

A G E N D A

EAST CENTRAL INTERGOVERNMENTAL ASSOCIATION ECIA COUNCIL MEETING

DATE: **Wednesday, July 21, 2021**

TIME: **5:00 p.m. Dinner/5:30 p.m. Meeting**

PLACE: **In-Person at ECIA, 7600 Commerce Park, Dubuque**

OR Zoom/Phone:

<https://zoom.us/j/96850738309?pwd=N3NiNHVjT0ZqUm1QNC9SWEtXNWhDUT09>

Meeting ID: 968 5073 8309 Passcode: 231631 Phone: 1-312-626-6799

Meeting Origination: ECIA, 7600 Commerce Park, Dubuque, IA--The public is welcome to join via other means (not in-person)
- please RSVP at 563-556-4166 if you plan to participate in the meeting.

1. Call to Order and Introductions
2. Review/Action on Minutes and Secretarial Notes of the May 19, 2021 Meeting (enc. 1)
3. Review/Action on Consent Agenda items as recommended by the Executive Committee
 - a. Financial Status Reports (enc. 2) – year-end closing – reports at September meeting
 - b. Contracts
 - i. Keep Iowa Beautiful Hometown Pride - \$100,000 + \$25,000 match
 - ii. City of Asbury Building Code Inspection Contract
 - iii. City of Peosta Building Code Inspection Contract
 - iv. Clinton CDBG Wastewater Admin - \$23,000
 - v. City of Dubuque REAP Grant - \$1500 City/\$1500 EDA CARES
 - vi. City of Dubuque State Rec Trails Grant - \$1500 City/\$1500 EDA CARES
 - vii. Eastern Iowa Community College – Clinton – EDA PW grant - \$2500 College/\$2500 EDA CARES
 - viii. Insperty HR Business Solutions – Software Contract for employee reviews and personnel handbooks - \$2335.50 one-time year one fee and \$1800 annual support fee year two and after
 - ix. Upper Explorerland CDBG/HTF contract for up to \$21,000
 - x. Miscellaneous Contracts
 - c. Personnel Updates – Updated Organizational Chart (enc. 3)
 - i. Director of Human Resources and Program Development (revised Manager of Special Programs) - Grade 32 (enc. 4)
 - ii. Grant Writer and Program Development Coordinator (was Special Projects Advocate position) – Grade 16 (enc. 5)
 - iii. Special Programs Manager (revised Manager of Special Programs) – Grade 22 (enc. 6)
 - iv. Planner I – updated and hiring a new person - Grade 16 (enc. 7)
 - v. Mobility and Outreach Specialist – Grade 14 (enc. 8)
 - vi. Lead Teambuilding and Diversity, Equity and Inclusion (add one step) (enc. 9)
4. Review/Action on Appointment of Nicholas Hockenberry from JCEA to the ECIA Council
5. Review/Appointment of Executive Committee members and Election of Officers for FY22 (enc. 10)
6. ECIA Conflict of Interest and Confidentiality Agreement (enc. 11)
7. Review/Action on ECIA Cost Allocation Plan (enc. 12)
8. Update on CDBG-CV Funding (enc. 13)

9. Update on ECIA's new website

10. Other Business

11. Adjournment

ECIA receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint form, call 563-556-4166.

Visit the ECIA Website at www.ecia.org Contact Sharon on participation: 563-556-4166, 800-942-4648, snesteby@ecia.org