's superintendent completed the survey and shared the district's updated tobacco free school policy with staff. A copy of the updated policy was provided to IDPH.
- ◆ A meeting was held with the two chair-people of the Ames Property Managers Network on November 17, 2015 to discuss possible presentations to their group about smoke free housing policy. This presentation will take place sometime in February after the holidays.
- ◆ Staff followed up contact with the HR Director for MICA. At this point the organization has a smoke free policy. Staff provided information about tobacco and nicotine free workplace policy as well as a model policy for their use. Staff followed up via email with the HR Director for MICA to inquire about additional questions and offer assistance in the address of a tobacco/nicotine free workplace wellness policy. At this time contact has not been returned.
- ◆ Follow up contact was also made with the Volunteer Center of Story County regarding their action on a tobacco and nicotine free workplace policy. A policy was drafted by Volunteer Center staff and submitted to Community Partnership staff for review. The policy was shared with IDPH for final review and approved. Staff shared with the Volunteer Center director some suggestions regarding discussion of enforcement and cessation options such as Quitline Iowa for inclusion in the policy. The Director plans to share the policy draft with the Volunteer Center's advisory board during their regularly scheduled meeting in January 2016 for review and final approval.
- ◆ Follow up contact was made by a representative from Story County Conservation on December 22, 2015 regarding a scheduled presentation for January 11, 2015. The focus of this presentation is tobacco and nicotine free workplace wellness policy. Due to timing issues this presentation will be rescheduled. Staff sent the Conservation Director an email sharing information about tobacco/nicotine free workplace wellness policy including a guide with a model policy to review and share with the board for consideration.
- ◆ Contact was made with the manager of The Stritz, an apartment complex in Ames that is primarily rented by students. This property has a smokefree lease in place and was assessed by staff. A copy of the assessment and lease agreement was provided to IDPH for review and placement on the Iowa Smokefree Housing Registry site. Window clings were also ordered for this property for placement in entry doors.
- ◆ Staff made contact with the director of The Rose of Ames assisted living housing complex. This property was also assessed and found to have a smokefree housing policy in place. The assessment and policy were sent to IDPH for review.
- ◆ Staff made contact with the property managers/owners of 23 Twenty Lincoln, Cyclone Property, Hometown Property Management, and Prairie Oak Properties. Contact was attempted with a representative from Westfield Apartments but they could not be reached by phone. In this outreach effort Hometown Property Management and Prairie Oak Properties were both found to have smoke free leases available. Hometown Property Management was able to submit a copy of their lease agreement which was submitted and reviewed by IDPH for placement on the Iowa Smoke Free Homes Property Listing site. Additionally, 8 smoke free window clings have been ordered and will be sent to this company for placement in their smoke free properties. Prairie Oak Properties was not able to address this at the time of staff's contact due to other issues going on. It was requested of staff to follow up after the New Year to continue this discussion. Staff did send information about the Smoke Free Property Listing site to the Prairie Oaks Property representative as well as information regarding additional assistance staff is able to offer. The manager for Cyclone Property Management requested additional information about smoke free housing. Information including a Smokefree Housing guide with model policy was sent to this property manager.
- ◆ HUD (The US Department of Housing and Urban Development) is considering a rule change to make all properties which receive funding from this program smoke free. Information about this rule change was provided to the chairs of the Ames Property Manager's Network as well as a representative from MICA. MICA offers assistance to families in the county for housing.

COMMUNITY-BASED PROCESS

- ◆ Staff attended the Story County Juvenile Justice Committee meeting on December 14, 2015. Information about Quitline Iowa was shared with the group and 10 Quitline Iowa cards were given out to those in attendance.

- ◆ Contact was made with representatives regarding Healthiest Ames regarding membership and collaboration. At this time the board is served by termed members and is full. Staff will work to collaborate with members as possible on tobacco education initiatives.
- ◆ Staff attended meetings with Story County Public Health, United Way, MICA, Story Medical Center, and other community organizations involved with the Story County Quality of Life Alliance to offer collaborative assistance in the address of a grant which could bring a new system of meeting the needs of individuals in the community who are not accessing services yet are in need of help addressing issues such as tobacco use.
- ◆ Staff attended the regularly scheduled meeting of the Story County Prevention Policy Board on October 5, 2015; November 2, 2015 and December 7, 2015. Updates regarding initiatives being addressed on the IDPH Community Partnership tobacco grant were addressed with the board members.
- ◆ Regular updates on work being done to address initiatives on the Community Partnership grant are provided to the Story County Board of Health and Story County Board of Supervisors.

Goal 3: To reduce abuse of stimulants, sedatives and other illicit substances among Story County residents.

INFORMATION and EDUCATIONAL STRATEGIES

- ◆ December 8th. Ames City Council meeting to educate and inform on the electronic nicotine vaping devices.
- ◆ October 27 and December 30 news interviews with KCCI-TV to educate on electronic nicotine vaping issues.
- ◆ October 21. Delta Zeta Sorority substance abuse presentation. There were 95 students present.
- ◆ November 4. Delta Theta Chi Fraternity education meeting with 48 members.

ENVIRONMENTAL STRATEGY

- ◆ Iowa State University passed a policy December 10th prohibiting the use of all vaping devices on Iowa State University property.
- ◆ The Ames City Council voted 5-1 on December 8th to create a city wide ordinance that would prohibit the use of all vaping devices in public spaces in Ames.

COMMUNITY-BASED PROCESS

- ◆ The Story County Prevention Policy Board met on October 5, 2015, November 2, 2015 and December 7, 2015. Coalition members were provided updates on efforts being made in the county to address marijuana use, prescription & OTC misuse and related issues.
- ◆ Prevention Staff met with Nevada Police Department in October to explore interest in partnering for a Drug Drop Off event in the spring. There is interest. Will discuss event further with other partners.
- ◆ Prevention Staff participated in an AC4C Executive Conference calls on October 20 and November 3rd and in an AC4C Retreat on December 2nd. Continued to explore topics to educate public on for upcoming legislative session. Also discussed Day on the Hill event scheduled in February 2016. The theme for the 2016 Day on the Hill is “If you Care About.” www.ifyoucareabout.org This media campaign has the picture of “Marijuana hurts developing youth brains just as tobacco damages lungs.” There will be also be cash register receipts, Facebook/email images and radio ads in Story County with this messaging.

Goal 4: To maintain or reduce level of use of tobacco, alcohol, and other drug use among Story County children and adolescents.

EDUCATION STRATEGY

Talking About Touching is a child abuse prevention program for kindergarten to second grade, presented in 12-14 sessions.

School District Served	Students Served Quarter 1	Students Served Quarter 2	Students Served Quarter 3	Students Served Quarter 4	Totals
Ames					
Ballard					
Collins-Maxwell		76			76
Colo-NESCO		35			35
Gilbert					
Nevada		223			223
Roland-Story					
TOTAL	0	334			334

Too Good For Drugs, a third and fourth grade science based curriculum, presented over 10 class periods.

