



# CICS

Supporting Individuals. Strengthening Communities.

## Regional Governing Board Meeting Minutes

October 28, 2021

Hertz Farm Management, Nevada, IA 50201

**Board Members Present:** Boone, Cerro Gordo, Franklin, Greene, Hamilton, Hancock, Hardin, Jasper, Madison, Marshall, Poweshiek, Story, Webster, Wright, Julie Smith, Andrea Dickerson, Kendra Alexander. **Counties/Members Absent:** Warren, JD Deambra, Allie Wulfekuhle. **Administrative Team Present:** Russell Wood, Linn Adams, Pattie Leeds, Betsy Stursma, Karla Webb. **Others Present:** Audrey Emery, Franklin County Human Resources Director.

### Agenda & Minutes

**Motion to approve the October 28, 2021 agenda with the change of action items order of discussion.**

**Motion by Helgevold, second by Kloberdanz. All ayes, motion carried.**

**Motion to approve the September 23, 2021 minutes by Rayhons, second by Campbell. All ayes, motion carried.**

**Motion to approve changes to the CICS by-laws as presented by Kretzinger, second by Dawley. All ayes, motion carried. Roll call vote: Boone, Cerro Gordo, Franklin, Greene, Hamilton, Hancock, Hardin, Jasper, Madison, Marshall, Poweshiek, Story, Webster, Wright.**

**CEO Russell Wood explained the changes to the 28E Agreement.** Some changes are to clean up the wording and others are more lengthy changes. Kretzinger questioned the definition of 'single point of accountability' and Wood stated it is defined in Iowa Code. Kloberdanz wanted clarification on whether employees will still be able to do county work and Wood explained that would be up to each individual county to decide. If a county chooses to share an employee an MOU between the county and employer county would need to be signed. Kloberdanz and Heddens requested clarification regarding county internet access and IT support. Wood stated RFPs would need to be sent out for IT support for the Region and the county would not be expected to perform technical support for CICS work and there would not need to be local access to county servers unless the employee is sharing time between the county and CICS. After July 1, 2021 all technology has been purchased through the Region and as hardware needs to be updated, the Region will continue to purchase the hardware. Wording was changed so the the member county 'shall' be reimbursed for telephone and internet access. Wood shared a spreadsheet showing employee time splits for the Region and counties and explained that CICS would only pay for any percentage of staff cost being utilized by the region. Clifton requested more information regarding benefits and vacation and how those are split. Wood explained that those items would follow the Employer of Record schedule and the Region would be liable for its percentage of staff allocation. Section 7.1(a)1. will need the date changed to June 30, 2022 per state requirements and Wood stated that CICS will abide by what the state determines with any future legislation. Wood clarified who the voting directors consist of on the Board. The 15 counties each have one vote, as well as the Adult Representative, the Children's Representative and the Education System Representative. There are a total of 18 voting directors. Wording was updated to include 'all eligible voting directors' and also updates were made

to the language regarding the CEO position. Wood went through all the changes once again for any questions. **Chair asks for motion to approve the 28E Agreement with the changes discussed during the meeting. Motion by Clifton, second by Campbell. Motion carried on roll call vote. Ayes: Cerro Gordo, Franklin, Greene, Hamilton, Hancock, Hardin, Jasper, Madison, Marshall, Poweshiek, Story, Webster, Wright, Kendra Alexander. Nays: Boone.**

**Wood stated Franklin County was the only RFP received for the Single Employer of Record and stated Audrey Emery, Franklin County Human Resources Director was available for any questions during discussion.** Wood walked the Board through the RFP. The Board requested clarifying language for county discipline vs. CICS discipline with staff. Also discussed were the health insurance premiums. Emery clarified the performance management item and will speak with the county's legal team regarding language. Emery also explained how COBRA works. Wood suggested the Region should consider paying COBRA if necessary. Wood stated that if the Board voted for this action today that the employment committee could put together a 28E agreement between Franklin County and CICS and bring it back to the Board. Further discussion included reaching out to other entities, having more competitive bids, the wage matrix for staff and the timeframe this would take place in. January 1, 2022 will not be feasible, however Franklin County is willing to bring staff on when their respective county is ready. If approved, by July 1, 2022 all CICS staff will be employed by the Single Employer of Record. **Rayhons motioned to move forward with the Single Employer of Record with Franklin County and to have the employment committee develop the 28E Agreement to bring back to the Board, second by Dawley. Motion carried on roll call vote. Ayes: , Boone, Cerro Gordo, Greene, Hancock, Hardin, Jasper, Madison, Marshall, Poweshiek, Story, Webster, Wright, Kendra Alexander. Nays: Hamilton. Abstained: Franklin.**

**Finance Officer Betsy Stursma shared the September expenditure report and the claims report for October 5 and 19, 2021. Motion by Heddens, second by Kloberdanz to approve claims. All ayes, motion carried. Roll call vote: Boone, Cerro Gordo, Hamilton, Hancock, Hardin, Jasper, Madison, Marshall, Poweshiek, Story, Webster, Wright, Kendra Alexander.**

**Planning and Development Officer Patti Leets gave an update on the YSS Grant Agreement.** YSS will be drawing down the money as the project is completed, rather than one lump sum up front. **Motion by Dawley, second by Watts to approve the YSS Grant Agreement. All ayes, motion carried. Roll call vote: Boone, Cerro Gordo, Hamilton, Hancock, Jasper, Madison, Marshall, Poweshiek, Story, Webster, Wright, Kendra Alexander.**

**Service Coordination Officer Linn Adams presented the Service Coordination Report for FY21.** This does not include the new counties due to being FY21. The number of applications processed has gone up significantly and the effects of COVID can be seen in the numbers. The number of residents in RCFs did go down, and has gone down every year.

**Chair asked for public comment. Kloberdanz was asked if CICS could help with Mental Health in schools.** Wood and Adams suggested to reach out to Robin McKee and shared her phone number with the Board. Most children should be eligible for actual services and funding is available.



Next Meeting is Wednesday, November 17, 2021 and the following meeting will be Thursday, December 16, 2021 due to the holidays.

Chair adjourned the meeting.

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Patti Leeds, Recording Secretary

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Brandon Talsma, Vice Chair

