



CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board
September 28, 2023 @ 1:00 PM
Story County Administration Building
900 6th Street, Nevada, Iowa 50201

SPECIAL NOTE TO THE PUBLIC: Members of the public who would like to call in: 1-312-626-6799

Meeting ID: 891 8225 7920, Passcode: 726240

or Join the Zoom Meeting at <https://us06web.zoom.us/j/89182257920?pwd=UfhPoTcJZYz0k6voSy4OqfX92YCdnr.1>

Tentative Agenda

1) Roll Call

- | | | | |
|---|---------------------------------------|---|--|
| <input type="checkbox"/> Kendra Alexander | <input type="checkbox"/> Phil Clifton | <input type="checkbox"/> JD Deambra | <input type="checkbox"/> Andrea Dickerson |
| <input type="checkbox"/> Scott Hand | <input type="checkbox"/> Lisa Heddens | <input type="checkbox"/> Jerry Kloberdanz | <input type="checkbox"/> Richard Lukensmeyer |
| <input type="checkbox"/> Dennis Quinn | <input type="checkbox"/> Gary Rayhons | <input type="checkbox"/> Julie Smith | <input type="checkbox"/> Brandon Talsma |
| <input type="checkbox"/> Allie Wulfekuhle | | | |

2) Agenda (Brandon Talsma, Chair)

September 28, 2023 Agenda

Action

Board Chair asks for motion to approve

Motion by: _____

Second: _____

Vote on motion: _____

3) Minutes (Brandon Talsma, Chair)

July 27, 2023 Minutes

Action

Board Chair asks for motion to approve

Motion by: _____

Second: _____

Vote on motion: _____

4) Administration (Russell Wood, CEO)

Governing Board Bylaws

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

October Brain Health Awareness Month 2023 Proclamation

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

CICS Justice Advisory Committee Appointments – Shawn LaRue, Clarissa Little, Michael Newton

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

5) Finance (Betsy Stursma)

Claims August 8, August 22, September 5, September 19, 2023

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Roll call vote (mark if 'aye')

- | | | | |
|---|---------------------------------------|---|--|
| <input type="checkbox"/> Kendra Alexander | <input type="checkbox"/> Phil Clifton | <input type="checkbox"/> JD Deambra | <input type="checkbox"/> Andrea Dickerson |
| <input type="checkbox"/> Scott Hand | <input type="checkbox"/> Lisa Heddens | <input type="checkbox"/> Jerry Kloberdanz | <input type="checkbox"/> Richard Lukensmeyer |
| <input type="checkbox"/> Dennis Quinn | <input type="checkbox"/> Gary Rayhons | <input type="checkbox"/> Julie Smith | <input type="checkbox"/> Brandon Talsma |
| <input type="checkbox"/> Allie Wulfekuhle | | | |

July and August Expenditure Report

Informational

6) Planning

FY24 Contracts Signed by CEO

Informational

FY24 Contracts: Kadel Medical Services, Eyerly Ball, Berryhill, YSS

FY24 Contracts and Contract Amendments

43 North Iowa – Crisis Stabilization Residential Services Contract Amendment (Jen Sheehan)

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Capstone Behavioral Healthcare – Justice Involved Services Contract Amendment (Jen Sheehan)

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Community and Family Resources – Outpatient Clinic Expansion Contract Amendment (Jen Sheehan)

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____



Iowa Specialty Hospital – Clarion – Outpatient Clinic Expansion Contract Amendment (Jen Sheehan)

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Substance Abuse Treatment Unit of Central Iowa – Building Purchase and Site Renovation Project with Outpatient Services (Jen Sheehan)

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

UnityPoint Health-Eyerly Ball Community Mental Health Services – Addition of 42305 Care Coordination Contract Amendment (Meghan Freie)

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

UnityPoint Health-Eyerly Ball Community Mental Health Services – Outpatient Services New Build (Jen Sheehan)

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Access Center Network Phase II Provider Incentives

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

7) Operations (Karla Webb)

CICS Supplemental Employee Manual Amendment

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Abstaining: _____



CICS Employee Recognition Policy

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Abstaining: _____

CICS Apparel Policy Amendment

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Abstaining: _____

CICS Job Description Updates

Action

Board Chair asks for motion to approve/deny

Motion by: _____

Second: _____

Vote on motion: _____

Abstaining: _____

8) Public Comments

Board Chair asks for public comments at this time

9) Next Meeting – October 26, 2023 and discuss November meeting date due to holiday





CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board Meeting Minutes

July 27, 2023

Story County Administration Building

Board Members Present: Phil Clifton, Scott Hand, Lisa Heddens, Jerry Kloberdanz, Richard Lukensmeyer, Dennis Quinn, Gary Rayhons, Julie Smith, Brandon Talsma, Allie Wulfekuhle. **Members Absent:** Kendra Alexander, JD Deambra, Andrea Dickerson. **Leadership Team Present:** Linn Adams, Meghan Freie, Patti Leeds, Jen Sheehan, Karla Webb, Russell Wood.

Motion to approve the July 27, 2023 agenda. Motion by Kloberdanz, second by Rayhons. All ayes, motion carried.

Motion to approve the June 22, 2023 minutes. Motion by Clifton, second by Kloberdanz to approve with change as presented. All ayes, motion carried.

Motion by Heddens, second by Clifton to approve the appointment of Scott Hand, Court Administrator Second Judicial District and Dennis Quinn, Chief of Police City of Fort Dodge to the Justice Regional Advisory Committee. All ayes, motion carried.

Motion by Kloberdanz, second by Rayhons to recess for the Justice Regional Advisory Committee meeting. All ayes, motion carried.

Motion by Lukensmeyer, second by Smith to reconvene the Board meeting. All ayes, motion carried.

The Governing Board members introduced themselves. The FY24 chair and vice-chairs are Talsma, Chair; Kloberdanz, Vice-Chair; and Heddens, 2nd Vice-Chair.

Russell Wood, CEO stated there have been two new advisory committees established within CICS making a total of four advisory committees for the region. Staff support for the committees are Sheehan, Justice; Freie, County Supervisors; McKee, Children's; and Howard, Adult.

Wood stated due to the change in the Governing Board makeup, HHS has stated there needs to be a robust Management Plan for each MHDS Region. Wood also presented the Conflict of Interest Policy and Procedures, as well as the forms to fill out for the Board and members of advisory committees. Forms will need to be returned to Webb as soon as possible. Board members that are on an advisory committee do need to fill out a Conflict of Interest Statement for both the Governing Board and the Advisory Committee.

Karla Webb, Operations Officer presented claims for June 27, July 11 and July 25, 2023. Motion by Heddens, second by Smith to approve the claims for June 27, July 11 and July 25, 2023. All ayes, motion carried on roll call vote.

Webb provided the June 2023 expenditure report and stated CICS ended the fiscal year using 96% of the budget. As of the most recent claim period, CICS is at 22.8% of the fund balance remaining with four more claims periods that are able to be accrued back to FY23. As of right now, if nothing else came in CICS would be looking at a reduction of \$691,498 by the state for FY24. Stursma will provide more information at the September meeting.

Meghan Freie, Planning and Development Officer presented the special project prioritization tool that has been developed recently with the help of Canary Consulting. This tool is based off of CICS priorities that the Leadership Team determined what is important to CICS when looking at major funding requests and how CICS should fund those projects in the future. Canary Consulting used this list of criteria to create this tool to use when CICS is considering funding requests. This is score-based, however the decision will not be based on the score alone. The special project request form has been updated to reflect the usage of this tool. Wood stated that the tool will identify if project funding requests meet minimum requirements before moving forward to consideration. Major projects will still be brought to the Governing Board and there will be a push to not have last-minute projects come at the end of the fiscal year due to this being the last year to be able to encumber dollars over multiple years. Working with consultants has helped to see how other entities work and allows more staff participation during the meetings. Clifton asked if there was a policy for how much one provider can receive per fiscal year. Wood stated that has not been determined and there are projects that will be priorities that will determine where the money is spent, such as transportation, permanent supportive housing, and other social determinants of health. The Board can always decide to not fund a project for multiple reasons as it does have final say on whether to fund major projects, unless the state requires those services to be funded. Wood stated funding requests will come in throughout the year, however large funding requests will be looked at for a longer period of time before bringing to the Board to vote on. This is a new system for CICS to consider funding requests and CICS will need to reach out to providers to let them know when projects are needed. Wood stated that it is preferred for the region to fund as much as possible in the beginning of the year rather than wait until the end of the fiscal year. There was discussion regarding the initiatives of HHS and the changes that may occur in the future.

Wood presented the contracts he has signed as CEO since the last Governing Board meeting. FY23 contracts signed were Hope Family Counseling and YSS, Inc. FY24 contracts signed were Achieve Mental Health, Inc.; Region 6 Resource Partners; Healthy Homes Family Services; Hope Family Counseling; Optima Life Services; YSS, Inc.; Plains Area Mental Health; and Mary Greeley Medical Center.

Webb presented the CICS Management Plan Policies and Procedures amendment. These changes were sent out and include clarification from the Adult Regional Advisory Committee and the Children's Behavioral Health Advisory Committee. A summary was provided of the changes made. Heddens requested to state in the document what HHS stands for. **Motion by Clifton, second by Kloberdanz to approve the CICS Management Plan Policies and Procedures Amendment with suggested changes. All ayes, motion carried.** Wood stated this will now go to HHS for approval, and then to the MHDS commission for final approval. There may need to be changes made in order for final approval.

Talsma explained that there are changes being made to HHS and each month Wood will present on one major project per month. Wood provided information regarding the HHS system alignment project. HHS wants to look at recommendations and rationale for at least two proposed options for service delivery maps and at least two proposed funding models for the HHS system. Wood gave a brief history of how Iowa has regionalized Mental Health. HHS is trying



to identify if maps should align with other services or if they should be different. This is important to CICS because the Department is looking at MHDS Regions with this project.

Board Chair asked for public comment. Todd Lange, AmeriGroup commented on the preparations and implementation of the IRSH service home is moving along and appreciates working with CICS on this. He also spoke regarding the alignment meetings and how they are looking at the collaboration of mental health and substance abuse services.

Patti Treibel-Leeds, Operations Officer spoke regarding her retirement and her time working in the social work field. In 2005 she became the CPC of Hamilton County and there have been many changes over the years. She is grateful for her time with CICS and being a part of this Region. She looks forward to retirement and slowing down to enjoy life. Talsma thanked her for her years of service.

Wood stated the August meeting date conflicts with the ISAC Annual Meeting. The Board is not required to meet each month, so the August meeting is not mandatory. It was determined that unless a special meeting is needed, the next meeting will be Thursday, September 28 at 1:00 pm.

Motion by Kloberdanz to adjourn, second by Heddens to adjourn. All ayes, meeting adjourned.

Lisa Hill, Recording Secretary

Brandon Talsma, Board Chair



**BYLAWS OF
CENTRAL IOWA COMMUNITY SERVICES BOARD OF DIRECTORS**

Approved: September 16, 2013

Amended: November 18, 2013 Amended: September 22, 2016

Amended: October 24, 2019 Amended: October 24, 2019

Amended: August 27, 2020 Amended: October 28, 2021

Amended: September 28, 2023

Article I: Name and Purpose

Central Iowa Community Services (hereafter referred to as "the Region") is a public entity voluntarily formed under Iowa Code Chapter 28E for the purpose of administering and coordinating mental health and disability services in member counties making up the Region. Central Iowa Community Services is governed by the Board of Directors (hereafter referred to as "Governing Board"). These Bylaws address the operations of the Governing Board.

Article II: Membership

Section 2.1 Governing Board Directors

~~a. Each member county shall appoint one of its supervisors from the County Board of Supervisors and alternates from the County Board of Supervisors to serve as a Director on the Governing Board. The Board of Supervisors of each member county shall select its Director and he or she shall serve indefinitely at the pleasure of the county appointing the Director, until a successor is appointed, or until the earlier death, resignation, or the end of such person's service as a county supervisor. Any Director appointed under this Section may be removed for any reason by the county appointing the Director, upon written notice to the Governing Board, which notice shall designate a successor Director to fill the vacancy. In the event the Director cannot participate, an alternate will fill in for the Director.~~

a. Six representatives from the County Board of Supervisors to each serve as a Director on the Governing Board (each, a "Supervisor Director"). The Supervisor Directors appointed beginning July 1, 2023, shall be selected by a majority vote of the Directors of the Governing Board present at the June, 2023 Governing Board meeting. Subsequent Supervisor Directors shall be selected by the County Boards of Supervisors Advisory Committee. For the purpose of staggering the Supervisor Directors' terms of office, they shall be divided into three classes as nearly equal in numbers as possible. One class shall have a term of one year, one class shall have a term of two years, and one class shall have a term of three years. At the conclusion of these initial terms, all subsequent terms shall be for a period of three years. In the event a Supervisor Director cannot participate, a new Supervisor Director shall be selected by the County Board of Supervisor's Advisory Committee to complete the term for such Supervisor Director. At no time shall the total number of Supervisor Directors exceed 49 percent of the total membership of the Governing Board.

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- b. One individual who utilizes mental health and disability services, or is an actively involved relative of such an individual. This Director shall be appointed by the Adult Advisory Committee as described below (j). ~~(28E Sec. 4.6). This Director shall serve two-year terms.~~
- c. One individual representing adult service providers in the Region. This Director shall be appointed by the Adult Advisory Committee as described below (j). ~~described in Sec. 6.2. This Director shall serve as an ex-officio, non-voting Director. This Director shall be appointed to two-year terms.~~
- d. One individual representing children's behavioral health services providers in the Region. This Director shall be appointed by the Children's Advisory Committee as described below (j). ~~and shall serve as an ex-officio, non-voting Director. This Director shall be appointed to two-year terms.~~
- e. One individual representing the education system in the Region. This Director shall be appointed by the Children's Advisory Committee as described below (j).
f. ~~appointed to two-year terms.~~
- f. One individual who is a parent of a child who utilizes children's behavioral health services or an actively involved relative of such children. This Director shall be appointed by the Children's Advisory Committee as described below (j). ~~and shall be appointed to two-year terms.~~
- g. One individual representing law enforcement in the Region. This Director shall be appointed by the Justice Involved Advisory Committee as described below (j).
- h. One individual representing the judicial system in the Region. This Director shall be appointed by the Justice Involved Advisory Committee as described below (j).
- i. The Governing Board shall not include employees of HHS or non-elected employees of a County.
- g-j. A Director is eligible to serve a maximum of two consecutive full three-year terms after which such Director is ineligible to serve as a Director for three years.

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Section 2.2 Director Vacancies

- a. If a vacancy occurs during the term of a Director, the vacancy shall be filled by an individual approved by the committee having the right of appointment.
- b. ~~County-Appointed Directors. If a vacancy occurs during the term of a county-appointed Director, due to death, resignation, or end of service as a county supervisor of such Director, an alternate shall assume the duties of the Director until the County Board of Supervisors appoints a new Director and alternates.~~
- c. ~~Committee-Appointed Directors. If a vacancy occurs during the term of a committee-appointed Director, due to death or resignation of such Director, the vacancy shall be filled within thirty (30) days of its occurrence by the committee having the right of appointment. Such appointment to fill a vacancy shall become effective upon the approval of the Governing Board.~~

Section 2.3 New Members

- a. Any county wishing to become a member of the Region shall follow the procedure as

specified in [Section 5.4](#) of the 28E Agreement.

Section 2.4 Member Withdrawal or Removal

- a. Any member county, by resolution of its Board of Supervisors, may withdraw or be removed as specified in [Section 5.5](#) of the 28E Agreement.

Article III: Powers and Duties

Section 3.1 Powers and Duties of the Governing Board CICS

- a. To contract with any public or private entity to provide all necessary services;
- b. To rent, lease or purchase any tangible personal property, real estate or services reasonably necessary to fulfill the purposes of the Region;
- c. To establish a system of accounting and budgeting, and a system for receiving payments;
- d. To retain legal counsel, accountants and other professionals needed to fulfill the purposes of the Region;
- e. To sue and be sued;
- f. To make and enforce bylaws or rules and regulations for the management and operations of the Region's business and affairs;
- g. To do and perform any acts authorized by the Code of Iowa, under, through, or by means of its officers, agents, and employees, or by contracts with any person or entity;
- h. To consult with representatives of federal, state, and local agencies and departments and their officers and employees, and to contract with such agencies and departments;
- i. To receive funds from each member county;
- j. To accept grants, contributions, or loans from federal, state, or local agencies;
- k. To establish the times and places for business meetings and educational conferences and set agendas for those meetings and conferences;
- ~~l. To adopt fiscal policies for the operation of the Region;~~
- ~~m. To exercise any other power or do any other legal act necessary to discharge its obligations and fulfill the purpose of the Region.~~

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Section 3.2 Decisions That Require a Member Vote

The following ~~actions cannot be taken unless the action is approved in accordance with the procedure set forth in 3.2 (d) below: situations require that each member county have approval from their county Board of Supervisors before the Region may take any action:~~

- a. ~~The approval of a~~ Additional funds contributed to ~~the R~~region ~~by member counties~~ in situations of budget shortfall within the ~~R~~region;
- b. The approval of the Region's original Bylaws (this does not include subsequent amendments to the original by-laws);
- c. The approval of the Region's original Management Plan (this does not include subsequent amendments to the original management plan);
- d. ~~Any proposed action listed above may be presented to the member counties by resolution of the Governing Board by first adopting a recommendation on the issue and then submitting it to the individual member counties. A separate explanation of the reasons for the recommendation shall be included. Each member county desiring to vote upon the proposed action shall do so by resolution of its Board of Supervisors and~~

return of the same to Region's Governing Board Chair a certified copy of the resolution stating the County's vote within thirty (30) days of the date that the County received a copy of the proposal. If the proposed action receives the approval of the majority of member counties, it shall become effective ten (10) days following the date the vote is tabulated. Decision regarding the Region incurring debt;

~~e. Any other decisions as determined by the Governing Board.~~

~~f. Such issue shall be presented to each member county as specified in Section~~

~~e. 5.3 of the 28E Agreement.~~

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Article IV: Meetings

Section 4.1 Frequency and Place of Meetings

- a. The Governing Board shall meet at least quarterly. The date for meeting shall be set by the Governing Board at the preceding meeting. A meeting can be called at anytime by the Chair, or at the written request of at least three ~~county~~ Directors. Meetings shall be held at locations determined by the Governing Board.

Section 4.2 Meeting Notice

- a. All meetings shall comply with Iowa Open Meeting law requirements pursuant to Iowa Code Section 21. The CEO or Recording Secretary shall send meeting notice and agenda by written or electronic means to all members at least 48 hours prior to meeting date and time. The meeting agenda shall be publicly posted at least twenty-four hours prior to meeting at a place to be designated by the Governing Board.

Section 4.3 Quorum

- a. A quorum must be present in order for the Governing Board to take any action. A quorum shall consist of a majority of voting Directors. If a quorum does not exist the Chair shall adjourn the meeting and contact all members to set an alternate meeting date.

Section 4.4 Telephonic/Electronic Participation

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

Section 4.5 Voting Procedures

- a. Voting shall be by done by voice or roll call vote. The Governing Board shall take action by approval from the majority of the Directors present, except where specific voting thresholds are referenced in the 28E Agreement or the By-Laws. Proxy voting will not be allowed. Roberts Rules of Order, Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with the bylaws or special rules of order of the Governing Board.

~~b. During any period of delinquency (as defined in Section 5.6 of 28E Agreement) by a county in the payment to the Region of any obligation, such county shall not be entitled to vote on matters coming before the Governing Board or member counties unless such delinquency shall be waived for voting purposes by a 2/3 vote of the remaining members of the Governing Board.~~

Article V: Officers

Section 5.1 Officers

- a. The Governing Board shall organize itself and elect a Chair, a First Vice-Chair, and a Second Vice-Chair ~~and Vice-Chair~~ from the ~~county~~-appointed Directors. The Governing Board Officers shall serve a one (1) year term. After the one-year term of the Governing Board Chair has expired, the Vice-Chair shall assume the Chair position and the Second Vice-Chair shall assume the position of the First Vice-Chair. The Chair and Vice-Chair shall serve a two-year term. Thereafter, the Vice-Chair shall assume the Chair position for a two-year term and a new Vice-Chair will be elected from the county-appointed Directors. All terms thereafter shall be for two years and shall commence on July 1st annually. of each odd-numbered year. A new Second Vice-Chair shall be elected annually.
- b. The Chair shall designate ~~appoint~~ a Recording Secretary. The person appointed is not required to be a Governing Board member. The recording secretary shall be responsible for meeting minutes.

Section 5.2 Resignation, ~~or~~ Removal, or Inability to Serve

- a. An officer may resign at any time by delivering written notice to the remaining elected officer(s). The remaining ~~officer~~ officers shall inform the Governing Board immediately of the resignation. If the Chair resigns, the Vice-Chair shall immediately assume the duties of the Chair and the Second Vice-Chair shall assume the duties of the First Vice-Chair with a new Second Vice-Chair being elected. a new Vice-Chair will be elected, as described in Section 5.1, at the next meeting to complete the term. If the Vice-Chair resigns, a new Vice-Chair shall be elected at the next meeting.
- b. During the temporary absence or disability of the Chair, the First Vice-Chair shall discharge the duties of the Chair. Should the Chair be permanently absent or unable to perform the duties of Chair, the First Vice-Chair shall succeed to the office of Chair.
- a-c. During the temporary absence or disability of the Chair and the First Vice-Chair, the Second Vice-Chair shall discharge the duties of the Chair. Should the First Vice-Chair be permanently absent or unable to perform the duties of First Vice-Chair, the Second Vice-Chair shall succeed to the office of First Vice-Chair. Should the Chair and First Vice-Chair be permanently absent or unable to perform the duties of Chair, the Second Vice-Chair shall succeed to the office of Chair.
- b-d. Any officer can be removed, based upon the best interest of the Region, upon the 2/3 vote of the Governing Board.

Section 5.3 Duties of Chair

- a. The Chair shall have general charge of the operations of the Governing Board. The Chair shall preside at all Governing Board meetings. The Chair shall have authority to sign, execute, and acknowledge all contracts, checks, or other documents on behalf of the Governing Board. The Chair shall work with the CEO and Recording Secretary in preparing an agenda for each Governing Board meeting.

Section 5.4 Duties of the First and Second Vice-Chair

- a. In the absence or ~~inability, or refusal~~ of the Chair to act, the First or Second Vice-Chair shall perform the duties of the Chair, as explained above, and when so acting, shall have all the powers of and be subject to all the restrictions of the Chair. The First or Second Vice-Chair may also assume duties assigned by the Chair as

[explained above.](#)

Section 5.5 Duties of the Recording Secretary

- a. The Recording Secretary, as appointed by the Chair, shall keep minutes of all meetings of the Governing Board, provide copies of meeting agendas and minutes in a timely manner to all Governing Board members and the [Administrative Team](#)[CEO](#), and shall be the custodian of such books, records, and papers as the Governing Board or Chair may direct.

Article VI: Committees

Section 6.1 Appointment

- a. Appointment to any committee of the Region shall be made by action of the Governing Board.

Section 6.2 Adult Advisory Committee

- a. The Region shall have an Adult Advisory Committee ~~consisting of individuals who utilize services or are actively involved relatives of such individuals, service providers, and regional governing board members. Other stakeholders shall not be included as an option as an adult MHDS Advisory Committee member. made up of representatives of individuals that receive mental health and disability services, family members of individuals that receive services, and service providers. The Advisory Board shall include at least one representative from each member county.~~

Section 6.3 Children’s Advisory Committee

- a. ~~Commencing November, 2019, t~~ The Region shall have a regional Children’s Advisory Committee consisting of parents of children who utilize services or actively involved relatives of such children, a member of the education system, an early childhood advocate, a child welfare advocate, a children’s behavioral health service provider, a member of the juvenile court, a pediatrician, a child care provider, a local law enforcement representative, and regional governing board members.

Section 6.4 County Boards of Supervisors’ Advisory Committee

- a. ~~The Region shall have a County Boards of Supervisors’ Advisory Committee consisting of one Board of Supervisor member from each member county and regional governing board members.~~

Section 6.5 Justice Involved Advisory Committee

- a. ~~The Region shall have a Justice Involved Advisory Committee consisting of individuals employed by judicial and law enforcement entities within the Region and regional governing board members.~~

Section 6.64 Other Committees

- a. The Governing Board shall have the power to appoint committees or workgroups for any necessary purpose as determined by the Governing Board or recommended by the [Administrative Team](#)[CEO](#).

Article VII: Amendments

These bylaws may be amended by a vote of 2/3 of the Governing Board at a regularly scheduled meeting or at a special meeting called for that purpose. Notice of bylaw changes shall be provided to all Governing Board members at least 14 days prior to any meeting at which an amendment vote is scheduled. Any amendments that are required to be made to

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these bylaws due to changes to the Regional 28E that have been approved by the CICS Governing Board will be automatically made without further action of the Governing Board.

These amended Bylaws were approved by the CICS Governing Board on November 18, 2013.

These Bylaws were further amended and approved by the CICS Governing Board on September 22, 2016.

These Bylaws were further amended and approved by the Governing Board on October 24, 2019.

These Bylaws were further amended and approved by the Governing Board on August 27, 2020.

These Bylaws were further amended and approved by the Governing Board on October 28, 2021.

These Bylaws were further amended and approved by the Governing Board on September 28, 2023.

Brandon Talsma J. Hoffman, Governing Board Chair

Date

DRAFT



CICS

Supporting Individuals. Strengthening Communities.

BYLAWS OF CENTRAL IOWA COMMUNITY SERVICES BOARD OF DIRECTORS

Approved: September 16, 2013

Amended: November 18, 2013

Amended: September 22, 2016

Amended: October 24, 2019

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Article I: Name and Purpose

Central Iowa Community Services (hereafter referred to as “the Region”) is a public entity voluntarily formed under Iowa Code Chapter 28E for the purpose of administering and coordinating mental health and disability services in member counties making up the Region. Central Iowa Community Services is governed by the Board of Directors (hereafter referred to as “Governing Board”). These Bylaws address the operations of the Governing Board.

Article II: Membership

Section 2.1 Governing Board Directors

- a. Six representatives from the County Board of Supervisors to each serve as a Director on the Governing Board (each, a “Supervisor Director”). The Supervisor Directors appointed beginning July 1, 2023, shall be selected by a majority vote of the Directors of the Governing Board present at the June, 2023 Governing Board meeting. Subsequent Supervisor Directors shall be selected by the County Boards of Supervisors Advisory Committee. For the purpose of staggering the Supervisor Directors’ terms of office, they shall be divided into three classes as nearly equal in numbers as possible. One class shall have a term of one year, one class shall have a term of two years, and one class shall have a term of three years. At the conclusion of these initial terms, all subsequent terms shall be for a period of three years. In the event a Supervisor Director cannot participate, a new Supervisor Director shall be selected by the County Board of Supervisor’s Advisory Committee to complete the term for such Supervisor Director. At no time shall the total number of Supervisor Directors exceed 49 percent of the total membership of the Governing Board.
- b. One individual who utilizes mental health and disability services, or is an actively involved relative of such an individual. This Director shall be appointed by the Adult Advisory Committee as described below (j).
- c. One individual representing adult service providers in the Region. This Director shall be appointed by the Adult Advisory Committee as described below (j).
- d. One individual representing children’s behavioral health services providers in the Region. This Director shall be appointed by the Children’s Advisory Committee as described below (j).
- e. One individual representing the education system in the Region. This Director shall be appointed by the Children’s Advisory Committee as described below (j).
- f. One individual who is a parent of a child who utilizes children’s behavioral health services or an actively involved relative of such children. This Director shall be appointed by the Children’s Advisory Committee as described below (j).
- g. One individual representing law enforcement in the Region. This Director shall be appointed by the Justice Involved Advisory Committee as described below (j).

- h. One individual representing the judicial system in the Region. This Director shall be appointed by the Justice Involved Advisory Committee as described below (j).
- i. The Governing Board shall not include employees of HHS or non-elected employees of a County.
- j. A Director is eligible to serve a maximum of two consecutive full three-year terms after which such Director is ineligible to serve as a Director for three years.

Section 2.2 Director Vacancies

- a. If a vacancy occurs during the term of a Director, the vacancy shall be filled by an individual approved by the committee having the right of appointment.

Section 2.3 New Members

- a. Any county wishing to become a member of the Region shall follow the procedure as specified in the 28E Agreement.

Section 2.4 Member Withdrawal or Removal

- a. Any member county, by resolution of its Board of Supervisors, may withdraw or be removed as specified in the 28E Agreement.

Article III: Powers and Duties

Section 3.1 Powers and Duties of the Governing Board

- a. To contract with any public or private entity to provide all necessary services;
- b. To rent, lease or purchase any tangible personal property, real estate or services reasonably necessary to fulfill the purposes of the Region;
- c. To establish a system of accounting and budgeting, and a system for receiving payments;
- d. To retain legal counsel, accountants and other professionals needed to fulfill the purposes of the Region;
- e. To sue and be sued;
- f. To make and enforce bylaws or rules and regulations for the management and operations of the Region's business and affairs;
- g. To do and perform any acts authorized by the Code of Iowa, under, through, or by means of its officers, agents, and employees, or by contracts with any person or entity;
- h. To consult with representatives of federal, state, and local agencies and departments and their officers and employees, and to contract with such agencies and departments;
- i. To receive funds from each member county;
- j. To accept grants, contributions, or loans from federal, state, or local agencies;
- k. To establish the times and places for business meetings and educational conferences and set agendas for those meetings and conferences;
- l. To exercise any other power or do any other legal act necessary to discharge its obligations and fulfill the purpose of the Region.

Section 3.2 Decisions That Require a Member Vote

The following actions cannot be taken unless the action is approved in accordance with the procedure set forth in 3.2 (d) below:

- a. The approval of additional funds contributed to the Region by member counties in situations of budget shortfall within the Region;
- b. The approval of the Region's original Bylaws (this does not include subsequent amendments to the original by-laws);
- c. The approval of the Region's original Management Plan (this does not include subsequent amendments to the original management plan);
- d. Any proposed action listed above may be presented to the member counties by resolution of the Governing Board by first adopting a recommendation on the issue and then submitting it to the individual member counties. A separate explanation of the reasons for the recommendation shall be included. Each member county desiring to vote upon the proposed

action shall do so by resolution of its Board of Supervisors and return of the same to Region's Governing Board Chair a certified copy of the resolution stating the County's vote within thirty (30) days of the date that the County received a copy of the proposal. If the proposed action receives the approval of the majority of member counties, it shall become effective ten (10) days following the date the vote is tabulated.

Article IV: Meetings

Section 4.1 Frequency and Place of Meetings

- a. The Governing Board shall meet at least quarterly. The date for meeting shall be set by the Governing Board at the preceding meeting. A meeting can be called at anytime by the Chair, or at the written request of at least three Directors. Meetings shall be held at locations determined by the Governing Board.

Section 4.2 Meeting Notice

- a. All meetings shall comply with Iowa Open Meeting law requirements pursuant to Iowa Code Section 21. The CEO or Recording Secretary shall send meeting notice and agenda by written or electronic means to all members at least 48 hours prior to meeting date and time. The meeting agenda shall be publicly posted at least twenty-four hours prior to meeting at a place to be designated by the Governing Board.

Section 4.3 Quorum

- a. A quorum must be present in order for the Governing Board to take any action. A quorum shall consist of a majority of voting Directors. If a quorum does not exist the Chair shall adjourn the meeting and contact all members to set an alternate meeting date.

Section 4.4 Telephonic/Electronic Participation

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

Section 4.5 Voting Procedures

- a. Voting shall be by done by voice or roll call vote. The Governing Board shall take action by approval from the majority of the Directors present, except where specific voting thresholds are referenced in the 28E Agreement or the By-Laws. Proxy voting will not be allowed. Roberts Rules of Order, Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with the bylaws or special rules of order of the Governing Board.

Article V: Officers

Section 5.1 Officers

- a. The Governing Board shall organize itself and elect a Chair, a First Vice-Chair, and a Second Vice-Chair from the appointed Directors. The Governing Board Officers shall serve a one (1) year term. After the one-year term of the Governing Board Chair has expired, the Vice-Chair shall assume the Chair position and the Second Vice-Chair shall assume the position of the First Vice-Chair. All terms commence on July 1st annually. A new Second Vice-Chair shall be elected annually.
- b. The Chair shall designate a Recording Secretary. The person appointed is not required to be a Governing Board member. The recording secretary shall be responsible for meeting minutes.

Section 5.2 Resignation, Removal, or Inability to Serve

- a. An officer may resign at any time by delivering written notice to the remaining elected officer(s). The remaining officers shall inform the Governing Board immediately of the resignation. If the Chair resigns, the Vice-Chair shall immediately assume the duties of the Chair and the Second Vice-Chair shall assume the duties of the First Vice-Chair with a new Second Vice-Chair being elected.

- b. During the temporary absence or disability of the Chair, the First Vice-Chair shall discharge the duties of the Chair. Should the Chair be permanently absent or unable to perform the duties of Chair, the First Vice-Chair shall succeed to the office of Chair.
- c. During the temporary absence or disability of the Chair and the First Vice-Chair, the Second Vice-Chair shall discharge the duties of the Chair. Should the First Vice-Chair be permanently absent or unable to perform the duties of First Vice-Chair, the Second Vice-Chair shall succeed to the office of First Vice-Chair. Should the Chair and First Vice-Chair be permanently absent or unable to perform the duties of Chair, the Second Vice-Chair shall succeed to the office of Chair.
- d. Any officer can be removed, based upon the best interest of the Region, upon the 2/3 vote of the Governing Board.

Section 5.3 Duties of Chair

- a. The Chair shall have general charge of the operations of the Governing Board. The Chair shall preside at all Governing Board meetings. The Chair shall have authority to sign, execute, and acknowledge all contracts, checks, or other documents on behalf of the Governing Board. The Chair shall work with the CEO and Recording Secretary in preparing an agenda for each Governing Board meeting.

Section 5.4 Duties of the First and Second Vice-Chair

- a. In the absence or inability of the Chair to act, the First or Second Vice-Chair shall perform the duties of the Chair, as explained above, and when so acting, shall have all the powers of and be subject to all the restrictions of the Chair. The First or Second Vice-Chair may also assume duties assigned by the Chair as explained above.

Section 5.5 Duties of the Recording Secretary

- a. The Recording Secretary, as appointed by the Chair, shall keep minutes of all meetings of the Governing Board, provide copies of meeting agendas and minutes in a timely manner to all Governing Board members and the CEO, and shall be the custodian of such books, records, and papers as the Governing Board or Chair may direct.

Article VI: Committees

Section 6.1 Appointment

- a. Appointment to any committee of the Region shall be made by action of the Governing Board.

Section 6.2 Adult Advisory Committee

- a. The Region shall have an Adult Advisory Committee consisting of individuals who utilize services or are actively involved relatives of such individuals, service providers, and regional governing board members. Other stakeholders shall not be included as an option as an adult MHDS Advisory Committee member.

Section 6.3 Children's Advisory Committee

- a. The Region shall have a regional Children's Advisory Committee consisting of parents of children who utilize services or actively involved relatives of such children, a member of the education system, an early childhood advocate, a child welfare advocate, a children's behavioral health service provider, a member of the juvenile court, a pediatrician, a child care provider, a local law enforcement representative, and regional governing board members.

Section 6.4 County Boards of Supervisors' Advisory Committee

- a. The Region shall have a County Boards of Supervisors' Advisory Committee consisting of one Board of Supervisor member from each member county and regional governing board members.

Section 6.5 Justice Involved Advisory Committee

- a. The Region shall have a Justice Involved Advisory Committee consisting of individuals employed by judicial and law enforcement entities within the Region and regional governing board members.

Section 6.6 Other Committees

- a. The Governing Board shall have the power to appoint committees or workgroups for any necessary purpose as determined by the Governing Board or recommended by the CEO.

Article VII: Amendments

These bylaws may be amended by a vote of 2/3 of the Governing Board at a regularly scheduled meeting or at a special meeting called for that purpose. Notice of bylaw changes shall be provided to all Governing Board members at least 14 days prior to any meeting at which an amendment vote is scheduled. Any amendments that are required to be made to these bylaws due to changes to the Regional 28E that have been approved by the CICS Governing Board will be automatically made without further action of the Governing Board.

These amended Bylaws were approved by the CICS Governing Board on November 18, 2013.

These Bylaws were further amended and approved by the CICS Governing Board on September 22, 2016.

These Bylaws were further amended and approved by the Governing Board on October 24, 2019.

These Bylaws were further amended and approved by the Governing Board on August 27, 2020.

These Bylaws were further amended and approved by the Governing Board on October 28, 2021.

These Bylaws were further amended and approved by the Governing Board on September 28, 2023.

Brandon Talsma, Governing Board Chair

Date



CICS
Supporting Individuals. Strengthening Communities.

CICS Proclamation

October Brain Health Awareness Month 2023

WHEREAS, brain health is critical to everyone's well-being; and

WHEREAS, the brain is an organ susceptible to disease and disorder; and

WHEREAS, awareness and education is pivotal to ending the stigma surrounding mental illness; and

WHEREAS, brain health issues are real and prevalent in our state; and

WHEREAS, with effective education and treatment those individuals with brain health issues and those that provide services to those individuals can work together for recovery in an environment free of stigma; and

THEREFORE, we CICS Governing Board, do hereby proclaim October 2023 as Brain Health Awareness Month in the Central Iowa Community Services (CICS) Mental Health and Disability Services Region. We also call upon the citizens, government agencies, public and private institutions, businesses, and schools in CICS to recommit our communities to increasing awareness and understanding of brain health, the steps our citizens can take to protect their brain health, and the need for appropriate and accessible services for all people with brain health conditions.

Signed this 28th day of September 2023.

Brandon Talsma, Chair, CICS Governing Board

Application for Appointment to CICS Committees



CICS

Supporting Individuals. Strengthening Communities.

Application for: Justice Advisory Committee (Committee)

Name: Shawn LaRue Date: 8-28-23

Address: 211 High Avenue East Oskaloosa IA 52577 Poweshiek
Street City State Zip County

Home #: _____ Business #: 641-472-4242 ext #234 Cell #: _____

E-mail: shawn.larue@iowa.gov

This form assists the CICS Governing Board in evaluating the qualifications of applicants for appointment to a committee.

Place of employment and position and/or activities such as hobbies, volunteer work, etc. that you feel may qualify you for this position:

Probation/Parole Officer, Poweshiek County. I will have 31 years in with the Department next month. I am a part-time pastor serving two small churches in southern Iowa.

Why do you wish to serve on this committee?

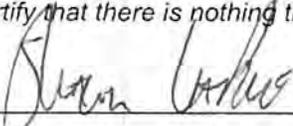
To improve communication and delivery of services to those involved in the justice system.

What qualifications do you feel you have that would contribute to this committee?

Master's Degree in Criminal Justice. Thirty years of experience in the justice system.

Do you have anything else to add?

I certify that there is nothing that would prohibit me from serving on this committee.

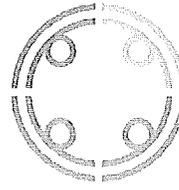

Signature

8-28-23
Date

Please return this application to:
Karla Webb
126 S. Kellogg Ave., Ste. 001
Ames, Iowa 50010
or email to karla.webb@cicsmhds.org

THIS APPLICATION IS A PUBLIC DOCUMENT AND AS SUCH CAN BE REPRODUCED AND DISTRIBUTED FOR THE PUBLIC.

Application for Appointment to CICS Committees



CICS

Supporting Individuals. Strengthening Communities.

Application for: Justice Advisory Committee (Committee)

Name: Clarissa Little Date: 08/23/2023

Address: 26 S. First Ave #412 Marshalltown IA 50158 Marshall
Street City State Zip County

Home #: 712-539-8668 Business #: 641-352-4620 Cell #: _____

E-mail: clarissa.little@iowa.gov

This form assists the CICS Governing Board in evaluating the qualifications of applicants for appointment to a committee.

Place of employment and position and/or activities such as hobbies, volunteer work, etc. that you feel may qualify you for this position:

I currently work as a Probation/Parole Officer for Marshall and Hardin Counties. I work to have collaborative relationships with various providers throughout both counties.

Why do you wish to serve on this committee?

Working as a probation officer for the 2nd Judicial District, I find I am assigned a large number of clients with a diverse set of needs. Many of these needs are substance abuse and mental health related. Having first hand knowledge of challenges and needs in the communities would provide insight to the advisory board.

What qualifications do you feel you have that would contribute to this committee?

In past, I served as the Jail Diversion Coordinator for Marshall County. I currently am a probation/parole officer for Marshall and Hardin Counties. I have working relationships with various entities in those and surrounding communities.

Do you have anything else to add?

I certify that there is nothing that would prohibit me from serving on this committee.

Clarissa Little
Signature

08/23/2023
Date

Please return this application to:
Karla Webb
126 S. Kellogg Ave., Ste. 001
Ames, Iowa 50010
or email to karla.webb@cicsmhds.org

THIS APPLICATION IS A PUBLIC DOCUMENT AND AS SUCH CAN BE REPRODUCED AND DISTRIBUTED FOR THE PUBLIC.

Application for Appointment to CICS Committees



CICS

Supporting Individuals. Strengthening Communities.

Application for: Justice Advisory Committee

(Committee)

Name: Michael Newton

Date: 09/11/2023

Address: 409 Huntington Circle Gilbert IA 50101 Story
Street City State Zip County

Home #: 6084446113 Business #: 51512946762 Cell #: 6084446113

E-mail: mrnewton@iastate.edu

This form assists the CICS Governing Board in evaluating the qualifications of applicants for appointment to a committee.

Place of employment and position and/or activities such as hobbies, volunteer work, etc. that you feel may qualify you for this position:

I am currently the Associate Vice President for Public Safety and Chief of Police at Iowa State University. For the last decade, I have been involved with NAMI and served on both the Wisconsin and Iowa boards. I am the current advisor to our student chapter of NAMI and am involved in strengthening mental health services. I have spoken on law enforcement role in mental health both locally and nationally.

Why do you wish to serve on this committee?

As law enforcement leader with over 25 years of experience, I feel I can bring valuable perspectives and expertise to the work of the committee. I have first-hand experience working with people in crisis and see how much more can be done to improve the systems we have in place. I have worked with national organizations in the past and giving back on this committee to our local area is important to me.

What qualifications do you feel you have that would contribute to this committee?

What I bring: 1. Experience in law enforcement 2. Understanding of mental and behavioral health issues 3. Commitment to collaboration 4. Familiarity with local and state issues around the behavioral health systems 5. Communications Skills 6. Commitment to Equity in the mental health system 7. Policy and Procedural knowledge 8. Ethical and legal understanding.

Do you have anything else to add?

I would be excited to serve on the Justice Advisory Committee. There is so much more work to be done in our state and region. I have been looking for another opportunity to be involved in the behavioral health area since I hit my term limit on the NAMI - Iowa board.

I have also attached my bio which has further details in it.

I certify that there is nothing that would prohibit me from serving on this committee.

Digitally signed by Michael R Newton
Date: 2023.09.12 08:54:37 -05'00'

9/12/2023

Signature

Date

Please return this application to:
 Karla Webb
 126 S. Kellogg Ave., Ste. 001
 Ames, Iowa 50010
 or email to karla.webb@cicsmhds.org

THIS APPLICATION IS A PUBLIC DOCUMENT AND AS SUCH CAN BE REPRODUCED AND DISTRIBUTED FOR THE PUBLIC.

