

Central Iowa Community Services Regional Board Meeting Minutes
April 25, 2019
Story County Administration Bldg., Nevada, IA

Board Members Present: Hamilton-Doug Bailey, Story-Linda Murken, Hardin-BJ Hoffman, Madison-Phil Clifton, Marshall-Bill Patten, Jasper- Brandan Talsma, and Advisory Board Rep. Terry Johnson.

Counties/Members Absent: Poweshiek, Franklin, Boone, Warren, Greene, and Advisory Board Rep. Wendie Cooper.

Others Present: Chad Huddleston, Martha Huddleston, Deb Schildroth.

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

Agenda and Minutes. Board Chair Bailey called the meeting to order and introductions were made. Bailey asked that the following items be added to the agenda: Advisory Board recognition, grant opportunity (informational), and Friendship Ark (FY 20 contracts). Murken moved, Hoffman seconded to approve the agenda with additions. All voted aye. Hoffman moved, Clifton seconded to approve the March 28, 2019 meeting minutes. All voted aye.

Advisory Board Recognition. Webb recognized Chad Huddleston for his years as a member on the CICS Advisory Board, including terms as Vice-Chair and Chair of the Board.

Administration

Conflict of Interest. Jody Eaton reviewed the CICS Conflict of Interest Policy and potential conflicts on the agenda. The process will be revised to better recognize potential conflicts.

Grant Opportunity. Jody Eaton reported that the State is applying for a grant through SAMSHA for IPS. If the grant is awarded, CICS has been asked to be part of the statewide project. Participation will help fund some of the current costs of our regional IPS project and may expand IPS to the rest of region.

Strategic Plan Review. Jody Eaton reviewed a handout listing the existing Strategic Plan goals and updates to each. The Strategic Plan continues to be a roadmap for future planning.

Local Designated Funds Policy. Jody Eaton reviewed the existing Local Funds Policy and reported on utilization of local funds in FY 19 so far, including sponsorship of events, marketing banners and items, seminars, provider needs, provider training, therapy equipment, partnerships with schools related to mental health, CICS staff training, virtual reality training, and other things. The Administrative Team recommended continuing with the Local Funds for FY 20 at a rate of \$25,000 per county. Hoffman moved, Talsma seconded to approve the recommendation for FY 20. On a roll call vote all voted aye.

Peer Drop In—Hamilton County. Funding requests were received from Central Iowa Recovery and Hamilton County for creation and building renovation in Webster City for a drop in center, short term emergency housing, bathrooms & shower/laundry center, and outdoor recreation/garden area. The Administrative Team reviewed the proposals and recommended approval of the drop in center and bathrooms & shower/laundry center at a maximum CICS cost of \$200,000 for renovation. The Administrative Team also recommended approval of the request from CIR for maximum start-up cost of \$17,000. And a maximum FY 20 budget of \$76,133 for the drop in.

- **Central Iowa Recovery (CIR).** Murkin moved, Talsma seconded to approve the CIR proposal for up to \$17,000 for start-up costs and a budget up to \$76,133 for development of the drop-in center for Hamilton County. There was discussion regarding transportation and location of the

site. On a roll call vote Hoffman, Clifton, Bailey abstained. Talsma, Patten, Murken voted aye. Motion carried.

- **Hamilton County.** Jody Eaton reviewed previous allocations for specific projects in county owned buildings. The Administrative Team recommended approval of the costs for the drop-in center and bathroom/showers/laundry center up to \$200,000. There was discussion regarding the need for laundry facilities. Murken moved, Talsma seconded to approve the Administrative Team recommendation for CICS to pay a maximum of \$200,000 for the renovation of the drop-in center and restrooms/laundry. On a roll call vote Bailey abstained and all others voted aye. Motion carried.

Statement of Understanding- Hamilton County. Hoffman moved, Clifton seconded to approve an SOU for new administrative support staff at .8 FTE. On a roll call vote Bailey abstained and all others voted aye. Motion carried.

Emergency Mode of Operations. Jody Eaton reminded the Board that the local EMOP for each county office must be uploaded on the Sharepoint.