School District Served	Students Served Quarter 1	Students Served Quarter 2	Students Served Quarter 3	Students Served Quarter 4	Totals
Ames					
Ballard					
Collins-Maxwell					
Colo-NESCO					
Gilbert					
Nevada		34			34
Roland-Story					
TOTAL	0	34			34

Project Alert-a science based curriculum for middle schoolers offered in 11 sessions and 3 booster sessions

School District Served	Students Served Quarter 1	Students Served Quarter 2	Students Served Quarter 3	Students Served Quarter 4	Totals
Ames		152			152
Ballard	46	92			138
Collins-Maxwell					
Colo-NESCO					
Gilbert					
Nevada		75			75
Roland-Story					
TOTAL	46	319			365effor

ALTERNATIVES

- ◆ **Ames Mayors Youth Committee (MYC).** MYC hosted the Ames Mayor for breakfast on the October 22nd (40 students and the mayor). Members also presented to 7 sections of 8th grade AMS health students on October 28 (146 8th graders) talking about substance abuse and peer pressure. Ames Mayor’s Youth Committee members presented a program on school violence prevention/anti-bullying behavior at the Ames Middle School with seven sections of Ames Middle School 8th grade health students on November 18th; this involved 140 students. Members also educated Ames City Council on impact e-cigarettes have on individuals and the community. Youth were present for the December 7th council meeting.
- ◆ **Ballard’s GameChangers (GC).** GameChangers had a very busy Quarter 2! Ballard Game Changers meets every Tuesday from 11:00-12:30 during lunch periods. There are 14 GameChangers members. Prevention staff helped the GameChangers group put on a face painting event at the Ballard High School Varsity football game on Friday, October 9th. Members also planned and executed Red Ribbon Week activities which were held October 26-30. During this week there was a haunted hallway that had pictures of the effects smoking and drugs has on someone. There were before and after photos as well as pictures of Harry Houdini, tombstones of someone who died of natural causes and then someone who has been a user of tobacco products, narcotics or alcohol. The tombstone had a shortened lifespan to show the impact tobacco, drugs or alcohol has on someone. At the end of the hallway members had a bowl of candy with drug facts on each piece as well as red ribbons. In addition to the haunted hallway, the GameChangers group was contacted by the elementary school to participate in the elementary schools’ Rockin’ Prevention event. This was an all-day event held on October 22nd and 23rd. The prevention staff also held a Leadership Day Retreat on Monday, October 12th where 7 GameChangers members attended! During the Leadership Retreat, Prevention staff conducted a TATU training for those students in the morning and followed it up with leadership activities in the afternoon. They learned what a leader was, what qualities they possess that demonstrate leadership and what they can do in their school and community.

In November members worked on creating awareness in their school for the Great American Smokeout which was held on November 19, 2015. Members created a body chalk outline of their bodies and printed off pictures of healthy organs and then printed off the damage and effects smoking and chew has on your body and put the pictures side by side. Members hung up their drawing in the hallway and paired it with a pledge to stop or not use tobacco products. Along with their body outline and pledge, members also worked with the IT department and were able to put a screensaver up on all of the computers of all the chemicals that are in cigarettes and e-cigarettes. YSS staff

also provided Quitline Iowa cards for those that are interested in quitting themselves or for any loved ones they may have.

In December members began looking into the 2016 Day on the Hill. YSS staff explored what the Day on the Hill was, what to expect and answered questions they had. They are all very interested in attending the Day on the Hill and have been thinking of additional questions to ask their Legislatures. We have also started talking about Through with Chew which is held in February as well. Unfortunately, Sarah Britton, their Guidance Counselor will be moving out of state. Her last day is January 15th. Matt Edgar will be taking Sarah's position with GameChangers. Mr. Edgar currently teaches Biology and Advanced Placement Biology at the High School.

- ◆ **Collins-Maxwell ChaMps.** Collins-Maxwell ChaMps meets every Wednesday from 11:00-11:30 during Advisory group. There are currently 13 Champs members. The ChaMps members have been busy as well this quarter. Prevention staff has been helped ChaMps members' prepare and plan for Red Ribbon Week at their school. Red Ribbon Week activities were held the week of October 26-29. They did not have school on Friday, October 30th. There were dress up days Monday- Thursday. Members also passed out sunglasses with a positive message against drug use at the High School, Middle School and Elementary school. Along with sunglasses, red ribbons, red pencils, candy with say no to drugs message on them were distributed to students. Members also helped out at the elementary school with their red ribbon week activities. The prevention staff also held a Leadership Day Retreat on Monday, October 12th where 6 ChaMps members attended! During the Leadership Retreat, Prevention staff conducted a TATU training for those students in the morning and followed it up with leadership activities in the afternoon. They learned what a leader was, what qualities they possess that demonstrate leadership and what they can do in their school and community.

In November members developed activities to increase awareness with peers on tobacco issues in recognition of the Great American Smokeout on November 19, 2015. ChaMps members outlined their bodies on big pieces of paper and then colored and drew some of the many effects smoking of chew has on the body. Students then hung them up in the High School and Middle School hallways. Collins-Maxwell ChaMps began planning in December for the ChaMps sponsored Winter Dance that will be held in February. They have also been looking into the Day on the Hill as well.

- ◆ **Ames Middle School Builders Club.** YSS Prevention Staff began to provide support to the Ames Middle School Builders Club in Quarter 2. Staff provide members support as they with the student representatives from the five Ames elementary schools exploring issues faced at the elementary level and activities Builders Club can support elementary students and staff to do to support the identified needs. The December meeting was spent on developing a plan and creating activities for two 2016 events- cultural diversity week and staff, student and school week.

THE FOLLOWING MEET MONTHLY / BI-MONTHLY:

- ◆ Eastern Story County Advisory Board is working on increasing board membership seeking out new community partners. The ESC Board is also working on increasing community awareness of YSS programs available among community members in Eastern Story County communities (Colo, Collins, McCallsburg, Nevada, Zearing, and Maxwell).
- ◆ Risky Business Conference Planning Committee
- ◆ Story County Prevention Policy Board
- ◆ Story County Youth Employment Bd.
- ◆ Youth and Shelter Services Board of Directors
- ◆ Youth and Shelter Services Foundation Board of Directors

COMMUNITY BASED PROCESS

- ◆ Story County Prevention Policy Board meetings.
- ◆ Teen Maze. Teen Maze Design Team and Steering Committee are meeting and planning for the Teen Maze event in April 2016. Staff have discussed and picked the theme for the 2016 Teen Maze (Your Life, Your Movie, Your Script.) There will have 3 different Tracks: the first one is Health and Wellness track, the second is JOB\$ track and the third is Relationships track. Teen Maze Design Team and Steering Committee have finalized the School packet and the track outline. The track outline specifies donation needs, volunteer needs and professional needs. The outline also shares the activities of each track, how long the activities are for and the breakdown of each activity with expectations. Members are also working on finding professionals for each stop.

