

**Central Iowa Community Services
Regional Board Meeting Minutes
December 22, 2016
Story County Administrative Bldg., Nevada, IA**

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

Counties/Members Absent: Sherry Becker.

Others Present: Deb Schildroth, Terri Kuntz.

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

Chair Nolte called the meeting to order. Board members Rickels, Clinton, and Foster, who will be leaving the board, were recognized for their service. Clinton left the meeting.

Agenda and Minutes. Wilson moved, Yordi seconded to approve the agenda. All voted aye. Clifton moved, Clinton seconded to approve the minutes of the November 17, 2016 meeting. All voted aye.

Administration

Jody Eaton reviewed the contracts and other agenda items that could create a conflict of interest and encouraged members to disclose any conflicts.

Projects Making A Difference. Fagerlund presented information about Marshall ARC. This volunteer group was started in 1958 and has been instrumental in starting several programs for individuals with disabilities. They currently do a school summer program, adult summer camp, and a weekly activity program.

Statement of Understanding. Wilson moved, Yordi seconded to approve an SOU for a Jasper County Service Coordinator, Jerika White, 100% regionally funded. All voted aye.

Provider Memorandum of Understanding (MOU) Process. Patten moved, Bailey seconded to approve allowing the CEO to sign MOUs with providers based outside of CICS region that we do not contract with for services needed for residents of CICS. All voted aye.

Job Description Change and Wage Scale –Program Manager. Eaton explained that Grush plans to reduce hours starting in January from 30 to 20/week and will spend much of that time working on QSDA. The Transition Committee has recommended filling the Program Manager position that was previously approved but not filled. The position will have job duties related to both Quality Assurance and Planning. Franklin County has agreed to be the employer of record for the position and the hiring will follow the CICS Hiring Policy. Following review, Wilson moved, Yordi seconded to approve the job description and to fill the position with a salary range of \$40,000 to \$45,000, depending on qualifications and experience. On a roll call vote all voted aye.

2017 Board Meeting Dates. Bailey moved, Foster seconded to approve the following meeting dates for 2017 (generally 4th Thursday of the month): January 26, February 23, March 23, April 27, May 25, June 22, July 27, August-TBD, September 28, October 26, November 16, and December 28. All voted aye.

Employment Committee Update. Eaton reviewed information contained in the Administrative Report that was provided with the agenda and the meeting held earlier today. The attorney has not yet provided a report of the review of proposed policies. The Committee has recommended that we move forward by setting a maximum contribution amount by CICS for regional positions. We will probably need to amend our 28E in the near future to address the “maximum contribution”. Webb and Adams will work with HR to bring back a wage matrix for the Committee to consider for determining the maximum contribution amount.

Mileage Rate. The IRS mileage reimbursement rate will decrease for 2017 from \$.54 to \$.535. Brock moved, Rickels seconded to set \$.535 as the region’s mileage reimbursement rate for 2017. On a roll call all voted aye.

Meeting with DHS Community Consultant. Board members are invited to join the Administrative Team in meeting with DHS to review the recommendations from the DHS report recently released. The meeting will be January 5 at 9:00 a.m. at Story County Community Services in Ames.

Legislative Issues. Wood shared information from a meeting with ISAC and the County Supervisors Association. Due to the makeup of the Statehouse other options for MH funding issues were explored. It is possible a proposal may be put forth to increase the sales tax or find some other funding source to “buy out” the property taxes that now support mental health. There are concerns of the effect this may have on the quality of services provided to county residents.

Finance

Claims. Clifton moved, Wilson seconded to approve CICS claims paid on November 22nd (\$260,009.43) and December 6th (\$182,330.60). On a roll call vote all voted aye.

Budget Expenditure Report. Jill Eaton reviewed the report for year-to-date ending November 30th in new format as required by State. Expenditures year-to-date are \$3,778,721.75 (24% of budget).

FY 18 Budget. Eaton reviewed a draft FY 18 budget that includes BI population. The draft budget is a slight increase to \$15,740,000. The Administrative Team will bring back a final recommendation for approval at the January meeting.

Operations

ASSET FY 18 Allocation. Webb presented the ASSET requests from CICS for the FY 18 budget year. The requests include two new services; a LSI school based mental health program and Project SEARCH Employment Assistance program from ARC. Following discussion, Patten moved, Clifton seconded to approve a total overall allocation for ASSET organizations of \$455,454 and to fund the new LSI program and not to fund Project SEARCH. On a roll call vote all voted aye. Final allocations will be brought back in February for final approval.

FY 17 Provider Agreements. Following review, Foster moved, Bailey seconded to approve the following contracts and amendments: Pam Caviness (therapy), Hamilton

County Hospital dba Van Diest (therapy in jail), and Supported Employment contract amendments for NIVC, Progress Industries, and MIW. On a roll call vote all voted aye. Wilson moved, Clifton seconded to approve a contract amendment for supported employment with Genesis. On a roll call vote Foster abstained and all others voted aye.

Compliance

QSDA Training. Grush presented a request to attend a conference in St. Petersburg, Florida related to QSDA and Value Based services and contracting. Wilson moved, Yordi seconded to approve CICS expenses of up to \$1750.00 to attend the 3-day conference. On a roll call vote all voted aye.

Planning

Transition Living Centers Update. Wood reported that the TLC in Iowa Falls will open January 3rd. Capstone in Newton has encountered some issues and now plans to open February 1st. Eyerly Ball is in the process of hiring staff for the TLC in Norwalk and will open as soon as the slots are filled.

Quality Assurance

Reports. Treibel-Leeds reviewed utilization of the Crisis Line and telepsych in jails and hospital emergency rooms.

Advisory Board. Fagerlund reported the board will be meeting in January. He also reported that he has been selected to serve on the State DD Council.

There were no county updates or public comments.

With no further business, the Chair adjourned the meeting.

Linn Adams, Recording Secretary

Mike Nolte, Board Chair