

The Board of Supervisors met on 1/3/22 at 10:00 a.m. in the Story County Administration Building. Lisa Heddens, Latifah Faisal, and Linda Murken, with Heddens presiding. (all audio of meetings available at storycountyia.gov).
SPECIAL NOTE TO THE PUBLIC: this meeting is also being offered via Zoom.

ADOPTION OF AGENDA: Heddens stated the first proclamation on the agenda will be presented by George Belitsos at a later date. Faisal moved, Murken seconded adopting the agenda as presented. Motion carried unanimously (MCU) on a roll call vote.

ORGANIZATION OF THE BOARD: Murken moved, Heddens seconded to elect Latifah Faisal as Chairperson for calendar year 2022. Roll call vote. (MCU) Faisal moved, Heddens seconded to elect Linda Murken as Vice-Chairperson for calendar year 2022. Roll call vote. (MCU) Murken moved, Faisal seconded to set the 2022 schedule for regular Board meetings as Tuesdays at 10:00 a.m., with the option to modify as necessary. Roll call vote. (MCU) Murken moved, Faisal seconded to define a limited agenda as follows: no public hearings, no additional items, no agency or departmental reports, no other reports; the Chair has discretion to make exceptions. Roll call vote. (MCU)
PROCLAMATION RECOGNIZING JANUARY 2022 AS SLAVERY AND HUMAN TRAFFICKING PREVENTION MONTH: to be presented at a later date.

PROCLAMATION RECOGNIZING JANUARY 2022 AS SLAVERY AND HUMAN TRAFFICKING PREVENTION MONTH: The Board read the proclamation in full. Murken moved, Heddens seconded the approval of the Proclamation Recognizing January 2022 as Slavery and Human Trafficking Prevention Month. Roll call vote. (MCU)

MINUTES: 12/28/21 Minutes – Heddens moved, Murken seconded the approval of the 12/28/21 Minutes as presented. Roll call vote. (MCU)

PERSONNEL ACTIONS: 1) pay adjustment correction, effective 6/20/21 in a) Information Technology for Justin Tiernan @ \$24.27/hr; effective 1/16/22 for a) Facilities Management for Matthew Stark @ \$23.78/hr. Murken moved, Heddens seconded the approval of the Personnel Actions as presented. Roll call vote. (MCU)

CLAIMS: 1/6/22 Claims of \$ 400,272.74 (run date 12/29/21, 22 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from Central Iowa Drug Task Force (\$743.26), BooSt School Ready (\$2,545.00), Emergency Management (\$396.37), E911 (\$485.10), County Assessor (\$11,011.49), and Central Iowa Community Services (\$396,828.39). Heddens moved, Murken seconded the approval of Claims as presented. Roll call vote. (MCU)

Murken moved, Heddens seconded the approval of Consent Agenda as presented.

1. Appointment of Permanent Clerk to the Board of Supervisors for Calendar Year 2022 – Michelle Bellile
2. Appointment of Story County Weed Commissioner for Calendar Year 2022 – Joe Kooiker
3. The Designation of Official Legal Newspapers for Story County for Calendar Year 2022 – Ames Tribune, Nevada Journal, and the Tri-County Times
4. Resolution #22-44, Construction Evaluation Resolution, relating to the Construction of a Confinement Feeding Operation Structure
5. Renewal for TCM Software and Support Fees between Story County and Tyler Technologies, Inc., effective 2/1/22-1/31/23, for \$22,603.00
6. Appointment to the 2022 Condemnation Commission of the following:
 - a) Bankers, Auctioneers, and Appraisers – Lonny Flack, Nevada; Rick Schreier, Story City; Michelle Fullerton, Ames; Dave Whitaker, Ames; Edgar Christian, Story City; Tim Neubauer, Ames
 - b) Owners of City Property – Kurt Carlson, Story City; Josh Eaton, Nevada; Ben Weir, Colo; Mark Jackson, Story City; Stephen Mahoney, Gilbert; LeRoy Kester, Story City; Timothy Grandon, Ames
 - c) Licensed Real Estate Sales Person – Marc Olson, Nevada; Lisa Nady, Nevada; Matt Law, Huxley; Misty Metschke, Ames; Marian Olive, Story City; Ann Patterson, Nevada; Gina McAndrews, Ames; Adrian McMullen, Nevada
 - d) Owners or Operators of Agricultural Property – Heath Finch, Ames; Allen Armbrrecht, Colo; Al Hermanson, Story City; Dave Jensen, Nevada; Paul Mens, Maxwell; Jeff Anderson, Nevada

Roll call vote. (MCU)

APPOINTMENT OF SUPERVISORS AND EMPLOYEES AS REPRESENTATIVES FOR CALENDAR YEAR 2022:

Murken amended item #16 to add Leanne Harter as alternate.

1. Aging Resources of Central Iowa Board of Directors – Lisa Heddens; Latifah Faisal, alternate
2. Ames Area Metropolitan Planning Organization Transportation Policy Committee (TPC) – Linda Murken; Lisa Heddens, alternate
3. Ames Area Metropolitan Planning Organization Transportation Technical Committee (TTC) – Darren Moon; Tyler Sparks, alternate
4. Ames Economic Development Commission (AEDC) – Lisa Heddens; Linda Murken alternate
5. BooSt Together for Children Board (Boone and Story counties Early Childhood Iowa (ECI) Area Board) – Latifah Faisal
6. Central Iowa Community Services (CICS) (Regional Board) – Lisa Heddens; Latifah Faisal, alternate
7. Central Iowa Juvenile Detention Board – Latifah Faisal; Lisa Heddens, alternate
8. Central Iowa Regional Transportation Planning Alliance (CIRTPA) – Policy Committee – Linda Murken; Lisa Heddens, alternate
9. Central Iowa Regional Transportation Planning Alliance (CIRTPA) Technical - Committee - Darren Moon; Tyler Sparks, alternate
10. Central Iowa Workforce Development Region 11 CEO Board – Lisa Heddens
11. Central Iowa Regional Housing Authority Executive Committee (CIRHA) – Latifah Faisal
12. City of Ames Assessor's Mini-Board – Lisa Heddens; Linda Murken, alternate
13. Four Mile Creek Watershed Management Authority – Leanne Harter; Linda Murken, alternate
14. Headwaters of South Skunk Watershed Management Authority – Linda Murken
15. Heart of Iowa Regional Transit Agency (HIRTA) Board – Lisa Heddens; Latifah Faisal, alternate
16. Ioway Creek Watershed Management Authority – Linda Murken; Leanne Harter, alternate
17. Second Judicial District Department of Correctional Services Board – Linda Murken; Latifah Faisal, alternate

18. StoryComm Board of Directors – Linda Murken; Latifah Faisal, alternate
19. Story County 911 Service Board – Linda Murken; Latifah Faisal, alternate
20. Story County Board of Health (*ex officio*) – Lisa Heddens; Linda Murken, alternate
21. Story County Conservation Board (*ex officio*) – Linda Murken
22. Story County Courthouse Security Committee – Lisa Heddens
23. Story County De-categorization (DeCat) Board – Latifah Faisal; Lisa Heddens, alternate
24. Story County Emergency Management Commission – Linda Murken; Lisa Heddens, alternate
25. Story County Housing Trust Fund Board – Latifah Faisal

Heddens moved, Murken seconded the approval of Appointment of Supervisors and Employees as Representatives for Calendar Year 2022 as presented with noted amendment. Roll call vote. (MCU)

RESOLUTION #22-43, 2022 CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE

(CIRTPA) APPOINTMENTS: Murken moved, Heddens seconded the approval of Resolution #22-43, 2022 CIRTPA Appointments as presented. Roll call vote. (MCU)

DIRECTION ON CHAPTER 64 - AQUATIC FACILITY, AND RESOLUTION #22-47, SETTING THE DATE AND TIME FOR A PUBLIC HEARING FOR 1/18/22, FOR THE FIRST CONSIDERATION OF ORDINANCE NO. 301,