Date - 8/04/23
Time - 8:12:12

Story County - Accounting
Final Disbursement Register

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Disbursement Date 08/08/2023

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
871 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04042	366	62				220.74
871 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04242	366	62				407.26
872 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04242	366	62				667.48
872 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04342	366	62				10.76
				Disbursement#	7712	Disbursement		Total				1,306.24
873 V	501	Associates for Psychiatric Srv		Commitment - Diagnostic E	41500	04074	300	62				285.00
				Disbursement#	7713	Disbursement		Total				285.00
874 V	520	Auditor Of State		Purchased Admin - Account	41500	04412	420	62				9820.35
				Disbursement#	7714	Disbursement		Total				9,820.35
878 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				95.20
878 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				88.40
879 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				123.40
879 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				61.20
				Disbursement#	7715	Disbursement		Total				368.20
877 V	884	Boone County Jail		Prescription Medication (41500	04046	306	62				287.14
				Disbursement#	7716	Disbursement		Total				287.14
880 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				464.18
880 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				173.60
880 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				232.09
880 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				114.17
880 V	1230	Capstone Behavioral Healthcare		Support Services - Suppor	41500	04032	329	62				12157.50
880 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7757.00
880 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7263.00
880 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				59.43
880 V	1230	Capstone Behavioral Healthcare		Public Education Services	41500	04005	373	62				72.45
881 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	305	62				376.32
				Disbursement#	7717	Disbursement		Total				28,669.74
882 V	1270	Carroll Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				65.90
				Disbursement#	7718	Disbursement		Total				65.90
884 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	306	62				72.45
884 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
884 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
884 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
884 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
884 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
884 V	1327	Center Associates		Justice System Involved C	41500	04025	376	62				6608.00
				Disbursement#	7719	Disbursement		Total				7,202.34
925 V	6534	Central Iowa Broadband		Services Management - Tel	41500	04022	414	62				63.50
925 V	6534	Central Iowa Broadband		Direct Admin - Telecommun	41500	04411	414	62				36.50
				Disbursement#	7720	Disbursement		Total				100.00
886 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				138.86

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
886 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				183.60
886 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				114.17
				Disbursement# 7721								436.63
885 V	1346	Central Iowa Residential Serv.		Support Services - Suppor	41500	04232	329	62				488.72
885 V	1346	Central Iowa Residential Serv.		Support Services - Suppor	41500	04232	329	62				4720.04
				Disbursement# 7722								5,208.76
932 V	7474	Century Link		Services Management - Tel	41500	04022	414	62				126.76
932 V	7474	Century Link		Direct Admin - Telecommun	41500	04411	414	62				72.87
				Disbursement# 7723								199.63
939 V	8195	Cerro Gordo County Auditor		Mental Health Advocate -	41500	04075	395	62				3896.19
				Disbursement# 7724								3,896.19
891 V	2262	Phil Clifton		Direct Admin - Mileage &	41500	04411	413	62				94.32
				Disbursement# 7725								94.32
887 V	1603	Community & Family Resource		Access Center start-up/su	41500	04044	396	62				1000.00
887 V	1603	Community & Family Resource		Access Center start-up/su	41500	04044	396	62				2500.00
887 V	1603	Community & Family Resource		Access Center start-up/su	41500	04044	396	62				1000.00
				Disbursement# 7726								4,500.00
867 V	276	Community Health Center of		Mental Health Services in	41500	04046	305	62				60.00
867 V	276	Community Health Center of		Mental Health Services in	41500	04046	305	62				120.00
				Disbursement# 7727								180.00
888 V	1773	Culligan		Direct Admin - Water & Se	41500	04411	432	62				11.00
				Disbursement# 7728								11.00
927 V	6709	Duncan Heights, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				5.81
				Disbursement# 7729								5.81
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1740.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2320.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2610.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3480.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2900.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2610.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2320.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2900.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2900.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1740.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2320.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2320.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1740.00

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Story County - Accounting
 Final Disbursement Register

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Disbursement Date 08/08/2023

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1450.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3770.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2030.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2900.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2610.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1740.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2030.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				870.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2030.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1450.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2900.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2320.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Stabilization Comm	41500	04044	312	62				900.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
					Disbursement#	7730	Disbursement	Total				74,270.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				580.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04744	301	62				290.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
890 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
					Disbursement#	7731	Disbursement	Total				4,140.00
919 V	5696	Eyerly Ball CMHS		Assertive Community Treat	41500	04042	398	62				4350.00
					Disbursement#	7732	Disbursement	Total				4,350.00
892 V	2402	Meghan Freie		Direct Admin - Educationa	41500	04411	422	62				40000.00
893 V	2402	Meghan Freie		Direct Admin - Mileage &	41500	04411	413	62				222.06
893 V	2402	Meghan Freie		Direct Admin - Educationa	41500	04411	422	62				136.23
					Disbursement#	7733	Disbursement	Total				40,358.29

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
894 V	2436	Friendship Ark Inc.		Support Services - Suppor	41500	04032	329	62				288.58
894 V	2436	Friendship Ark Inc.		Support Services - Suppor	41500	04332	329	62				5491.20
894 V	2436	Friendship Ark Inc.		Day Habilitation	41500	04350	367	62				246.79
				Disbursement#	7734							6,026.57
889 V	1815	Gatehouse Media IA Holdings		Direct Admin - Publicatio	41500	04411	400	62				555.06
				Disbursement#	7735							555.06
895 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				461.50
895 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				130.00
896 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				19.50
896 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				130.00
896 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				6.50
				Disbursement#	7736							747.50
943 V	82851	Kelly Gerke		Direct Admin - Mileage &	41500	04411	413	62				37.73
				Disbursement#	7737							37.73
901 V	3356	Heartland Business Systems LLC		Purchased Admin - Data Pr	41500	04412	421	62				1224.00
				Disbursement#	7738							1,224.00
898 V	3019	Hillcrest Family Services		Comm Based Settings (6+ B	41500	04064	314	62				3987.85
898 V	3019	Hillcrest Family Services		Comm Based Settings (6+ B	41500	04064	316	62				4001.25
				Disbursement#	7739							7,989.10
912 V	5137	HIRTA Public Transit		Transportation - General	41500	04031	354	62				44.20
912 V	5137	HIRTA Public Transit		Transportation - General	41500	04231	354	62				187.17
				Disbursement#	7740							231.37
900 V	3120	Hope Family Counseling		Psychotherapeutic Treatme	41500	04042	305	62				114.17
				Disbursement#	7741							114.17
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				577.98
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				372.51
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				577.98
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				413.16
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				413.16
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				413.16
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				413.16
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
902 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
				Disbursement#	7742							5,493.03
903 V	4103	Lisa Leanhart		Direct Admin - Educationa	41500	04411	422	62				35.37

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
910 V	4748	The Mental Health Lab, PLLC		Mental Health Services in	41500	04046	305	62				570.85
910 V	4748	The Mental Health Lab, PLLC		Mental Health Services in	41500	04046	305	62				685.02
				Disbursement#	7753	Disbursement		Total				1,255.87
913 V	5220	Nite Owl Print & Copy		Services Management - Sta	41500	04022	260	62				48.50
914 V	5220	Nite Owl Print & Copy		Services Management - Sta	41500	04022	260	62				436.50
914 V	5220	Nite Owl Print & Copy		Services Management - Sta	41500	04022	260	62				48.50
				Disbursement#	7754	Disbursement		Total				533.50
915 V	5283	North Iowa Vocational Center		Support Services - Suppor	41500	04032	329	62				45.12
915 V	5283	North Iowa Vocational Center		Voc/Day - Individual Supp	41500	04050	368	62				312.26
915 V	5283	North Iowa Vocational Center		Comm Based Settings (6+ B	41500	04064	329	62				24653.34
915 V	5283	North Iowa Vocational Center		Day Habilitation	41500	04250	367	62				594.80
915 V	5283	North Iowa Vocational Center		Voc/Day - Prevocational S	41500	04350	362	62				486.00
915 V	5283	North Iowa Vocational Center		Day Habilitation	41500	04350	367	62				195.50
915 V	5283	North Iowa Vocational Center		Voc/Day - Individual Supp	41500	04350	368	62				1068.28
915 V	5283	North Iowa Vocational Center		Voc/Day - Group Supported	41500	04350	369	62				2200.75
				Disbursement#	7755	Disbursement		Total				29,556.05
916 V	5448	One Vision-Opportunity Village		Voc/Day - Individual Supp	41500	04250	368	62				73.05
916 V	5448	One Vision-Opportunity Village		Support Services - Suppor	41500	04332	329	62				280.56
				Disbursement#	7756	Disbursement		Total				353.61
917 V	5476	Otto Law Office, PLLC		Commitment - Legal Repres	41500	04074	393	62				194.70
				Disbursement#	7757	Disbursement		Total				194.70
920 V	5770	Postmaster		Services Management - Pos	41500	04022	412	62				99.00
920 V	5770	Postmaster		Direct Admin - Postage &	41500	04411	412	62				33.00
				Disbursement#	7758	Disbursement		Total				132.00
942 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				155.61
942 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				102.75
942 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				114.17
942 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				102.75
942 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				72.45
				Disbursement#	7759	Disbursement		Total				547.73
921 V	5825	Premier Payee, Inc		Support Services - Repres	41500	04032	327	62				52.00
				Disbursement#	7760	Disbursement		Total				52.00
918 V	5533	Region Six Planning Commission		Transportation - General	41500	04031	354	62				329.80
				Disbursement#	7761	Disbursement		Total				329.80
923 V	6230	Patricia Rolfstad		Commitment - Legal Repres	41500	04074	393	62				102.00
923 V	6230	Patricia Rolfstad		Commitment - Legal Repres	41500	04074	393	62				108.80
				Disbursement#	7762	Disbursement		Total				210.80
922 V	6224	Rolling Hills Community		Mental Health Advocate -	41500	04075	395	62				4989.95
922 V	6224	Rolling Hills Community		Mental Health Advocate -	41500	04075	395	62				4989.95
922 V	6224	Rolling Hills Community		Mental Health Advocate -	41500	04075	395	62				6887.72

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	7763	Disbursement	Total					16,867.62
940 V	72591	Rural Policy Partners, LLC		Access Center start-up/su	41500	04044	396	62				3950.00
				Disbursement#	7764	Disbursement	Total					3,950.00
924 V	6455	Scott County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				42.15
				Disbursement#	7765	Disbursement	Total					42.15
926 V	6579	Jen Sheehan		Justice System Involved C	41500	04025	413	62				635.35
926 V	6579	Jen Sheehan		Justice System Involved C	41500	04025	422	62				161.13
				Disbursement#	7766	Disbursement	Total					796.48
944 V	82938	The Shredder		Services Management - Cus	41500	04022	471	62				30.72
944 V	82938	The Shredder		Direct Admin - Custodial	41500	04411	471	62				17.28
				Disbursement#	7767	Disbursement	Total					48.00
897 V	2863	Nicholle Stangeland		Crisis Care Coordination	41500	04023	413	62				246.28
897 V	2863	Nicholle Stangeland		Crisis Care Coordination	41500	04023	422	62				4.72
				Disbursement#	7768	Disbursement	Total					251.00
928 V	7197	Studio Fusco LLC		Public Education Services	41500	04005	373	62				285.00
				Disbursement#	7769	Disbursement	Total					285.00
899 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				104.00
				Disbursement#	7770	Disbursement	Total					104.00
929 V	7202	Thrifty White Pharmacy		Prescription Medication (41500	04046	306	62				328.01
				Disbursement#	7771	Disbursement	Total					328.01
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				107.52
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				215.04
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				215.04
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				107.52
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				107.52
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				215.04
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				107.52
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				107.52
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				215.17
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				1935.44
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				138.89
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				138.89
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				138.89
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				138.89
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				138.88
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				2638.89
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				101.01
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				101.01
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				101.01
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				101.01
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				101.01

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930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				101.01
930 V	7409	Treasurer, State of Iowa		Commitment - Other	41500	04074	399	62				2727.27
				Disbursement#	7772	Disbursement	Total					9,999.99
904 V	4112	Patti Treibel-Leeds		Direct Admin - Mileage &	41500	04411	413	62				422.48
904 V	4112	Patti Treibel-Leeds		Direct Admin - Telecommun	41500	04411	414	62				50.00
904 V	4112	Patti Treibel-Leeds		Direct Admin - Educationa	41500	04411	422	62				41.92
				Disbursement#	7773	Disbursement	Total					514.40
931 V	7421	Trilix Marketing Group		Public Education Services	41500	04005	373	62				400.00
				Disbursement#	7774	Disbursement	Total					400.00
906 V	4376	U.S. Bank Equipment Finance		Services Management - Off	41500	04022	636	62				42.05
906 V	4376	U.S. Bank Equipment Finance		Services Management - Off	41500	04022	636	62				80.25
906 V	4376	U.S. Bank Equipment Finance		Direct Admin - Office Equ	41500	04411	444	62				68.79
				Disbursement#	7775	Disbursement	Total					191.09
876 V	745	Visual Edge IT, Inc		Services Management - Off	41500	04022	444	62				15.87
876 V	745	Visual Edge IT, Inc		Crisis Care Coordination	41500	04023	444	62				2.66
876 V	745	Visual Edge IT, Inc		Justice System Involved C	41500	04025	444	62				5.66
876 V	745	Visual Edge IT, Inc		Direct Admin - Office Equ	41500	04411	444	62				13.60
876 V	745	Visual Edge IT, Inc		Services Management - Off	41500	04022	444	62				26.52
876 V	745	Visual Edge IT, Inc		Crisis Care Coordination	41500	04023	444	62				4.44
876 V	745	Visual Edge IT, Inc		Justice System Involved C	41500	04025	444	62				9.47
876 V	745	Visual Edge IT, Inc		Direct Admin - Office Equ	41500	04411	444	62				22.73
				Disbursement#	7776	Disbursement	Total					100.95
933 V	7680	Warren County Sheriff		Justice System - Involved	41500	04046	399	62				1461.53
				Disbursement#	7777	Disbursement	Total					1,461.53
875 E	573	Karla K Webb		Direct Admin - Mileage &	41500	04411	413	62				53.71
875 E	573	Karla K Webb		Direct Admin - Telecommun	41500	04411	414	62				50.00
875 E	573	Karla K Webb		Direct Admin - Educationa	41500	04411	422	62				47.16
				Disbursement#	7778	Disbursement	Total					150.87
869 V	426	Jarica White		Services Management - Mil	41500	04022	413	62				28.50
869 V	426	Jarica White		Services Management - Mil	41500	04222	413	62				27.67
869 V	426	Jarica White		Services Management - Mil	41500	04322	413	62				27.67
870 V	426	Jarica White		Services Management - Mil	41500	04022	413	62				5.33
870 V	426	Jarica White		Services Management - Edu	41500	04022	422	62				67.26
870 V	426	Jarica White		Services Management - Mil	41500	04222	413	62				5.19
870 V	426	Jarica White		Services Management - Edu	41500	04222	422	62				65.28
870 V	426	Jarica White		Services Management - Mil	41500	04322	413	62				5.19
870 V	426	Jarica White		Services Management - Edu	41500	04322	422	62				65.28
				Disbursement#	7779	Disbursement	Total					297.37
934 V	7772	Wild, Baxter, and Sand PC		Commitment - Legal Repres	41500	04074	393	62				76.76
				Disbursement#	7780	Disbursement	Total					76.76
935 V	7806	Russell Wood		Direct Admin - Mileage &	41500	04411	413	62				579.02

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935 V	7806	Russell Wood		Direct Admin - Educationa	41500	04411	422	62				60.26
				Disbursement#	7781							639.28
936 V	7811	Woodbury County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				145.00
				Disbursement#	7782							145.00
868 V	350	Woolstock Mutal Telephone Assn		Services Management - Tel	41500	04022	414	62				12.10
868 V	350	Woolstock Mutal Telephone Assn		Services Management - Tel	41500	04022	414	62				23.10
868 V	350	Woolstock Mutal Telephone Assn		Direct Admin - Telecommun	41500	04411	414	62				19.80
				Disbursement#	7783							55.00
937 V	7870	Youth & Shelter Services, Inc		Crisis Stabilization Resi	41500	04044	313	62				56549.83
				Disbursement#	7784							56,549.83
					73	Total Disbursements						344,720.87
					0	Total ACH						.00
					0	Total EFT						.00
					73	Grand Total						344,720.87
						Credits/Refunds Included						.00

Totals by Fund		
41500	Central Iowa Community Service	344,720.87
	Final Total	344,720.87

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1211 V	15	Abbe Center for Community		Comm Based Settings (6+ B	41500	04064	314	62				12952.11
				Disbursement# 7785		Disbursement	Total					12,952.11
1217 V	291	Access Systems Leasing		Services Management - Off	41500	04022	453	62				171.71
1217 V	291	Access Systems Leasing		Direct Admin - Office Equ	41500	04411	453	62				147.18
1217 V	291	Access Systems Leasing		Crisis Care Coordination	41500	04023	453	62				29.23
1217 V	291	Access Systems Leasing		Justice System Involved C	41500	04025	453	62				60.72
				Disbursement# 7786		Disbursement	Total					408.84
1212 V	60	Linn Adams		Services Management - Mil	41500	04022	413	62				94.43
1212 V	60	Linn Adams		Services Management - Tel	41500	04022	414	62				50.00
1212 V	60	Linn Adams		Services Management - Edu	41500	04022	422	62				14.70
1212 V	60	Linn Adams		Services Management - Mil	41500	04222	413	62				91.64
1212 V	60	Linn Adams		Services Management - Edu	41500	04222	422	62				14.27
1212 V	60	Linn Adams		Services Management - Mil	41500	04322	413	62				91.64
1212 V	60	Linn Adams		Services Management - Edu	41500	04322	422	62				14.27
				Disbursement# 7787		Disbursement	Total					370.95
1215 V	129	Alliant Energy		Direct Admin - Electric P	41500	04411	431	62				118.95
				Disbursement# 7788		Disbursement	Total					118.95
1216 V	169	Amazon Capital Services		Direct Admin - Informatio	41500	04411	262	62				94.93
1216 V	169	Amazon Capital Services		Direct Admin - Informatio	41500	04411	262	62				37.68
				Disbursement# 7789		Disbursement	Total					132.61
1220 V	508	ARC of Story County		Day Habilitation	41500	04250	367	62				4247.75
				Disbursement# 7790		Disbursement	Total					4,247.75
1221 V	588	Brittany Baker		Justice System Involved C	41500	04025	413	62				221.73
1221 V	588	Brittany Baker		Justice System Involved C	41500	04025	422	62				89.74
				Disbursement# 7791		Disbursement	Total					311.47
1288 V	6083	Bertelsmann Learning LLC		Direct Admin - Educationa	41500	04411	422	62				194.82
				Disbursement# 7792		Disbursement	Total					194.82
1225 V	790	Black Hawk Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				36.55
				Disbursement# 7793		Disbursement	Total					36.55
1226 V	876	Boone County Auditor		Services Management - Ren	41500	04022	450	62				356.91
1226 V	876	Boone County Auditor		Crisis Care Coordination	41500	04023	450	62				52.31
1226 V	876	Boone County Auditor		Justice System Involved C	41500	04025	450	62				128.25
1226 V	876	Boone County Auditor		Direct Admin - Building (41500	04411	450	62				306.28
1226 V	876	Boone County Auditor		Purchased Admin - Account	41500	04412	420	62				1346.33
				Disbursement# 7794		Disbursement	Total					2,190.08
1227 V	928	Brick and Tile LLC		Services Management - Ren	41500	04022	450	62				888.30
1227 V	928	Brick and Tile LLC		Crisis Care Coordination	41500	04023	450	62				130.20
1227 V	928	Brick and Tile LLC		Justice System Involved C	41500	04025	450	62				319.20
1227 V	928	Brick and Tile LLC		Direct Admin - Building (41500	04411	450	62				762.30
				Disbursement# 7795		Disbursement	Total					2,100.00

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1245	V 2097	Cedar Valley Ranch, Inc.		Comm Based Settings (6+ B Disbursement#	41500 7796	04064 Disbursement	314	62				5978.97 5,978.97
1229	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	306	62				72.45
1229	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	306	62				232.09
1229	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	306	62				72.45
1229	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				21.96
1229	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1230	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				80.75
1230	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				80.75
1230	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1230	V 1327	Center Associates		Mental Health Services in Disbursement#	41500 7797	04046 Disbursement	305	62				232.09 937.44
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				362.25
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				2260.44
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				956.34
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1854.72
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1622.88
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				289.80
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1072.26
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				999.81
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				275.31
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1695.33
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1202.67
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1521.45
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				2724.12
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1246.14
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				507.15
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				2245.95
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1318.59
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1434.51
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1333.08
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				434.70
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				854.91
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				391.23
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1159.20
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1391.04
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				376.74
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1782.27
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				217.35
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				550.62
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1535.94
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				753.48
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				956.34
1233	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				1506.96
1233	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				420.21
1233	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				912.87
1233	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				536.13
1233	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				1101.24

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				Disbursement#	7798	Disbursement		Total				39,804.03
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				912.87
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				898.38
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				405.72
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				811.44
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				811.44
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				1057.77
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				507.15
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				681.03
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				521.64
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				434.70
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				724.50
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				1173.69
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				521.64
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				1159.20
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				1173.69
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				391.23
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				521.64
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				434.70
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				666.54
1233	V	1349 Central Iowa		Detention Commitment - Sheriff Tran	41500	04074	353	62				304.29
				Disbursement#	7799	Disbursement		Total				14,113.26
1235	V	1362 Central Iowa		Psychological Mental Health Services in	41500	04046	305	62				297.77
1235	V	1362 Central Iowa		Psychological Mental Health Services in	41500	04046	305	62				253.03
1235	V	1362 Central Iowa		Psychological Mental Health Services in	41500	04046	305	62				114.17
1235	V	1362 Central Iowa		Psychological Mental Health Services in	41500	04046	305	62				114.17
1235	V	1362 Central Iowa		Psychological Mental Health Services in	41500	04046	305	62				311.22
				Disbursement#	7800	Disbursement		Total				1,090.36
1234	V	1361 Central Iowa		Recovery Inc. Psychotherapeutic Treatme	41500	04042	397	62				2232.93
1234	V	1361 Central Iowa		Recovery Inc. Psychotherapeutic Treatme	41500	04042	366	62				8403.48
1234	V	1361 Central Iowa		Recovery Inc. Psychotherapeutic Treatme	41500	04042	366	62				8403.48
1234	V	1361 Central Iowa		Recovery Inc. Support Services - Suppor	41500	04332	329	62				204.16
1234	V	1361 Central Iowa		Recovery Inc. Day HABILITATION	41500	04350	367	62				959.04
				Disbursement#	7801	Disbursement		Total				20,203.09
1231	V	1346 Central Iowa		Residential Serv. Day HABILITATION	41500	04250	367	62				1064.64
1232	V	1346 Central Iowa		Residential Serv. Support Services - Suppor	41500	04232	329	62				6356.47
1232	V	1346 Central Iowa		Residential Serv. Day HABILITATION	41500	04250	367	62				1242.08
				Disbursement#	7802	Disbursement		Total				8,663.19
1237	V	1372 Central		Services 2-5-12 Services Management - Ren	41500	04022	450	62				317.25
1237	V	1372 Central		Services 2-5-12 Crisis Care Coordination	41500	04023	450	62				46.50
1237	V	1372 Central		Services 2-5-12 Justice System Involved C	41500	04025	450	62				114.00
1237	V	1372 Central		Services 2-5-12 Direct Admin - Building (41500	04411	450	62				272.25
				Disbursement#	7803	Disbursement		Total				750.00
1296	V	7479 CenturyLink		Services Management - Tel	41500	04022	414	62				2.88

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1296 V	7479	CenturyLink		Crisis Care Coordination	41500	04023	414	62				.50
1296 V	7479	CenturyLink		Justice System Involved C	41500	04025	414	62				1.02
1296 V	7479	CenturyLink		Direct Admin - Telecommun	41500	04411	414	62				2.46
				Disbursement# 7804							Disbursement Total	6.86
1236 V	1370	Cerro Gordo Co. Sheriff		Prescription Medication (41500	04046	306	62				22.57
1236 V	1370	Cerro Gordo Co. Sheriff		Prescription Medication (41500	04046	306	62				693.18
				Disbursement# 7805							Disbursement Total	715.75
1307 V	8195	Cerro Gordo County Auditor		Mental Health Advocate -	41500	04075	395	62				2764.42
				Disbursement# 7806							Disbursement Total	2,764.42
1240 V	1473	ChildServe Community Options		Support Services - Respit	41500	04232	325	62				93.52
				Disbursement# 7807							Disbursement Total	93.52
1252 V	2663	Choices Therapy Services LLC		Psychotherapeutic Treatme	41500	04042	305	62				155.61
1252 V	2663	Choices Therapy Services LLC		Mental Health Services in	41500	04046	305	62				456.68
1252 V	2663	Choices Therapy Services LLC		Mental Health Services in	41500	04046	305	62				653.73
1252 V	2663	Choices Therapy Services LLC		Mental Health Services in	41500	04046	305	62				498.12
				Disbursement# 7808							Disbursement Total	1,764.14
1312 V	82883	Christian Opportunity Center		Voc/Day - Individual Supp	41500	04050	368	62				234.20
1312 V	82883	Christian Opportunity Center		Voc/Day - Individual Supp	41500	04050	368	62				234.20
1312 V	82883	Christian Opportunity Center		Voc/Day - Individual Supp	41500	04050	368	62				234.20
1312 V	82883	Christian Opportunity Center		Day Habilitation	41500	04250	367	62				542.48
1312 V	82883	Christian Opportunity Center		Voc/Day - Individual Supp	41500	04350	368	62				374.42
1312 V	82883	Christian Opportunity Center		Voc/Day - Individual Supp	41500	04350	368	62				374.42
1312 V	82883	Christian Opportunity Center		Voc/Day - Individual Supp	41500	04350	368	62				374.42
				Disbursement# 7809							Disbursement Total	2,368.34
1259 V	2881	Community Resource Center		Services Management - Ren	41500	04022	450	62				357.44
1259 V	2881	Community Resource Center		Crisis Care Coordination	41500	04023	450	62				52.39
1259 V	2881	Community Resource Center		Justice System Involved C	41500	04025	450	62				128.44
1259 V	2881	Community Resource Center		Direct Admin - Building (41500	04411	450	62				306.73
				Disbursement# 7810							Disbursement Total	845.00
1241 V	1751	Jessica Crawford		Services Management - Mil	41500	04022	413	62				160.35
1241 V	1751	Jessica Crawford		Services Management - Edu	41500	04022	422	62				13.80
1241 V	1751	Jessica Crawford		Services Management - Mil	41500	04222	413	62				155.63
1241 V	1751	Jessica Crawford		Services Management - Edu	41500	04222	422	62				13.40
1241 V	1751	Jessica Crawford		Services Management - Mil	41500	04322	413	62				155.63
1241 V	1751	Jessica Crawford		Services Management - Edu	41500	04322	422	62				13.40
				Disbursement# 7811							Disbursement Total	512.21
1242 V	1773	Culligan		Services Management - Wat	41500	04022	432	62				38.54
1242 V	1773	Culligan		Crisis Care Coordination	41500	04023	432	62				6.44
1242 V	1773	Culligan		Justice System Involved C	41500	04025	432	62				13.76
1242 V	1773	Culligan		Direct Admin - Water & Se	41500	04411	432	62				33.04
1242 V	1773	Culligan		Services Management - Wat	41500	04022	432	62				16.88
1242 V	1773	Culligan		Crisis Care Coordination	41500	04023	432	62				2.47

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1242 V	1773	Culligan		Justice System Involved C	41500	04025	432	62				6.06
1242 V	1773	Culligan		Direct Admin - Water & Se	41500	04411	432	62				14.49
				Disbursement# 7812		Disbursement		Total				131.68
1243 V	1809	Brenda Daily		Services Management - Mil	41500	04022	413	62				168.71
1243 V	1809	Brenda Daily		Services Management - Mil	41500	04222	413	62				28.96
1243 V	1809	Brenda Daily		Services Management - Mil	41500	04322	413	62				28.96
1244 V	1809	Brenda Daily		Services Management - Mil	41500	04022	413	62				21.62
1244 V	1809	Brenda Daily		Services Management - Edu	41500	04022	422	62				70.81
1244 V	1809	Brenda Daily		Services Management - Edu	41500	04222	422	62				68.74
1244 V	1809	Brenda Daily		Services Management - Edu	41500	04322	422	62				68.74
				Disbursement# 7813		Disbursement		Total				456.54
1264 V	3236	Chloe Davis		Justice System Involved C	41500	04025	413	62				158.52
1264 V	3236	Chloe Davis		Justice System Involved C	41500	04025	422	62				64.84
				Disbursement# 7814		Disbursement		Total				223.36
1292 V	6709	Duncan Heights, Inc.		Services Management - Tel	41500	04022	414	62				16.23
1292 V	6709	Duncan Heights, Inc.		Services Management - Ren	41500	04022	450	62				63.45
1292 V	6709	Duncan Heights, Inc.		Crisis Care Coordination	41500	04023	414	62				2.38
1292 V	6709	Duncan Heights, Inc.		Crisis Care Coordination	41500	04023	450	62				9.30
1292 V	6709	Duncan Heights, Inc.		Justice System Involved C	41500	04025	414	62				5.83
1292 V	6709	Duncan Heights, Inc.		Justice System Involved C	41500	04025	450	62				22.80
1292 V	6709	Duncan Heights, Inc.		Direct Admin - Telecommun	41500	04411	414	62				13.93
1292 V	6709	Duncan Heights, Inc.		Direct Admin - Building (41500	04411	450	62				54.45
1292 V	6709	Duncan Heights, Inc.		Support Services - Suppor	41500	04032	329	62				6889.25
				Disbursement# 7815		Disbursement		Total				7,077.62
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3397.92
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3397.92
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				5096.88
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4247.40
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3397.92
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				6795.84
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1698.96
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1698.96
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1698.96
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1698.96
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4247.40
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4247.40
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3397.92

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1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2548.44
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				5096.88
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4247.40
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				849.80
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04244	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04244	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04744	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04744	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04744	307	62				849.48
1280 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				1647.19
1280 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				1647.19
				Disbursement#	7816	Disbursement	Total					89,092.18
1280 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				1647.19
1280 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				1647.19
1280 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				1647.19
1280 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				3294.39
1280 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				3294.38
1281 V	5696	Eyerly Ball CMHS		Crisis Evaluation	41500	04044	301	62				232.09
1281 V	5696	Eyerly Ball CMHS		Crisis Stabilization	Comm 41500	04044	312	62				1647.19
				Disbursement#	7817	Disbursement	Total					13,409.62
1246 V	2383	Forest Park Pharmacy		Physiological Treatment -	41500	04041	306	62				25.05
				Disbursement#	7818	Disbursement	Total					25.05
1248 V	2438	Foundation 2, Inc.		Mobile Response	41500	04044	307	62				9295.00
				Disbursement#	7819	Disbursement	Total					9,295.00
1247 V	2420	Franklin County Auditor		Services Management - Sal	41500	04022	100	62				95203.34
1247 V	2420	Franklin County Auditor		Services Management - Sal	41500	04222	100	62				4307.98
1247 V	2420	Franklin County Auditor		Services Management - Sal	41500	04322	100	62				5600.14
1247 V	2420	Franklin County Auditor		Services Management - Sal	41500	04722	100	62				646.17
1247 V	2420	Franklin County Auditor		Justice System Involved C	41500	04025	100	62				44612.58
1247 V	2420	Franklin County Auditor		Crisis Care Coordination	41500	04023	100	62				11732.34
1247 V	2420	Franklin County Auditor		Direct Admin - Salary Reg	41500	04411	100	62				99962.04
1247 V	2420	Franklin County Auditor		Purchased Admin - Account	41500	04412	420	62				4994.71
1247 V	2420	Franklin County Auditor		Purchased Admin - Data Pr	41500	04412	421	62				1071.54
				Disbursement#	7820	Disbursement	Total					268,130.84
1309 V	72119	Franklin County Sheriff's Off.		Commitment - Sheriff Tran	41500	04074	353	62				128.94
				Disbursement#	7821	Disbursement	Total					128.94
1251 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				149.50
				Disbursement#	7822	Disbursement	Total					149.50
1249 V	2549	Gethmann Investment Corp.		Services Management - Ren	41500	04022	450	62				401.85
1249 V	2549	Gethmann Investment Corp.		Crisis Care Coordination	41500	04023	450	62				58.90

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1249 V	2549	Gethmann Investment Corp.		Justice System Involved C	41500	04025	450	62				144.40	
1249 V	2549	Gethmann Investment Corp.		Direct Admin - Building (41500	04411	450	62				344.85	
				Disbursement# 7823								Disbursement Total	950.00
1250 V	2605	Gregory F. Greiner		Commitment - Legal Repres	41500	04074	393	62				115.60	
				Disbursement# 7824								Disbursement Total	115.60
1253 V	2724	Hamilton County		Commitment - Sheriff Tran	41500	04074	353	62				32.00	
				Disbursement# 7825								Disbursement Total	32.00
1254 V	2725	Hamilton County Auditor		Services Management - Ren	41500	04022	450	62				232.65	
1254 V	2725	Hamilton County Auditor		Crisis Care Coordination	41500	04023	450	62				34.10	
1254 V	2725	Hamilton County Auditor		Justice System Involved C	41500	04025	450	62				83.60	
1254 V	2725	Hamilton County Auditor		Direct Admin - Building (41500	04411	450	62				199.65	
1254 V	2725	Hamilton County Auditor		Purchased Admin - Account	41500	04412	420	62				1382.18	
				Disbursement# 7826								Disbursement Total	1,932.18
1255 V	2726	Hamilton County Jail		Prescription Medication (41500	04046	306	62				74.46	
				Disbursement# 7827								Disbursement Total	74.46
1287 V	5962	Hardin County Auditor		Mental Health Advocate -	41500	04075	395	62				6012.58	
				Disbursement# 7828								Disbursement Total	6,012.58
1256 V	2796	Hardin County Sheriff's Office		Commitment - Sheriff Tran	41500	04074	353	62				75.50	
				Disbursement# 7829								Disbursement Total	75.50
1260 V	2917	Heart of Ia Communications Co		Services Management - Tel	41500	04022	414	62				72.58	
1260 V	2917	Heart of Ia Communications Co		Crisis Care Coordination	41500	04023	414	62				10.64	
1260 V	2917	Heart of Ia Communications Co		Justice System Involved C	41500	04025	414	62				26.07	
1260 V	2917	Heart of Ia Communications Co		Direct Admin - Telecommun	41500	04411	414	62				62.28	
				Disbursement# 7830								Disbursement Total	171.57
1314 V	83215	Carrie Hisler		Services Management - Mil	41500	04022	413	62				109.12	
1314 V	83215	Carrie Hisler		Services Management - Mil	41500	04222	413	62				108.66	
1314 V	83215	Carrie Hisler		Services Management - Mil	41500	04322	413	62				105.92	
				Disbursement# 7831								Disbursement Total	323.70
1263 V	3235	IMU		Services Management - Tel	41500	04022	414	62				121.35	
1263 V	3235	IMU		Crisis Care Coordination	41500	04023	414	62				20.24	
1263 V	3235	IMU		Justice System Involved C	41500	04025	414	62				43.33	
1263 V	3235	IMU		Direct Admin - Telecommun	41500	04411	414	62				104.01	
				Disbursement# 7832								Disbursement Total	288.93
1224 V	764	Infinity Health		Crisis Stabilization Resi	41500	04044	313	62				1080.57	
				Disbursement# 7833								Disbursement Total	1,080.57
1269 V	4379	Iowa Community Services Assn.		Direct Admin - Educationa	41500	04411	422	62				3750.00	
				Disbursement# 7834								Disbursement Total	3,750.00
1265 V	3620	Jasper County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				453.93	

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1265 V	3620	Jasper County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				619.04
				Disbursement# 7835		Disbursement		Total				1,072.97
1316 V	3620	Jasper County Sheriff		Prescription Medication (41500	04046	306	62				136.65
				Disbursement# 7836		Disbursement		Total				136.65
1266 V	3720	Johnson County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				65.81
				Disbursement# 7837		Disbursement		Total				65.81
1228 V	1224	Erin Kamerick		Justice System Involved C	41500	04025	413	62				322.39
1228 V	1224	Erin Kamerick		Justice System Involved C	41500	04025	422	62				76.64
				Disbursement# 7838		Disbursement		Total				399.03
1223 V	752	LeDoux Signs		Services Management - Sta	41500	04022	260	62				75.00
				Disbursement# 7839		Disbursement		Total				75.00
1267 V	4205	Linn County		Commitment - Sheriff Tran	41500	04074	353	62				30.00
				Disbursement# 7840		Disbursement		Total				30.00
1270 V	4400	Mainstream Living		Day Habilitation	41500	04250	367	62				921.72
1270 V	4400	Mainstream Living		Day Habilitation	41500	04350	367	62				384.05
1270 V	4400	Mainstream Living		Voc/Day - Group Supported	41500	04350	369	62				77.93
				Disbursement# 7841		Disbursement		Total				1,383.70
1271 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				31.00
1271 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				31.00
1271 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				15.00
				Disbursement# 7842		Disbursement		Total				77.00
1317 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				511.20
				Disbursement# 7843		Disbursement		Total				511.20
1262 V	3129	Liza Maxwell		Services Management - Mil	41500	04022	413	62				429.17
1262 V	3129	Liza Maxwell		Services Management - Tel	41500	04022	414	62				50.00
1262 V	3129	Liza Maxwell		Services Management - Edu	41500	04022	422	62				69.26
1262 V	3129	Liza Maxwell		Services Management - Mil	41500	04222	413	62				126.02
1262 V	3129	Liza Maxwell		Services Management - Edu	41500	04222	422	62				67.22
1262 V	3129	Liza Maxwell		Services Management - Mil	41500	04322	413	62				126.02
1262 V	3129	Liza Maxwell		Services Management - Edu	41500	04322	422	62				67.22
				Disbursement# 7844		Disbursement		Total				934.91
1306 V	7953	Robin McKee		Services Management - Mil	41500	04022	413	62				132.73
1306 V	7953	Robin McKee		Services Management - Edu	41500	04022	422	62				28.28
1306 V	7953	Robin McKee		Services Management - Mil	41500	04222	413	62				128.83
1306 V	7953	Robin McKee		Services Management - Edu	41500	04222	422	62				27.45
1306 V	7953	Robin McKee		Services Management - Mil	41500	04322	413	62				128.83
1306 V	7953	Robin McKee		Services Management - Edu	41500	04322	422	62				27.45
				Disbursement# 7845		Disbursement		Total				473.57
1268 V	4340	Tabatha McLain		Services Management - Mil	41500	04022	413	62				88.31

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1268 V	4340	Tabatha McLain		Services Management - Edu	41500	04022	422	62				189.95
1268 V	4340	Tabatha McLain		Services Management - Mil	41500	04222	413	62				66.87
1268 V	4340	Tabatha McLain		Services Management - Mil	41500	04322	413	62				59.01
				Disbursement#	7846						Disbursement Total	404.14
1315 V	83482	Medicap Pharmacy		Physiological Treatment -	41500	04041	306	62				29.01
				Disbursement#	7847						Disbursement Total	29.01
1274 V	4901	Medicap Pharmacy 8095		Prescription Medication (41500	04046	306	62				126.98
				Disbursement#	7848						Disbursement Total	126.98
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				12.21
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				24.42
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				85.47
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				12.21
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				36.65
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	414	62				15.67
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				18.48
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				18.48
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				36.96
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				73.92
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				9.36
1272 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	414	62				15.67
1273 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				30.13
1273 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				30.13
1273 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				30.13
1273 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	413	62				30.13
1273 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	414	62				15.67
				Disbursement#	7849						Disbursement Total	495.69
1308 V	71998	Jillian Menning		Services Management - Edu	41500	04022	422	62				47.22
1308 V	71998	Jillian Menning		Services Management - Edu	41500	04222	422	62				45.82
1308 V	71998	Jillian Menning		Services Management - Edu	41500	04322	422	62				45.82
				Disbursement#	7850						Disbursement Total	138.86
1275 V	5220	Nite Owl Print & Copy		Services Management - Sta	41500	04022	260	62				97.00
				Disbursement#	7851						Disbursement Total	97.00
1276 V	5240	Norse Ventures DBA Thrive		Voc/Day - Individual Supp	41500	04250	368	62				463.38
1276 V	5240	Norse Ventures DBA Thrive		Voc/Day - Individual Supp	41500	04350	368	62				1413.75
				Disbursement#	7852						Disbursement Total	1,877.13
1278 V	5283	North Iowa Vocational Center		Basic Needs - Other	41500	04033	399	62				1112.59
1278 V	5283	North Iowa Vocational Center		Comm Based Settings (6+ B	41500	04064	329	62				251.23
1278 V	5283	North Iowa Vocational Center		Comm Based Settings (6+ B	41500	04064	329	62				3337.77
1278 V	5283	North Iowa Vocational Center		Crisis Services - System	41500	04044	379	62				2200.00
1278 V	5283	North Iowa Vocational Center		Crisis Services - System	41500	04044	379	62				9000.00
1278 V	5283	North Iowa Vocational Center		Crisis Services - System	41500	04044	379	62				9000.00
1278 V	5283	North Iowa Vocational Center		Crisis Services - System	41500	04044	379	62				301.98
1278 V	5283	North Iowa Vocational Center		Basic Needs - Rent Paymen	41500	04033	340	62				300.00

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				Disbursement#	7853	Disbursement	Total					25,503.57
1277	V 5281	Northwest Iowa Youth		Commitment - Sheriff Tran	41500	04074	353	62				411.50
				Disbursement#	7854	Disbursement	Total					411.50
1257	V 2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				470.00
1258	V 2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				4213.54
1258	V 2872	Optimae LifeServices, Inc.		Basic Needs - Ongoing Ren	41500	04033	345	62				805.00
1258	V 2872	Optimae LifeServices, Inc.		Basic Needs - Ongoing Ren	41500	04033	345	62				1245.00
1258	V 2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				278.44
1258	V 2872	Optimae LifeServices, Inc.		Basic Needs - Ongoing Ren	41500	04033	345	62				263.00
				Disbursement#	7855	Disbursement	Total					7,274.98
1279	V 5674	Pillar of Cedar Valley		Comm Based Settings (6+ B	41500	04064	317	62				8626.37
				Disbursement#	7856	Disbursement	Total					8,626.37
1282	V 5770	Postmaster		Services Management - Pos	41500	04022	412	62				117.00
1282	V 5770	Postmaster		Direct Admin - Postage &	41500	04411	412	62				39.00
				Disbursement#	7857	Disbursement	Total					156.00
1318	V 5770	Postmaster		Services Management-posta	41500	04022	412	62				27.92
1318	V 5770	Postmaster		Crisis Care Coordination	41500	04023	412	62				4.09
1318	V 5770	Postmaster		Justice System Involved C	41500	04025	412	62				10.03
1318	V 5770	Postmaster		Direct Admin-Postage & Ma	41500	04411	412	62				23.96
				Disbursement#	7858	Disbursement	Total					66.00
1319	V 5770	Postmaster		Services Management - Pos	41500	04022	412	62				27.92
1319	V 5770	Postmaster		Crisis Care Coordination	41500	04023	412	62				4.09
1319	V 5770	Postmaster		Justice System Involved C	41500	04025	412	62				10.03
1319	V 5770	Postmaster		Direct Admin-Postage & Ma	41500	04411	412	62				23.96
				Disbursement#	7859	Disbursement	Total					66.00
1283	V 5815	Poweshiek Co Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				59.82
1283	V 5815	Poweshiek Co Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				70.82
1283	V 5815	Poweshiek Co Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				31.00
1283	V 5815	Poweshiek Co Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				62.82
1283	V 5815	Poweshiek Co Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				134.34
				Disbursement#	7860	Disbursement	Total					358.80
1284	V 5815	Poweshiek Co Sheriff's Dept		Prescription Medication (41500	04046	306	62				4.67-
1284	V 5815	Poweshiek Co Sheriff's Dept		Prescription Medication (41500	04046	306	62				113.66
1284	V 5815	Poweshiek Co Sheriff's Dept		Prescription Medication (41500	04046	306	62				164.83
				Disbursement#	7861	Disbursement	Total					273.82
1285	V 5816	Poweshiek County Auditor		Services Management - Ren	41500	04022	450	62				253.80
1285	V 5816	Poweshiek County Auditor		Crisis Care Coordination	41500	04023	450	62				37.20
1285	V 5816	Poweshiek County Auditor		Justice System Involved C	41500	04025	450	62				91.20
1285	V 5816	Poweshiek County Auditor		Direct Admin - Building (41500	04411	450	62				217.80
				Disbursement#	7862	Disbursement	Total					600.00

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1311 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	366	62				6831.00	
1311 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				114.17	
1311 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				155.61	
1311 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				114.17	
1311 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				114.17	
1311 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				30.00	
				Disbursement#	7863							Disbursement Total	7,359.12
1313 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				1558.00	
1313 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				25611.84	
				Disbursement#	7864							Disbursement Total	27,169.84
1286 V	5840	Progress Industries		Day Habilitation	41500	04050	367	62				384.05	
1286 V	5840	Progress Industries		Day Habilitation	41500	04250	367	62				526.94	
1286 V	5840	Progress Industries		Voc/Day - Individual Supp	41500	04250	368	62				780.66	
1286 V	5840	Progress Industries		Support Services - Suppor	41500	04332	329	62				290.94	
1286 V	5840	Progress Industries		Voc/Day - Individual Supp	41500	04350	368	62				604.50	
1286 V	5840	Progress Industries		Support Services - Suppor	41500	04732	329	62				514.74	
1286 V	5840	Progress Industries		Day Habilitation	41500	04750	367	62				2897.32	
				Disbursement#	7865							Disbursement Total	5,999.15
1289 V	6281	Router12 Networks LLC		Services Management - Tel	41500	04022	414	62				54.60	
1289 V	6281	Router12 Networks LLC		Crisis Care Coordination	41500	04023	414	62				9.10	
1289 V	6281	Router12 Networks LLC		Justice System Involved C	41500	04025	414	62				19.50	
1289 V	6281	Router12 Networks LLC		Direct Admin - Telecommun	41500	04411	414	62				46.80	
				Disbursement#	7866							Disbursement Total	130.00
1218 V	322	Salvation Army		Support Services - Repres	41500	04032	327	62				613.60	
				Disbursement#	7867							Disbursement Total	613.60
1290 V	6470	Kim Schomaker		Justice System Involved C	41500	04025	413	62				186.02	
1290 V	6470	Kim Schomaker		Justice System Involved C	41500	04025	422	62				10.48	
				Disbursement#	7868							Disbursement Total	196.50
1291 V	6579	Jen Sheehan		Direct Admin - Mileage &	41500	04411	413	62				634.04	
1291 V	6579	Jen Sheehan		Direct Admin - Educationa	41500	04411	422	62				77.29	
1291 V	6579	Jen Sheehan		Direct Admin - Educationa	41500	04411	422	62				4675.34	
				Disbursement#	7869							Disbursement Total	5,386.67
1238 E	1414	Nicole D Sprecher		Services Management - Mil	41500	04022	413	62				23.34	
1238 E	1414	Nicole D Sprecher		Services Management - Edu	41500	04022	422	62				18.84	
1238 E	1414	Nicole D Sprecher		Services Management - Mil	41500	04222	413	62				.97	
1238 E	1414	Nicole D Sprecher		Services Management - Edu	41500	04222	422	62				18.29	
1238 E	1414	Nicole D Sprecher		Services Management - Mil	41500	04322	413	62				6.99	
1238 E	1414	Nicole D Sprecher		Services Management - Edu	41500	04322	422	62				18.29	
				Disbursement#	7870							Disbursement Total	86.72
1239 V	1425	Shannon Sproule		Services Management - Mil	41500	04022	413	62				36.09	
1239 V	1425	Shannon Sproule		Services Management - Edu	41500	04022	422	62				21.82	
1239 V	1425	Shannon Sproule		Services Management - Mil	41500	04222	413	62				35.02	

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1239 V	1425	Shannon Sproule		Services Management - Edu	41500	04222	422	62				21.18
1239 V	1425	Shannon Sproule		Services Management - Mil	41500	04322	413	62				35.01
1239 V	1425	Shannon Sproule		Services Management - Edu	41500	04322	422	62				21.18
				Disbursement#	7871	Disbursement	Total					170.30
1293 V	7025	Story County Auditor		Services Management - Off	41500	04022	444	62				179.15
1293 V	7025	Story County Auditor		Direct Admin - Office Equ	41500	04411	444	62				179.15
1294 V	7025	Story County Auditor		Services Management - Ren	41500	04022	450	62				262.26
1294 V	7025	Story County Auditor		Crisis Care Coordination	41500	04023	450	62				38.44
1294 V	7025	Story County Auditor		Justice System Involved C	41500	04025	450	62				94.24
1294 V	7025	Story County Auditor		Direct Admin - Building (41500	04411	450	62				225.06
				Disbursement#	7872	Disbursement	Total					978.30
1295 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				43.10
1295 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				133.10
1295 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				312.27
1295 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				30.00
1295 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				269.30
1295 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				73.10
1295 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				98.10
				Disbursement#	7873	Disbursement	Total					958.97
1219 V	367	Betsy Stursma		Direct Admin - Mileage &	41500	04411	413	62				106.76
1219 V	367	Betsy Stursma		Direct Admin - Telecommun	41500	04411	414	62				50.00
1219 V	367	Betsy Stursma		Direct Admin - Educationa	41500	04411	422	62				116.60
1219 V	367	Betsy Stursma		Direct Admin - Educationa	41500	04411	422	62				4519.34
				Disbursement#	7874	Disbursement	Total					4,792.70
1261 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				565.50
1261 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				84.50
				Disbursement#	7875	Disbursement	Total					650.00
1298 V	7498	U.S. Cellular		Services Management - Tel	41500	04022	414	62				1882.26
				Disbursement#	7876	Disbursement	Total					1,882.26
1297 V	7495	UnityPoint Health		Consultation - Educationa	41500	04004	422	62				1659.00
				Disbursement#	7877	Disbursement	Total					1,659.00
1213 V	77	Verizon Wireless		Services Management - Tel	41500	04022	414	62				4.51
1213 V	77	Verizon Wireless		Direct Admin - Telecommun	41500	04411	414	62				4.51
1213 V	77	Verizon Wireless		Services Management - Tel	41500	04022	414	62				39.90
1213 V	77	Verizon Wireless		Direct Admin - Telecommun	41500	04411	414	62				13.30
1214 V	77	Verizon Wireless		Services Management - Tel	41500	04022	414	62				29.98
1214 V	77	Verizon Wireless		Crisis Care Coordination	41500	04023	414	62				4.44
1214 V	77	Verizon Wireless		Justice System Involved C	41500	04025	414	62				10.85
1214 V	77	Verizon Wireless		Direct Admin - Telecommun	41500	04411	414	62				25.73
1214 V	77	Verizon Wireless		Services Management - Tel	41500	04022	414	62				11.17
1214 V	77	Verizon Wireless		Crisis Care Coordination	41500	04023	414	62				2.91
1214 V	77	Verizon Wireless		Crisis Care Coordination	41500	04023	414	62				4.80
1214 V	77	Verizon Wireless		Justice System Involved C	41500	04025	414	62				3.99

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1214 V	77	Verizon Wireless		Justice System Involved C	41500	04025	414	62				12.00	
1214 V	77	Verizon Wireless		Direct Admin - Telecommun	41500	04411	414	62				9.57	
1214 V	77	Verizon Wireless		Direct Admin - Telecommun	41500	04411	414	62				62.40	
				Disbursement#	7878							Disbursement Total	240.06
1299 V	7601	VISA		Services Management - Sta	41500	04022	260	62				1.50	
1299 V	7601	VISA		Justice System Involved C	41500	04025	260	62				.80	
1299 V	7601	VISA		Direct Admin - Stationary	41500	04411	260	62				1.29	
1300 V	7601	VISA		Services Management - Sta	41500	04022	260	62				237.80	
1300 V	7601	VISA		Services Management - Tel	41500	04022	414	62				67.03	
1300 V	7601	VISA		Crisis Care Coordination	41500	04023	260	62				39.64	
1300 V	7601	VISA		Crisis Care Coordination	41500	04023	414	62				11.18	
1300 V	7601	VISA		Justice System Involved C	41500	04025	260	62				84.93	
1300 V	7601	VISA		Justice System Involved C	41500	04025	414	62				23.94	
1300 V	7601	VISA		Direct Admin - Stationary	41500	04411	260	62				203.83	
1300 V	7601	VISA		Direct Admin - Stationary	41500	04411	260	62				19.34	
1300 V	7601	VISA		Direct Admin - Telecommun	41500	04411	414	62				191.82	
				Disbursement#	7879							Disbursement Total	883.10
1320 V	7601	VISA		Direct Admin-Stationary/F	41500	04411	260	62				14.83	
1320 V	7601	VISA		Direct Admin-Publications	41500	04411	400	62				390.00	
				Disbursement#	7880							Disbursement Total	404.83
1222 V	745	Visual Edge IT, Inc		Services Management - Off	41500	04022	444	62				14.17	
1222 V	745	Visual Edge IT, Inc		Crisis Care Coordination	41500	04023	444	62				2.37	
1222 V	745	Visual Edge IT, Inc		Justice System Involved C	41500	04025	444	62				5.06	
1222 V	745	Visual Edge IT, Inc		Direct Admin - Office Equ	41500	04411	444	62				12.14	
				Disbursement#	7881							Disbursement Total	33.74
1302 V	7703	Warren County Justice Center		Services Management - Ren	41500	04022	450	62				524.94	
1302 V	7703	Warren County Justice Center		Crisis Care Coordination	41500	04023	450	62				76.94	
1302 V	7703	Warren County Justice Center		Justice System Involved C	41500	04025	450	62				188.63	
1302 V	7703	Warren County Justice Center		Direct Admin - Building (41500	04411	450	62				450.48	
				Disbursement#	7882							Disbursement Total	1,240.99
1301 V	7680	Warren County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				52.04	
1301 V	7680	Warren County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				50.88	
1301 V	7680	Warren County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				46.24	
				Disbursement#	7883							Disbursement Total	149.16
1303 V	7806	Russell Wood		Direct Admin - Educationa	41500	04411	422	62				3625.54	
				Disbursement#	7884							Disbursement Total	3,625.54
1304 V	7811	Woodbury County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				145.00	
				Disbursement#	7885							Disbursement Total	145.00
1305 V	7840	Wright County Auditor		Services Management - Ren	41500	04022	450	62				253.80	
1305 V	7840	Wright County Auditor		Crisis Care Coordination	41500	04023	450	62				37.20	
1305 V	7840	Wright County Auditor		Justice System Involved C	41500	04025	450	62				91.20	
1305 V	7840	Wright County Auditor		Direct Admin - Building (41500	04411	450	62				217.80	

