

Dickinson County Boards and Commissions that will be appointed under The APPOINTMENT POLICY

Terms and Responsibilities

Conservation Board:

5 member board

5 year term

Monthly meetings-second Wednesday of every month at Nature Center. Special committees of the conservation board meet other times as needed.

The conservation office is overseen by the conservation board which is appointed by the county board of supervisors. The conservation department is responsible for county parks, wildlife habitat improvement and wetland preservation. The department also provides environmental education and various activities such as camping, canoeing, kayaking, snow sports. In Dickinson County the duties of the conservation board include setting policy for the operation and providing oversight of the Nature Center at Kenue Park as well as direction and management of the Conservation Board Executive Director and Naturalists.

All 99 counties have conservation boards. The Board of Supervisors is required to appoint five bona fide residents of the county to serve as the members of the conservation board [Sec.331.321 (1) (C)] . The members are appointed to five year terms of office. The Board of Supervisors must select the members of the conservation board from residents of the county who have demonstrated interest in conservation matters. The members are not entitled to compensation except for actual and necessary expenses incurred in performance of their official duties. [Sec.350.2]"

Board of Adjustment:

5 year term

Monthly meeting -4th Monday of the month at 7 P.M in the Courthouse.

This is a 5 member board appointed by the County Supervisors. Also vacancies shall be filled by the Board of Supervisors for the unexpired term of the resigning member. The Board of Adjustment shall have the following powers and duties:

- A. Administrative Review: To hear and decide appeals where it is alleged that there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this Ordinance.
- B. Conditional Uses: To hear and decide only such applications for conditional use as the Board of Adjustment is specifically authorized to pass on by the terms of this Ordinance, and as provided for in Article 21 of this Ordinance.
- C. Variances: To authorize upon appeal in specific cases such variance from the terms of this Ordinance as will not be contrary to the public interest where, owing to the special conditions, a literal enforcement of the provisions of this Ordinance would result in unnecessary hardship.

More information can be found under article 28 of the Dickinson County Zoning Ordinance 102

Planning & Zoning Commission:

5 year term

Monthly meeting -3rd Monday of the month at 1:P.M in the Courthouse.

P&Z is a 7 member commission appointed by the Board of Supervisors. Also vacancies shall be filled by the Board of Supervisors for the unexpired term of the resigning member. The Planning and Zoning Commission shall have the following power and duties:

to review and enforce the county zoning ordinance and make recommendations on any proposed changes to the ordinances.

The powers and duties of the Planning and Zoning Commission include but are not limited to the following:

- A. To prepare, recommend to the Board of Supervisors, and maintain a comprehensive plan for the physical development of the County.
- B. To accomplish other special studies related to land use development as requested by the Board of Supervisors;
- C. To prepare, recommend to the Board of Supervisors, review and update, and recommend proposed changes to a Zoning Ordinance and Subdivision Regulations for unincorporated areas of the County.
- D. To hold public hearings as necessary to receive comments from the public regarding any of the aforementioned or other land use issues.

More information can be found under article 27 of the Dickinson County Zoning Ordinance 102

Board of Health:

3 year term – of the 5 member board, at least one shall be licensed in Iowa as a doctor of medicine and surgery or an osteopathic physician and surgeon.

Quarterly meeting -1 "Tuesday of the month at 6:00 P.M. at the hospital

State code Chapter 137: powers of local boards of health are as follows (short version):

Enforce state health laws and rules and orders of the state department, make and enforce reasonable rules necessary for protection and improvement of public health, provide reports of operations as required by state director.

Commission of Veteran Affairs:

3 year term -appointment starts July 1

Monthly meeting -Last Wednesday of the month at 1:00 P.M. in the courthouse.

The Dickinson County Veteran Affairs Commission consists of 3 commissioners, however Iowa Code says the commission shall consist of either three or five persons, as determined by the board of supervisors, all of whom shall be veterans as defined in section 35.1. If possible, each member of the commission shall be a veteran of a different military action. However, this qualification does not preclude membership to a veteran who served in more than one of the military actions.

Commissioners are responsible for the following:

- A. Have a understanding of VA programs and options available to Veterans and their family.
- B. Obtain and maintain certification as a County Commissioner.
- C. Oversee assistance given to poor and needy Veterans and their family.
- D. Assist with applications to Iowa Veterans Home.
- E. Spread the word about VA Programs and Services throughout the County.
- F. Refer Veterans and Family to VA Director for services of programs both VA related and NON-VA.

Dickinson County Trails Board:

*Five year term -nominated by city councils and appointed by the Board of Supervisors.
Meets third Friday of each month at 7:00a.m. in the Dickinson County Court House. Team meetings are held as needed, usually once a month from April – September.*

This ten member board represents eight municipalities, the county and one at-large member. The executive director is a part-time county employee recommended to the Board of Supervisors by the Trails Board. The mission of the DCTB is to acquire, develop, preserve, and improve multi-purpose public recreational trails in Dickinson County, Iowa, and to cooperate with adjoining counties in the development of regional trails financed through the combined support of local, state, federal, private and public resources.