AQUATIC FACILITY: Kimberly Grandinetti, Environmental Health Director, reported on changes to the policy, and asked the Board to review and provide any questions. She provided an overview of the process, including meeting with stakeholders, its attendees, and positive feedback received. The Board of Health approves the updates. Discussion took place. Heddens moved, Murken seconded the approval of Resolution #22-47, Setting the Date and Time for a Public Hearing for 1/18/22, for the First Consideration of Ordinance No. 301, Aquatic Facility. Roll call vote. (MCU)

STORY COUNTY COVID-19 VACCINATION, TESTING AND FACE COVERING POLICY IN RESPONSE TO THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA)'S EMERGENCY TEMPORARY STANDARD (ETS) ON VACCINATION AND TESTING (29 CFR 1910.501) WITH SEVEN-DAY REVIEW WAIVED:

Alissa Wignall, Internal Operations and Human Resources Director, provided background information, an example from OSHA, and asked for questions. Discussion took place. The Board asked for explanation of edits. Wignall reported changes to isolation period based on change from the federal Centers for Disease Control (CDC), and sick leave provided to cover vaccination side effects. The Board went back through the policy to review changes. Additional discussion took place. Murken clarified the effective date. Faisal asked about testing availability. Wignall reported. Faisal read a statement from Recorder Stacie Herridge asking if the Board could hold a special meeting if needed to provide information about federal court action. Murken stated she plans to include it in her motion. Murken moved, Heddens seconded the approval of the Story County COVID-19 Vaccination, Testing, and Face Covering Policy with the changes noted to comply with OSHA's Emergency Temporary Standard on vaccination and testing, 29 CFR 1910.501. This policy will go into effect on 1/10/22 and will remain in effect until enforcement of the OSHA Emergency Temporary Standard is stayed or overturned by the pending action before the United States Supreme Court. Second by Heddens. Murken amended the motion to waive seven-day review, Heddens seconded. Roll call vote. (MCU)

LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS: All of the Board of Supervisors reported on items.

Heddens moved, Murken seconded to adjourn at 11:11 a.m. Roll call vote. (MCU)

**Story County Board of Supervisors
Meeting Agenda
Administration Building
900 6th St., Nevada, IA
1/3/22**

1. SPECIAL NOTE TO THE PUBLIC: This Meeting Is Also Being Offered Via Zoom.
Members of the public can participate by using the information below:

To join the zoom meeting by computer, tablet, smartphone:

Visit [HTTPS://WWW.ZOOM.US/](https://www.zoom.us/)

Click on "Join A Meeting" and use the Zoom Meeting ID 981 7092 0243 and Password 446094

To join the meeting by telephone:

Dial (312) 626-6799, then enter Webinar ID 981 7092 0243, Password 446094

Please visit WWW.STORYCOUNTYIOWA.GOV/92/BOARD-OF-SUPERVISORS

for more information on how to participate in meetings of the Story County Board of Supervisors.

2. CALL TO ORDER: 10:00 A.M.
3. PLEDGE OF ALLEGIANCE:
4. ADOPTION OF AGENDA:
5. PUBLIC COMMENT #1:
This comment period is for the public to address topics on today's agenda
6. ORGANIZATION OF THE BOARD:
1. Election of Officers
 2. Set day and time of regular meetings
7. Proclamation Recognizing January 2022 As Slavery And Human Trafficking Prevention Month - Dr. George Belitsos, Iowa Network Against Human Trafficking And Slavery

Department Submitting Board of Supervisors

Documents:

BELITSOS PROCLAMATION.PDF

8. Proclamation Recognizing January 2022 As Slavery And Human Trafficking Prevention Month - Story County Attorney's Office

Department Submitting Board of Supervisors

Documents:

SCAO PROCLAMATION.PDF

9. AGENCY REPORTS:

10. CONSIDERATION OF MINUTES:

I. 12/28/21 Minutes

Department Submitting Auditor

11. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1) pay adjustment correction, effective 6/20/21 in a)Information Technology for Justin Tieman @ \$24.27/hr; effective 1/16/22 for a)Facilities Management for Matthew Stark @ \$23.78/hr

Department Submitting HR

12. CONSIDERATION OF CLAIMS:

I. 1/6/22 Claims

Department Submitting Auditor

Documents:

CLAIMS 010622.PDF

13. CONSENT AGENDA:

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)

I. Consideration Of Appointment Of Permanent Clerk To The Board Of Supervisors For Calendar Year 2022 – Michelle Bellile

Department Submitting Auditor

Documents:

CLERK.PDF

II. Consideration Of Appointment Of Story County Weed Commissioner For Calendar Year 2022 - Joe Kooiker

Department Submitting Auditor

Documents:

NOTICE OF APPT.PDF

III. Consideration Of The Designation Of Official Legal Newspapers For Story County For Calendar Year 2022 – Ames Tribune, Nevada Journal, And The Tri-County Times

Department Submitting Auditor

Documents:

OFFICIAL PAPER.PDF

IV. Consideration Of Resolution #22-44, Construction Evaluation Resolution, Relating To The Construction Of A Confinement Feeding Operation Structure

Department Submitting Auditor

Documents:

CONSTRUCTION RESOLUTION.PDF

V. Consideration Of Renewal For TCM Software And Support Fees Between Story County And Tyler Technologies, Inc. Effective Dates 2/1/22 - 1/31/23 For \$22,603.00

Department Submitting Information Technology

Documents:

TYLER TCM.PDF

VI. Consideration Of Appointment For The 2022 Condemnation Commission For The Following:

(a) Bankers, Auctioneers, and Appraisers – Lonny Flack, Nevada; Rick Schreier, Story City; Michelle Fullerton, Ames; Dave Whitaker, Ames; Edgar Christian, Story City; Tim Neubauer, Ames

(b) Owners of City Property – Kurt Carlson, Story City; Josh Eaton, Nevada; Ben Weir, Colo; Mark Jackson, Story City; Stephen Mahoney, Gilbert; LeRoy Kester, Story City; Timothy Grandon, Ames

(c) Licensed Real Estate Sales Person – Marc Olson, Lisa Nady, Matt Law, Misty Metschke, Marian Olive, Ann Patterson, Gina McAndrews, Adrian McMullen

(d) Owners or Operators of Agricultural Property – Heath Finch, Ames; Allen Armbrecht, Colo; Al Hermanson, Story City; Dave Jensen, Nevada; Paul Mens, Maxwell; Jeff Anderson, Nevada

Department Submitting Auditor

Documents:

2022 CONDEMNATION COMMISSION.PDF

14. PUBLIC HEARING ITEMS:

15. ADDITIONAL ITEMS:

I. Discussion And Consideration Of Appointment Of Supervisors As Representatives For

Calendar Year 2022 To:

Appointment of Supervisors and Designees as Representatives for Calendar Year 2022 for the Following:

1. Aging Resources of Central Iowa Board of Directors – Lisa Heddens; Latifah Faisal, alternate
2. Ames Area Metropolitan Planning Organization Transportation Policy Committee (TPC) – Linda Murken; Lisa Heddens, alternate
3. Ames Area Metropolitan Planning Organization Transportation Technical Committee (TTC) – Darren Moon; Tyler Sparks, alternate
4. Ames Economic Development Commission (AEDC) –Lisa Heddens, Linda Murken alternate
5. BooST Together for Children Board (Boone and Story counties Early Childhood Iowa (ECI) Area Board) – Latifah Faisal
6. Central Iowa Community Services (Regional Board) – Lisa Heddens; Latifah Faisal, alternate
7. Central Iowa Juvenile Detention Board – Latifah Faisal; Lisa Heddens, alternate
8. Central Iowa Regional Transportation Planning Alliance (CIRTPA) - Policy Committee – Linda Murken; Lisa Heddens, alternate
9. Central Iowa Regional Transportation Planning Alliance (CIRTPA) Technical - Committee - Darren Moon; Tyler Sparks, alternate
10. Central Iowa Workforce Development Region 11 CEO Board – Lisa Heddens
11. Central Iowa Regional Housing Authority Executive Committee (CIRHA) – Latifah Faisal
12. City of Ames Assessor' s Mini-Board- Lisa Heddens; Linda Murken, alternate
13. Four Mile Creek Watershed Management Authority: Leanne Harter; Linda Murken, alternate
14. Headwaters of South Skunk Watershed Management Authority – Linda Murken
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17. Second Judicial District Department of Correctional Services Board – Linda Murken; Latifah Faisal, alternate

