

**Central Iowa Community Services Regional Board Meeting Minutes
July 25, 2019**

Story County Administration Bldg., Nevada, IA

Board Members Present: Doug Bailey (Hamilton), BJ Hoffman (Hardin), Phil Clifton (Madison), Bill Patten (Marshall), Brandon Talsma (Jasper), Diana Dawley (Poweshiek), Aaron DeKock (Warren), Chad Behn (Boone), Lisa Heddens (Story), Dawn Rudolph (Greene), Mike Nolte (Franklin), and Advisory Committee Representatives Julie Smith and Wendie Cooper.

Counties/Members Absent: None.

Administrative Team Present: Jody Eaton, Karla Webb, Patti Treibel-Leeds, Betsy Stursma, John Grush.

Others Present: None.

Chair Patten called the meeting to order. Welcome and Introductions were made, including the newest Advisory Committee provider representative, Julie Smith, from Capstone Behavioral Health Services.

Agenda and Minutes. Hoffman moved, Rudolph seconded to approve the agenda as presented. All voted aye. Bailey moved, Behn seconded to approve the minutes of the June 27, 2019 meeting. All voted aye.

Employment Committee appointment: Historically, the past Chair remains on the employment committee, and the new vice chair becomes a member of the employment committee. Nolte moved, Clifton seconded to appoint the employment committee Governing Board members as Doug Bailey, Bill Patten, and BJ Hoffman. All voted aye on a roll call vote.

Employment Committee Report. Will be provided at the next meeting after the new employment committee meets.

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

Review 28E changes: The document was not in the packet and hard copy was provided. This has been reviewed by the Regional attorney. It is for informational purposes at this time. It will go to Administrative Team for review, with a recommendation that will be provided to the Governing Board members at least 14 days prior to the next meeting. The majority of the changes are in response to legislative changes. It will be up to the Governing Board if the 28E Agreement goes back to each member county. Eaton reviewed the changes in the draft 28E Agreement.

Children's Advisory Board process. There are many roles that will need to be filled with the Children's advisory committee. The proposed process is to issue a press release and send a newsletter to solicit interest via an application process. The next step would be to have Administrative team, or a committee of administrative team members review the applications received. The review will consider the roles required in legislation, as well as, geographical

coverage of the Region. We would like to keep membership to around 20-22. Recommendation on final membership would be presented to the Governing Board for approval. The request today is for the Governing Board to consider this process. If approved, Admin team will get the press release and disseminate the information next week. Hoffman moved, Dawley seconded to accept the recommendation for the Children's Advisory Board process. All ayes on a roll call vote.

Lead Agency for Access Center Network. Eaton reviewed the legislation that requires CICS to create an Access Center. Further clarification was discussed regarding the possibilities for the Access Center service. The two possibilities are a single location where all services are provided and the other is an Access Center Network which would keep the existing service and providers in place with establishing a lead agency. Planning Officer, Russell Wood, has met with a potential agency regarding becoming the lead agency for the Access Center Network. The lead agency would assess and coordinate transportation to assist individuals in getting to the necessary services. We still need subacute and 23-hour observation services, as well, to round out the Access Center Network.

Claims. Dawley moved, Clifton seconded to approve the reports of CICS claims paid on June 27, 2019, totaling \$280,260.82, and July 16, 2019 totaling \$357,742.84. On a roll call vote all voted aye.

June Expenditure Report. Eaton presented the FY19 cash report for fiscal year ending June 30, 2019. Expenditures for June were \$1,252,896 and the final cash reporting for the end of the fiscal year was \$12,064,121 (not including the distributions and reimbursements to member counties).

OPERATIONS - FY20 contracts: CIJDC will be the only one that has a potential conflict of interest. Hoffman moved, Talsma seconded to approve the FY20 contract with Central Iowa Juvenile Detention Center. Abstain: Dawley, Heddens. Aye: Bailey, Hoffman, Patten, DeKock, Rudolph, Behn, Clifton, Nolte, Talsma. Clifton moved, Behn seconded to approve the following FY20 contracts; Brain Injury Association of Iowa, eVizzit of Iowa Psychiatric PC dba Integrated Telehealth Partners, Eyerly Ball Community Mental Health Services, and Mason City Clinic. All voted aye on a roll call vote.

CICS Regional Advisory Board Bylaws: This is clean up for the by-laws for the CICS Regional Advisory Board. The Advisory Board approved these changes at their meeting earlier this month. Bailey moved, Heddens seconded to approve the Central Iowa Community Services Regional Advisory Board Bylaws. All voted aye on a roll call vote.

Transitional Living Programs Improvements and Redesign. Grush reported that he has been working with Planning and Coordination staff in reviewing data from the 4 block granted TLCs and looking to develop a plan to best serve individuals. Some options being considered include leveraging Habilitation funding for those eligible and Master Lease arrangements to serve individuals not needing intensive 24-hour staff support. Brainstorming meetings have been held with the providers and service coordinators and we are exploring alternatives. A plan will be developed and presented to the Administrative Team in August and Governing Board in September. The ultimate goal is to go from 16 TLC beds to potentially 8 beds at the current level, with new alternatives at a lower level of care.

FY19 person served report. Stursma provided FY19 data regarding the number of persons served through CICS Service Coordination and applications received compared to FY18. Stursma reported there was just under a 2% increase in applications received for CICS funding from FY18 to FY19. There was no change in the average number of individuals the CICS service coordinators served per month in FY18 compared to FY19. Stursma reported that the Service Coordination Specialists met their goal to reduce the number of individuals living in RCFs, with a reduction of 22% (36 individuals on 7/1/18 to 28 individuals on 6/30/19). The comprehensive service coordination annual report will be provided at a later date.

Adjournment/Next Meeting. DeKock moved, Heddens seconded to adjourn. The Chair adjourned the meeting. Next Meeting will be the last Thursday of the month, August 29, 2019, due to the ISAC Conference.

Minutes respectfully submitted by Betsy Stursma.

Betsy Stursma, Recording Secretary

Bill Patten, Board Chair