



CICS

Supporting Individuals. Strengthening Communities.

CICS Adult Regional Advisory Committee Meeting

Tuesday September 12, 2023 @ 1:30 pm

In-person Location: Story County Human Services Center
126 S. Kellogg Ave., Conference Room West 2nd Floor, Ames, IA 50010

Join Meeting by Zoom at:

<https://us06web.zoom.us/j/82128349173?pwd=THcwOHpXVVdjbj0Jnc2RFTWx6K09xUT09>

or join by phone at 1-312-626-6799 US (Chicago)

Meeting ID: 821 2834 9173, Passcode: 230986

Agenda

1) Welcome and Introductions: Roll Call of Committee Members

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> JD Deambra | <input type="checkbox"/> Jennifer Ellis | <input type="checkbox"/> Deb Williams | <input type="checkbox"/> Sharon Swope |
| <input type="checkbox"/> Kathy Hanzek | <input type="checkbox"/> Julie Smith | <input type="checkbox"/> Heidi Metz | <input type="checkbox"/> Beth Colby Plautz |
| <input type="checkbox"/> Rachel Fletcher | <input type="checkbox"/> Brittany Palmer | <input type="checkbox"/> Breon Gardner | <input type="checkbox"/> Kelly Kratz |
| <input type="checkbox"/> Ellen Rasmussen | | | |

2) Adoption of the Agenda

Action

Motion to approve: _____

Second: _____

Vote on motion: _____

3) Approval of 6/13/23 Meeting Minutes

Action

Motion to approve: _____

Second: _____

Vote on motion: _____

4) Highlights of Regional Governing Board – Julie Smith and JD Deambra

Informational

5) Review and Consideration of Amendments to the Bylaws

Central Iowa Community Services Adult Regional Advisory Committee – Karla Webb

Action

Motion to approve: _____

Second: _____

Vote on motion: _____

6) Financial Update – Betsy Stursma

Informational

7) Planning and Development Information – Meghan Freie

Informational

8) Agency Update/Information Sharing

9) Next Meeting Date: December 12, 2023 @ 1:30pm

10) Adjournment





CICS

Supporting Individuals. Strengthening Communities.

CICS Adult Regional Advisory Committee Meeting Tuesday June 13, 2023 @ 1:30 pm Minutes

1. Welcome and Introductions: Roll Call of Committee Members
Gardner called the meeting to order at 1:30PM, those present: Jennifer Ellis, Diana Dawley, Deb Williams, Sharon Swope, Julie Smith, Heidi Metz, Breon Gardner, Beth Colby Plautz, Ellen Rasmussen, Rachel Fletcher. Others present: Karla Webb, Liza Maxwell, Russell Wood, Patti Treibel Leeds, Betsy Stursma, Intern from UnityPoint.
2. Adoption of the Agenda – Action
Smith motioned to approve the agenda, Ellis second, motion passed.
3. Approval of 3/14/23 Meeting Minutes – Action
Colby Plautz motioned to approve the 3/14/23 meeting minutes, Smith second, motion passed.
4. Legislative Updates – Russell Wood, Informational
Wood discussed HF471 passed the House and Senate unanimously and has been signed by the Governor. This legislation changes the structure of the mental health and disability services Governing Board and identifies regional responsibilities for outpatient competency and restoration which is an array of services, not a service in and of itself, and identifies who is responsible for funding these services. MHI bed changes include treatment of behaviorally complex youth at Independence MHI and specialized treatment and security of adults for the purposes of competency restoration and adults who have been acquitted of a crime by reason of insanity at Cherokee MHI. Are waiting for interpretation from HHS on what regions are required to fund.
5. Governing Board Structure and CICS 28E Agreement Revisions – Russell Wood, Informational
HF471 changed membership and voting rights for the Governing Board. The current Governing Board is a 20 member board, each county has a board of supervisor member on the Governing Board, from adult advisory is JD Deambra voting member representing an adult person who utilizes mental health and disability services or is an actively involved relative of such an adult person, Julie Smith non-voting adult service provider, from the Children’s Advisory Kendra Alexander voting member educational representative, Allie Wulfekuhle voting member child parent representative, and Andrea Dickerson non-voting children’s behavioral health provider representative. With the legislative changes the Governing Board maximum will be 13 members and all members will have one vote. Legislation identifies membership cannot have more than 49% of total membership as boards of supervisors, requires judicial representative, law enforcement representative and the five individuals from the adult and children’s advisory committees. There will be six county boards of supervisors on the Governing Board. Were required to remove any language in the 28E Agreement that would allow an individual county to

overrule a Governing Board decision. Are looking at staggered terms and will be creating a supervisor advisory committee and a justice involved advisory committee.