**COOPERATIVE AGREEMENT
BETWEEN
HARDIN COUNTY BOARD OF HEALTH
AND
STORY COUNTY BOARD OF HEALTH
FOR THE PROVIDING OF
SANITARIAN RELATED SERVICES**

THIS AGREEMENT ("Agreement"), entered into as of this 24th of March, 2016, by and between the Hardin County Board of Health (herein called "Hardin County") and the Story County Board of Health (herein called "Story County").

WITNESSETH

WHEREAS, Hardin County desires to engage Story County to render certain sanitarian related services such as soil percolation tests, final inspection of constructed septic systems, collecting well water and septic effluent samples, and other professional services as may be agreed to by the parties on a short-term basis;

WHEREAS, both Hardin and Story Counties (herein called "the Parties") are separate units of local government with the State of Iowa; and

WHEREAS, it has been determined by both Parties that it is their mutual interest to work cooperatively to provide sanitarian related services on a short-term basis;

NOW, THEREFORE, the Parties hereto do mutually agree as follows:

1. **Employment of Story County**. Hardin County hereby agrees to engage Story County, and Story County hereby agrees to perform, through its Board of Health Department, the scope of services set forth below.
2. **Scope of Services**. Story County agrees to undertake the following services in Hardin County or such other areas as the parties may agree during the term of this agreement.
 - A. Provide soil percolation tests on a per request basis on behalf of Hardin County. Said request must come from Hardin County and will be provided on a timely basis. Hardin County shall be responsible for collecting payment from the entity desiring the test.
 - B. Provide final inspection of constructed septic system on a per request basis on behalf of Hardin County. Said request must come from Hardin County and will be provided on a timely basis. Hardin County shall be responsible for collecting payment from the entity desiring the test.
 - C. Provide Hardin County with a copy of all tests and inspections provided in conjunction with services performed under this Agreement.

3. **Term of Agreement.** The term of this Agreement shall be for a period of 60 days from its date of execution. This Agreement may be renewed for an additional 30 day period upon mutually agreed upon terms and the subsequent approval of both Parties. Either Party may terminate this Agreement with ten (10) days written notice.
4. **Compensation.** Hardin County will provide compensation to Story County in the following manner:
 - A. Soil Percolation Tests: Story County shall charge Hardin County \$42.92 per hour to perform said service. Charge will include travel time to and from Nevada, Iowa.
 - B. Final Inspection: Story County shall charge Hardin County \$42.92 per hour to perform said service. Charge will include travel time to and from Nevada, Iowa.
 - C. Collecting well water and septic effluent samples: Story County shall charge Hardin County \$42.92 per hour to perform said service. Any lab work conducted under this subsection shall be done by a certified lab. Lab fees shall be billed directly to Hardin County.
 - D. Mileage Reimbursement: Story County shall charge Hardin County 50 cents per mile to perform said services. Charge will be based on miles to and from Nevada, Iowa.
 - E. Story County shall submit an itemized bill to Hardin County for services rendered under this Agreement on a monthly basis. Hardin County shall submit payment to Story County on a net 30-day basis.
5. **Amendments.** This Agreement constitutes the full and entire agreement between the Parties. Any change proposed by either party to this Agreement shall be submitted, in writing, to the other party for prior approval. No modification, addition, deletion, etc., to this Agreement shall be effective unless and until such changes are reduced to writing by the governing bodies of both Parties.
6. **Authorized Representatives and Notices.** For purposes of administering this Agreement, the persons listed below shall be considered the authorized representatives for each of the Parties. All notices under this Agreement shall be made in writing except in case of emergency and shall be delivered by either in person or by First Class U.S. Mail to the appropriate authorized representative as follows:

If to Hardin County:

If to Story County:

Margaret Jaynes
Story County Environmental Health Director
900 Sixth Street
Nevada, Iowa 50201
(515) 382-7200

The foregoing constitutes the full and entire Agreement between the Parties and no verbal statement shall supersede any of its provisions.

BOARD OF HEALTH

Paul Toot
Chair
Story County Board of Health

Signature Date

Chair
Hardin County Board of Health

Justin P. O'Loughlin 3/24/16

Signature Date

BOARD OF SUPERVISORS

Wayne Clinton
Chair
Story County Board of Supervisors

Signature Date

Chair
Hardin County Board of Supervisors

J. O. 3-25-14

Signature Date

IOWA DEPARTMENT OF NATURAL RESOURCES

WATER SUPPLY OPERATION PERMIT

CRESTVIEW MOBILE HOME PARK

Public Water Supply ID: 8500605

CRESTVIEW MOBILE HOME PARK
ATTN BRANT LEMER
5615 LINCOLN WAY
AMES IA 50014

Effective Date: March 28, 2016

Expiration Date: May 31, 2018

The permittee is authorized to operate the public water system identified as CRESTVIEW MOBILE HOME PARK, subject to the applicable sections of Iowa Code including Chapter 455B and part 567 of the Iowa Administrative Code (IAC). This system is further subject to the monitoring requirements and general conditions of this permit and appendices when attached.

Appeal: Conditions of this permit may be appealed as provided in 561 IAC chapter 7, adopted by reference by 567 IAC chapter 7. The notice of appeal is required to be in writing and must be postmarked within 30 days of receipt of this permit. The written notice of appeal is required to be mailed to the Director with a copy to the Bureau Chief, Legal Services Bureau, Department of Natural Resources, 502 East 9th Street, Des Moines, Iowa 50319-0034.

Renewal: The permittee must file for renewal of this permit by April 01, 2018. The Iowa Department of Natural Resources (IDNR) will issue an application for renewal prior to this date. It is the permittee's responsibility to ensure that the application is completed and returned to the IDNR. Failure to make proper application or maintain compliance with the requirements of this operation permit may result in legal action pursuant to Iowa Code sections 455B.175 and 455B.191, and 567 IAC Chapter 10 (455B), including the possible assessment of monetary penalties.

FOR THE DIRECTOR,

By: _____ Date: March 28, 2016

cc: Field Office 5
File: PWSID:8500605, CRESTVIEW MOBILE HOME PARK
CRESTVIEW MOBILE HOME PARK
ATTN BRANT LEMER
5615 LINCOLN WAY
AMES IA 50014

WATER SUPPLY OPERATION PERMIT**CRESTVIEW MOBILE HOME PARK**

Date: March 28, 2016

Public Water Supply ID: 8500605

Crestview Mobile Home Park is classified as a community public water supply with a groundwater source. The supply must have a certified operator in direct responsible charge of its treatment and distribution systems holding the appropriate classification(s). This supply is classified as a Grade 1 water treatment system and Grade 1 water distribution system. The current operating period is defined as January 1 to December 31. In case your operating period is different than these dates, you must notify the IDNR immediately.

The water supply must sample at the locations and frequencies specified in this permit during periods of normal operation and representative of all water sources and treatment.

Distribution System Monitoring Requirements

The following samples must be taken throughout the distribution system, according to written sampling plans, and analyzed by a laboratory certified by the IDNR.

