



# CICS

Supporting Individuals. Strengthening Communities.

## Regional Governing Board Meeting Minutes

September 22, 2022

Story County Administration Building

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

### Agenda & Minutes

**Motion to approve the September 22, 2022 agenda. Motion by Kloberdanz, second by Patten. All ayes, motion carried.**

**Motion to approve the August 18, 2022 minutes. Motion by Watts, second by Heddens to approve August 18, 2022 minutes amended to reflect Clifton abstained for the Madison County Business Associate Agreement vote. All ayes, motion carried.**

**Russell Wood, CEO** discussed historically when staff were employed by different counties that the Governing Board approved overnight out-of-state training. He would like the Board to consider changing that so the CEO can approve those trainings. There was an opportunity that came up that could not be brought to the Board in time and staff had to miss out on that training. At this time costs are included in Services Management and Administrative line items for the budget. There is not a specific training line item in the budget. Wood stated he did not have a budget amount in mind specifically. Kloberdanz did state that training is important and possibly it could be tracked for future budgets. Hoffman would like Wood to encourage staff to engage in trainings in-person rather than zoom, if available. Heddens would like a training budget line item to be able to track expenses better. Kloberdanz thinks more training needs to be done also. Motion by Kretzinger, second by Kloberdanz to approve CEO approving out-of-state training and travel, if first approved by the Board Chair or Vice Chair. All trainings over \$1,000 per person will be included, whether in-state or out-of-state. All ayes, motion carried.

Webb gave an update on insurance reimbursement. Staff amounts transferred over if they previously had Wellmark Blue Cross Blue Shield insurance. There were two staff that had a different plan, one that stated it was less than \$50 and the other it was not much at all. Both staff had pay increases as of July 1. Both had pay increases and Admin feels that this has been taken care of unless the Board wants to have this on the agenda for next month. Hoffman stated he believes the issue has been resolved at this point.

**Finance Officer Betsy Stursma shared the claims report for August 23, September 6, and September 20, 2022. Motion by Kretzinger, second by Watts to approve claims. All ayes, motion carried on roll call vote. Stursma also provided the August expenditure report.** Stursma stated that there are two line items that she is watching, however those are expenditures that cannot be predicted.

**Planning Officer Patti Leeds requested approval for purchasing refreshments for the CIT training being held November 2022 and April 2023. Motion to approve the purchases by Heddens, second by Patten. All ayes, motion carried.**

Leeds stated the first IRSH site is in process, however Admin would like to add other IRSH sites due to the size of the region. It is anticipated that the first IRSH will be full on the first day it is open. It was planned on being open the first week of December, however supplies have been coming in slowly that are needed to complete the remodel. They are now looking at early spring to open the Mason City location. Patten asked down the road how many IRSH would CICS want to have. There is a possibility of having 3 or 4 total IRSH within CICS. Hoffman asked if there is money to be made by the providers. Wood stated that these projects are deficit funded so CICS guarantees the costs for the first year. Hoffman asked if dates can be extended, after discussion it was determined that dates can be moved when necessary. **Motion by Heddens, second by Hoffman to let the RFP for additional IRSH sites. All ayes, motion carried.**

Leeds explained the challenge the Region has had to provide and offer Evidence Based Practices. One thing Admin is looking at is Permanent Supportive Housing and Individual Placement and Supports, which is supported employment, however more immediate and more engaged for the client. There is one provider at this time providing IPS, however Admin will be putting together RFPs to increase providers in the Region and will bring those back to the Board in the future.

**Operations Officer Karla Webb presented the Jasper County Business Associate Agreement. Motion by Clifton, second by Rayhons to approve the Jasper County Business Associate Agreement. All ayes, motion carried. Talsma abstained.**

**Webb presented the Warren County Business Associate Agreement. Motion by Kloberdanz, second by Kretzinger to approve the Warren County Business Associate Agreement. All ayes, motion carried.**

**Service Coordination Officer Linn Adams reviewed the FY22 Service Coordination Report.**

Board Chair asked for comments. Leeds encouraged the Board to have law enforcement register for the CIT training in November. Hoffman suggested having legislators attend the October and November meetings. Hoffman will have someone at the December meeting and asked if others would volunteer to provide a legislator or multiple legislators for the meetings also. Patten will find someone in October and Kretzinger will find someone for November.

Motion by Watts, second by Heddens to adjourn. All ayes, motion carried.

**Next Meeting is October 27, 2022.**

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Patti Leeds, Recording Secretary

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BJ Hoffman, Board Chair