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	7886							600.00
												Disbursement Total
1310 V	82829	Zion Integrated Behavioral		Crisis Stabilization	Resi 41500	04044	313	62				720.38
1310 V	82829	Zion Integrated Behavioral		Crisis Stabilization	Resi 41500	04044	313	62				1080.57
1310 V	82829	Zion Integrated Behavioral		Crisis Stabilization	Resi 41500	04044	313	62				720.38
1310 V	82829	Zion Integrated Behavioral		Crisis Stabilization	Resi 41500	04244	313	62				1800.95
1310 V	82829	Zion Integrated Behavioral		Crisis Stabilization	Resi 41500	04244	313	62				360.19
				Disbursement#	7887							4,682.47
												Disbursement Total
					103	Total Disbursements						648,305.84
					0	Total ACH						.00
					0	Total EFT						.00
					103	Grand Total						648,305.84
						Credits/Refunds Included						4.67

Totals by Fund

41500 Central Iowa Community Service	648,305.84
Final Total	648,305.84

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1505 V	15	Abbe Center for Community		Comm Based Settings (6+ B	41500	04064	314	62				10034.50
				Disbursement# 7889		Disbursement	Total					10,034.50
1513 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				182.50
1513 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				204.40
1513 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				240.90
1513 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				335.80
				Disbursement# 7890		Disbursement	Total					963.60
1508 V	790	Black Hawk Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				36.55
1508 V	790	Black Hawk Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				36.55
				Disbursement# 7891		Disbursement	Total					73.10
1510 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				50.15
1511 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				37.05
1511 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				37.05
1511 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				30.50
				Disbursement# 7892		Disbursement	Total					154.75
1509 V	876	Boone County Auditor		Mental Health Advocate -	41500	04075	413	62				8311.88
				Disbursement# 7893		Disbursement	Total					8,311.88
1524 V	1849	Branstad & Olson Law		Commitment - Legal Repres	41500	04074	393	62				292.40
				Disbursement# 7894		Disbursement	Total					292.40
1514 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				232.09
1514 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				232.09
1514 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				232.09
1514 V	1230	Capstone Behavioral Healthcare		Support Services - Suppor	41500	04032	329	62				6078.78
1514 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7378.82
1514 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04242	366	62				999.18
1514 V	1230	Capstone Behavioral Healthcare		Justice System Involved C	41500	04025	376	62				4983.50
1514 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7305.70
1514 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04342	366	62				538.30
1514 V	1230	Capstone Behavioral Healthcare		Justice System Involved C	41500	04025	376	62				6608.00
				Disbursement# 7895		Disbursement	Total					34,588.55
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				144.90
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				144.90
1516 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
				Disbursement# 7896		Disbursement	Total					1,435.51
1561 V	6534	Central Iowa Broadband		Services Management - Tel	41500	04022	414	62				63.50
1561 V	6534	Central Iowa Broadband		Direct Admin - Telecommun	41500	04411	414	62				36.50

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				Disbursement#	7897	Disbursement Total					100.00	
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				405.72
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				840.42
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				767.97
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				854.91
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				478.17
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				782.46
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1188.18
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1246.14
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				637.56
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				782.46
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				2564.73
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1347.57
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1535.94
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1130.22
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				434.70
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				376.74
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1521.45
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1304.10
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				3057.39
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				869.40
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				2419.83
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				767.97
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				521.64
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1680.84
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				1101.24
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				724.50
1518	V	1349	Central Iowa Detention	Transportation - General	41500	04031	354	62				695.52
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				1434.51
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				318.78
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				811.44
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				738.99
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				1362.06
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				231.84
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				1202.67
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				260.82
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				796.95
				Disbursement#	7898	Disbursement Total					37,195.83	
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				840.42
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				811.44
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				1463.49
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				449.19
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				304.29
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				1101.24
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				695.52
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				1376.55
1518	V	1349	Central Iowa Detention	Commitment - Sheriff Tran	41500	04074	353	62				391.23
				Disbursement#	7899	Disbursement Total					7,433.37	

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3770.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2030.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2030.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				1160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
				Disbursement#	7905	Disbursement		Total				52,480.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3770.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2900.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2030.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				870.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				2030.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				3190.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Stabilization Comm	41500	04044	312	62				900.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04244	301	62				290.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
1526 V	2219	eVizzit of Ia Psychiatry, JAIL		Crisis Evaluation	41500	04044	301	62				160.00
				Disbursement#	7906	Disbursement		Total				21,610.00
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2287.26
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1524.84
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2287.26
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3812.10
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				762.42
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3049.68
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3812.10
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2287.26
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3049.68
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				762.42
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3812.10
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4574.52
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				5336.94
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4574.52
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				762.42
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3812.10
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2287.26
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2287.26

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1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1524.84
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3049.68
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3049.68
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3049.68
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				5336.94
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3812.10
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3812.10
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1524.84
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				5336.99
1555 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04244	307	62				762.42
1555 V	5696	Eyerly Ball CMHS		Crisis Stabilization Comm	41500	04044	312	62				17425.46
				Disbursement#	7907							99,766.87
1527 V	2326	FIA Friendship Club, Inc.		Psychotherapeutic Treatme	41500	04042	366	62				7103.00
				Disbursement#	7908							7,103.00
1528 V	2430	Freedom Pointe of Greater		Psychotherapeutic Treatme	41500	04042	366	62				8403.00
				Disbursement#	7909							8,403.00
1529 V	2436	Friendship Ark Inc.		Support Services - Suppor	41500	04032	329	62				232.46
1529 V	2436	Friendship Ark Inc.		Support Services - Suppor	41500	04332	329	62				5308.16
1529 V	2436	Friendship Ark Inc.		Day Habilitation	41500	04350	367	62				119.14
				Disbursement#	7910							5,659.76
1530 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				455.00
1530 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04274	393	62				136.50
1530 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04274	393	62				143.00
				Disbursement#	7911							734.50
1531 V	2724	Hamilton County		Commitment - Sheriff Tran	41500	04074	353	62				62.15
1531 V	2724	Hamilton County		Commitment - Sheriff Tran	41500	04074	353	62				32.00
				Disbursement#	7912							94.15
1539 V	3356	Heartland Business Systems LLC		Purchased Admin - Data Pr	41500	04412	421	62				1224.00
1539 V	3356	Heartland Business Systems LLC		Purchased Admin - Data Pr	41500	04412	421	62				935.95
				Disbursement#	7913							2,159.95
1533 V	3019	Hillcrest Family Services		Comm Based Settings (6+ B	41500	04064	314	62				10852.48
				Disbursement#	7914							10,852.48
1549 V	5137	HIRTA Public Transit		Transportation - General	41500	04031	354	62				47.72
1549 V	5137	HIRTA Public Transit		Transportation - General	41500	04331	354	62				131.23
1549 V	5137	HIRTA Public Transit		Transportation - General	41500	04031	354	62				71.34
1549 V	5137	HIRTA Public Transit		Transportation - General	41500	04331	354	62				321.03
1549 V	5137	HIRTA Public Transit		Transportation - General	41500	04031	354	62				324.17
				Disbursement#	7915							895.49
1536 V	3120	Hope Family Counseling		Psychotherapeutic Treatme	41500	04042	305	62				60.17-
1536 V	3120	Hope Family Counseling		Psychotherapeutic Treatme	41500	04042	305	62				54.00
1536 V	3120	Hope Family Counseling		Psychotherapeutic Treatme	41500	04042	305	62				54.00

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1536 V	3120	Hope Family Counseling		Psychotherapeutic Treatme	41500	04042	305	62				54.00
1536 V	3120	Hope Family Counseling		Psychotherapeutic Treatme	41500	04042	305	62				54.00
				Disbursement#	7916	Disbursement		Total				155.83
1538 V	3227	Imagine The Possibilities Inc		Support Services - Suppor	41500	04232	329	62				2825.64
1538 V	3227	Imagine The Possibilities Inc		Day Habilitation	41500	04250	367	62				736.17
1538 V	3227	Imagine The Possibilities Inc		Voc/Day - Individual Supp	41500	04250	368	62				43.83
1538 V	3227	Imagine The Possibilities Inc		Support Services - Suppor	41500	04332	329	62				180.36
1538 V	3227	Imagine The Possibilities Inc		Day Habilitation	41500	04350	367	62				1382.58
1538 V	3227	Imagine The Possibilities Inc		Voc/Day - Individual Supp	41500	04350	368	62				463.38
1538 V	3227	Imagine The Possibilities Inc		Day Habilitation	41500	04750	367	62				768.10
				Disbursement#	7917	Disbursement		Total				6,400.06
1541 V	3532	Integrated Telehealth Partners		Psychotherapeutic Treatme	41500	04042	306	62				288.99
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				866.97
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				577.98
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				537.33
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				413.16
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				372.51
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				413.16
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				702.15
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				866.97
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				661.50
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1541 V	3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
				Disbursement#	7918	Disbursement		Total				7,642.35
1540 V	3430	Iowa State Assoc. of Counties		Direct Admin - Educationa	41500	04411	422	62				250.00
				Disbursement#	7919	Disbursement		Total				250.00
1512 V	946	Madelynn Krutsinger		Justice System Involved C	41500	04025	413	62				335.36
				Disbursement#	7920	Disbursement		Total				335.36
1542 V	4005	L & M Pharmacy Care		Physiological Treatment -	41500	04041	306	62				709.03
				Disbursement#	7921	Disbursement		Total				709.03
1515 V	1279	LifeWorks Community Services		Day Habilitation	41500	04250	367	62				1362.51
1515 V	1279	LifeWorks Community Services		Voc/Day - Individual Supp	41500	04250	368	62				779.57
1515 V	1279	LifeWorks Community Services		Support Services - Suppor	41500	04332	329	62				172.34
1515 V	1279	LifeWorks Community Services		Day Habilitation	41500	04350	367	62				249.10
1515 V	1279	LifeWorks Community Services		Voc/Day - Individual Supp	41500	04350	368	62				390.33
1515 V	1279	LifeWorks Community Services		Voc/Day - Group Supported	41500	04350	369	62				205.02
1515 V	1279	LifeWorks Community Services		Day Habilitation	41500	04750	367	62				508.80

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				Disbursement#	7922	Disbursement Total						3,667.67
1566	V 8100	Marco		Services Management - Off	41500	04022	444	62				96.67
1566	V 8100	Marco		Crisis Care Coordination	41500	04023	444	62				14.16
1566	V 8100	Marco		Justice System Involved C	41500	04025	444	62				34.74
1566	V 8100	Marco		Direct Admin - Office Equ	41500	04411	636	62				82.96
				Disbursement#	7923	Disbursement Total						228.53
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				88.00
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				62.00
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				77.00
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				62.00
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				74.00
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				61.00
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				30.00
1543	V 4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				31.00
				Disbursement#	7924	Disbursement Total						485.00
1544	V 4450	Marshalltown Water Works		Services Management - Wat	41500	04022	432	62				55.82
1544	V 4450	Marshalltown Water Works		Crisis Care Coordination	41500	04023	432	62				9.32
1544	V 4450	Marshalltown Water Works		Justice System Involved C	41500	04025	432	62				19.93
1544	V 4450	Marshalltown Water Works		Direct Admin - Water & Se	41500	04411	432	62				47.85
				Disbursement#	7925	Disbursement Total						132.92
1545	V 4500	Mary Greeley Medical Center		Sub Acute Services (6+ Be	41500	04064	309	62				2400.00
1546	V 4500	Mary Greeley Medical Center		Sub Acute Services (6+ Be	41500	04064	309	62				4000.00
1546	V 4500	Mary Greeley Medical Center		Sub Acute Services (6+ Be	41500	04064	309	62				1400.00
				Disbursement#	7926	Disbursement Total						7,800.00
1547	V 4508	Mason City Clinic		Commitment - Diagnostic E	41500	04074	300	62				60.00
				Disbursement#	7927	Disbursement Total						60.00
1537	V 3129	Liza Maxwell		Services Management - Mil	41500	04022	413	62				69.70
1537	V 3129	Liza Maxwell		Services Management - Tel	41500	04022	414	62				50.00
1537	V 3129	Liza Maxwell		Services Management - Edu	41500	04022	422	62				29.40
1537	V 3129	Liza Maxwell		Services Management - Mil	41500	04222	413	62				67.66
1537	V 3129	Liza Maxwell		Services Management - Edu	41500	04222	422	62				28.53
1537	V 3129	Liza Maxwell		Services Management - Mil	41500	04322	413	62				67.66
1537	V 3129	Liza Maxwell		Services Management - Edu	41500	04322	422	62				28.53
				Disbursement#	7928	Disbursement Total						341.48
1565	V 7953	Robin McKee		Services Management - Sta	41500	04022	260	62				3.20
1565	V 7953	Robin McKee		Services Management - Mil	41500	04022	413	62				109.12
1565	V 7953	Robin McKee		Services Management - Edu	41500	04022	422	62				7.13
1565	V 7953	Robin McKee		Services Management - Mil	41500	04222	413	62				105.91
1565	V 7953	Robin McKee		Services Management - Edu	41500	04222	422	62				6.92
1565	V 7953	Robin McKee		Services Management - Mil	41500	04322	413	62				105.91
1565	V 7953	Robin McKee		Services Management - Edu	41500	04322	422	62				6.92
				Disbursement#	7929	Disbursement Total						345.11

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1548 V	4901	Medicap Pharmacy 8095		Prescription Medication (41500	04046	306	62				193.05
1548 V	4901	Medicap Pharmacy 8095		Prescription Medication (41500	04046	306	62				2244.35
				Disbursement#	7930	Disbursement	Total					2,437.40
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				400.00
1567 V	71966	MHDS of the ECR		Crisis Evaluation	41500	04044	301	62				200.00
				Disbursement#	7931	Disbursement	Total					2,200.00
1550 V	5283	North Iowa Vocational Center		Voc/Day - Individual Supp	41500	04050	368	62				312.26
1550 V	5283	North Iowa Vocational Center		Voc/Day - Group Supported	41500	04050	369	62				1594.87
1550 V	5283	North Iowa Vocational Center		Comm Based Settings (6+ B	41500	04064	329	62				29929.07
1550 V	5283	North Iowa Vocational Center		Day Habilitation	41500	04250	367	62				511.31
1550 V	5283	North Iowa Vocational Center		Voc/Day - Group Supported	41500	04250	369	62				440.64
1550 V	5283	North Iowa Vocational Center		Support Services - Suppor	41500	04332	329	62				33.84
1550 V	5283	North Iowa Vocational Center		Voc/Day - Prevocational S	41500	04350	362	62				313.20
1550 V	5283	North Iowa Vocational Center		Day Habilitation	41500	04350	367	62				409.41
1550 V	5283	North Iowa Vocational Center		Voc/Day - Individual Supp	41500	04350	368	62				1009.84
1550 V	5283	North Iowa Vocational Center		Voc/Day - Group Supported	41500	04350	369	62				615.06
1550 V	5283	North Iowa Vocational Center		Basic Needs - Rent Paymen	41500	04033	340	62				300.00
				Disbursement#	7932	Disbursement	Total					35,469.50
1551 V	5317	Nyemaster Goode, PC		Purchased Admin - Legal &	41500	04412	425	62				975.00
				Disbursement#	7933	Disbursement	Total					975.00
1532 V	2872	Optimae LifeServices, Inc.		Support Services - Suppor	41500	04032	329	62				76.62
1532 V	2872	Optimae LifeServices, Inc.		Support Services - Suppor	41500	04032	329	62				5539.44
1532 V	2872	Optimae LifeServices, Inc.		Support Services - Suppor	41500	04032	329	62				18889.75
1532 V	2872	Optimae LifeServices, Inc.		Comm Based Settings (6+ B	41500	04064	329	62				15942.26
1532 V	2872	Optimae LifeServices, Inc.		Support Services - Suppor	41500	04232	329	62				791.74
1532 V	2872	Optimae LifeServices, Inc.		Support Services - Suppor	41500	04332	329	62				2004.89
1532 V	2872	Optimae LifeServices, Inc.		Day Habilitation	41500	04350	367	62				598.82
1532 V	2872	Optimae LifeServices, Inc.		Voc/Day - Individual Supp	41500	04350	368	62				1048.05
				Disbursement#	7934	Disbursement	Total					44,891.57
1552 V	5476	Otto Law Office, PLLC		Commitment - Legal Repres	41500	04074	393	62				66.00
				Disbursement#	7935	Disbursement	Total					66.00
1556 V	5770	Postmaster		Services Management - Pos	41500	04022	412	62				27.92
1556 V	5770	Postmaster		Justice System Involved C	41500	04025	412	62				14.12
1556 V	5770	Postmaster		Direct Admin - Postage &	41500	04411	412	62				23.96
				Disbursement#	7936	Disbursement	Total					66.00

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1570 V	5770	Postmaster		Services Management-posta	41500	04022	412	62				55.84	
1570 V	5770	Postmaster		Crisis care coordination	41500	04023	412	62				8.18	
1570 V	5770	Postmaster		Justice System involved c	41500	04025	412	62				20.06	
1570 V	5770	Postmaster		Direct Admin-postage & ma	41500	04411	412	62				47.92	
				Disbursement# 7937								Disbursement Total	132.00
1557 V	5815	Poweshiek Co Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				62.82	
				Disbursement# 7938								Disbursement Total	62.82
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				155.61	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	305	62				114.17	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				72.45	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				72.45	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				81.96	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				72.45	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				72.45	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				72.45	
1569 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	306	62				72.45	
				Disbursement# 7939								Disbursement Total	786.44
1558 V	5825	Premier Payee, Inc		Support Services - Repres	41500	04032	327	62				52.00	
				Disbursement# 7940								Disbursement Total	52.00
1559 V	5910	Quill Corporation		Services Management - Sta	41500	04022	260	62				11.11	
1559 V	5910	Quill Corporation		Crisis Care Coordination	41500	04023	260	62				1.63	
1559 V	5910	Quill Corporation		Justice System Involved C	41500	04025	260	62				4.01	
1559 V	5910	Quill Corporation		Direct Admin - Stationary	41500	04411	260	62				9.53	
1559 V	5910	Quill Corporation		Services Management - Sta	41500	04022	260	62				23.26	
1559 V	5910	Quill Corporation		Crisis Care Coordination	41500	04023	260	62				3.41	
1559 V	5910	Quill Corporation		Justice System Involved C	41500	04025	260	62				8.36	
1559 V	5910	Quill Corporation		Direct Admin - Stationary	41500	04411	260	62				19.96	
				Disbursement# 7941								Disbursement Total	81.27
1553 V	5533	Region Six Planning Commission		Transportation - General	41500	04031	354	62				36.00	
1553 V	5533	Region Six Planning Commission		Transportation - General	41500	04031	354	62				161.00	
1553 V	5533	Region Six Planning Commission		Transportation - General	41500	04231	354	62				77.00	
1553 V	5533	Region Six Planning Commission		Transportation - General	41500	04231	354	62				16.80	
1553 V	5533	Region Six Planning Commission		Transportation - General	41500	04331	354	62				33.60	
1554 V	5533	Region Six Planning Commission		Transportation - General	41500	04031	354	62				117.00	
1554 V	5533	Region Six Planning Commission		Transportation - General	41500	04031	354	62				169.20	
				Disbursement# 7942								Disbursement Total	610.60
1560 V	6455	Scott County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				90.90	
				Disbursement# 7943								Disbursement Total	90.90
1562 V	7125	Story County Treasurer		Prescription Medication (41500	04046	306	62				299.92	
				Disbursement# 7944								Disbursement Total	299.92
1534 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				195.00	
1534 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				52.00	

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount	
1535 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				565.50	
1535 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				45.50	
1535 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				221.00	
1535 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				279.50	
1535 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				234.00	
				Disbursement#	7945							1,592.50	
1563 V	7421	Trilix Marketing Group		Public Education Services	41500	04005	373	62				400.00	
				Disbursement#	7946							400.00	
1506 V	77	Verizon Wireless		Services Management - Tel	41500	04022	414	62				33.60	
1506 V	77	Verizon Wireless		Crisis Care Coordination	41500	04023	414	62				5.62	
1506 V	77	Verizon Wireless		Justice System Involved C	41500	04025	414	62				12.00	
1506 V	77	Verizon Wireless		Direct Admin - Telecommun	41500	04411	414	62				28.80	
				Disbursement#	7947							80.02	
1564 V	7680	Warren County Sheriff		Prescription Medication (41500	04046	306	62				134.49	
				Disbursement#	7948							134.49	
1507 V	350	Woolstock Mutal Telephone Assn		Services Management - Tel	41500	04022	414	62				23.13	
1507 V	350	Woolstock Mutal Telephone Assn		Crisis Care Coordination	41500	04023	414	62				3.39	
1507 V	350	Woolstock Mutal Telephone Assn		Justice System Involved C	41500	04025	414	62				8.31	
1507 V	350	Woolstock Mutal Telephone Assn		Direct Admin - Telecommun	41500	04411	414	62				19.84	
				Disbursement#	7949							54.67	
1568 V	82829	Zion Integrated Behavioral		Crisis Stabilization Resi	41500	04044	313	62				1800.95	
1568 V	82829	Zion Integrated Behavioral		Crisis Stabilization Resi	41500	04044	313	62				1080.57	
				Disbursement#	7950							2,881.52	
						62						Total Disbursements	434,048.18
						0						Total ACH	.00
						0						Total EFT	.00
						62						Grand Total	434,048.18
												Credits/Refunds Included	67.15

Totals by Fund	
41500 Central Iowa Community Service	434,048.18
Final Total	434,048.18

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1766 V	291	Access Systems Leasing		Services Management - Off	41500	04022	453	62				171.71
1766 V	291	Access Systems Leasing		Crisis Care Coordination	41500	04023	453	62				28.63
1766 V	291	Access Systems Leasing		Justice System Involved C	41500	04025	453	62				61.32
1766 V	291	Access Systems Leasing		Direct Admin - Office Equ	41500	04411	453	62				147.18
				Disbursement#	7951							408.84
												Disbursement Total
1764 V	60	Linn Adams		Services Management - Mil	41500	04022	413	62				69.26
1764 V	60	Linn Adams		Services Management - Tel	41500	04022	414	62				50.00
1764 V	60	Linn Adams		Services Management - Edu	41500	04022	422	62				99.16
1764 V	60	Linn Adams		Services Management - Mil	41500	04222	413	62				67.24
1764 V	60	Linn Adams		Services Management - Edu	41500	04222	422	62				96.24
1764 V	60	Linn Adams		Services Management - Mil	41500	04322	413	62				67.24
1764 V	60	Linn Adams		Services Management - Edu	41500	04322	422	62				96.24
				Disbursement#	7952							545.38
												Disbursement Total
1770 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04242	366	62				654.86
1770 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04342	366	62				23.38
				Disbursement#	7953							678.24
												Disbursement Total
1771 V	508	ARC of Story County		Information & Referral Se	41500	04003	371	62				121.20
1771 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04042	366	62				43.80
1771 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04242	366	62				1368.75
1771 V	508	ARC of Story County		Day Habilitation	41500	04250	367	62				2375.75
1771 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04342	366	62				339.45
				Disbursement#	7954							4,248.95
												Disbursement Total
1773 V	588	Brittany Baker		Justice System Involved C	41500	04025	413	62				247.59
				Disbursement#	7955							247.59
												Disbursement Total
1780 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				284.70
1780 E	1141	Bryan J Barker		Commitment - Legal Repres	41500	04074	393	62				817.60
				Disbursement#	7956							1,102.30
												Disbursement Total
1775 V	790	Black Hawk Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				36.55
				Disbursement#	7957							36.55
												Disbursement Total
1776 V	851	Jonah Bollhagen		Direct Admin - Mileage &	41500	04411	413	62				1114.81
				Disbursement#	7958							1,114.81
												Disbursement Total
1778 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				37.05
1778 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				43.60
1778 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				30.50
1778 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				37.05
				Disbursement#	7959							148.20
												Disbursement Total
1777 V	876	Boone County Auditor		Services Management - Ren	41500	04022	450	62				356.91
1777 V	876	Boone County Auditor		Crisis Care Coordination	41500	04023	450	62				52.31
1777 V	876	Boone County Auditor		Justice System Involved C	41500	04025	450	62				128.25
1777 V	876	Boone County Auditor		Direct Admin - Building (41500	04411	450	62				306.28
1777 V	876	Boone County Auditor		Purchased Admin - Account	41500	04412	420	62				1346.33

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	7960							2,190.08
1779 V	928	Brick and Tile LLC		Services Management - Ren	41500	04022	450	62				888.30
1779 V	928	Brick and Tile LLC		Crisis Care Coordination	41500	04023	450	62				130.20
1779 V	928	Brick and Tile LLC		Justice System Involved C	41500	04025	450	62				319.20
1779 V	928	Brick and Tile LLC		Direct Admin - Building (41500	04411	450	62				762.30
				Disbursement#	7961							2,100.00
1783 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				114.17
1783 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				232.09
1783 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				232.09
1783 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				114.17
1783 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				232.09
1783 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				114.17
1783 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7637.13
1783 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04242	366	62				740.87
1783 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7451.04
1783 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04342	366	62				392.96
1783 V	1230	Capstone Behavioral Healthcare		Justice System Involved C	41500	04025	376	62				11237.50
1783 V	1230	Capstone Behavioral Healthcare		Basic Needs - Rent Paymen	41500	04033	340	62				350.00
1783 V	1230	Capstone Behavioral Healthcare		Basic Needs - Rent Paymen	41500	04033	340	62				350.00
1783 V	1230	Capstone Behavioral Healthcare		Basic Needs - Rent Paymen	41500	04033	340	62				350.00
1783 V	1230	Capstone Behavioral Healthcare		Basic Needs - Rent Paymen	41500	04033	340	62				350.00
				Disbursement#	7962							29,898.28
1792 V	2097	Cedar Valley Ranch, Inc.		Comm Based Settings (6+ B	41500	04064	314	62				5978.97
				Disbursement#	7963							5,978.97
1784 V	1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				173.88
				Disbursement#	7964							173.88
1786 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				253.03
1786 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				114.17
				Disbursement#	7965							367.20
1785 V	1361	Central Iowa Recovery Inc.		Support Services - Suppor	41500	04332	329	62				334.08
1785 V	1361	Central Iowa Recovery Inc.		Day Habilitation	41500	04350	367	62				1420.80
1785 V	1361	Central Iowa Recovery Inc.		Access Center start-up/su	41500	04044	396	62				1000.00
1785 V	1361	Central Iowa Recovery Inc.		Access Center start-up/su	41500	04044	396	62				1000.00
1785 V	1361	Central Iowa Recovery Inc.		Access Center start-up/su	41500	04044	396	62				1000.00
1785 V	1361	Central Iowa Recovery Inc.		Access Center start-up/su	41500	04044	396	62				1000.00
1785 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	397	62				3600.03
1785 V	1361	Central Iowa Recovery Inc.		Transportation - General	41500	04231	354	62				134.19
1785 V	1361	Central Iowa Recovery Inc.		Transportation - General	41500	04231	354	62				134.19
1785 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	366	62				8403.48
1785 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	366	62				8403.48
1785 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	366	62				8403.48
				Disbursement#	7966							34,833.73
1787 V	1372	Central Services 2-5-12		Services Management - Ren	41500	04022	450	62				317.25

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount	
1787 V	1372	Central Services 2-5-12		Crisis Care Coordination	41500	04023	450	62				46.50	
1787 V	1372	Central Services 2-5-12		Justice System Involved C	41500	04025	450	62				114.00	
1787 V	1372	Central Services 2-5-12		Direct Admin - Building (41500	04411	450	62				272.25	
				Disbursement# 7967								Disbursement Total	750.00
1832 V	7474	Century Link		Services Management - Tel	41500	04022	414	62				83.85	
1832 V	7474	Century Link		Crisis Care Coordination	41500	04023	414	62				14.00	
1832 V	7474	Century Link		Justice System Involved C	41500	04025	414	62				29.94	
1832 V	7474	Century Link		Direct Admin - Telecommun	41500	04411	414	62				71.87	
				Disbursement# 7968								Disbursement Total	199.66
1833 V	7479	CenturyLink		Services Management - Tel	41500	04022	414	62				2.49	
1833 V	7479	CenturyLink		Crisis Care Coordination	41500	04023	414	62				.43	
1833 V	7479	CenturyLink		Justice System Involved C	41500	04025	414	62				.88	
1833 V	7479	CenturyLink		Direct Admin - Telecommun	41500	04411	414	62				2.13	
				Disbursement# 7969								Disbursement Total	5.93
1840 V	72467	Cherokee County Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				40.00	
1840 V	72467	Cherokee County Sheriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				37.00	
				Disbursement# 7970								Disbursement Total	77.00
1790 V	1751	Jessica Crawford		Services Management - Mil	41500	04022	413	62				192.75	
1790 V	1751	Jessica Crawford		Services Management - Mil	41500	04222	413	62				187.08	
1790 V	1751	Jessica Crawford		Services Management - Mil	41500	04322	413	62				187.07	
				Disbursement# 7971								Disbursement Total	566.90
1791 V	1773	Culligan		Services Management - Wat	41500	04022	432	62				16.38	
1791 V	1773	Culligan		Crisis Care Coordination	41500	04023	432	62				5.85	
1791 V	1773	Culligan		Justice System Involved C	41500	04025	432	62				2.73	
1791 V	1773	Culligan		Direct Admin - Water & Se	41500	04411	432	62				14.04	
				Disbursement# 7972								Disbursement Total	39.00
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				244.87	
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				149.73	
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				157.44	
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				207.50	
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				308.42	
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				316.27	
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				205.53	
1809 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				512.78	
1810 V	4320	Daniel Pharmacy		Prescription Medication (41500	04046	306	62				269.42	
				Disbursement# 7973								Disbursement Total	2,371.96
1805 V	3236	Chloe Davis		Justice System Involved C	41500	04025	413	62				172.92	
				Disbursement# 7974								Disbursement Total	172.92
1842 V	82821	Divine Touch of Iowa LLC		Basic Needs - Rent Paymen	41500	04033	340	62				600.00	
1842 V	82821	Divine Touch of Iowa LLC		Basic Needs - Other	41500	04033	399	62				920.00	
				Disbursement# 7975								Disbursement Total	1,520.00

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1827 V	6709	Duncan Heights, Inc.		Services Management - Tel	41500	04022	414	62				16.23
1827 V	6709	Duncan Heights, Inc.		Services Management - Ren	41500	04022	450	62				63.45
1827 V	6709	Duncan Heights, Inc.		Crisis Care Coordination	41500	04023	414	62				2.38
1827 V	6709	Duncan Heights, Inc.		Crisis Care Coordination	41500	04023	450	62				9.30
1827 V	6709	Duncan Heights, Inc.		Justice System Involved C	41500	04025	414	62				5.83
1827 V	6709	Duncan Heights, Inc.		Justice System Involved C	41500	04025	450	62				22.80
1827 V	6709	Duncan Heights, Inc.		Direct Admin - Telecommun	41500	04411	414	62				13.93
1827 V	6709	Duncan Heights, Inc.		Direct Admin - Building (41500	04411	450	62				54.45
1827 V	6709	Duncan Heights, Inc.		Support Services - Suppor	41500	04032	329	62				4863.00
				Disbursement#	7976	Disbursement	Total					5,051.37
1821 V	5696	Eyerly Ball CMHS		Crisis Evaluation	41500	04044	301	62				232.09
1821 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				114.17
1821 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				59.43
1821 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	306	62				208.88
1821 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	306	62				65.20
1821 V	5696	Eyerly Ball CMHS		Crisis Evaluation	41500	04044	301	62				140.05
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3847.05
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4616.46
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1538.82
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1538.82
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				769.41
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				4616.46
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3077.64
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1538.82
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1538.82
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1538.82
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1538.82
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3847.05
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3847.05
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				769.41
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				769.41
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				769.41
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				3077.64
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				1538.82
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				2308.23
				Disbursement#	7977	Disbursement	Total					72,374.95
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04244	307	62				769.41

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1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04344	307	62				769.41
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04344	307	62				769.41
1821 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04344	307	62				769.41
1821 V	5696	Eyerly Ball CMHS		Crisis Stabilization Comm	41500	04044	312	62				3168.28
1821 V	5696	Eyerly Ball CMHS		Crisis Stabilization Comm	41500	04044	312	62				3168.26
1821 V	5696	Eyerly Ball CMHS		Crisis Stabilization Comm	41500	04044	312	62				6336.56
1821 V	5696	Eyerly Ball CMHS		Crisis Stabilization Comm	41500	04044	312	62				3168.28
1821 V	5696	Eyerly Ball CMHS		Crisis Stabilization Comm	41500	04044	312	62				3168.28
				Disbursement#	7978							22,087.30
						Disbursement		Total				
1793 V	2326	FIA Friendship Club, Inc.		Psychotherapeutic Treatme	41500	04042	366	62				7103.00
				Disbursement#	7979							7,103.00
						Disbursement		Total				
1796 V	2438	Foundation 2, Inc.		Mobile Response	41500	04044	307	62				9295.00
				Disbursement#	7980							9,295.00
						Disbursement		Total				
1794 V	2420	Franklin County Auditor		Services Management - Ren	41500	04022	450	62				35.96
1794 V	2420	Franklin County Auditor		Services Management - Ren	41500	04022	450	62				35.96
1794 V	2420	Franklin County Auditor		Services Management - Ren	41500	04022	450	62				35.96
1794 V	2420	Franklin County Auditor		Services Management - Ren	41500	04022	450	62				393.39
1794 V	2420	Franklin County Auditor		Crisis Care Coordination	41500	04023	450	62				5.27
1794 V	2420	Franklin County Auditor		Crisis Care Coordination	41500	04023	450	62				5.27
1794 V	2420	Franklin County Auditor		Crisis Care Coordination	41500	04023	450	62				5.27
1794 V	2420	Franklin County Auditor		Crisis Care Coordination	41500	04023	450	62				57.66
1794 V	2420	Franklin County Auditor		Justice System Involved C	41500	04025	450	62				12.92
1794 V	2420	Franklin County Auditor		Justice System Involved C	41500	04025	450	62				12.92
1794 V	2420	Franklin County Auditor		Justice System Involved C	41500	04025	450	62				12.92
1794 V	2420	Franklin County Auditor		Justice System Involved C	41500	04025	450	62				141.36
1794 V	2420	Franklin County Auditor		Direct Admin - Building (41500	04411	450	62				30.85
1794 V	2420	Franklin County Auditor		Direct Admin - Building (41500	04411	450	62				30.85
1794 V	2420	Franklin County Auditor		Direct Admin - Building (41500	04411	450	62				30.85
1794 V	2420	Franklin County Auditor		Direct Admin - Building (41500	04411	450	62				337.59
1794 V	2420	Franklin County Auditor		Crisis Care Coordination	41500	04023	100	62				16969.84
1794 V	2420	Franklin County Auditor		Justice System Involved C	41500	04025	100	62				50573.81
1794 V	2420	Franklin County Auditor		Services Management - Sal	41500	04022	100	62				134998.60
1794 V	2420	Franklin County Auditor		Services Management - Sal	41500	04222	100	62				9883.87
1794 V	2420	Franklin County Auditor		Services Management - Sal	41500	04322	100	62				5544.61
1794 V	2420	Franklin County Auditor		Services Management - Sal	41500	04722	100	62				1205.35
1794 V	2420	Franklin County Auditor		Direct Admin - Salary Reg	41500	04411	100	62				147793.41
1794 V	2420	Franklin County Auditor		Purchased Admin - Account	41500	04412	420	62				8693.20
1794 V	2420	Franklin County Auditor		Purchased Admin - Data Pr	41500	04412	421	62				7442.41
				Disbursement#	7981							384,290.10
						Disbursement		Total				
1795 V	2430	Freedom Pointe of Greater		Psychotherapeutic Treatme	41500	04042	366	62				8403.00
				Disbursement#	7982							8,403.00
						Disbursement		Total				
1798 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				227.50
1798 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				110.50
1798 V	2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				143.00
				Disbursement#	7983							481.00
						Disbursement		Total				

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1843 V	82851	Kelly Gerke		Direct Admin - Mileage & Disbursement#	41500 7984	04411 Disbursement	413	62				38.06 38.06
1797 V	2549	Gethmann Investment Corp.		Services Management - Ren	41500	04022	450	62				401.85
1797 V	2549	Gethmann Investment Corp.		Crisis Care Coordination	41500	04023	450	62				58.90
1797 V	2549	Gethmann Investment Corp.		Justice System Involved C	41500	04025	450	62				144.40
1797 V	2549	Gethmann Investment Corp.		Direct Admin - Building (Disbursement#	41500 7985	04411 Disbursement	450	62				344.85 950.00
1815 V	4558	Denise McKelvie Gonyea		Commitment - Legal Repres Disbursement#	41500 7986	04074 Disbursement	393	62				396.00 396.00
1799 V	2725	Hamilton County Auditor		Services Management - Ren	41500	04022	450	62				232.65
1799 V	2725	Hamilton County Auditor		Crisis Care Coordination	41500	04023	450	62				34.10
1799 V	2725	Hamilton County Auditor		Justice System Involved C	41500	04025	450	62				83.60
1799 V	2725	Hamilton County Auditor		Direct Admin - Building (Disbursement#	41500 7987	04411 Disbursement	450	62				199.65 1,932.18
1799 V	2725	Hamilton County Auditor		Purchased Admin - Account	41500	04412	420	62				1382.18
1774 V	673	Healthy Homes Family Services		Psychotherapeutic Treatme Disbursement#	41500 7988	04042 Disbursement	305	62				114.17 114.17
1802 V	2917	Heart of Ia Communications Co		Services Management - Tel	41500	04022	414	62				71.88
1802 V	2917	Heart of Ia Communications Co		Crisis Care Coordination	41500	04023	414	62				10.63
1802 V	2917	Heart of Ia Communications Co		Justice System Involved C	41500	04025	414	62				25.94
1802 V	2917	Heart of Ia Communications Co		Direct Admin - Telecommun Disbursement#	41500 7989	04411 Disbursement	414	62				61.67 170.12
1845 V	83215	Carrie Hisler		Services Management - Mil	41500	04022	413	62				109.57
1845 V	83215	Carrie Hisler		Services Management - Mil	41500	04222	413	62				106.35
1845 V	83215	Carrie Hisler		Services Management - Mil Disbursement#	41500 7990	04322 Disbursement	413	62				106.34 322.26
1808 V	3620	Jasper County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				415.20
1808 V	3620	Jasper County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				19.05
1808 V	3620	Jasper County Sheriff		Commitment - Sheriff Tran Disbursement#	41500 7991	04074 Disbursement	353	62				175.60 609.85
1806 V	3283	Kadel Medical Services LLC		Transportation - General	41500	04231	354	62				494.00
1807 V	3283	Kadel Medical Services LLC		Transportation - General	41500	04231	354	62				532.00
1807 V	3283	Kadel Medical Services LLC		Transportation - General Disbursement#	41500 7992	04231 Disbursement	354	62				684.00 1,710.00
1781 V	1224	Erin Kamerick		Justice System Involved C Disbursement#	41500 7993	04025 Disbursement	413	62				294.75 294.75
1813 V	4443	Marshall County		Commitment - Sheriff Tran Disbursement#	41500 7994	04074 Disbursement	353	62				31.00 31.00
1846 V	4443	Marshall County		Prescription medication (Disbursement#	41500 7994	04046 Disbursement	306	62				459.11

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	7995	Disbursement	Total					459.11
1814 V	4508	Mason City Clinic		Commitment - Diagnostic E	41500	04074	300	62				60.00
1814 V	4508	Mason City Clinic		Commitment - Diagnostic E	41500	04074	300	62				60.00
				Disbursement#	7996	Disbursement	Total					120.00
1804 V	3129	Liza Maxwell		Services Management - Edu	41500	04022	422	62				7453.96
1804 V	3129	Liza Maxwell		Services Management - Edu	41500	04222	422	62				7234.72
1804 V	3129	Liza Maxwell		Services Management - Edu	41500	04322	422	62				7234.72
				Disbursement#	7997	Disbursement	Total					21,923.40
1811 V	4340	Tabatha McLain		Services Management - Mil	41500	04022	413	62				98.09
1811 V	4340	Tabatha McLain		Services Management - Mil	41500	04222	413	62				60.34
1811 V	4340	Tabatha McLain		Services Management - Mil	41500	04322	413	62				91.13
				Disbursement#	7998	Disbursement	Total					249.56
1816 V	4748	The Mental Health Lab, PLLC		Mental Health Services in	41500	04046	305	62				799.19
1816 V	4748	The Mental Health Lab, PLLC		Mental Health Services in	41500	04046	305	62				799.19
1816 V	4748	The Mental Health Lab, PLLC		Mental Health Services in	41500	04046	305	62				913.36
				Disbursement#	7999	Disbursement	Total					2,511.74
1782 V	1226	NAMI Central Iowa		Public Education Services	41500	04005	373	62				2000.00
1782 V	1226	NAMI Central Iowa		Psychotherapeutic Treatme	41500	04042	366	62				7730.76
1782 V	1226	NAMI Central Iowa		Peer Family Support - Fam	41500	04045	323	62				2000.00
1782 V	1226	NAMI Central Iowa		Psychotherapeutic Treatme	41500	04242	366	62				336.12
1782 V	1226	NAMI Central Iowa		Psychotherapeutic Treatme	41500	04342	366	62				336.12
				Disbursement#	8000	Disbursement	Total					12,403.00
1817 V	5240	Norse Ventures DBA Thrive		Voc/Day - Individual Supp	41500	04250	368	62				463.38
1817 V	5240	Norse Ventures DBA Thrive		Voc/Day - Individual Supp	41500	04350	368	62				1218.96
				Disbursement#	8001	Disbursement	Total					1,682.34
1818 V	5250	North Iowa Juvenile Detention		Crisis Stabilization Resi	41500	04044	313	62				360.19
1818 V	5250	North Iowa Juvenile Detention		Crisis Stabilization Resi	41500	04044	313	62				360.19
1818 V	5250	North Iowa Juvenile Detention		Commitment - Sheriff Tran	41500	04074	353	62				130.03
				Disbursement#	8002	Disbursement	Total					850.41
1819 V	5283	North Iowa Vocational Center		Basic Needs - Rent Paymen	41500	04033	340	62				750.00
1819 V	5283	North Iowa Vocational Center		Basic Needs - Rent Paymen	41500	04033	340	62				433.50
				Disbursement#	8003	Disbursement	Total					1,183.50
1801 V	2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				1050.00
1801 V	2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				3330.10
1801 V	2872	Optimae LifeServices, Inc.		Basic Needs - Ongoing Ren	41500	04033	345	62				350.00
1801 V	2872	Optimae LifeServices, Inc.		Basic Needs - Ongoing Ren	41500	04033	345	62				396.98
1801 V	2872	Optimae LifeServices, Inc.		Basic Needs - Ongoing Ren	41500	04033	345	62				820.00
1801 V	2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				391.25
				Disbursement#	8004	Disbursement	Total					6,338.33
1820 V	5674	Pillar of Cedar Valley		Comm Based Settings (6+ B	41500	04064	317	62				8626.37

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	8005	Disbursement	Total					8,626.37
1822	V	5816 Poweshiek County Auditor		Services Management - Ren	41500	04022	450	62				253.80
1822	V	5816 Poweshiek County Auditor		Crisis Care Coordination	41500	04023	450	62				37.20
1822	V	5816 Poweshiek County Auditor		Justice System Involved C	41500	04025	450	62				91.20
1822	V	5816 Poweshiek County Auditor		Direct Admin - Building (41500	04411	450	62				217.80
				Disbursement#	8006	Disbursement	Total					600.00
1823	V	5840 Progress Industries		Day Habilitation	41500	04050	367	62				691.29
1823	V	5840 Progress Industries		Day Habilitation	41500	04250	367	62				987.80
1823	V	5840 Progress Industries		Voc/Day - Individual Supp	41500	04250	368	62				780.66
1823	V	5840 Progress Industries		Support Services - Suppor	41500	04332	329	62				436.41
1823	V	5840 Progress Industries		Voc/Day - Individual Supp	41500	04350	368	62				675.89
1823	V	5840 Progress Industries		Support Services - Suppor	41500	04732	329	62				895.20
1823	V	5840 Progress Industries		Day Habilitation	41500	04750	367	62				3340.00
				Disbursement#	8007	Disbursement	Total					7,807.25
1824	V	6224 Rolling Hills Community		Mental Health Advocate -	41500	04075	395	62				4989.95
1824	V	6224 Rolling Hills Community		Mental Health Advocate -	41500	04075	395	62				4989.95
1824	V	6224 Rolling Hills Community		Mental Health Advocate -	41500	04075	395	62				5086.79
				Disbursement#	8008	Disbursement	Total					15,066.69
1825	V	6281 Router12 Networks LLC		Services Management - Tel	41500	04022	414	62				54.60
1825	V	6281 Router12 Networks LLC		Crisis Care Coordination	41500	04023	414	62				9.10
1825	V	6281 Router12 Networks LLC		Justice System Involved C	41500	04025	414	62				19.50
1825	V	6281 Router12 Networks LLC		Direct Admin - Telecommun	41500	04411	414	62				46.80
				Disbursement#	8009	Disbursement	Total					130.00
1841	V	72591 Rural Policy Partners, LLC		Access Center start-up/su	41500	04044	396	62				3950.00
				Disbursement#	8010	Disbursement	Total					3,950.00
1767	V	322 Salvation Army		Support Services - Repres	41500	04032	327	62				613.60
				Disbursement#	8011	Disbursement	Total					613.60
1826	V	6470 Kim Schomaker		Justice System Involved C	41500	04025	413	62				307.50
				Disbursement#	8012	Disbursement	Total					307.50
1844	V	82938 The Shredder		Services Management - Cus	41500	04022	471	62				30.72
1844	V	82938 The Shredder		Direct Admin - Custodial	41500	04411	471	62				17.28
				Disbursement#	8013	Disbursement	Total					48.00
1788	E	1414 Nicole D Sprecher		Services Management - Mil	41500	04022	413	62				5.52
1788	E	1414 Nicole D Sprecher		Services Management - Mil	41500	04222	413	62				1.17
1788	E	1414 Nicole D Sprecher		Services Management - Mil	41500	04322	413	62				1.17
				Disbursement#	8014	Disbursement	Total					7.86
1789	V	1425 Shannon Sproule		Services Management - Mil	41500	04022	413	62				62.36
1789	V	1425 Shannon Sproule		Services Management - Mil	41500	04222	413	62				60.52
1789	V	1425 Shannon Sproule		Services Management - Mil	41500	04322	413	62				60.52
				Disbursement#	8015	Disbursement	Total					183.40