18. StoryComm Board of Directors – Linda Murken; Latifah Faisal, alternate
19. Story County 911 Service Board – Linda Murken; Latifah Faisal, alternate
20. Story County Board of Health (ex-officio) – Lisa Heddens; Linda Murken, alternate
21. Story County Conservation Board (ex-officio) – Linda Murken
22. Story County Courthouse Security Committee – Lisa Heddens
23. Story County De-categorization (DeCat) Board – Latifah Faisal: Lisa Heddens, alternate
24. Story County Emergency Management Commission – Linda Murken; Lisa Heddens, alternate
25. Story County Housing Trust Fund Board – Latifah Faisal

Department Submitting Auditor

Documents:

2022 BOARDS AND COMMISSIONS.PDF

II. Consideration Of Resolution #22-43, 2022 Central Iowa Regional Transportation Planning Alliance Appointments

Department Submitting Auditor

Documents:

CIRPTA.PDF

III. Discussion And Consideration Of Direction On Chapter 64 - Aquatic Facility, And Resolution #22-47, Setting The Date And Time For A Public Hearing For January 18, 2022, For The First Consideration Of Ordinance No. 301, Aquatic Facility - Kimberly Grandinetti

Department Submitting Environmental Health

Documents:

RESOLUTION 22 47.PDF
CHAPTER 64.PDF

IV. Discussion And Consideration Of Story County COVID-19 Vaccination, Testing And Face Covering Policy In Response To OSHA's Emergency Temporary Standard On Vaccination And Testing (29 CFR 1910.501) 7 Day Review Waived - Alissa Wignall

Department Submitting Human Resources

Documents:

COVID VACCINATION AND TESTING POLICY DRAFT.PDF

16. DEPARTMENTAL REPORTS:

17. OTHER REPORTS:

18. UPCOMING AGENDA ITEMS:

19. PUBLIC FORUM #2:

Comments from the Public on Items not on this Agenda. The Board may not take any Action on the Comments due to the Requirements of the Open Meetings Law, but May Do So In the Future.

20. LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:

21. 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 Supervisors
Agenda
1/3/22

NAME

ADDRESS

Nicole Norton
Melissa Elvert
Sandra

SCAD
SCAD
BOS

PROCLAMATION

National Slavery and Human Trafficking Prevention Month

January 2022

WHEREAS, Human Trafficking is a form of modern-day slavery. Victims of Human Trafficking are subjected to force, fraud, or coercion, for the purpose of commercial sex acts and/or forced labor; and

WHEREAS, Human Trafficking is occurring throughout the world and is commonly regarded as one of the most pressing human rights issues of our time; and

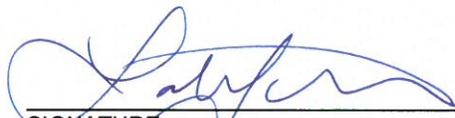
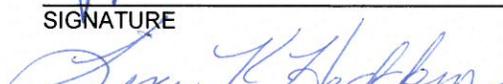
WHEREAS, Human Trafficking affects every community in the United States and is not limited by age, gender, ethnicity, or socio-economic backgrounds; and

WHEREAS, Human Trafficking goes against basic human rights and there is a vital need to eradicate this crime; and

WHEREAS, Law enforcement, federal and state agencies, nonprofits, social service providers, private industry and non-governmental organizations, are working to end Human Trafficking in the United States; and

WHEREAS, Story County has developed the Story County Human Trafficking Response Team in an effort to address and eliminate Human Trafficking in our county, and the members strive to protect the citizens of this county from Human Trafficking; and

NOW, THEREFORE, BE IT RESOLVED THAT We, the Story County Board of Supervisors, do hereby proclaim January 2022 as National Slavery and Human Trafficking Prevention Month and encourage all citizens of Story County to stand with the Story County Human Trafficking Response team and all other organizations whose mission it is to end Modern-Day Slavery & Exploitation in Iowa and the United States.

 SIGNATURE	<u>1-3-22</u> DATE
 SIGNATURE	<u>1/3/22</u> DATE
 SIGNATURE	<u>1-3-22</u> DATE



NOTICE OF APPOINTMENT

PERSON APPOINTED: Michelle Bellile

BOARD COMMISSION OR COMMITTEE APPOINTED TO:
Permanent Clerk

LENGTH OF TERM: 1 year

(IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHOSE TERM? _____

WHO NEEDS TO BE NOTIFIED? Auditor

DATE APPOINTED: 1/3/22

DATE TERM EXPIRES: 12/31/22

APPROVED **DENIED**
300-1 Member Initials: [Signature]
Meeting Date: 1.3.22
Follow-up action: _____

NOTICE OF APPOINTMENT

PERSON APPOINTED: Joe Kooiker

BOARD COMMISSION OR COMMITTEE APPOINTED TO:
Weed Commissioner

LENGTH OF TERM: 1 year

(IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHOSE TERM? _____

WHO NEEDS TO BE NOTIFIED? Board of Supervisors

DATE APPOINTED: 1/3/22

DATE TERM EXPIRES: 12/31/22

APPROVED **DENIED**
Board Member Initials: [Signature]
Meeting Date: 1.3.22
Follow-up action: _____

NOTICE OF APPOINTMENT

PERSON APPOINTED: Official Newspapers

BOARD COMMISSION OR COMMITTEE APPOINTED TO:

Ames Tribune, Nevada Journal, Tri-County Times

LENGTH OF TERM: 1 year

(IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHOSE TERM? _____

WHO NEEDS TO BE NOTIFIED? Board of Supervisors

DATE APPOINTED: 1/3/22

DATE TERM EXPIRES: 12/31/22

APPROVED **DENIED**

Board Member Initials: [Signature]

Meeting Date: 1-3-22

Follow-up action: _____

**RESOLUTION # 22-44
CONSTRUCTION EVALUATION RESOLUTION**

WHEREAS, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a "construction evaluation resolution" relating to the construction of a confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

WHEREAS, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR's decision regarding a specific application; and

WHEREAS, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2022 and January 31, 2023 and submit an adopted recommendation regarding that application to the DNR; and

WHEREAS, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board's recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF STORY COUNTY that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

Dated this 3th day of January 2022.


Chairperson, Board of Supervisors

Attest: 
County Auditor

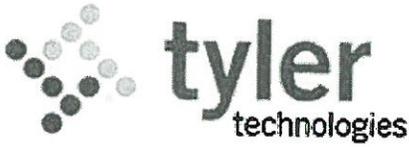
ROLL CALL	Latifah Faisal	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
FOR ALLOWANCE	Lisa Heddens	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	Linda Murken	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE
OF BOARD

Yea 3 Nay 0 Absent 0


CHAIRPERSON

Above tabulation made by 



Remittance:
 Tyler Technologies, Inc
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-361000	01/01/2022	1 of 1

Questions:
 Tyler Technologies- Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Email: ar@tylertech.com



Bill To: Story County
 Attn: Director Information Technology
 900 6th Street
 Nevada, IA 50201

Ship To: Story County
 Attn: Director Information Technology
 900 6th Street
 Nevada, IA 50201

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
44700 - MAIN - MAIN	149388		USD	NET30	01/31/2022

Date	Description	Units	Rate	Extended Price
Contract No.: Story County IA				
	Subscription Fees - TCM	1	22,603.35	22,603.35
Maintenance: Start: 01/Feb/2022, End: 31/Jan/2023				