Facility ID: **950**Distribution System Name : **DISTRIBUTION SYSTEM**

ANALYTE	MONITORING FREQUENCY	SAMPLE PERIOD
Coliform Bacteria	1 sample every month	
Lead and Copper	5 samples every 3 years	June 1 to September 30, 2016
Nitrite (as N)	1 sample every quarter	

WATER SUPPLY OPERATION PERMIT**CRESTVIEW MOBILE HOME PARK**

Date: March 28, 2016

Public Water Supply ID: 8500605

Source Entry Point Monitoring Requirements

The following samples must be taken at the source entry point and analyzed by a laboratory certified by the IDNR.

Facility ID: **01**Source Entry Point Name: **S/EP FROM WELL #1 (1959)**

ANALYTE	MONITORING FREQUENCY	SAMPLE PERIOD
Combined Radium	1 sample every 6 years	October 1 to December 31, 2018
Gross Alpha	1 sample every 9 years	January 1 to March 31, 2019
Inorganic (IOC) Chemicals	1 sample every 9 years	April 1 to June 30, 2022
Nitrate	1 sample every year	January 1 to March 31
Synthetic (SOC) Chemicals	1 sample every 6 years	October 1 to December 31, 2021
Volatile (VOC) Chemicals	1 sample every 6 years	October 1 to December 31, 2021
Nitrogen-Ammonia (as N)	1 sample every year	April 1 to June 30
Sodium	1 sample every year	April 1 to June 30
Nitrite (as N)	1 sample every quarter	

Note: Samples may be collected before the sample period specified, unless denoted with an asterisk (*) above, for monitoring frequencies of a year or greater. However, the interval between samples must not exceed the frequency. If a yearly 3rd quarter sample is collected early, for example in the 2nd quarter, the next yearly sample must be collected before the end of the 2nd quarter of the next year.

Stage 2 Disinfectants and Disinfection Byproducts Rule (DBPR)

Stage 2 Disinfectants and Disinfection Byproducts Rule (DBPR) monitoring requirements are based on your source water type and system population. Compliance with this rule is based on each individual distribution system sampling location. If an individual location is sampled quarterly, then compliance is based on the average of the analytical results for the previous four calendar quarters.

A total of 1 sample(s) must be collected per monitoring period, according to the approved sampling plan. Each sample from each location must be analyzed for both Total Trihalomethanes (TTHM) and Haloacetic Acids (HAA5). Samples must be collected at the following points and frequencies:

Sample location	Facility ID	Sample Point ID	Monitoring Frequency
LOT #72 (HTL)	950	DB01	every 3 years in August, next due in 2016

WATER SUPPLY OPERATION PERMIT**CRESTVIEW MOBILE HOME PARK**

Date: March 28, 2016

Public Water Supply ID: 8500605

Monthly Operation Report (MOR) Self-Monitoring Requirements

Monthly records of operation must be signed by the certified operator in direct responsible charge or their designee, maintained at the system for a period of five years, and available for IDNR review. Analysis of analytical parameters by a laboratory certified by IDNR is not required; however, a reliable field test kit or laboratory method must be used. Monthly Operation Report Forms may be obtained by contacting Field Office 5 at 515-725-0268. When IDNR notification is required, use this same field office number. During evenings, weekends, and holidays, notify the IDNR through the 24-Hr Emergency Response Unit at 515-725-8694.

When indicated in the section(s) below, the permittee must report the signed results of the self-monitoring in an approved format to Field Office 5 in Windsor Heights within 10 days after the end of each month.

Routine Monitoring

Any parameter with an "X" in the report column below, must be submitted to the IDNR field office monthly as prescribed above. All parameters, whether reported to the field office or not, must be maintained at the system.

PARAMETER	FREQUENCY	LOCATION	REPORT	COMMENTS/RANGES
Ammonia (as N)	1/Year	Source Entry Point	X	min chlorine levels (0.3 mg/l free or 1.5 mg/l total)
Disinfectant Residual	1/Day	Source Entry Point	X	min chlorine levels (0.3 mg/l free or 1.5 mg/l total)
Disinfectant Residual	1/Day	Distribution System	X	min chlorine levels (0.3 mg/l free or 1.5 mg/l total)
Disinfectant, Quantity Used	1/Day	Day Tank / Scale	X	min chlorine levels (0.3 mg/l free or 1.5 mg/l total)
Nitrite	1/Month	Source Entry Point	X	Self monitoring nitrite samples must be split samples with the qtrly certified lab nitrite samples
Nitrite	1/Month	Distribution System	X	Self monitoring nitrite samples must be split samples with the qtrly certified lab nitrite samples
Pumpage or Flow	1/Day	Raw Water	X	
Static Water and Pumping Levels	1/Month	Each Active Well	X	Well #1 (1959)

WATER SUPPLY OPERATION PERMIT**CRESTVIEW MOBILE HOME PARK**

Date: March 28, 2016

Public Water Supply ID: 8500605

Mandatory Treatment Objectives and Operational Restrictions

You are required to adhere to the following treatment or restriction provisions. All parameters listed below must be monitored and reported to the IDNR Field Office. The permittee must report the signed results of the self-monitoring in an approved format to Field Office 5 in Windsor Heights within 10 days after the end of each month. You are required to achieve operational ranges when specified. You must notify the IDNR field office before any planned deviations and within 24 hours of any emergency deviations. Such circumstances are also to be reflected in the monthly operational reports.

Disinfection By-Product Requirements (DBPR)

Community and nontransient noncommunity public water supplies that add a chemical disinfectant or which provide water that contains a chemical disinfectant must monitor for the following to determine compliance with disinfection byproducts requirements. Total chlorine residuals must be used in the Maximum Residual Disinfectant Level (MRDL) calculations.

PARAMETER	FREQUENCY	LOCATION	COMMENTS/RANGES
Calculated MRDL (Monthly Average)	1/Month	Distribution System	Calculated each calendar month from the total chlorine residuals measured with the routine and repeat coliform bacteria samples.
Calculated MRDL (Running Annual Average)	1/Quarter	Distribution System	Calculated each calendar quarter from the previous 12 monthly MRDL total chlorine residual averages.
Disinfectant Residual	At Sampling	Distribution System	The system must measure and record chlorine residuals on the sample data sheet when sampling in the distribution system for routine and repeat coliform bacteria samples.

WATER SUPPLY OPERATION PERMIT**CRESTVIEW MOBILE HOME PARK**

Date: March 28, 2016

Public Water Supply ID: 8500605

GENERAL PERMIT CONDITIONS**1. ADMINISTRATIVE RULES**

Rules of the IDNR which govern your facility operation, in connection with this permit, are published in 567 Iowa Administrative Code (IAC) Chapters 40, 41, 42, 43, and 81.

2. NOTICE OF CHANGED CONDITIONS

You are required to report any changes in existing conditions or information on which this permit is based. If any modification of, addition to, or construction of this water system is made, you must first obtain a written construction permit from the IDNR, in accordance with 567 Chapters 40, 41, and 43.