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1800 V	2863	Nicholle Stangeland		Crisis Care Coordination	41500	04023	413	62				550.20	
1800 V	2863	Nicholle Stangeland		Crisis Care Coordination	41500	04023	422	62				146.72	
				Disbursement#	8016							Disbursement Total	696.92
1828 V	6982	Storey-Kenworthy Company		Services Management - Sta	41500	04022	260	62				9.07	
1828 V	6982	Storey-Kenworthy Company		Crisis Care Coordination	41500	04023	260	62				1.52	
1828 V	6982	Storey-Kenworthy Company		Justice System Involved C	41500	04025	260	62				3.24	
1828 V	6982	Storey-Kenworthy Company		Direct Admin - Stationary	41500	04411	260	62				7.77	
				Disbursement#	8017							Disbursement Total	21.60
1829 V	7025	Story County Auditor		Services Management - Ren	41500	04022	450	62				262.26	
1829 V	7025	Story County Auditor		Crisis Care Coordination	41500	04023	450	62				38.44	
1829 V	7025	Story County Auditor		Justice System Involved C	41500	04025	450	62				94.24	
1829 V	7025	Story County Auditor		Direct Admin - Building (41500	04411	450	62				225.06	
				Disbursement#	8018							Disbursement Total	620.00
1768 V	367	Betsy Stursma		Direct Admin - Mileage &	41500	04411	413	62				85.79	
1768 V	367	Betsy Stursma		Direct Admin - Telecommun	41500	04411	414	62				50.00	
1768 V	367	Betsy Stursma		Direct Admin - Educationa	41500	04411	422	62				93.00	
				Disbursement#	8019							Disbursement Total	228.79
1803 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				539.50	
1803 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				45.50	
1803 V	3084	Dylan Thomas		Commitment - Legal Repres	41500	04074	393	62				110.50	
				Disbursement#	8020							Disbursement Total	695.50
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				8.06	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				12517.99	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				19307.62	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				3211.67	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				15223.78	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				4033.46	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				1619.01	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				17837.42	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				6.70	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				166.00	
1830 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				13851.81	
1831 V	7401	Treasurer State of Iowa		State MHI Inpatient - Per	41500	04071	319	62				15755.10	
				Disbursement#	8021							Disbursement Total	100,300.60
1812 V	4376	U.S. Bank Equipment Finance		Services Management - Off	41500	04022	636	62				80.25	
1812 V	4376	U.S. Bank Equipment Finance		Crisis Care Coordination	41500	04023	636	62				13.39	
1812 V	4376	U.S. Bank Equipment Finance		Justice System Involved C	41500	04025	636	62				28.66	
1812 V	4376	U.S. Bank Equipment Finance		Direct Admin - Office Equ	41500	04411	636	62				68.79	
				Disbursement#	8022							Disbursement Total	191.09
1834 V	7498	U.S. Cellular		Services Management - Tel	41500	04022	414	62				1882.26	
				Disbursement#	8023							Disbursement Total	1,882.26
1835 V	7541	Starla Varrelman		Crisis Care Coordination	41500	04023	413	62				254.14	

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				Disbursement#	8024							254.14
1765	V	77 Verizon Wireless		Services Management - Tel	41500	04022	414	62				16.91
1765	V	77 Verizon Wireless		Crisis Care Coordination	41500	04023	414	62				2.50
1765	V	77 Verizon Wireless		Justice System Involved C	41500	04025	414	62				6.10
1765	V	77 Verizon Wireless		Direct Admin - Telecommun	41500	04411	414	62				14.50
				Disbursement#	8025							40.01
1836	V	7601 VISA		Services Management - Sta	41500	04022	260	62				575.13
1836	V	7601 VISA		Services Management - Tel	41500	04022	414	62				404.25
1836	V	7601 VISA		Services Management - Edu	41500	04022	422	62				14.00
1836	V	7601 VISA		Crisis Care Coordination	41500	04023	260	62				82.16
1836	V	7601 VISA		Crisis Care Coordination	41500	04023	414	62				57.75
1836	V	7601 VISA		Justice System Involved C	41500	04025	260	62				205.40
1836	V	7601 VISA		Justice System Involved C	41500	04025	414	62				144.37
1836	V	7601 VISA		Direct Admin - Stationary	41500	04411	260	62				492.97
1836	V	7601 VISA		Direct Admin - Telecommun	41500	04411	414	62				346.50
1836	V	7601 VISA		Direct Admin - Educationa	41500	04411	422	62				9.36
				Disbursement#	8026							2,331.89
1847	V	7601 VISA		Direct Admin-Educational/	41500	04411	422	62				78.00
				Disbursement#	8027							78.00
1837	V	7703 Warren County Justice Center		Services Management - Ren	41500	04022	450	62				524.94
1837	V	7703 Warren County Justice Center		Crisis Care Coordination	41500	04023	450	62				76.94
1837	V	7703 Warren County Justice Center		Justice System Involved C	41500	04025	450	62				188.63
1837	V	7703 Warren County Justice Center		Direct Admin - Building (41500	04411	450	62				450.48
				Disbursement#	8028							1,240.99
1772	E	573 Karla K Webb		Direct Admin - Mileage &	41500	04411	413	62				68.12
1772	E	573 Karla K Webb		Direct Admin - Telecommun	41500	04411	414	62				50.00
1772	E	573 Karla K Webb		Direct Admin - Educationa	41500	04411	422	62				1249.91
				Disbursement#	8029							1,368.03
1769	V	426 Jarica White		Services Management - Mil	41500	04022	413	62				16.00
1769	V	426 Jarica White		Services Management - Mil	41500	04222	413	62				14.27
1769	V	426 Jarica White		Services Management - Mil	41500	04322	413	62				14.27
				Disbursement#	8030							44.54
1838	V	7806 Russell Wood		Direct Admin - Mileage &	41500	04411	413	62				700.85
				Disbursement#	8031							700.85
1839	V	7840 Wright County Auditor		Services Management - Ren	41500	04022	450	62				253.80
1839	V	7840 Wright County Auditor		Crisis Care Coordination	41500	04023	450	62				37.20
1839	V	7840 Wright County Auditor		Justice System Involved C	41500	04025	450	62				91.20
1839	V	7840 Wright County Auditor		Direct Admin - Building (41500	04411	450	62				217.80
				Disbursement#	8032							600.00
					82	Total Disbursements						801,787.75
					0	Total ACH						.00
					0	Total EFT						.00
					82	Grand Total						801,787.75
						Credits/Refunds Included						1,619.01

Totals by Fund

41500 Central Iowa Community Service	801,787.75
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Final Total	801,787.75
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End of report

July 2023 Expenditure Report

FY 2024	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY24 Budget	Budget Remaining	% of Budget Used
Core Domains						
COA	Treatment					
42305	Mental health outpatient therapy	\$ 1,489	\$ 1,489	\$ 175,000	\$ 173,511	1%
42306	Medication prescribing & management	\$ -	\$ -	\$ 40,000	\$ 40,000	0%
43301	Assessment & evaluation	\$ 93,274	\$ 93,274	\$ 20,000	\$ (73,274)	466%
71319	Mental health inpatient therapy-MHI	\$ -	\$ -	\$ 200,000	\$ 200,000	0%
73319	Mental health inpatient therapy	\$ -	\$ -	\$ 25,000	\$ 25,000	0%
	Crisis Services					
32322	Personal emergency response system	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
44301	Crisis evaluation	\$ 1,160	\$ 1,160	\$ 700,000	\$ 698,840	0%
44302	23 hour crisis observation & holding	\$ -	\$ -	\$ 40,000	\$ 40,000	0%
44305	24 hour access to crisis response	\$ -	\$ -	\$ -	\$ -	
44307	Mobile response	\$ 9,153	\$ 9,153	\$ 1,200,000	\$ 1,190,847	1%
44312	Crisis Stabilization community-based services	\$ 900	\$ 900	\$ 250,000	\$ 249,100	0%
44313	Crisis Stabilization residential services	\$ 60,248	\$ 60,248	\$ 100,000	\$ 39,752	60%
44379	System building & sustainability - Crisis	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000	0%
44396	Access Centers: start-up / sustainability	\$ 20,950	\$ 20,950	\$ 1,000,000	\$ 979,050	2%
	Support for Community Living					
32320	Home health aide	\$ -	\$ -	\$ -	\$ -	
32325	Respite	\$ 598	\$ 598	\$ 20,000	\$ 19,402	3%
32328	Home & vehicle modifications		\$ -		\$ -	
32329	Supported community living	\$ 41,876	\$ 41,876	\$ 1,000,000	\$ 958,124	4%
42329	Intensive residential services	\$ -	\$ -	\$ 150,000	\$ 150,000	0%
	Support for Employment					
50362	Prevocational services	\$ -	\$ -	\$ 25,000	\$ 25,000	0%
50364	Job development		\$ -	\$ -	\$ -	
50367	Day habilitation	\$ 15,655	\$ 15,655	\$ 1,225,000	\$ 1,209,345	1%
50368	Supported employment	\$ 7,958	\$ 7,958	\$ 125,000	\$ 117,042	6%
50369	Group Supported employment-enclave	\$ 613	\$ 613	\$ 20,000	\$ 19,387	3%
50379	System building & sustainability - IPS & Vocational	\$ -	\$ -	\$ 75,000	\$ 75,000	0%
	Recovery Services					
45323	Family support	\$ 4,591	\$ 4,591	\$ 50,000	\$ 45,409	9%
45366	Peer support	\$ 200	\$ 200	\$ 10,000	\$ 9,800	2%
	Service Coordination					
21375	Case management		\$ -	\$ -	\$ -	
24376	Health homes		\$ -	\$ -	\$ -	
	Sub-Acute Services					
63309	Subacute services-1-5 beds		\$ -	\$ -	\$ -	
64309	Subacute services-6 and over beds	\$ 17,500	\$ 17,500	\$ 300,000	\$ 282,500	6%
	Core Evidenced Based Treatment					
04422	Education & Training Services - provider competency	\$ 149,036	\$ 149,036	\$ 75,000	\$ (74,036)	199%
32379	System building & sustainability - Supported housing	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	0%
32396	Supported housing	\$ -	\$ -	\$ 500,000	\$ 500,000	0%
42398	Assertive community treatment (ACT)	\$ 16,586	\$ 16,586	\$ 150,000	\$ 133,414	11%
45373	Family psychoeducation	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
45379	System building & sustainability - FPE & Recovery Svcs	\$ -	\$ -	\$ 65,000	\$ 65,000	0%
	Core Domains Total	\$ 441,787	\$ 441,787	\$ 9,755,000	\$ 9,313,213	5%
Mandated Services						
46319	Oakdale	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
72319	State resource centers		\$ -	\$ -	\$ -	
74XXX	Commitment related (except 301)	\$ 21,415	\$ 21,415	\$ 1,000,000	\$ 978,585	2%
75XXX	Mental health advocate	\$ 19,501	\$ 19,501	\$ 250,000	\$ 230,499	8%
	Mandated Services Total	\$ 40,916	\$ 40,916	\$ 1,300,000	\$ 1,259,084	3%
Additional Core Domains						
	Justice system-involved services					
25xxx	Coordination services	\$ 55,827	\$ 55,827	\$ 652,815	\$ 596,988	9%
25378	Contracted Coordination Services	\$ -	\$ -	\$ 100,000	\$ 100,000	0%
44346	24 hour crisis line**	\$ -	\$ -	\$ -	\$ -	
44366	Warm line**	\$ -	\$ -	\$ -	\$ -	
46305	Mental health services in jails	\$ 15,653	\$ 15,653	\$ 250,000	\$ 234,347	6%
46399	Justice system-involved services-other	\$ 217	\$ 217	\$ -	\$ (217)	
46422	Crisis prevention training	\$ 9,816	\$ 9,816	\$ 300,000	\$ 290,184	3%
46425	Mental health court related costs	\$ -	\$ -	\$ 250,000	\$ 250,000	0%
74301	Civil commitment prescreening evaluation	\$ -	\$ -	\$ -	\$ -	
	Additional Core Evidenced based treatment					
42366	Peer Wellness/Wellness and Recovery Centers	\$ 57,570	\$ 57,570	\$ 850,000	\$ 792,430	7%
42378	System building & sustainability - Non crisis	\$ -	\$ -	\$ 700,000	\$ 700,000	0%
42397	Psychiatric rehabilitation (IPR)	\$ 1,094	\$ 1,094	\$ 27,000	\$ 25,906	4%
	Additional Core Domains Total	\$ 140,176	\$ 140,176	\$ 3,129,815	\$ 2,989,639	4%

July 2023 Expenditure Report

FY 2024	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY24 Budget	Budget Remaining	% of Budget Used
Other Informational Services						
03371	Information & referral	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
04372	Planning and/or Consultation (client related)		\$ -	\$ -	\$ -	
04377	Provider Incentive Payment		\$ -	\$ -	\$ -	
04399	Consultation Other		\$ -	\$ -	\$ -	
04429	Planning and Management Consultants (non-client related)	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
05373	Public education	\$ 40,127	\$ 40,127	\$ 400,000	\$ 359,873	10%
	Other Informational Services Total	\$ 40,127	\$ 40,127	\$ 500,000	\$ 459,873	8%
Essential Community Living Support Services						
06399	Academic services		\$ -	\$ -	\$ -	
22XXX	Services management	\$ 122,036	\$ 122,036	\$ 1,850,000	\$ 1,727,964	7%
22378	Contracted Services Management		\$ -	\$ -	\$ -	
23376	Crisis care coordination	\$ 6,535	\$ 6,535	\$ 185,000	\$ 178,465	4%
23378	Contracted crisis care coordination	\$ -	\$ -	\$ -	\$ -	
23399	Crisis care coordination other		\$ -	\$ -	\$ -	
24399	Health home other		\$ -	\$ -	\$ -	
31XXX	Transportation	\$ 20,326	\$ 20,326	\$ 1,000,000	\$ 979,674	2%
32321	Chore services		\$ -	\$ -	\$ -	
32326	Guardian/conservator	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
32327	Representative payee	\$ 718	\$ 718	\$ 20,000	\$ 19,282	4%
32335	CDAC		\$ -	\$ -	\$ -	
32399	Other support		\$ -	\$ -	\$ -	
33330	Mobile meals		\$ -	\$ -	\$ -	
33340	Rent payments (time limited)	\$ 8,870	\$ 8,870	\$ 200,000	\$ 191,130	4%
33345	Ongoing rent subsidy	\$ 440	\$ 440	\$ -	\$ (440)	
33399	Other basic needs	\$ 1,077	\$ 1,077	\$ 80,000	\$ 78,923	1%
41305	Physiological outpatient treatment	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
41306	Prescription meds	\$ -	\$ -	\$ 15,000	\$ 15,000	0%
41307	In-home nursing		\$ -	\$ -	\$ -	
41308	Health supplies		\$ -	\$ -	\$ -	
41399	Other physiological treatment		\$ -	\$ -	\$ -	
42309	Partial hospitalization		\$ -	\$ -	\$ -	
42310	Transitional living program	\$ -	\$ -	\$ -	\$ -	
42363	Day treatment		\$ -	\$ -	\$ -	
42396	Community support programs	\$ 593	\$ 593	\$ 10,000	\$ 9,407	6%
42399	Other psychotherapeutic treatment	\$ -	\$ -	\$ -	\$ -	
43399	Other non-crisis evaluation		\$ -	\$ -	\$ -	
44304	Emergency care		\$ -	\$ -	\$ -	
44399	Other crisis services		\$ -	\$ -	\$ -	
45399	Other family & peer support		\$ -	\$ -	\$ -	
46306	Psychiatric medications in jail	\$ 2,812	\$ 2,812	\$ 50,000	\$ 47,188	6%
50361	Vocational skills training		\$ -	\$ -	\$ -	
50365	Supported education		\$ -	\$ -	\$ -	
50399	Other vocational & day services		\$ -	\$ -	\$ -	
63XXX	RCF 1-5 beds (63314, 63315 & 63316)	\$ -	\$ -	\$ -	\$ -	
63XXX	ICF 1-5 beds (63317 & 63318)		\$ -	\$ -	\$ -	
63329	SCL 1-5 beds		\$ -	\$ -	\$ -	
63399	Other 1-5 beds		\$ -	\$ -	\$ -	
	Essential Comm Living Support Services Total	\$ 163,407	\$ 163,407	\$ 3,420,000	\$ 3,256,593	5%
Other Congregate Services						
50360	Work services (work activity/sheltered work)	\$ -	\$ -	\$ -	\$ -	
64XXX	RCF 6 and over beds (64314, 64315 & 64316)	\$ 29,754	\$ 29,754	\$ 500,000	\$ 470,246	6%
64XXX	ICF 6 and over beds (64317 & 64318)	\$ 8,348	\$ 8,348	\$ 200,000	\$ 191,652	4%
64329	SCL 6 and over beds	\$ 32,142	\$ 32,142	\$ 150,000	\$ 117,858	21%
64399	Other 6 and over beds	\$ -	\$ -	\$ -	\$ -	
	Other Congregate Services Total	\$ 70,244	\$ 70,244	\$ 850,000	\$ 779,756	8%
Administration						
11XXX	Direct Administration	\$ 114,123	\$ 114,123	\$ 2,000,000	\$ 1,885,877	6%
12XXX	Purchased Administration	\$ 145,289	\$ 145,289	\$ 400,000	\$ 254,711	36%
	Administration Total	\$ 259,412	\$ 259,412	\$ 2,400,000	\$ 2,140,588	11%
	Regional Totals	\$ 1,156,069.04	\$ 1,156,069.04	\$ 21,354,815	\$ 20,198,746	5%

8%

22422 & 11422 Education & Training Expenditures \$1,176 \$ 1,176

August 2023 Expenditure Report

FY 2024	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY24 Budget	Budget Remaining	% of Budget Used
Core Domains						
COA Treatment						
42305	Mental health outpatient therapy	\$ 1,803	\$ 3,292	\$ 175,000	\$ 171,708	2%
42306	Medication prescribing & management	\$ 552	\$ 552	\$ 40,000	\$ 39,448	1%
43301	Assessment & evaluation	\$ 78,263	\$ 171,537	\$ 20,000	\$ (151,537)	858%
71319	Mental health inpatient therapy-MHI	\$ -	\$ -	\$ 200,000	\$ 200,000	0%
73319	Mental health inpatient therapy	\$ -	\$ -	\$ 25,000	\$ 25,000	0%
Crisis Services						
32322	Personal emergency response system	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
44301	Crisis evaluation	\$ 290	\$ 1,450	\$ 700,000	\$ 698,550	0%
44302	23 hour crisis observation & holding	\$ -	\$ -	\$ 40,000	\$ 40,000	0%
44305	24 hour access to crisis response	\$ -	\$ -	\$ -	\$ -	-
44307	Mobile response	\$ 95,093	\$ 104,246	\$ 1,200,000	\$ 1,095,754	9%
44312	Crisis Stabilization community-based services	\$ 17,372	\$ 18,272	\$ 250,000	\$ 231,728	7%
44313	Crisis Stabilization residential services	\$ 62,313	\$ 122,561	\$ 100,000	\$ (22,561)	123%
44379	System building & sustainability - Crisis	\$ 20,502	\$ 20,502	\$ 1,200,000	\$ 1,179,498	2%
44396	Access Centers: start-up / sustainability	\$ 8,450	\$ 29,400	\$ 1,000,000	\$ 970,600	3%
Support for Community Living						
32320	Home health aide	\$ -	\$ -	\$ -	\$ -	-
32325	Respite	\$ 94	\$ 691	\$ 20,000	\$ 19,309	3%
32328	Home & vehicle modifications	\$ -	\$ -	\$ -	\$ -	-
32329	Supported community living	\$ 37,892	\$ 79,767	\$ 1,000,000	\$ 920,233	8%
42329	Intensive residential services	\$ -	\$ -	\$ 150,000	\$ 150,000	0%
Support for Employment						
50362	Prevocational services	\$ 486	\$ 486	\$ 25,000	\$ 24,514	2%
50364	Job development	\$ -	\$ -	\$ -	\$ -	-
50367	Day habilitation	\$ 16,523	\$ 32,179	\$ 1,225,000	\$ 1,192,821	3%
50368	Supported employment	\$ 7,712	\$ 15,669	\$ 125,000	\$ 109,331	13%
50369	Group Supported employment-enclave	\$ 2,530	\$ 3,142	\$ 20,000	\$ 16,858	16%
50379	System building & sustainability - IPS & Vocational	\$ -	\$ -	\$ 75,000	\$ 75,000	0%
Recovery Services						
45323	Family support	\$ -	\$ 4,591	\$ 50,000	\$ 45,409	9%
45366	Peer support	\$ -	\$ 200	\$ 10,000	\$ 9,800	2%
Service Coordination						
21375	Case management	\$ -	\$ -	\$ -	\$ -	-
24376	Health homes	\$ -	\$ -	\$ -	\$ -	-
Sub-Acute Services						
63309	Subacute services-1-5 beds	\$ -	\$ -	\$ -	\$ -	-
64309	Subacute services-6 and over beds	\$ -	\$ 17,500	\$ 300,000	\$ 282,500	6%
Core Evidenced Based Treatment						
04422	Education & Training Services - provider competency	\$ 2,001	\$ 151,037	\$ 75,000	\$ (76,037)	201%
32379	System building & sustainability - Supported housing	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	0%
32396	Supported housing	\$ -	\$ -	\$ 500,000	\$ 500,000	0%
42398	Assertive community treatment (ACT)	\$ 4,350	\$ 20,936	\$ 150,000	\$ 129,064	14%
45373	Family psychoeducation	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
45379	System building & sustainability - FPE & Recovery Svcs	\$ -	\$ -	\$ 65,000	\$ 65,000	0%
Core Domains Total		\$ 356,223	\$ 798,010	\$ 9,755,000	\$ 8,956,990	8%
Mandated Services						
46319	Oakdale	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
72319	State resource centers	\$ -	\$ -	\$ -	\$ -	-
74XXX	Commitment related (except 301)	\$ 34,947	\$ 56,362	\$ 1,000,000	\$ 943,638	6%
75XXX	Mental health advocate	\$ 30,037	\$ 49,538	\$ 250,000	\$ 200,462	20%
Mandated Services Total		\$ 64,984	\$ 105,900	\$ 1,300,000	\$ 1,194,100	8%
Additional Core Domains						
Justice system-involved services						
25xxx	Coordination services	\$ 54,906	\$ 110,733	\$ 652,815	\$ 542,082	17%
25378	Contracted Coordination Services	\$ -	\$ -	\$ 100,000	\$ 100,000	0%
44346	24 hour crisis line**	\$ -	\$ -	\$ -	\$ -	-
44366	Warm line**	\$ -	\$ -	\$ -	\$ -	-
46305	Mental health services in jails	\$ 11,196	\$ 26,849	\$ 250,000	\$ 223,151	11%
46399	Justice system-involved services-other	\$ 1,462	\$ 1,678	\$ -	\$ (1,678)	-
46422	Crisis prevention training	\$ 2,715	\$ 12,531	\$ 300,000	\$ 287,469	4%
46425	Mental health court related costs	\$ -	\$ -	\$ 250,000	\$ 250,000	0%
74301	Civil commitment prescreening evaluation	\$ -	\$ -	\$ -	\$ -	-
Additional Core Evidenced based treatment						
42366	Peer Wellness/Wellness and Recovery Centers	\$ 39,964	\$ 97,534	\$ 850,000	\$ 752,466	11%
42378	System building & sustainability - Non crisis	\$ -	\$ -	\$ 700,000	\$ 700,000	0%
42397	Psychiatric rehabilitation (IPR)	\$ 2,233	\$ 3,327	\$ 27,000	\$ 23,673	12%
Additional Core Domains Total		\$ 112,477	\$ 252,653	\$ 3,129,815	\$ 2,877,162	8%
Other Informational Services						
03371	Information & referral	\$ -	\$ -	\$ 50,000	\$ 50,000	0%

August 2023 Expenditure Report

FY 2024	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY24 Budget	Budget Remaining	% of Budget Used
04372	Planning and/or Consultation (client related)		\$ -	\$ -	\$ -	
04377	Provider Incentive Payment		\$ -	\$ -	\$ -	
04399	Consultation Other		\$ -	\$ -	\$ -	
04429	Planning and Management Consultants (non-client related)	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
05373	Public education	\$ 757	\$ 40,884	\$ 400,000	\$ 359,116	10%
	Other Informational Services Total	\$ 757	\$ 40,884	\$ 500,000	\$ 459,116	8%
Essential Community Living Support Services						
06399	Academic services		\$ -	\$ -	\$ -	
22XXX	Services management	\$ 118,005	\$ 240,041	\$ 1,850,000	\$ 1,609,959	13%
22378	Contracted Services Management		\$ -	\$ -	\$ -	
23376	Crisis care coordination	\$ 12,718	\$ 19,253	\$ 185,000	\$ 165,747	10%
23378	Contracted crisis care coordination	\$ -	\$ -	\$ -	\$ -	
23399	Crisis care coordination other		\$ -	\$ -	\$ -	
24399	Health home other		\$ -	\$ -	\$ -	
31XXX	Transportation	\$ 37,395	\$ 57,721	\$ 1,000,000	\$ 942,279	6%
32321	Chore services		\$ -	\$ -	\$ -	
32326	Guardian/conservator	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
32327	Representative payee	\$ 666	\$ 1,383	\$ 20,000	\$ 18,617	7%
32335	CDAC		\$ -	\$ -	\$ -	
32399	Other support		\$ -	\$ -	\$ -	
33330	Mobile meals		\$ -	\$ -	\$ -	
33340	Rent payments (time limited)	\$ 5,268	\$ 14,138	\$ 200,000	\$ 185,862	7%
33345	Ongoing rent subsidy	\$ 2,313	\$ 2,753	\$ -	\$ (2,753)	
33399	Other basic needs	\$ 1,113	\$ 2,189	\$ 80,000	\$ 77,811	3%
41305	Physiological outpatient treatment	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
41306	Prescription meds	\$ 54	\$ 54	\$ 15,000	\$ 14,946	0%
41307	In-home nursing		\$ -	\$ -	\$ -	
41308	Health supplies		\$ -	\$ -	\$ -	
41399	Other physiological treatment		\$ -	\$ -	\$ -	
42309	Partial hospitalization		\$ -	\$ -	\$ -	
42310	Transitional living program	\$ -	\$ -	\$ -	\$ -	
42363	Day treatment		\$ -	\$ -	\$ -	
42396	Community support programs	\$ -	\$ 593	\$ 10,000	\$ 9,407	6%
42399	Other psychotherapeutic treatment	\$ -	\$ -	\$ -	\$ -	
43399	Other non-crisis evaluation		\$ -	\$ -	\$ -	
44304	Emergency care		\$ -	\$ -	\$ -	
44399	Other crisis services		\$ -	\$ -	\$ -	
45399	Other family & peer support		\$ -	\$ -	\$ -	
46306	Psychiatric medications in jail	\$ 4,502	\$ 7,314	\$ 50,000	\$ 42,686	15%
50361	Vocational skills training		\$ -	\$ -	\$ -	
50365	Supported education		\$ -	\$ -	\$ -	
50399	Other vocational & day services		\$ -	\$ -	\$ -	
63XXX	RCF 1-5 beds (63314, 63315 & 63316)	\$ -	\$ -	\$ -	\$ -	
63XXX	ICF 1-5 beds (63317 & 63318)		\$ -	\$ -	\$ -	
63329	SCL 1-5 beds		\$ -	\$ -	\$ -	
63399	Other 1-5 beds		\$ -	\$ -	\$ -	
	Essential Comm Living Support Services Total	\$ 182,033	\$ 345,439	\$ 3,420,000	\$ 3,074,561	10%
Other Congregate Services						
50360	Work services (work activity/sheltered work)	\$ -	\$ -	\$ -	\$ -	
64XXX	RCF 6 and over beds (64314, 64315 & 64316)	\$ 54,090	\$ 83,844	\$ 500,000	\$ 416,156	17%
64XXX	ICF 6 and over beds (64317 & 64318)	\$ 8,626	\$ 16,974	\$ 200,000	\$ 183,026	8%
64329	SCL 6 and over beds	\$ 28,242	\$ 60,384	\$ 150,000	\$ 89,616	40%
64399	Other 6 and over beds	\$ -	\$ -	\$ -	\$ -	
	Other Congregate Services Total	\$ 90,959	\$ 161,203	\$ 850,000	\$ 688,797	19%
Administration						
11XXX	Direct Administration	\$ 165,755	\$ 279,879	\$ 2,000,000	\$ 1,720,122	14%
12XXX	Purchased Administration	\$ 19,839	\$ 165,128	\$ 400,000	\$ 234,872	41%
	Administration Total	\$ 185,594	\$ 445,007	\$ 2,400,000	\$ 1,954,993	19%
	Regional Totals	\$ 993,026.71	\$ 2,149,095.75	\$ 21,354,815	\$ 19,205,719	10%

Provider Name	Contract Type	Service Description	Board Chair Approval Date	Signed by CICS
Kadel Medical Services	FY24 3 Year	Transporation within Warren County	8/22/2023	9/25/2023
Eyerly Ball	FY24 Amendment	Crisis Therapy Services/Crisis Therapy Evaluation	8/11/2023	8/11/2023
Berryhill	FY24 Amendment	Therapy Evaluation, Therapy, Group Therapy, Psychiatric Evaluation (Jail)	8/11/2023	8/14/2023
YSS	FY24 Amendment	Public Education, Preventionand Education - Mentoring +	6/23/2023	8/3/2023



CICS

Supporting Individuals. Strengthening Communities.

**Central Iowa Community Services
Provider and Program Participation Agreement Amendment No. 1**

1. This amendment is entered into this 1st day of October, 2023, by and between Central Iowa Community Services (CICS) and North Iowa Transitional and Employment Services Inc. dba 43 North Iowa (Provider), original parties to the agreement dated First day of April, 2023.

2. In consideration of the mutual covenants herein made, the agreement is amended as follows: Attachment A is removed and replaced in its entirety with the following attachment A:

**North Iowa Transitional and Employment Services Inc. dba 43 North Iowa
ATTACHMENT A Effective 10/1/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

Chart of Account	Service Description	Unit of Service	Rate
44313/44379	Crisis Stabilization Residential Services Remodel Startup Costs	One Time Costs	Maximum of \$855,951.00
44379	Crisis Stabilization Residential Services Startup Service Costs	One Time Costs	Maximum of \$20,000.00

OTHER TERMS:

Medicaid/MCO floor rate may be honored if higher than the CICS Contracted Rate. Please send documentation of the Medicaid/MCO rate to the Operations Officer for consideration of the rate adjustment. If the rate adjustment is approved by CICS this will be executed through a written document with the CICS CEO and the Provider with the effective date as the month following the receipt of the rate documentation. A CICS contract amendment will not be required in these situations.

For applicable services, Provider will meet Iowa Code or Administrative Code requirements.

Provider will ensure provider information is available in 211 and updated annually.

Crisis Stabilization Residential Services Remodel Startup Costs and Service Startup Costs:

Based on the proposal submitted by the Provider, Provider will submit to CICS itemized invoices with supporting documentation of expenditures for Crisis Stabilization Residential Services Remodel Startup Costs for reimbursement of actual expenditures up to \$855,951.00 and reimbursement of actual expenditures for Service Startup Costs for staffing support up to \$20,000. CICS funding is based on the Provider Special Project Funding Request and 43 North Iowa budget, these documents are attached to this Provider and Participation Agreement.



Within 45 days of remodel completion, Provider will submit to CICS an Actual Cost Report for remodel costs, CICS and Provider will then cost settle on the remodel costs.

3. All other terms and conditions of the Agreement identified in the caption hereof shall remain in full force and effect except as specifically modified by this amendment. If there is conflict between this amendment and the agreement, the terms of this amendment will prevail.

This Agreement Amendment has been executed by the parties hereto, through their duly authorized officials.

Central Iowa Community Services:

**North Iowa Transitional and Employment Services Inc.
dba 43 North Iowa:**

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: Chair, CICS Governing Board

Print Title: _____

Date: _____

Date: _____



Provider Special Project Funding Request



CICS

Supporting Individuals. Strengthening Communities.

Provider Name: North Iowa Transition & Employment Services
dba 43 North Iowa Tax ID: 42-0951757

Provider Address: 111 2nd St NE Provider CSN ID#: _____
Mason City, IA 50401 (Optional)

Please identify the funding being requested.

You will be contacted by CICS to discuss this request. CICS will notify you of the decision on funding in writing with stipulations for approval if any, or reasons for denial if applicable.

Project Name	Item or Service Funding is Being Requested For	Total Cost	Provider Funding Amount	Regional Funding Requested	Project Start Date	Project End Date
Crisis Stabilization Residential Services	Site Development and start up of services	\$855,951	*may be required for RCF	\$855,951	October 2023	March 30, 2024

Explain how funding this project will benefit the clients of CICS and how it complies with the CICS

Management Plan: 43 North Iowa partners with regional organizations to serve people with disabilities through home, employment and community experiences. Adding Crisis Stabilization services fills a gap in the continuum of care of mental health services for the region. Regional partners have expressed the desire to for 43NI to fill this gap. Services at 43NI are person centered. Within 2 years all staff will be certified in Trauma Informed care. We recently completed a Chamber of Commerce certification for Inclusive Businesses. Prairie Ridge Behavioral Health is a partner organization helping us support individuals with complex needs and co-occurring disorders.

Providing a full array of services from residential care to crisis and to Hab Home support enables 43 NI to provide cost-effective, individualized services while helping people with disabilities to maximize self-sufficiency.

Explain why you need Regional Funding to complete the project:

43 North Iowa is engaged in a service needs expansion project to increase and/or develop Residential Care Facility beds, Intensive Residential Services, IPS, and Crisis Stabilization services. Our regional partners including MercyOne, Law Enforcement, Prairie Ridge, Public Health, area shelters and more support these expansions due to the need established.

CICS regional funding is needed because of the regional need for these services. As a nonprofit, we cannot deplete our short-term operational funds needed for growth. Intensive services will open soon. Needed crisis services will be open in spring 2024. Early estimates did not reflect post-covid construction costs and delivery.

Name of person submitting request: John Derryberry Title: Executive Director

Phone: 641-424-8708 Email: john@43northiowa.org Request Date: 9/21/23

Crisis Stabilization Residential Services Business Plan

Crisis Stabilization Residential Services

North central Iowa faces a gap in residential care services for people who need Crisis Stabilization Residential Services. People who need crisis services are individuals experiencing a psychiatric crisis who do not need a fully staffed, locked psychiatric unit, but who do need a safe environment staffed 24-hours per day for 5 days until their acute crisis has subsided and they are safe to return home or to a lower level of care. For some with the most complex needs, this may be the IRSH setting.

Individuals needing Crisis stabilization are either stepping down from hospitalizations, likely 50% will be from MercyOne North Iowa, with high needs or have had a crisis and are stepping up from community-based care temporarily to get through a crisis. Rapid care is provided requiring dedicated staff members, telehealth, and transportation to medical appointments. These rapid interventions prevent hospitalization or issues with law enforcement when mental health therapy is the appropriate response. Using Crisis services keeps hospital rooms and jails open for the appropriate use.

The current Residential Care Facility was not designed to provide the level of observation and environmental safety needed for the CSRS level of care. There are specific requirements for bedrooms, bathrooms, and accessibility to provide the appropriate level of care. The new RCF which will be located at the old Globe Gazette site and is the largest physical expansion, must comply with Iowa code and CSRS could not be co-located at that site and contribute to a 'campus.'

43 North Iowa proposes to develop the current administration office into a 5-bed Crisis Stabilization Residential Service home. The existing bones of the location make it prime to add some walls and plumbing at various locations to make the existing offices, kitchen, bathrooms, and meeting areas into a qualified CSRS site.

Take the case of John. John has a history of trauma and becomes emotionally overwhelmed when stressed out. This can fuel thoughts of self-harm. With Crisis Stabilization Services, John has the option to voluntarily seek temporary overnight services until he is in control of his emotions and can get support in place. This option allows him to receive help with some dignity in the community for which he lives. In addition to getting help, it is a safe place for him to be.

Better yet, John can attend any regular medical appointments on his schedule and get to his part-time job as much as possible. When he is ready, he can go home which will be nearby in a north central Iowa community. Experienced clinical staff members were there to assist as needed. He avoids serious issues with law enforcement and doesn't utilize a behavioral health bed which could be used by someone with higher needs. Community support workers will ensure appointments and work shifts are kept. John will leave with a plan and steps for his own self-care.

43 North Iowa will provide 24/7 Crisis Stabilization Residential Services maximizing quality and efficiency by sharing key staff resources with the IRSH program. This will

result in a cadre of highly trained direct care professionals who can flow between the two services as the census directs.

Documentation of Need

Adding a new Crisis Stabilization Rehabilitation Services (CSRS) will improve the quality of care for individuals served, increase capacity in the local inpatient psychiatric hospital system for individuals needing that level of care, and reduce costs for law enforcement and for the overall behavioral healthcare service delivery system in north central Iowa. These enhancements will help by increasing access to mental health services, assistance in getting appointments and rushed appointments, transportation to travel to multiple provider sites for care.

The primary beneficiaries will be adult individuals with behavioral health needs who 1) are in need of a the safe, secure clinically supportive environment in order to re-establish stable mental health functioning, on either a 6 month or 90 day track or 2) individuals needing safe, clinically supportive environment but are not assessed as needing a locked psychiatric inpatient hospital setting, and/or 3) require a transitional or "step-down" setting for following admission to an inpatient psychiatric hospital unit for further stabilization for 5 day tracks.

The secondary beneficiaries will be the communities and taxpayers of north central Iowa. Expanded residential care and a local adult crisis stabilization setting will result in a reduction of individuals with untreated mental illness in the communities, reduce law enforcement costs associated with responding to behavioral crises, and reduce costs associated with unnecessary ED visits, inpatient psychiatric hospitalizations, and poor continuity of care of individuals served. Clients earned \$1.9 million dollars in north Iowa last year. A significant percentage are renters and many are workers. With support, the people we serve contribute to the community.

The number of potential beneficiaries is conservatively estimated at 150 with severe mental illness as their primary diagnosis. This number is based on the number served last year of 36 which was an average of 10.5/month but the last 3 months were trending to full census with 12 and early 2022 is trending to 12/month with no openings. People are put on a waiting list for severe mental health transition services.

Partners and current data have estimated 120 people will utilize the new Crisis service area created by the project. This area includes five beds. (The site is capable of being modified for 7 beds in the future.)

Data for the number of individuals who this service will potentially serve is developed from the following sources:

- a. Population data for the 9-county primary service area of 43 North Iowa. The nine counties are: Cerro Gordo, Floyd, Franklin, Hancock, Kossuth, Mitchell, Winnebago and Worth and Wright.
- b. Admission data for the Adult Crisis Stabilization Center (ACSC) in Waterloo, for FY14-15 and FY15-16. The ACSC currently provides

- behavioral health to a 22-county designated Mental Health Region, of which 43 North Iowa's 9-county primary service area belongs to
- c. North Iowa expects to meet or exceed the baseline population access rate for adult residential crisis stabilization services for our base county, Cerro Gordo, and the five counties served primarily which are most distant from the ACSC.
 - d. MercyOne North Iowa data specific to referrals from their Emergency Department to the ACSC.
 - e. Anecdotal stories and requests from MercyOne, Prairie Ridge, and Mason City Law Enforcement agencies

The nearest crisis residential service is located in Waterloo and another near Des Moines. Both of those meet the access standard of 120 minutes or miles from our location. However, a north Iowa location improves access immensely. Reducing CSRS from 90 minutes to 15 minutes could improve outcomes, reduce costs, and improve long term outcomes. Everly Ball currently provides crisis community services via tele health methodologies.

Non-Financial Outcomes

The following are key impact areas:

1. Prevent unnecessary inpatient hospitalizations.

Because this is a new service, our first year will create a baseline. Each client admission will be a success. Developing the data collection needed and baseline information will be an important outcome for the first year.

An additional measure to develop is tracking length of stay (LOS) for mental health patients admitted to Behavioral Health Center in MercyOne North Iowa Medical Center. As crisis stabilization services emerges, the theory is there will be some reduction in LOS.

2. Improve continuity of care.

- The number of appointments scheduled for Crisis stabilization clients
- The percentage of attendance at appointments

The Outcome chart attached at the end includes developing the following.

1. Discover baseline clients served. (Access measure)
2. Track client census to understand trends in referrals. (Efficiency measure)
3. Track client's length of stay (Efficiency measure)
4. Track clients participating in other services upon exit from CRCS (Access measure)
5. Individuals have their service expectations met or exceeded. (satisfaction)

Staffing – Some of the staffing is combined with IRSH to ensure high quality and highly trained personnel.

Staffing	
IRSH/Crisis Team Manager	\$ 48,880.00
Social Worker (replacing a staff from another program)	\$ 60,000.00
Intake Coordinator (replacing a staff from another program)	\$ 39,520.00
CNA	\$ 38,896.00
DSP's (10)	\$ 374,400.00
Sub Total	<u>\$ 512,816.00</u>
Admin (15%)	\$ 82,757.25
Benefits (30%)	\$ 165,514.50
Operating Costs (16%)	\$ 88,273.92
Occupancy Costs (6%)	\$ 33,102.72
Total	\$ 882,464.39

One month of Crisis services is estimated to cost between \$28,000 - \$35,000 depending on the census. Staffing assistance for month one would help launch services.

Budgeted Income				
Crisis	3 of 5	\$ 360.19	365	\$ 394,408.05
IRSH	3 of 4	\$ 559.30	365	\$ 612,433.50
				\$ 1,006,841.55

Federal Cares Act Money flowed through the State Iowa Economic Development Authority as the Nonprofit Innovation Grant to the overall expansion totaling \$2,700,000 or 60% of the estimated project.

Medicaid provides supported community living fees, transportation, and employment when eligible. Iowa Vocational Rehabilitation partially supports employment services.

State of Iowa Mental Health funding flows to providers through Service Regions such as CICS.

Amended Financial needs (startup cost summary, personnel cost)

Like many projects in the post covid environment, estimated cost formulas were no longer able to accurately project actual costs. Several key factors are the major reason for this, both the supply chain disruptions led to increased material costs and workforce shortages led to higher labor costs have nearly doubled the early estimated costs.

Recent progress toward estimating construction costs nearly doubled our expected costs, going from \$399,000 to \$766,000.

While shocking, industry professionals were not surprised and have been seeing these trends. Several meetings were held to mitigate these changes which resulted in construction estimates of \$651,262, a reduction of over \$100,000. We feel this is the best position we can negotiate.

Basic room furnishings and appliances, equipment, etc. add additional costs.

Architectural and engineering services have led us to discover asbestos which requires specialized removal. The newly estimated project costs are below.

March 10, 2023

- 1. Construction Costs.....\$.651,262
- 2. Asbestos Removal.....5,000
- 3. Demolition29,000
- 4. Architectural costs.....65,126
- 5. IT.....10,000

Additional costs to include in the Crisis Stabilization Residential Services start up:

Estimated 5% allowance for change orders..... \$32,563

Basic furnishings and appliances.....\$25,000

43 North Iowa is committed to finding the best possible prices for demolition services, furnishings, and appliances and to the best of our ability, to reduce possible change order costs in order to keep estimated costs down.

Request:

Total site development and start up equipment funds needed = \$835,951

First month staffing support of \$20,000

For a total allocation of \$855,951

New attachments:

- Cost Mitigation Letter from Henkel Construction
- Detailed Site Plans from Bergland and Cram

EXECUTIVE SUMMARY AND PROVIDER EXPERIENCE

North Iowa Transition & Employment Services, Inc. dba 43 North Iowa (43NI), is a 501(c3) nonprofit organization. 43 North Iowa (43NI) is the organization that resulted from merging NIVC Services, Inc (employment services) and North Iowa Transition Center (mental health residential services).

These organizations had served north lowans with disabilities for 50 and 40 years, respectively. Over 75 FTE and 20 PTE staff members work various shifts to meet the needs of the people we serve. 48% of the people we serve list a mental disorder as their primary disability, 45% list developmental or intellectual disabilities as their primary disability and 7% list TBI/physical or other as their primary disability.

43 North Iowa is enrolled with Iowa Medicaid Enterprise, is certified by the DIA to provide residential care and is CARF accredited in Transition and Community Inclusion services. Other CARF accreditations include Community Employment Services – Job Development and Job Supports; Community Integration, Employee Development Services, Supported Living Services and Transition Services and approved Menu of Services Agreement with IVRS.

43NI has experience developing and sustaining best practice programs such as Individual Placement and Support (IPS), Project SEARCH North Iowa model internship program and many best practices (Discovery, etc.). 43NI is governed by a seven-member board of directors representing various sectors of the community. The organization operates on an inclusive mission and does not discriminate on any basis for its programs or employment.

The mission, “Helping people with disabilities find their way through home, employment and community experiences,” fills a need in this community. The people we serve need additional support not found in general mental health or employment services.

The Transitional Living program includes The Residential Care Facility (RCF), providing a step down in care for those coming from serious mental health crises and hospitalizations and supported community living (SCL), which includes supports for those who live more independently. By year’s end, Intensive Residential Home Services will be open with a no eject/no reject policy stopping the constant merry-go-round of moving from place to place and allowing people with the most complex needs to receive a higher level of care and to adjust to their surroundings. Stability will allow individuals to manage their symptoms and become more independent.

JobLink provides customized employment supports and job development and long-term follow along services to individuals working in the community. We provide enhanced, customized services to students, young adults and adults with disabilities who do not succeed with general education or general employment services.

Programs and services are funded through a fee for service through Iowa Vocational Rehabilitation, Medicaid Managed Care organizations. There are extensive delays in

payments, reimbursements and shortfalls giving rise to the need for income generating business centers (listed below) and fund development activities.

JobLink provides customized employment supports, job development and long-term follow along services to students, young adults, and working age adults in community-based jobs. Affordables Thrift Store and Affordables Marketplace resale stores provide job training and opportunities and program support for the mission.

Community Connections is our student/young adult division and includes transition services for students with disabilities, the Project SEARCH internship program located within MercyOne, and other individualized services. The Employment Boot Camp is delivered as part of Project SEARCH. This is the area for which we are seeking funding.

The WorkCenter includes a pallet building division and light manufacturing contract work for area employers. Proceeds help support cash flow and general programs across the organization.

Our businesses/service centers:

- Affordables Resale Store (employment and training)
- Affordables Marketplace (employment and training)
- Assembly and Packaging
- Janitorial crews at Masonite, Curries, Prairie Ridge, and area churches
- JavaWorks –at Mason City Public Library (employment and training)
- Lunchbox – serves on site workforce (employment and training)
- Project SEARCH NI Internship Program at Mercy One
- School services/Student support services
- Becker Center Woodshop, Assembly & Packaging (integrated workforce)

These past few years brought with them a perfect storm of conditions which have pushed our service delivery systems and residential transition services to their maximum capacity. (Like many businesses around the world). We responded with telehealth and tele-support services, created more space, and individualized services during the pandemic.

The State of Iowa has reduced its institutional care and will close and has closed institutions for people with complex behavioral health needs. Rural north central Iowa already faces shortages in psychiatric and mental health care. This makes expanding services critical for north lowans.

North central Iowa still faces a gap in residential care services for people who need Crisis Stabilization Residential Services. People who need crisis services are individuals experiencing a psychiatric crisis who do not need a fully staffed, locked psychiatric unit, but who do need a safe environment staffed 24-hours per day until their acute crisis has subsided and they are safe to return home or to a lower level of care. For some with the most complex needs, this may be the IRSH setting. But for most others, this means we need to expand to create a CSRS service.

Individuals needing Crisis stabilization are either stepping down from hospitalizations, likely 50% will be from MercyOne North Iowa, with high needs or have had a crisis and

are stepping up from community-based care temporarily to get through a crisis. Rapid care is provided requiring dedicated staff members, telehealth, and transportation to medical appointments. These rapid interventions prevent hospitalization or issues with law enforcement when mental health therapy is the appropriate response. Using Crisis services keeps hospital rooms and jails open for the appropriate use.

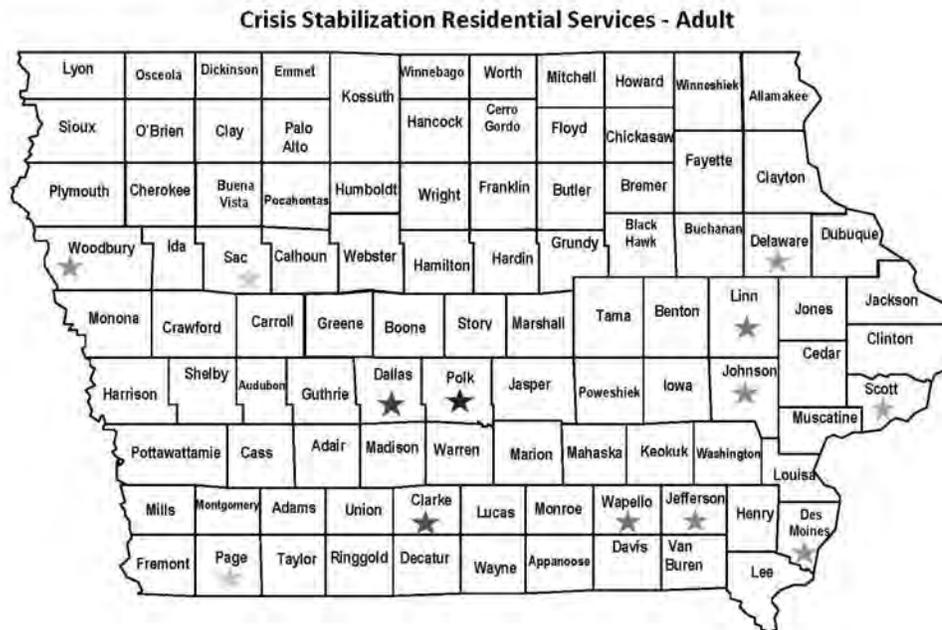
The current Residential Care Facility was not designed to provide the level of observation and environmental safety needed for the CSRS level of care. There are specific requirements for bedrooms, bathrooms, and accessibility to provide the appropriate level of care.

