

**Central Iowa Community Services  
Regional Board Meeting Minutes  
May 26, 2016  
Story County Administration Bldg., Nevada, Ia.**

**Board Members Present:** Franklin Alternate-Gary McVicker; Story-Wayne Clinton; Warren-Dean Yordi; Poweshiek-Larry Wilson; Hardin-Ronn Rickels; Hamilton-Doug Bailey; Boone-Tom Foster; Marshall-Bill Patten; Madison-Phil Clifton; Jasper-Joe Brock; and Advisory Board Representatives Al Fagerlund and Sherry Becker.

**Counties/Members Absent:** None.

**Others Present:** Fiscal Agent-Heidi Burhans; DHS Case Management-Terri Kuntz; Deb Schildroth.

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

**Call to Order.** In the absence of Chair Nolte, Vice-Chair Bailey presided and called the meeting to order. Clinton informed the Board of the loss of Story Co. Alternate Paul Toot who passed away recently.

**Agenda and Minutes.** Clinton moved, Wilson seconded to approve the agenda with the addition of contracts with Legal Aid of Story County and Orchard Place. All voted aye. Foster moved, Brock seconded to approve the minutes of the April 28, 2016 meeting. All voted aye.

#### **Administration**

Jody Eaton reviewed the CICS vision statement and principles and presented the Administrative Report including project highlights and agenda items. She reminded members of contracts on the agenda that could potentially create conflicts of interest.

**Statement of Understanding (SOU).** Wilson moved, Clifton seconded to approve an SOU for approved of the new Service Coordination Specialist position for northern region with 1.00 of FTE paid from regional funds. On a roll call vote all voted aye.

**Employment Committee Report.** Foster reported on the Committee's meeting and presented the Committee's recommendation. Following discussion, Brock moved, Yordi seconded to approve the recommendation "to begin steps to standardize employment procedures and policies for CICS funded positions." On a roll call vote all voted aye. The Committee will meet with CICS Attorney to review options.

**Projects/Programs Making A Difference.** NIVC Services Director Sherry Becker provided an overview of NIVC's mission to move individuals to community integrated employment. She reported on NIVC's evolution over the past several years with a new mission and in light of changes from the federal government mandating community integration for work services.

#### **Finance**

**Claims.** Clifton moved, Patten seconded to approve the CICS claims that were paid on April 26, May 10, and May 24. All voted aye.

**Fiscal Policy Amendment.** Jill Eaton presented a recommendation to amend Section V. of the Fiscal Policies. The amendment will remove the specific requirement for each county to contribute their local Fund 10 balance less 100% of the next year's budget to the RPFA, and instead will state "the Governing

Board will determine the contributions from counties Fund 10 to RPPA by June 30 of each year beginning 6/30/16 upon recommendation from the Administrative Team and Finance Committee.” This amendment was recommended by both the Administrative Team and Finance Committee. Clinton moved, Wilson seconded to approve the amendment. All voted aye.

**Fund Balance Transfer.** Based on recommendation of the Administrative Team and Finance Committee, Wilson moved, Foster seconded to retain 200% of FY 17 Administrative, Service Coordination, and Advocate budgeted amount in the locally held funds with the balance over that amount being sent to the fiscal agent by June 30th. On a roll call vote all voted aye. A spreadsheet was reviewed and the RPPA will send out an invoice to each county.

**FY 16 Financial Report.** The FY 16 budget expenditures as of March 30, 2016 were reviewed. Total expenditures for the year to date are \$5,737,373. No action needed.

**Fiscal Agent.** Jill Eaton and Burhans reported that the Fiscal Agent Agreement expires June 30th. A recommendation will be brought to the Board at the June meeting.

### Operations

**Provider Contracts.** Webb presented FY 17 contracts for ARC of Story County, Mid-Iowa Workshop, Integrated Treatment Services, LLC, Diamond Life, Legal Aid of Story County, and Orchard Place. Following review, Foster moved, Wilson seconded to approve all of the contracts. On a roll call vote all voted aye.

### Coordination

**Case Management Update.** Adams provided a review of CICM Case Management, which will end its 28E on June 30th. Approximately 200 clients remain to be transferred by mid-June. Clients with United and Amerigroup have been transferred directly to the MCOs while those with Amerihealth Caritas are being transferred to DHS, CSS, and agencies from Polk County. Grush reported that Boone County plans to continue serving Caritas clients in Boone, Madison, and Hamilton Counties and will be hiring 2 new positions. Warren/Poweshiek Co. Case Management ceased operations December 31<sup>st</sup>.

**Service Coordination Staff Update.** Stursma and Adams reported that two Service Coordination Specialists have accepted the new positions. Mary Rosendahl was hired by Hardin County for the northern part of the region. Liza Howard’s hiring is on the Warren Co. Board of Supervisors agenda next week. Both will begin June 20<sup>th</sup>.

### Quality Assurance

**Provider Training.** Treibel-Leeds reported on a training that will be hosted by CICS for all regional providers focused on the 5 Star Quality Model. The training will be in Ames on September 15 and 16. We hope to get all providers to participate in sending staff at all levels.

### Advisory Board Report

Fagerland reported that Sherry Becker has replaced Pam Herriman as the Advisory Board representative to the Board. Next meeting of the Advisory Board will be in July.

### County Updates

**Poweshiek.** Wilson updated the Board on the rehabilitation of a floor of a county building that they hope will be used by Capstone MHC who will take over outpatient MH Services in Poweshiek from Grinnell Medical Center (who is discontinuing outpatient mental health services). Bids are due next week. Wilson

will get information to Jody Eaton and a meeting may need to be scheduled in early June to act on a request for regional funds to help with this.

**Public Comment**

None.

**Next Meeting and Adjournment.** The next meeting will be June 23, 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.

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Linn Adams, Recording Secretary

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Doug Bailey, Board Vice-Chair