APPROVED **DENIED**
 Board Member Initials: *[Signature]*
 Meeting Date: 1-3-22
 Follow-up action: _____

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	22,603.35
Sales Tax	0.00
Invoice Total	22,603.35

2022 Condemnation Commission

(a) Bankers, Auctioneers, and Appraisers – Lonny Flack, Nevada; Rick Schreier, Story City; Michelle Fullerton, Ames; Dave Whitaker, Ames; Edgar Christian, Story City; Tim Neubauer, Ames

(b) Owners of City Property – Kurt Carlson, Story City; Josh Eaton, Nevada; Ben Weir, Colo; Mark Jackson, Story City; Stephen Mahoney, Gilbert; LeRoy Kester, Story City; Timothy Grandon, Ames

(c) Licensed Real Estate Sales Person – Marc Olson, Nevada; Lisa Nady, Nevada; Matt Law, Huxley; Misty Metschke, Ames; Marian Olive, Story City; Ann Patterson, Nevada; Gina McAndrews, Ames; Adrian McMullen, Nevada

(d) Owners or Operators of Agricultural Property – Heath Finch, Ames; Allen Armbrecht, Colo; Al Hermanson, Story City; Dave Jensen, Nevada; Paul Mens, Maxwell; Jeff Anderson, Nevada

Appointment of Supervisors and Designees as Representatives for Calendar Year 2022 for the Following:

1. Aging Resources of Central Iowa Board of Directors – Lisa Heddens; Latifah Faisal, alternate
2. Ames Area Metropolitan Planning Organization Transportation Policy Committee (TPC) – Linda Murken; Lisa Heddens, alternate
3. Ames Area Metropolitan Planning Organization Transportation Technical Committee (TTC) – Darren Moon; Tyler Sparks, alternate
4. Ames Economic Development Commission (AEDC) –Lisa Heddens, Linda Murken alternate
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9. Central Iowa Regional Transportation Planning Alliance (CIRTPA) Technical - Committee - Darren Moon; Tyler Sparks, alternate
10. Central Iowa Workforce Development Region 11 CEO Board – Lisa Heddens
11. Central Iowa Regional Housing Authority Executive Committee (CIRHA) – Latifah Faisal
12. City of Ames Assessor’ s Mini-Board- Lisa Heddens; Linda Murken, alternate
13. Four Mile Creek Watershed Management Authority: Leanne Harter; Linda Murken, alternate
14. Headwaters of South Skunk Watershed Management Authority – Linda Murken
15. Heart of Iowa Regional Transit Agency (HIRTA) Board – Lisa Heddens; Latifah Faisal, alternate
16. Ioway Creek Watershed Management Authority – Linda Murken; *Leanne Harter, alternate*
17. Second Judicial District Department of Correctional Services Board – Linda Murken; Latifah Faisal, alternate
18. StoryComm Board of Directors – Linda Murken; Latifah Faisal, alternate
19. Story County 911 Service Board – Linda Murken; Latifah Faisal, alternate
20. Story County Board of Health (ex-officio) – Lisa Heddens; Linda Murken, alternate
21. Story County Conservation Board (ex-officio) – Linda Murken
22. Story County Courthouse Security Committee – Lisa Heddens
23. Story County De-categorization (DeCat) Board – Latifah Faisal: Lisa Heddens, alternate
24. Story County Emergency Management Commission – Linda Murken; Lisa Heddens, alternate
25. Story County Housing Trust Fund Board – Latifah Faisal

date: 1/03/22

APPROVED **DENIED**
Board Member Initials: *LF*
Meeting Date: 1.3.22
Follow-up action: _____

DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER
Prepared by Kimberly Grandinetti, Environmental Health Department, 900 6th Street, Nevada, Iowa 50201 515-382-7240

**STORY COUNTY IOWA
RESOLUTION OF THE BOARD OF SUPERVISORS
RESOLUTION NUMBER 22-47**

SETTING DATE AND TIME FOR PUBLIC HEARING FOR JANUARY 18, 2022 AT 10:00 am FOR FIRST CONSIDERATION OF ORDINANCE NO. 301 PERTAINING TO, ADDING DEFINITIONS, REQUIRING CARBON MONOXIDE DETECTORS AT FACILITIES UTILIZING FUEL BURNING APPLIANCES AS PART OF THE AQUATIC EQUIPMENT; REQUIRING DESIGNATED SIGNEE WITH NOTIFICATION TO INSPECTION AGENCY USING FORM 64-19-001; POSTING OF INSPECTION AGENCY CONTACT INFORMATION; POSTING OF WATER TEST RESULTS; REQUIRING DESIGNATED CERTIFIED OPERATOR IN CHARGE; REQUIRING NOTIFICATION OF CHANGE IN CERTIFIED OPERATOR IN CHARGE; REQUIRING RESPONSIBLE PERSONS TRAINED ANNUALLY BY CERTIFIED OPERATOR IN CHARGE AND RETENTION OF TRAINING RECORDS; REQUIRING USE OF DAILY PRE-OPENING INSPECTION CHECKLIST FORM 64-19-002; DETERMINES FREQUENCY OF INSPECTIONS; SETS INSPECTION FEES; ALLOWS FOR PUBLICATION OF INSPECTION REPORTS; REQUIREMENTS FOR CORRECTIVE ACTION PLANS; CLOSURE SIGN REQUIREMENTS; CONDITIONS REQUIRING CLOSURE FOR VIOLATIONS, AND SETTING AN EFFECTIVE DATE OF FEBRUARY 11, 2022,

WHEREAS, the Board of Supervisors approved the *Code of Ordinances of Story County, Iowa*, on May 29, 2018;

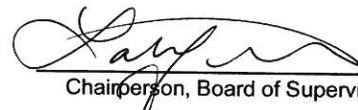
AND WHEREAS, Section 1.11 (2)(A), a proposed ordinance shall be considered and receive a favorable vote for passage in accordance with Section 331.302 (6) of the Code of Iowa, as amended;

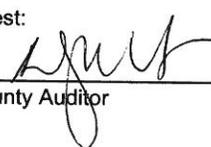
AND WHEREAS, Section 1.11 (2)(B) the title of the proposed ordinance shall be published in accordance with Section 331.305 of the *Code of Iowa*, as amended, prior to its first consideration by the Board. Copies of the full text of the ordinance shall be made available to the public at the time of publication at the office of the County Auditor, and the published notice shall specify where such copies may be obtained;

AND WHEREAS, the Story County Board of Health has recommended adding Chapter 64, Aquatic Facility to the Board of Supervisors for consideration;

NOW THEREFORE BE IT RESOLVED that a public hearing date on this matter be held on the proposed Ordinance No. 301 on the 18th of January 18, 2022 at 10:00 AM. The Board of Supervisors directs the Environmental Health Department staff to place copies of the full text of the ordinance with the Office of the County Auditor, and to post an electronic copy to the Environmental Health Department's website.

Dated this 3rd day of January 2022.


Chairperson, Board of Supervisors

Attest:

County Auditor

ROLL CALL
FOR ALLOWANCE

<u>Latifah Faisal</u>	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
<u>Lisa Heddens</u>	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
<u>Linda Murken</u>	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE
OF BOARD

Yea	<u>3</u>	Nay	<u>0</u>	Absent	<u>0</u>
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CHAIRPERSON  Above tabulation made by 

CHAPTER 64

AQUATIC FACILITY

64.01 Purpose	64.08 Aquatic Facility Personnel
64.02 Applicability	64.09 Daily Pre-Opening Inspection Checklist
64.03 Adoption of State Code	64.10 Inspections
64.04 Inspection Agency	64.11 Violations and Corrective Measures
64.05 Additional Rules	64.12 Enforcement
64.06 Terms Used	64.13 Severability Clause
64.07 Facility Requirements	

64.01 PURPOSE. The purpose of this chapter is to safeguard public health by supplementing *Iowa Administrative Code (IAC) 641-15(135I)*.