The limitations of the current residential care facility (RCF) located at 408 1st NW in Mason City are due to aging and because this was initially a fourplex apartment building opened up for the RCF services. This 100-year-old building already had aging problems which were surfacing and include roof replacement, HVAC upgrades and replacements, lack of therapeutic spaces, lack of family visit spaces, narrow stairways, and very limited main floor bedroom access all within a degrading neighborhood with increased crime rates.

The pandemic increased the intensity of symptoms for people and increased the need for intensive psychiatric services while at the same time required new rules for safety in providing care. For example, double rooms in the RCF were changed to single rooms, reducing occupancy from 15 beds to 12. Now, with waiting lists, we need those beds back to serve more lowans. The upside of this change was discovering single rooms were best for the people we serve.

People can be waiting in hospital rooms until a transitional residential care facility open bed can be found. This is expensive and not the least restrictive environment.

Through the Mental Health and Disability Service Redesign, Regions have been tasked with building a service system that closes the service gaps through the development of Evidenced Based Practices, Core Services and Additional Core Services as funding is available. Building the service continuum is imperative for individuals with complex needs to be discharged from higher levels of care than is necessary and works towards individuals receiving appropriate services. North Central Iowa is beginning to fill out the continuum of care but people with crisis or complex needs are sent out of North Iowa and to Waterloo, or further to receive the needed help. Crisis stabilization residential services are 90 -120 miles away. While that does meet the technical access standard, developing a Crisis Residential Service in north Iowa fills a gap across the north third of the entire State of Iowa.



The Kellogg Family Foundation shows Iowa having a 72% unmet need for Mental Health Care Professionals. The Rural Health Information Hub shows 87 of Iowa's 99 counties in a mental health professional shortage.

43 North Iowa's current and proposed expansion of short-term residential care (RCF), the upcoming Intensive Residential Home and proposed Crisis Stabilization Residential Services can link together levels of care to assist people with severe mental illness in becoming self-sufficient, productive, and living independent lives in everyday society. We believe that many of the people we currently serve will in fact have better services with these additions.

North central Iowa faces a gap in residential care services for people who need Crisis Stabilization Residential Services.

People who need crisis services are individuals experiencing a psychiatric crisis who do not need a fully staffed, locked psychiatric unit, but who do need a safe environment staffed 24-hours per day until their acute crisis has subsided and they are safe to return home or to a lower level of care. For some with the most complex needs, this may be the IRSH setting.

Outcomes and Customer Satisfaction

A survey of clients and their families showed that 88 percent would recommend our programs to a family member or friend. Staff surveys by an independent organization have made us a Top 100 Workplace 8 years in a row. People like working at 43NI and we have had low turnover rates and are often fully staffed. However, the expansion will lead to new hires.

Significant Outcomes

Preventing unnecessary psychiatric hospitalizations of individuals by providing an intermediate setting that currently does not exist in north central Iowa.

1. Freeing up inpatient psychiatric hospital beds for those in need of this highest level of care.
2. Reducing the need for people to be transported by law enforcement elsewhere in the state in order to access an inpatient hospital bed when the local unit is full – reducing contact with law enforcement.
3. Increasing short-term stays for those individuals where appropriate
4. Allowing for "step-down" transition from an inpatient hospital setting to the less restrictive crisis stabilization setting, also opening inpatient psychiatric hospital beds more quickly.
5. Improving the continuity of care by allowing individuals to continue to see their local health/behavioral health providers while in CSRS.
6. Increasing family and friend support and involvement by helping people stay near family and friends in north central Iowa.
7. Allowing for continuity of employment

Data from the 2022 Annual Report

Employment

- Earning power: 1.9 million dollars earned by people receiving employment services.
- 65% of clients participating in competitive employment- industry average ins 35%
- IPS expanded- adding a new staff to handle influx of intakes.
- 56 new intakes into employment services
- Awarded Hy-Brid Project Search model from IVRS.

Transitional Living

- SCL expanded from 49 clients to 88 clients (As of February 2023)
- HAB Home had 72% of clients successfully exit to a lower level of care.
- RCF lowered the length of stay to 6 months.
- 90% of clients admitted to RCF successfully exited to a lower level of care.
- Awarded Intensive Residential Service Habilitation Program Grant

Community

- JobLink Activity group expanded by 1 staff member and lowered the waiting list for community events.
- Block Party increased attendance from 155 to 425- In a high crime area of Mason City where a number of 43NI Clients are living. We are working with the city and other area Non-Profit organizations to reduce relapses due to living in a high stress area.
- Added three community engagement events: Earth Day Clean-up and Holiday Drive Through, Yoga on the lawn, with plans to add community engagement in our rural counties.

Production and Retail

- JavaWorks Reopened in Mason City Public Library
- Lunch Box meet sales goals.

- Installation of new automated pallet machines and expansion of local business partnerships.

Crisis Outcomes:

1. Discover baseline clients served. (Access measure)
2. Track client census to understand trends in referrals. (Efficiency measure)
3. Track client's length of stay (Efficiency measure)
4. Track clients participating in other services upon exit from CRCS (Access measure)
5. Individuals have their service expectations met or exceeded. (satisfaction)

Retention

Retention varies by program and service. Many of the mental health services are designed to be short-term, up to 6 months. However, some follow along supports like job coaching may continue for many years throughout the work life of the individuals we serve. Most of the individuals at the RCF get past the critical 90-day phase allowing partners enough time to get connected to provide community-based support. Six months seems to suffice for others. Many step down to Hab homes and then apartment living with supports in a continuum of care. And soon with IRSH, we will be able to serve people with complex needs in a no reject, no ejection setting for longer periods of time. Crisis Residential Services will support critical needs and provide a short amount of time to plan for the next step as the crisis wanes.

Fewer than five clients have requested a discharge in the past two years.

Partnerships & Collaboration

The people we serve have gone through many services and programs by the time we see them. This includes all disability types. For people seeking employment, they have been referred by schools, teachers, former teachers, and most importantly IVRS or Medicaid programs like SSI. We work together to prevent losing contact, drops in service, loss of funding, waiting lists and more.

For those who receive mental health services the referrals may still come from schools and teachers but more likely MercyOne, health care programs, or law enforcement. CICS, Medicaid and other partners share in the funding of program costs.

Once enrolled in our services, we help individuals meet with teams of support providers to ensure a self-directed plan is supported by all eligible programs such as food, housing, mental health services, supported community living, employment, community activities, etc. Employers are another key partner in our system of providers.

This request is supported by local law enforcement; Cerro Gordo County Board of Supervisors; County Social Services (CSS) and now Central Iowa Community Services, MercyOne North Iowa, Mason City Police Department, Cerro Gordo County Sheriff's

Department, Prairie Ridge, and area regional mental health providers. As members of the community grant team through the City of Mason City area Justice and Mental Health Collaboration Program (Bureau of Justice Assistance), 43 North Iowa is taking the lead to respond to the identified need for Crisis Stabilization Residential Services.

Statewide managers and staff members participate in relevant organizations: APSE Members, Iowa Assoc. of Community Providers, Mason City Housing Coalition, Mason City West Downtown Improvement Group, Coordinated Homeless Prevention, and North Iowa Non-Profit Alliance Executive Directors Group, every chamber of commerce where 43 NI has a location.

More recently, the Iowa Economic Development Authority awarded 43 North Iowa to address expansions needed for Transitional Living programs. Of the nearly \$5M estimated for expansion (including Crisis) 2.7M seed money from Iowa's Nonprofit Innovation fund for this project to acquire the Globe Gazette property and expand services.

Client-Centered Services

Individuals provide relevant information at intake as to the services wanted, needed and for those which they were referred. Care teams meet with clients to develop service plans. Every client receives information as to their rights and responsibilities. 43 NI encourages rapid employment for those interested and able. Employment services begin with a formal Discovery process to determine a person's interests, skills, experiences, and preferences.

Community activities of all types are available on a scheduled basis so that it appeals to the varied interests of the people we serve. Individual supportive services are available as well as small group activities.

Funding Source

CICS is the main funding source for Crisis Stabilization. The innovation project and expansions will total nearly a \$5M project. Community fundraising and grant proposals are being directed to raise an estimated \$2.3M including Crisis Stabilization Residential Services. Once established, Crisis services should be mainly self-sufficient via the daily unit rate.

The most recent audit and year to date financials are attached at the end of this document.

Organizational Leadership

North Iowa Transition & Employment Services, Inc. dba 43 North Iowa (43NI), is eligible and qualified to respond to this RFP and is a registered vendor in Iowa. As a 501(c3) nonprofit organization, 43 North Iowa is the organization that resulted from merging NIVC Services, Inc and North Iowa Transition Center. These organizations had served north Iowans with disabilities for 50 and 40 years, respectively. Nearly 100 staff members work various shifts to meet the needs of the people we serve. 43NI has

experience developing and sustaining best practice programs such as Individual Placement and Support (IPS). 43NI is governed by a seven-member board of directors representing various sectors of the community. The organization operates on an inclusive mission and does not discriminate on any basis for its programs or employment.

The 43 North Iowa Management Team is comprised of the following positions and individuals:

- John Derryberry, Executive Director, Master of Public Policy (MPP). John joined 43 North Iowa as Associate Director in 2019 and became the Executive Director in July 2020. John has a degree in social work and has 17 years of experience in the mental health/behavioral health field, and 5 years of management and leadership experience.
- Tanya Harders is the Residential Care Facility/PMI Administrator. Tanya has a BA in Criminal Justice and 24 years working in the behavioral health field, 6 years with 43 North Iowa and 3 years in her administrative role.
- Renea Scott is the Qualified Mental Health Professional for 43 North Iowa for 4 months and has 22 years of experience in the human services field.
- Steve Beavers, BA, Elementary Education, has been the Business/Facilities Director for Affordables and JavaWorks for 17 years. Steve has been with 43 North Iowa for 27 years.
- Mike Lambert, AA, General Business, has been the Business/Facilities Director for the Becker Center for 17 years. Mike has been with 43 North Iowa for 33 years.
- Kelly Kratz, BA, Social Work, has been the JobLink/SCL Services Director for 17 years. Kelly has been with 43 North Iowa for 26 years.
- Jen Faust, BA, Social Work, has been the JobLink/Project Search/MP Services Director for 17 years. Jen has been with 43 North Iowa for 24 years.
- Mike Willms, BS, Business Administration, has been the Human Resources/Safety Director for 13 years. Mike has been with 43 North Iowa for 20 years.

Daily oversight of CSRS will be provided by Kelly Kratz and a social worker will be hired upon commencement of startup phase. The social work and QMHP, will provide comprehensive oversight of the clinical services and ensure the quality of care in the CSRS meets Iowa's standards, as well as ensuring continuity of care between CSRS and all other 43 North Iowa services.

The addition of the future Intensive Residential Home Services has provided an opportunity to upgrade training for key staff. This includes staff attending train-the-trainer Trauma Informed Care. The internal trainers will upgrade training for most staff members over time. Another key training to be acquired is Certified Drug and Alcohol Counselor (CDAC) for two staff members so that access to services is expanded.

Seven additional staff members will be needed to provide CSRS including the social worker, CNA, and five life coaches.

Mission and Cultural Competency

The mission is to help people with disabilities find their way through home, employment, and community experiences. 43 North Iowa is enrolled with Iowa Medicaid Enterprise, is certified by the DIA to provide residential care and is CARF accredited in Transition and Community Inclusion services. Other CARF accreditations include Community Employment Services – Job Development and Job Supports; Community Integration, Employee Development Services, Supported Living Services and Transition Services and approved Menu of Services Agreement with IVRS.

The organization voluntarily became certified as an Inclusive Business through the Mason City Chamber of Commerce. We currently employ one bilingual Spanish speaking life coach and hope to expand her role in the community.

Financial Flexibility

The capability to plan for expanding access to transitional living services is due to our committed staff. We have remained full staff or nearly fully staffed through the pandemic and the staffing shortage that occurred because of the pandemic. When we post for an opening, we average 8 applicants that apply and 5 that are interview eligible. Also, to guard against burn out in working in our other expansion program IRSH and CRISIS staff in CSCR will be trained to operate both programs. The ability to move staff back and forth between a long-term program and short-term program will grant flexibility to guard against social work burn out and compassion fatigue.

Financially, 43North is in the position to expand due to how the board, the retiring executive director and current executive director navigated the merger, the pandemic, and the staff shortage crisis. Income was expanded due to the merger, expenses decreased due to the consolidation of high salary positions, and staff were retained through a constant investment strategy of increasing the salary of the lowest paid staff and increased training.

The expansions we are engaged in create opportunities for increased revenue and an investment in current staff to recruit and maintain our workforce.

Community Integration

43 NI started planning for expansion two years ago, and purposefully had a long process. Expanding services pushes and pulls on staff, community partnerships, and the finances of an agency. We started our expansion push by increasing our ability to meet the current needs of our partners better and have services that can support clients by improving the functionality of their team. Programs have increased the amount that clients access vital support services in addition to their base service every year since 2019. We believe this is a direct result of our outcomes improving such as shorter stays in the RCF, expanding SCL, and IPS employment services growing.

Next is understanding the community need, and the need we heard from every partner was both an intensive long-term plan for clients struggling to maintain a stable life and short-term crisis assistance. IRSH and CRCS address these needs and since the ideas came from our external partners, we know the community wants to integrate them into the service menu. CRCS services will work closely with Prairie Ridge and the local hospital to lower hospitalizations, which data shows has a drastic impact on client's lives.

All programs and services begin with the least restrictive setting and flow to community-based care and ultimately reduced or limited SCL over the long haul. Clients can access lower or higher levels of care from any other service. Community experiences including activities or employment can be accessed from any level of care. 43 North Iowa is one of the few organizations in the State that include employment in their service menu.



Staff Supervision

The staff members of the expansion programs will join our existing staff supervision program which is very successful with a retention rate of 75%. Staff will attend team meetings every other week to discuss client cases and the state of the program. An existing Clinical team will absorb the Crisis leadership team to discuss client cases and staff training needed to support and direct workers in better assisting clients. Direct workers will train with the IRSH staff to ensure they have the highest quantity and quality of staff training.

Client Involvement

Clients are encouraged and supported to be actively involved in their team meetings and program planning. Clients review and accept clients' rights and responsibilities upon intake. Representatives from every area were invited to participate in the strategic planning listening posts for a facilitated conversation on 43NI and its programs.

We have two client advisory councils listed below that meet quarterly and provide feedback to staff on clients' relationships with the agency. CRCS clients will follow the same policy and procedures other existing clients currently follow. Staff members are trained in the policies we must follow that have clients evaluating their services and directing them to the maximum extent possible.

Transitional Living Advisory Council

Samantha Hangi George
Rayburn Victoria
Cunningham Michael Hoeger
Earnest Claypool

Client Advisory Council

Heather Watts
Mary Hill
Kiran Ernst
Joslyn Waychus

Attachments:

Henkel Letter
Bergland and Cram Site Plan
Most Recent Financials



September 20, 2023

Mr. John Derryberry
43 North Iowa
111 2nd Street NE
Mason City, IA 50401

SUBJECT: Crisis Stabilization – Value Engineering Effort
43 North Iowa
Mason City, Iowa

Dear Mr. Derryberry:

Below is the adjusted pricing summary for the 43 North Iowa – Crisis Stabilization Project.

Table with 3 rows: 1. Original Bid Amount \$766,000.00, 2. Cost Reduction (\$114,738.00), 3. New Bid Amount \$651,262.00

Cost Reduction Options Breakout:

- Demolition to be handled by Vendor (\$29,573.00).
- Eliminate work for two (2) openings at the South elevation (\$6,080.00).
- Change solid surface countertops to plastic-laminate, except in restroom (\$3,750.00).
- Change door hardware from mortise to 10-line, except at opening 127A (\$835.00).
- Change abuse-resistant drywall to type X drywall with same assembly methods (\$12,318.00).
- Acoustical ceiling tile change to a standard 2x4 tile, or 2x2 tile with grid (\$1,300.00).
- Flooring material to be donated as mock-up (\$8,000.00).
- Plumbing & HVAC – reached out for competitive bids (\$49,682.00).
- Electrical service change copper feed wires to up-sized aluminum (\$3,200.00).

Per our discussion, the project completion date has been extended to March 30th, 2024. This is contingent that the Vendor completes all necessary demolition.

Please let me know if you have any questions.

Sincerely,

HENKEL CONSTRUCTION COMPANY

By [Signature]

Dylan S. Belvo, Project Estimator

Acceptance:

Company _____

By _____

Date _____

NOTE: CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT JOBSITE BEFORE PROCEEDING WITH WORK.

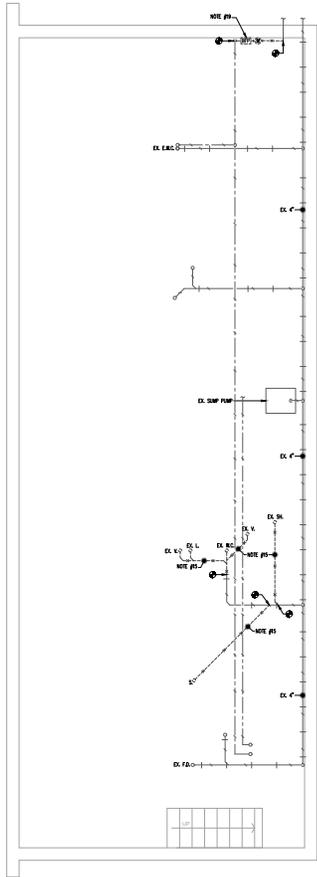


GENERAL NOTES:

- COORDINATE LOCATION/INSTALLATION OF MECHANICAL AND ELECTRICAL WORK WITH ALL OTHER TRADES. NO ASPECT OF A SYSTEM INSTALLATION OR ITS REMOVAL SHALL COMMENCE UNTIL PROPER AND TIMELY COORDINATION WITH ALL TRADES ASSOCIATED WITH THE INSTALLATION HAS TRANSPIRED. TRADES TO BE COORDINATED SHALL INCLUDE, BUT NOT BE LIMITED TO: BUILDING STRUCTURE, SHEET METAL, ALL PIPING SYSTEMS, LIGHT FIXTURES, CONDUIT, CABLE TRAYS, WORK ABOVE CEILING PLUMBING, ETC. REFER TO ALL GENERAL, MECHANICAL, AND ELECTRICAL DRAWINGS AND SPECIFICATIONS FOR THIS PROJECT.
- DEMOLITION DRAWINGS PRESENT LAYOUT OF EXISTING CONDITIONS AND MEASUREMENTS/SECTIONAL VIEWS. THEY ARE NOT TO BE CONSIDERED AS COMPLETE REPRESENTATION OF ACCESSORIES AND NECESSARIES TO BE REMOVED. REPAIRS OR REWORKS, NOT SHOWN ACCESSIBLY, BE INFERRED. THE CONTRACTOR IS RESPONSIBLE TO FAMILIARIZE THEMSELVES WITH THE BUILDING AND EXISTING CONDITIONS PRIOR TO SUBMITTING OF A BID FOR THIS PROJECT.
- DRAWINGS SHOWING LOCATION OF EQUIPMENT, PIPING, ETC. AND DIMENSIONS ARE NOT TO BE CONSIDERED AS COMPLETE REPRESENTATION OF EXISTING CONDITIONS. DRAWINGS SHOW THE GENERAL ARRANGEMENT OF ALL ELECTRICAL, PIPING, EQUIPMENT, ETC. CONTRACTOR SHALL VERIFY ALL OFFSETS AND FITTINGS AS REQUIRED FOR COMPLETE INSTALLATION. THE DRAWINGS SHALL BE FOLLOWED AS CLOSELY AS ACTUAL BUILDING CONSTRUCTION AND THE WORK OF OTHERS WILL PERMIT.
- REMOVE, RELOCATE AND EXTEND EXISTING INSTALLATIONS TO ACCOMMODATE NEW CONSTRUCTION.

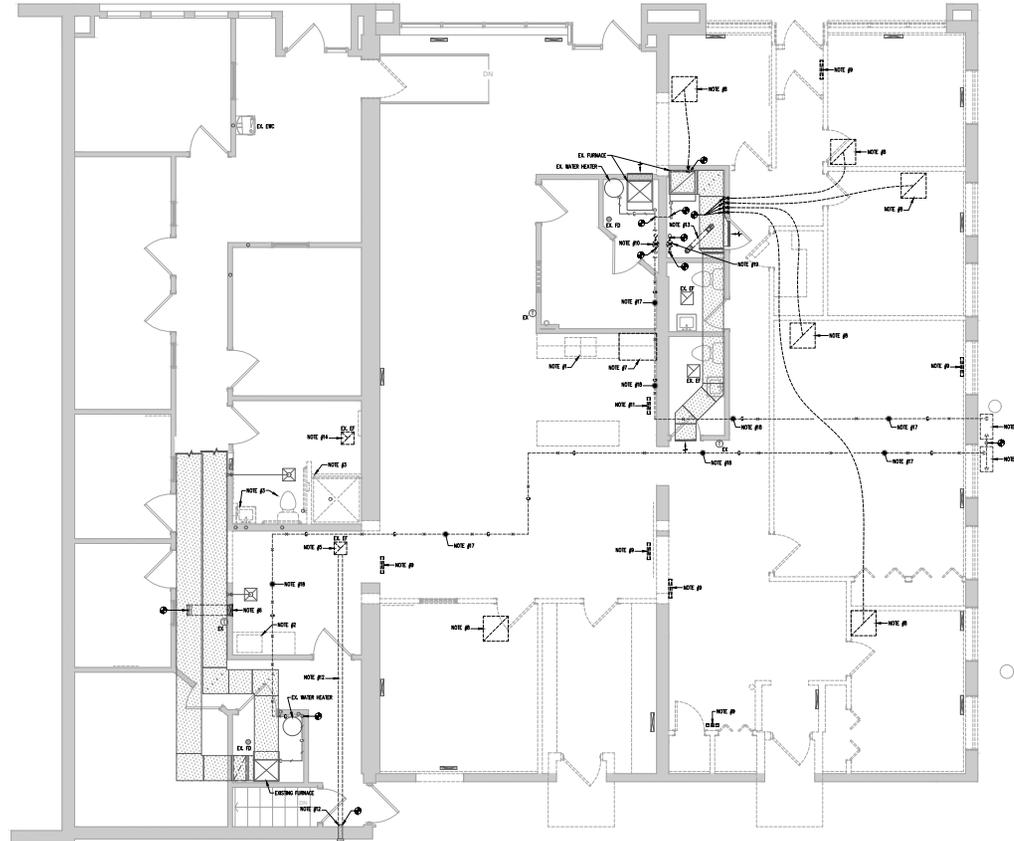
REFERENCED NOTES:

- REMOVE EXISTING SINK. REMOVE IN-2 REMAIN FOR NEW SINK.
- REMOVE EXISTING SINK. REMOVE SANITARY AND WASTE PIPING BACK TO MAINS IN BASEMENT AND CAP. REMOVE VENT PIPING TO MAIN AND CAP.
- REMOVE LAVATORY, WATER CLOSET, AND SHOWER. REMOVE SANITARY AND WASTE PIPING BACK TO MAINS IN BASEMENT AND CAP. REMOVE VENT PIPING TO MAIN AND CAP.
- REMOVE SUPPLY BRISER AND FLEX DUCT. CAP TAKE-OFF AT MAIN.
- REMOVE EXHAUST FAN AND DUCTWORK.
- REMOVE RETURN AIR GRILLE AND DUCTWORK. CAP AT MAIN.
- REMOVE EXISTING RANGE HOOD AND DUCTWORK. PATCH ROOF TO MATCH EXISTING.
- REMOVE RETURN AIR GRILLE AND FLEX DUCT. CAP RETURN DUCT AT MAIN.
- REMOVE FLOOR GRILLE. CAP DUCT BELOW FLOOR AND SEAL. WATER TIGHT. CUT AND PATCH FLOOR TO MATCH EXISTING.
- REMOVE EXISTING METER. EXISTING 1-INCH SERVICE TO REMAIN. REMOVE EXISTING PIPING AS NECESSARY FOR NEW METER AND DISCONNECT.
- REMOVE FLOOR REGISTER. REMOVE EXISTING FLOOR AS REQUIRED TO EXTEND DUCT FOR NEW WORK.
- REMOVE EXISTING EXHAUST DUCT UP TO EXTERIOR WALL. WELL REMAINING DUCT THROUGH WALL WITH DRAIN TOW INSULATION AND CAP DUCT.
- REMOVE 4" VENTILATION DUCT AND CAP AT DECK.
- REMOVE AND RELOCATE EXISTING EXHAUST FAN. EXISTING DUCTWORK TO BE EXTENDED TO NEW LOCATION.
- REMOVE EXISTING SANITARY BACK TO MAINS AND CAP.
- REMOVE EXISTING GAS METERS. EXISTING HIGH PRESSURE MAIN TO REMAIN FOR NEW METER.
- REMOVE EXISTING GAS PIPING FROM METER TO EXISTING MECHANICAL ROOM. GAS PIPING TO FURNACE AND WATER HEATERS TO REMAIN.
- REMOVE EXISTING GAS PIPING FROM METER TO EXISTING MECHANICAL ROOM. GAS PIPING TO FURNACE AND WATER HEATERS TO REMAIN. ASSUMED EXISTING OF EXISTING GAS PIPING. FIELD VERIFY AND REMOVE ALL PIPING FROM SERVICE METERS TO MECHANICAL ROOM.
- REMOVE EXISTING WATER METER. CAP EXISTING SERVICE AT FLOOR/WALL. REMOVE EXISTING PIPING UP TO NEW CONNECTION POINTS.



BASEMENT PLAN - MECHANICAL DEMOLITION

SCALE: 1/4" = 1'-0"



FLOOR PLAN - MECHANICAL DEMOLITION

SCALE: 1/4" = 1'-0"



43 NORTH IOWA
CRISIS STABILIZATION

113 3RD ST NE
MASON CITY, IA



FINAL

CONSTRUCTION
DRAWINGS
07-27-2023

COPYRIGHT 2023

DRAWN BY:
CG/MVN

REVISIONS

PROJECT #
23007

FLOOR PLANS -
MECHANICAL
DEMOLITION

M1.0

2 OF 6

43 NORTH IOWA

Balance Sheets December 31, 2021 and 2020

	2021	2020
ASSETS		
CURRENT ASSETS		
Cash	\$ 992,156	\$ 1,094,793
Board Designated Cash	84,042	84,273
Accounts Receivable	1,088,800	841,937
Marketable Securities	838,605	909,202
Inventory	233,417	206,110
Prepaid Expenses	53,613	49
TOTAL CURRENT ASSETS	3,290,633	3,136,364
Fixed Assets	1,745,844	1,629,452
Other Assets	16,463	16,463
TOTAL ASSETS	\$ 5,052,940	\$ 4,782,279
 LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable	\$ 187,012	\$ 125,936
Current Maturities of LTD	30,985	20,173
Accrued wages	299,904	305,918
Other Accrued Expenses	60,369	28,670
TOTAL CURRENT LIABILITIES	578,270	480,697
Long-term Debt	247,618	932,628
TOTAL LIABILITIES	825,888	1,413,325
Net Assets		
Unrestricted:		
Designated	84,273	84,273
Undesignated	4,142,779	3,284,681
TOTAL NET ASSETS	4,227,052	3,368,954
TOTAL LIABILITIES & NET ASSETS	\$ 5,052,940	\$ 4,782,279

43 NORTH IOWA

STATEMENTS OF INCOME

For the Month and Six Months Ended December 31, 2021 and 2020

	2021 December	2020 December	Monthly Budget	Budget Variance	2021 YTD	2020 YTD	YTD Budget	Budget Variance
Revenue								
Manufacturing Sales	\$ 195,906	\$ 198,455	\$ 241,667	\$ (45,761)	\$ 1,551,451	\$ 1,476,348	\$ 1,450,000	\$ 101,451
Production Materials	(144,266)	(152,102)	(163,875)	19,609	(1,102,604)	(1,018,919)	(983,250)	(119,354)
Production Expenses	(5,361)	(9,614)	(5,833)	472	(17,324)	(62,666)	(35,000)	17,676
Manuf. Gross Profit	46,279	36,739	71,958	(25,679)	431,523	394,763	431,750	(227)
Service Revenue	340,278	213,984	273,609	66,669	1,753,787	1,628,739	1,641,652	112,136
Affordable Sales	40,363	31,070	37,500	2,863	219,681	236,500	225,000	(5,319)
Other sales	11,958	10,432	18,275	(6,317)	100,860	121,136	109,650	(8,790)
Grant Income	34,750	37,015	7,562	27,188	185,118	79,316	45,373	139,745
Contributions	15,529	6,525	4,167	11,362	31,767	19,634	25,000	6,767
Fundraising	7,605	18,060	6,250	1,355	14,615	20,340	37,500	(22,885)
Other Income	16,426	13,369	13,333	3,093	98,282	84,181	80,000	18,282
Interest & dividends	23,151	7,770	625	22,526	23,271	11,335	3,750	19,521
Investment gain (loss)	8,784	99,405	417	8,367	8,784	121,686	2,500	6,284
	545,123	474,369	433,696	111,427	2,867,688	2,717,630	2,602,175	265,514
Expenses								
Staff Wages	298,815	290,555	272,184	26,631	1,602,971	1,570,941	1,633,107	(30,136)
Consumer Wages	15,504	13,254	20,500	(4,996)	110,988	148,968	123,000	(12,012)
Payroll Tax & Benefits	54,361	54,635	54,723	(362)	310,358	352,087	328,336	(17,978)
Utilities & Telephone	16,204	13,899	14,542	1,662	89,860	96,376	87,250	2,610
Supplies	8,803	8,308	8,898	(95)	53,149	60,814	53,385	(236)
Professional Fees	8,538	8,735	5,945	2,593	42,111	62,317	35,669	6,443
Bad Debt Expense	160	379	233	(73)	160	35,379	1,400	(1,240)
Fundraising Expense	76	2,650	2,833	(2,757)	12,683	19,233	17,000	(4,317)
Vehicle & Mileage	5,200	(5,710)	5,292	(92)	33,934	31,630	31,750	2,184
Insurance	5,316	3,026	4,471	845	31,041	31,581	26,825	4,216
Repairs & Maintenance	12,116	14,617	11,483	633	85,139	69,005	68,900	16,239
Interest Expense	871	726	500	371	3,498	2,900	3,000	498
Other Expenses	13,796	13,376	9,619	4,177	91,561	72,903	57,713	33,849
	439,760	418,450	411,222	28,538	2,467,453	2,554,134	2,467,334	120
Net Income (Loss) Before Depreciation	105,363	55,919	22,474	82,890	400,235	163,496	134,841	265,394
Depreciation Expense	13,050	13,528	12,083	967	73,300	81,968	72,500	800
Net Income (loss)	\$ 92,313	\$ 42,391	10,390	\$ 81,923	\$ 326,935	\$ 81,528	\$ 62,341	\$ 264,594



CICS

Supporting Individuals. Strengthening Communities.

**Central Iowa Community Services
Provider and Program Participation Agreement Amendment No. 1**

1. This amendment is entered into this 1st day of October, 2023 by and between Central Iowa Community Services (CICS) and Capstone Behavioral Healthcare (Provider), original parties to the agreement dated First day of July, 2023.

2. In consideration of the mutual covenants herein made, the agreement is amended as follows: Attachment A is removed and replaced in its entirety with the following attachment A:

**Capstone Behavioral Healthcare
ATTACHMENT A Effective 10/1/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

Chart of Account	Service Description	Unit of Service	Rate
05373	Public Education, Prevention and Education	Hour	\$136.08; Maximum of 12 hours/contract period
25376	Justice Involved Service Coordination	Monthly	\$7,257.25
25376	Justice Involved Service Coordination - IT Equipment	One Time Cost	Maximum of \$4,983.50
32329	Supported Community Living – Home Based Habilitation High Recovery Recovery Transitional Medium Need Intensive I Intensive II Intensive III	UA; .25-2 Hours/Day UB; 2.25-4 Hours/Day UC; 4.25-8.75 Hours/Day UD; 9-12.75 Hours/Day U8; 13-16.75 Hours/Day U9; 17-24 Hours/Day	\$56.39 \$121.68 \$141.03 \$227.66 \$230.81 \$405.25
41305	Injection (96372)	N/A	\$26.38
41305	Nursing (S9123)	Nurse Visit	\$58.64
42305	Family Therapy (90846)	Hour	\$98.83
42305	Licensed Independent Social Work (LISW) Onboarding & Access July 2023-June 2024 (Rena Northcutt, LISW)*	N/A	Maximum \$5,000.00
42305	Licensed Independent Social Work (LISW) Onboarding & Access July 2023-February 2024 (Morgan Bloom, LISW)*	N/A	Maximum \$6,667.00



42305 42306	Care Coordination	One Tele Health Session	\$31.21
42306	Medication Prescribing & Management Onboarding & Access July 2023-June 2024 (Paige Reed, ARNP)**	N/A	Maximum \$15,000.00
42366	Clubhouse (Drop In Center) - Poweshiek Co.	Monthly	***\$7,844.00
42366	Drop-in Center – Jasper Co.	Monthly	***\$8,378.00
42396	Community Support Services– Poweshiek Co. Low level CSS High level CSS	Monthly Monthly	\$176.87 \$520.20
43301	Assessment, Evaluation, & Early Identification	Hour	\$190.89
44301	Crisis Therapy Services (2 appointments/month – Jasper) (1 appointment/month – Poweshiek)	60 Min. 45 Min. 30 Min.	\$114.17 \$114.17 \$59.43
44301	Crisis Psychiatric Evaluation (2 appointments/month – Jasper) (1 appointment/month – Poweshiek)	Visit	Dr. \$300.67 ARNP \$232.09 PA \$232.09
44305	Community Based Crisis Intervention Services	Hour	\$136.08
46305 Jail 42305 Outpatient	Therapy Evaluation (90791)	Visit	\$155.61
46305 Jail 42305 Outpatient	Therapy 90837 90834 90832	60 Min. 45 Min. 30 Min.	\$114.17 \$114.17 \$59.43
46305 Jail 42305 Outpatient	Group Therapy (90853)	Hour	\$69.43
46305 Jail 42306 Outpatient	Psychiatric Evaluation (90792)	Visit	Dr \$300.67 ARNP \$232.09 PA \$232.09
46305 Jail 42306 Outpatient	Medication Management (99213)	15 Min.	Dr. \$101.60 ARNP \$72.45 PA \$72.45

OTHER TERMS:

Medicaid/MCO floor rate may be honored if higher than the CICS Contracted Rate. Please send documentation of the Medicaid/MCO rate to the Operations Officer for consideration of the rate adjustment. If the rate adjustment is approved by CICS this will be executed through a written document with the CICS CEO and the Provider with the effective date as the month following the receipt of the rate documentation. A CICS contract amendment will not be required in these situations.

For applicable services, Provider will meet Iowa Code or Administrative Code requirements.

Provider will ensure provider information is available in 211 and updated annually.

Psychological Testing is a service under Assessment, Evaluation, & Early Identification.



CICS may be billed the Crisis Psychiatric Evaluation rate if the Crisis Psychiatric Evaluation appointment is reserved and unfilled. Two Crisis Psychiatric Evaluation appointments shall be available monthly for Jasper County and one per month for Poweshiek County. If crisis medication management is needed, this can be performed during the reserved crisis psychiatric evaluation time slot and billable at the contracted medication management reimbursement rate as applicable. CICS Service Coordination staff shall be informed of the reserved time slot for the Crisis Psychiatric Evaluation service.

CICS may be billed the Crisis Therapy Services 60-minute rate if the Crisis Therapy appointment is reserved and unfilled. Two Crisis Therapy appointments shall be available monthly for Jasper County and one per month for Poweshiek County. If a crisis therapy evaluation is needed, this can be performed during the reserved crisis therapy time slot and billable at the contracted therapy evaluation reimbursement rate as applicable. CICS Service Coordination staff shall be informed of the reserved time slot for the Crisis Therapy Service.

***LISW will provide Outpatient Therapy Services to residents of CICS region and accept and provide services to patients with Medicaid and/or Medicare, private insurance, and MHDS regional funding. The LISW Onboarding & Access Fee shall be paid by June 30, 2024 for Fiscal Year 2024 with an invoice submitted by the provider.**

If LISW is less than full-time and/or practices less than full-time in the Outpatient setting, the Access fee will be prorated based on the total number of hours LISW services are available to patients in the Outpatient setting.

In the event the LISW does not maintain employment with Capstone Behavioral Healthcare and upon initiation continue to provide Outpatient Therapy Services in the Outpatient setting for the entire CICS Provider and Program Participation Agreement service period no LISW Onboarding & Access fee will be paid by CICS.

**** Psychiatric Prescriber will provide Outpatient Medication Prescribing and Management services to residents of CICS region and accept and provide services to patients with Medicaid and/or Medicare, private insurance, and MHDS regional funding. The Medication Prescribing & Management Onboarding & Access Fee shall be paid by June 30, 2024 for Fiscal Year 2024 with an invoice submitted by the provider.**

If Psychiatric Prescriber is less than full-time and/or practices less than full-time in the Outpatient setting, the Access fee will be prorated based on the total number of hours Psychiatric Prescriber services are available to patients in the Outpatient setting based.

In the event the Psychiatric Prescriber does not maintain employment with Capstone Behavioral Healthcare and upon initiation continue to provide Psychiatric Prescriber services in the Outpatient setting for the entire CICS Provider and Program Participation Agreement service period no Medication Prescribing & Management Onboarding & Access Fee will be paid by CICS.

Public Education, Prevention and Education Services - Education services means activities that increase awareness and understanding of the causes and nature of conditions or factors which affect an individual's development and functioning. Prevention means efforts to increase awareness and understanding of the causes and nature of conditions or situations which affect an individual's functioning in society. Prevention activities are designed to convey information about the cause of conditions, situations, or problems that interfere with an individual's functioning or ways in which that knowledge can be used to prevent their occurrence or reduce their effect, and may include but are not limited to, training events, webinars, presentations, and public meetings. Provider outreach activities and/or marketing activities would not fall under Public Education, Prevention and Education. Provider needs to seek written approval by CICS for funding of Public Education, Prevention and Education services.

Funding for outpatient services must be pre-authorized by CICS. CICS will issue a Notice of Decision to the patient and provider. CICS will determine the copayment for persons as specified in the CICS Management Plan. Patients



are responsible to pay all copayment amounts directly to the provider. CICS funds may supplement patients with insurance any remaining amount due, up to the "allowed charge" on the insurance Explanation of Benefits (EOB) or the contracted CICS rate, whichever is less.

Based on the client's individualized assessment, CICS will honor the Provider's Medicaid tiered rate for Home Based Habilitation services. Documentation of the client's individualized assessment and the Medicaid tiered rate shall be provided to CICS by the Provider. If a current individualized client assessment is not available CICS will complete an assessment and work with the provider in identifying the applicable Medicaid tiered rate for the Individual. Individual rates may be reviewed at the request of CICS or the Provider as determined necessary.

*****Drop In Center Services - At time of monthly billing submission, provider will submit daily attendance log documentation and participant names for month billed. Provider is encouraged to participate in quarterly meetings with other providers of similar services. Provider is required to meet with CICS quarterly regarding delivery of services.**

For the billing of Justice Involved Service Coordination, service must be provided for the entire month or rate is to be prorated. Monthly amount to be billed and reimbursed is not to exceed \$7257.25/month. If employee positions are unfilled at any time, Provider needs to notify CICS. Reconciliation of block grant funding for Justice Involved Service Coordination may occur. At time of monthly billing submission for Justice Involved Service Coordination services, Provider will submit documentation of participant names with hours served for month billed in the format requested by CICS. Narrative for each contact made by staff needs to be submitted monthly by the 15th of the following month. Provider's Justice Involved Service Coordination services will be delivered in the manner outlined in the attached documents.

For Justice Involved Service Coordination – IT Equipment, Provider will submit to CICS itemized invoices with supporting documentation of expenditures for purchase of two Microsoft Surface Tablet/laptops for reimbursement of actual expenditures up to \$4,983.50 based on the July 2023-June 2024 budget submitted by Provider.

3. All other terms and conditions of the Agreement identified in the caption hereof shall remain in full force and effect except as specifically modified by this amendment. If there is conflict between this amendment and the agreement, the terms of this amendment will prevail.

This Agreement Amendment has been executed by the parties hereto, through their duly authorized officials.

Central Iowa Community Services:

Capstone Behavioral Healthcare:

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

Date: _____

Date: _____





NEWTON LOCATION: 1123 1st Ave. E.
Newton, IA 50208
641.792.4012

GRINNELL LOCATION: 200 4th Ave W.
Grinnell, Iowa 50112
641-528-6065

September 15, 2023

Re: Justice Involved Services

I would like to present a request for proposal for the justice involved services that Capstone Behavioral Healthcare provides in Jasper and Poweshiek counties. Capstone has been committed to providing services to clients who are involved with the justice system for several years. While both counties are very different in the service needs, we feel that the programming that we provide is beneficial to the clients, jail staff, police officers, probation officers and other community stakeholders.

We have worked diligently to develop both programs and they are working well in both communities. I am including the job duties for each county as they differ. We would like to request a full-time position in Poweshiek County and a part-time position in Jasper county. The reasoning for Jasper County only needing a part-time position is because the chief of police is very involved in mental health efforts in the county and he ensures that his officers have the resources needed. Jasper County has a coalition that meets monthly, and this is very helpful for coordination of care. The position in Poweshiek County has been developed specifically for that county and the officers work very closely with staff on mental health cases. This position has evolved into a good working relationship with Capstone and the police force.

I have also attached the spreadsheet that we would turn into the region for contacts made with the clients that we work with. We will document in Capstone's health record so that coordination of care will be shared with all staff that may be working with them.

Thank you for your consideration.

A handwritten signature in black ink that reads "Julie Smith". The signature is fluid and cursive, with the first name being more prominent.

Julie Smith
Center Director

Let us be part of the solution!

www.capstonebh.com



NEWTON LOCATION: 1123 1st Ave. E.
Newton, IA 50208
641.792.4012

GRINNELL LOCATION: 200 4th Ave W.
Grinnell, Iowa 50112
641-528-6065

Mental Health Liaison

October 2023-June 2024

Proposed annual budget for Poweshiek and Jasper County

Justice Involved Liaison

Poweshiek County-full-time salary	39,520/year
Benefits: Health	15,500 yearly family
Dental:	1,180 yearly family
Lincoln-STD, LTD, workers comp and life	745/year
Mileage	2,500/year

Justice Involved Liaison

Jasper County-Part-time salary	17,680/year
Benefits: Health	7,750 yearly family
Dental:	590 yearly family
Lincoln-STD, LTD, workers comp and life	372/year
Mileage	1,250/year

Total monthly cost= **\$7,257.25**

Let us be part of the solution!

www.capstonebh.com

Poweshiek County Mental Health Liaison

40+ Hours M-F + Some On-Call Situations as Needed

Purpose

The purpose of this position is to have a mental health advocate assist individuals in crisis situations or need. This person will work for Capstone Behavioral Healthcare but partner and collaborate with Grinnell Police Department and Poweshiek County LE personnel during crisis situations. Liaison will respond in person when applicable with local LE to a crisis to determine individual or family needs based on situation. Liaison will also complete additional follow through, assist individual or families in finding additional community support/resources that are available in Grinnell Iowa and surrounding communities. A liaison is a non-LE employee that can offer support and help assist in building rapport between involved parties and LE.

Major Roles/Duties

Crisis Intervention

Partnering with local law enforcement

Community Collaborations

Connection to Community Resources

Crisis Negotiations

Victim Advocacy

Tasks

Respond to calls alongside local LE as applicable/appropriate. If there is an immediate need that would not allow liaison to respond or safety concern, can communicate via phone or video conferencing if the option is available at the time. Note; on-call situations do arise on occasion and can occur outside of normal "business hours."

Provide support and rapport to person/families in need, can be completed in person or via phone.

Ensure person/families have access to community resources and services.

Assist in referrals to other resources and community support.

Collaborative efforts with community resources, attending meetings, trainings, etc. to help assist in getting needed mental health care.

Collaborative efforts with local hospital. Work with local LE and hospital staff regarding emergency holds/hospital commitments regarding mental health.

Complete follow-up care and safety planning with patient, emergency providers, county Magistrate and Mental Health Court Advocate.

Assist in follow up care following a crisis – establishment of appointments and ensuring compliance of court orders.

Attend and be involved in community support group/work groups associated with mental health.

Continued education regarding Crisis Negotiations.

Be part of Crisis Negotiation team and assist in real life scenarios or true crisis situations as assigned. Will report to team lead assigned in Crisis situation to get role and duties in the event of an emergency.

Crisis Intervention Continued Care + Support to client and/or families in need.

Attending Crisis Intervention training and continuing education. This will help assist in continued education/support to liaison and help in further LE education training efforts.

Collaborative efforts with Local Support Groups and Agencies such as Mental Health Consortium – JPK of Grinnell Area. Attend meetings and gatherings associated with these groups/foundations/agencies/etc.

Offer peer support and officer wellness support as needed or deemed necessary.

Attend and complete annual training as scheduled.

Attend workgroups and staff meetings as scheduled.

Work closely with school officials, administrators, school counselors and other staff within the district as needed.

Meeting regularly with Capstone staff and master level providers, students, and other employees within Capstone to assist in client care plans and ongoing stability regarding mental health symptoms and concerns.

Demonstrate understanding of court orders and mental health compliance to orders. Working closely with the judicial system and employees within our district/county.

Complete assessments and intakes regarding ongoing community care needs within Poweshiek County. Short term goal planning will be completed with referred person/families as applicable.

All other duties as assigned or discussed to help assist LE, clients, families, etc. get the best support and care for the safety and well-being of their physical and mental health needs.

Who can refer?

Anyone – families, LE, Local agency mental health providers, concerned citizens, Magistrate judge, Attorneys, Community Service Coordination, Case Management Services, Probation, Local Workgroups, Community Support Groups, etc.

Justice involved advocate

- Complete intake process with clients that have been referred to program.
- Assist with finding housing
- Assist with finding employment
- Assist with food stamps Medicaid and disability applications
- Coordination of care between providers and JDP staff
- Open communication for care with attorneys, probation/parole officers, DHS workers, and jail staff
- Assist with obtaining personal documents such as social security card and birth certificates.
- Assist with setting up mental health and substance abuse care
- Assist with setting up any court ordered classes or assessments
- Assist with compliance with all appointments
- Assist with coping skills while in crisis
- Make referrals to any other services or resources that is needed
- Assist attorney's police officers and jail staff with coordination of care for homeless
- Quarterly meetings with Newton PD, CICS Discover hope, and homeless shelter to assist with homelessness in Newton
- Communicate with county attorney on committals and assist with treatment needs
- Document/note all encounters
- Assist with setting up payment plans on court fines
- Assist with setting up license reinstatement program
- Update goals every 3 months.
- Monthly meetings with CICS for updates on clients
- Assist with setting up a monthly budget
- Complete monthly tracking spreadsheet for the region
- Periodic checks on Iowa courts
- Talk clients through manic/breakdowns to prevent them from reoffending
- Transportation needs as necessary

	A	B	C	D	E	F	G
1	Name	Date	Face to Face	Phone	Email	Collateral	Zoom/Video



CICS

Supporting Individuals. Strengthening Communities.

Executive Summary

Community and Family Resources

Introduction: Community and Family Resources (CFR) is a nonprofit organization that has been a cornerstone of addiction treatment in Iowa since 1968. Currently they service fourteen counties in Iowa. Many clients travel from outside of these counties for treatment. They provide residential and outpatient addiction services, detoxification, mental health services, professional gambling treatment, sobering services, recovery and transitional housing, DUI classes and prevention services. CFR currently has a waiting list for outpatient services, and it is not uncommon for someone to wait 25 plus days for ongoing therapy services. CFR staff are trained in trauma informed, culturally competent evidence-based treatment.