6. Highlights of Regional Governing Board – Julie Smith and JD Deambra, Informational
Smith identified Wood covered the major updates of the Governing Board, Patti Treibel Leeds and Linn Adams will be retiring from CICS. Appears the region will be under budget this fiscal year that ends this June 30th.
7. Review and Consideration of Amendments to the Bylaws Central Iowa Community Services Adult Regional Advisory Committee – Karla Webb – Action
Webb reviewed the bylaw changes which are in response to the legislative changes with HF471. Intent is for the bylaws to be effective 7/1/23 upon approval by the adult advisory committee and the CICS Governing Board. Changes include some language clean up, term lengths would change to three years with terms being staggered, once a member met two full three-year terms would need to take one full term off the committee before being reappointed, added language regarding representative appointment to the Governing Board. Webb will send information to the advisory committee members for staggering of terms to start 7/1/23. Colby Plautz motioned to approve the bylaw amendments, Swope second, motion passed.
8. Election of Service Provider Representative to CICS Regional Governing Board Effective 7/1/23 - Action
Webb identified this will be a three-year appointment and explained frequency of Governing Board meetings. Ellis motioned to appoint Smith to the CICS Regional Governing Board, Rasmussen seconded, motion passed.
9. Financial Update – Betsy Stursma, Informational
Stursma discussed the status of the FY23 budget and upcoming FY24 budget. If CICS does not meet the ending fund balance requirement, anything above the requirement is a dollar-for-dollar reduction in the next fiscal year. Stursma discussed the funding growth factors for future fiscal years. Regions are to receive FY24 first quarterly payment of State funding July 1.
10. Service Planning and Development Updates – Patti Treibel Leeds, Informational
Treibel Leeds discussed CICS has been partnering with Rural Policy Partners to look at an access center network including consideration of a brick-and-mortar building, or a network with existing providers of services. Thursday June 15th Rural Policy Partners is hosting virtual meetings to give input on access network development. CICS has hired a Crisis Network Service Coordinator who will work with individuals accessing services within the access center network, assist individuals in transitioning to other services, and follow individuals for up to a year. Are continuing to work on Intensive Residential Services in Mason City. Also are working on establishing Intensive Placement and Supports (IPS) services, focusing on development of this service in Story County with intent to expand to other areas of the region, this service is currently available with 43 North Iowa. Have processed final payment for YSS, Inc. for Ember Recovery Campus. Are working with Canary Consulting to do strategic planning with the leadership team. Are working with Center Associates in Marshalltown for urgent care services and provide funding for them to build on to their current building for these services. Also have a planning grant for supportive housing that is in process with information to be provided in December this year. Funded Tom Coverly with Destroy Illusions for presentations at three schools, his presentation is on hope, bullying, respect, received positive feedback from schools,



kids, and parents. If interested in any special projects, contact Meghan Freie with Planning and Development.

11. Agency Update/Information Sharing – Ellis reported are nearing completion of 8th home, should be finished in July, looking to move four individuals from 24-hour homes or off the waiting list, will be staff less than 24 hours, are moving offices on June 26th to West Ames. Colby Plautz shared are close to licensure for adult day program. Metz shared their program is essentially full, several locations around the state and country and if need anything for seniors with anxiety, life transitions, reach out. Fletcher shared are working on hiring another therapist who will do part-time therapy and part-time medical social work, have another intern hope to hire and put in Eagle Grove and Clarion schools. Smith shared have hired three interns who were recently at Capstone BHC. Swope shared are getting people every week, looking for more peer support specialists, hours for drop in center have stayed the same. Kratz, with 43 North Iowa, identified are working to establish crisis stabilization services with remodel work to begin in September, do provide Individual Placement & Support services in Franklin, Hardin, and Cerro Gordo counties; have purchased Globe Gazette building in Mason City where residential care services will be provided. Williams shared program information for Together We Can, have a permanent office location, and are open five days/week, provide education classes. Gardner shared the Friendship Club hosted May Mental Health Awareness event, Steve Karlin was the speaker, had about 116 individuals attend. Maxwell shared she will be the CICS adult advisory committee staff liaison going forward replacing Webb.

