

**Central Iowa Community Services  
Regional Board Meeting Minutes  
December 28, 2017  
Story County Administration Bldg., Nevada, Ia.**

**Board Members Present:** Hamilton-Doug Bailey, Story-Marty Chitty, Warren-Dean Yordi, Poweshiek-Larry Wilson, Marshall-Bill Patten, Franklin-Mike Nolte, and Advisory Board Representative Terry Johnson.

**Counties/Members Absent:** Jasper, Boone, Madison, Hardin and Advisory Board Representative Al Fargerlund.

**Others Present:** Diana Dawley, Dawn Rudolph, Ellen Ritter, and Lauris Olson.

**Administrative Team Present:** Jody Eaton, Jill Eaton, Linn Adams, Betsy Stursma, Karla Webb, John Grush, and Patti Treibel-Leeds. Absent: Russell Wood.

**Call to Order.** Board Chair Bailey called the meeting to order and introductions were made. With a lack of quorum the following informational items were presented:

- **Committee Assignments.** Bailey discussed the Employment Committee and Legislative Committee and the purpose of each. Anyone having interest in continuing to serve or becoming a member are encouraged to contact Doug or Jody Eaton. Nolte expressed desire to continue on the Employment Committee. Other current members are Patten, Bailey, Jody Eaton, Adams, and Webb.
- **County Representation.** Jody Eaton announced that each County Auditor will be receiving a letter that is to be completed with the CICS appointed representative and alternate(s) for 2018 and returned.
- **Conflict of Interest.** Jody Eaton reviewed contracts and potential conflicts of interest on today's agenda.
- **Finance-November Financial Report.** Jill Eaton reviewed the expenditures for November and year to date. Expenses in November were \$726,350.86 and year-to-date expenses as of November 30<sup>th</sup> were \$3,834,936.82 (24.4% of budget).

Patten joined the meeting resulting in a quorum being present.

**Approval of Agenda and Minutes.** Chitty moved, Yordi seconded to approve the agenda. All voted aye. Yordi moved, Wilson seconded to approve the minutes of the November 30, 2017 meeting. All voted aye.

#### **Chairman's Items**

**Lobbyist Consideration.** Jody Eaton reported that Wood declined consideration as CICS lobbyist. She shared that two of current regions have paid lobbyists (East Central and Polk Co). Following discussion, Wilson moved, Patten seconded not to pursue a lobbyist at this time. On a roll call vote all voted aye.

#### **Administration**

**Greene County Request.** The Chair invited Jill Eaton to review the financial information and Stursma to review the services information that was sent out to the Board. The Administrative Team recommended on a vote of 6-2 to approve Greene County into CICS on the condition that there would not be an additional administrative position on the CICS Administrative Team. Wilson asked Dawn Rudolph, Greene County Supervisor, to comment on why they wished to leave the Heart of Iowa Region and join CICS. Dawn reported the primary reasons were a lack of transparency and information and the desire

for more services in their county. Following further discussion and with four Board members absent, Patten moved, Nolte seconded to have each Board member do further research and for this item to be placed on the January meeting agenda. On a roll call vote all voted aye.

**FY 19 COLA.** Jody Eaton reviewed information that was sent out from the CICS Supplement to the County Employee Manuals for CICS Funded Positions. The Wage Reimbursement Policy was part of this policy adopted previously by the Board. The Administrative Team recommended to adjust the pay range for Officers and the steps for other region funded positions by 2% for FY 19. Nolte moved, Chitty seconded to approve 2% adjustment in the wage matrix for FY 19. On a roll call vote all voted aye.

#### **Out of State Training Requests.**

- **Open Minds Conference.** The Administrative Team recommended to send Grush and Webb to this conference in Florida to be held February 14-16<sup>th</sup>. The Board reviewed the estimated budget. Following discussion, Wilson moved, Yordi seconded to approve the travel expenses and costs for the conference attendance (\$4,998.56). On a roll call vote all voted aye.
- **Mental Health First Aid Training.** The Board also considered a recommendation to approve Treibel-Leeds to attend a MHFA Facilitator training to be certified to do the juvenile MHFA training. The training is in Phoenix Arizona from February 12-17<sup>th</sup>. Yordi moved, Wilson seconded to approve at a cost not to exceed \$3,000. On a roll call vote all voted aye.

#### **Finance**

**Claims.** Patten moved, Yordi seconded to approve the CICS claims that were paid on December 5 and December 19, 2017. On a roll call vote all voted aye.

**FY 19 Budget.** Jill Eaton presented the FY 19 CICS Budget that has been recommended by both the Administrative Team and the Finance Committee. The proposed budget of \$15,575,000 is a slight decrease from FY 18. Following review, Patten moved, Yordi seconded to approve the FY 19 budget. On a roll call vote all voted aye.

**FY 19 Levy Recommendation.** Jill Eaton presented the recommendation of the Finance Committee and Administrative Team for the FY 19 per capita levy. The proposed levy will decrease slightly from \$22.29 per capita in FY 18 to \$22.20 per capita for FY 19. However, as the population has increased in CICS the total dollars raised are nearly the same as FY 18. Projections were reviewed and there was discussion of the effects if Greene County were to join CICS. The maximum levy available for CICS is \$35.50. The large fund balance will be spent down significantly in our effort to reduce it to comply with legislation. Wilson moved, Chitty seconded to approve the recommended levy for FY 19 of \$22.20 per capita. On a roll call vote all voted aye.

**IPAIT Recommendation.** As Heidi Burhans, Fiscal Agent, could not attend the meeting to present, Chitty moved, Patten seconded to defer action until the next meeting. All voted aye.

#### **Operations**

**Provider Contracts.** Webb reviewed proposed FY18 contracts and contract amendments with the following: Foundation 2 for Mobile Response training and consultation; Capstone for Intensive Case Management (Jail Diversion) for Poweshiek and Jasper Counties; Brain Injury Alliance of Iowa for performing the Mayo Portland Assessments; and to Diamond Life and Optima for adjustments in the SSA and payee rates. Upon review, Chitty moved, Wilson seconded to approve the contracts and amendments. On a roll call vote all voted aye.

**ASSET Request Overview.** Webb provided information for the initial requests of Story County providers from CICS funds for FY 19. Final recommendations will be provided later for action.

**Planning**

**CFR Request.** At last month's meeting, following the presentation of the CFR Director, the Board directed the Administrative Team to again review the request from CFR for \$200,000 toward the cost of a new building in Fort Dodge and to provide a recommendation at this meeting. Following review, Eaton reported that the Administrative Team had voted unanimously to recommend denial of the request. Patten moved, Nolte seconded to deny the request. On a roll call vote Bailey abstained and all others voted aye to deny.

**Quality Assurance**

**Quarterly Reports.** Treibel-Leeds presented the quarterly reports for the Foundation 2 Crisis Line and Integrated Telehealth. She also reviewed data provided in the reports that were emailed to Board members.

**CIT Training.** Treibel-Leeds reported on the upcoming CIT Training that CICS is sponsoring through NAMI Central Iowa. The training will be March 12-16<sup>th</sup> in Huxley. There will be openings for 4 officers from each CICS county to attend.

**Public Comment.** None.

**Next Meeting and Adjournment.** The next meeting will be January 25, 2018 at 1:00 at the Story County Administrative Building in Nevada. With no further business the Chair adjourned the meeting.

Minutes respectfully submitted by Linn Adams.

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Linn Adams, Recording Secretary

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Doug Bailey, Board Chair