



CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board Meeting Minutes

January 26, 2023

Story County Administration Building

Board Members Present: Boone, Cerro Gordo, Greene, Hamilton, Hardin, Jasper, Madison, Marshall, Poweshiek, Story, Warren, Webster, Wright, Kendra Alexander, Andrea Dickerson, Julie Smith.

Counties/Members Absent: Franklin, Hancock, JD Deambra, Allie Wulfekuhle. **Administrative Team Present:** Russell Wood, Linn Adams, Patti Leeds, Betsy Stursma, Karla Webb.

Agenda & Minutes

Motion to approve the January 26, 2023 agenda. Motion by Talsma, second by Kloberdanz. All ayes, motion carried.

Motion to approve the November 17, 2022 minutes. Motion by Campbell, second by Talsma. All ayes, motion carried.

Russell Wood, CEO presented an update to the Conflict of Interest policies and forms. **Motion by Watts, second by Talsma to approve the Conflict of Interest policy as presented. All ayes, motion carried.**

BJ Hoffman, Chair presented the option for the Governing Board to meet bi-monthly rather than monthly. Hoffman is hoping to increase in-person participation if lowering the number of mandatory meetings. Location of the meetings were discussed and options will be looked at for future meetings. **Motion by Talsma, second by Snell to set the frequency of Governing Board meetings at bi-monthly and in-person, with attendance via zoom at the Chair's discretion. All ayes, motion carried.** The Board did agree the Chair can call a meeting if necessary, so the monthly meeting date should be kept available by the Board.

Discussion regarding the CEO signing fee-for-service contracts rather than the Chair or Vice Chair was had. Signed contracts would be brought to the Board at the following meeting as informational for the rest of the Board. Block grants and special projects will still be presented to the Board to be voted on and signed by the Chair or Vice Chair. **Motion by Kloberdanz, second by Talsma to approve the CEO signing fee-for-service contracts with the Board Chair's verbal approval. All ayes, motion carried.**

Hoffman asked for nominations for the FY24 Vice Chair. Wood stated this will be for two years beginning July 1, 2023 and then the person will be Chair for an additional two years following. Talsma nominated Kloberdanz and Kloberdanz accepted the nomination. **Motion by Talsma, second by Heil for Kloberdanz to be the Board Vice Chair beginning July 1, 2023. All ayes, motion carried. Kloberdanz abstained.**

Wood shared the amendment for the CICS 28E Agreement. The amendment reflects clarification, section conflicts, outdated financial content and single employer of record. Talsma requested clarification regarding adding additional counties to CICS. Wood stated if a county approaches the CICS Chair and the Board agrees, then all county boards must approve unanimously. The state can add counties at their discretion without Board

approval. **Motion by Talsma, second by Dawley to approve Resolution 2023-1. All ayes, motion carried on roll call vote. Alexander absent at time of vote.**

Wood gave an overview of the state report. Discussion was held regarding adding additional voting members to the Board that are non-elected officials.

Wood presented an overview of the staffing items the Board would be discussing. Wood's goal is to make sure there is enough staff to carry out goals, and also that staff are validated and happy to be in the position they are in with CICS.

Wood presented the MOU for Kristina Alm as a full-time Service Coordinator in Warren County. **Motion by Talsma, second by Campbell to approve the MOU for Kristina Alm as a full-time Service Coordinator. All ayes, motion carried.**

Patti Leeds, Planning Officer stated she will be retiring July 31, 2023. Her duties are being transitioned to current staff. Wood recommended to have Lisa Hill be the Governing Board Secretary. **Motion by Kloberdanz, second by Helgevold to approve Lisa Hill as the incoming Board Secretary effective February 1, 2023. All ayes, motion carried.**