64.02 APPLICABILITY. The provisions contained herein apply to all Aquatic Facilities within the geographical boundaries of Story County, Iowa and applicable to *IAC 641-15.1(1)* and excluding those defined in *IAC 641-15.1(2)*. Rules in this chapter shall apply to new and existing Aquatic Facilities unless otherwise noted. Existing Aquatic Facilities shall comply on or before March 1, 2022.

64.03 ADOPTION OF STATE CODE. Pursuant to Chapter 137 of the *Code of Iowa*, the Story County Board of Health adopts in its entirety, by reference, the following Iowa Administrative Code Chapter: *641 IAC 15(135I) – SWIMMING POOLS AND SPAS*.

64.04 INSPECTION AGENCY. Inspection Agency is designated in accordance with agreements executed by Iowa Department of Public Health pursuant to the authority of Iowa Code Chapters 28E and 135I.

64.05 ADDITIONAL RULES. Pursuant to Section 137.104 of the *Code of Iowa*, the Board of Health adopts the additional rules contained in this chapter regulating aquatic facilities.

64.06 TERMS USED. Terms used with specific meanings in this chapter:

1. **AQUATIC FACILITY** means a physical place that contains one or more aquatic venue and support infrastructure.
2. **AQUATIC VENUE** means an artificially constructed structure or modified natural structure where the general public is exposed to water intended for recreational or therapeutic purpose and where the primary intended use is not watering livestock, irrigation, water storage, fishing, or habitat for aquatic life. Such structures do not necessarily contain standing water, so water exposure may occur via contact, ingestion, or aerosolization. Examples include, but are not limited to; swimming pools, wave pools, lazy rivers, surf pools, spas (including spa pools and hot tubs), therapy pools, waterslide landing pools, spray pads, and other interactive aquatic venues.

3. **CERTIFIED, LISTED, AND LABELED** means equipment, materials, products, or services included in a list published by an ANSI accredited certification organization where said equipment, material, product, or service is evaluated against specific criteria and whose listing either states that it meets identified standards or has been tested and found suitable for a specified purpose. In sections of this code where equipment, materials, products, or services are referred to with terms such as "approved", "verified" or similar terms to a referenced standard, these terms also mean "certified, listed, and labeled."
4. **CERTIFIED OPERATOR IN CHARGE** means a person that meets the requirements pursuant to *IAC 641-15.11* and is responsible for the operations and maintenance of the water quality systems and associated infrastructure of the aquatic facility.
5. **CORRECTIVE ACTION PLAN** means a written response to violations noted during an inspection that shall include actions taken to remediate each violation including the date completed or date remediation will be completed by.
6. **IDPH** means the Iowa Department of Public Health.
7. **IMMINENT HEALTH HAZARD** means a significant threat or danger to health that is considered to exist when there is evidence sufficient to show that a product, practice, circumstance, or event creates a situation that requires immediate correction or cessation of operation to prevent injury based on the number of potential injuries and the nature, severity, and duration of the anticipated injury or illness.
8. **OWNER** means the contact person the facility provides to the IDPH during annual registration. This contact information is then forwarded on to the Inspection Agency by IDPH.
9. **RESPONSIBLE PERSON** means an individual on-site, other than the Certified Operator in Charge, that is responsible for aquatic facility operations and is trained in accordance with Chapter 64, Section 08(2), of the Story County Code of Ordinances as described herein.
10. **SERIOUS DEFICIENCY** means an imminent health hazard that was cited, unavailability of the Certified Operator in Charge, failure to comply with the Corrective Action Plan, and repetitive violations of this Chapter.
11. **VGB** refers to the Virginia Graeme Baker Pool and Spa Safety Act.

64.07 FACILITY REQUIREMENTS

1. **CARBON MONOXIDE DETECTORS.** An aquatic facility utilizing fuel burning appliances shall have carbon monoxide detectors with local alarming, certified, listed, and labeled in accordance with UL 2075, in the room with the appliance and all rooms that are immediately adjacent to the space containing fuel burning appliances or vents carrying the products of combustion. Date of installation shall be labeled and visible without removal of detector. Carbon monoxide detector shall be replaced every 2 years or before if required by manufacturer's recommendations.

2. **NOTIFICATION OF DESIGNATED SIGNEE.** Aquatic facilities shall designate a person or persons the Inspection Agency is authorized to send official correspondence to on behalf of the facility owner. Form 69-19-001 shall be completed and submitted to the Inspection Agency on an annual basis. For Year-round operating facilities between January 1st and January 15th of each year; for seasonal operating facilities between May 1st and no later than 7 days prior to opening for the season of each year. Any change to the submitted information shall be submitted to the Inspection Agency within 10 days of the change.

3. **SIGNAGE.**
 - a. **INSPECTION AGENCY PLACARD.** Placard(s) shall be conspicuously posted on a permanent, water proof, and durable placard in a location where it is readily observable by the patrons in the aquatic facility or venue. The placard shall include the name and contact information of the Inspection Agency.

 - b. **POSTING OF WATER TEST RESULTS.** The Inspection Agency may require an aquatic facility to post the previous and most recent water test results. The Inspection Agency shall notify the designated signee of this requirement in writing at least 10 days before the posting is to be displayed for the first time.

Posting shall including the date and time of day tested, for each aquatic venue as specified in *IAC 641-15.4(2)e 1-2* for pools and *IAC 641-15.51(2)e 1-2* for spas; shall be legibly and conspicuously posted on a permanent, water proof, and durable placard in a location where it is readily observable by the patrons. The minimum and maximum standards for these parameters, as specified in Table A for pools and Table B for spas shall be included on the placard.

Table A (Pools)			
	Free Chlorine (ppm)	Total Bromine (ppm)	pH
Preferred range	1.0-8.0	2.0-18.0	7.2-7.8
Closure required if below:	0.6	1.0	6.9
Closure required if above:	8.0	18.0	8.2

Table B (Spas)			
	Free Chlorine (ppm)	Total Bromine (ppm)	pH
Preferred range	2.0-8.0	4.0-18.0	7.2-7.8
Closure required if below:	1.0	2.0	6.9
Closure required if above:	8.0	18.0	8.2

64.08 AQUATIC FACILITY PERSONNEL

1. **CERTIFIED OPERATOR IN CHARGE.** Must be reasonably available whenever the pool is in use at the aquatic facility. An aquatic facility is not limited to a single Certified Operator in Charge.
 - a. **TRAINING OF PERSONNEL.** The Certified Operator in Charge of the aquatic facility shall train any staff member that will be responsible for the operation and maintenance of the aquatic facility in the absence of the Certified Operator in Charge, or whenever any portion of the operations and maintenance of the aquatic facility are performed as part of their duties in lieu of the Certified Person in Charge.
 - b. **NOTIFICATION OF CHANGE.** Aquatic Facilities shall provide the Inspection Agency with information on the Certified Operator in Charge. This information must include the name of the Certified Operator in Charge, current contact information, and a copy of their Certified Pool/Spa Operator Certificate. Notification of change shall be submitted within 10 days.
2. **RESPONSIBLE PERSON.** Only a Responsible Person shall be allowed to perform operational tasks for the aquatic facility after receiving training from the Certified Operator in Charge.
 - a. **TRAINING FOR RESPONSIBLE PERSONS.** Each Responsible Person must be trained in accordance with this section. A review of training shall be conducted annually by the Certified Operator in Charge for each Responsible Person. Training shall ensure that the Responsible Person:
 - Be capable of testing and recording the required water quality parameters;

- Knows how to make adjustments, as needed, to maintain required water quality parameters;
- Knows general maintenance procedures as required by daily operational verifications or adjustments;
- Knows emergency procedures;
- Be capable of conducting the pre-opening checklist form;
- Familiar with pump, filter and chemical feed equipment;
- Be capable of draining / cleaning spa;
- Knows the contamination response;
- Knows when an aquatic facility or individual aquatic venue should be closed; and
- Knows how and when to contact the Certified Operator in Charge.

b. TRAINING RECORDS. Training records shall be maintained and available for inspection by Inspection Agency upon request. The Certified Operator in Charge shall record the name for each Responsible Person and date training occurred.

