



CICS

Supporting Individuals. Strengthening Communities.

CICS Governing Board Minutes

October 23, 2025

Story County Administration Building

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

Motion to approve the October 23, 2025 agenda. Motion by Schildroth, second by Talsma. All ayes, motion carried.

Motion to approve the September 25, 2025 minutes. Motion by Dodds, second by Talsma. All ayes, motion carried.

Russell Wood, CEO updated the Board on the District Assessments, which included outreach to providers in each District and Impact Momentum Matrix meetings with providers who chose to respond to the assessment, as well as District Advisory Council members. Wood has turned in the resulting draft plan to HHS and is awaiting feedback. Lisa Hill will email the Board the District Assessment Reports as well as the supporting documents that have been submitted to the state in draft form.

Wood updated the Board on staff changes. Jodi Hamilton and Betsy Stursma have accepted new employment. Hamilton has already transitioned to her new job, and Stursma is leaving in mid-November. Wood, Freie and Stursma will be working together on the transition plan for when Stursma leaves. At this time Wood will be taking over the duties of CFO when Stursma leaves. There may be a possibility of needing an additional Program Manager in the future.

Wood updated the office locations due to the transition staff are in at this time. For the time being staff will only be traveling outside of their home base to meet with clients or for outreach. Staff will continue to travel to meet clients at locations convenient to the client, however, staff will not have set office hours outside of their base office.

Wood discussed the Governing Board Handbook and emphasized the importance of the Vision, Mission and Values statement as well as the name change to Collaborative Individual and Community Supports from Central Iowa Community Services and the significance of the name. The handbook does have updates and will continue to be updated as CICS transitions more in the future.

Wood presented the Advisory Council Charter drafts with feedback from HHS. Few updates needed to be made, and HHS has approved the drafts. The Advisory Councils will be meeting to approve these Charters the first week of November. Invitations to the Advisory Council meetings will be sent out to the Governing Board members. **Motion to approve the Advisory Council Charters by Schildroth, second by Rayhons. All ayes, motion carried.**

Heddens encouraged the Board members to participate in the IPIB Open Meetings and Public Records training. More information regarding training dates can be found at www.ipib.iowa.gov. New Board members appointed after July 1, 2025 are required to take this training within 90 days of appointment to the Governing Board.

Stursma presented the DAP claims for September 30 and October 14, 2025. Motion to approve the DAP claims for September 30 and October 14, 2025 by Smith, second by Rayhons. All ayes, motion carried on roll call vote. Stursma also presented the DAP September Expenditure Report as well as the DAP financial update for Districts 2, 3, and 6 through the end of September 2025. CICS is working with HHS on the invoicing process and tracking the fund balance.

Stursma presented the MHDS claims for October 14, 2025. Motion to approve the MHDS claims for October 14, 2025 by Smith, second by Talsma. All ayes, motion carried on roll call vote. Stursma presented the MHDS September Expenditure Report, updated the Board on the MHDS Region Contract Closeout, and gave the MHDS financial update. Wood and Stursma stated that possibly by next month's meeting CICS may have a check to return funds to HHS. Stursma stated there is one outstanding invoice with YSS that partial payment may be made to. Next week is the FY25 State audit. There is a possibility that FY26 will need to be audited, and the State will allow CICS to hold back and obligate funds for that purpose. Stursma is going to get more clarification regarding those funds.

Next meeting is November 20, 2025 and will be held in Hampton at the CICS corporate office. There will be a zoom option available for those that cannot attend in person.

Motion by Dodds, second by Smith to adjourn. All ayes, motion carried.

Lisa Hill, Recording Secretary

Lisa Heddens, Board Chair