Proposed Project:

CFR is requesting assistance to expand outpatient offices in Fort Dodge/Webster County to meet the growing need of the community for behavioral health services. The cost of the expansion of the 4 office spaces is \$325,000. They are requesting assistance with \$200,000 for the expansion due to the financial inconsistencies the agency has faced over the past several years due to the pandemic and lingering effects of it.

Recommendation: CICS CEO, and planning and development staff recommend that the Governing Board approves the requested amount of \$200,000. The project scored a 184 on our Funding Prioritization Tool. This falls within the “most likely to be funded” category. Increasing access to outpatient services is also a priority that has been identified by the Leadership Team for FY24.

Project Contacts:

Michelle De La Riva, Executive Director CFR

CFR- Community and Family Resources	
Total Project Cost	\$325,000
CICS contribution	\$200,000
Capacity Increase	Four additional offices would help decrease the number of days individuals are waiting for services. It would provide four additional staff to see patients for outpatient services.
Start Date	November 1, 2023
End Date	May 1, 2024
Population Affected	2% of CICS population would fall within the mileage radius of the access standard for outpatient services
Prioritization Tool score	184





CICS

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**Central Iowa Community Services
Provider and Program Participation Agreement Amendment No. 1**

1. This amendment is entered into this 1st day of October, 2023, by and between Central Iowa Community Services (CICS) and Community & Family Resources (Provider), original parties to the agreement dated First day of July, 2023.

2. In consideration of the mutual covenants herein made, the agreement is amended as follows: Attachment A is removed and replaced in its entirety with the following attachment A:

**Community & Family Resources
ATTACHMENT A Effective 10/1/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

Chart of Account	Service Description	Unit of Service	Rate
42305	Outpatient Mental Health Services- Outpatient Clinic Expansion	One Time Cost	\$200,000
42305	Therapy Evaluation (90791)	Visit	\$155.61
42305	Group Therapy (90853)	Hour	\$69.43
42305	Family Therapy (90846)	Hour	\$98.83
42305	Therapy 90837	60 Min.	\$114.17
	90834	45 Min.	\$114.17
	90832	30 Min.	\$59.43
42305 42306	Care Coordination	One Tele Health Session	\$31.21
42306	Psychiatric Evaluation (90792)	Visit	Dr \$300.67 ARNP \$232.09 PA \$232.09
42306	Medication Management (99213)	15 Min.	Dr. \$101.60 ARNP \$72.45 PA \$72.45



OTHER TERMS:

Medicaid/MCO floor rate may be honored if higher than the CICS Contracted Rate. Please send documentation of the Medicaid/MCO rate to the Operations Officer for consideration of the rate adjustment. If the rate adjustment is approved by CICS this will be executed through a written document with the CICS CEO and the Provider with the effective date as the month following the receipt of the rate documentation. A CICS contract amendment will not be required in these situations.

For applicable services, Provider will meet Iowa Code or Administrative Code requirements.

Provider will ensure provider information is available in 211 and updated annually.

Provider will submit to CICS itemized invoices with supporting documentation of expenditures for Outpatient Mental Health Services Expansion funds for reimbursement of actual expenditures up to \$250,000. Outpatient Mental Health Services Expansion costs based on the proposal submitted by the Provider. CICS funding is based on the Community and Family Resources Funding Request, and Budget these documents are attached to this Provider and Participation Agreement Amendment No.2.

Provider and CICS will agree upon a remodel timeline, upon agreement of this. Provider will invoice CICS for reimbursement of remodel costs not to exceed a total maximum of \$200,000. Provider will submit documentation verifying remodel expenses CICS funds are used and reimbursed for. Invoices will be submitted to CICS by the fifteenth of the month for the invoices paid by the provider in the previous month.

All funding for outpatient services must be pre-authorized by CICS. CICS will issue a Notice of Decision to the patient and provider. CICS will determine the copayment for persons as specified in the CICS Management Plan. Patients are responsible to pay all copayment amounts directly to the provider. CICS funds may supplement patients with insurance any remaining amount due, up to the "allowed charge" on the insurance Explanation of Benefits (EOB) or the contracted CICS rate, whichever is less.

3. All other terms and conditions of the Agreement identified in the caption hereof shall remain in full force and effect except as specifically modified by this amendment. If there is conflict between this amendment and the agreement, the terms of this amendment will prevail.

This Agreement Amendment has been executed by the parties hereto, through their duly authorized officials.

Central Iowa Community Services:

Community & Family Resources:

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: Chair, CICS Governing Board

Print Title: _____

Date: _____

Date: _____



Provider Special Project Funding Request



CICS

Supporting Individuals. Strengthening Communities.

Provider Name: Community and Family Resources Tax ID: 42-0938934

Provider Address: 211 Ave M West, Fort Dodge Iowa 50501 Provider CSN ID#: _____
(Optional)

Please identify the funding being requested.

You will be contacted by CICS to discuss this request. CICS will notify you of the decision on funding in writing with stipulations for approval if any, or reasons for denial if applicable.

Project Name	Item or Service Funding is Being Requested For	Total Cost	Provider Funding Amount	Regional Funding Requested	Project Start Date	Project End Date
CFR Outpatient Expansion	Addition of 4 outpatient staff offices	325000.00	125,000	200,000.00	November 1, 2023	May 1, 2024

Explain how funding this project will benefit the clients of CICS and how it complies with the CICS Management Plan:

Funding for this expansion project will benefit the clients of CICS as it will provide the space to house 2 additional Counselors and 2 additional Therapists. CFR currently has a waiting list for both substance use and mental health services. It is not uncommon for those seeking services to have to wait for 25 days for ongoing therapy services. CFR complies with the CICS Management plan as a current contractor and shares a very similar approach in providing services. CFR strives to provide services that are accessible to all individuals in an environment that is welcoming. Services are provided in a collaborative manner which empowers the individual while encouraging family involvement to provide much needed support as they work toward recovery. Our staff are trained in trauma informed, culturally competent evidence-based treatment. Our programs continued to also provide recovery-oriented treatments as seen in the expansion of our recovery housing program over the last 2 years. Our quality assurance team continues to monitor the use of evidence-based treatment through their review of client treatment charts on a monthly basis as well as by sitting in on groups and individual treatment sessions to ensure that we are meeting fidelity of the programs. See attached for additional information.

Explain why you need Regional Funding to complete the project:

CFR is a nonprofit agency that has been a cornerstone of addiction treatment in Iowa since 1968. Currently we serve fourteen counties in Iowa, with many clients traveling from outside these areas seeking treatment. We provide residential and outpatient addiction treatment, detoxification, mental health services, professional gambling treatment, sobering services, recovery and transitional housing, DUI classes, and prevention and education services.

CFR has consistently provided high quality services to the counties in the CICS Region for many years and has proven ourselves to be financially sufficient. In Fiscal Year 2020 we ended the year with a balance of \$1,464,473.43. This was shortly after we had expanded our residential treatment services in Webster County by completing a central campus building project. During that fiscal year, the start of the COVID 19 pandemic arrived which impacted our ability to fill to capacity and this trend continued into the next fiscal year. We were provided with assistance through some ARPA funds and were able to finish the 2021 year with a balance of \$1,571,985.95. Without that assistance, we would not have been able to continue with treatment services as needed nor would we have been able to continue with the upkeep of our facilities. See attached for additional information.

Name of person submitting request: Michelle De La Riva Title: Executive Director

Phone: 515-576-7261 ext1226 Email: Michelled@cfrhelms.org Request Date: 8-24-23

UNSOLICITED REQUESTS FOR FUNDS

The Administrative Team will apply the following criteria when reviewing unsolicited requests for funds:

Provider Criteria:

Providers receiving funds must be licensed or accredited to provide the requested service.

Organizations must demonstrate the following:

- Provider experience in providing the services
- Documented consumer outcomes, and family/consumer satisfaction
- Retention of consumers in other programs
- Coordination with other provider agencies
- Evidence of individualized services
- Relationship with other regions the agency serves
- Funding source for the service
- Financial viability of the agency
- Strong organizational leadership
- A mission that supports person centeredness, rehabilitation, recovery, cultural competency, multi-occurring capable
- Capability to plan and develop financial flexibility to support services
- Ability to integrate all services into the community
- Aptitude to create infrastructure to support staff supervision
- Capacity to involve clients in the implementation evaluation of the services

Required Elements:

Providers must submit a written proposal that includes the following:

Business Plan

- Description of the service and the market
- Funding sources
- Non-financial outcomes
- Organizational Chart
- Financial needs (startup cost summary, personnel cost)
- Current business position

Documentation of Current Needs

- Current waiting list for the service
- Demographics of potential clients
- Access standard criteria (if applicable)

Letters of Support to include but not limited to

- CEO of other regions (if applicable)
- Local Community Services Directors
- Integrated Health Homes or Case Managers

Most recent Audit Report by accredited auditing firm

Existing Program Outcomes

Funding Options:

Providers must identify funding options through sources at the federal, state and local levels.

It is the expectation that costs recouped through billing fee for services would be repaid to CICS.

Request Considerations:

Does the request meet the following priorities?

- priority for core and core plus services
- unmet need for the proposed services
- unmet access standard for proposed services
- evidence based practice services

If the request is approved, an agreement will be drafted to include the request in the provider agreement. Both the request and the agreement will be taken to the Governing Board for consideration.

Explain how funding this project will benefit the clients of CICS and how it complies with the CICS Management Plan:

CFR prides itself on their ability to coordinate care with our community partners. We continually assess our stakeholder satisfaction on an annual basis to ensure that we are meeting the needs of our communities as well as our community partners. Additionally, we ensure that our staff are communicated with referral sources by tracking this in our electronic health record. It is our goal to ensure that our treatment plans cover the complex individual needs of each of our clients and we often refer to other community organizations to meet this need. An example would be utilizing the FQHC's in our communities for ongoing medical care.

Explain why you need Regional funding for the project.

Fiscal year 2022 we ended the year with a balance of \$153,625.26. This year was likely the most difficult for us to maintain our financial strength as we continued to have COVID-19 outbreaks in our facilities. During this year, our team was also focused on managing Prelude Behavioral Services that is out of Polk and Johnson Counties. This company was facing having to make the difficult decision about closing their doors due to the financial stress of the pandemic. We were able to make some changes within that company so that we could complete a successful merger with CFR in July of 2022 and we ended the fiscal year as a merged company with a unaudited balance of \$516,029.72.

CFR is requesting assistance from the CICS Region in order to expand our outpatient offices in Webster County in order to meet the growing need of the community for behavioral health services. The cost of the expansion of the 4 office spaces is \$325,000 and we are requesting assistance with paying for \$200,000 for the expansion due to the financial inconsistencies that our agency has faced over the past several years due to the pandemic and lingering effects of such.

Contract Price:

Description	Fee Type	Fee
Construction Budget	Lump Sum	\$300,000.00
Design Budget	T&M	\$25,000
TOTAL		\$325,000.00

Due to current material price volatility, this Contract Price is good only for 30 days from the Date Prepared.

Owner shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the work, and these are solely Woodruff's rights and responsibilities. Owner and Owner Representatives will comply with Woodruff Construction's General Work Safety Rules, including but not limited to:

1. Owner and Owner representatives are to comply with all OSHA regulations.
2. As jobsite conditions merit, Owners and Owner representatives must always wear hard hats and protective eyewear with side shields whenever on-site at the Project; provided by Woodruff Construction.
3. Wearing shorts, tank tops, tennis shoes, open-toed shoes, or sandals whenever working on-site at the Project, is strictly prohibited, and appropriate footwear is required.

This Proposal and Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of Iowa, excluding conflicts of law principles that would result in the application of the law of a State other than Iowa. Venue for any legal action or alternative dispute resolution proceeding arising out of or relating to the project or this Proposal and Agreement shall be exclusively in Webster County, Iowa. If Woodruff Construction is the prevailing party in any legal action or alternative dispute resolution proceeding, Owner shall pay Woodruff Construction any and all attorney fees, expert fees, dispute resolution organization fees, arbitrator fees, costs, and expenses incurred by Woodruff Construction.

NOTICE UNDER IOWA CODE §572.13: PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE IMPROVEMENT OF REAL PROPERTY MAY ENFORCE A LIEN UPON THE IMPROVED PROPERTY IF THEY ARE NOT PAID FOR THEIR CONTRIBUTIONS, EVEN IF THE PARTIES HAVE NO DIRECT CONTRACTUAL RELATIONSHIP WITH THE CUSTOMER. THE MECHANICS' NOTICE AND LIEN REGISTRY PROVIDES A LISTING OF ALL PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS WHO HAVE POSTED A LIEN OR WHO MAY POST A LIEN UPON THE IMPROVED PROPERTY.

THE WEBSITE ADDRESS AND TELEPHONE NUMBER OF IOWA'S MECHANIC'S NOTICE AND LIEN REGISTRY ARE:

WWW.SOS.IOWA.GOV/MNLR & 888-767-8683.

Woodruff Construction appreciates your consideration and the opportunity to price this scope of work. If there are any questions, don't hesitate to get in touch with me at any time.

Sincerely,

WOODRUFF CONSTRUCTION



Chad Lennon

West Region President

Community & Family Resources
The Richmond Center
Statement of Revenue & Expenses

	For the Month Ended June 30, 2020			For the Year Ended June 30, 2020			Budget for the Year Ended June 30, 2020			100.00%
	CFR	TRC	Total	CFR	TRC	Total	CFR	TRC	Total	Budget
	June	June	June	YTD	YTD	YTD	YTD	YTD	YTD	Used
Operating Revenue										
MEDICAID	\$ 157,126.09	\$ 61,384.79	\$ 218,510.88	\$ 1,673,851.67	\$ 509,399.15	\$ 2,183,250.82	\$ 2,438,775.29	\$ 877,155.17	\$ 3,315,930.46	65.84%
INSURANCE	359,850.22	57,860.16	417,510.38	2,701,755.31	349,051.75	3,050,807.06	3,412,176.75	263,796.25	3,675,973.00	82.99%
CLIENT PORTION OF INSURANCE	(89,912.55)	(14,466.05)	(104,377.60)	(641,692.19)	(87,262.99)	(728,855.18)	(863,044.19)	(65,949.06)	(918,993.25)	79.31%
NET ACCOUNTS RECEIVABLE	\$ 426,863.76	\$ 104,779.90	\$ 531,643.66	\$ 3,734,014.79	\$ 771,187.91	\$ 4,505,202.70	\$ 4,997,907.85	\$ 1,075,002.36	\$ 6,072,910.21	74.19%
GRANTS/CONTRACTS	76,957.42	-	76,957.42	837,417.66	1,059.98	838,477.64	741,358.07	29,203.20	770,561.27	108.81%
NON MEDICAID	65,802.56	-	65,802.56	2,062,326.76	-	2,062,326.76	2,207,041.00	-	2,207,041.00	93.44%
COUNTY SERVICES REVENUE	15,050.00	-	15,050.00	163,000.00	-	163,000.00	131,250.00	-	131,250.00	124.19%
CITY CONTRIBUTIONS	-	-	-	1,080.00	-	1,080.00	5,594.00	-	5,594.00	19.31%
UNITED WAY CONTRIBUTIONS	833.33	-	833.33	5,205.72	-	5,205.72	15,000.00	-	15,000.00	34.70%
OTHER CONTRIBUTIONS	20.00	-	20.00	720.00	-	720.00	450.00	-	450.00	160.00%
IN-KIND CONTRIBUTIONS	-	-	-	-	-	-	-	-	-	0.00%
CLIENT PAYMENTS	16,348.17	2,618.54	18,866.71	241,630.46	40,562.69	282,193.05	237,926.45	27,998.50	265,924.95	106.12%
RECORDS REQUEST PAYMENTS	100.00	120.00	220.00	429.45	1,221.71	1,651.16	1,044.10	2,041.22	3,085.32	53.52%
MISCELLANEOUS REVENUE	273,055.99	45,611.58	318,567.57	703,691.62	124,826.41	828,518.03	24,107.82	1,032.43	25,140.25	3295.58%
INTEREST INCOME	3.15	1.57	4.72	1,437.01	296.00	1,733.01	7,385.99	187.65	7,573.24	22.88%
Total Operating Revenue	\$ 875,034.38	\$ 152,931.59	\$ 1,027,965.97	\$ 7,750,953.47	\$ 939,154.60	\$ 8,690,108.07	\$ 8,369,064.88	\$ 1,135,465.36	\$ 9,504,530.24	91.43%
Operating Expenses										
SALARY EXPENSE	\$ 278,000.96	\$ 45,402.06	\$ 323,403.01	\$ 3,379,009.92	\$ 481,684.58	\$ 3,860,694.50	\$ 3,844,813.29	\$ 665,592.00	\$ 4,510,405.29	85.60%
FICA TAX EXPENSE	21,748.52	3,315.96	25,064.48	258,701.19	41,481.79	300,182.98	294,128.16	50,917.78	345,046.94	87.00%
WORKERS COMPENSATION EXPENSE	5,207.16	995.13	6,202.29	61,705.08	13,697.27	75,402.35	83,047.99	14,376.78	97,424.77	77.40%
UNEMPLOYMENT INSURANCE EXPENSE	1,523.72	245.19	1,768.91	20,766.99	2,634.31	23,401.30	58,834.94	8,992.74	67,827.68	34.50%
HEALTH INSURANCE EXPENSE	19,534.06	1,900.03	21,434.09	237,925.68	19,612.65	257,538.33	469,650.60	60,749.40	530,400.00	48.56%
LIFE, ACC DEATH, LT DISABILITY INSURANCE EXPENSE	-	-	-	-	-	-	8,843.07	1,530.87	10,373.94	0.00%
IPERS CONTRIBUTION	26,335.17	3,670.76	30,205.93	310,285.74	41,372.56	351,658.30	362,950.36	62,631.89	425,762.25	82.69%
NET EMPLOYEE EXPENSE	352,353.58	55,729.13	408,082.71	4,268,395.60	600,483.16	4,868,878.76	5,122,258.41	864,991.46	5,987,259.87	81.32%
DUES, FEES, MEMBERSHIPS	843.33	-	843.33	11,855.32	381.60	12,236.92	12,421.86	150.00	12,571.86	97.34%
SUBSCRIPTIONS/PUBLICATIONS	273.00	-	273.00	3,104.72	122.59	3,227.31	2,033.82	156.81	2,190.63	147.32%
FOOD/GROCERIES	18,239.09	-	18,239.09	225,497.08	-	225,497.08	233,000.00	-	233,000.00	96.78%
RSS SUPPLIES	1,198.70	-	1,198.70	12,216.48	-	12,216.48	32,953.58	-	32,953.58	37.07%
MEDICAL SUPPLIES	1,707.16	-	1,707.16	17,333.44	-	17,333.44	15,443.46	-	15,443.46	112.24%
PROGRAM SUPPLIES	3,587.39	-	3,587.39	48,568.28	-	48,568.28	109,784.95	327.48	110,112.43	44.11%
CLIENT RECREATION EXPENSE	67.40	-	67.40	424.85	-	424.85	639.95	-	639.95	66.39%
OFFICE SUPPLIES	1,062.96	-	1,062.96	19,739.64	966.22	20,705.86	27,162.19	3,474.27	30,636.46	67.59%
OPERATING SUPPLIES/IN ON FOOD	7,139.64	67.11	7,206.75	73,089.93	2,397.10	75,487.03	66,768.76	2,056.58	68,825.34	109.68%
POSTAGE	106.96	25.95	132.91	2,375.07	383.65	2,758.72	6,562.75	353.66	6,916.41	39.89%
MEETINGS	-	-	-	-	-	-	-	-	-	0.00%
PROMOTIONAL ITEMS	8,290.60	-	8,290.60	85,952.18	15.00	85,967.18	77,955.24	802.33	78,757.57	109.15%
DEPRECIATION EXPENSE	37,102.63	333.48	37,436.31	331,574.14	4,001.76	335,575.90	358,544.22	14,110.31	372,654.53	90.05%
COMPUTER HARDWARE/SOFTWARE	13,751.37	-	13,751.37	148,844.97	89.32	148,934.29	118,275.77	-	118,275.77	125.82%
BUILDING REPAIRS & MAINTENANCE	2,650.18	328.86	2,979.04	32,671.44	3,679.87	36,351.31	77,516.13	5,017.96	82,534.09	44.04%
OFFICE REPAIRS & MAINTENANCE	1,577.82	171.57	1,749.39	19,292.49	3,218.06	22,510.55	16,281.36	2,895.89	19,177.25	117.38%
OFFICE SPACE/RENTAL	3,991.03	700.00	4,691.03	47,742.36	8,400.00	56,142.36	43,817.11	7,700.00	51,517.11	108.98%
UTILITIES	10,085.30	1,835.43	11,920.73	151,559.34	27,482.55	179,041.89	157,814.32	28,716.03	186,530.34	95.99%

Community & Family Resources
The Richmond Center
Statement of Revenue & Expenses

	For the Month Ended June 30, 2020			For the Year Ended June 30, 2020			Budget for the Year Ended June 30, 2020			100.00%
	CFR	TRC	Total	CFR	TRC	Total	CFR	TRC	Total	Budget
	June	June	June	YTD	YTD	YTD	YTD	YTD	YTD	Used
TELEPHONE	4,848.56	1,467.53	\$ 6,316.09	50,738.87	17,670.75	68,409.62	73,744.05	27,143.63	100,887.69	67.81%
INSURANCE	32,890.50	(1,461.25)	\$ 31,429.25	74,088.25	20,415.00	94,503.25	72,039.00	17,348.00	89,387.00	105.72%
PROPERTY TAX	-	-	\$ -	-	-	-	-	-	-	0.00%
CONTRACTED SERVICES - MEDICAL	16,451.50	28,657.90	\$ 45,109.40	46,259.00	292,828.90	339,087.90	75,184.00	300,063.90	375,247.90	90.36%
CONTRACTED SERVICES - ACCT & LEGAL	406.25	(750.00)	\$ (343.75)	19,512.50	5,750.00	25,262.50	12,781.25	10,250.00	23,031.25	109.69%
CONTRACTED SERVICES - COMPUTER	222.95	-	\$ 222.95	2,008.72	-	2,008.72	7,769.50	-	7,769.50	25.79%
CONTRACTED SERVICES - SUBCONTRACTORS	-	-	\$ -	-	-	-	345.00	-	345.00	0.00%
CONTRACTED SERVICES-OTHER	9,021.50	1,134.26	\$ 10,155.76	190,607.26	14,955.18	205,562.44	210,100.46	30,911.99	241,012.45	85.29%
RECRUITING EXPENSE	246.50	42.50	\$ 289.00	17,030.30	808.98	17,839.28	19,161.34	1,362.09	20,523.43	86.92%
IN STATE TRAVEL	689.31	278.07	\$ 967.38	27,243.15	2,212.90	29,456.05	45,434.11	1,345.31	46,779.42	62.97%
OUT OF STATE TRAVEL	-	-	\$ -	-	-	-	-	-	-	0.00%
STAFF DEVELOPMENT TRAINING	1,765.84	-	\$ 1,765.84	48,920.41	1,937.02	50,857.43	61,162.74	8,617.12	69,779.86	72.89%
TUITION REIMBURSEMENT	-	-	\$ -	1,000.00	-	1,000.00	6,000.00	-	6,000.00	16.67%
MEALS/ENTERTAINMENT	-	-	\$ -	57.05	-	57.05	1,187.89	5.34	1,193.03	4.78%
LODGING & OTHER TRAVEL COSTS	-	-	\$ -	188.36	-	188.36	113.45	-	113.45	166.03%
VEHICLE EXPENSES	748.59	-	\$ 748.59	2,949.95	26.52	2,976.47	8,314.17	217.05	8,531.22	34.89%
MISCELLANEOUS EXPENSE	(4,750.00)	-	\$ (4,750.00)	4,181.47	-	4,181.47	3,870.28	-	3,870.28	108.04%
BANK FEE EXPENSE	296.86	-	\$ 296.86	4,236.78	22.15	4,258.93	4,625.78	544.51	5,170.29	82.37%
CREDIT CARD FEE EXPENSE	331.45	-	\$ 331.45	4,470.40	17.41	4,487.81	2,401.53	-	2,401.53	186.87%
BAD DEBT EXPENSE	-	-	\$ -	-	-	-	3,001.00	-	3,001.00	0.00%
RETIREMENT PARTY EXPENSE	-	-	\$ -	-	-	-	-	-	-	0.00%
BOARD EXPENSE	-	-	\$ -	1,921.93	-	1,921.93	2,309.57	-	2,309.57	83.22%
SPECIAL NEEDS FUND EXPENSE	-	-	\$ -	-	-	-	-	-	-	0.00%
ORVILLE COLEMAN SPECIAL NEEDS FUND EXPENSE	-	-	\$ -	-	-	-	-	-	-	0.00%
HOLDING ACCOUNT	-	-	\$ -	-	-	-	161.95	-	161.95	0.00%
CASH OVER/SHORT	-	-	\$ -	-	-	-	(5.00)	-	(5.00)	0.00%
INTEREST EXPENSE	20,004.92	588.98	\$ 20,593.90	215,720.29	6,006.93	221,727.22	221,512.92	6,519.76	228,032.68	97.23%
CAPITAL CAMPAIGN EXPENSE	-	-	\$ -	-	-	-	-	-	-	0.00%
ADMINISTRATIVE ALLOCATION	-	-	\$ -	-	-	-	(186,119.45)	186,119.45	0.00	0.00%
Total Operating Expenses	\$ 547,203.07	\$ 89,149.52	\$ 636,352.59	\$ 6,211,372.02	\$ 1,014,272.62	\$ 7,225,644.64	\$ 7,124,359.23	\$ 1,521,200.92	\$ 8,645,560.16	83.58%
Operating Revenue over Expenses	327,831.31	63,782.07	391,613.38	1,539,581.45	(75,118.02)	1,464,463.43	1,244,705.65	(385,735.57)	858,970.08	170.49%
Non-Operating Revenue										
INSURANCE PROCEEDS	-	-	\$ -	100.00	-	100.00	0.00	0.00	0.00	0.00%
IN-KIND	0.00	0.00	\$ -	0.00	-	0.00	233.00	0.00	233.00	0.00%
PLEDGE REVENUE	0.00	0.00	\$ -	30,163.52	0.00	30,163.52	110,000.00	0.00	110,000.00	27.42%
Total Non-Operating Revenue	0.00	0.00	0.00	30,263.52	0.00	30,263.52	110,233.00	0.00	110,233.00	27.45%
Non-Operating Expense										
Total Non-Operating Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Non-Operating Revenue over Expenses	0.00	0.00	0.00	30,263.52	0.00	30,263.52	110,233.00	0.00	110,233.00	27.45%
Total Revenue over Expenses	327,831.31	63,782.07	391,613.38	1,569,844.97	(75,118.02)	1,494,726.95	1,354,938.65	(385,735.57)	969,203.08	154.22%

**Community & Family Resources
The Richmond Center
Statement of Revenue & Expenses**

	For the Month Ended June 30, 2021			For the Year Ended June 30, 2021			Budget for the Year Ended June 30, 2021			Budget
	CFR	TRC	Total	CFR	TRC	Total	CFR	TRC	Total	Used
	June	June	June	YTD	YTD	YTD	YTD	YTD	YTD	
Operating Revenue										
MEDICAID	\$ 115,173.93	\$ 31,837.15	\$ 147,011.08	\$ 1,556,471.37	\$ 500,990.84	\$ 2,057,462.21	\$ 2,094,816.00	\$ 877,165.17	\$ 2,971,971.17	69.23%
INSURANCE	319,816.85	19,147.13	338,963.98	2,209,881.03	365,381.73	2,806,062.76	2,946,912.00	263,795.25	3,210,708.25	81.17%
CLIENT PORTION OF INSURANCE	(79,954.21)	(4,788.80)	(84,743.01)	(552,420.25)	(99,085.60)	(651,515.75)	(736,728.00)	(65,948.05)	(802,677.05)	81.17%
NET ACCOUNTS RECEIVABLE	\$ 355,036.57	\$ 46,197.48	\$ 401,234.05	\$ 3,213,732.15	\$ 798,277.07	\$ 4,012,009.22	\$ 4,305,000.00	\$ 1,075,002.35	\$ 5,380,002.35	74.57%
GRANTS/CONTRACTS	148,308.83	-	148,308.83	1,068,633.77	9,727.28	1,076,561.05	675,494.95	16,386.24	691,881.19	155.60%
NON MEDICAID	380,754.92	-	380,754.92	2,086,600.30	-	2,086,600.30	2,418,788.43	-	2,418,788.43	86.27%
COUNTY SERVICES REVENUE	2,800.00	-	2,800.00	51,708.22	-	51,708.22	67,375.00	-	67,375.00	76.75%
CITY CONTRIBUTIONS	-	-	-	2,230.00	-	2,230.00	5,594.00	-	5,594.00	39.86%
UNITED WAY CONTRIBUTIONS	-	-	-	10,000.02	-	10,000.02	15,000.00	-	15,000.00	66.67%
OTHER CONTRIBUTIONS	-	-	-	11,850.00	-	11,850.00	650.00	-	650.00	1823.08%
IN-KIND CONTRIBUTIONS	-	-	-	-	-	-	-	-	-	0.00%
CLIENT PAYMENTS	18,504.47	7,921.09	26,425.56	195,777.83	42,281.51	238,059.44	237,805.20	27,999.00	265,804.20	89.56%
RECORDS REQUEST PAYMENTS	100.00	20.00	120.00	871.50	345.00	1,216.50	370.00	1,103.00	1,473.00	116.53%
MISCELLANEOUS REVENUE	185,289.76	19,365.76	204,655.52	1,510,390.45	159,768.53	1,670,158.98	382,688.00	27,194.00	409,879.00	407.48%
INTEREST INCOME	283.55	-	283.55	3,170.72	550.11	3,720.83	5,388.00	187.65	5,573.85	66.76%
Total Operating Revenue	\$ 1,091,078.10	\$ 73,504.36	\$ 1,164,582.46	\$ 8,153,165.06	\$ 1,011,449.53	\$ 9,164,614.59	\$ 8,114,148.58	\$ 1,147,872.25	\$ 9,262,020.83	98.95%
Operating Expenses										
SALARY EXPENSE	\$ 300,060.25	\$ 39,206.68	\$ 339,266.93	\$ 3,642,543.59	\$ 458,834.63	\$ 4,101,378.22	\$ 3,958,752.53	\$ 636,302.12	\$ 4,595,054.64	89.26%
FICA TAX EXPENSE	23,034.51	3,544.22	26,578.73	276,383.19	35,396.39	311,779.58	\$ 302,844.57	\$ 48,677.11	351,521.68	86.69%
WORKERS COMPENSATION EXPENSE	5,326.86	972.76	6,299.62	66,506.18	10,339.81	76,845.99	\$ 85,509.05	\$ 13,744.13	99,253.18	77.42%
UNEMPLOYMENT INSURANCE EXPENSE	1,579.71	203.07	1,782.78	17,442.31	2,154.76	19,597.06	\$ 57,801.62	\$ 7,468.99	65,270.61	30.02%
HEALTH INSURANCE EXPENSE	23,390.04	1,435.67	24,825.71	260,558.00	21,490.05	282,048.05	\$ 466,728.00	\$ 61,032.00	527,760.00	53.44%
LIFE, ACC DEATH, LT DISABILITY INSURANCE EXPENSE	-	-	-	-	-	-	\$ 9,105.13	\$ 1,463.49	10,568.63	0.00%
IPERS CONTRIBUTION	28,432.68	3,454.41	31,887.09	342,081.92	41,895.86	383,977.78	\$ 373,706.24	\$ 60,086.92	433,793.16	88.52%
NET EMPLOYEE EXPENSE	381,824.05	\$ 48,816.81	430,640.86	4,605,515.19	570,111.49	5,175,626.68	5,254,447.14	828,754.76	6,083,201.90	85.08%
DUES, FEES, MEMBERSHIPS	1,143.33	-	1,143.33	13,961.98	100.00	14,061.98	12,421.85	150.00	12,571.85	111.85%
SUBSCRIPTIONS/PUBLICATIONS	909.74	-	909.74	3,238.74	96.80	3,335.54	2,034.02	156.81	2,190.83	152.25%
FOOD/GROCERIES	21,098.38	-	21,098.38	220,708.68	-	220,708.68	233,000.00	-	233,000.00	94.72%
RSS SUPPLIES	6,210.47	-	6,210.47	36,890.59	-	36,890.59	43,481.41	-	43,481.41	84.84%
MEDICAL SUPPLIES	1,397.01	-	1,397.01	10,633.17	-	10,633.17	15,443.46	-	15,443.46	68.85%
PROGRAM SUPPLIES	10,948.75	-	10,948.75	44,020.11	-	44,020.11	105,333.24	327.48	105,660.72	41.86%
CLIENT RECREATION EXPENSE	66.10	-	66.10	371.19	-	371.19	639.95	-	639.95	58.00%
OFFICE SUPPLIES	1,649.72	-	1,649.72	12,557.56	173.80	12,731.36	27,072.01	3,474.27	30,546.28	41.68%
OPERATING SUPPLIES/NON FOOD	9,913.59	12.88	9,926.47	122,034.35	429.54	122,463.89	157,232.02	2,056.58	159,288.58	76.88%
POSTAGE	843.26	-	843.26	3,224.65	285.39	3,510.04	6,583.07	353.66	6,936.73	50.75%
MEETINGS	-	-	-	-	-	-	-	-	-	0.00%
PROMOTIONAL ITEMS	28,280.77	-	28,280.77	118,711.09	-	118,711.09	130,163.43	802.33	130,955.76	90.65%
DEPRECIATION EXPENSE	-	333.48	333.48	341,345.90	3,688.28	345,034.18	345,956.04	13,774.76	359,730.80	95.91%
COMPUTER HARDWARE/SOFTWARE	33,254.48	-	33,254.48	161,885.37	3,610.22	165,495.59	112,548.00	-	112,548.00	147.05%
BUILDING REPAIRS & MAINTENANCE	2,283.29	376.24	2,659.53	64,519.05	4,446.00	68,965.05	46,774.31	5,517.98	53,292.27	129.41%
OFFICE REPAIRS & MAINTENANCE	1,640.02	178.63	1,818.65	20,375.97	2,157.22	22,533.19	14,377.13	2,895.89	17,273.02	130.45%
OFFICE SPACE/RENTAL	3,991.03	700.00	4,691.03	47,892.36	8,400.00	56,292.36	45,191.35	7,700.00	52,891.35	106.43%
UTILITIES	19,366.89	1,479.23	20,846.12	148,222.15	25,877.40	173,899.55	154,635.92	28,716.03	183,351.95	94.84%
TELEPHONE	4,635.70	1,593.57	6,229.27	47,284.27	19,484.39	66,768.66	73,590.16	27,143.63	100,733.79	66.28%
INSURANCE	12,721.56	5,662.80	18,384.36	80,633.25	18,814.05	99,447.30	77,324.00	17,348.00	94,672.00	105.04%
PROPERTY TAX	-	-	-	-	-	-	-	-	-	0.00%
CONTRACTED SERVICES - MEDICAL	2,500.00	18,612.60	21,112.60	51,003.99	290,159.95	341,163.94	75,184.00	300,063.90	375,247.90	90.92%
CONTRACTED SERVICES - ACCT & LEGAL	(406.25)	-	(406.25)	19,013.90	10,800.00	29,813.90	17,000.00	10,250.00	27,250.00	109.41%
CONTRACTED SERVICES - COMPUTER	79.00	-	79.00	714.75	-	714.75	7,789.50	-	7,789.50	9.18%
CONTRACTED SERVICES - SUBCONTRACTORS	-	-	-	-	-	-	1,800.00	-	1,800.00	0.00%
CONTRACTED SERVICES-OTHER	13,576.25	1,280.39	14,856.64	157,134.61	29,801.41	186,936.02	208,871.59	30,811.89	240,783.58	77.55%

RECRUITING EXPENSE	1,847.29	\$ -	\$ 1,847.29	17,509.79	1,637.04	19,146.83	19,161.66	1,362.09	20,523.75	93.29%
IN STATE TRAVEL	1,617.57	\$ 334.62	\$ 1,952.19	19,976.80	6,187.73	26,164.53	36,268.31	1,345.31	37,613.62	89.56%
OUT OF STATE TRAVEL	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
STAFF DEVELOPMENT TRAINING	9,639.31	\$ -	\$ 9,639.31	36,728.99	994.00	37,722.99	64,834.93	8,617.12	73,452.05	51.36%
TUITION REIMBURSEMENT	-	\$ -	\$ -	-	-	-	5,000.00	-	5,000.00	0.00%
MEALS/ENTERTAINMENT	-	\$ -	\$ -	-	-	-	1,133.72	5.34	1,139.06	0.00%
LODGING & OTHER TRAVEL COSTS	(300.00)	\$ -	\$ (300.00)	660.17	-	660.17	209.14	-	209.14	315.66%
VEHICLE EXPENSES	(233.42)	\$ -	\$ (233.42)	1,475.88	-	1,475.88	8,306.28	217.05	8,523.33	17.32%
MISCELLANEOUS EXPENSE	-	\$ -	\$ -	4,000.00	-	4,000.00	3,840.77	-	3,840.77	104.15%
BANK FEE EXPENSE	370.34	\$ -	\$ 370.34	4,341.57	-	4,341.57	4,625.78	544.51	5,170.29	83.97%
CREDIT CARD FEE EXPENSE	400.09	\$ -	\$ 400.09	3,610.76	-	3,610.76	2,560.88	-	2,560.88	141.00%
BAD DEBT EXPENSE	-	\$ -	\$ -	-	-	-	3,001.00	-	3,001.00	0.00%
RETIREMENT PARTY EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
BOARD EXPENSE	131.88	\$ -	\$ 131.88	215.63	-	215.63	2,309.57	-	2,309.57	9.34%
SPECIAL NEEDS FUND EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
ORVILLE COLEMAN SPECIAL NEEDS FUND EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
HOLDING ACCOUNT	-	\$ -	\$ -	-	-	-	277.43	-	277.43	0.00%
CASH OVER/SHORT	-	\$ -	\$ -	(2.08)	-	(2.08)	-	-	-	0.00%
INTEREST EXPENSE	6,362.45	\$ 187.32	\$ 6,549.77	170,476.37	4,907.20	175,383.57	295,153.36	6,797.00	303,950.36	57.70%
CAPITAL CAMPAIGN EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
ADMINISTRATIVE ALLOCATION	-	\$ -	\$ -	-	-	-	(213,133.00)	213,133.00	-	0.00%
Total Operating Expenses	\$ 577,750.65	\$ 79,568.57	\$ 657,319.22	\$ 6,590,886.73	\$ 1,001,741.91	\$ 7,592,628.64	\$ 7,403,411.42	\$ 1,515,419.47	\$ 8,918,830.89	85.13%
Operating Revenue over Expenses	513,327.45	(6,064.21)	507,263.24	1,562,278.33	9,707.62	1,571,985.95	710,737.16	(367,547.22)	343,189.94	458.05%
Non-Operating Revenue										
INSURANCE PROCEEDS	-	\$ -	\$ -	33,421.63	-	33,421.63	0.00	0.00	0.00	0.00%
IN-KIND	0.00	0.00	\$ -	0.00	-	0.00	233.00	0.00	233.00	0.00%
PLEDGE REVENUE	0.00	0.00	\$ -	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Non-Operating Revenue	0.00	0.00	0.00	33,421.63	0.00	33,421.63	233.00	0.00	233.00	14344.05%
Non-Operating Expense										
Total Non-Operating Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Non-Operating Revenue over Expenses	0.00	0.00	0.00	33,421.63	0.00	33,421.63	233.00	0.00	233.00	14344.05%
Total Revenue over Expenses	513,327.45	(6,064.21)	507,263.24	1,595,699.96	9,707.62	1,605,407.58	710,970.16	(367,547.22)	343,422.94	467.47%

**Community & Family Resources
The Richmond Center
Statement of Revenue & Expenses**

	For the Month Ended June 30, 2022			For the Year Ended June 30, 2022			Budget for the Year Ended June 30, 2022			100.00%
	CFR	TRC	Total	CFR	TRC	Total	CFR	TRC	Total	Budget Used
	June	June	June	YTD	YTD	YTD	YTD	YTD	YTD	
Operating Revenue										
MEDICAID	\$ 130,193.69	\$ 20,184.35	\$ 150,378.04	\$ 1,588,808.61	\$ 367,410.69	\$ 1,956,219.30	\$ 1,888,719.84	\$ 982,101.90	\$ 2,871,821.74	68.12%
INSURANCE	125,618.59	\$ 15,177.95	\$ 140,796.54	1,980,125.74	329,863.79	2,309,989.53	\$ 2,406,873.44	\$ 387,620.25	2,794,493.69	82.66%
CLIENT PORTION OF INSURANCE	(31,404.84)	\$ (3,794.48)	\$ (35,199.12)	(495,031.42)	(82,465.93)	(577,497.35)	\$ (601,724.30)	\$ (96,905.09)	(698,629.39)	82.66%
NET ACCOUNTS RECEIVABLE	\$ 224,407.64	\$ 31,567.82	\$ 255,975.46	\$ 3,073,902.93	\$ 614,808.55	\$ 3,688,711.48	\$ 3,694,868.98	\$ 1,272,817.06	\$ 4,967,686.04	74.25%
GRANTS/CONTRACTS	168,064.98	\$ -	\$ 168,064.98	1,526,492.41	867.21	1,527,359.62	1,772,160.80	8,660.00	1,780,820.80	85.77%
NON MEDICAID	129,471.00	\$ -	\$ 129,471.00	1,587,697.39	-	1,587,697.39	2,053,266.07	-	2,053,266.07	77.33%
COUNTY SERVICES REVENUE	-	\$ -	\$ -	-	-	-	101,308.00	-	101,308.00	0.00%
CITY CONTRIBUTIONS	-	\$ -	\$ -	1,780.00	-	1,780.00	2,230.00	-	2,230.00	79.82%
UNITED WAY CONTRIBUTIONS	-	\$ -	\$ -	10,000.00	-	10,000.00	10,205.74	-	10,205.74	97.98%
OTHER CONTRIBUTIONS	-	\$ -	\$ -	-	-	-	70.00	-	70.00	0.00%
IN-KIND CONTRIBUTIONS	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
CLIENT PAYMENTS	17,436.10	\$ 2,229.07	\$ 19,665.17	209,829.37	23,265.33	233,094.70	287,014.46	37,542.00	324,556.46	71.82%
RECORDS REQUEST PAYMENTS	182.00	\$ -	\$ 182.00	1,733.50	582.00	2,315.50	582.25	936.00	1,518.25	151.19%
MISCELLANEOUS REVENUE	68,160.90	\$ -	\$ 68,160.90	850,645.29	16,303.23	866,948.52	871,521.52	13,784.00	885,305.52	97.93%
INTEREST INCOME	44.20	\$ 1.29	\$ 45.49	2,875.03	735.77	3,610.80	2,176.19	354.00	2,530.19	142.71%
Total Operating Revenue	\$ 607,766.82	\$ 33,798.18	\$ 641,565.00	\$ 7,264,955.92	\$ 656,542.09	\$ 7,921,498.01	\$ 8,795,539.01	\$ 1,334,093.06	\$ 10,129,632.07	78.20%
Operating Expenses										
SALARY EXPENSE	\$ 322,649.07	\$ 12,194.37	\$ 334,843.44	\$ 3,934,061.76	\$ 310,853.42	\$ 4,244,915.18	\$ 4,803,214.58	\$ 642,374.00	\$ 5,445,588.58	77.95%
FICA TAX EXPENSE	26,853.29	\$ 1,478.14	\$ 28,331.43	303,164.84	24,406.97	327,571.21	\$ 367,445.92	\$ 48,142.00	416,587.92	78.63%
WORKERS COMPENSATION EXPENSE	6,248.15	\$ 503.99	\$ 6,752.14	70,748.63	7,092.38	77,841.01	\$ 103,749.43	\$ 13,875.00	117,624.43	68.18%
UNEMPLOYMENT INSURANCE EXPENSE	2,382.72	\$ 1,099.91	\$ 3,482.63	30,370.39	3,482.08	33,852.47	\$ 66,218.23	\$ 8,060.00	74,278.23	45.58%
HEALTH INSURANCE EXPENSE	22,137.28	\$ 420.24	\$ 22,557.52	271,468.44	13,416.25	284,884.69	\$ 504,198.24	\$ 64,842.00	569,040.24	50.06%
LIFE, ACC DEATH, LT DISABILITY INSURANCE EXPENSE	-	\$ -	\$ -	-	-	-	\$ 11,047.39	\$ 1,477.00	12,524.39	0.00%
IPERS CONTRIBUTION	31,403.15	\$ 1,824.04	\$ 33,227.19	340,054.32	30,117.11	370,171.43	\$ 424,065.06	\$ 60,640.00	484,705.06	76.37%
NET EMPLOYEE EXPENSE	411,673.66	\$ 17,520.69	429,194.35	4,949,869.36	389,367.61	5,339,236.99	6,279,938.66	640,410.00	7,120,348.66	74.99%
DUES, FEES, MEMBERSHIPS	880.05	\$ -	\$ 880.05	13,683.16	-	13,683.16	12,821.96	200.00	13,021.96	105.08%
SUBSCRIPTIONS/PUBLICATIONS	297.00	\$ -	\$ 297.00	3,845.52	117.68	3,963.20	3,968.52	105.39	4,073.91	97.28%
FOOD/GROCERIES	20,666.90	\$ -	\$ 20,666.90	233,767.04	-	233,767.04	219,779.24	-	219,779.24	106.36%
RSS SUPPLIES	7,385.60	\$ -	\$ 7,385.60	79,022.90	-	79,022.90	76,978.64	-	76,978.64	102.66%
MEDICAL SUPPLIES	123.61	\$ -	\$ 123.61	5,798.18	-	5,798.18	18,791.76	-	18,791.76	30.85%
PROGRAM SUPPLIES	1,975.02	\$ -	\$ 1,975.02	27,179.86	-	27,179.86	83,165.59	150.00	83,315.59	32.62%
CLIENT RECREATION EXPENSE	70.00	\$ -	\$ 70.00	392.13	-	392.13	600.00	-	600.00	65.36%
OFFICE SUPPLIES	1,323.21	\$ -	\$ 1,323.21	12,236.64	110.40	12,347.04	14,115.97	453.65	14,569.62	84.75%
OPERATING SUPPLIES/NON FOOD	8,711.63	\$ 14.56	\$ 8,726.19	130,528.93	444.35	130,973.28	130,897.12	1,082.03	131,979.15	99.24%
POSTAGE	795.24	\$ 25.94	\$ 821.18	1,925.69	300.36	2,226.07	2,849.03	394.94	3,243.97	68.62%
MEETINGS	-	\$ -	\$ -	552.97	-	552.97	-	-	-	0.00%
PROMOTIONAL ITEMS	71,903.11	\$ -	\$ 71,903.11	181,171.20	-	181,171.20	137,985.93	-	137,985.93	131.30%
DEPRECIATION EXPENSE	26,613.92	\$ 457.49	\$ 27,071.41	332,079.53	4,621.81	336,701.34	461,917.37	4,001.76	465,919.13	72.27%
COMPUTER HARDWARE/SOFTWARE	5,690.40	\$ -	\$ 5,690.40	113,877.61	106.23	113,983.84	163,918.68	4,734.41	158,653.09	71.84%
BUILDING REPAIRS & MAINTENANCE	6,250.91	\$ 177.37	\$ 6,428.28	33,305.61	4,387.26	37,692.79	47,417.72	3,651.20	51,068.92	73.81%
OFFICE REPAIRS & MAINTENANCE	1,708.44	\$ 186.39	\$ 1,894.83	21,870.59	2,181.81	24,052.40	71,008.59	2,144.43	73,153.02	32.88%
OFFICE SPACE/RENTAL	4,011.03	\$ 700.00	\$ 4,711.03	48,012.36	8,400.00	56,412.36	50,142.40	8,400.00	58,542.40	96.36%
UTILITIES	17,911.07	\$ 3,209.23	\$ 21,120.30	154,548.09	25,341.52	179,889.61	157,386.19	31,953.00	189,339.19	95.01%
TELEPHONE	6,950.94	\$ 2,938.93	\$ 9,889.87	49,052.36	17,745.21	66,797.57	48,720.12	20,364.70	69,084.82	96.69%
INSURANCE	6,936.16	\$ 1,712.83	\$ 8,648.99	83,233.92	20,553.96	103,787.88	91,402.50	18,459.00	109,861.50	94.47%
PROPERTY TAX	-	\$ -	\$ -	-	-	-	(3,302.00)	-	(3,302.00)	0.00%
CONTRACTED SERVICES - MEDICAL	2,500.00	\$ 20,390.35	\$ 22,890.35	30,888.00	290,968.10	321,856.10	67,170.99	296,000.30	363,171.29	88.62%
CONTRACTED SERVICES - ACCT & LEGAL	562.50	\$ -	\$ 562.50	24,781.25	10,750.00	35,531.25	34,556.25	10,750.00	45,306.25	78.42%
CONTRACTED SERVICES - COMPUTER	-	\$ -	\$ -	869.00	-	869.00	986.65	-	986.65	88.08%
CONTRACTED SERVICES - SUBCONTRACTORS	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
CONTRACTED SERVICES-OTHER	8,857.79	\$ 1,655.00	\$ 10,512.79	148,736.05	18,751.73	167,487.78	152,015.54	25,480.45	177,495.99	94.36%