Legislative Update. Jody Eaton reported that HF 691 regarding the levy amount and spend down of fund balance has been approved by the House and Senate. HF 690, regarding the children mental health system was also approved by both chambers. CICS will have to write a regional plan regarding implementation. \$700,000 has been allocated so far to pay for one staff per region to specialize in children services.

Access Center Update. Jody Eaton reported that two meetings have been held regarding creation of an access “network”. The consensus has been that this makes more sense in CICS than one building or campus. Further plans will be brought back to the Board.

Finance

Claims. Clifton moved, Hoffman seconded to approve the reports of CICS claims paid on April 9, 2019, totaling \$457,465.92, and April 22, 2019 totaling \$564,175.07. On a roll call vote all voted aye.

March Expenditure Report. Jill Eaton presented the FY 19 report for period ending March 31, 2019. Expenditures for March were \$1,038,624.96 and expenditures so far for FY 19 were \$8,972,611.84.

Fiscal Agent Agreement. As discussed previously, 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 contacted County Auditors in each CICS county. Story County was the only county interested. Positive aspects are that Story uses Solutions software and has the State Auditor do the audit. The revised Fiscal Agent Agreement was reviewed. Hoffman moved, Patten seconded to approve the Fiscal Agent Agreement with Story County, commencing July 1, 2019, pending approval by the Story County Board of Supervisors. The fee remains the same as the previous agreement. On a roll call vote Murken abstained and all others voted aye. Motion carried.

Operations

FY 19 Contract Amendment. Clifton moved, Hoffman seconded to approve a contract amendment with Genesis Development to provide funding for Access to Crisis Services Fee. On a roll call vote all voted aye. Motion carried.

FY 20 Contracts.

- Webb reviewed that in general contracts for block grant and Medicaid funded services will remain same as FY 19 unless provider can provide proof that Medicaid has approved a higher rate or substantiate the need for increased block grant. Most other fee-for-service rates were increased 2%. Hoffman moved, Murken seconded to approve the following FY 20 contracts: Pamela Caviness, LISW, ASW, Inc.; CIRSI, Inc.; Journey Counseling and Consultation; Grace C Mae Advocate Center, Inc.; Goshorn Psych-Services, PLLC; Integrated Treatment Services, LLC; Mainstream Living; Heartland Senior Services; ChildServe Community Options; and Friendship Ark. On a roll call vote all voted aye.
- **CFR FY 20 Contract.** Murken moved, Patten seconded to approve FY 20 contract with CFR. On a roll call vote Bailey abstained and all others voted aye. Motion carried.

Independent Contractor Agreement. Jody Eaton reviewed the contract for the Zac Yeggy project in Poweshiek and Jasper Counties. Local funds will be utilized to provide training workshops for up to 340 individuals. Costs shall not exceed \$12,500 for Jasper County and \$7,500 for Poweshiek County. Hoffman moved, Clifton seconded to approve the Agreement. On a roll call vote all voted aye. Motion carried.

Coordination

IRSH DHS Project Request. Stursma reviewed the process that CICS Coordination has completed to determine who, and how many, may be eligible for the new IRSH service. Initially 47 CICS individuals were identified by Service Coordinators. The list was staffed and further review narrowed the list to 14. An additional intensive review resulted in 11 individuals identified. Common characteristics of cases reviewed and needs determined in order for successful IRSH placement were reviewed. A report is being prepared and will be shared by the CEO with DHS.

Proclamation

May Mental Health Month. Bailey shared the proclamation designating May as Mental Health Month. Murken moved, Patten seconded to approve the proclamation and authorize the Chair to sign. All voted aye. Information was shared regarding several mental health events to be held in May.

Public Comment/Other Business

Training. Treibel-Leeds discussed recent trainings and the availability of C3 De-escalation training for local county staff.

Bailey provided thanks to Story County for accepting the responsibility for fiscal agent and the confidence shown in the support of the new drop-in center in Hamilton.

Adjournment/Next Meeting. Murken moved, Talsma seconded to adjourn. All voted aye. Next meeting will be May 23, 2019.

Minutes respectfully submitted by Linn Adams.

Linn Adams, Recording Secretary

Doug Bailey, Board Chair