

**Central Iowa Community Services
Regional Board Meeting Minutes
June 23, 2016
Story County Administration Bldg., Nevada, Ia.**

Board Members Present: Franklin-Mike Nolte, Story-Wayne Clinton, Warren-Dean Yordi, Poweshiek-Larry Wilson, Hardin-Ronn Rickels, Hamilton-Doug Bailey, Boone-Tom Foster, Marshall-Bill Patten, and Advisory Board Representative Al Fagerlund.

Counties/Members Absent: Madison, Jasper, and Advisory Rep. Sherry Becker.

Others Present: Fiscal Agent-Heidi Burhans, Terri Kuntz, Deb Schildroth, Jim Paprocki, Lauris Olson, Tony Reed, and Liza Howard.

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

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

Agenda and Minutes. Clinton moved, Foster seconded to approve the agenda with the addition of HIPAA Agreement under Compliance. All voted aye. Bailey moved, Rickels seconded to approve the minutes of the May 26, 2016 meeting. All voted aye. Bailey moved, Clinton seconded to approve the minutes of the June 8, 2016 meeting. All voted aye.

Administration

Jody Eaton reviewed the Administrative Report for the meeting and reviewed contracts to be acted on and reminded members of contracts on the agenda that could potentially create conflicts of interest.

Statement of Understanding (SOU). Yordi moved, Wilson seconded to approve the SOUs for FY 17 for positions/individuals listed that are paid from regional funds. On a roll call vote all voted aye.

FY 17 ICAP Liability Insurance. The FY 17 invoice was reviewed with coverage remaining the same. Foster moved, Patten seconded to approve the renewal and authorize the Chair to sign appropriate documents. All voted aye.

Employment Committee Report. Jody Eaton reported on the Committee's meeting with attorneys from Nyemaster-Goode Law Firm on June 20. The action recommended was to develop pay matrix and related employment policies for the region with the counties remaining the employment counties and asking the member counties to voluntarily agree through an agreement or a 28E amendment. The Committee will be meeting again in mid-July and will bring back information at the next meeting.

Projects/Programs Making A Difference. Jody Eaton presented a report on the new regional Crisis Line and utilization since it started.

Finance

Claims. Wilson moved, Yordi seconded to approve the CICS claims that were paid on June 7th totaling \$448,105.65. On a roll call vote all voted aye. The June 21st claims will be reviewed at next meeting.

Fiscal Agent Agreement. The proposed changes of the agreement with Madison County as fiscal agent were reviewed. Payment will be \$1,000 per month. The Administrative Team and Finance Committee have reviewed and recommended approval. Yordi moved, Wilson seconded to approve the Fiscal Agent Renewal Agreement for the period July 1, 2016 to June 30, 2020. On a roll call vote all voted aye.

Fund Balance Transfer. Invoices have been sent to the eight member counties that will need to send in funds. All payments will be paid and/or accrued to FY 16.

FY 16 Financial Report. The FY 16 budget expenditures as of May 31, 2016 were reviewed. Total expenditures for the year to date are \$6,976,498. No action needed.

Audit Report. Burhans reported that a conference call was held with the State Auditor concerning the audit for the first year as a region. The final report should be received within a month.

Operations

ASSET. Webb reviewed revisions to the ASSET 28E Agreement and the ASSET Policies and Procedures. Clinton moved, Rickels seconded to approve the 28E Amendment. On a roll call vote all voted aye. Wilson moved, Yordi seconded to approve the revised Policies and Procedures. On a roll call vote all voted aye.

Provider Contracts. Webb presented information about the FY 17 contracts including: a change in some drop-in centers to block grants, a decrease in the Foundation 2 contract, and changes in the ITP, Optima, and NAMI Central Iowa contracts. The list of contracts was reviewed to determine which there may be a conflict of interest. Clinton moved, Wilson seconded to approve the proposed FY 17 contracts for the following: Progress Industries, Optima, Life Services, Mainstream Living, Central Iowa Psychological Services, The Salvation Army, NAMI of Central Iowa, Mary Greeley Medical Center, Region 6-PeopleRides, Friendship Club, Friendship Ark, Capstone Behavioral Healthcare, Eyerly Ball Community Mental Health Services, Midwest Counseling, Jasper County Health Department, House of Mercy, Hansen Family Hospital, Foundation 2 Inc., eVizzit dba Integrated Telehealth Partners, and Center Associates. On a roll call vote all voted aye. Wilson moved, Yordi seconded to approve the FY 17 Boone County Transportation contract. On a roll call vote Foster abstained and all others voted aye. Wilson moved, Patten seconded to approve the FY 17 Central Iowa Recovery contract. On a roll call vote Yordi, Foster, Bailey and Rickels abstained and all others voted aye. Wilson moved, Bailey seconded to approve the FY 17 Central Iowa Juvenile Detention Center contract. On a roll call vote Foster and Clinton abstained and all others voted aye. Foster moved, Rickels seconded to approve the FY 17 Youth and Shelter Services contract. On a roll call vote Bailey abstained and all others voted aye.

Compliance

Supported Employment. Grush reviewed changes were implemented by the State and a new fee schedule that began in May. He has talked with providers about a plan to implement the use of the State rates as of July 1, 2016 with the region funding individuals that do not have funding available through IVRS, Waiver, or other sources. There may be a transitional funding of some vacant slots. It is also expected that the region will fund supported employment just with the agencies for which we contract for the grant program. The contracts are being finalized and will be presented at next meeting.

HIPAA. Grush recommended that CICS continue to participate in the ISAC HIPAA Program by approving the Service Agreement and paying for two memberships (\$1750. each). Bailey moved, Yordi seconded to approve the Service Agreement and pay \$3500. for two memberships. On a roll call vote Clinton abstained and all others voted aye.

Planning

ACCESS Consultant Request. The agency director is leaving soon. Wood reviewed the request for CICS to fund a consultant to assess the agency and make recommendations on moving forward as a single

agency or partnering with another in light of new federal requirements and other issues. The primary concern is assuring access to needed services in the Franklin and Hardin County areas. Discussion was held concerning the role of CICS in such requests. It was clarified that if the request is approved the funds requested will be paid directly to the consultant, that there will be a letter of agreement prepared, and that CICS will receive the report. Wilson moved, Yordi seconded to approve the request for up to \$3,000 for a consultant to be determined by the Administrative Team. On all roll call vote Nolte abstained and all others voted aye.

Advisory Board Report

Fagerland reported that the Advisory Board will meet next on July 12th.

County Updates

Poweshiek. Wilson reported that work has started on the building that will house Capstone services and completion is planned for September 1st.

Public Comment

Deb Schildroth spoke about the process used when CICS was involved with a consultant in the transition from Story County Community Life to Optima and offered the various forms and information that was utilized.

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

Doug Bailey, Board Vice-Chair