Wood stated currently there are three Justice Involved Service Coordinators within CICS. With the incoming mental health court, it is recommended to bring on an additional staff member. If this position is not approved an external entity will need to be contracted for this or mental health court will not move forward in Story County. Faisal asked where funding is coming from. Wood stated this would be paid for by the region as the judicial branch does not have funds. Faisal also asked if there is an issue with this only being available in Story County and not throughout the rest of the region. Wood stated this could possibly be a foot in the door for mental health court expansion. **Motion by Watts, second by Faisal to approve hiring a Justice Involved Service Coordinator for Mental Health Court in Story County.**

Wood shared that CICS has to provide Justice Involved services as part of the Department of Health and Human Services contract. This additional staff is for expansion due to Webster County outreach. There have been some struggles in this area with outreach due to not having enough staff. The staff currently covers four counties and will be housed in the law enforcement office. The admin team would like permission from the Board to add this position to fill the gap between law enforcement and the Region, which is a specific requirement in the contract with HHS. **Motion by Campbell, second by Dawley to approve the expansion of staff for Justice Involved Services. All ayes, motion carried.**

Wood stated there are contracts with three external providers to provide Jail Diversion for CICS. The state report stated consistency in Justice Involved Services is a priority and if these contracts were brought in-house that would help to make it consistent. Wood stated these are additional staff for CICS, however the Region would not be paying for contracted providers. Wood did state that this is not about the providers not doing a good job. Some Board members did not understand why the change is needed. Wood stated this change is to make the service consistent throughout the Region. Currently provider staff cannot do everything that is needed to be done such as approving funding, so CICS staff is still filling in those gaps. Dawley stated it is working well now and doesn't want to give up that service. Stursma stated the service isn't changing, it is being



looked at more as enhancing the service in counties that are lacking. Hoffman asked if Dawley would be willing to meet with law enforcement to discuss before the next meeting, with Hoffman and Capstone being included. **Motion by Talsma, second by Snell to table the Capstone contract. All ayes, motion carried.**

Wood stated the services provided by Center Associates and Eyerly Ball are different than Capstone. They only do jail diversion and not justice involved services, which is a more comprehensive, wrap-around approach. **Motion by Talsma, second by Campbell to end the Eyerly Ball and Center Associates contracts effective June 30, 2023 and provide these services in-house. All ayes, motion carried. Heil abstained.**

Wood provided a quick walk-thru of the Crisis Plans that were included in the Board packet from the originating situation for a crisis through community-based services for adults and for children. Wood is asking for the opportunity to hire two Service Coordinators for Crisis Involved services, beginning with one and then adding the second coordinator when needed. Wood stated staff would walk clients through every point of the plan and services would be ongoing for each client involved. **Motion by Talsma, second by Campbell to approve the addition of two Crisis Involved Service Coordination staff pending rollout. All ayes, motion carried.**

Hoffman asked for input on staff wage and salary increase matrix increases for FY24. **Motion by Talsma, second by Heil to approve a 6% increase. After discussion all nays, motion failed. Motion by Hoffman, second by Clifton to set wage adjustment at 8%. All ayes, motion carried.**

The FY24 budget was tabled until the next meeting.

Voting at ICSA meetings was discussed. **Motion by Talsma, second by Dawley to approve permission for the Chair to vote at ICSA meetings. All ayes, motion carried.**

Wood presented the recertification letter for the FY22 ending fund balance. **Motion by Talsma, second by Heil. All ayes, motion carried.**

Wood did a quick update on Unity Point - Berryhill Center, stating they have pulled out of providing outpatient psychotherapy in Franklin, Hamilton, and Wright Counties. They have also closed their urgent care walk-in clinic they were providing. They sent letters to the landlords of the buildings they provided these services in to give notice they would be ending their services at those locations, however they did not notify CICS directly of the changes.

The Governing Board Handbook and Orientation was tabled until the next meeting.

