



# CICS

Supporting Individuals. Strengthening Communities.

## CICS Regional Governing Board Draft Minutes

July 28, 2025

Story County Administration Building

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

**Motion to approve the August 28, 2025 agenda. Motion by Lukensmeyer, second by Rasmussen. All ayes, motion carried.**

**Motion to approve the July 24, 2025 minutes. Motion by Smith, second by Dickerson. All ayes, motion carried.**

**Motion to appoint John Derryberry, William Dodds, Deb Schildroth, Jennifer Stevenson to the CICS Governing Board by Smith, second by Lukensmeyer. All ayes, motion carried by roll call vote.**

**Motion to remove suspension of Brandon Talsma from the Governing Board due to meeting membership requirements by Smith, second by Rudolph. All ayes, motion carried on roll call vote.**

**Wood presented the Business Associate Agreement with Franklin County. Motion to approve the Business Associate Agreement with Franklin County by Dodds, second by Dickerson. All ayes, motion carried on roll call vote. Lukensmeyer abstained.**

**Wood gave a general update and requested any Board members to give updates on their interactions with the Disability Access Points.** Wood stated he is meeting every other week with HHS and weekly with the other DAP contractors and that is going well. They appreciate the amount of work the DAPs have done in a short period of time.

Wood stated there has been an addition of four staff, one who previously worked for CICS until the end of June, before having to be laid off. Two new staff did start last week in southeast Iowa and the fourth staff member will be starting in September for northwest Iowa. Wood stated things are going well with staff being able to cover those areas in the meantime. Wood stated that things are changing still, and as changes roll out staff are needing to be able to make those changes also so CICS can provide the best service for the clients.

Heddens stated at the meeting for the District 5 ASO Advisory Board this past Monday they elected Heddens the Chair. They had a presentation and discussion on the Opioid data. Heddens will continue to update the Board in the following months.

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Rasmussen stated she has gone through the warm handoff with District 5 for her family member. It was a phone call, this person has contacted her monthly and Rasmussen has stayed in contact with the service provider to make sure the billing is going okay. Rasmussen feels so far it is going well for them.

**Wood presented staff MOUs for Kasarah Dillon, Kim Fletchall, Carrie Hisler, Ally Porath. Motion to approve staff MOUs for Kasarah Dillon, Kim Fletchall, Carrie Hisler, and Ally Porath by Dodds, second by Smith. All ayes, motion carried. Lukensmeyer abstained.**

**Wood stated that last month the Board did approve bringing staff back at their years of service and wage. There is now a question regarding reinstatement of some or all of the accrued sick leave of former staff. Staff are not paid out for sick leave when they leave CICS. Wood requested the motion be for a blanket statement rather than for just one particular staff member. Dickerson agreed that it should cover all staff, not just one staff member so to not appear as preferential of one person over the other. Motion to approve if CICS re-hires any former staff for the same or similar position within six months of their departure from CICS due to the closeout of the MHDS contract with Iowa HHS, they would have their accrued sick leave reinstated by Smith. Second by Rasmussen. Motion carried.**

**Betsy Stursma, CFO presented the DAP claims report for August 5 and 19, 2025. Motion by Rudolph, second by Smith to approve claims. All ayes, motion carried on roll call vote. Dodds abstained.**

**Stursma also provided the July expenditure report and DAP financial update.** This is the first DAP expenditure report so it may look different in the future to present the information in the best format for the Board. At this time there are not many expenditures, however by September expenditures will more than likely start increases.

**Stursma presented the MHDS claims for August 5 and 19, 2025. Motion to approve the August 5 and 19, 2025 claims by Smith, second by Rudolph. All ayes, motion carried on roll call vote.**

**Stursma presented the MHDS July expenditure report, regional contract closeout, and MHDS financial update.** CICS is at 32% of the closeout budget. CICS is not planning to utilize the whole closeout budget. All money will be going back to the state that is not used other than funds that will be needed for future audits.

Wood thanked Rasmussen for her service on the Board and he appreciates her willingness to ask questions and provide leadership and guidance. Rasmussen thanked everyone for the opportunity to serve on the Board.

**Next meeting will be September 25, 2025 at the Story County Administration Building, Nevada, IA.**

**Motion to adjourn by Lukensmeyer, second by Dickerson. Meeting adjourned.**

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Lisa Hill, Recording Secretary

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Lisa Heddens, Board Chair