12. Next Meeting Date: September 12, 2023 @ 1:30pm

13. Adjournment



Bylaws Central Iowa Community Services Adult Regional Advisory Committee

Effective Date: 7/1/23

I NAME

The name of this organization shall be Central Iowa Community Services Adult Regional Advisory Committee (hereinafter “Adult Regional Advisory Committee”).

II PURPOSE

The Adult Regional Advisory Committee will look at how services are delivered, the quality of services and help identify and prioritize service needs.

The Adult Regional Advisory Committee may also address any mental health and disability related issues the Adult Regional Advisory Committee feels to be appropriate.

The Adult Regional Advisory Committee shall act in an advisory role and all authority for policy making shall remain with Central Iowa Community Services Regional Governing Board (hereinafter “Regional Governing Board”).

III MEMBERSHIP

The Adult Regional Advisory Committee shall consist of a maximum of 22 members. All members shall be from counties within or provide service within the Central Iowa Community Services Region.

Ten members will be individuals who utilize mental health and disability services or are an actively involved relative of such an individual and ten members will be service providers. Membership shall include two members of the Regional Governing Board. An effort shall be made to have representation from each of the counties within the region. Committee members shall be appointed by the Regional Governing Board. Applications shall be presented to the Regional Governing Board by the CICS staff member designated to provide support to the Adult Regional Advisory Committee.

The Adult Regional Advisory Committee members shall serve three-year terms beginning July 1, 2023. The appointments shall be staggered.

Members will be eligible for appointment for a total of two full three-year terms. An individual can be reappointed again after at least one term off the committee.

IV OFFICERS AND REGIONAL GOVERNING BOARD MEMBERS

The officers of the Adult Regional Advisory Committee shall include a chair and vice-chair. Each shall be elected at the first advisory committee meeting of the calendar year. The chair shall preside at all meetings and appoint all sub-committees as determined necessary by the adult regional advisory committee. The vice-chair shall act in the chair's absence.

One member of the Adult Advisory Committee who is an individual who utilizes mental health and disability services or is an actively involved relative of such an individual and one member who is a service provider shall be elected to the Regional Governing Board.

The Adult Regional Advisory Committee members who are elected to the Regional Governing Board shall serve three-year terms. The terms shall be staggered. Members will be eligible for re-election for a total of two full three-year terms. An individual can be re-elected after at least one term off the Regional Governing Board.

The permanent recording secretary shall be a CICS staff member.

V MEETINGS

Meetings of the Adult Regional Advisory Committee shall be held in the first quarter of each calendar year and at least quarterly thereafter. The CICS staff member shall be responsible for sending written notice to all members at least one week in advance of meetings. Public notice of meetings will be provided by posting meeting date, time, and agenda on the Central Iowa Community Services website.

~~Special meetings can be called at any time at the request of two advisory committee members. The request for a special meeting shall be presented to the chair. The chair will then be responsible for scheduling the meeting.~~

A quorum will be a majority of appointed members in attendance. No action will be taken in the absence of a quorum.

Members may participate in any meeting by any means of communication that allows direct participation, including but not limited to telephone conference call and video conferencing. Members participating in this manner shall be considered present for purposes of quorum and voting.

VI ADOPTION

These by-laws shall be adopted by both the Adult Regional Advisory Committee and the Regional Governing Board. These by-laws become effective upon approval by the Regional Governing Board.

VII REVISIONS

These by-laws will be reviewed annually and may be revised by the Adult Regional Advisory Committee with approval from the Regional Governing Board. ~~The revision shall first be approved by the Adult Regional Advisory Committee and then presented to the Regional Governing Board. The revision shall become effective upon approval by the Regional Governing Board.~~

VIII TERMINATION

The Adult Regional Advisory Committee serves at the complete discretion of the Regional Governing Board. If state law changes and/or other circumstances arise, the Regional Governing Board may, upon board action, dissolve the Adult Regional Advisory Committee.

Approved by Central Iowa Community Services Governing Board on June 22, 2023.

BJ Hoffman, Governing Board Chair

Date