

**Central Iowa Community Services
Regional Board Meeting Minutes
June 25, 2015 1:00 p.m.
Story County Administrative Building, Nevada, IA**

Board Members Present: Boone-Tom Foster; Story-Paul Toot; Hardin-Ronn Rickels; Franklin-Mike Nolte; Warren-Dean Yordi; Poweshiek-Larry Wilson; Marshall-Bill Patten; Madison-Phil Clifton; Hamilton-Doug Bailey; Jasper-Joe Brock; Advisory Board Reps.-Al Fagerlund and Pam Herrema.

Counties/Members Absent: None.

Others Present: Heidi Burhans, Karla Webb, and Jim Paprocki.

Administrative Team Present: Jody Eaton, Linn Adams, Patti Treibel, Deb Schildroth, Betsy Stursma, Jill Eaton, and Russell Wood.

Call to Order: In the absence of the Chair, Vice-Chair Nolte called the meeting to order.

Agenda and Minutes: Wilson moved, Yordi seconded to approve the agenda. All voted aye. Clifton moved, Brock seconded to approve the minutes of the May 28, 2015 meeting. All voted aye.

Election of Vice-Chair: Nolte, current Vice-Chair, will move up to Chair as of July 1, 2015. Toot moved, Yordi seconded to elect Bailey to a two-year term as Vice-Chair commencing July 1, 2015. All voted aye.

Administration

Conflict of Interest: Jody Eaton reviewed that many contracts are included on the agenda today, however, any conflict has been substantially minimized since the Administrative Team has reviewed and standardized several. Board members may choose to abstain voting if they feel a conflict exists.

Liability Insurance: Following review, Brock moved, Wilson seconded to approve the renewal for \$9,938.52 through ICAP for FY 16 for General Liability and Public Officials Wrongful Acts, maintaining \$2,000,000 per occurrence for the General Liability. All voted aye on roll call vote.

Finance

May Financials: Jill Eaton and Burhans (Fiscal Agent Auditor) reviewed the expenditure report ending May 31st. Total expenses to date are \$7,316,968. Burhans reported that \$14,910,934 was invoiced to member counties for fund balances, with \$2,446,526.34 received so far. \$543,459 was received by CICS counties for SPP. These funds must also be submitted to the regional fund and \$411,722 has been received so far.

Cash Management/IPAIT Account: Once all fund balance payments are received from counties the CICS fund will exceed the amount that the local bank can hold. Members of the Finance Committee explored options of places to maintain these funds. Following discussion, Wilson moved, Foster seconded to approve the creation of an account with IPAIT to hold reserve funds. All voted aye on roll call vote.

Operations

Rate Setting Policies: Schildroth reviewed the recent revisions made to the Contracting and Rate Setting Policies and Procedures. The policies will be used internally by the Administrative Team.

FY 15 Contracts: Schildroth noted efforts made by the CRS and Administrative Team to standardize outpatient and other rates for FY 16. The FY 16 contracts were presented in the following groups:

- **Case Management.** Brock moved, Toot seconded to approve the contracts with Central Iowa Case Management and Poweshiek County Case Management. All voted aye on roll call vote.
- **Transportation.** Wilson moved, Brock seconded to approve the contracts for Region Six, HIRTA, Madison County Transit, Boone County Transit, and Central Iowa Juvenile Detention. Foster abstained and all others voted aye on roll call vote.
- **Outpatient Services.** Foster moved, Patten seconded to approve the FY 16 contracts for Grinnell Regional Medical Center, Center Associates, Capstone, Mason city clinic, Eyerly Ball, Crossroads, Hansen Family Hospital, Berryhill MHC, Orchard Place, Pam Caviness, Anne McCrea, House of Mercy, Central Iowa Psychological Services, and Youth and Shelter Services. Yordi abstained. All others voted aye on roll call vote.
- **Other Services.** Clifton moved, Yordi seconded to approve the provider contracts for Progress Industries, Optima Life Services, Mosaic, NAMI Central Iowa, Mid-Iowa Workshop, Legal Aid of Story County, Lutheran Services in Iowa, Mainstream Living, Jasper County Health, Mary Greeley Medical Center-Inpatient Behavioral Health, Diamond Life, Mary Greeley Medical Center-Home Health Services; Friends Forever, Hardin Co. Friendship Club, Arc of Story County, Access, Central Iowa Recovery, Christian Opportunity Center, REM, Salvation Army, Central Iowa Residential Services, and Consumer Credit. Bailey, Brock, Patten, Toot, Foster, and Nolte abstained. All others voted aye on a roll call vote.

ASSET Policy Changes: Revisions to the policy were reviewed, including the appointment of three volunteers by CICS as voting members of the ASSET team. Brock moved, Wilson seconded to approve the revisions. All voted aye on roll call vote.

Planning

FY 16 Supported Employment Projects/Contracts: Wood reviewed a summary of the programs and progress toward their goals (as of 3rd quarter). 22 new people have been placed so far in FY 15. Outcome measurements for FY 16 were reviewed. Toot moved, Yordi seconded to approve the FY 16 supported employment contracts with Mid-Iowa Workshop, North Iowa Vocational Center/Job Link, and Progress Industries. All voted aye on a roll call vote.

Genesis Supported Employment Contract: The FY 15 Genesis contract commenced mid-month in July, 2014. Wilson moved, Bailey seconded to extend the current FY 15 contract with Genesis to July 31, 2015. Foster abstained and all others voted aye on roll call vote.

Compliance

ISAC HIPAA Program Renewal: Clifton moved, Bailey seconded to purchase two memberships in this program for FY 16. This will allow up to 10 CICS individuals to be involved. All voted aye on roll call vote.

MH Advocate Guidance: Grush reported on the recommendations of the Administrative Team in regard to legislation which makes the MH Advocates county employees as of July 1, 2015. A template job description and 28E template have been developed. Further clarifications will be forthcoming, however, the following were noted:

- All counties are required to appoint their current Advocate as of July 1st.
- Advocate cannot be employed in another capacity by county or region.
- The Advocate expenses are qualified expenses paid from CICS regional funds and therefore, actions should be taken as recommended through CICS.
- Supervision can be provided by Community Services Director or can be under the Board of Supervisors with a designation that the CSD provide day-to-day supervision.
- Advocate is to be employed by a single county and be required to operate out of an office provided by host county.
- Advocate must follow county personnel policies including payroll and other policies.
- Administrative Rules are to be developed by the State which may further specify protocols and procedures.

Advisory Board Report: Fagerlund reported that the Board recently met and addressed several issues. Input and suggestions related to an upcoming client satisfaction and needs survey was reviewed.

County Updates: Treibel reported that a video is available to view related to the telehealth that CICS has contracted with Integrated Telehealth Partners. She will email this out to Board members.

Public Comment: None.

Next Meeting and Adjournment: Nolte noted that the next meeting will be July 23, 2015 at 1:00 p.m. and adjourned the meeting.

Minutes respectfully submitted by Linn Adams.

Linn Adams, Recording Secretary

Mike Nolte, Vice Chair