3. PERMIT MODIFICATION, SUSPENSION, OR REVOCATION

- a. This permit may be modified at any time as a result of changes to the Iowa Administrative Code.
- b. This permit may be modified due to changes in the conditions or information on which this permit is issued.
- c. This permit may be modified to include a compliance schedule.
- d. This permit may be modified, suspended, or revoked for causes specified in 567 IAC 43.2(8).

4. INSPECTION OF PREMISES, RECORDS, EQUIPMENT, AND METHODS

You are required to permit authorized IDNR personnel to survey and inspect any construction, operation, and records of your water supply system in accordance with Iowa Code, section 455B. 174, and 567 IAC 42.4(3)"a" and 42.5(1)"g" and 567 Chapter 44.

5. OPERATION AND MAINTENANCE

All facilities and control systems must be operated as efficiently as possible and maintained in good working order in accordance with 567 IAC Chapter 43. A sufficient number of staff, adequately trained and knowledgeable in the operation of your facility, must be retained to achieve compliance with the terms of this permit.

6. REPORTING, PUBLIC NOTIFICATION, AND RECORDKEEPING REQUIREMENTS

- a. You are required to report all test, measurement, or analytical results to the IDNR in accordance with 567 IAC 42.4(1)"a". This must include the reporting of all positive detects within the same analytical series.
- b. You are required to report to the IDNR within 48 hours any violation of the drinking water regulations or monitoring requirements in accordance with 567 IAC 42.4(1)"b".
- c. You are required to notify the public of any violation of the drinking water regulations or monitoring requirements in accordance with 567 IAC 42.1(455B).
- d. Within 10 days of notifying the public, you are required to provide proof of such action to the IDNR in accordance with 567 IAC 42.4(1)"c".
- e. You are required to maintain records of analyses, of actions to correct violations of any of the drinking water regulations, of correspondence, and of permits for periods of 5 to 12 years depending on the nature of the records, in accordance with 567 IAC 42.5(1).

7. TRANSFER OF TITLE, CHANGE IN OPERATION

If title to your facility or any part of it is transferred, the new owner shall be subject to this permit. You are required to notify the new owner of the requirements of this permit in writing within 30 days to such transfer of title. The Director of the IDNR must be notified in writing within 30 days of such transfer or of any other change in conditions identified in the permit application (567 IAC 43.2(455B)).

8. SEVERABILITY

If any provision or application of any provision to any circumstances is found to be invalid by the IDNR or by a court of law, all other provisions and conditions shall remain effective.

9. APPLICATION OF OTHER AUTHORITY

This permit does not relieve you of the responsibilities to comply with all local, state, and federal laws, ordinances, regulations, or other legal requirements applying to the operation of your facility.

WATER SUPPLY OPERATION PERMIT**CRESTVIEW MOBILE HOME PARK**

Date: March 28, 2016

Public Water Supply ID: 8500605

Appendix

As a result of the Viability Assessment provided by the Iowa DNR Water Supply Engineering; Project #: W2016-0250 and in accordance with part 567 of the Iowa Administrative Code (IAC) Chapters 40-43, the permittee is required to comply with the following options and schedules:

1. Preliminary Engineering Report or Connect to Existing Water Supply

The permittee is required to connect to an existing public water supply that currently meets the regulatory requirements. A report must be prepared and submitted to the IDNR for review by [May 16, 2016](#).

As a result of the deficiencies, you must hire a licensed professional engineer to evaluate the system and develop alternatives to ensure the safety of the water. Alternatives to review should include the construction of a new water source with treatment and distribution improvements, or connection to an approved public water supply such as the Xenia Rural Water District or the City of Ames. The report must be received by the department no later than May 16, 2016.

After the alternate water source report has been approved by the IDNR, an operation permit with a compliance schedule for implementation will be issued. A construction permit must be obtained prior to starting installation.

2. Viability Assessment**Technical**

It was determined that the Crestview Mobile Home Park cannot provide adequate capacity to serve the residents of the MHP. Hauling water is not an acceptable means of providing water as it has not been approved by the department and could provide a pathway for contamination.

It was found that the Crestview Mobile Home Park is not providing adequate pressure throughout the system. Infrastructure including the well, pump, and chemical feed equipment is not being maintained properly or with the services of a licensed well contractor as required by the Iowa Administrative Code.

Managerial

Part 567 IAC 81 requires community public water systems such as the Crestview Mobile Home Park to retain the services of a water operator certified for treatment and distribution to the appropriate grade. As has been noted by Janet Gastineau (Field Office 5 Des Moines), this requirement is not currently being met. As a result of the multiple deficiencies, you must obtain the services of a licensed water operator that meets the certification requirements provided by Field Office #5 no later than April 15, 2016.

All routine self-monitoring data must be submitted to Field Office #5 in Windsor Heights within 5 days after the end of each week. Reports may be submitted electronically to fo5wsmor@dnr.iowa.gov or by mail.

WATER SUPPLY OPERATION PERMIT

CRESTVIEW MOBILE HOME PARK

Date: March 28, 2016

Public Water Supply ID: 8500605

Financial

Crestview Mobile Home Park will be required to work with the department's technical assistance provider, Mr. Steve Marsh of the Iowa Association of Municipal Utilities and develop a budget and look at the rates that will be required to fund the improvements recommended in the preliminary engineering report that has been required. Please contact Mr. Marsh at 515-210-8156 to arrange a meeting.

Other Requirements:

Nothing in this permit appendix shall relieve the public water supply from complying with all applicable state requirements concerning public water supply systems including monitoring, sampling, construction permits, operation and maintenance, and limitations not covered by this document.

FACILITY ID SUMMARY

CRESTVIEW MOBILE HOME PARK

PWSID 8500605

Facility ID	Facility Name	Status									
Facility Type : Distribution System		Type Code : DS									
950	DISTRIBUTION SYSTEM	Active									
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Stage 2 DBPR Sample ID</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Status</th> </tr> </thead> <tbody> <tr> <td>DB01</td> <td>LOT #72 (HTL)</td> <td style="text-align: right;">Active</td> </tr> <tr> <td>DB02</td> <td>LOT #41 (HHL)</td> <td style="text-align: right;">Inactive</td> </tr> </tbody> </table>	Stage 2 DBPR Sample ID	Description	Status	DB01	LOT #72 (HTL)	Active	DB02	LOT #41 (HHL)	Inactive	
Stage 2 DBPR Sample ID	Description	Status									
DB01	LOT #72 (HTL)	Active									
DB02	LOT #41 (HHL)	Inactive									
951	DISTRIBUTION SYSTEM (2)	Inactive									
952	DISTRIBUTION SYSTEM (3)	Inactive									
Facility Type : Source/Entry Point		Type Code : SS									
01	S/EP FROM WELL #1 (1959)	Active									
Facility Type : Well		Type Code : WL									
WL01	WELL # 1 (1959) Well Tag ID: 1050090	Active									
Facility Type : Treatment Plant		Type Code : TP									
TP01	TREATMENT PLANT #1	Active									

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF STORY COUNTY, IOWA, BY ENACTING A NEW SECTION _____ THEREOF, FOR THE PURPOSE OF PROHIBITING THE USE OF ELECTRONIC SMOKING DEVICE IN PUBLIC PLACES; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the Story County Board of Supervisors for Story County, Iowa:

Section One. The _____ shall be and the same is hereby amended by enacting a new Section _____ as follows: _____ of Story County, Iowa.

