



CICS

Supporting Individuals. Strengthening Communities.

CICS Governing Board Minutes
September 24, 2026
Franklin County Community Resource Center

Board Members Present: John Cochrane, Bill Dodds, Richard Lukensmeyer, Gary Rayhons, Deb Schildroth, Jenni Stevenson. **Members Absent:** John Derryberry. **Staff Present:** Russell Wood, Meghan Freie, Jen Sheehan, Lisa Hill.

Schildroth informed the Board that Julie Smith has resigned from the CICS Governing Board.

Motion to approve the September 24, 2026 agenda. Motion by Rayhons, second by Cochrane. All ayes, motion carried.

Motion to approve the July 30, 2026 minutes and August 3 special meeting minutes. Motion by Stevenson, second by Lukensmeyer. All ayes, motion carried.

Russell Wood presented MOUs for Karen Halsor for District 3 SOAR Navigator and Samantha Bowman for District 6 SOAR Navigator, both at \$29.86 per hour. Wood stated that Carrie Hisler, a current CICS Navigator will be moving into the position of District 2 SOAR Navigator. SOAR Navigators are specially trained to help clients get approved quicker and with fewer appeals. This program focuses on the homeless population or those at risk of being homeless. **Motion to approve MOUs for Karen Halsor for District 3 SOAR Navigator and Samantha Bowman for District 6 SOAR Navigator, both at \$29.86 per hour by Cochrane, second by Rayhons. All ayes, motion carried. Lukensmeyer abstained.**

Wood presented Dee Johnson for District 2 and Abbie Schaffner for District 6 Advisory Council appointees to fill vacancies. If approved the recommendations will be sent to HHS for final approval. **Motion to approve Dee Johnson for District 2 and Abbie Schaffner for District 6 Advisory Council appointees to fill vacancies by Stevenson, second by Lukensmeyer. All ayes, motion carried.**

Wood stated that the way CICS business is carried out at this time, very few items are brought to the Board for approval. The by-laws state that the Board must meet at least quarterly rather than monthly. It was suggested to meet quarterly unless it is necessary to hold additional meetings and to send monthly updates to Board members in lieu of monthly meetings. **Motion to move to quarterly meetings with the option of special meetings by Rayhons, second by Dodds. All ayes, motion carried. This will begin with the October 22, 2026 meeting with the next meeting to be held January 28, 2027.**

Wood presented the DAP claims for August 4 and 18, September 1 and 15, 2026. Motion to approve the DAP claims for August 4 and 18, September 1 and 15, 2026 by Rayhons, second by Stevenson. All ayes, motion carried on roll call vote.

Wood presented the current expenditure report that is current as of August 31, 2026. Wood stated the expenditure reports will be sent monthly to the Board members to keep them up to date.

The next meeting will be held October 22, 2026 at the Franklin County Community Resource Center, Hampton, IA.

Motion to adjourn by Cochrane, second by Rayhons. All ayes, meeting adjourned.

Lisa Hill, Recording Secretary

Deb Schildroth, Board Chair

