



CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board Meeting Minutes

March 27, 2025

Story County CICS Office

A meet and greet with Annie Uetz, CEO of Polk County Behavioral Health and Disability Services was held from 12:45 to 1:00 pm before the start of the Governing Board meeting. Uetz introduced herself and discussed moving forward with the DAPs.

Board Members Present: Kendra Alexander, John Cochrane, Andrea Dickerson, Lisa Heddens, Richard Lukensmeyer, Christa Mattly, Ellen Rasmussen, Gary Rayhons, Julie Smith, Brandon Talsma, Christine Timmerman. **Members Absent:** Dennis Quinn, Dawn Rudolph. **Leadership Team Present:** Meghan Freie, Liza Maxwell, Jen Sheehan, Betsy Stursma, Karla Webb, Russell Wood.

Motion to approve the March 27, 2025 agenda by Smith, second by Smith. All ayes, motion carried.

Motion to approve the February 27, 2025 minutes with an amended claim date by Rasmussen, second by Smith. All ayes, motion carried.

Russell Wood, CEO updated the Board on the DAP contract, employer of record, fiscal agent, MHDS closeout, transition plan, current staffing, and board meeting locations. The DAP contract was signed by both Wood and Heddens and at this time are waiting for the state to sign the contract. The onboarding payment will be doubled from the previously shared contract, however the other payments were reduced so the total amount has stayed the same as the original. The contracts throughout the state are for the most part the same, however dollar amounts for each district are different.

Wood stated Franklin County is willing to continue as the employer of record and it will be brought to the Board at the April meeting for final approval. Franklin County has agreed to reduce the cost from the current 3% to 1%. **Franklin County is also looking at becoming the Fiscal Agent.** Story County has been wonderful to work with these past years.

The Transition Plan is ready to go to the state once the Board approves certain items throughout the meeting.

Wood gave an update on current staffing. Wood has informed all staff of whether they will have a position as of July 1, 2025.

Future Board meetings will be held in Nevada beginning in May. This will continue possibly through FY26.

Wood gave an overview of the 28E Agreement with a name change effective April 1, 2025 and other changes effective July 1, 2025. Many items were removed due to the changes with legislation and there will be more flexibility with the

Board to make decisions. Wood suggested changing the name of CICS to Collaborative Individual and Community Supports (CICS). All committees were removed, and new language was added to create any committee that the Board deems necessary or required. All current member counties will continue to be included in the 28E through FY26. Counties not wanting to continue on the Board will need to give their notice by June 30, 2025. Mattly stated that she will need to step off the Board as of July 1, 2025 and CICS will look into a replacement for her. **Motion to approve the 28E as presented with additional changes as discussed by Mattly, second by Rudolph. All ayes, motion carried on roll call vote.**

Wood stated closeout for other Regions does need to be done and some Regions will no longer have staff to close-out their Region. CSS has requested CICS to help with close-out for their claims. They are continuing to lose staff and are willing to pay CICS for helping with close-out. This will need to be discussed with Story County as they will be the fiscal agent to write the checks and send those out. Stursma stated this would take effect after July 1, 2025 so the claims should be minimal. **Motion for Wood to explore partnering with other Regions to close out their books with the CICS Fiscal Agent and to bring this back to the Board by Smith, second by Talsma. All ayes, motion carried. Heddens abstained.**

Wood gave an overview of future office space for Care Coordination staff after July 1, 2025. Wood stated the map provided in the agenda is a draft.

Wood requested that the current staff's vacation time be bought out before July 1 to bring all staff to two weeks. Staff will continue to accrue vacation at the same measure they currently do. **Motion to approve the vacation buydowns by Smith, second by Talsma. All ayes, motion carried on roll call vote.**

Wood gave an overview of wages suggested for staff as of July 1, 2025. Wood is requesting that the staff continue with the \$2 transition pay and add that to current staff salary. Wood is also requesting the Stursma as CFO and Freie as COO be at the same salary, as well as Webb and Sheehan also being at the same salary due to job responsibilities and level of authority. **Motion to set Sheehan's and Webb's salaries to \$116,300.29 and Freie's and Stursma's salaries to \$118,636.54, with all other staff salaries as proposed by Mattly, second by Rasmussen. Motion carried on roll call vote. Nay – Talsma.**

Wood requested to allow a two-week notice effective May 16, 2025 instead of 30-day required notice for staff who will not have positions under the DAP contract. Motion to approve a two-week notice effective May 16, 2025 for staff resignations by Lukensmeyer, second by Rudolph. All ayes, motion carried on roll call vote.

Wood presented the FY26 closeout budget which will close out the MHDS contract with HHS. Stursma's salary on the budget presented will need to be increased to what was voted on previously. **Motion to approve the FY26 closeout budget with the amended line item for Stursma's wages as well as any updates that may be required by Rayhons, second by Talsma. All ayes, motion carried on roll call vote.**

Wood stated the Transition Plan requires an Asset Disposal Plan and due to the transition, there will be as many if not more offices that will be used in the future so assets will be redistributed as needed and there will not be disposal of assets. Motion to approve the Asset Disposal Plan by Mattly, second by Rasmussen. All ayes, motion carried.



Betsy Stursma, Finance Officer presented the March 4 and 18, 2025 claims. Motion to approve the Claims March 4 and 18, 2025 by Smith, second by Timmerman. All ayes, motion carried on roll call vote. Stursma also presented the February Expenditure Report.

Karla Webb, Planning Officer presented a request from Mary Greeley Medical Center for a subacute van. Motion to approve the Mary Greeley Medical Center for a subacute van proposal up to \$60,000 by Smith, second by Rudolph. Motion carried on roll call vote. Nay – Talsma

Webb presented the FY25 Contract Amendment for Optimae Life Services – Behavioral Health Intervention Services signed by Wood.

During public comment Mattly and Rita Baker stated they are sad to not be covered by CICS for the DAP. Greene County as well as Smith stated they are not wanting to disengage from the 28E due to knowing that CICS will keep them informed and help them navigate the upcoming changes. Rasmussen stated she believes Wood leads with honesty and integrity and has always looked after his staff. Dickerson stated April 24 at 4:00 pm for the ribbon cutting at the Embers Recovery Center.

Next Meeting will be held April 24, 2025 at the CICS Story County office located at 1103 Buckeye Ave., Suite 104, Ames, IA 50010.

Motion to adjourn by Smith, second by Lukensmeyer. All ayes, meeting adjourned.

Lisa Hill, Recording Secretary

Lisa Heddens, Board Chair

