

**Central Iowa Community Services
Regional Board Meeting Minutes
July 28, 2016
Story County Administration Bldg., Nevada, Ia.**

Board Members Present: Franklin-Mike Nolte, Story-Marty Chitty, Warren-Dean Yordi, Poweshiek-Larry Wilson, Hardin-Ronn Rickels, Hamilton-Doug Bailey, Marshall-Bill Patten, Jasper-Joe Brock, Madison-Phil Clifton, and Advisory Board Representatives Al Fagerlund and Sherry Becker.

Counties/Members Absent: Boone.

Others Present: Fiscal Agent-Heidi Burhans, Terri Kuntz, Deb Schildroth, Jim Paprocki, Mary Swartz.

Administrative Team Present: Jody Eaton, Linn Adams, Jill Eaton, Betsy Stursma, Russell Wood and Patti Treibel-Leeds. Absent: John Grush and Karla Webb.

Call to Order. Chair Nolte called the meeting to order.

Agenda and Minutes. Yordi moved, Brock seconded to approve the agenda. All voted aye. Yordi moved, Wilson seconded to approve the minutes of the June 23, 2016 meeting. All voted aye.

Administration

Jody Eaton reviewed the CICS vision statement.

Projects/Programs Making a Difference. Mary Swartz, MH Advocate for Franklin, Hardin, and Story Counties spoke about the role, purpose, and duties of MH Advocates and the commitment process. She answered several questions from Board members.

Conflict of Interest. Additional information was received from the ISAC Attorney. Board members should always identify any potential conflict of interest. Participating in discussion of an issue, not just voting, can be a conflict of interest. Forms have been provided to all CICS staff and to Board members to disclose conflicts for FY 17. The forms are to be returned to Eaton. She reviewed the contracts that will be addressed today that members may have a conflict of interest with.

Employment Committee Report. Jody Eaton reported that the committee continues to work on employment related CICS policies that can be utilized as a supplement to existing county policies. She also reviewed the handout of all CICS salaries. The committee is seeking feedback from Board members. Each member is encouraged to review this information as a member of the CICS board with the regional perspective and to also discuss it locally within each county and provide feedback. Options considered include setting a pay matrix that each County would be asked to voluntarily follow or setting a maximum that CICS will fund for particular jobs/functions. A third alternative is to do nothing. Webb discussed that some of the Service Coordination staff came from the TCM program and were "held harmless". Board members shared frustration with their difficult role. Feedback is encouraged for the next meeting.

Meeting Dates. Jody Eaton reviewed dates of upcoming meetings on 4th Thursday except November (due to Thanksgiving). Dates include: August 25, September 22, October 27, November 17, and December 22.

Finance

Claims. Wilson moved, Patten seconded to approve the CICS claims that were paid on June 21, July 5 and July 19. On a roll call vote all voted aye.

Fiscal Agent Report (Audit). Burhans presented the Audit Report for FY 15. She noted that all of the county audits have to be completed before the regional audit can be completed. It was noted there were no areas of non-compliance in the audit. Burhans reviewed comments and responses and pointed out one internal control deficiency that was noted due to a state payment received after the end of the fiscal year that was not marked well and did not get marked to accrue to FY 15. Burhans has modified the internal control policies. Following review, Brock moved, Wilson seconded to accept the report. All voted aye.

FY 16 Financial Report. The FY 16 budget expenditure report for the fiscal year ending June 30, 2016 was reviewed. Total expenditures for the year on a cash basis were \$7,725,578.91. The accrual report will be completed and presented later. No action needed.

Operations

ASSET. Webb reviewed proposed CICS Funding Priorities for FY 17/18 to be presented as part of the ASSET process. Clifton moved, Bailey seconded to approve the priorities. On a roll call vote all voted aye.

Provider Contracts. Webb presented information about the FY 17 contracts including: changes to the Friends Forever contract to reimburse for drop in at a monthly reimbursement and a pilot project for jail diversion in Hamilton, Boone, Hardin, and Franklin Counties, and, Behavioral Health Options for crisis therapy services in Franklin. The list of contracts was reviewed to determine which there may be a conflict of interest. Wilson moved, Brock seconded to approve the FY 17 contract with Friends Forever. On a roll call vote Bailey abstained and all others voted aye. Patten moved, Wilson seconded to approve the FY 17 HIRTA Transit contract. On a roll call vote Brock, Clifton, and Yordi abstained and all others voted aye. Bailey moved, Rickels seconded to approve the FY 17 contract with Access, Inc. On a roll call vote Nolte abstained and all others voted aye. Wilson moved, Yordi seconded to approve the proposed FY 17 contracts for the following: Central Iowa Residential Services, Inc. (CIRSI), Lutheran Services in Iowa (LSI), Christian Opportunity Center, Madison County Public Transportation, Mid-Iowa Triumph Recover Center, Berryhill Center, Grinnell Regional Medical Center, Behavioral Health Options, and Crossroads Mental Health. On a roll call vote all voted aye.

Compliance/Planning

Supported Employment. Wood reported that a team is meeting with supported employment providers that have participated in the CICS employment grant program. He reviewed changes implemented by the State on May 4 that changes the rate structure. The new rate structure is being utilized in FY 17 contracts with these providers for region funded individuals. The team is in the process of determining a rate structure beyond the fee-for-service rates to sustain services.

Supported Employment Contracts. Brock moved, Rickels seconded to approve the FY 17 supported employment contracts with NIVC and Progress Industries. These contracts utilize the state rates. On a roll call vote all voted aye.

Coordination

Application Data and Specialists Update. Sturmsma and Adams provided information and updates regarding the FY 16 application data and the Service Coordination Specialist implementation. In FY 17 we will be collecting additional data to tie service coordination expenses to clients served. It was noted that the data included in the Administrative Report is unduplicated and also noted various reasons for high and low numbers in some areas. The Specialists have begun working with the 50+ RCF clients currently

funded to help look at appropriate community based services. Specialists have been assigned based on facility location and are also working with 5 long term MHI clients.

Quality Assurance

Program Reports. Treibel-Leeds reviewed reports for the tele psychiatry services and the CICS crisis line. She also discussed the upcoming 5 Star Quality Training that will be sponsored by CICS and the Heart of Iowa Region on September 15 and 16. Board members are encouraged to attend. We hope to have all providers and staff participate.

Advisory Board Report

Fagerland reported on the meeting that was held July 12th and the information discussed. Individuals that attended the Empowerment Conference also reported on the conference.

County Updates

Story. Webb and Chitty reported on a recent meeting with Senator Ernst's staff where mental health issues and crisis services were discussed.

Hardin, Franklin, Marshall. Adams reported on an upcoming Family to Family class being offered in Iowa Falls through NAMI Central Iowa. Classes will start September 6th.

Public Comment

None.

Next Meeting and Adjournment. The next meeting will be August 25, 2016 at 1:00 at the Story County Administrative Building in Nevada. With no further business the Chair adjourned the meeting.

Minutes respectfully submitted by Linn Adams.

Linn Adams, Recording Secretary

Mike Nolte, Board Chair