

**Central Iowa Community Services Regional Board Meeting Minutes**  
**January 24, 2019**  
**Story County Administration Bldg., Nevada, IA**

**Board Members Present:** Hamilton-Doug Bailey, Story-Linda Murken, Hardin-BJ Hoffman, Greene-Dawn Rudolph, Boone-Chad Behn, Madison-Phil Clifton, Marshall-Bill Patten, Advisory Board Representatives Wendie Cooper and Terry Johnson.. Present by phone were: Poweshiek-Diana Dawley, Warren-Aaron DeKock, Jasper-Brandan Talsma, Franklin-Mike Nolte.

**Counties/Members Absent:** none.

**Others Present:** Lucy Martin, Lisa Markley.

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

**Agenda and Minutes.** Board Chair Bailey called the meeting to order and introductions of new representatives for Story, Jasper, and Warren and others present were made. Murken moved, Rudolph seconded to approve the meeting agenda with the deletion of the Closed Session agenda item. All voted aye. Clifton moved, Patten seconded to approve the December 20, 2018 meeting minutes. All voted aye.

**Election of Vice-Chair.** The Vice-Chair of the Governing Board is vacant as Marty Chitty left office December 31, 2018. The current term runs until June 30, 2019. The Chair called for nominations. Nolte nominated Patten. Murkin seconded the nomination. There were no other nominations. On a voice vote all voted aye to elect Patten to finish the term as Vice-Chair.

**Advisory Board Member Recognition.** Chad Huddelston and Jim Paprocki recently retired from the CICS Advisory Board. Neither were able to be present. Certificates will be presented to both.

### **Administration**

**Conflict of Interest.** Jody Eaton reviewed the CICS Conflict of Interest Policy and distributed the Governing Board Conflict of Interest Statement for each member to complete. The form should be returned to Linn Adams.

**Administrative Team Strategic Planning Meeting.** Jody Eaton shared that the Administrative Team had scheduled a planning meeting for January 31 and February 1 to focus on Strategic Planning, especially the new legislative mandates for additional core services. Also to be discussed will be future administrative coverage and duties. The meeting may need to be rescheduled.

**Mental Health Advocate Role.** Jody Eaton reviewed Iowa Code 229 provisions regarding the role of the Advocate related to MHDS regions. The Advocate cannot be employed or assigned regional duties.

**Legislative Priorities and Update.** Jody Eaton and Wood reviewed proposals included in Governor Reynolds recent State of the State address and the ISAC Legislative Priorities regarding MHDS. Additional State funds are requested for Medicaid to help fund expanded services and the Governor supports adjustments to the MHDS fund balance allowance.

**In The Real World.** Cooper shared a real life story of a family struggling with a family member's mental illness.

## Finance

**Fiscal Agent Continuity of Operations.** Madison County Auditor Heidi Burhans has resigned as Auditor to take a job with the Secretary of State. Jill Eaton reviewed the language of the Fiscal Agent Agreement. The Agreement is with Madison County, not with the specific Auditor, however the Auditor must be willing to perform the duties. The current agreement with Madison County is in place through June 30, 2020. Clifton stated that it is likely a current employee in the office will be appointed who would be familiar with the CICS process, however, they would welcome others that may be interested in being the fiscal agent. No action needed at this time.

**Claims.** Patten moved, Hoffman seconded to approve the reports of CICS claims paid on January 2, 2019, totaling \$141,405.33, and January 15, 2019 totaling \$369,464.83. On a roll call vote all voted aye.

**Financial Reports.** Jill Eaton presented the FY 19 report for period ending December 31, 2018. Expenditures for December were \$1,097,430.85 and expenditures so far for FY 19 were \$5,751,535.96.

**FY 20 CICS Budget.** Jill Eaton reviewed the FY 20 Budget that was prepared by Administrative Team and reviewed by Finance Committee. The \$15,000,000 budget presented was recommended unanimously for approval by the Finance Committee. Hoffman moved, Murkin seconded to approve the recommended budget. On a roll call all voted aye.

**FY 20 Per Capita Levy.** Jill Eaton reviewed with Board the recommendation of the Administrative Team and the Finance Committee to set the per capita levy for each CICS county for FY 20 at \$22.20. This is the same levy as FY 19. Nolte moved, Rudolph seconded to approve the \$22.20 per capita levy for FY 20. On a roll call vote all voted aye.

## Operations

**FY 19 Provider Agreements and Amendments.** Webb shared the discovery that Greene County was not included in the contract template language under Section 1 for the previously approved FY 19 contracts. The consensus was that it be included going forward. The existing contracts state the agreement is between the provider and CICS in the first paragraph (not the counties). For the FY 20 contracts it was recommended to remove the list of individual counties from Section 1. The Board took action on the following:

- **YSS Amendment.** Murkin moved, Hoffman seconded to approve amendment to add Public Education Service to FY 19 contract. On a roll call vote Bailey abstained and all others voted aye.
- **Full Circle Therapy.** As they have started providing therapy services in Madison County, Dawley moved, Clifton seconded to approve a FY 19 contract with Full Circle with Greene Co. included in the contract language under Section 1. On a roll call vote all voted aye.
- **Franklin County Drop In Center.** The previous center closed December 31, 2018. Franklin County is planning to start a new Drop In Center run through the county. The contract calls for startup costs up to \$10,000 and ongoing monthly cost reimbursements based on actual costs not to exceed \$6,075 per month. Rudolph moved, DeKock seconded to approve the FY 19 contract with the addition of Greene County to the Section 1 definition. On a roll call vote all voted aye.

**Governing Board Meeting Schedule.** Hoffman moved, Murkin seconded to approve the following 2019 meeting dates: January 24, February 28, March 28, April 25, May 23, June 27, July 25, August 29, September 26, October 24, November 21, and December 19. All voted aye.

**Public Comment and Other Business**

Nolte read a prepared statement regarding correspondence that Board members received. Nolte stated an investigation will be completed and a written report will be issued. Murkin asked that Board members treat the letters received in a confidential manner. Bailey clarified that neither letter indicated a “grievance” being filed.

**Next Meeting and Adjournment.** The next meeting will be February 28, 2019 at 1:00 at the Story County Administrative Building in Nevada. Murkin moved, Hoffman 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