

**Central Iowa Community Services
Regional Board Meeting Minutes
November 30, 2017
Story County Administration Bldg., Nevada, Ia.**

Board Members Present: Story-Marty Chitty, Warren-Dean Yordi, Poweshiek-Larry Wilson, Boone-Chad Behn, Hardin-BJ Hoffman, Marshall-Bill Patten, Madison-Phil Clifton, Franklin-Mike Nolte, and Advisory Board Representatives Terry Johnson and Al Fagerlund.

Counties/Members Absent: Jasper and Hamilton.

Others Present: Terri Kuntz and Michelle De La Riva.

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

Call to Order, Agenda, and Minutes. Board Vice-Chair Chitty called the meeting to order and introductions were made. Wilson moved, Yordi seconded to approve the agenda and to approve the minutes of the October 26, 2017 meeting. All voted aye.

Chairman's Report

Greene County Letter. The letter received from the Greene County Board of Supervisors requesting to join CICS was reviewed. The item will be placed on the agenda for the December meeting for action. In the meantime the Administrative Team was asked to gather financial and personnel information.

Administration

Conflict of Interest. Jody Eaton reviewed contracts and potential conflicts of interest on today's agenda.

FY 17 Annual Report. Webb provided a powerpoint overview of the report to be submitted to DHS by December 1. The report includes information and data from CSN and various sources in addition to highlights of achievements and outcomes over the previous year. Wilson moved, Yordi seconded to approve the report. On a roll call vote all voted aye.

Strategic Plan. Jody Eaton explained the development process for the Plan, including input from the Stakeholder Workgroup, the survey that was sent out, and from the Administrative Team and CICS officers. Administrative Team members reported on the three areas of Strategic Directions, including Focusing the System, Advancing Regional Innovation, and Enhancing Supports and Services. Goals developed under each area were reviewed. The plan is a 3 year plan for 2017 to 2020. Following review and discussion, Hoffman moved, Clifton seconded to approve the Strategic Plan. On a roll call vote all voted aye.

C3 De-escalation Training. Jody Eaton explained the C3 model of de-escalation. The CEO and provider representatives attended a "summit". There is an upcoming training for a "train the trainer" program. There are 7 regions planning to participate in the training program and share costs. The cost to CICS will be \$9,143. Hoffman moved, Nolte seconded to approve the agreement to participate and fund this program and training. On a roll call vote all voted aye.

Finance

Claims. Wilson moved, Yordi seconded to approve the CICS claims that were paid on October 24, November 7, and November 21, 2017. On a roll call vote all voted aye.

Financial Reports. Jill Eaton reviewed the FY 18 Financial Report for the period ending October 31, 2017. She reported October expenditures of \$722,351.87 and expenditures for fiscal year-to-date totaling \$3,108,585.96.

Operations

Provider Contracts. Webb reviewed proposed FY18 contract amendments with NAMI Central Iowa (to offer CIT training), ITP (to update rates to those of the “host” region-CSS), and Optima Life Services (revising rates and moving to a daily rate for the transitional site-Roy Keys). Hoffman moved, Clifton seconded to approve the three contract amendments. On a roll call vote all voted aye. With the consensus of the board, the Chair tabled the action on an amendment for Foundation 2 to the next meeting.

Planning

CFR Request. Wood reviewed a request that was previously received from CFR to fund \$200,000 toward a new building CFR is constructing in Fort Dodge. The Administrative Team had voted 6-1 to deny the request. Michell De La Riva, CFR Executive Director, was present and requested to make a presentation to the Board. De La Riva presented a powerpoint to support her request for funding. Nolte moved, Hoffman seconded to send the request back to the Administrative Team for further review and recommendation for the next board meeting. On a roll call vote all voted aye.

Public Comment. Terri Kuntz announced that she will retire from DHS Case Management on December 31, 2017.

Next Meeting and Adjournment. The next meeting will be December 28, 2017 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

Marty Chitty, Board Vice-Chair