Compass Pointe (1900 Grand Avenue North Suite A. Spencer, IA 51301):

*Four Year Term -appointed by the Board of Supervisors
Monthly meeting –meets in the Spencer facility typically the last Thursday of the month at 10:00 a.m.*

Compass Pointe Behavioral Health Services is located in Spencer, Iowa, it provides outpatient care with a primary focus on substance abuse treatment services. Special programs available include programs for women, programs for alcohol related criminal justice clients, and programs for young adults.

The Governing Board shall consist of two members of which one of the members shall be an elected County official from and residing in respectively each participating county and shall be the group from which the Executive Committee and the officers of this corporation is selected. The other member of the Governing Board may consist of a lay person interested in the problems of substance abuse and reducing the incidence of same in treatment and prevention of the substance abuser residing in each participating county.

The Governing Board shall have the general responsibility to review any management decisions made by the Executive Committee, the officers and Executive Director and brought in to question by any members thereof.

The Governing Board shall establish all policies of the corporation and shall have power to do all things not otherwise delegated to the Executive Director, Executive Committee or officers. Board members not attending at least five meetings per year or members who are absent three consecutive meetings shall be removed from the roll of the Board of Directors. The County Auditor shall be notified in writing of the absenteeism of a Board member and the respective county make a recommendation for a new appointment.

Season Center (201 East 11th Street, Spencer, IA 51301):

One year term- An applicant will be received by the Board of Supervisors –nominations, elections and appointments are the responsibility of the Season Center Board of Directors

Monthly meeting -meets in the Spencer facility on the last 4th Friday of the month at 10:00

Seasons is a comprehensive Community Mental Health Center offering a broad range of psychiatric and mental health services to the people and communities in Northwest Iowa since 1959. Seasons provides a safe, confidential setting where people can seek assistance with social, emotional, behavioral and family issues. Season's mission is to empower people to develop their own skills and confidence in meeting life's challenges and living a fulfilling life.

Board of Directors

The government of the Northwest Iowa Mental Health Center, the direction of its work, and control of its property shall be vested in the Board of Directors.

The Board of Directors shall consist of three Directors from each county. The Board of Directors shall have the following representation:

1. At least fifty-one percent (51%) of the Directors shall be individuals who are not direct Providers of health care.
2. There shall be representation of interest professions.
3. Directors shall be demographically representative of the catchment area population and residents of the catchment area.
4. The interests of the following groups shall be represented: high, medium, and low income levels; children, adolescents, adults and elderly consumers of the Center's services.

The Board of Directors shall be nominated as follows: two Directors shall be nominated by the Board of Supervisors of each participating county, both of whom shall be elected County Officers from that county. A third Director from each county shall be nominated by the Board of Directors to provide the above-described representation. In addition, any hospital, or other agency providing mental health service to the residents of participating counties, and with which the Center maintains a referral relationship, may designate a representative to join the Board of Directors

as-a non-voting consultant. Any Director may be removed for good cause by a two-thirds vote of the full Board of Directors. Vacancies on the Board shall be filled by nomination and then election by the Board of Directors.

The Board of Directors shall have the following powers:

1. To adopt such rules, regulations, and By-Laws as it may deem necessary for the management of the business and operation of the Center.
2. To have general management of the business and operation of the Center, with authority to appoint and delegate to the Executive Director or other individuals or committee sufficient authority for the performance of any and all lawful things for and in behalf of the Center.
3. To determine policies in relation to community, professional, administrative and financial needs.
4. To appoint, evaluate, and remove the Executive Director Officer.
5. To direct the Executive Director in carrying out the Center's policies.
6. To assure adequate financing and control of expenditures.
7. To authorize and approve contracts and agreements to which the Center is a party.

8. To review and approve the Center's annual budget.

9. To adopt the Center program plan.

10. To submit, with recommendation, the budget to the Auditors of Boards of Supervisors of the counties served by the Center.

The Board of Directors adopts the following conflict of interest rules:

1. Neither employees nor consultants shall serve on the Board.

2. No Director shall own real property utilized by the Center, except on approval of the Board of Directors and the individual Director shall not vote on the issue.

3. No Director shall receive any compensation for his or her services in office, with the exception of reimbursement for actual necessary expenses incurred in the performance of his or her duties.

4. Should the Board wish to purchase service from one of its Directors, the purchase will be approved by the Board and the individual receiving the remuneration shall not vote on the issue.

5. The Board is empowered to define a non-financial conflict of interest situation involving any of its Directors and to take action regarding the voting rights or the membership of the Directors in question.