



# CICS

Supporting Individuals. Strengthening Communities.

## Regional Governing Board Meeting Minutes

September 28, 2023

Story County Administration Building

**Board Members Present:** Kendra Alexander, Phil Clifton, Andrea Dickerson, Scott Hand, Lisa Heddens, Jerry Kloberdanz, Richard Lukensmeyer, Dennis Quinn, Gary Rayhons, Julie Smith, Brandon Talsma. **Members Absent:** JD Deambra, Allie Wulfekuhle. **Leadership Team Present:** Linn Adams, Meghan Freie, Patti Leeds, Jen Sheehan, Betsy Stursma, Karla Webb, Russell Wood. **Others Present:** Rachel Fletcher of Iowa Specialty Hospital, Jenny Etter of SATUCI, Cynthia Steidl Bishop of UnityPoint Health-Eyerly Ball Community Mental Health Services, Jon Derryberry of 43 North Iowa

**Motion by Kloberdanz, second by Dickerson to approve the September 28, 2023 agenda. All ayes, motion carried.**

**Motion by Clifton, second by Heddens to approve the July 27, 2023 minutes. All ayes, motion carried.**

Wood presented the Governing Board Bylaws changes. These were made mostly to reflect 28E changes due to legislation. Heddens asked for clarification on when the next election for chair will be. Next year a 2<sup>nd</sup> vice chair will need to be voted on. **Motion by Heddens, second by Kloberdanz to approve the Governing Board Bylaws. All ayes, motion carried.**

Wood presented the October Brain Health Awareness Month 2023 Proclamation and explained how the language of brain health is being used to reduce stigma. It is an illness, not a choice and the Board is requested to recognize this by passing the proclamation. **Motion by Heddens, second by Kloberdanz to approve the October Brain Health Awareness Month 2023 Proclamation with a correction. All ayes, motion carried.**

Jen Sheehan, Planning and Program Development Officer presented three CICS Justice Advisory Committee Appointments. **Motion by Lukensmeyer, second by Quinn to approve the CICS Justice Advisory Committee Appointments of Shawn LaRue, Clarissa Little, and Michael Newton. All ayes, motion carried.**

Betsy Stursma, Finance Officer presented the claims for August 8, August 22, September 5, September 19, 2023. **Motion by Clifton, second by Dickerson to approve the claims for August 8, August 22, September 5, September 19, 2023. All ayes on roll call vote, motion carried.**

**Stursma presented the July and August 2023 expenditure reports.** There will be errors corrected that were coded incorrectly and Stursma will make updated spreadsheets available by the next meeting. Clarification was made on how the state determines the amount CICS receives each year.

Julie Smith joined the meeting at this time.

**Meghan Freie, Planning and Program Development Officer presented contracts signed by Russell Wood which included Kadel Medical Services, Eyerly Ball, Berryhill, and YSS.**

Jen Sheehan, Planning and Program Development Officer presented a contract amendment for 43 North Iowa for Crisis Stabilization Residential Services due to an increase in bids that came in. The original was \$399,000 and they are now requesting \$855,951. The contractors that did bid came in higher than originally planned. There is potential to bid certain subcontractor items to try to get a lower bid for some of the project. Wood clarified that this project is only for the remodel for the crisis stabilization and does not include other projects. Kloberdanz asked if the provider was putting in any funds or if CICS is providing the whole cost. Sheehan stated CICS is paying for the entire project. They did receive state dollars for the RCF project. Kloberdanz asked if CICS is duplicating services since CICS is fully funding this service. Wood stated this is the only crisis stabilization in CICS and not a duplication of other providers in the area and this is a priority for CICS. **Motion by Smith, second by Rayhons to approve the 43 North Iowa for Crisis Stabilization Residential Services contract amendment. All ayes, motion carried.**

Wood presented information on the Capstone Behavioral Health Justice Involved Services Contract Amendment. The contract in the packet will be updated with the change of how CICS receives narrative from Capstone each month. **Motion by Kloberdanz, second by Quinn to approve the Capstone Behavioral Health Justice Involved Services Contract Amendment. All ayes, motion carried. Smith abstained.**