Finance Officer Betsy Stursma shared the claims report for November 29, December 13, December 27, 2022 and January 10, January 24, 2023. **Motion by Kloberdanz, second by Talsma to approve claims as presented. All ayes, motion carried on roll call vote. Alexander was not present during vote. Stursma also provided the November and December expenditure reports.**

Planning and Development Officer Patti Leeds presented the Permanent Supportive Housing Planning Grant that was in the packet. This grant is for an RFP for providers to plan how they would provide Permanent Supportive Housing in the Region. The providers will have deliverables they will have to report on and the



SAMHSA EBP is being used to provide good outcomes as this will be implemented as evidence based. The RFP would go on the CICS website the next day if approved. **Motion by Talsma, second by Heil to approve the RFP for a Permanent Supportive Housing Planning Grant.**

Leeds explained that Assertive Community Treatment (ACT) is being provided by Prairie Ridge Integrated Behavioral Healthcare and this is to formalize their designation as an ACT provider. **Motion by Kloberdanz, second by Talsma to formally designate Prairie Ridge Integrated Behavioral Healthcare as an ACT provider. All ayes, motion carried.**

Leeds gave an update on the IRSH project in Mason City. The original location ended up not working due to renovation costs and the provider has found two other locations to choose from and plans are to start the service by March.

Operations Officer Karla Webb presented Adult Advisory appointments for Beth Colby Plautz, Heidi Metz, Rachel Fletcher, Breon Gardner, Kathy Hanzek, Kelly Kratz, Julie Smith, Ellen Rasmussen. **Motion by Talsma, seconded by Heil to approve the Adult Advisory appointments as presented. All ayes, motion carried.**

Webb presented FY23 contract amendments for Capstone Behavioral Healthcare, Central Iowa Juvenile Detention Center, eVizzit of Iowa Psychiatry PC dba Integrated Telehealth Partners, and Friendship Ark, Inc. **Motion by Campbell, second by Talsma to approve contract amendments as provided. All ayes, motion carried. Dawley and Faisal abstained.**

Webb presented an FY23 contract amendment for Center Associates. **Motion by Talsma, second by Kloberdanz to approve contract amendment for Center Associates. All ayes, motion carried. Heil abstained.**

Webb presented an FY23 contract amendment for UnityPoint Health - Berryhill Center. Wood commented the service being provided in this contract is a good service and the admin team does recommend approving this amendment. **Motion by Campbell, second by Kloberdanz to approve the UnityPoint Health - Berryhill Center contract amendment. All ayes, motion carried.**

Webb presented FY23 contracts for Belmond Community Hospital, Iowa Specialty Hospital – Clarion, and Lori Schoh dba @ The Mental Health Lab, PLLC. These are establishing outpatient services and the Loir Schoh contract includes jail-based services. **Motion by Dawley, second by Talsma to approve FY23 contracts as presented. All ayes, motion carried.**

Webb presented templates for 3-year and 1-year contracts. Changes reflect changes from the management plan regarding timely billing, among other minor changes. The 1-year contracts will auto renew for a second year also. **Motion by Kloberdanz, second by Campbell to approve both contract templates. All ayes, motion carried.**

Webb presented FY24 rate increase for non-Medicaid approved services to be 8%. Some block grant providers will be asked to provide new budgets so they can be rebased. Outpatient rates may need to be



brought down to match Medicaid rates. **Motion by Talsma, second by Heil to approve non-Medicaid services at an 8% increase for FY24. All ayes, motion carried.**

Board Chair asked for public comment. Todd Lange recognized Patti's retirement and stated he appreciates all her work, and he thanked the Board for allowing the ability to join the meetings via zoom to keep up to date. Wood stated he appreciates and thanks the Board for their consideration regarding staff decisions and wages. The investment the Board is making in staff is going to help carry out the CICS mission.

Next Meeting is **February 23, 2023, with March 23, 2023 a tentative date if February meeting is not necessary. The meeting will be at 1:00 pm.**

Chair adjourned the meeting.

Patti Leeds, Recording Secretary

BJ Hoffman, Board Chair