64.09 DAILY PRE-OPENING INSPECTION CHECKLIST. The Certified Operator in Charge or Responsible Person shall ensure the daily pre-opening inspection checklist is completed and signed before opening for the day. Aquatic facility shall use Form 64-19-002 developed by Story County Environmental Health. Forms shall be kept for one year and available for inspection by the Inspection Agency.

64.10 INSPECTIONS. In accordance with the 28E agreement inspections of all aquatic facilities shall be conducted by the Inspection Agency to determine compliance with *IAC 641-15*.

1. FREQUENCY OF INSPECTION IS DETERMINED AS FOLLOWS:

- a. PERIODIC / ROUTINE INSPECTION.** All operating facilities shall be inspected at minimum one time per year. Seasonal pools should be inspected within the first month of operation. The Inspection Agency may increase the periodic inspection if serious deficiencies were identified during previous inspections. The periodic inspection frequency may be increased to a maximum of four times per year. The inspection frequency shall return to an annual basis after three successive inspections with no serious deficiencies.
- b. SPECIAL INSPECTION.** When the Inspection Agency determines an inspection is required in addition to a periodic (routine) inspection. Examples of where a special inspection will be necessary include, but are not limited to:
- Follow up / Re-inspection to a previous inspection to assure that the appropriate corrective action has been completed as indicated;
 - In response to a complaint regarding the facility or venue;
 - In response to a report of a recreational water illness (RWI);

- In response to a report of a chemical injury / exposure;
- In response to a reportable incident;
- In response to a request from a federal, state, or local agency;
- Other immediate public health concerns;
- To verify that construction or reconstruction is complete and that the property is ready for a pre-open inspection upon request from IDPH based on unique circumstances.

c. **INITIAL ROUTINE INSPECTION.** Once IDPH has officially approved and opened a new facility or venue and notified the Inspection Agency the first routine inspection will be conducted within 30 days.

2. INSPECTION FEES.

- a. **PERIODIC / ROUTINE INSPECTION FEES.** Inspection fees are as prescribed in *IAC 641-15.12(3)*.
- b. **SPECIAL INSPECTION FEES.** Special inspection fees will be billed pursuant to *IAC 641-15.12(3)c* and as set forth annually by the Story County Board of Health.

3. PUBLICATION OF INSPECTION REPORTS. Inspection Agency may publish or post on the web or other source the reports of aquatic facility inspections.

64.11 VIOLATIONS AND CORRECTIVE MEASURES

1. CORRECTIVE ACTION PLAN. In accordance with *IAC 641-15.6(2)a(4)*, a Corrective Action Plan is required for all violations noted during inspections.

- a. **SUBMISSION DATE.** The corrective action plan shall be submitted to the Inspection Agency on or before the due date listed on the Inspection Report.
- b. **CORRECTIVE ACTIONS.** Corrective actions shall be completed by the dates prescribed in the approved Corrective Action Plan.
- c. **FAILURE TO SUBMIT OR COMPLY.** The Inspection Agency may require the closure of an Aquatic Facility for failure to submit a Corrective Action Plan within the timeframe set forth in the inspection report or failure to comply with appropriate corrective action measures identified in the submitted Corrective Action Plan.

2. VIOLATIONS REQUIRING IMMEDIATE CORRECTION OR CLOSURE. The Board of Health authorizes the Inspection Agency to immediately close the aquatic facility or individual aquatic venue whenever serious deficiencies or imminent health hazard violations are found and cannot be corrected at the time of inspection until the violations are corrected and the Inspection Agency has given authority to reopen. Immediate correction or closure is required, but not limited to, the following violations:

- Failure to provide supervision and staffing of the aquatic facility or aquatic venue including, but not limited to; Certified Operator in Charge, Responsible Person, or required lifeguard staffing;
- Noncompliance with VGB requirements;
- Aquatic venue bottom not visible;
- Absence of all required lifesaving equipment;
- Total absence of or improper depth markings at an aquatic venue;
- Failure to provide and maintain an enclosure or barrier to inhibit unauthorized access to the aquatic facility or aquatic venue when required;
- Failure to maintain an emergency lighting source;
- Broken, unsecured, or missing main drain grate or any submerged suction outlet grate in the aquatic venue;
- Unprotected overhead electrical wires within 20 feet horizontally of the aquatic venue;
- Non GFCI protected electrical receptacles within 20 feet of the inside wall of the aquatic venue;
- Use of an unapproved or contaminated water supply source for potable water use;
- Plumbing cross-connections between the drinking water supply and aquatic venue water or between sewage system and the aquatic venue including filter backwash facilities;
- A positive check sample (bacteria);
- Disinfection levels above or below that required for operation as prescribed in *IAC 641-15.4(2)a* and *IAC 642-15.51(2)a*;
- pH level below 6.9 OR above 8.2;
- Failure to continuously operate the aquatic venue filtration and disinfection equipment;
- Use of unapproved chemicals or the application of chemicals by unapproved methods to the aquatic venue water;
- Water temperature exceeding 104°F;
- Failing to submit the Corrective Action Plan within the timeframe set forth in the inspection report; or
- At the discretion of the Inspection Agency, for failure of the facility to comply with appropriate corrective action measures identified in the submitted Corrective Action Plan.

3. CLOSURE SIGN REQUIREMENTS. Whenever an aquatic facility or individual aquatic venue is closed due to an imminent health hazard violation, closure signage shall be posted. The signage shall include the following information: facility or venue closed, date of closure, reason for closure, and signatures of both the Inspector and Operator in Charge or Responsible Person. The following text shall also be included, "*Concealment, mutilation, alteration, or removal of this placard by any person without permission of [INSPECTION AGENCY] shall constitute a violation of Story County Code of Ordinances.*" This sign shall

not be removed until the Inspection Agency removes the sign or provides documentation to the facility that it can be removed.

64.12 ENFORCEMENT.

CIVIL CITATIONS. Violations of this chapter resulting in a county infraction shall be issued as provided herein and Chapter 3, Section 02, of the Story County Code of Ordinances.

- a. Any employee of the Inspection Agency shall be authorized to issue a citation.
- b. Citation shall contain all information as required by State law, including:
 - Name and address of owner;
 - Description of the infraction attested to by the authorized employee issuing the citation;
 - Amount of civil penalty to be assessed or alternate relief sought, or both;
 - Time and place of court appearance; and
 - The penalty for failure to appear in court.

64.13 SEVERABILITY CLAUSE. If any provision of this chapter or its application to any person or circumstances is held invalid, the invalidity does not affect other provisions or applications of this chapter that can be given effect without the invalid provision or application, and to this end the provisions of this are severable.



Board of Supervisors

Story County, Iowa

Policy Name COVID-19 Vaccination, Testing and Face Covering Policy

Approval Date: __/__/__	Effective Date: __/__/__	Revision No: 01
Reference: BOS Minutes: __/__/__ Initially Adopted: __/__/__	Distribution: Intranet, Strategic and Policy Book	

APPROVED

DENIED

Board Member Initials: *[Signature]*

Meeting Date: 1.3.22

Follow-up action: mentioned with changes

General Policy Statement

Story County has an obligation to protect the health and safety of its employees and the public who access services and programs. In order to create and maintain a safe work environment that protects employees and the public from infection/transmission of COVID-19, Story County is adopting this COVID-19 vaccination and testing policy. Vaccination is a vital tool to reduce the presence and severity of COVID-19 cases in the workplace, in communities, and in the nation as a whole. Story County encourages all employees to receive a COVID-19 vaccination to protect themselves and other employees. However, should an employee choose not to be vaccinated, this policy's sections on testing and face coverings will apply. This policy complies with OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501).

Scope:

This policy is applicable to the following:

All Story County employees responsible to the Story County Board of Supervisors;

All Story County employees responsible to a County elected office holder.