Sheehan presented the Community and Family Resources Outpatient Clinic Expansion Contract Amendment. This is for \$200,000 to expand their outpatient services. They are adding four outpatient office spaces to their Fort Dodge location. This will be made to their current building and will allow staff to have their own office rather than sharing office space or staff having to use the conference room as an office. This would be finished by May 2024. **Motion by Clifton, second by Lukensmeyer to approve the Community and Family Resources Outpatient Clinic Expansion Contract Amendment. All ayes, motion carried. Kloberdanz abstained.**

Sheehan presented the Iowa Specialty Hospital – Clarion Outpatient Clinic Expansion Contract Amendment. This is for the Behavioral Health Clinic in Clarion. They would like to move their office to an unoccupied space in the basement of their current offices. At this point they have five therapists in three offices. This will increase the ability to see more clients, add a play therapy space and also a reception area. They are requesting \$250,000 from CICS of the \$321,500 total amount. **Motion by Rayhons, second by Heddens to approve the Iowa Specialty Hospital – Clarion Outpatient Clinic Expansion Contract Amendment. All ayes, motion carried.**

Sheehan presented the Substance Abuse Treatment Unit of Central Iowa Building Purchase and Site Renovation Project with Outpatient Services. They are requesting help to purchase the remaining part of the building they do not own so they can access state funding that they cannot access without owning the building. This will allow for additional therapy services. **Motion by Kloberdanz, second by Smith to approve the purchase price of \$125,000 plus closing costs and the costs of renovations listed in the proposal if the building is purchased with the option of coming back to the chair to request additional funds if the final purchase price is determined to be more than \$125,000 after negotiations. There will be an update at the next Governing Board meeting as to the final negotiated price. The motion was amended to remove coming back to the Chair for increased amount. As amended All ayes, motion carried.**

Freie presented the UnityPoint Health-Eyerly Ball Community Mental Health Services Addition of 42305 Care Coordination Contract Amendment. This is to add Care Coordination for therapy to the current Eyerly Ball contract.



**Motion by Heddens, second by Dickerson to approve the UnityPoint Health-Eyerly Ball Community Mental Health Services Addition of 42305 Care Coordination Contract Amendment. All ayes, motion carried.**

