



CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board Meeting Minutes

July 27, 2023

Story County Administration Building

Board Members Present: Phil Clifton, Scott Hand, Lisa Heddens, Jerry Kloberdanz, Richard Lukensmeyer, Dennis Quinn, Gary Rayhons, Julie Smith, Brandon Talsma, Allie Wulfekuhle. **Members Absent:** Kendra Alexander, JD Deambra, Andrea Dickerson. **Leadership Team Present:** Linn Adams, Meghan Freie, Patti Leeds, Jen Sheehan, Karla Webb, Russell Wood.

Motion to approve the July 27, 2023 agenda. Motion by Kloberdanz, second by Rayhons. All ayes, motion carried.

Motion to approve the June 22, 2023 minutes. Motion by Clifton, second by Kloberdanz to approve with change as presented. All ayes, motion carried.

Motion by Heddens, second by Clifton to approve the appointment of Scott Hand, Court Administrator Second Judicial District and Dennis Quinn, Chief of Police City of Fort Dodge to the Justice Regional Advisory Committee. All ayes, motion carried.

Motion by Kloberdanz, second by Rayhons to recess for the Justice Regional Advisory Committee meeting. All ayes, motion carried.

Motion by Lukensmeyer, second by Smith to reconvene the Board meeting. All ayes, motion carried.

The Governing Board members introduced themselves. The FY24 chair and vice-chairs are Talsma, Chair; Kloberdanz, Vice-Chair; and Heddens, 2nd Vice-Chair.

Russell Wood, CEO stated there have been two new advisory committees established within CICS making a total of four advisory committees for the region. Staff support for the committees are Sheehan, Justice; Freie, County Supervisors; McKee, Children's; and Howard, Adult.

Wood stated due to the change in the Governing Board makeup, HHS has stated there needs to be a robust Management Plan for each MHDS Region. Wood also presented the Conflict of Interest Policy and Procedures, as well as the forms to fill out for the Board and members of advisory committees. Forms will need to be returned to Webb as soon as possible. Board members that are on an advisory committee do need to fill out a Conflict of Interest Statement for both the Governing Board and the Advisory Committee.

Karla Webb, Operations Officer presented claims for June 27, July 11 and July 25, 2023. Motion by Heddens, second by Smith to approve the claims for June 27, July 11 and July 25, 2023. All ayes, motion carried on roll call vote.

Webb provided the June 2023 expenditure report and stated CICS ended the fiscal year using 96% of the budget. As of the most recent claim period, CICS is at 22.8% of the fund balance remaining with four more claims periods that are able to be accrued back to FY23. As of right now, if nothing else came in CICS would be looking at a reduction of \$691,498 by the state for FY24. Stursma will provide more information at the September meeting.

Meghan Freie, Planning and Development Officer presented the special project prioritization tool that has been developed recently with the help of Canary Consulting. This tool is based off of CICS priorities that the Leadership Team determined what is important to CICS when looking at major funding requests and how CICS should fund those projects in the future. Canary Consulting used this list of criteria to create this tool to use when CICS is considering funding requests. This is score-based, however the decision will not be based on the score alone. The special project request form has been updated to reflect the usage of this tool. Wood stated that the tool will identify if project funding requests meet minimum requirements before moving forward to consideration. Major projects will still be brought to the Governing Board and there will be a push to not have last-minute projects come at the end of the fiscal year due to this being the last year to be able to encumber dollars over multiple years. Working with consultants has helped to see how other entities work and allows more staff participation during the meetings. Clifton asked if there was a policy for how much one provider can receive per fiscal year. Wood stated that has not been determined and there are projects that will be priorities that will determine where the money is spent, such as transportation, permanent supportive housing, and other social determinants of health. The Board can always decide to not fund a project for multiple reasons as it does have final say on whether to fund major projects, unless the state requires those services to be funded. Wood stated funding requests will come in throughout the year, however large funding requests will be looked at for a longer period of time before bringing to the Board to vote on. This is a new system for CICS to consider funding requests and CICS will need to reach out to providers to let them know when projects are needed. Wood stated that it is preferred for the region to fund as much as possible in the beginning of the year rather than wait until the end of the fiscal year. There was discussion regarding the initiatives of HHS and the changes that may occur in the future.

Wood presented the contracts he has signed as CEO since the last Governing Board meeting. FY23 contracts signed were Hope Family Counseling and YSS, Inc. FY24 contracts signed were Achieve Mental Health, Inc.; Region 6 Resource Partners; Healthy Homes Family Services; Hope Family Counseling; Optimae Life Services; YSS, Inc.; Plains Area Mental Health; and Mary Greeley Medical Center.

Webb presented the CICS Management Plan Policies and Procedures amendment. These changes were sent out and include clarification from the Adult Regional Advisory Committee and the Children's Behavioral Health Advisory Committee. A summary was provided of the changes made. Heddens requested to state in the document what HHS stands for. **Motion by Clifton, second by Kloberdanz to approve the CICS Management Plan Policies and Procedures Amendment with suggested changes. All ayes, motion carried.** Wood stated this will now go to HHS for approval, and then to the MHDS commission for final approval. There may need to be changes made in order for final approval.

Talsma explained that there are changes being made to HHS and each month Wood will present on one major project per month. Wood provided information regarding the HHS system alignment project. HHS wants to look at recommendations and rationale for at least two proposed options for service delivery maps and at least two proposed funding models for the HHS system. Wood gave a brief history of how Iowa has regionalized Mental Health. HHS is trying



to identify if maps should align with other services or if they should be different. This is important to CICS because the Department is looking at MHDS Regions with this project.

Board Chair asked for public comment. Todd Lange, AmeriGroup commented on the preparations and implementation of the IRSH service home is moving along and appreciates working with CICS on this. He also spoke regarding the alignment meetings and how they are looking at the collaboration of mental health and substance abuse services.

Patti Treibel-Leeds, Operations Officer spoke regarding her retirement and her time working in the social work field. In 2005 she became the CPC of Hamilton County and there have been many changes over the years. She is grateful for her time with CICS and being a part of this Region. She looks forward to retirement and slowing down to enjoy life. Talsma thanked her for her years of service.

Wood stated the August meeting date conflicts with the ISAC Annual Meeting. The Board is not required to meet each month, so the August meeting is not mandatory. It was determined that unless a special meeting is needed, the next meeting will be Thursday, September 28 at 1:00 pm.

Motion by Kloberdanz to adjourn, second by Heddens to adjourn. All ayes, meeting adjourned.

Lisa Hill, Recording Secretary

Brandon Talsma, Board Chair

