



# CICS

Supporting Individuals. Strengthening Communities.

## Regional Governing Board Meeting Minutes December 17, 2020 Electronic Meeting via Zoom

**Board Members Present:** Franklin, Hardin, Madison, Hamilton, Marshall, Story, JD Deambra, Andrea Dickerson, Kendra Alexander. **Counties/Members Absent:** Warren, Jasper, Poweschiek, Boone, Greene. **Administrative Team Present:** Russell Wood, Patti Leeds, Karla Webb, Betsy Stursma, Linn Adams.

**Public Comments:** None

### Agenda & Minutes

Motion to approve the December 17, 2020 agenda. Motion by Nolte, second by Clifton. All ayes, motion carried.

Chair asks for motion to approve the November 19, 2020 minutes. Motion by Bailey, second by Heddens. All ayes, motion carried.

CEO Russell Wood gave an update about administrative coverage. Wood shared a map of coverage by administrative team members for each county. The administrative team was having challenges with information getting shared. Since the Governing Board did approve county liaisons in counties where there was not an admin member, some staff were put into a position of carrying out duties they were not hired to perform.

The admin team felt it was important to look at this issue as the region is bringing on three new counties. The Governing Board will need to approve the adoption of the map to identify who local staff need to go to. Staff will still work with all admin team members based on their current positions within the region. Chair asks for motion to approve oversight plan and map as presented. Motion by Hoffman, second by Bailey. All ayes, motion carried.

Chair asks for motion to approve Mike Nolte to fill 6-month interim on Employment Committee. Motion by Bailey, second by Hoffman. All ayes, motion carried.

Employment Committee voted to raise admin team salaries \$10,000 and an additional \$5,000 for CEO. They also voted on a 2.5% increase for all other staff.

Discussion on administrative staff increases: 2.5 admin team members have retired this year and the region has not filled the positions. The region is adding three new counties. The region is one of the lowest in expenditures per capita for administrative team and CEO. Discussion was had on increasing the salaries over a two-year period of time. Mike Nolte would like to see all admin team members at the same level of pay with the CEO having a \$5,000 increase. Bailey said we have the funding right now. He feels now is the time to make the salary adjustment.

Chair called for a motion to approve an increase in salary of \$10,000 for each admin team member and an additional \$5,000 for the CEO. Motion by Bailey, second by Nolte. Roll call vote: Franklin, Hamilton, Hardin, Madison, Marshall, Story, JD Deambra, Kendra Alexander. All ayes, motion carried.

Discussion on a 2.5% increase for the rest of the CICS staff. Chair called for a motion to approve a 2.5% pay increase beginning July 1, 2021. Motion by Hoffman, second by Heddens. Roll call vote: Franklin, Hamilton, Hardin, Madison, Marshall, Story, JD Deambra, Kendra Alexander. All ayes, motion carried.

Wood gave an update on new counties' staffing. Interviews have been done in Wright and Webster Counties. Wright County staff is being recommended for hire. Webster County received 20 applications and interviewed the four current staff. They will hire the current office manager and offered the service coordinator job to a current service coordinator with the most experience. Cerro Gordo County has 39 applicants and will hire three from that county. There are six interviews scheduled for that county.

Wright County has signed the 28E Agreement to join the CICS Region. 28E Agreement will be on the Cerro Gordo board agenda next Tuesday.

Wood acknowledged the two out-going board members for their years of service to the Governing Board. A certificate of appreciation was presented pending the Chair's signature. Thank you for all you have done for the CICS Region. Doug Bailey of Hamilton County and Chad Behn of Boone County will be going off the board at the end of December.

Finance Officer Betsy Stursma presented claims for December 1, 2020 and December 15, 2020. Chair asks for motion to approve December 1 and 15, 2020 claims. Motion by Hoffman, second by Clifton. Roll call vote: Franklin, Hamilton, Hardin, Madison, Marshall, Story, JD Deambra, Kendra Alexander. All ayes, motion carried.

Stursma gave the November expenditure report. CICS is at 22% of its budget to date. This does include CARES Dollars.

Stursma gave an update on levy. There continues to be an expenditure decrease due to the COVID-19 pandemic. CICS is on pace to spend \$7.5 million this year. Because of fund balance increases, CICS will need to reduce its levy amount. If legislation does not change CICS will need to reduce drastically and then increase in the future.

Planning and Development Officer Patti Leeds gave an update on where the region is with CARES Dollar Grants. To date the region has spent approximately \$871,547.00 on large grants, \$345,803.00 on small grants and \$2,847.07 on support grants.

Leeds also updated that the region is currently working towards the Access Center Network and will be meeting with providers in January to start the initial talks on who will become the providers in the region to manage the services for individuals. Currently CICS is looking at Eyerly Ball/law enforcement to be the initial contact through mobile crisis to navigate the network system for individuals. This service is on a no-eject, no-reject basis. Providers will need to agree and contract with the region.



Leeds also stated the region is anticipating the start-up of Community-Based Crisis Stabilization before February 1. CICS is currently working with Eyerly Ball and Integrated Telehealth Partners to manage this service.

Lastly, Leeds indicated Subacute Services will be provided by Mary Greeley Medical Center anticipating by June 1, 2021 or July 1, 2021. Mary Greeley has sent in all the paperwork needed to become accredited.

Operations Officer Karla Webb presented a Central Iowa Recovery FY21 Friends Forever Contract Amendment requesting start-up costs for a new waiver home in Webster City for \$10,074.97. Chair asks for motion to approve contract amendment as presented. Motion by Heddens, second by Hoffman. All ayes, motion carried.

Webb presented a list of names to be added to the Adult Advisory Committee. Chair asks for motion to approve Nikki Fischer, Brandon Greenfield, Anthony Wubben, Kathy Hanzek, Mary Nelson, Jody Eaton, and Julie Smith to the Adult Advisory Committee. Motion by Hoffman, second by Heddens. All ayes, motion carried.

Service Coordination Officer Linn Adams gave an update on Resource Center Community Integration Transition Planning. Adams referred to the press release in the agenda packet. States need to provide services in the community due to the Olmstead Act. The State of Iowa is looking at transitioning people from the resource centers to the community. Currently there are 305 individuals in the resource centers. A full assessment will be done with a transition plan for each resident. The goal would be to close all institutional settings. Of the individuals identified who want to live in CICS, 16 are residents of CICS and 23 want to move into CICS. There are six stages of transition. Stages 3-5 are the active transition stages. Level 3 indicates they have identified a potential provider with level 4 indicating they have agreed to the provider. Safeguards will be put in place, such as a six month return clause if the individual wants to go back to the resource center.

Chair asks for public comments at this time, none given.

Upcoming Meetings for 2021: February 25, March 25, April 22, May 27, June 24, July 22, August 26, September 23, October 28, November 18 (due to Thanksgiving) and December 16 (due to Christmas Eve).

Next meeting is January 28, 2021.

Chair adjourned the meeting.

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Patti Leeds, Recording Secretary

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Bill Patten, Board Chair

