

**Central Iowa Community Services Regional Board Meeting Minutes**  
**June 28, 2018**  
**Story County Administration Bldg., Nevada, IA**

**Board Members Present:** Hamilton-Doug Bailey, Story-Marty Chitty, Warren-Dean Yordi, Poweshiek-Diana Dawley, Marshall-Bill Patten, Madison-Phil Clifton, Boone-Chad Behn, Franklin-Mike Nolte, Jasper-Joe Brock, Hardin-BJ Hoffman, and Advisory Board Representatives Al Fagerlund and Terry Johnson.

**Counties/Members Absent:** None.

**Others Present:** Jason Ohrt, Karen Walters-Crammond.

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

**Agenda and Minutes.** Chair Bailey called the meeting to order. Bailey presented the agenda and asked to amend the agenda by adding Mary Greeley and ITP to the FY 19 contracts and to add an update from the Administrative Team regarding the status of counties in the CSS region wishing to leave that region. Hoffman moved, Brock seconded to approve the amended agenda. All voted aye. Chitty moved, Hoffman seconded to approve the minutes of the May 24, 2018 meeting. All voted aye.

**Systems Consultation Workgroup.** Bailey opened the floor for those interested in participating in the group to meet bi-weekly to review updates and progress on the efforts to define role and system changes with Walters-Crammond. A report will be completed and brought back to full Board by end of August. Hoffman, Chitty, and Patten were appointed by the Chair to join Administrative Team members Jody Eaton, Grush, and Wood on this workgroup.

#### **Administration**

**Annual Service and Budget Plan.** Jody Eaton reported that the FY 19 ASBP submitted was approved by the State.

**Conflict of Interest.** Jody Eaton explained the process to be used to review contracts. Board members were encouraged to use their discretion regarding any conflicts related to contracts or other issues on today's agenda.

**Hiring Policy Revision.** Changes that have been reviewed by the CICS attorney were presented by Jody Eaton. Dawley moved, Yordi seconded to approve the revision to add the process for internal hiring for regional positions under the "Hiring Procedure." All voted aye.

**Mobile Response Update.** Jody Eaton reported that the program is now operational in all three tiers of CICS. Northern tier went live June 18<sup>th</sup>. There have been 92 calls so far with just 9 needing to be hospitalized.

**FY 19 Statements of Understanding (SOU).** Clifton moved, Hoffman seconded to approve the SOUs for staff performing regional functions for FY 19, based on list presented by Jody Eaton. On a roll call vote all voted aye. The SOUs specify the portion of each individual's wages and benefits to be paid by CICS.

**C3 De-escalation Project (Year 2).** Jody Eaton provided an update on this pilot project and plans for year two. Year two will include a train-the-trainer program to expand the availability of training. Hoffman moved, Brock seconded to approve CICS participation in year two at a cost of \$9,826. On a roll call vote all voted aye.

**ICAP Renewal.** Following discussion regarding the coverage limits, Yordi moved, Dawley seconded to approve the renewal at \$2,000,000 limits of coverage at a cost of \$10,377.52. On a roll call vote all voted aye.

**Making A Difference- Systems Consultation Workgroup.** Grush and Walters-Crammond reviewed the efforts completed since the project started in defining the role of regions and the service delivery system. So far the available methods of systems delivery have been reviewed, there has been input from stakeholders throughout the country, and other information has been gathered. There will be a report issued in August of findings and recommendations. Grush asked for approval to pursue communication with both Iowa Governor candidates to seek buy-in for changes. Following discussion it was determined that a draft will be prepared by the CEO and brought back to the Board for review before contact is made.

### **Finance**

**Claims.** Clifton moved, Brock seconded to approve the claims reports for the claims paid on May 22 for \$483,525.41, June 5 for \$174,529.07, and June 19 for \$556,169.64. On a roll call vote all voted aye.

**Finance-May Financial Report.** Jill Eaton reviewed the expenditures for May and year to date. May expenses were \$873,456.62. An additional \$2,931,574.19 was transferred from funds held in counties to the CICS regional fund. Expenditures year-to-date (without the transfers) was \$8,997,289.93 at end of May.

### **Operations**

**FY 19 Contracts.** Webb reviewed contracts to be addressed and noted the following:

- Abbe Center contract is for CICS utilization of a warm line
- Eyerly Ball contract has the Warren TLC removed
- Foundation 2 contract amount remains at same level as FY 18
- Genesis Development contract includes just services based in CICS as for FY 19 only we will utilize the Heart of Iowa rates for other services
- NIVC contract includes funding for the new IPS pilot project
- Optimae contract now includes IPR services
- MGMC contract includes rates for the new Crisis Stabilization and TLC Center

Hoffman moved, Patten seconded to approve the following FY 19 contracts: Abbe Center for Community Mental Health, Behavioral Health Options, Brain Injury Association of Iowa, Crossroads Mental Health Center, Eyerly Ball Community Mental Health Services, Foundation 2, Genesis Development, Hamilton County Public Hospital dba Van Diest Medical Center, Lutheran Services in Iowa, Mason City Clinic, MIW Inc., NIVC, Optimae Life Services, Mary Greeley Medical Center, and eVizzit dba Integrated Telehealth Partners. On a roll call vote all voted aye. Hoffman moved, Dawley seconded to approve the FY contracts with Community and Family Services and Friends Forever. On a roll call vote Bailey abstained and all others voted aye.

**ASSET Policies and Procedures.** Webb reviewed the changes to the policy manual. Chitty moved, Dawley seconded to approve the changes to the ASSET manual. On a roll call vote all voted aye.

### **Planning**

**Business Associate Agreement (BAA) with Iowa Counties Technology Services (ICTS).** As HIPAA Coordinator, Wood recommended that CICS approve signing the BAA and each county sign a BAA with CICS. Hoffman moved, Yordi seconded to approve signing the BAA between CICS and ICTS. All voted aye. The BAA between CICS and each county will be reviewed at the July Board meeting.

**Planning Update.** Wood reported on planning projects. Hamilton County Board of Supervisors took possession of a former medical clinic building in Webster City and ideas are being explored.

**Eyerly Ball-Boone TLC.** Eyerly Ball has been unable to find any suitable property in Boone County for a new TLC. Upon further review of the Administrative team, it was recommended that the contract with Eyerly Ball for the TLC in Boone be withdrawn with the exception that they will be paid for any start-up costs that were already incurred. Yordi moved, Brock seconded to approve the recommendation. On a roll call vote all voted aye to withdraw the contract.

**Other Business- CSS Region Counties Status.** Wood and Grush reported on meetings they have attended with some counties currently in CSS who wish to leave that region or start their own. Jody Eaton reported that she had not been contacted. Wood explained the legislation that passed that would allow a group of counties to form their own region. They must have a minimum population and at least one city of over 24,000.

**Public Comment.** None.

**Next Meeting and Adjournment.** The next meeting will be July 26, 2018 at 1:00 at the Story County Administrative Building in Nevada. Yordi moved, Dawley seconded to adjourn. All voted aye.

Minutes respectfully submitted by Linn Adams.

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Linn Adams, Recording Secretary

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Doug Bailey, Board Chair