

**Central Iowa Community Services Regional Board Meeting Minutes**  
**December 19, 2019**  
**Story County Administration Bldg., Nevada, IA**

**Board Members Present:** Madison-Phil Clifton, Marshall-Bill Patten, Poweshiek-Diana Dawley, Story-Lisa Heddens, Jasper-Brandon Talsma, Boone-Chad Behn, Hamilton-Doug Bailey and Advisory Board Representative Wendie Cooper.

**Counties/Members Absent:** Hardin-BJ Hoffman, Franklin-Mike Nolte, Warren-Aaron DeKock, Greene-Dawn Rudolph, and Advisory Board Rep. Julie Smith.

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

**Others Present:** Tony Reed.

**Agenda and Minutes.** Chair Patten called the meeting to order. He asked for the following additions to the agenda: 1. Add recommendation for CEO salary under the Cost of Living Recommendation; 2. Combine the item for Children’s Behavioral Health Advisory Committee Update with the Children’s System Update, and 3. Add appointments of Governing Board members to the Adult Advisory Committee. Bailey moved, Dawley seconded to approve the agenda with the additions. All voted aye. Clifton moved, Heddens seconded to approve the minutes of the November 21, 2019 meeting. All voted aye.

**Cost of Living/CEO Salary Recommendation.** The Employment Committee met this morning and recommended that the new CEO salary as of July 1, 2020, be set for the first year at \$88,000. They also recommended that the cost of living adjustment to the regional pay matrix for FY 21 (commencing 7/1/20) be 2.00%. The region would not fund any increases more than 2% for staff that are at the top of the matrix or that were grandfathered in and are above the scale. Bailey moved, Dawley seconded to approve both recommendations. On a roll call vote all voted aye.

**CICS Legislative Committee Report and Recommendations.** Wood reviewed a handout of the four priorities recommended by the committee. The four areas addressed included: state funding to counties/regions to ensure stability in the system, adequate provider reimbursement rates, expansion and funding of the children’s system, and appropriate funding for the Your Life Iowa statewide crisis line. Changes to the first area included adding “developmental disabilities” to the first sentence and removing “constitutionally protected” from the sentence. The heading was changed to “Priorities”. Bailey moved, Heddens seconded to adopt the CICS Legislative Priorities for the coming legislative session as modified and for Wood to register as a lobbyist on behalf of the region. On a roll call vote all voted aye.

**Administration**

**Conflict of Interest.** Jody Eaton reviewed the potential conflicts including a contract amendment on the agenda today.

**Children’s System Update.** Jody Eaton reported that the first meeting of the Children’s Advisory Committee was held on December 9<sup>th</sup> with much feedback, especially from school and education representatives. The Administrative Team continues to work on draft changes to the MHDS Plan and Transition Plan for Children’s System that will need to be submitted to the State.

**Update of County Operated Providers and Direction from the Board.** Jody Eaton reviewed information provided last month regarding changes that must be made regarding county operated programs as a result of directives from the Department of Management and DHS. Such programs can no longer be

budgeted by counties outside of Fund 10. If they are in Fund 10 they will fall under the direction of the region. The three counties affected are Franklin (CICS Center of Franklin County), Hamilton (Friends Forever/CIR), and Hardin (FIA Friendship Club). Wood reported that Franklin is leaning toward having Prairie Ridge Mental Health Center take over their program. Bailey reported that Hamilton is planning for CIR to become a 501C3 entity outside of the county and Friends Forever programming would fall under CIR. Adams reported that Hardin is planning to move also the direction of forming a 501C3 for the Friendship Club program. None are planning to include their programs in the FY 21 local administrative budget. Based on this, Heddens moved, Dawley seconded that Hamilton, Hardin, and Franklin Counties not include the financial costs related to the identified programs in their local Fund 10 administrative budget. On a roll call vote all voted aye.

**CIR Proposal-Greene Drop-In.** Heddens moved, Dawley seconded to approve the recommendation of the Administrative Team to deny the proposal submitted by CIR for a Greene County drop-in.

**Statement of Understanding (SOU).** Clifton moved, Talsma seconded to approve an SOU for an Ashley Fallis as administrative support worker in Poweshiek County to replace another staff person that resigned. 85% of the position will be funded by CICS. On a roll call vote all voted aye.

### **Finance**

**Claims.** Bailey moved, Talsma seconded to approve the reports of CICS claims paid on December 3, 2019, totaling \$217,742.03 and December 17, 2019 totaling \$350,580.28. On a roll call vote all voted aye.

**Expenditure Report.** Jill Eaton reported she was unable to complete the November Expenditure Report because information has not yet been received from one county. It will be reviewed with the December report next month.

**FY 18 Audit.** The FY 18 was just received in late October. Jill Eaton reported that there was an internal control deficiency that has been corrected by having the Chair sign the claims reconciliation sheet each time claims are paid. It was also noted that the audit does not track the financial liability related to accrued leave time that employees may have earned. Heddens moved, Talsma seconded to accept the FY 18 Audit report. On a roll call all voted aye.

### **Operations**

**Adult Advisory Committee Appointments for FY 21.** Webb presented the recommendations of the Administrative Team for appointments to this committee, including approval of Kathy Hanzek and Anthony Wubben for the period 1/1/20 to 12/31/20 as they are replacements for previous individuals that had served their maximum allowed time; and, JD Deambra, Jennifer Ellis, Tamara Morris, Sharon Swope, Grace Sivadge, Justin Terry, Shan Sasser, and Cassie Fowler to two-year terms (1/1/20-12/31/21). In addition, the Chair recommended that Hoffman, as Governing Board Vice-Chair, replace Bailey (outgoing Chair) on the Advisory Committee. Dawley was previously appointed and will continue. Clifton moved, Heddens seconded to approve all of the recommendations. On a roll call vote all voted aye.

**Asset Volunteer.** Bailey moved, Dawley seconded to approve the recommendation of the Administrative Team to appoint Quinn Wood as a CICS representative to replace Melanie Stahl who resigned. The term will be from 12/19/19 to 3/31/21. On a roll call vote all voted aye.

**FY 20 Contract Amendments.** Webb reviewed a proposed amendment to the FY 20 Optima contract to provide a maximum of \$39,600.00 start-up costs for their expansion of services into Marshall County. Heddens moved, Bailey seconded to approve the amendment. On a roll call vote all voted aye.

**Planning**

**IPS Project.** Wood provided an update on the pilot project in Franklin, Hardin, and Hamilton Counties. CICS provided a block grant for start-up of this project. Although the State has supported the IPS model as an evidence-based service in Iowa, the State's payment model does not support the rapid placement type services of IPS. The Administrative Team recommended ending the block-grant starting with FY 21. It is hoped the program will continue and CICS can still fund specific services on a fee-for-service basis for those that may not have other funding.

**Public Comments.** None.

**Adjournment/Next Meeting.** The Chair adjourned the meeting. Next meeting will be January 23, 2020, at 1:00 in Ames.

Minutes respectfully submitted by Linn Adams.

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Linn Adams, Recording Secretary

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Bill Patten, Board Chair