

Central Iowa Community Services Regional Board Meeting Minutes
February 27, 2020
Story County Administration Bldg., Nevada, IA

Board Members Present: Madison-Phil Clifton, Marshall-Bill Patten, Story-Lisa Heddens, Boone-Chad Behn, Hamilton-Doug Bailey, Greene-Dawn Rudolph, Adult Advisory Committee Representatives Julie Smith and JD Deambra, and, Children’s Advisory Committee Representatives Robin Maas, Krystina Engle, and Allie Wulfekuhle.

Counties/Members Absent: Warren-Aaron DeKock, Poweshiek-Diana Dawley, Jasper-Brandon Talsma, Hardin-BJ Hoffman, Franklin-Mike Nolte.

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

Call to Order and Introductions. Chair Patten called the meeting to order. Introductions of the new Children’s Advisory Committee representatives were made. Wulfekuhle and Maas will be voting members. Engle will be an ex-officio non-voting member as a provider representative. Patten also offered clarification that voting will now be by voice vote rather than rollcall. The Chair or any member may request a roll call vote.

Agenda and Minutes. Patten asked for changes to the agenda, including, removal of “pay matrix revision”, movement of the Employment Committee report to Administrative section under Staff Transition Plan with it being an action item. Rudolph moved, Heddens seconded to approve the agenda with revisions. All voted aye. Clifton moved, Heddens seconded to approve the minutes of the January 23, 2020 meeting. All voted aye.

Administration

Pending Legislation. A handout and information were shared regarding the Invest in Iowa Act (SSB3116/HSB657). The legislation is being promoted by the Governor and it would increase sales tax by one cent while reducing property tax for the MHDS levy. It would set a standard \$12.50 per capita levy throughout the State. The State would pledge funds to backfill the loss of property tax from the new sales tax. There would be a net increase statewide in funding, however, each MHDS region would be affected differently. CICS would see an increase of apx. \$858,000. Clarification is still being sought regarding if any of the State funds can be used for non-Core services, as CICS spends about 2/3 of funds on non-Core services. There was also discussion of HF2555 which would allow non-contiguous counties to be part of the same MHDS region.

Conflict of Interest. Jody Eaton reviewed the potential conflicts on the agenda today.

Advisory Committee Appointment Recommendations. Bailey moved, Deambra seconded to appoint and re-appoint Jeff Vance (CIRSI-provider), Mary Nelson (Friendship Club-provider), and Kirsten Klepfer-actively involved relative) to the Adult Advisory Committee; and Dr. Jack Swanson (Pediatrician) to the Children’s Advisory Committee. All voted aye.

Children’s System Update and Implementation Plan. Jody Eaton reported she had appointed Service Coordinator Robin McKee as the Coordinator of Children’s Behavioral Health Services. Robin has assumed this role along with Service Coordination duties. Eaton also reviewed the final draft of the Implementation Plan for the children’s system. Bailey moved, Clifton seconded to approve the Implementation Plan with the addition of the names of the agencies represented by Advisory Committee members. All voted aye.

Staff Transition Plan, Administrative Job Duties, and new Lead Service Coordinator. Jody Eaton reviewed the written transition plan that was sent out with Board packet. The transition will become fully effective by July 1. The Administrative Team will be reduced from 8 to 5 members through attrition with the retirement of Jody Eaton, Jill Eaton, and Grush. Eaton also shared the realigned job duties of the remaining Administrative Team. Stursma will become Finance Officer, Treibel will take over new role as combined Planning and Development Officer, and Adams will become the sole Coordination Officer. Due to the loss of one Coordination Officer a new position will be created as Lead Service Coordinator to assist in the Coordination area, with a reduction in Service Coordination Specialists from two to one. Patten reported that the Employment Committee supports this plan and the proposed changes. Bailey moved, Heddens seconded to approve the plan for Restructuring Administrative functions and staffing. All voted aye. Heddens moved, Maas seconded to approve the revised Administrative Team job duties as presented as of July 1. All voted aye. Rudolph moved, Heddens seconded to approve the job description for the Lead Service Coordinator position. All voted aye. The CEO will send out the information about the new position internally to all staff.

Finance

Claims. Clifton moved, Bailey seconded to approve the reports of CICS claims paid on January 28, 2020, totaling \$4424,024.57, February 11, 2020, totaling \$82,301.83, and February 25, 2020, totaling \$541,724.08. All voted aye.

Expenditure Reports. Jill Eaton reviewed the January report. January expenditures were \$904,794.21, and year to date expenditures were \$6,995,037.

Operations

FY 20 Provider Amendment. Bailey moved, Heddens seconded to approve an amendment with Access, Inc. ending the contract for the Transitional Living Center effective November 30, 2019. All voted aye.

Quality Assurance

Reports. Treibel-Leeds reviewed the FY 20 2nd Quarter reports for TLCs and ITP usage.

Public and Other Comments.

- Rudolph complemented the training team for the fine Juvenile Mental Health First Aid training that was recently provided in Greene County.

Adjournment/Next Meeting. The Chair adjourned the meeting. Next meeting will be March 26, 2020, at 1:00 in Ames.

Minutes respectfully submitted by Linn Adams.

Linn Adams, Recording Secretary

Bill Patten, Board Chair