



CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board Meeting Minutes

November 16, 2023 @ 1:00 PM

Story County Administration Building

Board Members Present: Phil Clifton, JD Deambra, Andrea Dickerson, Scott Hand, Lisa Heddens, Jerry Kloberdanz, Richard Lukensmeyer, Dennis Quinn, Gary Rayhons, Julie Smith, Brandon Talsma. **Members Absent:** Kendra Alexander, Allie Wulfekuhle. **Leadership Team Present:** Linn Adams, Meghan Freie, Liza Maxwell, Jen Sheehan, Karla Webb, Russell Wood. **Others Present:** Rachel Adams – Polk County, Cary Williams - CFR

Motion to approve the November 16, 2023 agenda with the Eyerly Ball action item removed as requested. Motion by Rayhons, second by Kloberdanz to approve the agenda as amended. All ayes, motion carried.

Motion to approve the September 28, 2023 minutes. Motion by Clifton, second by Lukensmeyer. All ayes, motion carried.

Brandon Talsma presented Linn Adams and Kathy Johnson with years of service as they are retiring in December. Adams is retiring with 38 years of service. Kathy Johnson is retiring with 25 years of service.

Wood explained that it is difficult for the two Service Coordination Officers to each supervise 10 staff. He is requesting that two Service Coordinators be promoted to Service Coordination Supervisors and replaced. If there is not internal interest than he would like to be able to advertise for these two positions. With the additional staff CICS would still have fewer staff than in 2021 when the four newest counties joined CICS. **Motion by Rayhons to approve additional staff as recommended, second by Clifton. All ayes on roll call vote. Motion carried.**

Karla Webb, Operation Officer presented the FY23 CICS Annual Report. Webb explained various items throughout the report and how the information is gathered each year. All information provided in the report for income and expenses is most accurate at the time the report was sent out. If updated numbers are obtained the report will be updated to reflect those numbers. **Motion by Heddens, second by Smith to approve the FY23 Annual Report with the understanding that the dollar amounts in the report may change depending on the audit. All ayes, motion carried.**

Webb presented the claims for October 3, 17, 31, and November 14, 2023. **Motion by Heddens, second by Kloberdanz to approve the claims as presented. All ayes, motion carried on roll call vote.**

Wood presented the FY23 Ending Fund Balance Report Certification. The target was to have the ending fund balance below 20% and CICS is at 19%. That means CICS should not see a reduction in state funding this year. **Motion to approve authorizing Talsma and Wood to sign the FY23 Ending Fund Balance Report Certification with the understanding that the amount may change depending upon the audit. Motion by Deambra, second by Quinn. All ayes, motion carried on roll call vote.**

Webb presented the September and October expenditure report.

Meghan Freie, Planning and Development Officer presented the FY24 contracts signed by CEO.

Jen Sheehan, Planning and Development Officer presented the Community and Family Resources FY24 contract amendment. This is to put a treatment provider in place for Story County Mental Health Court which is beginning in January. This is for non-billable time required for the provider's peer support staff and clinician. This amount is comparable to others throughout the state. **Motion by Heddens, second by Deambra to approve the Community and Family Resources FY24 contract amendment. All ayes, motion carried. Hand and Kloberdanz abstained.**

Sheehan presented the Polk County General Services (Polk County MHDS) agreement. Polk is partnering with others and would like to partner with CICS for their 23-hour crisis observation services, behavioral health urgent care and a sobering center. This would be complete early fall 2024. It is anticipated to be able to expend the dollar amount within the fiscal year. This would give CICS the ability to market the 23-hour crisis observation and the behavioral health urgent care to the residents of CICS. It is anticipated that CICS would possibly utilize 25% in the future through this agreement. The idea is that law enforcement and walk-ins would be taken. Warm hand-offs between crisis stabilization, behavioral health urgent care and the sobering center would more easily be accomplished. Wood stated CICS would market this for more usage by the CICS population. If in the future a CICS provider was able to offer these same services, this would not prevent CICS from funding in the future. There are six CICS counties contiguous to Polk County. Transportation is available and paid for by CICS through CIJDC as 23-hour crisis observation is considered a crisis service. The CICS Crisis Network Service Coordinator for adults can work with the provider to coordinate services with the CICS residents that have utilized the services. Wood stated this would be an MOU rather than a contract with Polk County. **Motion by Rayhons, second by Smith to approve the Polk County General Services (Polk County MHDS) agreement. All ayes, motion carried.**

Sheehan updated the Board on the SATUCI request for funding. There is no action at this time as the offer was not accepted.

Linn Adams, Service Coordination Officer introduced Liza Howard, Service Coordination Officer to the Board. Adams presented the FY23 Service Coordination report and pointed out some of the highlights throughout. There were four focuses on Service Coordination throughout the year which included Justice Involved Service Coordination, standardization in services throughout the region, Service Coordination outreach throughout the region, and leadership transition for the Service Coordination Officers.

Wood stated he had an opportunity to tour the YSS Ember facility. It is moving along and looks nice. Reach out to Andrew Allen if you would like to tour the facility.

Next meeting will be January 25, 2024 with the option of a special meeting if necessary.

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

