

**Central Iowa Community Services Regional Board Meeting Minutes**  
**May 23, 2019**  
**Story County Administration Bldg., Nevada, IA**

**Board Members Present:** Hardin-BJ Hoffman, Madison-Phil Clifton, Marshall-Bill Patten, Jasper- Brandon Talsma, Greene-Dawn Rudolph, Poweshiek-Diana Dawley, Warren-Aaron DeKock, and Advisory Board Representatives Terry Johnson and Wendie Cooper.

**Counties/Members Absent:** Hamilton, Franklin, Boone, Story.

**Others Present:** State Representative Wes Breckenridge.

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

**Agenda and Minutes.** In the absence of the Chair, Vice-Chair Patten called the meeting to order and introductions were made. Patten asked for changes to the agenda, including the addition of CICS Withdrawal from ASSETT Funding Allocation Process, Request for Out-of-State Travel, FY 20 Provider Contracts for Region 6/Peoplerides, Lutheran Services in Iowa, Foundations 2 Inc.; and, the deletion of the CIR Contract Amendment. Hoffman moved, Clifton seconded to approve the agenda with the changes. All voted aye. Clifton moved, DeKock seconded to approve the April 25, 2019 meeting minutes. All voted aye.

**Administration**

**Conflict of Interest.** Jody Eaton reviewed the potential conflicts on the agenda. Contracts with potential conflict will be acted on separately.

**HIPAA Policy Update.** Jody Eaton reviewed the proposed changes which include the addition of Greene County and other grammatical changes. Dawley moved, Hoffman seconded to approve the revised HIPAA Policy. On a roll call vote all voted aye.

**HF 690 Summary.** A handout prepared by DHS was provided to review the changes created by this bill in the Children's Mental Health System. Administrative rules will be drafted and finalized by January, 2020 and then each MHDS Region must submit an implementation plan by April, 2020. The 28E Agreement will need to be amended to incorporate changes and membership of the Governing Board will have changes.

**HF 691 Financial Forecast.** Jill and Jody Eaton reviewed a spreadsheet showing the financial forecast as specified in HF 691. The bill allows a 40% fund balance and longer time to spend down existing balance. The forecast is based on assumptions that could change. It was noted that throughout the forecast the expenditure max will remain about 12 million.

**Funding Requirements for HF 2456 and HF 690.** Jody Eaton explained that funding was not approved by the State when new mandates were approved in this legislation. Regions are required to add the new services. One county sent a letter to the State regarding the lack of funding with the new mandates. CICS does currently have a large fund balance so it does not seem appropriate to respond likewise at this time.

**Finance**

**Claims.** Clifton moved, Dawley seconded to approve the reports of CICS claims paid on May 7, 2019, totaling \$68,570.54, and May 21, 2019 totaling \$560,377.45. On a roll call vote all voted aye.

**April Expenditure Report.** Jill Eaton presented the FY 19 report for period ending April 30, 2019. Expenditures for April were \$1,239,071 and expenditures so far for FY 19 were \$9,903,071 (not including the distributions and reimbursements to member counties).

**Fiscal Agent Agreement.** Jill Eaton reported that the Story County Board of Supervisors approved the agreement. She is working with the Story and Madison officials for the change-over effective July 1. A copy of the signed agreement was sent out via email with the agenda.

### **Operations**

**MH Advocate Agreement Template.** Upon review, Hoffman moved, Rudolph seconded to approve the template with the removal of the language shown in Attachment A Other Terms. On a roll call vote all voted aye. This template will be used to contract with each member county that is the employer of the Mental Health Advocates.

**FY 19 and FY 20 Contract Amendments.** Rudolph moved, Clifton seconded to approve a FY 19 contract amendment with Friends Forever for purchase of a bus to utilize Hamilton County local funds and a FY 20 contract amendment with Mainstream Living to add Supported Employment. On a roll call vote all voted aye.

#### **FY 20 Provider Contracts.**

- Hoffman moved, Dawley seconded to approve the FY 20 contracts with Access, Inc. and Friendship Club. On a roll call vote Hoffman abstained and all others voted aye. Motion carried.
- Following review by Webb, Clifton moved, Talsma seconded to approve the following FY 20 provider agreements: Arc of Marshall County, Arc of Story County, Brian Vold, ARND, Christian Opportunity Center, Crossroads Mental Health Center, Diamond Life, Full Circle Therapy Center, LLC, Hamilton County Public Hospital dba Van Diest Medical Center, House of Mercy, Legal Aid Society of Story County, MIW Inc., Optimae Life Services, Orchard Place, Premier Payee Inc., Progress Industries, Youth and Shelter Services Inc., Region 6/Peoplerrides, Lutheran Services in Iowa, and Foundation 2. On a roll call vote all voted aye.

**ASSET Policies and Procedures.** Webb briefly explained the ASSET process and organization that is specific just to Story County. She reviewed the proposed changes to the policies and procedures. Dawley moved, DeKock seconded to approve the revised policies and procedures to be effective July 1, 2019. On a roll call vote all voted aye.

**Withdrawal of CICS From ASSET Funding Allocation Process.** Webb reviewed a recommendation from the Administrative Team for CICS to no longer participate in the funding allocation process. CICS will continue to be a sponsoring organization, have appointed volunteers involved, and support the administrative functions. DeKock moved, Talsma seconded to approve the withdrawal of CICS from the ASSET funding allocation process. On a roll call vote all voted aye.

### **Quality Assurance**

**Quarter 3 Reports.** Treibel-Leeds reviewed the FY 19 Q3 information for the Foundation 2 Crisis Line, Transitional Living Centers, and ITP Telepsychiatry.

**Training Travel Request Out-of-State.** Treibel-Leeds has been asked to speak at the national NACO Conference about CICS Crisis Services. CICS Policy requires Board approval for out-of-state travel. Upon review of estimated expenses, Hoffman moved, Clifton seconded to approve the attendance of the 3 day conference in July at a CICS cost not to exceed \$1,300. On a roll call vote all voted aye.

**Public Comment/Other Business**

- **Story County Supervisors.** Story County Supervisor Rick Sanders resigned. Webb announced there will be a reception on May 28 from 8:30 to 9:45. Story County will be taking applications for appointment to the position.
- **Crisis Meetings.** Treibel-Leeds invited members to attend one of the remaining Crisis Service meetings being held throughout the region. The initial meeting in Madison was yesterday. Meetings remain in Newton, Boone, and Iowa Falls.
- **Other Events.** Board members are invited to attend a “ground breaking” on May 29 at the Webster City Clinic Building where the new drop-in will be located and also on May 29<sup>th</sup> to the 20<sup>th</sup> Annual MH Awareness Seminar in Hardin County.

**Adjournment/Next Meeting.** The Vice-Chair adjourned the meeting. Next meeting will be June 27, 2019.

Minutes respectfully submitted by Linn Adams.

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Linn Adams, Recording Secretary

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Bill Patten, Board Vice-Chair