



CICS

Supporting Individuals. Strengthening Communities.

CICS Governing Board Minutes

March 26, 2026

Story County Administration Building

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

Motion to approve the March 26, 2025 agenda. Motion by Rayhons, second by Lukensmeyer. All ayes, motion carried.

Motion to approve the January 22, 2026 minutes. Motion by Rudolph, second by Derryberry. All ayes, motion carried.

Russell Wood, CEO presented updates for the HIPAA Policies and Procedures, as well as an additional policy regarding recording, streaming, and photography within CICS locations. Clarifying language will be added to the additional policy to allow for internal CICS business needs. **Motion to approve the updates to the HIPAA Policies and Procedures and the additional policy with modification to the language regarding recording, streaming, and taking photos by Rayhons, second by Dickerson. All ayes, motion carried.**

Wood updated the Board on staff changes. Ally Porath and Danielle Reetz have transitioned to Project Managers for Districts 2 and 3. **Motion to approve Ally Porath as District 2 Project Manager from the hourly rate of \$28.85 to the salary of \$75,000 and Danielle Reetz as District 3 Project Manager from the hourly rate of \$28.85 to the salary of \$75,000 by Rayhons, second by Dodds. All ayes, motion carried.**

Wood presented an MOUs for Kaitlyn Hoeft for District 6 Project Manager. **Motion to approve the MOU for Kaitlyn Hoeft for District 6 Project Manager at the salary of \$75,000 by Rayhons, second by Dodds. All ayes, motion carried. Lukensmeyer abstained.**

Wood presented the Technology and Operations Coordinator job description. **Motion to approve the Technology and Operations Coordinator position at a rate of \$30.00 per hour by Dodds, second by Cochrane. All ayes, motion carried.**

Wood presented an addition to the apparel policy. **Motion to approve the apparel policy with the addition of language stating that the CEO or designee may authorize additional items as needed for staff apparel by Lukensmeyer, second by Derryberry. All ayes, motion carried.**

Wood stated he did sign a contract with Interpreter's Unlimited for interpretation services with Hedden's approval.

Wood presented the DAP claims for January 20, February 3, February 17, March 3, and March 17, 2026. **Motion to approve the DAP claims for January 20, February 3, February 17, March 3, and March 17, 2026 by Rayhons, second by Dickerson. All ayes on roll call vote.**

Wood presented the DAP January and February 2026 expenditure reports.

Next Meeting is April 23, 2026.

Motion to adjourn by Dickerson, second by Dodds.

Lisa Hill, Recording Secretary

Lisa Heddens, Board Chair