RECRUITING EXPENSE	2,081.85	\$ 8.95	\$ 2,090.80	19,812.67	413.75	20,226.42	17,970.44	909.36	18,879.80	107.13%
IN STATE TRAVEL	2,096.48	\$ 269.55	\$ 2,366.03	30,024.51	4,528.00	34,652.51	35,866.90	3,915.92	39,782.82	87.10%
OUT OF STATE TRAVEL	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
STAFF DEVELOPMENT TRAINING	4,974.86	\$ -	\$ 4,974.86	45,200.13	3,333.78	48,533.91	43,863.07	790.00	44,653.07	108.69%
TUITION REIMBURSEMENT	-	\$ -	\$ -	-	-	-	1,000.00	-	1,000.00	0.00%
MEALS/ENTERTAINMENT	-	\$ -	\$ -	-	-	-	19.28	-	19.28	0.00%
LODGING & OTHER TRAVEL COSTS	-	\$ -	\$ -	94.08	-	94.08	150.75	-	150.75	62.41%
VEHICLE EXPENSES	312.27	\$ -	\$ 312.27	909.23	-	909.23	2,207.04	-	2,207.04	41.20%
MISCELLANEOUS EXPENSE	-	\$ -	\$ -	1,013.90	-	1,013.90	5,729.29	-	5,729.29	17.70%
BANK FEE EXPENSE	31.80	\$ -	\$ 31.80	4,157.58	-	4,157.58	4,283.87	-	4,283.87	97.05%
CREDIT CARD FEE EXPENSE	606.19	\$ -	\$ 606.19	5,514.39	-	5,514.39	4,438.20	4.00	4,442.20	124.14%
BAD DEBT EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
RETIREMENT PARTY EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
BOARD EXPENSE	206.55	\$ -	\$ 206.55	404.36	-	404.36	547.44	-	547.44	73.86%
SPECIAL NEEDS FUND EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
ORVILLE COLEMAN SPECIAL NEEDS FUND EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
HOLDING ACCOUNT	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
CASH OVER/SHORT	-	\$ -	\$ -	-	-	-	5.00	-	5.00	0.00%
INTEREST EXPENSE	14,424.89	\$ 421.64	\$ 14,846.53	172,051.44	4,938.99	176,990.43	197,996.60	5,614.00	203,610.60	86.93%
CAPITAL CAMPAIGN EXPENSE	-	\$ -	\$ -	-	-	-	-	-	-	0.00%
ADMINISTRATIVE ALLOCATION	-	\$ -	\$ -	-	-	-	(158,170.15)	158,170.00	(0.15)	0.00%
Total Operating Expenses	\$ 638,533.08	\$ 49,686.92	\$ 688,220.00	\$ 6,960,410.16	\$ 807,462.59	\$ 7,767,872.75	\$ 8,471,141.35	\$ 1,438,138.54	\$ 9,909,279.89	78.39%
Operating Revenue over Expenses	(30,766.26)	(15,888.74)	(46,655.00)	304,545.76	(150,920.50)	153,625.26	324,397.66	(104,045.48)	220,352.18	69.72%
Non-Operating Revenue										
GAIN ON SALE OF FIXED ASSET	500.00	\$ -	\$ 500.00	500.00	-	500.00	0.00	0.00	0.00	0.00%
INSURANCE PROCEEDS	-	\$ -	\$ -	273.75	-	273.75	0.00	0.00	0.00	0.00%
IN-KIND	-	\$ -	\$ -	0.00	-	0.00	0.00	0.00	0.00	0.00%
PLEDGE REVENUE	1,543.45	\$ -	\$ 1,543.45	4,179.30	0.00	4,179.30	0.00	0.00	0.00	0.00%
Total Non-Operating Revenue	2,043.45	0.00	2,043.45	4,953.05	0.00	4,953.05	0.00	0.00	0.00	0.00%
Non-Operating Expense										
Total Non-Operating Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Non-Operating Revenue over Expenses	2,043.45	0.00	2,043.45	4,953.05	0.00	4,953.05	0.00	0.00	0.00	0.00%
Total Revenue over Expenses	(28,722.81)	(15,888.74)	(44,611.55)	309,498.81	(150,920.50)	158,578.31	324,397.66	(104,045.48)	220,352.18	71.97%
Percentage of Total Surplus				198%	-98%					
Days in Cash =cash/op exp-depr			5.17							

**Community & Family Resources
The Richmond Center
Statement of Revenue & Expenses**

	For the Month Ended June 30, 2023				For the Year Ended June 30, 2023				Budget for the Year Ended June 30, 2023				100.00%	
	North	Central & East	TRC	Total	CFR	Central & East	TRC	Total	CFR	Central & East	TRC	Total	Budget	
	June	June	June	June	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD	Used	
Operating Revenue														
MEDICAID	\$ 210,779.69	\$ 142,006.28	\$ 31,040.48	\$ 383,826.45	\$ 2,398,982.47	\$ 1,987,906.59	\$ 410,132.63	\$ 4,767,021.69	\$ 2,775,118.71	\$ 2,887,978.28	\$ 965,404.07	\$ 6,628,501.04	71.92%	
INSURANCE	120,392.45	79,544.80	45,286.57	245,223.82	1,859,467.74	1,582,432.83	337,510.19	3,879,410.76	2,389,727.71	2,824,697.94	380,142.20	5,594,567.85	69.34%	
CLIENT PORTION OF INSURANCE	(30,098.13)	(19,886.21)	(11,321.67)	(61,306.01)	(489,867.09)	(395,608.25)	(84,377.65)	(969,852.99)	(692,467.78)	(706,174.51)	(95,036.55)	(1,482,677.84)	64.53%	
NET ACCOUNTS RECEIVABLE	\$ 301,074.01	\$ 201,684.87	\$ 65,005.38	\$ 567,744.26	\$ 3,838,583.12	\$ 3,174,731.17	\$ 663,266.17	\$ 7,676,579.46	\$ 4,567,414.19	\$ 5,006,501.89	\$ 1,250,510.72	\$ 10,824,426.90	70.92%	
GRANTS/CONTRACTS	85,319.53	265,548.79	-	350,868.32	1,719,927.92	3,013,839.65	-	4,733,767.57	1,749,935.76	2,356,372.89	544.89	4,106,854.54	115.27%	
NON MEDICAID	143,453.77	307,385.58	-	450,839.15	1,422,631.44	2,016,948.72	-	3,439,580.16	1,840,346.90	2,887,311.00	-	4,727,657.90	72.75%	
COUNTY SERVICES REVENUE	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	
CITY CONTRIBUTIONS	-	-	-	-	350.00	-	-	350.00	1,780.00	-	-	1,780.00	19.66%	
UNITED WAY CONTRIBUTIONS	-	-	-	-	5,112.88	466.39	-	5,579.27	10,000.00	30,000.00	-	40,000.00	13.95%	
OTHER CONTRIBUTIONS	-	10.00	-	10.00	-	5,519.83	-	5,519.83	11,850.00	4,035.72	-	15,885.72	34.75%	
IN-KIND CONTRIBUTIONS	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	
CLIENT PAYMENTS	5,311.52	4,322.87	5,125.41	14,759.80	198,731.04	79,131.62	24,898.76	302,761.42	238,547.66	100,047.24	34,355.36	372,950.26	81.18%	
OWI EVALUATION PAYMENTS	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	
EAP INCOME	-	8,550.00	8,388.09	16,938.09	-	8,560.00	84,143.23	92,693.23	-	88,462.30	-	88,462.30	104.78%	
RECORDS REQUEST PAYMENTS	-	-	-	-	1,482.10	210.00	145.00	1,837.10	1,469.75	-	677.00	2,146.75	85.58%	
MISCELLANEOUS REVENUE	600.00	166.78	-	766.78	248,243.66	9,761.54	280.00	258,275.20	157,417.11	30,463.56	215.39	188,086.06	137.31%	
RENTAL INCOME	-	8,113.77	-	8,113.77	500.00	132,582.78	-	133,082.78	-	97,988.00	-	97,988.00	135.98%	
INTEREST INCOME	286.57	152.18	-	438.75	3,261.89	2,757.15	745.01	6,794.05	3,197.69	2,195.76	659.18	6,052.63	112.25%	
Total Operating Revenue	\$ 536,045.40	\$ 795,914.64	\$ 78,518.88	\$ 1,410,478.92	\$ 7,438,854.05	\$ 8,444,488.85	\$ 773,477.17	\$ 16,656,820.07	\$ 8,581,960.06	\$ 10,603,258.16	\$ 1,286,962.54	\$ 20,472,180.76	81.36%	
						\$ 15,883,342.90								
Operating Expenses														
SALARY EXPENSE	\$ 300,418.70	\$ 334,898.50	\$ 36,919.74	\$ 672,236.94	\$ 3,885,066.70	\$ 4,632,471.19	\$ 342,788.39	\$ 8,840,266.28	\$ 4,273,851.02	\$ 5,751,700.17	\$ 612,572.24	\$ 10,637,923.43	83.10%	
FICA TAX EXPENSE	23,033.08	25,602.07	2,350.02	50,985.17	299,061.94	350,196.38	23,190.04	672,468.38	325,966.88	440,005.08	45,861.78	812,823.74	82.73%	
WORKERS COMPENSATION EXPENSE	5,498.19	6,349.42	781.67	12,629.28	72,370.90	83,325.82	7,986.95	163,683.67	91,973.65	124,203.68	13,231.56	229,408.88	71.35%	
UNEMPLOYMENT INSURANCE EXPENSE	1,820.68	1,845.28	316.51	3,982.48	32,272.09	37,680.01	4,910.73	74,862.83	43,547.09	58,328.14	5,407.71	107,282.93	69.78%	
HEALTH INSURANCE EXPENSE	25,305.49	29,114.03	1,603.80	56,023.32	272,129.20	321,533.04	15,681.04	608,343.28	552,190.02	647,832.00	70,486.25	1,270,508.27	47.96%	
LIFE, ACC DEATH, LT DISABILITY INSURANCE EXPENSE	-	-	-	-	-	80.01	-	80.01	9,744.25	13,225.39	1,408.92	24,378.56	0.33%	
IPERS CONTRIBUTION	27,855.50	30,806.96	2,893.28	61,555.74	281,616.38	386,446.70	28,336.04	696,399.12	402,116.66	542,816.06	57,826.82	1,002,759.54	69.45%	
NET EMPLOYEE EXPENSE	\$ 383,931.84	\$ 428,716.27	\$ 44,865.02	\$ 857,512.93	\$ 4,822,477.21	\$ 5,811,733.15	\$ 422,893.19	\$ 11,057,103.55	\$ 5,699,179.57	\$ 7,578,110.51	\$ 807,795.27	\$ 14,085,085.35	78.50%	
DUES, FEES, MEMBERSHIPS	1,978.40	942.77	-	2,921.17	15,819.58	6,576.36	3.17	22,399.11	14,016.12	26,403.96	-	40,420.08	55.42%	
SUBSCRIPTIONS/PUBLICATIONS	28.00	-	-	28.00	2,095.00	-	-	2,095.00	4,148.26	-	117.68	4,266.94	49.10%	
FOOD/GROCERIES	30,001.73	34,160.99	-	64,162.72	269,017.68	221,844.28	-	490,861.96	257,739.15	183,652.72	-	441,391.87	111.21%	
ATR SUPPLIES	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	
RSS SUPPLIES	12,487.86	3,016.42	-	15,504.38	185,860.11	42,029.40	-	227,889.51	196,956.50	144,388.38	-	341,344.88	66.70%	
WOMEN W/ CHILDREN SUPPLIES	-	-	-	-	-	-	-	-	-	-	-	-	0.00%	
MEDICAL SUPPLIES	378.53	3,172.39	-	3,551.02	6,294.93	22,642.80	-	29,937.73	8,116.54	24,905.40	-	32,723.94	86.43%	
PROGRAM SUPPLIES	6,502.59	3,272.92	-	9,775.51	36,910.61	57,985.09	429.68	95,325.38	44,007.79	191,995.54	-	236,003.33	40.39%	
CLIENT RECREATION EXPENSE	82.04	-	-	82.04	561.52	-	-	561.52	410.80	-	-	410.80	136.69%	
OFFICE SUPPLIES	904.47	859.00	-	1,763.47	14,315.28	4,646.58	147.75	19,109.51	11,889.06	10,712.48	220.70	22,822.24	83.73%	
OPERATING SUPPLIES/NON FOOD	16,853.39	3,489.33	68.71	20,411.43	153,237.75	79,773.17	2,054.80	235,065.72	134,986.50	51,138.68	389.89	186,515.07	126.03%	
POSTAGE	214.13	138.16	54.86	407.15	1,869.29	2,600.33	354.57	4,824.19	3,871.73	2,161.26	376.02	6,409.01	75.27%	
MEETINGS	-	-	-	-	-	-	-	-	1,146.82	-	-	1,146.82	0.00%	
PROMOTIONAL ITEMS	11,081.09	13,161.79	-	24,242.88	116,330.44	73,082.65	-	189,413.09	120,865.69	2,602.00	-	123,467.69	153.41%	
DEPRECIATION EXPENSE	38,234.35	18,863.74	131.97	57,230.06	369,840.20	171,362.98	36,684.48	577,987.66	305,820.76	195,967.68	4,187.78	505,976.22	114.23%	
COMPUTER HARDWARE/SOFTWARE	22,982.30	-	158.99	23,141.29	234,768.05	38,707.24	307.63	273,773.22	366,420.86	122,390.96	101.85	488,913.67	56.00%	
BUILDING REPAIRS & MAINTENANCE	4,695.69	7,919.91	498.24	13,073.84	61,288.79	179,247.89	14,155.45	254,692.13	65,620.73	213,063.66	5,915.49	284,599.88	89.49%	
OFFICE REPAIRS & MAINTENANCE	1,827.47	2,545.43	312.49	4,685.39	15,366.16	2,545.43	2,359.08	20,270.67	19,902.15	7,889.42	2,153.52	29,945.09	67.69%	
OFFICE SPACERENTAL	3,836.03	22,006.55	700.00	26,542.58	51,093.39	160,192.32	9,100.00	220,385.71	48,149.28	187,426.68	8,400.00	243,976.96	90.33%	

	For the Month Ended June 30, 2023				For the Year Ended June 30, 2023				Budget for the Year Ended June 30, 2023				100.00%
	North	Central & East	TRC	Total	CFR	Central & East	TRC	Total	CFR	Central & East	TRC	Total	Used
	June	June	June	June	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD
UTILITIES	15,649.21	47,556.75	3,068.13	66,274.09	151,737.22	241,560.94	36,233.49	429,531.65	179,423.79	143,429.96	26,839.94	349,693.69	122.54%
TELEPHONE	3,946.38	14,347.17	1,736.45	20,030.00	40,472.53	62,633.85	18,571.82	121,678.21	47,768.64	10,324.92	19,481.83	77,575.49	156.85%
INSURANCE	6,936.16	8,000.00	2,666.85	17,603.01	83,233.92	99,589.58	24,370.04	207,193.54	87,371.50	219,011.98	24,100.00	330,483.48	62.69%
PROPERTY TAX	-	(118.78)	-	(118.78)	-	18,144.78	-	18,144.78	-	15,840.00	-	15,840.00	114.55%
CONTRACTED SERVICES - MEDICAL	-	44,158.50	19,858.78	64,015.28	-	140,648.08	356,205.53	466,853.61	30,980.00	141,937.86	298,031.80	470,040.65	105.50%
CONTRACTED SERVICES - ACCT & LEGAL	280.00	1,075.00	-	1,355.00	13,645.83	32,902.50	13,325.00	59,873.33	20,300.00	22,093.80	11,550.00	53,943.80	110.99%
CONTRACTED SERVICES - COMPUTER	482.85	-	-	482.85	2,891.29	9,921.38	-	12,772.67	948.00	7,050.00	-	7,998.00	158.70%
CONTRACTED SERVICES - SUBCONTRACTORS	-	-	-	-	-	-	-	-	-	7,750.00	-	7,750.00	0.00%
CONTRACTED SERVICES-OTHER	46,688.87	5,837.58	1,314.46	53,850.91	351,490.70	288,311.63	25,539.40	665,341.73	166,715.46	405,273.84	20,152.00	592,141.30	112.36%
RECRUITING EXPENSE	3,847.03	3,077.38	243.65	7,168.06	23,031.84	28,266.83	1,421.17	52,719.84	18,800.36	30,356.50	959.91	50,116.77	105.19%
IN STATE TRAVEL	2,284.85	2,469.86	670.48	5,425.19	28,598.08	30,780.14	3,882.52	63,230.74	46,439.56	39,385.00	6,634.36	82,658.94	68.24%
OUT OF STATE TRAVEL	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
STAFF DEVELOPMENT TRAINING	2,561.75	1,731.29	-	4,293.04	27,517.38	25,283.81	1,200.00	54,001.19	52,449.85	19,704.12	3,453.78	75,607.75	71.42%
TUITION REIMBURSEMENT	-	-	-	-	-	2,000.00	-	2,000.00	-	2,000.00	-	2,000.00	100.00%
MEALS/ENTERTAINMENT	39.22	(880.18)	-	(840.96)	259.49	422.73	-	682.22	-	1,613.10	-	1,613.10	42.29%
LODGING & OTHER TRAVEL COSTS	220.11	(244.16)	-	(24.05)	1,630.83	7,663.05	95.20	9,409.08	594.09	8,770.96	-	9,365.07	100.47%
VEHICLE EXPENSES	268.56	19.02	-	287.58	1,533.47	(3,270.81)	-	(1,737.34)	581.31	13,893.74	-	14,475.05	-12.00%
OTHER OCCUPANCY EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
MISCELLANEOUS EXPENSE	-	41.19	-	41.19	2,000.00	1,338.40	-	3,338.40	1,013.90	6,240.32	-	7,254.22	46.02%
BANK FEE EXPENSE	187.07	-	-	187.07	4,626.24	79.25	-	4,604.49	4,312.25	38.16	-	4,350.41	105.84%
CREDIT CARD FEE EXPENSE	815.12	-	-	815.12	8,166.36	1,578.36	1,274.90	11,009.62	4,864.92	20,863.66	-	25,728.48	42.78%
BAD DEBT EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
RETIREMENT PARTY EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
BOARD EXPENSE	194.16	-	-	194.16	894.24	73.85	-	968.09	357.99	190.00	-	547.99	178.66%
SPECIAL NEEDS FUND EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
ORVILLE COLEMAN SPECIAL NEEDS FUND EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
HOLDING ACCOUNT	-	-	-	-	-	-	-	-	-	30,779.34	-	30,779.34	0.00%
CASH OVER/SHORT	-	-	-	-	(90.00)	-	-	(90.00)	-	-	-	-	0.00%
INTEREST EXPENSE	13,830.55	1,216.06	2,723.88	17,770.29	167,127.14	36,199.68	14,505.76	216,831.58	163,716.10	48,574.70	4,394.00	216,698.80	100.07%
CAPITAL CAMPAIGN EXPENSE	-	-	-	-	-	-	-	-	-	11,250.00	-	11,250.00	0.00%
ADMINISTRATIVE ALLOCATION	-	-	-	-	-	-	-	-	(220,017.74)	220,017.74	-	-	0.00%
Total Operating Expenses	\$ 637,021.80	\$ 670,751.35	\$ 79,063.76	\$ 1,386,836.91	\$ 7,265,641.55	\$ 7,898,096.91	\$ 984,114.93	\$ 16,147,853.39	\$ 7,909,873.31	\$ 10,148,881.19	\$ 1,465,473.66	\$ 19,524,228.17	82.71%
Operating Revenue over Expenses	\$ (100,976.40)	\$ 125,163.29	\$ (544.88)	\$ 23,642.01	\$ 173,212.50	\$ 546,391.94	\$ (210,637.76)	\$ 508,966.68	\$ 493,575.63	\$ 454,376.97	\$ (178,511.12)	\$ 947,952.59	53.69%
Non-Operating Revenue													
GAIN ON SALE OF FIXED ASSET	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
INSURANCE PROCEEDS	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
IN-KIND	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
PLEDGE REVENUE	962.28	-	-	962.28	7,063.04	-	-	7,063.04	5,000.00	-	-	5,000.00	141.26%
Total Non-Operating Revenue	\$ 962.28	\$ -	\$ -	\$ 962.28	\$ 7,063.04	\$ -	\$ -	\$ 7,063.04	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	141.26%
Non-Operating Expense													
Total Non-Operating Expense	\$ 0.00	\$ -	\$ 0.00	\$ 0.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Non-Operating Revenue over Exper.	\$ 962.28	\$ -	\$ -	\$ 962.28	\$ 7,063.04	\$ -	\$ -	\$ 7,063.04	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	141.26%
Total Revenue over Expenses	\$ (100,014.12)	\$ 125,163.29	\$ (544.88)	\$ 24,604.29	\$ 180,275.54	\$ 546,391.94	\$ (210,637.76)	\$ 516,029.72	\$ 498,575.63	\$ 454,376.97	\$ (178,511.12)	\$ 952,952.59	54.15%



CICS

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Executive Summary

Iowa Specialty Hospitals and Clinics

Introduction: The Iowa Specialty Hospitals and Clinics currently provide Behavioral Health services within the Clarion Family Practice Clinic. The existing behavioral health team offers an array of services including one-on-one therapy, telehealth sessions, EMDR therapy, EAP services, OB services, and hospital-based care. The behavioral health team at Iowa Specialty started in 2015 with two therapists and has now grown to 17. Five of the 17 are practicing in Clarion. The growth has surpassed the physical space designated for behavioral health services. As of July 2023, Iowa Specialty has 243 on their wait for behavioral health services. 68 of those have requested to be seen in Clarion. The most significant need is space to conduct play therapy for younger children.

Proposed Project: Iowa Specialty Hospital-Clarion is considering remodeling an unoccupied storage space in the lower level of the clinic. This is a 40 x 40 space. Currently all staff at the Clarion location share three offices. The project would relocate those three offices and add two additional offices and a play therapy room for the child patients. The team would like to expand and be able to offer different types of “physical” or “play” therapy for patients. In the current setup five therapists share three offices. Each therapist would like to have their own office to conduct therapy visits that are sound sensitive and private. The additional space would increase the number of patients that would be able to be seen in Clarion and assist with decreasing the waiting list for services. The projected start date is Fall 2023 with a projected end date of Spring 2024. The total project cost is \$321,500. Iowa Specialty would cover the remaining costs outside of the requested amount from CICS.

Recommendation: CICS CEO, and planning and development staff recommend that the Governing Board approves the requested amount of \$250,000. The project scored a 175 on our Funding Prioritization Tool. This falls within the “most likely to be funded” category. Increasing access to outpatient services is also a priority that has been identified by the Leadership Team for FY24.

Project Contacts:

Amy McDaniel, CEO- Belmond Clinic

Cindy Hunter, CQO

Rachel Fletcher, LISW Behavioral Health Team Coordinator

Behavioral Health Clinic Iowa Specialty Hospital- Clarion Clinic	
Total Project Cost	\$321,500
CICS contribution	\$250,000
Capacity Increase	21 visits per day to 35 visits per day. A reduction to the 243 patient waiting list. 68 of those for Clarion specifically.
Start Date	Fall 2023
End Date	Spring 2024
Population Affected	11% of CICS population would fall within the mileage radius of the access standard for outpatient services
Prioritization Tool score	175





CICS

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**Central Iowa Community Services
Provider and Program Participation Agreement Amendment No. 1**

1. This amendment is entered into this 1st day of July, 2023 by and between Central Iowa Community Services (CICS) and Iowa Specialty Hospital-Clarion (Provider), original parties to the agreement dated First day of July, 2023.

2. In consideration of the mutual covenants herein made, the agreement is amended as follows: Attachment A is removed and replaced in its entirety with the following attachment A:

**Iowa Specialty Hospital-Clarion ATTACHMENT A Effective 10/1/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

Chart of Account	Service Description	Unit of Service	Rate
41305	Injection (96372)	N/A	\$26.38
41305	Nursing (S9123)	Nurse Visit	\$58.64
42305	Therapy Evaluation (90791)	Visit	\$155.61
42305	Group Therapy (90853)	Hour	\$69.43
42305	Family Therapy (90846)	Hour	\$98.83
42305	Therapy 90837 90834 90832	60 Min. 45 Min. 30 Min.	\$114.17 \$114.17 \$59.43
42305	Outpatient Mental Health Services- Outpatient Clinic Remodel Costs	One Time Cost	\$250,000
42305 42306	Care Coordination	One Tele Health Session	\$31.21
42306	Psychiatric Evaluation (90792)	Visit	Dr \$300.67 ARNP \$232.09 PA \$232.09
42306	Medication Management (99213)	15 Min.	Dr. \$101.60 ARNP \$72.45 PA \$72.45

OTHER TERMS:

Medicaid/MCO floor rate may be honored if higher than the CICS Contracted Rate. Please send documentation of the Medicaid/MCO rate to the Operations Officer for consideration of the rate adjustment. If the rate adjustment is approved by CICS this will be executed through a written document with the CICS CEO and the Provider with the



**Iowa Specialty Hospital-Clarion ATTACHMENT A Effective 10/1/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

effective date as the month following the receipt of the rate documentation. A CICS contract amendment will not be required in these situations.

For applicable services, Provider will meet Iowa Code or Administrative Code requirements.

Provider will ensure provider information is available in 211 and updated annually.

Funding for all contracted services requires prior authorization and individuals shall meet CICS Management Plan criteria. CICS will issue a Notice of Decision to the client and provider. CICS will determine the copayment for persons as specified in the CICS Management Plan. Clients are responsible to pay all copayment amounts directly to the provider. For outpatient services, CICS funds may supplement patients with insurance any remaining amount due up to the "allowed charge" on the insurance Explanation of Benefits (EOB) or the contracted CICS rate, whichever is less.

Provider will submit to CICS itemized invoices with supporting documentation of expenditures for Outpatient Mental Health Services Clinic Remodel funds for reimbursement of actual expenditures up to \$250,000. Outpatient Mental Health Services Clinic Remodel costs based on the proposal submitted by the Provider. CICS funding is based on the Provider Special Project Funding Request, and Iowa Specialty Hospital Budget these documents are attached to this Provider and Participation Agreement.

Provider and CICS will agree upon a remodel timeline, upon agreement of this. Provider will invoice CICS for reimbursement of remodel costs not to exceed a total maximum of \$250,000. Provider will submit documentation verifying remodel expenses CICS funds are used and reimbursed for. Invoices will be submitted to CICS by the fifteenth of the month for the invoices paid by the provider in the previous month.

3. All other terms and conditions of the Agreement identified in the caption hereof shall remain in full force and effect except as specifically modified by this amendment. If there is conflict between this amendment and the agreement, the terms of this amendment will prevail.

This Agreement Amendment has been executed by the parties hereto, through their duly authorized officials.

Central Iowa Community Services:

Iowa Specialty Hospital-Clarion:

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

Date: _____

Date: _____



Provider Special Project Funding Request



CICS

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Provider Name: Iowa Specialty Hospital Tax ID: 426006268

Provider Address: 1316 S Main Street Provider CSN ID#: _____
Clarion, IA 50525 (Optional)

Please identify the funding being requested.

You will be contacted by CICS to discuss this request. CICS will notify you of the decision on funding in writing with stipulations for approval if any, or reasons for denial if applicable.

Project Name	Item or Service Funding is Being Requested For	Total Cost	Provider Funding Amount	Regional Funding Requested	Project Start Date	Project End Date
Behavioral Health Expansion	Expanding the office space in the Clarion location for the behavioral health team.	225,000			Fall 2023	Spring 2024

Explain how funding this project will benefit the clients of CICS and how it complies with the CICS Management Plan:

In order to meet the growing demand for behavioral health services, Iowa Specialty Hospital is looking at expanding the area we have for the behavioral health team. Our team started in 2015 with two therapists and has now grown to 17. Even with this growth, we are not able to meet the needs and continue to have an extensive wait list. We currently have 224 patients on our wait list. In 2023, according to NAMI, 42% of adults in Iowa reported symptoms of anxiety or depression. 25% were unable to get needed counseling or therapy. Additionally, as evidenced by the 2021 Youth survey, 39% of students surveyed had feelings of sadness almost every day for two weeks or more in a row. This is higher than the State of Iowa average. Suicide is the 9th leading cause of death in Iowa and falls into the top third of states in the United States for suicide deaths. According to the AFSP, 59.38% of communities in Iowa did not have enough mental health providers to serve residents in 2021, according to federal guidelines.

With this expansion we would be able to add two offices and a play therapy room. We currently have 3 offices that are shared between 5 therapists. The play therapy room would allow us to provide services to younger children.

Explain why you need Regional Funding to complete the project:

Because we operate within a clinic/hospital setting in order to reduce the stigma of mental health, we are also subject to hospital funding. Hospitals are losing money due to a decrease in reimbursement rates. We currently have a \$2 million loss due to this and are not able to fund this project, even though the need is so great.

Name of person submitting request: Rachel Fletcher, LISW Title: Clinical Social Worker

Phone: (641) 444-5544 Email: rachel.fletcher@iaspecialty.com Request Date: _____



UNSOLICITED REQUESTS FOR FUNDS

The Administrative Team will apply the following criteria when reviewing unsolicited requests for funds:

Provider Criteria:

Providers receiving funds must be licensed or accredited to provide the requested service.

Organizations must demonstrate the following:

- Provider experience in providing the services
- Documented consumer outcomes, and family/consumer satisfaction
- Retention of consumers in other programs
- Coordination with other provider agencies
- Evidence of individualized services
- Relationship with other regions the agency serves
- Funding source for the service
- Financial viability of the agency
- Strong organizational leadership
- A mission that supports person centeredness, rehabilitation, recovery, cultural competency, multi-occurring capable
- Capability to plan and develop financial flexibility to support services
- Ability to integrate all services into the community
- Aptitude to create infrastructure to support staff supervision
- Capacity to involve clients in the implementation evaluation of the services

Required Elements:

Providers must submit a written proposal that includes the following:

Business Plan

- Description of the service and the market
- Funding sources
- Non-financial outcomes
- Organizational Chart
- Financial needs (startup cost summary, personnel cost)
- Current business position

Documentation of Current Needs

- Current waiting list for the service
- Demographics of potential clients
- Access standard criteria (if applicable)

Letters of Support to include but not limited to

- CEO of other regions (if applicable)
- Local Community Services Directors
- Integrated Health Homes or Case Managers

Most recent Audit Report by accredited auditing firm

Existing Program Outcomes

Funding Options:

Providers must identify funding options through sources at the federal, state and local levels.

It is the expectation that costs recouped through billing fee for services would be repaid to CICS.

Request Considerations:

Does the request meet the following priorities?

- priority for core and core plus services
- unmet need for the proposed services
- unmet access standard for proposed services
- evidence based practice services

If the request is approved, an agreement will be drafted to include the request in the provider agreement. Both the request and the agreement will be taken to the Governing Board for consideration.



912 North 13th Street
 Clear Lake, IA 50428
 641-357-1923
www.aturaarchitecture.com

August 3, 2023

**IOWA SPECIALTY HOSPITALS & CLINICS
 MENTAL HEALTH CLINIC RENOVATION**
 Clarion, IA

OPINION OF PROBABLE PROJECT COSTS

General Construction:	107,000
Mechanical/Plumbing Construction:	78,000
Electrical Construction:	35,000
Fire Protection:	5,000
Subtotal:	\$220,000
Miscellaneous & Contingencies:	22,000
Subtotal:	\$242,000
General Conditions:	25,000
Contractor OH&P:	20,000
CONSTRUCTION TOTAL:	\$287,000
Architecture/Engineering Fee	\$34,500
PROJECT TOTAL:	\$321,500



CICS

Supporting Individuals. Strengthening Communities.

Executive Summary

Substance Abuse Treatment Unit of Central Iowa (SATUCI)

Introduction: The Substance Abuse Treatment Unit of Central Iowa (SATUCI) is a non-profit community-based provider of integrated behavioral healthcare in central Iowa. They have been in operation for over forty years. Their goal is to build upon and expand our existing services to reach a greater number of people in our rural catchment areas who need mental health and substance use services. They are in Marshalltown in an accessible area. Over forty percent of their patients walk or bike to their facility.

Proposed Project: SATUCI is in a unique position where they currently own half of the office building at 9 N 4th Ave in Marshalltown, IA. The other half of the building is owned by Center Associates, who have moved and relocated south of town. The ownership is split by floors: each owner inhabits a floor and a half. They want to purchase the entire building to expand services and increase the number of direct service staff. SATUCI has approached Federal, State, and local funders who are willing to assist with some renovations costs but only after they are the sole owner of the building. The cost of the total project is \$439,275. They are requesting \$421,475. Real estate assessment estimated value of the entire building as \$500,000.

Recommendation: Recommended Funding at maximum requested. It is recommended that a term of the contract be the provider is required to negotiate to the best of their ability and provide CICS with documentation of negotiations. CICS leadership team identified increase access to outpatient services as a priority for FY24. This project scored 182 on the prioritization tool which is within the most likely funded category.

Project Contacts: Jenny Etter Director, SATUCI

Substance Abuse Treatment Unit of Central Iowa (SATUCI)	
Total Project Cost	\$439,275
CICS contribution	\$421,475
Capacity Increase	Undetermined at this time. By owning the whole building SATUCI can make plans increase services in the space they do not currently own.
Start Date	Fall 2023
End Date	Spring 2023
Population Affected	21% of CICS population would fall within the mileage radius of the access standard for outpatient services
Prioritization Tool score	182



ATTACHMENT A
SERVICE DEFINITIONS AND RATES
Substance Abuse Treatment Unit of Central Iowa

Chart of Account	Service Description	Unit of Service	Rate
42305	Therapy Evaluation (90791)	Visit	\$155.61
42305	Therapy 90837	60 Min	\$114.17
	90834	45 Min	\$114.17
	90832	30 Min	\$59.43
42305	Family Therapy (90846)	Hour	\$98.83
42305	Group Therapy (90853)	Hour	\$69.43
42305	Outpatient Mental Health Services- Building Purchase & Renovations	One Time Cost	\$421,475

OTHER TERMS:

Medicaid/MCO floor rate may be honored if higher than the CICS Contracted Rate. Please send documentation of the Medicaid/MCO rate to the Operations Officer for consideration of the rate adjustment. If the rate adjustment is approved by CICS this will be executed through a written document with the CICS CEO and the Provider with the effective date as the month following the receipt of the rate documentation. A CICS contract amendment will not be required in these situations.

For applicable services, Provider will meet Iowa Code or Administrative Code requirements.

Provider will ensure provider information is available in 211 and updated annually.

All funding for outpatient services must be pre-authorized by CICS. CICS will issue a Notice of Decision to the patient and provider. CICS will determine the copayment for persons as specified in the CICS Management Plan. Patients are responsible to pay all copayment amounts directly to the provider. CICS funds may supplement patients with insurance any remaining amount due, up to the "allowed charge" on the insurance Explanation of Benefits (EOB) or the contracted CICS rate, whichever is less.

The provider is required to negotiate to the best of their ability with the seller and provide CICS documentation of negotiations prior to funds being released. CICS funding is based on the Provider Special Project Funding Request, and SATUCI Budget. These documents are attached to this Provider and Participation Agreement. Provider will submit contract of sale to CICS for release of funds as listed in the above terms.

Central Iowa Community Services:

By: _____

Print Name: _____

Print Title: _____

Date: _____

**Substance Abuse Treatment Unit of
Central Iowa:**

By: _____

Print Name: _____

Print Title: _____

Date: _____

Provider Special Project Funding Request



CICS

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Provider Name: Substance Abuse Treatment Unit of Central IA (SATUCI) Tax ID: 42-0947353

Provider Address: 9 N. 4th Ave Provider CSN ID#: _____
 (Optional)
Marshalltown, IA 50158

Please identify the funding being requested.

You will be contacted by CICS to discuss this request. CICS will notify you of the decision on funding in writing with stipulations for approval if any, or reasons for denial if applicable.

Project Name	Item or Service Funding is Being Requested For	Total Cost	Provider Funding Amount	Regional Funding Requested	Project Start Date	Project End Date
Building Purchase and Site Renovation Project	Purchase the building at 9 N. 4th Ave. Marshalltown, IA	\$447,800	\$17,800	\$430,000	July 2023	July 2025

Explain how funding this project will benefit the clients of CICS and how it complies with the CICS Management Plan:

The Substance Abuse Treatment Unit of Central Iowa (SATUCI) is a non-profit community-based provider of integrated behavioral healthcare in central Iowa. Our goal is to build upon and expand our existing services to reach a greater number of people in our rural catchment areas who need mental health and substance use services. We deliver holistic, consumer-centered, evidence-based prevention and behavioral health services. We serve all persons regardless of cultural or gender identification, insured or not, who need services in a timely empowering manner. SATUCI has been afforded a unique opportunity to expand its current substance abuse and mental health treatment programming. As we improve and expand services we believe that it is equally important to have a facility that is safe, welcoming and a comfortable space for those seeking support. We believe that having a vibrant building will help us strengthen our collective sense of pride for clients, staff, and the community. We intend to remain in this central location because it affords ease of access for over 40% of our clients who can walk or bike to this facility. Acquiring this building will solidify SATUCI's plans to provide expanded integrated services organized into a seamless continuum of community-based support.

Explain why you need Regional Funding to complete the project:

SATUCI has, for over 40 years, been very effective in acquiring grants to support services and program development. However, there are limited resources available to fund special projects such as the purchase of buildings or restoration of currently owned facilities. SATUCI is in a unique position in that we currently own half of our main office building at 9 N 4th Ave in Marshalltown, IA. The other half of the building is owned by Center Associates, who have moved and relocated south of town. It is not easy buying or selling half of a building considering the ownership is split by floors: each owner inhabits a floor and a half. We are wanting to purchase the entire building to expand services and increase the number of direct service staff. We have approached Federal, State, and local funders who are willing to assist with some renovations costs but only after we are the sole owner of the building.

Name of person submitting request: Jenny Etter Title: Executive Director

Phone: 641-752-5421 Email: jetter@satuci.com Request Date: 6-5-2023



UNSOLICITED REQUESTS FOR FUNDS

The Administrative Team will apply the following criteria when reviewing unsolicited requests for funds:

Provider Criteria:

Providers receiving funds must be licensed or accredited to provide the requested service.

Organizations must demonstrate the following:

- Provider experience in providing the services
- Documented consumer outcomes, and family/consumer satisfaction
- Retention of consumers in other programs
- Coordination with other provider agencies
- Evidence of individualized services
- Relationship with other regions the agency serves
- Funding source for the service
- Financial viability of the agency
- Strong organizational leadership
- A mission that supports person centeredness, rehabilitation, recovery, cultural competency, multi-occurring capable
- Capability to plan and develop financial flexibility to support services
- Ability to integrate all services into the community
- Aptitude to create infrastructure to support staff supervision
- Capacity to involve clients in the implementation evaluation of the services

Required Elements:

Providers must submit a written proposal that includes the following:

Business Plan

- Description of the service and the market
- Funding sources
- Non-financial outcomes
- Organizational Chart
- Financial needs (startup cost summary, personnel cost)
- Current business position

Documentation of Current Needs

- Current waiting list for the service
- Demographics of potential clients
- Access standard criteria (if applicable)

Letters of Support to include but not limited to

- CEO of other regions (if applicable)
- Local Community Services Directors
- Integrated Health Homes or Case Managers

Most recent Audit Report by accredited auditing firm

Existing Program Outcomes

Funding Options:

Providers must identify funding options through sources at the federal, state and local levels.

It is the expectation that costs recouped through billing fee for services would be repaid to CICS.

Request Considerations:

Does the request meet the following priorities?

- priority for core and core plus services
- unmet need for the proposed services
- unmet access standard for proposed services
- evidence based practice services

If the request is approved, an agreement will be drafted to include the request in the provider agreement. Both the request and the agreement will be taken to the Governing Board for consideration.

SATUCI Project Budget

	CISI Request	SATUCI Costs
Purchase of Property	\$300,000*	
Listing Price (\$446,900)		
*Half of the listing price plus attorney fees, closing costs, associated fees		
Renovation Costs		
Exterior Painting	\$34,561	
Side Walk repair and replacement	\$44,398.	
Security Lighting (5)		\$2,000
Security Cameras (10)		\$8,000
West Entrance Canopy Repair	\$4,200	
South Entrance Window Replacement		\$200
East side 3 rd floor window repair		\$2,000
Bike Racks (3)		\$1,000
Entrance Benches (3)		\$2,000
Ash/Trash Receptacles (3)		\$600
Landscaping- 6 bushes, 2 trees		\$2,000
	\$383,159	\$17,800
+ 10% added for overages on repair costs	\$38,316	
Project Total:	\$439,275	
CICS Request:	\$421,475	



**Central Iowa Community Services
Provider and Program Participation Agreement Amendment No. 1**

1. This amendment is entered into this 28th day of September, 2023 by and between Central Iowa Community Services (CICS) and Eyerly Ball Community Mental Health Services (Provider), original parties to the agreement dated First day of July, 2023.

2. In consideration of the mutual covenants herein made, the agreement is amended as follows: Attachment A is removed and replaced in its entirety with the following attachment A:

**Eyerly Ball Community Mental Health Services
ATTACHMENT A Effective 9/28/2024
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

Chart of Account	Service Description	Unit of Service	Rate
05373	Public Education, Prevention and Education Services	Hour	\$136.08; Maximum of 12 hours/contract period
32329	Supported Community Living - Home Based Habilitation High Recovery Recovery Transitional Medium Need Intensive I Intensive II Intensive III	UA; .25-2 Hours/Day UB; 2.25-4 Hours/Day UC; 4.25-8.75 Hours/Day UD; 9-12.75 Hours/Day U8; 13-16.75 Hours/Day U9; 17-24 Hours/Day	\$56.39 \$121.68 \$141.03 \$227.66 \$230.81 \$405.25
41305	Injection (96372)	N/A	\$26.38
41305	Nursing (S9123)	Nurse Visit	\$58.64
42305	Therapy Evaluation (90791)	Visit	\$155.61
42305	Group Therapy (90853)	Hour	\$69.43
42305	Family Therapy (90846)	Hour	\$98.83
42305	Therapy 90837 90834 90832	60 Min. 45 Min. 30 Min.	\$114.17 \$114.17 \$59.43
42305	Licensed Independent Social Worker (LISW) Onboarding & Access for Laura Probasco July 1, 2023 – May 31, 2024	N/A	Maximum of \$9,167.00**
42305 42306	Care Coordination	One Tele Health Session	\$31.21



Eyerly Ball Community Mental Health Services
ATTACHMENT A Effective 9/28/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024

42306	Psychiatric Evaluation (90792)	Visit	Dr \$300.67 ARNP \$232.09 PA \$232.09
42306	Medication Management (99213)	15 Min.	Dr. \$101.60 ARNP \$72.45 PA \$72.45
42396	Community Support Services (CSS) – Low Intensity	Monthly	\$176.87
42396	Community Support Services (CSS) – High Intensity	Monthly	\$520.02
42398	Assertive Community Treatment (ACT)	Daily (Maximum of 5 Days/Week)	\$55.83
42398	ACT Services Access Fee (Only clients receiving ACT services seven (7) days/week may be considered)	Monthly Per Client	\$290.00*
43301	Assessment, Evaluation, & Early Identification	Hour	\$190.89
44301	Crisis Psychiatric Evaluation (2 appointments/month – Boone & Story)	Visit	Dr \$300.67 ARNP \$232.09 PA \$232.09
44301	Crisis Therapy Evaluation (2 appointments/month- Story)	Visit	\$155.61
44301	Crisis Therapy Services (2 appointments/month- Story)	60 Min. 45 Min. 30 Min.	\$114.17 \$114.17 \$59.43
44305	Community Based Crisis Intervention Services	Hour	\$136.08
44307	Mobile Crisis Response (MCR) Service	Monthly	\$86,085.15
44307	Mobile Crisis Response (MCR) Service	Monthly	\$6,284.59
44312	Crisis Stabilization Community Based Service (CSCBS)	Monthly	\$19,009.66
44312	Crisis Stabilization Community Based Service (CSCBS)	Monthly	\$1,387.79

OTHER TERMS:

Medicaid/MCO floor rate may be honored if higher than the CICS Contracted Rate. Please send documentation of the Medicaid/MCO rate to the Operations Officer for consideration of the rate adjustment. If the rate adjustment is approved by CICS this will be executed through a written document with the CICS CEO and the Provider with the effective date as the month following the receipt of the rate documentation. A CICS contract amendment will not be required in these situations.

Provider will meet monthly with CICS, and if requested any other region covered under the contract if they request to meet monthly, to review MCR and CSCBS service provision, outcomes, and financials.



**Eyerly Ball Community Mental Health Services
ATTACHMENT A Effective 9/28/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

Provider will meet monthly with CICS to review Justice Coordination/Jail Diversion service provision, outcomes, and financials.

Provider will meet monthly with CICS, and if requested any other region covered under the contract if they request to meet monthly, to review MCR and CSCBS service provision, outcomes, and financials.

If structural or service provision changes take place for MCR, rates can be re-established.

Reconciliation of block grant funded services including MCR and CSCBS may occur upon mutual agreement by the Provider and CICS, and any other region covered under the contract.

MCR Provider Outcomes:

- MCR total response time regionwide and for each individual county shall be 60 minutes or less 85% of the time.
- No more than eight shifts per month for MCR will be phone response only. 85% of the time on-call response staff will provide information to service recipients regarding local resources.
- Provide weekly contact information to CICS service coordination and have at least monthly interaction with local CICS service coordinators regarding resources and coordination of services.
- Provider will upload crisis services outcomes and mobile crisis response outcomes information to CSN by the 10th of each month.

Psychological Testing is a service under Assessment, Evaluation, & Early Identification.

CICS may be billed the Crisis Psychiatric Evaluation rate if the Crisis Psychiatric Evaluation appointment is reserved and unfilled. Two Crisis Psychiatric Evaluation appointments shall be available monthly (every other week) for Boone and Story County. If crisis medication management is needed, this can be performed during the reserved crisis psychiatric evaluation time slot and billable at the contracted medication management reimbursement rate as applicable.

CICS may be billed the Crisis Therapy Services 60-minute rate if the Crisis Therapy appointment is reserved and unfilled. Two Crisis Therapy appointments shall be available monthly for Story County. If a crisis therapy evaluation is needed, this can be performed during the reserved crisis therapy time slot and billable at the contracted therapy evaluation reimbursement rate as applicable. CICS Service Coordination staff shall be informed of the reserved time slot for the Crisis Therapy Service.

Public Education, Prevention and Education Services - Education services means activities that increase awareness and understanding of the causes and nature of conditions or factors which affect an individual's development and functioning. Prevention means efforts to increase awareness and understanding of the causes and nature of conditions or situations which affect an individual's functioning in society. Prevention activities are designed to convey information about the cause of conditions, situations, or problems that interfere with an individual's functioning or ways in which that knowledge can be used to prevent their occurrence or reduce their effect, and may include but are not limited to, training events, webinars, presentations, and public meetings. Provider outreach activities and/or marketing activities would not fall under Public Education, Prevention and Education. Provider needs to seek prior written approval by CICS for funding of Public Education, Prevention and Education services.



Eyerly Ball Community Mental Health Services
ATTACHMENT A Effective 9/28/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024

All funding for outpatient services must be pre-authorized by CICS. CICS will issue a Notice of Decision to the patient and provider. CICS will determine the copayment for persons as specified in the CICS Management Plan. Patients are responsible to pay all copayment amounts directly to the provider. CICS funds may supplement patients with insurance any remaining amount due, up to the "allowed charge" on the insurance Explanation of Benefits (EOB) or the contracted CICS rate, whichever is less.

Established Polk County rates will be honored for outpatient services provided for Warren County.

Based on the client's individualized assessment, CICS will honor the Provider's Medicaid tiered rate for Supported Community Living Home Based Habilitation service. Documentation of the client's individualized assessment and the Medicaid tiered rate shall be provided to CICS by the Provider. If a current individualized client assessment is not available CICS will complete an assessment and work with the provider in identifying the applicable Medicaid tiered rate for the Individual. Individual rates may be reviewed at the request of CICS, or the Provider as determined necessary.

