



CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board Meeting Minutes

May 26, 2022

Hertz Farm Management, Nevada, IA

Board Members Present: Boone, Cerro Gordo, Franklin, Greene, Hancock, Hardin, Jasper, Madison, Marshall, Poweshiek, Story, Warren, Webster, Andrea Dickerson, JD Deambra, Kendra Alexander.

Counties/Members Absent: Hamilton, Wright, Allie Wulfekuhle, Julie Smith. **Administrative Team Present:** Russell Wood, Linn Adams, Patti Leeds, Betsy Stursma, Karla Webb. **Others Present:** Thomas Laehn, Greene County Attorney.

Agenda & Minutes

Motion to approve the May 26, 2022 agenda. Motion by Talsma, second by Watts. All ayes, motion carried.

Motion to approve the April 28, 2022 minutes. Motion by Talsma, second by Dawley. All ayes, motion carried.

Russell Wood, CEO discussed the hybrid model for Information Technology and requested to repost the position at the step 5 minimum salary. **Motion by Watts, second by Hoffman to approve reposting the IT position at the step 5 minimum salary as presented. All ayes, motion carried.**

Dawn Rudolph introduced Thomas Laehn, Greene County Attorney. Laehn explained he reviewed the 28E by suggestion of the Board of Supervisors. There are two conflicting statements on how a county may be added in the 28E. Laehn also would like the fiscal year defined in the 28E agreement to avoid ambiguity. Hoffman asked for questions or comments from the Board. Hoffman stated it is clear that there is a conflict in the 28E agreement, however it can't be acted on today. This can be on next month's agenda if needed. Wood stated DHS would have to approve any changes to the 28E agreement. Hoffman asked if Laehn would collaborate with the CICS attorney to clear up the language. Laehn has proposed language to fix the issues. He asked for clarification on how the Governing Board decides. Wood stated that it is unanimous consent to add a county. Stursma stated it is a 2-step process. The first is to have the new county come to the Board to request being added to the CICS region and step two is to take it to the individual counties before approving. Wood stated the fiscal year is in Iowa Code, but can be added in. Hoffman appreciates the attorney did his due diligence and does not have an issue with the collaboration to amend the 28E. Heddens asked if Wood would be involved, so the intent of the Board is not changed. Wood suggested the chair or vice-chair are part of the collaboration and also he is not sure that it will get back to the Board by June. Wood stated if they wait until July much of the language can be removed due to Iowa Code. A strikethrough agreement would be presented to the Board after the collaboration and review by the admin team and DHS agree on it. Nolte asked for clarification on if it was to be unanimous or majority vote. Wood stated it needs to be unanimous. If a county wants to join they come to the Board, which requires a majority vote, then it goes to the counties and comes back to the GB for a unanimous vote to approve the new county.

Finance Officer Betsy Stursma shared the claims report for May 3 and 17, 2022. **Motion by Heddens, second by Talsma to approve claims. All ayes, motion carried on roll call vote. Stursma also provided the April expenditure report.**

Stursma brought the Board up-to-date on Fund 10. As of July 2, Fund 10 will no longer exist. She has reached out to all county auditors for their end of April fund balance and projections for May and June. In mid-June an initial check will be sent to the fiscal agent with the bulk of Fund 10. At the end of June 30 auditors are asked to do a handwritten check to the fiscal agent to close out the remaining balance.

Stursma is continuing to work with counties on occupancy in county controlled buildings. June 15 is the cutoff for agreements for occupancy to be able to be paid on the last claims run. Wood commented that a lot of lease agreements state on or before July 1. There is one county remaining for agreements to occupancy. If there are any county IT departments that need CICS to make changes, the administrative team would request that they reach out quickly. Wood clarified that some counties will allow CICS to stay on the county network and some counties will not. CICS just needs to know what needs to be done.