All Story County employees not directly responsible to either the Board of Supervisors or a county elected office holder.

This COVID-19 Policy on vaccination, testing, and face covering use applies to all employees of Story County, except for employees who do not report to a workplace where other individuals (such as coworkers or customers) are present; employees while working from home; and employees who work exclusively outdoors. Story County does not have any employees or job categories that are not covered by this policy because they do not fall under any of the exceptions.

All employees are encouraged to be fully vaccinated. Employees are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine with, if applicable, at least the minimum recommended interval between doses. For example, this includes two weeks after a second dose in a two-dose series, such as the Pfizer or Moderna vaccines, two weeks after a single-dose vaccine, such as Johnson & Johnson's vaccine, or two weeks after the second dose of any combination of two doses of different COVID-19 vaccines as part of one primary

vaccination series. Employees who are not fully vaccinated will be required to provide proof of weekly COVID-19 testing and wear a face covering at the workplace.

All employees are required to report their vaccination status and, if vaccinated, provide proof of vaccination. Employees must provide truthful and accurate information about their COVID-19 vaccination status, and, if not fully vaccinated, their testing results. Employees not in compliance with this policy shall be subject to immediate discipline up to and including termination of employment.

Employees may request an exception from vaccination requirements if the vaccine is medically contraindicated for them or medical necessity requires a delay in vaccination. Employees also may be legally entitled to a reasonable accommodation if they cannot be vaccinated and/or wear a face covering (as otherwise required by this policy) because of a disability, or if the provisions in this policy for vaccination, and/or testing for COVID-19, and/or wearing a face covering conflict with a sincerely held religious belief, practice, or observance.

Policy Procedures

Vaccination

Any Story County employee that chooses to be vaccinated against COVID-19 must be fully vaccinated no later than February 9, 2022. Any employee not fully vaccinated by February 9, 2022 will be subject to the regular testing and face covering requirements of the policy. If at any point an employee becomes fully vaccinated while this policy is in effect, the employee will no longer be subject to regular testing and face covering requirement of this policy.

To be fully vaccinated by February 9, 2022 an employee must:

- Obtain the first dose of a two dose vaccine no later than January 05, 2022; and the second dose no later than January 26, 2022; or
- Obtain one dose of a single dose vaccine no later than January 26, 2022.

Employees will be considered fully vaccinated two weeks after receiving the requisite number of doses of a COVID-19 vaccine as stated above. An employee will be considered partially vaccinated if they have received only one dose of a two dose vaccine. Partially vaccinated employees will still need to comply with testing and face covering requirements as outlined by this policy.

If an employee would like to become vaccinated, they can contact Story County Public Health, talk to their doctor, or schedule a vaccine appointment with a local pharmacy. The employee will be paid for their time away from work as outlined in this policy, but must schedule that with their Department Head and Elected official. Employees may use sick time up to two days after vaccination if they experience symptoms from their vaccination.

Testing and Face Coverings

All employees who are not fully vaccinated as of February 9, 2022 will be required to undergo regular COVID-19 testing and wear a face covering when in the workplace. Policies and procedures for testing and face coverings are described in the relevant sections of this policy. Additional face covering requirements not specifically stated in this policy are covered in Story County's Face Covering Policy.

Vaccinated Employees

All vaccinated employees are required to provide proof of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status can be submitted by sending an electronic copy to the following email: humanresources@storycountyiowa.gov or by submitting a hardcopy to Story County Human Resources.

Acceptable proof of vaccination status is:

1. The record of immunization from a health care provider or pharmacy;
2. A copy of the COVID-19 Vaccination Record Card;
3. A copy of medical records documenting the vaccination;
4. A copy of immunization records from a public health, state, or tribal immunization information system; or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine(s).

Proof of vaccination generally should include the employee's name, the type of vaccine administered, the date(s) of administration, and the name of the health care professional(s) or clinic site(s) that administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site; in those circumstances Story County will still accept the state immunization record as acceptable proof of vaccination.

If an employee is unable to produce one of these acceptable forms of proof of vaccination, despite attempts to do so (e.g., by trying to contact the vaccine administrator or state health department), the employee can provide a signed and dated statement attesting to their vaccination status (fully vaccinated or partially vaccinated); attesting that they have lost and are otherwise unable to produce one of the other forms of acceptable proof; and including the following language:

“I declare (or certify, verify, or state) that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties.”

An employee who attests to their vaccination status in this way should to the best of their recollection, include in their attestation the type of vaccine administered, the date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine. Employees attesting to their vaccination status are required to fill out the Employee Attestation of COVID-19 Vaccination status form found in Appendix A of this policy.

All Employees

All employees, both vaccinated and unvaccinated, must inform Story County of their vaccination status. All employees will be required to complete the Employee Attestation of COVID-19 Vaccination Status found in Appendix A of this policy. The following table outlines the requirements for submitting vaccination status documentation.

Vaccination Status	Instructions	Deadline(s)
Employees who are fully vaccinated.	Submit proof of vaccination that indicates full vaccination.	January 7, 2022
Employees who are partially vaccinated (i.e., one dose of a two dose vaccine series).	Submit proof of vaccination that indicates when the first dose of vaccination was received, followed by proof of the second dose when it is obtained.	January 7, 2022
Employees who are not vaccinated.	Submit statement that you are unvaccinated, but are planning to receive a vaccination by the deadline.	January 7, 2022
	Submit statement that you are unvaccinated and not planning to receive a vaccination.	January 7, 2022

Exemption Procedures:

In order to be considered for an exemption, employees are required to fill out the respective Medical/Disability or Religious Exemption request form found in Appendices B and C of this policy.

1. Exemption request forms must be submitted by sending a completed electronic copy to the following email: humanresources@storycountyiowa.gov or by hardcopy to Story County Human Resources.
2. Exemption requests must be approved in order to be excused from compliance with the COVID-19 testing requirements set forth in this policy. It is the employee's responsibility to submit the form in advance of the effective date for the testing requirement so there is ample time to review and process the request.
3. Employees are permitted to submit exemption requests forms at any time; however the employee is not excused from testing requirements until exemption paperwork is submitted and processed.
4. Employees who do not have an approved exemption are required to comply with the COVID-19 testing requirement of this policy.

Supporting COVID-19 Vaccination

An employee may be granted up to four hours of work time per dose to travel to the vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of

work time for employees receiving two doses. If an employee spends less time getting the vaccine, only the necessary amount of work time will be granted. Employees who take longer than four hours to get the vaccine must send their supervisor an email documenting the reason for the additional time (e.g., they may need to travel long distances to get the vaccine). Any additional time requested will be granted, if reasonable, but will not be paid unless the employee elects to use accrued leave (sick leave, vacation leave, etc.) to cover the additional time. Time off for vaccination must be pre-arranged with an employee's department head or elected official. If an employee is vaccinated outside of regularly scheduled hours they will not be compensated.

Employees may utilize up to two workdays of accrued sick leave immediately following each dose if they have side effects from the COVID-19 vaccination that prevent them from working. Employees who have no accrued sick leave will be granted up to two days of additional sick leave immediately following each dose if necessary.

Employees shall follow normal department or office procedure for notification of sick leave if experiencing side effects that prevent them from working.

Employee Notification of COVID-19 and Removal from the Workplace

Story County requires employees to promptly notify their department head/elected official or immediate supervisor when they have tested positive for COVID-19 or have been diagnosed with COVID-19 by a licensed healthcare provider. Story County will follow CDC/ IDPH recommended guidance for isolation.

Employees are to immediately advise management/supervisory staff if the employee develops any COVID-19 symptoms. Additional guidelines and mitigation procedures are outlined in Story County's Temporary Employment Practices and Policies in Response to the Novel Coronavirus (COVID-19) Pandemic.

Employees are allowed to use accrued sick leave or other paid leave in accordance with county policy or collective bargaining agreement for purposes of isolation due to COVID-19.