“ _____ **USE OF ELECTRONIC SMOKING DEVICE PROHIBITED IN PUBLIC PLACES**

- (1) The use of an electronic smoking device is prohibited and a person shall not use such device in any of the following:
 - a. Public places.
 - b. All enclosed areas within places of employment including but not limited to work areas, private offices, conference and meeting rooms, classrooms, auditoriums, employee lounges and cafeterias, hallways, medical facilities, restrooms, elevators, stairways and stairwells, and vehicles owned, leased or provided by the employer.
- (2) In addition to the prohibitions specified in subsection 1, the use of an electronic smoking device is prohibited and a person shall not use such device in or on any of the following outdoor areas:
 - a. The seating areas of outdoor sports arenas, stadiums, amphitheaters, and other entertainment venues where members of the general public assemble to witness entertainment events.
 - b. Outdoor seating or serving areas of restaurants.
 - c. Public transit stations, platforms, and shelters under the authority of the city.
 - d. School grounds, including parking lots, athletic fields, playgrounds, tennis courts, and any other outdoor area under the control of a public or private educational facility, including inside any vehicle located on such school grounds.
 - e. The grounds of any public buildings owned, leased, or operated under the control of the city.
- (3) Definitions.
 - a. Electronic smoking device: means any product containing or delivering nicotine (e.g. Electronic Nicotine Delivery System, ENDS) or any other substance intended for human consumption that can be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor.
 - b. Public place: means an enclosed area to which the public is invited or in which the public is permitted, including common areas, and including but not limited to all of the following:
 - i. Financial institutions.
 - ii. Restaurants.
 - iii. Bars.
 - iv. Public and private educational facilities.

- v. Health care provider locations.
- vi. Hotel and motels.
- vii. Laundromats.
- viii. Public transportation facilities and conveyances under the authority of the city, including buses and taxicabs, and including the ticketing, boarding, and waiting areas of these facilities.
- ix. Aquariums, galleries, libraries, and museums.
- x. Retail food production and marketing establishments.
- xi. Retail service establishments.
- xii. Retail stores.
- xiii. Shopping malls.
- xiv. Entertainment venues including, but not limited to, theaters; concert halls; auditoriums and other facilities primarily used for exhibiting motion pictures, stage performances, lectures, musical recitals, and other similar performances; bingo facilities; and indoor arenas including sports arenas.
- xv. Polling places.
- xvi. Convention facilities and meeting rooms.
- xvii. Public buildings and vehicles owned, leased, or operated by or under the control of the city.
- xviii. Service lines.
- xix. Private clubs only when being used for a function to which the general public is invited.
- xx. Private residences only when used as a child care facility, a child care home, or health care provider location.
- xxi. Child care facilities and child care homes.
- xxii. Gambling structures, excursion gambling boats, and racetrack enclosures.
- xxiii. Any other place defined under “public places” in Chapter 142D of the Code of Iowa.

- (4) Notwithstanding any provision of this ordinance to the contrary, retail establishments which sell electronic smoking devices as their primary merchandise line are exempt from the use restrictions of this ordinance.
- (5) Violation of this section shall be a municipal infraction punishable by a penalty of \$100 for a person’s first violation thereof and \$200 for each repeat violation. Alternatively, violation of this section can be charged by a peace officer of the City as a simple misdemeanor.”

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____, 2016.

Classification and Compensation Policy

GENERAL POLICY

This policy is intended to provide Story County with a system for classifying and compensating its employees to support the recruitment, motivation, success and retention of qualified and productive employees based on the principles of fairness and equity.

SCOPE

This policy is applicable to the all Story County employees responsible to the Story County Board of Supervisors and not covered by a collective bargaining agreement; all Story County employees responsible to a county elected office holder with the exception of statutory deputies and assistant county attorneys employed under the provisions of Iowa Code 331.904 and employees covered by a collective bargaining agreement; and all employees not directly responsible to either the Board of Supervisors or an elected office holder and whose governing body and the Board of Supervisors has certified its applicability.

Classification Plan

Story County's current classification plan utilizes the SAFE job evaluation system adopted by the County in 2012. The SAFE job evaluation system considers factors such as level of work, physical demands, supervision exercised, training ability, experience required, human relations skills, working conditions/hazards and impact on end results to determine the placement on the classification grade schedule.

Human Resources is responsible for maintaining the job classification plan, including an analysis of the duties and responsibilities assigned to and the qualification required for each position. Department heads and Elected Officials shall cooperate with the Human Resources Department in maintaining an accurate and up-to-date job description for each regular position. New position descriptions or reclassification of existing position descriptions require approval of the Board of Supervisors. The addition of positions or reclassification of existing positions will normally be accomplished during the County's annual budget review. The Board of Supervisors may consider requests for addition of positions or reclassification of existing positions outside the annual budget review in its sole discretion in situations including but not limited to the following: where there is an increase in workload or unanticipated increase in the duties and responsibilities assigned to a given position, the requested change provides greater efficiency of operations, situation where there is a change in key personnel and a reorganization of the department or office is desired, or a situation resulting from a change in external funding.

Compensation Plan

Story County's compensation plan is designed to allow the County to recruit and retain qualified personnel. Human Resources is responsible for maintaining the County compensation plan and administering the pay practices and procedures established in this policy. This shall include periodic salary surveys of comparable position in other comparable organization and making recommendations concerning the pay plan to the Board of Supervisors for approval.

Story County's compensation plan will consist of a pay matrix for various positions as determined by the Board of Supervisors and a Compensation Schedule that includes grade and pay ranges for professional and management level positions as determined by the Board of Supervisors. The pay matrix and compensation schedule will be approved by the Board of Supervisors prior to the beginning for each fiscal year. In the event an employee's wage/salary shall fall below the minimum of the pay matrix or pay grade, the employee's pay will be increased to the minimum rate of pay.

Hourly pay rates for temporary and seasonal staff shall be established on an as-needed basis. The Human Resources department shall recommend appropriate pay rates for such positions in consultation with the hiring department or office. The Board of Supervisors shall approve the hourly pay rates for temporary and seasonal staff.