Planning and Development Officer Patti Leeds stated there was one proposal received for IRSH for a 4-bedroom IRSH home, meeting all requirements needed for an IRSH. They are currently enrolled with Medicaid. There is a property in Mason City that would be remodeled and they are asking for the remodeling costs of the home to be able to provide IRSH at that location. They have agreed to work with CICS to contribute to the outcome measurements for the region. December is their projection to be up and running. The budget was less than what was expected. Wood stated the action made today would be to instruct Admin to work with 43 North Iowa to move forward with the proposal. The final action would be in June for deciding whether to approve the final contract. Access fees were discussed. IRSH has a cap on what Medicaid will fund. The region pays the difference if it is over the cap. There has been discussion that the actual cost for IRSH will be higher than the cap. If so, legislation would have to increase the cap in the future if it needs to be changed. CICS will only pay an access fee if it is above the cap. **Motion by Watts, seconded by DeKock to instruct CICS staff to negotiate with 43 North Iowa.** Kretzinger wanted clarification on the utilization of the facility. Is this only for CICS clients, or is this for any region to use. Wood stated that it may be possible to put in the contract if the Board would like it to be only for CICS clients. Wood stated if someone moves in from another county they would be gaining residency in CICS anyway. Clifton asked for information regarding upkeep of the home. Leeds stated it is a house they already own, upkeep would have to be discussed with 43 North Iowa. Watts was questioning the ability to expand in the future. Wood stated IRSH can only be 5 beds max and this location is proposed as a 4-bed. **All ayes, motion carried.**

Hoffman spoke with a law enforcement officer recently about trainings. Hoffman asked if sending those recommendations to Leeds was the proper procedure. Leeds is fine with that and in the future that will be appropriate also. Hoffman asked if CICS backfills if reserve officers are needed to cover shifts. Wood stated mileage, meals, lodging and reserves for shift coverage if needed. Hoffman encouraged the Board to bring suggestions if they run across anything that would fit for CICS to train on, etc.

Operations Officer Karla Webb presented the contract with explained the onboarding cost and the monthly cost of the Heartland Business Systems (HBS) IT contract. There is a help desk option for staff to be able to reach out to. They require devices to be updated within 3 years (NOTE THAT SINCE THE MEETING HBS HAS CLARIFIED THAT 5 YEARS WOULD BE ACCEPTABLE), some devices may need to be replaced. Franklin County IT looked at the agreement and had no concerns about the contract. Heddens asked if there is



a rotation for upgrading systems. Wood explained it depends on the county as to what previously was purchased. Wood explained the domain will be on the cloud rather than on the Franklin County domain. It will be different as everyone will be completely removed from their current network. Legacy data does need to be on the cloud, if not already moved. There will be no access on CICS equipment to any county servers. All CICS data will be on the CICS domain. There will be HIPAA business associates agreements that will need to be signed. Kretzinger asked how HBS was decided on. Wood stated RFPs were sent out and HBS came in with the better proposal. HBS is a Wisconsin company, however they have a local Des Moines office. **Motion by Kretzinger, seconded by Rudolph to approve contract as presented with Heartland Business Systems. All ayes, motion carried.**

Webb presented the FY22 contract for Norse Ventures, LLC, dba Thrive. **Motion by Clifton, seconded by Rayhons to approve the FY22 contract for Norse Ventures, LLC, dba Thrive. All ayes, motion carried.**

Webb presented the FY23 contract for HIRTA. **Motion by Talsma, seconded by Dawley to approve the FY23 contract with HIRTA. All ayes, motion carried. Clifton and Heddens abstained.**

Webb presented FY23 contracts for Brian Vold, ARNP; Integrated Behavioral Health Services, P.C. dba Classroom Clinic; Community & Family Resources; Crossroads Mental Health Center; Foundation 2, Inc.; Greene County Medical Center dba Greene County Family Medicine; eVizzit of Iowa Psychiatric PC Integrated Telehealth Partners; North Central Sheltered Workshop dba LifeWorks Community Services; Lutheran Services in Iowa; Mainstream Living; Mary Greeley Medical Center; New Beginnings Counseling Services; Norse Ventures LLC., dba Thrive; Optimae Life Services; Plains Area Mental Health, Inc.; Premier Payee, Inc.; Progress Industries; and Salvation Army. **Motion by Campbell, seconded by Deambra to approve FY23 contracts as presented. All ayes, motion carried.**

Board Chair asked for public comment. Heddens asked for clarification of whether Green County has signed the current 28E agreement. It was stated that Greene County did sign the current 28E. Wood stated he and Stursma would not be at the June meeting and Webb would fill the role for admin team lead.

Next Meeting is **June 23, 2022.**

Chair adjourned the meeting.

Patti Leeds, Recording Secretary

BJ Hoffman, Board Chair