Medical Removal from the Workplace

Story County has also implemented a policy for keeping COVID-19 positive employees from the workplace in certain circumstances. Story County will immediately remove an employee from the workplace if they have received a positive COVID-19 test or have been diagnosed with COVID-19 by a licensed healthcare provider (i.e., immediately send them home or to seek medical care, as appropriate).

Return to Work Criteria

For any employee removed because they are COVID-19 positive, Story County will keep them removed from the workplace until the employee receives a negative result on a COVID-19 nucleic acid amplification test (NAAT) following a positive result on a COVID-19 antigen test if the employee chooses to seek a NAAT test for confirmatory testing; meets the return to work criteria in CDC's "Isolation Guidance"; or receives a recommendation to return to work from a licensed healthcare provider.

Under CDC's "Isolation Guidance," asymptomatic employees may return to work once 10 days have passed since the positive test, and symptomatic employees may return to work after all the following are true:

- At least 10 days have passed since symptoms first appeared, and
- At least 24 hours have passed with no fever without fever-reducing medication, and
- Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).

If CDC's "Isolation Guidance" is revised or changed, Story County will follow the new guidance.

If an employee has severe COVID-19 or an immune disease, Story County will follow the guidance of a licensed healthcare provider regarding return to work.

COVID-19 Testing

All employees who are not fully vaccinated will be required to comply with this policy for testing.

Employees who report to the workplace at least once every seven days:

- (A) must be tested for COVID-19 at least once every seven days at a County designated site; and
- (B) must provide documentation of the most recent COVID-19 test result to Human Resources no later than the seventh day following the date on which the employee last provided a test result.
- (C) cost of the testing will be provided by Story County.

Any employee who does not report to the workplace during a period of seven or more days (e.g., if they were on vacation or other leave):

- (A) must be tested for COVID-19 within seven days prior to returning to the workplace at a County designated site; and
- (B) must provide documentation of that test result to Human Resources upon return to the workplace and

If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will be removed from the workplace until they provide a test result. Failure to comply with testing or the test result submission may result in disciplinary action up to and including termination of employment.

Employees who have received a positive COVID-19 test, or have been diagnosed with COVID-19 by a licensed healthcare provider, are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis. Documentation concerning the positive COVID-19 test must be submitted to Human Resources.

Employees are not allowed to conduct their own at home tests as it does not meet the requirements in OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501).

Face Coverings

Story County will require all employees who are not fully vaccinated to wear a face covering. Face coverings must: (i) completely cover the nose and mouth; (ii) be made with two or more layers of a breathable fabric that is tightly woven (i.e., fabrics that do not let light pass through when held up to a light source); (iii) be secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they should have two layers of fabric or be folded to make two layers; (iv) fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face; and (v) be a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings. Acceptable face coverings include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively.

Employees who are not fully vaccinated must wear face coverings over the nose and mouth when indoors and when occupying a vehicle with another person for work purposes. Policies and procedures for face coverings will be implemented, along with the other provisions required by OSHA's COVID-19 Vaccination and Testing ETS, as part of a multi-layered infection control approach for unvaccinated workers.

The following are exceptions to Story County's requirements for face coverings for non-vaccinated employees:

1. When an employee is alone in a room with floor to ceiling walls and a closed door.
2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
3. When an employee is wearing a respirator or facemask.
4. Where Story County has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee's mouth for reasons related to their job duties, when the work requires the use of the employee's uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).

Story County will also follow the provisions outlined in Story County's Face Covering Policy regardless of vaccinated status for further mitigation of COVID-19.

New Hires:

All new employees are required to comply with the vaccination, testing, and face covering requirements outlined in this policy as soon as practicable and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment. New hires will be required to provide Human Resources documentation of vaccination status during onboarding.

Confidentiality and Privacy:

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

Questions regarding this policy should be directed to your department head, elected official or Human Resources.

DRAFT



APPENDIX A - Employee Attestation of COVID-19 Vaccination Status

I, _____ attest that I am fully vaccinated / partially vaccinated against COVID-19 and am unable to produce proof of vaccination.

I understand fully vaccinated to mean two weeks (14 days) have passed since receiving either a one-dose vaccine or a second dose of a two-dose vaccine; and partially vaccinated means a second dose must still be obtained and/or two weeks have not passed since my final dose.

Type of vaccination received:

- Johnson & Johnson
- Moderna
- Pfizer-BioNTech
- Other: _____

Dates of vaccine administration: First dose: _____ Second dose: _____ Booster: _____

Name of health care professional, clinic or pharmacy administering the vaccine: _____

- I have provided proof of vaccination to my employer
- I have tried to secure my records of vaccination, but have been unsuccessful in doing so and am unable to provide a copy to my employer. I am attesting that I have received the vaccination.

Additional comments: _____

I, _____ attest that I am not vaccinated and have no plans to become vaccinated. I know this means I will have to comply with testing and masking policies of Clinton County.

“I certify that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties.” **

Signature

Date

Print Name



APPENDIX B - RELIGIOUS EXEMPTION REQUEST FORM

Employee Name:

Department:

Job Title:

Email:

Phone Number:

Instructions: This form should be used by Story County Employees to request an Exemption due to a sincerely held religious belief, practice, or observance that conflicts with the Story County COVID-19 Vaccination, Testing and Face Covering Policy. Once completed, return the form to Human Resources.

Based upon my sincerely held religious belief, practice, or observance, I am requesting an Exemption to the COVID-19 testing requirement and receiving a COVID-19 vaccination.

Please identify your sincerely held religious belief, practice or observance that is the basis for your request for an Exception as a religious accommodation.

Please briefly explain how your sincerely held religious belief, practice or observance conflicts with the Story County COVID-19 vaccination policy.

Please attach any additional information you think may be helpful in processing your religious accommodation request.

CERTIFICATION

I verify the truth and accuracy of the information and representation I making by submission of this form.

Employee Signature _____ Date _____



APPENDIX C - MEDICAL/DISABILITY EXEMPTION REQUEST FORM

Employee Name:

Department/Office:

Classification/Job Title:

Email:

Phone Number:

Instructions: This form should be used by Story County Employees to request a Medical/Disability Exemption in accordance with Story County's Vaccination, Testing and Face Covering Policy. PLEASE NOTE that, because Story County's Policy does not create a vaccination mandate, this form will only be used with respect to Exemption for purposes of COVID-19 testing requirement. All other Medical/Disability exemptions will use Story County's standard process.

Please check the appropriate box below and follow the instructions for the Certification from Health Care Provider information. Once completed, return the form to Human Resources.

COVID-19 TESTING REQUIREMENT

- I have a medical condition/disability, as certified in the following Certification from Health Care Provider, that precludes me from completing the COVID-19 weekly testing requirement set forth in the Story County COVID-19 Vaccination Policy.
- I have been diagnosed with or treated for COVID-19 within the last 90 days and am requesting temporary Exemption for that period from the COVID-19 testing requirement set forth in the Story County COVID-19 Vaccination Policy. This diagnosis/treatment is supported by the information contained in the following Certification from Health Care Provider.

CERTIFICATION

I verify the truth and accuracy of the information and representation I am making by submission of this form.

Employee Signature _____

Date _____

CERTIFICATION FROM HEALTH CARE PROVIDER

Health Care Provider Name:	License Type & Issuing State:
Full Name of Patient:	Patient Date of Birth:
Name of Physician:	

Instructions: Please complete this form if the patient requires exemption from COVID-19 testing requirements.

Medical/Disability Exemption for COVID-19 Testing

- I certify that the patient named above has a medical condition/disability which, in my professional opinion, makes it inadvisable for the patient to complete a polymerase chain reaction (PCR) diagnostic test for COVID-19.

- I certify that the patient named above has been diagnosed with and/or treated for COVID-19 within the last 90 days.
 - My patient's COVID-19 diagnosis or last day of treatment (whichever is later) was on _____.

 - My patient is being actively treated for COVID-19. The expected end date of treatment is _____.

Signature of Health Care Provider Date