

**Central Iowa Community Services Regional Board Meeting Minutes**  
**March 28, 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, Poweshiek-Diana Dawley, Warren-Aaron DeKock, Marshall-Bill Patten, Franklin-Mike Nolte, Jasper- Brandan Talsma, and Advisory Board Representative Wendie Cooper.

**Counties/Members Absent:** Terry Johnson-Advisory Board Representative.

**Others Present:** Lucy Martin-CICS Finance Committee.

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

**Agenda and Minutes.** Board Chair Bailey called the meeting to order and introductions were made. He asked that the following two items be added to the agenda: Fiscal Agent Change and Employment Committee Report. Hoffman moved, Dawley seconded to approve the meeting agenda with the noted additions. All voted aye. Rudolph moved, Murken seconded to approve the February 28, 2019 meeting minutes. All voted aye.

**Administration**

**Conflict of Interest.** Jody Eaton reviewed the CICS Conflict of Interest Policy and potential conflicts on the agenda. Board members were reminded to send the completed Governing Board Conflict of Interest Statement to Linn Adams if have not already done so.

**Legislative Update.** Wood reported on progress for bills of interest. Legislation to change the allowed regional fund balance to be up to 40% and allow a longer period to spend down existing fund balance was approved unanimously by the House and is now in the Senate. HF 690 regarding the children's mental health system passed the House and is also in the Senate. It appears likely it will pass. Implementation date is unclear. Funding has not yet been addressed and will probably be addressed in appropriations bills yet to come. HF 722, regarding mental health commitments, is still being worked on.

**Employment Committee Report.** Bailey reported on the quarterly meeting held today. The Committee continued discussions regarding regional employment and related issues. If there is a change it will probably be through attrition. The Committee also discussed changes regarding the selection of the CEO. The current term expires July 1, 2020.

**Finance**

**Claims.** Clifton moved, Hoffman seconded to approve the reports of CICS claims paid on March 12, 2019, totaling \$311,764.82, and March 26, 2019 totaling \$489,522.57. On a roll call vote all voted aye.

**February Expenditure Report.** Jill Eaton presented the FY 19 report for period ending February 28, 2019. Expenditures for February were \$1,043,153.87 and expenditures so far for FY 19 were \$7,933,986.88.

**Finance Committee Recommendations.** Lucy Martin presented the following:

- **Request of Transfer of Funds.** The Finance Committee recommended, as per Section 7 of the Fiscal Policies, a transfer of \$250,000 from the Fiscal Agent account to Franklin County for local administration costs. On a roll call vote Nolte abstained and all others voted aye.

- **FY 19 County Fund Balance Transfer to Fiscal Agent (RPFA).** Dawley moved, Patten seconded to approve the recommendation of the Finance Committee to have each county submit any fund balances in excess of 200% of the FY 20 local budget based on the fund balance as of March 31, 2019. On a roll call vote all voted aye.

**Fiscal Agent Change.** Madison County submitted a letter as specified in the 28E Agreement withdrawing as the CICS Fiscal Agent at the end of the fiscal year (June 30, 2019). Jill Eaton asked for approval to reach out to all other CICS counties to determine the interest of each county in becoming Fiscal Agent with the intent of bringing a recommendation to next month's CICS Board meeting. Murken moved, Hoffman seconded to approve having the Finance Committee and Administrative Team seek input from all CICS County Auditors and bring a recommendation to the April CICS Governing Board meeting. On a roll call vote all voted aye.

### Operations

**FY 20 Annual Service and Budget Plan.** Webb reviewed a summary of the Plan that must be submitted to Iowa DHS by April 1, 2019. Murken moved, DeKock seconded to approve the Plan with the deletion of one sentence in third paragraph in Introduction and correction of the Crossroads Mental Health Center address in Madison County. All voted aye.

**FY 20 Provider and Program Participation Contract Template.** Webb reviewed proposed changes recommended by the CICS attorney. Following review, Patten moved, Dawley seconded to approve the revised contract template for FY 20. All voted aye.

### **FY 19 Contract Amendments.**

- **Eyerly Ball.** Hoffman moved, Clifton seconded to approve an amendment to include a maximum of \$6,250.00 for possible onboarding of a medication prescriber and \$1,877.00 for onboarding of an LISW, as specified in existing incentive policy. The funds will only be expended if the individuals are hired and remain through the fiscal year. On a roll call vote all voted aye.
- **Achieve Mental Health.** Murken moved, Nolte seconded to approve an amendment to add planning/consultation services, provider training, and equipment. Hardin County local designated funds will be utilized. On a roll call vote all voted aye.

### Quality Assurance

**QA 2<sup>nd</sup> Quarter Reports.** Treibel-Leeds reviewed the quarterly reports for telehealth (ITP), crisis line (Foundation 2), and the Transitional Living Centers.

### Planning

**New Services Meeting.** Wood reviewed the meeting held on March 18<sup>th</sup> with providers to discuss the requirements for Access Centers and Intensive Residential Service Homes (IRSH) and how the CICS region can best meet these requirements. The consensus of the group at the meeting regarding Access Centers was to develop a "lead agency" and "network" of providers for crisis stabilization, substance abuse, and sub-acute. Another meeting will be held April 1<sup>st</sup>.

### **Public Comment and Other Business**

- Rudolph reported that Greene County has made a change regarding their Mental Advocate and will be utilizing the services of the Boone County Advocate.

- Various training opportunities were discussed including: May 9<sup>th</sup>- Hamilton County Mental Health Seminar; May 29<sup>th</sup>-Hardin County MH Awareness Seminar; and CIT Training June 10-14<sup>th</sup>.

**Next Meeting and Adjournment.** The next meeting will be April 25, 2019 at 1:00 at the Story County Administrative Building in Nevada. Patten moved, Dawley seconded to adjourn. All voted aye.

Minutes respectfully submitted by Linn Adams.

---

Linn Adams, Recording Secretary

---

Doug Bailey, Board Chair