Entrance Wage/Salary

The wage/salary for a new non-bargaining employee will normally be established at the minimum of the salary range unless a new employee has credentials, experience or other relevant criteria to warrant a starting salary above the minimum. If the position is included on the pay matrix, the new employee may be initially placed on the matrix up to Step 3, with the approval of the Board of Supervisors. Salaries of professional and management level positions set at or above midpoint require approval from Human Resources and the Board of Supervisors. Recommendations for placement at or above mid-point will be considered when there are special labor market considerations or in recognition of a candidate's exceptional qualifications. Internal equity with current incumbents of the position, candidate qualifications, and relative success of the current and relevant prior recruitment history shall be used as determining factors for an individual's starting wage/salary.

Pay Increases

The ability of the County to provide wage/salary increases or adjustments for non-bargaining employees is subject to available resources. At its discretion, the Board may authorize one or a combination of the types of pay increases listed below for non-bargaining employees.

1. Across-the-board increases (cost-of-living increases) adjust the pay of all employees on an equal basis. This type of increase does not distinguish or recognize individual employees' performance.
2. Step Increases adjust the pay of employees based on the employee's anniversary date. Non-bargaining employees whose positions fall on the pay matrix will receive a step increase on their anniversary date with the County until the maximum step is reached. Performance evaluations shall be completed and submitted to Human Resources on or before an employee's anniversary date in order to process the step increase. Step increases will be effective the pay period following an employee's anniversary date. An employee, who is on a performance improvement plan due to unsatisfactory job performance or receives a "below average" rating on his/her performance evaluation, shall not be eligible for a step increase. If this situation occurs, the employee will be eligible for the step increase six (6) months after his/her anniversary date if at that time performance is satisfactory and the employee is no longer on a performance improvement plan.
3. Merit Increases are designed to reward competent and contributing employee performance and to provide the appropriate incentives for high employee productivity. Employees whose positions are classified as professional and management as listed on the compensation schedule will be eligible for merit increases on their anniversary date. Employees' whose positions are on a pay matrix that includes step increases, will not be eligible for merit increases. In determining the appropriate merit increase, the Department Head or Elected Official may consider such factors as the employee's performance evaluation, contributions to the overall effectiveness/efficiency of the department, completion of special projects, experience, skills, abilities, attendance, any verbal counseling or disciplinary action or any other factors he/she deems appropriate. An employee, who is on a performance improvement plan due to unsatisfactory job performance or receives a "below average" rating on his/her performance evaluation, shall not be eligible for a step increase. If this situation occurs, the employee will not be eligible for a merit increase during the current fiscal year. Performance evaluations shall be completed and submitted to Human Resources along with the merit increase recommendation form on or before an employee's anniversary date in order to process the information to submit to the Board of Supervisor's for their consideration to approve the merit increase. All recommendations for merit increases must be adequately documentation prior to being process by the Human Resources Department. Merit increases will be made effective the pay period following an employee's anniversary date. Merit increases will be award in .50% increments between 1% and 3%. The percentage range for merit increases is subject to Board approval during the budget review for each fiscal year. The Board of Supervisors has the ability to accept, lower or reject the recommended merit increase for an employee based on the documentation provided by the Department Head or Elected Official.

Transfers

When an employee is transferred from one position to another position within the same pay grade, he/she shall continue to receive the same pay rate.

Promotions

When an employee is promoted from a position in a lower pay grade to a different position in a higher pay grade, or his/her position is moved to a higher pay grade after re-evaluation, the employee shall receive a wage/salary increase of either five percent (5%) or the minimum rate established for the higher pay grade, whichever is greater. In the event that the promotion involves movement of two or more pay grade levels, the Board of Supervisors may, upon request and recommendation of the employing Department Head or Elected Official approve an increase greater than five percent (5%). If an employee is promoted from a position on the pay matrix to another position on the pay matrix, the employee will be placed at the step above the current pay of the position in which the employee is being promoted from.

Demotions

When an employee is demoted or voluntarily moves to a job that is graded lower than the previously held position, a pay decrease may occur. Consideration will be given to the reason for the change, the employee's work history and the difference between the employee's current rate of pay and the pay range of the grade to which the new position is assigned. If both positions fall on the pay matrix, the employee will be placed at the closest step compared to current pay. This step may be at or below the current pay, depending on the position to which the employee is being demoted.

Compensation for Acting or Interim Department Head Assignments

A non-bargaining employee whom is appointed as Acting or Interim Department Head by the Board of Supervisors shall receive an increase to the minimum pay for the position or 5%, whichever is greater during the appointment. The Acting or Interim Department Head shall be responsible for all duties and responsibilities of the regular Department Head position. The employee's salary/wage will return to the original rate once the appointment is complete.

Performance Management Policy

GENERAL POLICY

It is the policy of Story County to regularly evaluate the work performance of its employees and provide them with relevant feedback to assist employees in improving job effectiveness, identifying professional development needs and assist in achieving the County's goals and objectives.

SCOPE

This policy is applicable to the all Story County employees responsible to the Story County Board of Supervisors; all Story County employees responsible to a county elected office holder with the exception of statutory deputies and assistant county attorneys employed under the provisions of Iowa Code 331.904; and all employees not directly responsible to either the Board of Supervisors or an elected office holder and whose governing body and the Board of Supervisors has certified its applicability.

Whenever the provisions of this policy are in conflict with the Code of Iowa, or with a collectively-bargained agreement between the County and a certified bargaining unit, the provisions of the collectively-bargained agreement and/or the Code of Iowa will prevail.

Performance Appraisals

The written performance appraisal is designed to strengthen employee performance by providing feedback on performance, provide an opportunity to establish future goals and also provide management's expectation for employee performance. The performance appraisal is not to replace the daily feedback that occurs in the workplace but to provide an assessment of job skills and performance, identify areas of unsatisfactory job performance and needed improvement, provide recognition for above standard work performance and also provide communication between management and the employee which assist in creating a positive work environment.

Written performance appraisals will be completed at the end of an employee's probationary period, annually on the employee's anniversary date with the County and other times throughout the year if the need is warranted. Employees within their initial probationary period may be given an evaluation prior to the end of the probation to provide feedback on performance and areas of needed improvement.

Human Resources will notify supervisors each month regarding any evaluations that are due. The notification will include the employee, position and due date. Human Resources will maintain a follow-system to make sure that annual and probationary appraisals are received on time. Once the appraisal is received by Human Resources, a copy will be placed in the respective employee's personnel file. All information maintained by the Human Resources Department shall remain confidential. Training and a performance appraisal manual will be

provided to the supervisor in order to facilitate the process and ensure that all employees are treated fairly and equitably.

When an employee receives a “Below Standard” rating for one or more areas on a performance appraisal, the employee must take action to improve his or her performance, with the supervisor’s assistance. Such assistance may include, but is not limited to, additional on-the-job training, formal training, counseling, and/or close supervision. An employee who receives three or more “Below Standard” ratings will be placed on a performance improvement plan (PIP) and given a reasonable opportunity to improve.