Wood presented the UnityPoint Health-Eyerly Ball Community Mental Health Services Outpatient Services New Build proposal. There are two different proposals for the Board to consider. One is for the building proposal for just Eyerly Ball outpatient services new build and the other is to include the Eyerly Ball outpatient services new build plus office space for CICS staff that are in Story County. At this point Eyerly Ball is wanting to move towards where other providers are located in the area so clients can have access to more services and collaboration with other providers could be expanded. This would also increase the services Eyerly Ball is not currently providing due to lack of space. They are planning on hiring additional therapists and increasing services provided by 15% each year. This project would be billed in FY24 as well as FY25. Kloberdanz stated he would like CICS to purchase their own office space rather than be co-located with a provider. Wood stated historically CICS has never owned property and if the Board would like to purchase a building a proposal can be brought back to the Board for the office space. He also stated that Eyerly Ball is the designated Mental Health Center for the Boone and Story County areas of CICS. Dickerson stated that Eyerly Ball and YSS do work well together and that the clients served are not typically the same clients. Bishop stated that there may be some duplication however there is more need than what is currently available by providers at this time. Freie shared the GAP analysis that had previously been done and there is a lot of space for providers to grow. Smith stated as a provider there is no way that there are enough providers to meet the need and she would like other providers to do the same as what Eyerly Ball is trying to do. Smith left the meeting at this time. Adams explained that the current location is not set up well at all and the ability to have a location that is more accessible for clients would be a good thing. Kloberdanz stated he is concerned that CICS is concentrating only in one area and smaller counties had needs as well. Wood did state that the projects today are from Cerro Gordo, Marshall, Wright, Webster, and Story. He also stated Story makes up 25% of the region so it is serving a large population within the region. He also added that Eyerly Ball does cover the whole region for other services. Talsma stated he understands Story is the population center of the region and he knows providers work across county lines also. He questioned if this is done in Story, how does this benefit the rest of the counties in the region that are further away than Story. Bishop stated they are continually expanding services they offer throughout the region. Wood stated the outpatient setting in Story county is the real issue. The new location will be easily accessible and 31% of the region is within an hour drive of the new location. Quinn left the meeting at this time. Bishop stated they do not have architectural drawings at this time, however they do know the square footage determined for what they are needing. Talsma and Heddens were concerned that the project won't be completed in time. Bishop did state that they do work with contractors already and this isn't the first time they have done projects like this so they would not be starting from scratch. Talsma asked what happens if this is approved and the project is not completed in time, what does that do to the budget. Stursma stated that there is capacity next year beyond the on-going expenditures. Clifton stated he is concerned that the project would not be able to be completed in a timely manner. Heddens did state that the Story County office space for CICS is going to be reduced due to the IT needs for the county (next summer). Talsma stated he is not opposed to the Region owning property however he is hesitant at this time to purchase a building. He would rather look into leasing a building and renovating it to the needs of CICS for staff offices. Heddens asked what the \$3.3 million included and Bishop stated it is the total cost of the land and building not including the CICS space. Yes. Kloberdanz stated he is not opposed to the project, however he is concerned that it will not be finished in time. Hand left the meeting at this time. **Motion to approve the UnityPoint Health-Eyerly Ball Community Mental Health Services Outpatient Services New Build proposal which includes the CICS office space. Motion died for lack of motion. Motion to approve the UnityPoint Health-Eyerly Ball Community Mental Health**



**Services Outpatient Services New Build proposal which does not include the CICS office space. Motion died for lack of motion. It was stated that Bishop can come back with another request when Eyerly Ball has more information.**

Freie presented the Access Center Network Phase II Provider Incentives. Freie explained how Phase I went for the providers that participated. Dickerson expanded on her viewpoint as a participating provider. Freie explained that Phase II includes how to fill the gaps and how the process will go moving forward, how to collaborate, how to share information and work together through contracts and education of providers. There are additional providers that are being looked at to join in Phase II including Capstone, Center Associates, Mercy North Iowa, SATUCI, and Youth Shelter Care North Iowa. The request is for \$138,500 for Phase 2 Provider Compensation Expenses which includes the additional providers going through Phase I and all providers moving on to Phase II. Freie stated this request would be through June 30, 2024. **Motion by Kloberdanz, second by Rayhons to approve the Access Center Network Phase II Provider Incentives. All ayes, motion carried. Dickerson abstained.**

Karla Webb, Operations Officer presented the CICS Supplemental Employee Manual Amendment. **Motion by Heddens, second by Clifton to approve the CICS Supplemental Employee Manual Amendment. All ayes, motion carried. Lukensmeyer abstained.**

Webb presented the CICS Employee Recognition Policy. This is a new policy for CICS recognizing staff for years of service and retirement. **Motion by Lukensmeyer, second by Kloberdanz to approve the CICS Employee Recognition Policy. All ayes, motion carried.**

Webb presented the CICS Apparel Policy Amendment. **Motion by Heddens, second by Kloberdanz to approve the CICS Apparel Policy Amendment. All ayes, motion carried.**

Webb presented the CICS Job Description updates. Many changes were cleanup of language, updated job responsibilities, updated knowledge skills and abilities. Suggested changes from Audrey Emery, Franklin County Human Resources director were made before bringing these updates to the Board. **Motion by Rayhons, second by Clifton to approve the CICS Job Description updates. All ayes, motion carried.**

**Motion by Kloberdanz, second by Lukensmeyer to have the next meeting on October 26 if necessary or November 16 due to the holiday. All ayes, motion carried.**

**Motion by Clifton, second by Rayhons to adjourn. All ayes, motion carried.**

