



CICS

Supporting Individuals. Strengthening Communities.

CICS Adult Regional Advisory Committee Meeting Minutes

December 12, 2023

Story County Human Services Center

1) Welcome and Introductions: Roll Call of Committee Members

Maxwell called the meeting to order at 1:32PM.

Committee Members Present:

- | | | | |
|---|--|---|--|
| <input checked="" type="checkbox"/> JD Deambra | <input checked="" type="checkbox"/> Jennifer Ellis | <input type="checkbox"/> Deb Williams | <input checked="" type="checkbox"/> Sharon Swope |
| <input type="checkbox"/> Kathy Hanzek | <input type="checkbox"/> Julie Smith | <input checked="" type="checkbox"/> Heidi Metz | <input type="checkbox"/> Beth Colby Plautz |
| <input checked="" type="checkbox"/> Rachel Fletcher | <input type="checkbox"/> Brittany Palmer | <input checked="" type="checkbox"/> Breon Gardner | <input type="checkbox"/> Ellen Rasmussen |

Others Present: Liza Maxwell, Linn Adams, Besty Stursma, Jen Sheehan

2) Adoption of the Agenda – Action

Motion by Ellis to approve the agenda, second by Deambra, motion passed.

3) Approval of 9/12/23 meeting minutes – Action

Ellis motioned approval of the 9/12/23 meeting minutes, Fletcher second, motion passed.

4) Service Coordination Annual Report (Linn Adams)

Adams shared and reviewed the report. The report listed the changes in service coordination that happened throughout the year, the applications received by CICS have increased over the previous year, we have seen an increase in movement with MHIs. Stays have been shorter than previous years. The number of people and gap funding has increased. Hab funding is the highest expense for gap funding, ID waiver is second. The number of ETPS has remained fairly consistent over the past few years.

5) Financial Update (Betsy Stursma)

CICS just completed the financial reporting for FY23 which was included in our FY23 Annual Report submitted to HHS. Our Fiscal Year 2023 accrued expenditures were \$25,352,833. This resulted in an accrual fund balance of \$4,907,243 or 19% of our fiscal year 2023 expenditures. Since we remained under the required 20% fund balance, we will be eligible for the entire allocation of State funds of \$40 per capita or \$17,845,520 for FY24. As of the end of October 2023, year-to-date expenditures were \$5,680,652.91 or 27% of our FY24 budget. We are running under budget, as we are 42% of the way through the current fiscal year. The goal is to spend down to the State required 5% fund balance. This would leave us with just over a \$1M fund balance for FY25. If we spend down to under a 5% fund balance, we would be eligible for the entire State allocation which is \$42 per capita or a total of \$18,747,708 for FY25. Therefore, our total available funds for FY25 would be around \$19.9M. In the next few months, we will be working on the FY25 budget. I welcome any feedback regarding service areas for development during FY25 to include in the budget. Feel free to email suggestions to betsy.stursma@cicsmhds.org. Additionally, Betsy will bring more FY25 budget information to the next meeting.

6) JIS Overview (Jen Sheehan)

Sheehan presented some statistical data and information in regards to the Justice Involved Services in Cerro Gordo County. The coordinator and law enforcement agencies are working on calls for service. Referrals to justice involved services are coming in from the police department. This system helps CICS to collaborate well with law enforcement agencies.

7) Capital Projects (Jen Sheehan)

The 43 North Iowa IRSH has started taking referrals. There is one that is accepted for sure. There will be an addition to the current CFR building. This will allow for some expansion in outpatient providers. Iowa Specialty Clinic is adding a space to have a designated area for a play therapy room. CICS is partnering with Polk County for a Behavioral Health Urgent Care, 23 hour observation service, and sobering center. The building is in Des Moines, but is in a more convenient and accessible location than where it has been in the past. CICS's hope is to build a better working relationship with Broadlawns.

8) Updates from Governing Board Representatives

Deambra shared that he had learned about the collaboration with Broadlawns. He also visited the YSS's Ember Recovery Campus. There are now four buildings up and they plan to open late next summer to early fall.

9) Membership Openings (Liza Maxwell)

Our committee currently has a total of 14 members: eight provider representatives, four persons served or family members of persons served, and two governing board members. Our open positions consist of two more provider reps and six openings for persons served or family members of persons served. Please direct anyone who may be interested to our website to fill out an application [Adult Regional Advisory Committee - CICS \(cicsmhds.org\)](http://cicsmhds.org), or to me and I can help them get an app.

10) The Committee's Purpose (Open discussion)

Read from the Committee's bylaws:

The Adult Regional Advisory Committee will look at how services are delivered, the quality of services and help identify and prioritize service needs.

The Adult Regional Advisory Committee may also address any mental health and disability related issues the Adult Regional Advisory Committee feels to be appropriate.

The Adult Regional Advisory Committee shall act in an advisory role and all authority for policy making shall remain with Central Iowa Community Services Regional Governing Board (hereinafter "Regional Governing Board").

Maxwell asked the committee for recommendations on the above items so we can gather more information on how services are currently being provided and where gaps are. There was discussion had about how the state is assessing services and it is likely that they will be revamping the way HCBS services will be provided. It was decided that the committee would like to wait for the HHS report to come out from HHS before getting more feedback.

11) Topics for Next Meeting

There was a positive response about the information shared earlier by Sheehan about justice involved services. The committee is aware that these services exist, but are not familiar with how they function or what they look like in the real world. The statistics are nice, but would like to know more about the services themselves, how to make a referral, etc. Requested more information on JIS and mobile crisis. Possibly other services in the future.



Next meeting we will bring more detailed information about Justice Involved Services.
It was noted that people like the option of attending meetings in person as well as virtual.

12) Next Meeting Date: March 12, 2024 @ 1:30 pm

13) Adjournment