Performance Improvement Plan

The Performance Improvement Plan “PIP” is designed to facilitate constructive discussion between a staff member and his or her supervisor. The plan clarifies work performance to be improved, expected outcomes and support and observations management will provide. An employee may be placed on a Performance Improvement Plan at any time during his or her employment when his or her performance does not meet standards. During the Performance Improvement Plan the employee will be monitored to assess if appropriate improvement is being made. Supervisors will work with Human Resources to develop an appropriate Performance Improvement Plan for the employee. This will ensure consistent and fair treatment of employees. The length of the Performance Improvement Plan does not guarantee employment. At any time during the Performance Improvement Plan in which the employee is not making progress or other issues arise, formal action may be taken. A copy of the Performance Improvement Plan will be placed in the respective employee’s personnel file. All information maintained by the Human Resources Department shall remain confidential.

Story County Compensation Schedule Effective 7/1/16-6/30/17

Department	Title	Grade	Hourly			Bi-weekly			Annual		
			Min	Mid	Max	Min	Mid	Max	Min	Mid	Max
Sheriff	Administrative Assistant/Budget Supervisor	8	21.18	26.48	31.77	1,694.40	2,118.40	2,541.60	44,060.37	55,075.46	66,090.55
Emergency Management	Deputy Emergency Management Coordinator	10	24.71	30.88	37.06	1,976.80	2,470.40	2,964.80	51,392.01	64,240.01	77,088.02
Facilities Management	Assistant Facilities Management Director	10	24.71	30.88	37.06	1,976.80	2,470.40	2,964.80	51,392.01	64,240.01	77,088.02
Conservation	Vegetation Management Biologist	10	24.71	30.88	37.06	1,976.80	2,470.40	2,964.80	51,392.01	64,240.01	77,088.02
Auditor	Assistant Auditor/Budget Manager	11	26.68	33.36	40.03	2,134.40	2,668.80	3,202.40	55,503.37	69,379.21	83,255.06
Veterans Affairs	Director of Veterans Affairs	11	26.68	33.36	40.03	2,134.40	2,668.80	3,202.40	55,503.37	69,379.21	83,255.06
Conservation	Environmental Education Coordinator	11	26.68	33.36	40.03	2,134.40	2,668.80	3,202.40	55,503.37	69,379.21	83,255.06
Attorney	Legal Executive Officer	11	26.68	33.36	40.03	2,134.40	2,668.80	3,202.40	55,503.37	69,379.21	83,255.06
Board of Supervisors	Human Resources Generalist	11	26.68	33.36	40.03	2,134.40	2,668.80	3,202.40	55,503.37	69,379.21	83,255.06
Animal Control	Animal Control Director	11	26.68	33.36	40.03	2,134.40	2,668.80	3,202.40	55,503.37	69,379.21	83,255.06
Engineering	Road Maintenance Superintendent	12	28.82	36.02	43.23	2,305.60	2,881.60	3,458.40	59,943.64	74,929.55	89,915.46
Information Technology	Network Administrator	12	28.82	36.02	43.23	2,305.60	2,881.60	3,458.40	59,943.64	74,929.55	89,915.46
Board of Supervisors	County Outreach and Special Projects Manager	12	28.82	36.02	43.23	2,305.60	2,881.60	3,458.40	59,943.64	74,929.55	89,915.46
Community Services	Assistant Director of Community Services	12	28.82	36.02	43.23	2,305.60	2,881.60	3,458.40	59,943.64	74,929.55	89,915.46
Emergency Management Agency	Emergency Management Coordinator	13	31.12	38.91	46.69	2,489.60	3,112.80	3,735.20	64,739.13	80,923.91	97,108.70
Environmental Health	Environmental Health Director	13	31.12	38.91	46.69	2,489.60	3,112.80	3,735.20	64,739.13	80,923.91	97,108.70
Planning and Development	Planning and Development Director	13	31.12	38.91	46.69	2,489.60	3,112.80	3,735.20	64,739.13	80,923.91	97,108.70
Engineering	Assistant County Engineer	14	33.61	42.02	50.42	2,688.80	3,361.60	4,033.60	69,918.26	87,397.83	104,877.39
Facilities Management	Facilities Management Director	14	33.61	42.02	50.42	2,688.80	3,361.60	4,033.60	69,918.26	87,397.83	104,877.39
Community Services	Community Services Director	14	33.61	42.02	50.42	2,688.80	3,361.60	4,033.60	69,918.26	87,397.83	104,877.39
Information Technology	Information Technology Director	15	36.30	45.38	54.46	2,904.00	3,630.40	4,356.80	75,511.72	94,389.65	113,267.59
Board of Supervisors	Director of Internal Operations and Human Resources	16	39.21	49.01	58.81	3,136.80	3,920.80	4,704.80	81,552.66	101,940.83	122,328.99
Board of Supervisors	Director of External Operations and County Services	16	39.21	49.01	58.81	3,136.80	3,920.80	4,704.80	81,552.66	101,940.83	122,328.99
Conservation	Director of Conservation	16	39.21	49.01	58.81	3,136.80	3,920.80	4,704.80	81,552.66	101,940.83	122,328.99
Engineering	County Engineer	17	42.34	52.93	63.52	3,387.20	4,234.40	5,081.60	88,076.87	110,096.09	132,115.31

Story County Non-Bargaining Pay Matrix (Effective July 1, 2016)

	<u>Start</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>
Administrative Assistant I	14.86	15.16	15.46	15.77	16.08	16.41	16.73	17.07	17.41	17.76	18.11
Animal Shelter Attendant	15.14	15.44	15.75	16.07	16.39	16.72	17.05	17.39	17.74	18.09	18.46
Fines Recovery and Licence Reinstatement Assistant	15.14	15.44	15.75	16.07	16.39	16.72	17.05	17.39	17.74	18.09	18.46
Administrative Assistant II	15.87	16.19	16.51	16.84	17.18	17.52	17.87	18.23	18.59	18.97	19.35
Assistant Animal Control Director (Animal Control Officer)	17.00	17.34	17.69	18.04	18.40	18.77	19.14	19.53	19.92	20.32	20.72
Legal Assistant I	17.00	17.34	17.69	18.04	18.40	18.77	19.14	19.53	19.92	20.32	20.72
Legal Assistant II	17.50	17.85	18.21	18.57	18.94	19.32	19.71	20.10	20.50	20.91	21.33
Legal Assistant III	19.00	19.38	19.77	20.16	20.57	20.98	21.40	21.83	22.26	22.71	23.16
Fines Recovery and Licence Reinstatement Coordinator	18.73	19.10	19.49	19.88	20.27	20.68	21.09	21.51	21.95	22.38	22.83
Service Coordinator	19.80	20.20	20.60	21.01	21.43	21.86	22.30	22.74	23.20	23.66	24.14
Environmental Health Specialist	22.79	23.25	23.71	24.18	24.67	25.16	25.67	26.18	26.70	27.24	27.78
Financial Data Manager	21.50	21.93	22.37	22.82	23.27	23.74	24.21	24.70	25.19	25.69	26.21
Park Ranger	22.00	22.44	22.89	23.35	23.81	24.29	24.78	25.27	25.78	26.29	26.82