*ACT Services Access fee can be requested by Provider for clients who receive ACT services seven (7) days per week and who are either not eligible for Medicaid insurance or have received a denial from Medicaid for funding of weekend ACT services. The Medicaid explanation of benefit (EOB) denying ACT weekend services shall be provided to CICS when requesting CICS funding. ACT Services Access fee is to be prorated if ACT services are not provided seven (7) days per week for the entire month.

For MCR services provided within the CICS Region, up to \$86,085.15 is the monthly amount to be billed/reimbursed based on budget provided. If employee positions are unfilled at any time, Provider needs to notify CICS.

For MCR services provided within the Care Connections of Northern Iowa Region, up to \$6,284.59 is the monthly amount to be billed/reimbursed based on budget provided. If employee positions are unfilled at any time, Provider needs to notify CICS and Care Connections of Northern Iowa.

For CSCBS, Provider will complete the 1-page CICS Funding Application and send to CICS or Care Connections of Northern Iowa within the next business day.

For CSCBS provided within the CICS Region, up to \$19,009.66 is the monthly amount to be billed/reimbursed based on budget provided. If employee positions are unfilled at any time, Provider needs to notify CICS.

For CSCBS provided within the Care Connections of Northern Iowa Region, up to \$1,387.79 is the monthly amount to be billed/reimbursed based on budget provided. If employee positions are unfilled at any time, Provider needs to notify CICS and Care Connections of Northern Iowa.

MCR and CSCBS shall be billed by the 15th of each month. The Provider shall bill CICS and Care Connections of Northern Iowa the contracted monthly reimbursement amount for the prior month of MCR and CSCBS provided minus any MCR and CSCBS reimbursement received by Medicaid or other funders. At time of monthly billing submission, provider will submit documentation as agreed upon by Provider and CICS.

**LISW will provide Outpatient Therapy Services to residents of CICS region and accept and provide services to patients with Medicaid and/or Medicare, private insurance, and MHDS regional funding. If the LISW is less than full-time and/or practices less than full-time in the Outpatient setting, the Access fee will be prorated based on the total number of hours LISW services are available to patients in the Outpatient setting.



**Eyerly Ball Community Mental Health Services
ATTACHMENT A Effective 9/28/23
SERVICE DEFINITIONS AND RATES
FISCAL YEAR 2024**

The LISW Onboarding & Access Fee shall be prorated if applicable and paid in the month of June 2024 for Fiscal Year 2024 with an invoice submitted by the provider.

In the event the LISW does not maintain employment with Eyerly Ball CMHC and upon initiation continue to provide Outpatient Therapy Services in the Outpatient setting for the entire CICS Provider and Program Participation Agreement service period ending May 31, 2024, no LISW Onboarding & Access Fee will be paid by CICS.

3. All other terms and conditions of the Agreement identified in the caption hereof shall remain in full force and effect except as specifically modified by this amendment. If there is conflict between this amendment and the agreement, the terms of this amendment will prevail.

This Agreement Amendment has been executed by the parties hereto, through their duly authorized officials.

Central Iowa Community Services:

Eyerly Ball Community Mental Health Services:

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: Chair, CICS Governing Board

Print Title: _____

Date: _____

Date: _____





CICS

Supporting Individuals. Strengthening Communities.

Executive Summary

UnityPoint Health- Eyerly Ball

Introduction: Eyerly Ball offers a full continuum of mental health services and treatment to meet the needs of the community. They have been a provider of mental health services for over fifty years. Their services range from family and individual counseling to outpatient care for all ages. Eyerly Ball Community Mental Health Services is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). Eyerly Ball currently collaborates with stakeholders in the community such as CICS, Mary Greeley Hospital, Optima, Community and Family Resources, YSS, etc. They started as an outpatient provider and have grown into a provider with a full continuum of behavioral health services.

Proposed Project: Eyerly Ball is requesting funding from the CICS Region for the completion of a new building for their Ames location. The new building will increase awareness of Eyerly Ball as a provider and provide better access to services for current and new patients. They are looking to build in a centralized location that would put them near other medical providers. Their vision is that a new building will allow Eyerly Ball to grow as a CCBHC (Certified Community Behavioral Health Clinic), expand services, and build community collaborations. A new building will give them the area to expand staff and increase capacity for outpatient services. The proposal submitted does include budgeted dollars for FY24 and FY25.

The proposal does also include office space for CICS Story Count staff. The CICS portion would include six officers, a separate reception area, private entrance to CICS offices, and a large conference room for 30-45 people.

Recommendation: Recommended Funding at maximum requested. CICS This project scored 201 on the prioritization tool which is within the high or the most likely to be funded.

Project Contacts: Cynthia Steidl Bishop, CEO Eyerly Ball

UnityPoint Health- Eyerly Ball	
Total Project Cost	FY 24 \$3,930,372 FY 25 \$831,234 Total Project \$4,761,606 Eyerly Ball space: \$3,349,230 CICS office space: \$1,412,376
CICS contribution	\$4,761,606
Capacity Increase	Undetermined quantitatively currently. The expanded space will increase their staff and they will hire additional outpatient staff. They also will expand into other services they previously did not have the space for.
Start Date	October 1, 2023
End Date	Q1 FY25
Population Affected	31% of CICS population would fall within the mileage radius of the access standard for outpatient services
Prioritization Tool score	201



Central Iowa Community Services Provider and Program Participation Agreement

THIS PROVIDER AND PROGRAM PARTICIPATION AGREEMENT (“Agreement”), entered into this 1st day of October, 2023, is by and between Central Iowa Community Services (“**CICS**”) and UnityPoint Health - Eyerly Ball Community Mental Health Services (“**Provider**”).

RECITALS:

A. CICS is a governmental entity organized under Chapter 28E of the Code of Iowa, governed by its Governing Board. Mental health and disability services are funded and administered by CICS within the scope and according to the criteria of the Regional Management Plan. CICS desires to contract with Provider to provide Covered Services for the benefit of CICS Individuals.

B. Provider is licensed, certified and/or accredited under the laws of the State of Iowa to provide mental health, intellectual disabilities, and/or developmental disability services and desires to contract with CICS to provide Covered Services for the benefit of CICS Individuals.

C. An effective service delivery environment should be based on individualized, person centered, strengths-based practices which are trauma informed, co-occurring capable, and culturally competent.

In consideration of the premises and promises contained herein, it is mutually agreed by and between CICS and Provider as follows:

SECTION 1 Definitions

Administrative Team: Community Service Directors of Region member counties.

CICS Governing Board: The board of CICS responsible for governing CICS.

CICS Individual: A person who is eligible and authorized to receive funding as defined in the Regional Management Plan as approved by the Director of the Department of Human Services, State of Iowa.

Co-payment: The amount that may be charged to CICS Individual at the time services are rendered.

Covered Services: Services enumerated in the Regional Management Plan, as approved by the Director of the Department of Human Services, State of Iowa.

HIPAA: Collectively, the Health Insurance Portability and Accountability Act of 1996, the Health Information Technology for Economic and Clinical Health Act, and all implementing regulations.

Individual Authorization: An Individual Authorization is a standard form, signed by an individual, to allow disclosure of the individual's Protected Health Information. The form must comply with HIPAA and all other applicable federal and state laws. The individual may revoke the Individual Authorization at any time in accordance with its terms.

Protected Health Information: Individually identifiable health information that is transmitted by or maintained in electronic media, or transmitted by or maintained in any other form or medium.

Region: The inter-governmental entity created under Chapter 28E of the Code of Iowa and Section 331.390 of the Code of Iowa that includes member counties of CICS.

Regional Management Plan: CICS' plan, developed pursuant to Iowa Code Section 331.393, for providing an array of cost-effective individualized services and supports that assist CICS Individuals in the Region to be as independent, productive, and integrated into the community as possible, within the constraints of the services fund.

SECTION 2

Duties of Provider

Section 2.1 Provision of Covered Services. Provider shall provide Covered Services to each CICS Individual who is authorized by the Administrative Team or Administrative Team designee (“Designee”) to receive such services to the extent designated in Attachment A, Service Definitions and Rates. Such services shall be rendered in compliance with applicable laws and regulations and the Regional Management Plan. Provider shall provide Covered Services in a manner that: (a) documents the services provided, in conformance with applicable federal, state and local laws and regulations and the Regional Management Plan, and (b) protects the confidentiality of the CICS Individual's medical records, including, without limitation, any Protected Health Information. Provider may decline providing services to a CICS Individual provided that Provider communicates this decision to Administrative Team or Designee within twenty-four (24) hours of declining such services.

Section 2.2 Compliance with the Regional Management Plan. Provider and its staff shall be bound by and provide Covered Services in compliance with the Regional Management Plan. Failure to comply with the Regional Management Plan may result in sanctions including, without limitation, the loss of reimbursement and/or termination of the Agreement. If Provider does not agree with the sanction, Provider may appeal such action to the CICS Governing Board. The decision of the CICS Governing Board shall be final and conclusive and non-appealable.

Section 2.3 Authorization and Notification Requirements. All Covered Services provided to CICS Individuals by Provider must be authorized by CICS prior to or at the time of rendering services or in accordance with the Regional Management Plan. The Regional Management Plan shall not diminish Provider's obligation to render Covered Services consistent with the applicable

standard of care. Provider shall be required to obtain from each CICS Individual an Individual Authorization that allows Provider to disclose any information about the Individual to CICS.

Section 2.4 Access to Books and Records. Unless otherwise required by applicable statutes or regulation, Provider shall allow CICS access to books, records, or cost reports as needed to establish rates or for purposes of appeals, utilization, grievance, claims payment review, individual medical records review, or financial audits, during the term of this Agreement and seven (7) years following its termination. Provider shall obtain any necessary Individual Authorization to allow CICS to exercise its rights under this Agreement.

Section 2.5 Licenses. At all times, Provider and the providers it employs or contracts with to provide services to CICS Individuals shall have all necessary licenses and certifications to perform the Covered Services.

Section 2.6 Major Incident Reporting. To the extent Provider is otherwise required to comply with Iowa Administrative Code (“IAC”) Chapter 77, Provider shall promptly notify CICS in writing when a “major incident” as defined in IAC 441-77 involves a CICS Individual and the major incident would otherwise be required to be reported if the CICS Individual were receiving a Medicaid funded service. Provider may use the CICS Major Incident Report Form or Iowa Medicaid Critical Incident Report form for purposes of the notification.

SECTION 3

Service Delivery and Assessment

Section 3.1 Service Delivery. The Region encourages the use of Evidence Based Practices, Research Based Practices and Promising Practices in service delivery.

Section 3.2 Service Assessment. The Region is charged with the responsibility of collecting Outcome measurement information. Provider is required to follow the reporting requirements for any outcome measures listed in Attachment A. If the Region implements additional measures, this contract will be amended to reflect said changes.

Section 3.3 Incentives. Provider may qualify for incentive payments if it meets reporting and outcome participation requirements established by CICS.

SECTION 4

Claims Submission and Payment

Section 4.1 Claims Submission. Provider agrees to submit all claims for Covered Services within sixty (60) days of service provision and in accordance with the Regional Management Plan.

Section 4.2 Claims Payment. In accordance with the Regional Management Plan, CICS will pay claims for Covered Services within sixty (60) days of receipt of required documentation unless foreseen circumstances exist; no billings received more than sixty (60) days after the close of the

fiscal year in which the service was provided shall be considered for payment by CICS unless there is a statutory requirement to pay such service. The fiscal year for CICS is July 1 – June 30.

Section 4.3 Compensation to Provider. Provider agrees to accept payment from CICS for Covered Services provided to CICS Individuals under this Agreement as payment in full, less any Co-payment or other amount that is due from CICS Individuals for such services. Provider shall not negotiate and/or accept lower rates or more favorable terms than those provided for in this Agreement from any other Region or county. Rates of compensation for Covered Services are set forth in Attachment A, Service Definitions and Rates.

SECTION 5

Relationship Between the Parties

Section 5.1 Relationship Between CICS and Provider. The relationship between CICS and Provider is solely that of independent contractors and nothing in this Agreement shall be construed or deemed to create any other relationship including one of employment, agency, or joint venture. Provider shall maintain social security, workers' compensation and all other employee benefits covering Provider's employees as required by law.

SECTION 6

Liability Insurance

Section 6.1 Provider Hold Harmless and Indemnification. Provider shall defend, hold harmless and indemnify CICS against any and all claims, liability, damages, judgments, and expenses, including, without limitation, reasonable attorney fees and costs, asserted against, imposed or incurred by CICS that arise out of acts or omissions of Provider or Provider's employees, agents or representatives in the discharge of Provider's responsibilities under this Agreement.

Section 6.2 Provider Liability Insurance. Provider agrees to carry comprehensive general liability insurance (claims-made with appropriate tail coverage or occurrence-based), at its own expense, in an amount of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. If Provider employs professionally licensed individuals, Provider also agrees to carry professional liability insurance (claims-made with appropriate tail coverage or occurrence-based), at its own expense, in an amount of not less than \$1,000,000 per occurrence. Both types of coverages shall cover any claims with respect to Covered Services that may arise out of an incident occurring during the term of this Agreement as well as any claims in connection with the performance of Provider's responsibilities under this Agreement. Provider shall furnish to CICS on an annual basis proof of each required insurance, which proof will include the name of the carrier(s), effective dates of each coverage and coverage amounts.

SECTION 7

Laws and Regulations

Section 7.1 Laws and Regulations. Provider represents, covenants, and warrants that it is, and during the term of this Agreement will continue to be, operating in full compliance with all applicable federal and state laws.

Section 7.2 Compliance with Civil Rights Laws. Provider agrees not to discriminate or differentiate in the treatment of any individual based on age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, or disability. Provider agrees to ensure mental health and disability services are rendered to CICS Individuals in the same manner, and in accordance with the same standards and with the same availability, as offered to any other individual receiving services from Provider.

Section 7.3 Equal Opportunity Employer. CICS counties are equal employment opportunity employers. CICS supports a policy which prohibits discrimination against any employee or applicant for employment on the basis of age, race, sex, creed, color, sex, sexual orientation, gender identity, national origin, religion, or disability, or any other classification protected by law or ordinance. Provider agrees that it is in full compliance with this policy.

Section 7.4 Confidentiality of Records. CICS and Provider agree to maintain the confidentiality of all information regarding Covered Services provided to CICS Individuals under this Agreement in accordance with any applicable laws and regulations, including, without limitation, HIPAA. Provider acknowledges that in receiving, storing, processing, or otherwise dealing with information from CICS about CICS Individuals, it is fully bound by federal and state laws and regulations, including, without limitation, HIPAA, governing the confidentiality of medical records, mental health and disability services records, and Protected Health Information.

SECTION 8

Term and Termination

Section 8.1 Term. The term of this Agreement shall be for a period of one (1) year commencing on the date first above written, or until the end of the current fiscal year, whichever occurs first.

Section 8.2 Termination Without Cause. Either party may terminate this Agreement without cause upon sixty (60) days prior written notice of termination to the other party.

Section 8.3 Termination With Cause by CICS. CICS shall have the right to terminate this Agreement immediately by giving written notice to Provider upon the occurrence of any of the following events: (a) restriction, suspension or revocation of Provider's license, certification or accreditation or the license of any provider employed by or contracted with Provider to perform services under this Agreement; (b) Provider's loss of any liability insurance required under this Agreement; or (c) bankruptcy filing by the Provider.

Section 8.4 Termination by Provider. Provider may terminate this Agreement pursuant to Section 9.2 or 9.3; provided that Provider notifies CICS within thirty (30) days of the effective date of such amendment of its disagreement with such amendment.

Section 8.5 Termination for Breach. Either party shall have the right to terminate this Agreement for material breach of this Agreement by the other party that is not cured within thirty (30) days after written notice to the other party is provided.

Section 8.6 Information to CICS Individuals. Provider acknowledges the right of CICS to inform CICS Individuals of Provider's termination of this Agreement and agrees to cooperate with CICS in deciding on the form of such notification.

Section 8.7 Continuation of Services After Termination. Upon request by CICS for up to sixty (60) days upon termination notification, Provider shall continue to render Covered Services in accordance with this Agreement until CICS has transferred CICS Individuals to another provider or until such CICS Individual(s) are discharged.

Section 8.8 Notices to CICS. Any notice, request, demand, waiver, consent, approval or other communication to CICS which is required or permitted herein shall be in writing and shall be deemed given only if delivered personally, or sent by registered mail or certified mail, or by express mail courier service, postage prepaid, as follows:

CICS
126 S. Kellogg Ave., Ste. 001
Ames, IA 50010

Section 8.9 Notices to Provider. Any notice, request, demand, waiver, consent, approval or other communication to Provider which is required or permitted herein shall be in writing and shall be deemed given only if delivered personally, or sent by registered mail or certified mail, or by express mail courier service, postage prepaid, as follows:

UnityPoint Health - Eyerly Ball Community Mental Health Services
Attention: Cynthia Steidl Bishop
945 19th St.
Des Moines, Iowa 50314

SECTION 9 **Amendments**

Section 9.1 Amendment. Subject to Sections 9.1 and 9.2, this Agreement may be amended at any time only by the mutual written agreement of the parties.

Section 9.2 Regulatory Amendment. CICS may amend this Agreement to comply with applicable statutes and regulations and shall give written notice to Provider of such amendment and its effective date. Such amendment will not require sixty (60) days advance written notice. If

the Provider does not agree with the amendment, Provider may terminate this Agreement as provided in Section 8.4.

Section 9.3 Regional Management Plan Amendment. CICS may also amend this Agreement to comply with changes in the Regional Management Plan and shall give written notice to Provider of such amendment and its effective date. Such amendment will not require sixty (60) days advance written notice. If Provider does not agree with the Amendment, Provider may terminate this Agreement as provided in Section 8.4.

SECTION 10

Other Terms and Conditions

Section 10.1 Non-Exclusivity. This Agreement does not confer upon the Provider any exclusive right to provide services to CICS Individuals in Provider's geographical area. CICS reserves the right to contract with other providers. The parties agree that Provider may continue to contract with other organizations.

Section 10.2 Assignment. Provider may not assign any of its rights and responsibilities under this Agreement to any person or entity without the prior written approval of CICS. Any assignment not in accordance with this Section 10.2 shall be null and void.

Section 10.3 Subcontracting. Provider may not subcontract any of its rights and responsibilities under this Agreement to any person or entity without prior notification to CICS. Mutual agreement must be obtained between Provider, CICS, and any subcontractor.

Section 10.4 Entire Agreement and Amendments. This Agreement and its attachments constitute the entire agreement between CICS and Provider, and supersedes or replaces any prior agreements between CICS and Provider relating to its subject matter. This Agreement may be amended only pursuant to a written document executed by both parties.

Section 10.5 Rights of Provider and CICS. Provider agrees that CICS may use Provider's name, address, telephone number, description of Provider, and Provider's care and specialty services in any promotional activities. Otherwise, Provider and CICS shall not use each other's name, symbol or service mark without prior written approval of the other party.

Section 10.6 Invalidity. If any term, provision or condition of this Agreement shall be determined invalid by a court of law, such invalidity shall in no way affect the validity of any other term, provision or condition of this Agreement, and the remainder of the Agreement shall survive in full force and effect unless to do so would substantially impair the rights and obligations of the parties to this Agreement.

Section 10.7 No Waiver. The waiver by either party of a breach or violation of any provisions of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach.

Section 10.8 Execution. This Agreement has been executed by the parties hereto, through their duly authorized officials.

Section 10.9 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa (but without regard to provisions thereof relating to conflicts of laws).

Section 10.10 No Third Party Beneficiaries. Nothing express or implied in this Agreement is intended to confer, nor shall anything herein made confer, upon any person other than the parties to this Agreement and their respective successors or assigns of the parties, any rights, remedies, obligations or liabilities whatsoever.

Section 10.11 Survival. Sections 2.4, 6.1, 6.2, 7.4 8.6, 8.7 8.8, 8.9, and Section 10 shall survive any termination of this Agreement.

Section 10.12 Waiver of Jury Trial. EACH PARTY HEREBY UNCONDITIONALLY WAIVES ANY RIGHT TO A JURY TRIAL WITH RESPECT TO AND IN ANY ACTION, PROCEEDING, CLAIM, COUNTERCLAIM, DEMAND OR OTHER MATTER WHATSOEVER ARISING OUT OF THIS AGREEMENT.

Central Iowa Community Services:

**UnityPoint Health - Eyerly Ball
Community Mental Health Services:**

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: Chair, CICS Governing Board

Print Title: _____

Date: _____

Date: _____

ATTACHMENT A
SERVICE DEFINITIONS AND RATES
UnityPoint Health - Eyerly Ball Community Mental Health Services

Chart of Account	Service Description	Unit of Service	Rate
42305	Outpatient Services, Clinic New Build	One Time Cost	\$4,761,605.00

OTHER TERMS:

Outpatient Services, Clinic New Build:

Provider will work with CICS staff to establish a timeline for completion of the project and a budget timeline. Based on the proposal submitted by the Provider, Provider will submit to CICS itemized invoices with supporting documentation of expenditures for Outpatient Services, Clinic New Build for reimbursement of actual expenditures up to \$4,761,605.00 and reimbursement of actual expenditures. Provider will submit invoices to CICS by the 15th of the month for work completed in the previous month. CICS funding is based on the Provider Special Project Funding Request and Eyerly Ball Community Mental Health Services budget, these documents are attached to this Provider and Participation Agreement. The above budgeted amount includes New Build for Outpatient services and designated office, reception, and conference room space for CICS staff.

Central Iowa Community Services:

By: _____

Print Name: _____

Print Title: Chair, CICS Governing Board

Date: _____

**UnityPoint Health - Eyerly Ball
Community Mental Health Services:**

By: _____

Print Name: _____

Print Title: _____

Date: _____

**ATTACHMENT A
SERVICE DEFINITIONS AND RATES
UnityPoint Health - Eyerly Ball Community Mental Health Services**

Chart of Account	Service Description	Unit of Service	Rate
42305	Outpatient Services, Clinic New Build	One Time Cost	\$3,349,229.00

OTHER TERMS:

Outpatient Services, Clinic New Build:

Provider will work with CICS staff to establish a timeline for completion of the project and also a budget timeline. Based on the proposal submitted by the Provider, Provider will submit to CICS itemized invoices with supporting documentation of expenditures for Outpatient Services, Clinic New Build for reimbursement of actual expenditures up to \$3,349,229.00 and reimbursement of actual expenditures. Provider will submit invoices to CICS by the 15th of the month for work completed in the previous month. CICS funding is based on the Provider Special Project Funding Request and Eyerly Ball Community Mental Health Services budget, these documents are attached to this Provider and Participation Agreement.

Central Iowa Community Services:

By: _____

Print Name: _____

Print Title: Chair, CICS Governing Board

Date: _____

**UnityPoint Health - Eyerly Ball
Community Mental Health Services:**

By: _____

Print Name: _____

Print Title: _____

Date: _____

Provider Project Funding Request



CICS

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THIS APPLICATION IS A PUBLIC DOCUMENT AND AS SUCH CAN BE REPRODUCED AND DISTRIBUTED FOR THE PUBLIC.

Provider Name: Eyerly Ball CMHS Tax ID: 49-0942273
 Provider Address: 945 19th street Request Date: September 20, 2023
Des Moines, IA 50314 (Corp. office address)
 Name of person submitting request: Cynthia Steidl Bishop Title: CEO
 Phone: 515-729-1774 Email: cynthia.steidl-bishop@unitypoint.org

Project Type: New Service Service Expansion Capital Expense
 Training & Education Outside Expertise Recruitment & Retention

1. Identify the population groups that will be covered under this project from the population groups that CICS is allowed to fund: Mental Health/Brain Health Intellectual Disability Developmental Disability Brain Injury

2. Which ages will this project serve? Across the lifespan

3. Do other entities provide this service in any of the areas proposed for coverage? Yes No

4. Does this service require accreditation or licensure? Yes No

If yes, provide proof of licensure/accreditation or application status for licensure/accreditation.

5. Do you have comprehensive general liability insurance of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate? Yes No

If yes, provide copy of proof of insurance. If no, proof of insurance may need to be obtained in order for CICS to contract for services.

6. Has your agency experienced an adverse action affecting your ability to implement programs or services? Yes No

7. Are you currently tracking outcomes for other programs? Yes No

8. What is your plan to track outcomes for this project?

The organization and each individual program tracks outcomes. The goal of a new space is to increase visibility and allow for expansion of programs. The outcome measures will be related to annual growth based on recruitment of staff. For specific measures see the logic model, section E.

9. Do you have a quality improvement practice? Yes No

Yes, as part of the CARF accreditation, there is a quality improvement plan and in addition, there is a Strategic Plan that is reviewed and new goals are added quarterly.

10. Will this project use an evidence-based practice or promising practices? Yes No

11. If you answered yes to question 10, which practice will be utilized? _____

12. If your project is successful, is there potential for growth? What is your plan for accommodating that growth?

Yes, there are plans to grow in the outpatient clinic space, care coordination and community based services spaces. CCBHC is required to provide services across the lifespan. The new building architectural plan will accommodate for growth.

13. Identify the line item this project would be covered under as it relates to the CICS Annual Service and Budget Plan. The CICS Annual services and budget plan can be found at <https://www.cicsmhds.org/resources/cics-forms-and-documents/>

Checklist of items to include:

- Agency balance sheets for the last 3 years
- Proof of comprehensive general liability insurance
- Proof of accreditation and licensure to provide services, if applicable
- Logic Model
- Detailed Project Budget
- Capital Project Budget, if applicable

Project Name	Item or Service Funding is Being Requested For	Total Cost	Provider Funding Amount	Regional Funding Requested	Project Start Date	Project End Date
Eyerly Ball Community Mental Health Services Capital Project	A new build	CICS \$1,412,376 EB \$,3,349,229 Total \$ \$4,761,605		\$4,761,605	October 1, 2023	Q3 2024

You may be contacted by CICS to discuss this request. CICS will notify you of the decision on funding in writing with stipulations for approval if any, or reasons for denial if applicable.

CICS Use Only

Approved Denied

In CSN? Yes No CSN ID# _____

Decision summary:

Signature _____ Date _____



CICS

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Phase 1

Phase 1 of the Access Center Network Planning process was completed in September with the development of a memorandum of understanding that demonstrates commitment to ongoing collaborative care, communication, and adoption of a shared clinical pathway by each provider participating in the Access Center Network.

Line Item	Proposed	Anticipated Actual
6 Months Consultation with Rural Policy Partners	\$50,000	\$23,700
Monthly Group Meeting Compensation	\$100,000	\$63,000
On-Site Provider Onboarding	\$25,000	\$22,500
	\$175,000	\$109,200

Phase 1 Providers:

43 North Iowa
Berryhill
CFR

CIR
Eyerly Ball
ITP

Mary Greeley
Prairie Ridge
YSS

Phase 2

As proposed & outlined below, Phase 2 of the Access Center Network is a 9-month process, beginning October 2023.

- Written protocols to be utilized by all partners and providers within the Access Center Network that outline collaboration when serving patients during times of crisis.
- Continued evaluation of current clinical pathways, models of care, and policy/rules that disrupt provider collaboration and transition of patients to appropriately matched behavioral healthcare.
- Establishment of a guiding principles of care document that outlines commitment to ongoing collaborative care, communication & adoption of shared clinical pathways by each participating provider organization.
- Recommendation and education in the appropriate use of contracts that can be utilized between providers.

Phase 2 Anticipated Additional Providers:

Capstone Center Associates Mercy North Iowa SATUCI Youth Shelter Care NI

Phase 2: Oct 1, 2023-June 30, 2024	
Budget Amount	Budget Narrative
\$38,250	Consultation Expense: Rural Policy Partners
9 meeting x \$1,000 per provider x 9 providers = \$81,000	Continued monthly group meeting compensation for 9 current Access Center Network providers
9 meeting x \$1,000 per provider x 5 providers = \$45,000	Monthly group meeting compensation for up to 6 additional Access Center Network providers
\$2,500 x 5 providers = \$12,500	Onsite on-boarding for up to 6 additional Access Center Network providers
\$176,750	

Amount Requested for Approval: \$138,500 for Phase 2 Provider Compensation Expenses

CICS Supplemental Employee Manual

CICS shall follow the Employer of Record policies for employment unless otherwise stated in this Supplemental Employee Manual and the 28E Agreement between CICS and the Employer of Record.

CICS Positions

These policies apply to all persons who receive wages or salaries from the CICS Employer of Record for positions funded through the Mental Health and Disability Services funds, and for whom a Memorandum of Understanding (MOU) has been executed between CICS and the Employer of Record.

The CEO shall provide staffing recommendations to the Governing Board which shall include a job description, wage scale, and reason for the recommendation. If recommending changes to current positions, the CEO shall submit an explanation of the change. An MOU shall be submitted to the Employer of Record at least annually and as position changes occur.

Approving Regional Positions:

~~The Administrative Team shall determine the need for additional staff and the CEO shall present a recommendation to the Governing Board, which shall include a job description, wage scale, and reason for the recommendation.~~

Hiring Procedure

If an opening occurs, the following steps shall be followed:

If the job duties can be reallocated to existing employees, reallocation shall be the first priority.

If the job duties cannot be reallocated the position shall be advertised:

- All approved, vacant positions must be posted for a minimum of 10 working days on the public CICS website and through the Employer of Record. The posting shall include a description of the position, application requirements, and contact information.
- All postings must comply with the EEOC guidelines.
- Any individual interested in employment must submit the Employer of Record's standard application form, resume, and a list of three (3) professional references.
- No applicants shall be considered for any position until an application and resume are received.
- The CEO shall appoint an interview committee to interview.

Selection:

- Once an applicant is selected, the Employer of Record shall be notified.
- A tentative offer of employment shall be extended to the selected applicant in accordance with the Employer of Record's policies.
- After the selected applicant has accepted the position and after any pre-hiring requirements are completed, a MOU shall be presented to the Governing Board.

Open Door/Conflict Resolution Policy

~~CICS promotes prompt and responsible resolution of issues raised by staff and administrators. This procedure may be used freely without fear of retaliation.~~

~~If there is a problem, a misunderstanding, or a request, the employee is encouraged to talk to their supervisor about it. If the employee's supervisor is not able to give him/her a satisfactory~~

~~answer, the employee must take his/her problem to the Supervising Officer if different from their supervisor or the Regional CEO if the Supervising Officer is their supervisor. If the Regional CEO is not able to give the employee a satisfactory answer, he/she must take the problem to the CICS Employment Committee. If the CICS Employment Committee is unable to give the employee a satisfactory answer, he/she must take the problem to the CICS Governing Board, who shall render a final decision. An issue submitted to the Governing Board must be presented in writing.~~

~~When the issue personally involves the immediate supervisor, the employee may bypass that individual and proceed to the next person in authority without fear of reprisal.~~

Wage Policy

The Region has set forth a wage schedule (see Appendix A). If an employee is over the maximum wage schedule for the position as of July 1, 2022, the Region shall pay at that wage until such employee is no longer employed or conducting regional work except that the wage for these employees may be increased each year by the actual percentage the wage schedule is increased. The Region shall not pay over the maximum wage for new hires after July 1, 2022.

Training and Education. Mileage and Reimbursable Expenses

Training away from the office must have prior approval from the employee's supervisor and shall not interfere with completing job duties. Trainings within the office, shall be reviewed with the employee's supervisor and not interfere with completing job duties. The supervisor will make a final determination on appropriateness of training within the office.

The following expenses for meetings, trainings, and conventions shall be considered for reimbursement:

- Registration fees
- Lodging expenses when travel exceeds 70 miles one way from residence or office if closer. Stays in locations less than this may be approved, if necessary, to ensure the safety of employees (i.e. inclement weather). All stays must comply with state and federal law.
- Nontaxable meal expenses when overnight stay is appropriate while attending meetings pertaining to CICS Regional work shall be reimbursed at actual meal costs and shall not exceed the regular Federal per diem rates as established by the Internal Revenue Services Administration and the U.S. General Services Administration for meals and incidental expenses (M&IE). (<https://www.gsa.gov/travel/plan-book/per-diem-rates>) Employees must submit itemized receipts for reimbursement.
- Necessary parking fees shall be reimbursed upon presentation of receipts.

Prior approval must be obtained from the CEO and Governing Board Chair or Vice-Chair for out-of-state, overnight travel of \$1,000.00 or more per person.

An employee required to use his or her own vehicle to fulfill the responsibilities of the Region shall be reimbursed for mileage at the Federal rate. All employee reimbursements must be approved by the employee's supervisor. CEO reimbursements shall be approved by the Operations Officer.

Travel to the office from home, or to home from the office, is not a covered mileage expense. The official starting point for mileage calculation shall be the location of the employee's office or home, whichever is the shortest distance. However, if a staff member leaves the office and returns to the office, the mileage for the entire trip shall be covered. The most direct route shall be used. Allowances for detours shall be allowed.

Only expenses not reimbursable from other sources shall be considered.

ACKNOWLEDGEMENT

My signature below acknowledges that I have received a copy of the CICS Supplemental Employee Manual. I agree to read the manual and agree to comply with the policies of CICS. I understand that neither receipt of this manual nor the policies contained therein are to be construed as creating any contractual obligations or constitute a guarantee or contract of employment.

I understand that this manual is intended to supplement the Employer of Record's Employee Handbook.

Print Name

Employee's Signature

Date

Appendix A

Wage Schedule

FY24											
Job Title	Start	1	2	3	4	5	6	7	8	9	10
Office Manager	\$19.77	\$20.17	\$20.57	\$20.98	\$21.41	\$21.84	\$22.27	\$22.72	\$23.18	\$23.63	\$24.11
Program Manager	\$27.87	\$29.03	\$30.19	\$31.34	\$32.50	\$33.65	\$34.81	\$35.96	\$37.12	\$38.28	\$39.43
Service Coordinator/ Specialist/Justice	\$24.67	\$25.16	\$25.68	\$26.20	\$26.73	\$27.25	\$27.79	\$28.33	\$28.91	\$29.48	\$30.07
Service Coordination Supervisor	\$28.63	\$29.43	\$30.23	\$31.03	\$31.83	\$32.63	\$33.43	\$34.23	\$35.02	\$35.82	\$36.62
IT Director	\$35.61	\$37.01	\$38.42	\$39.82	\$41.22	\$42.63	\$44.03	\$45.44	\$46.84	\$48.24	\$49.65
	Minimum	Maximum									
*Officers	\$83,339.28	\$110,073.60									
CEO	\$115,689.60	\$115,689.60									

Employee Recognition Policy



CICS

Supporting Individuals. Strengthening Communities.

General Policy

It is the policy of CICS to recognize employees for service to the organization and upon their retirement from employment. CICS recognizes the value and importance of its employees in providing services to the citizens of the region.

Scope

This policy is applicable to all CICS employees.

When there is a conflict between this policy and Iowa Code, the provisions of Iowa Code prevail.

Recognition for Years of Service

In appreciation of their service, CICS employees shall receive a recognition award at the completion of one (1) year, five (5) years, and in five (5) year increments thereafter. Years of service awards will be given annually held in a designated location for all employees to attend.

Year of Service

1 year

5 years and 5-year increments

Recognition Award

Employee's choice of a CICS clothing item

Glass building block award, or award of similar value determined by CEO and employee's choice of a CICS clothing item

Recognition at Retirement

In the interest of recognizing an employee's accomplishments at the conclusion of his/her work life, regular full-time and regular part-time employees who retire from CICS with ten (10) or more years of continuous service shall be formally recognized by the Governing Board. This recognition will take place at a regular Governing Board meeting, where the employee shall receive an engraved plaque from the Governing Board.

The CICS CEO may choose to provide a separate celebration in honor of the employee. The use of CICS time and facilities (if available) for a retirement party will be granted. CICS funds expended for this purpose may cover items such as cake, punch, paper products, etc.

Administrative Procedures

The CICS CEO shall assign an Officer to be responsible for administering the provisions of this policy to ensure the timely presentation of the recognition awards. Officers and Supervisors are expected to cooperate in the effective implementation of this policy by verifying lengths of service as needed and notifying the assigned Officer as far in advance as possible of impending retirements.

CICS Apparel



CICS

Supporting Individuals. Strengthening Communities.

- CICS will purchase per staff member, up to three clothing items initially upon hire and then one-two clothing items annually each fiscal year with the CICS logo or other distinguishing information identifying CICS.
- Each staff member may select the clothing item(s) from the options provided by CICS.
- The clothing items are not to be used as ordinary clothing and are only to be worn for work, including at marketing or other work-related activities. A staff member is not required to change out of the clothing at the end of a workday if going to other activities immediately after work as long as the activity does not reflect poorly on CICS.
- These clothing items remain CICS property, should be kept in good repair other than normal wear and tear, and are to be returned to CICS upon termination of CICS employment unless it is determined useful life of the clothing item has been met.
- The clothing item(s) shall be purchased by CICS and distributed to employees. Allowances to individual employees to purchase their own items shall not be approved.
- CICS will comply with IRS regulations in determining whether the allowance is taxable or nontaxable to the employee and CICS will not purchase items that are taxable.

Job Description Chief Executive Officer



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: CICS Chief Executive Officer

REPORTS TO: CICS Governing Board

DEPARTMENT: Central Iowa Community Services

~~FISA-FLSA~~ STATUS: Exempt

POSITION SUMMARY: According to Iowa Administrative Code 441.25, the Chief Executive Officer serves as the single point of accountability for the mental health and disability services region. The responsibilities of the CEO include, but are not limited to, planning, budgeting, monitoring expenditures, and ensuring the delivery of quality services that achieve expected outcomes for the individuals served.

According to the CICS 28E, the CEO shall assign the regional functions and responsibilities to ensure that each of the required functions are performed. As such, the identified responsibilities may be assigned to be carried out by CICS Regional Staff. These responsibilities are identified in the job descriptions of the assigned staff members. ~~The CEO is a member of the CICS Administrative Team.~~

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as determined by the position, or as required by law or contract.

This position is subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

PRIMARY ESSENTIAL DUTIES AND RESPONSIBILITIES: Oversees all aspects of CICS

INTERNAL:

- Oversees internal organization
 - Develops job descriptions and job assignments for region
 - Ensures job responsibilities within the region are being completed
- Directs and oversees ~~administrative team~~ **Officers**
- Calls and presides over ~~administrative team~~ **Officer** meetings
- Oversees regional appeals and grievance process
- Oversees the development of regional and local budgets
- Oversees completion and submission of required reports
 - Management Plan amendments
 - Annual Service and Budget Plan
 - Annual Reports
 - Other reports required
- Serves ex-officio on the Regional Employment Committee
 - Oversees HR functions
 - Investigates complaints
- Provides internal quality assurance according to the requirements of the Management Plan
- Monitors and promotes activities to support regional goals/objectives
- Designates regional access points
- Establishes a wait list if needed
- Prepares agenda for Regional Board meeting
- Ensures HIPAA standards are complied with across the region

EXTERNAL:

- Manages the CICS Regional Contract with the State of Iowa Department of Health and Human Services (~~DHSHHS~~)
- Ensures fulfillment of all requirements for MHDS Regions as set forth in Iowa Code ~~331.388 through 331.399~~ and Iowa

Administrative Code 441—Chapter 25

- Oversees public relations and communications efforts, serving as the contact person for all external requests for information or other inquiries, including but not limited to, those from the [DHS-HHS](#) and other State of Iowa agencies and department, the Iowa Legislature and the Iowa Governor's Office.
- Builds partnerships with other organizations including, but not limited to, MHDS Region CEO's, provider agencies, [DHSHHS](#), Iowa Medicaid-[Enterprise](#), state legislators, etc.
- Collects and prepares data required by [DHSHHS](#)
- Monitors, interprets pending legislation, analyzes implications in partnership with Iowa Community Services Association Legislative Review Committee, provides Regional "response" as needed, and functions as the spokesperson to media, [DHSHHS](#), legislators, lobbyists, etc.
- Other duties as assigned by the CICS Governing Board

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Ability to apply advanced mathematical concepts and demonstrate a high level of reasoning and logical thinking.
- Ability to communicate effectively both orally and in writing and execute excellent people skills.
- Ability to deal effectively with other government agencies and departments.
- Ability to exercise good judgment, evaluate situations, and make responsible recommendations.
- Ability to make effective and persuasive speeches and presentations on controversial or complex topics.
- Ability to negotiate and resolve conflict between dissenting parties
- Ability to organize, plan, and schedule effective meetings and hearings, and to provide guidance on meeting and hearing procedures.
- Ability to work without immediate supervision. Must be a self-starter and well disciplined.
- Demonstrated ability to read, analyze and interpret complex documents.
- Demonstrated ability in critical thinking and problem solving.
- Demonstrated adaptability in performing a variety of duties, occasionally changing from one task to another of a different nature without loss of efficiency or composure.
- Knowledge and experience in information privacy and security laws, access, release of information, and release control technologies.
- Knowledge of the principles of organization, planning, management, supervision, and accounting.
- Knowledgeable in the Disability Services process, funding streams, and mandated vs. non-mandated services.
- Demonstrates competent computer skills, including use of Microsoft 365 and [Community Services Network \(CSN\)](#).

ENTRY REQUIREMENTS:

- Graduation from an accredited four-year college or university with a degree in psychology, sociology, social work, business administration, public administration, finance, public health, or law which includes 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy)
- A minimum of three years of experience in the delivery of services to individuals with mental illness, intellectual disabilities, brain injuries, or other developmental disabilities.
- Experience equal to five years of full-time management-oriented work that includes accountability for organizational operations and budget in addition to management of staff.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

~~Working understanding of Windows operating system and accurate typing skills necessary.~~

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules. [Travel for this position will be required.](#)

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may

involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the CICS Governing Board.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description Coordination Officer



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Coordination Officer

REPORTS TO: CICS ~~CEO~~ Chief Executive Officer

DEPARTMENT: Central Iowa Community Services

FLSA STATUS: Exempt

POSITION SUMMARY: The Coordination Officer is responsible for ensuring that service coordination complies with the CICS system of care based on the CICS principles and values. The Coordination Officer is responsible for overseeing assigned Service Coordination staff and establishing appropriate procedures and protocols for service coordination. ~~The Coordination Officer is a member of the CICS Administrative Team.~~ The Coordination Officer must have strong communication and management skills, including the ability to work well with the chief executive officer, board members, other CICS staff, and MHDS stakeholders.

This position is subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

PRIMARY ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Supervises ~~Service Coordination and other~~ assigned staff
- Conducts regular meetings with Service Coordination staff for planning and review and to enhance good communication and standard procedures throughout the CICS region.
- Oversees job performance of assigned staff through regular job performance evaluations.
- Oversees assigned staff leave time approval and other personnel functions as assigned by CEO.
- Oversees and coordinates Service Coordination procedures and processes for:
 - application
 - intake
 - functional assessment
 - eligibility determination
 - other related activities and documents needed
- Serve as regional Coordinator of Children’s Behavioral Health Services, including the following:
 - Provide consultation to Service Coordinators, families, and other stakeholders regarding the children’s behavioral health system.
- Creates and monitors reports to provide data to the CICS Governing Board and ~~Administrative Team~~ CEO, track service utilization, and identify needs.
- Reviews and processes Exceptions to Policy and client appeals and provides recommendations to CEO.
- Reviews funding requests and approves/denies services.
- Researches state and federal programs and initiatives, based on Evidence Based Practices, to promote best practices.
- Develops and documents trainings for assigned staff
- Collaborates with service providers in resolving individual client issues and to enhance information exchange and service delivery.
- Represents CICS on boards or committees as assigned by the CEO.
- Recommends appropriate functional assessment tools and implementation to ~~Administrative Team~~ the CEO.
- Makes recommendations regarding necessity for new services to the ~~Administrative Team~~ CEO.
- Develops internal quality improvement goals and processes and monitors progress.
- Acts as ~~Administrative Team~~ liaison to assigned CICS member counties
- Reviews and/or revises processes in area of responsibility to ensure compliance with laws, regulations, policies, plans, and procedures
- Acts as Advisory Committee liaison and provides orientation for committee members as assigned.
- Monitors workloads and submits recommendations for personnel needs to the CEO
- Other duties as assigned by the CEO.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Ability to communicate effectively, both oral and written, and execute excellent people skills.
- Ability to deal effectively with other government agencies and departments.
- Ability to exercise good judgment, evaluate situations, and make responsible recommendations.
- Ability to work without immediate supervision. Must be a self-starter and well disciplined.
- Ability to negotiate and resolve conflict between dissenting parties.
- Demonstrated ability to read, analyze and interpret complex documents.
- Demonstrated ability in critical thinking and problem solving.
- Demonstrated leadership skills with the ability to delegate, motivate and inspire staff.
- Demonstrated ability to supervise and motivate a large staff team.
- ~~Ability to demonstrate a high level of reasoning and logical thinking.~~
- ~~Knowledge of federal and state assistance programs for disability populations.~~
- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.
- Demonstrates competent computer skills, including use of Microsoft 365 and Community Services Network (CSN).
- Knowledge of the principles of organization, planning, management, and supervision.
- Knowledgeable in the Disability Services process, funding streams, and mandated vs. non-mandated services.
- ~~—~~
- ~~Ability to comprehend and follow oral and/or written directions.~~
- ~~Ability to negotiate and resolve conflict between dissenting parties.~~
- Knowledgeable in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- A bachelor's degree with 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy) and at least three years of supervising staff in the delivery of services to individuals with mental illness, intellectual disabilities, brain injury, or other developmental disabilities.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules. Travel for this position will be required.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description Finance Officer



CICS
Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Finance Officer

REPORTS TO: CICS Chief Executive Officer

DEPARTMENT: Central Iowa Community Services

~~FISA-FLSA~~ STATUS: Exempt

POSITION SUMMARY: The Finance Officer is responsible for managing CICS's finances, including financial planning, financial analysis, program feasibility and financial risk analysis, record-keeping, and financial reporting. ~~The Finance Officer is a member of the CICS Administrative Team.~~ The Finance Officer must have strong analytical, strategic planning and communication skills, including an ability to work well with the chief executive officer, board members, other CICS staff, and MHDS stakeholders.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

PRIMARY ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Compiles detailed financial information for the preparation of the region budget;
 - analyzes/reports on revenue and expenditure growth, trends, and projections;
 - analyzes the effect that changes in revenue/expenditures will have on the budget and financial forecasting;
 - works with the CEO and Operations Officer in preparing the budget for the Annual Service and Budget Plan and financial report for the Annual Report.
- Advises the CEO and staff regarding financial and budgetary issues when necessary.
- Manages the claim payment process for all regional expenditures, including the review of documentation justifying expenditures, expenditure chart of accounts classification, and the monitoring, analysis, and control of expenditures, ensuring full transparency of the financial performance of the region.
- Responsible for accounts payable and receivable activities for CICS.
- Responsible for the management of cash flow within the region.
- Analyzes the effects of proposed projects and actions regarding long-term cost effectiveness and financial forecasting.
- Provides monthly reports to the Governing Board regarding region finances, encumbered funding, prospective fund balance, and other financial data.
- Compiles and ensures accuracy of the annual data warehouse reports and submits the reports to the [Iowa](#) Department of [Health and Human Services](#).
- Participates in the development, implementation, or interpretation of new or revised services by providing financial analysis and funding or payment protocols in collaboration with CICS Officers.
- ~~In coordination with Planning Officer and Operations Officer, De~~termines the need for and recommend a waiting list to the CEO, if needed.
- Coordinates with the State Auditor's office on the annual auditing process and presents finalized audit to the CICS Governing Board.
- ~~Provides guidance to the Regional Finance Committee.~~
- Oversees the Regional Fiscal Agent Agreement and collaborates with the Regional Fiscal Agent to ensure proper payment of expenditures.
- Represents CICS on the Community Services Network (CSN) Operations Committee.
- Provides regional support for CSN.
- Acts as the liaison to marketing and communication vendor(s).
- Acts as ~~Administrative Team~~ liaison to assigned CICS member counties
- Coordinates with accounts payable departments and researches discrepancies in payments.
- Recommends policies for improving fiscal or related administrative services,

- Identifies opportunities for improving operations and suggests solutions to identified problems.
- Supervises assigned staff.
- Oversees job performance of assigned staff through regular job performance evaluations.
- Oversees assigned staff leave time approval and other personnel functions as assigned by CEO.
- Develops and documents trainings for assigned staff
- Acts as Advisory Committee liaison and provides orientation for committee members as assigned.
- Monitors workloads and submits recommendations for personnel needs to the CEO
- Reviews and/or revises processes in area of responsibility to ensure compliance with laws, regulations, policies, plans, and procedures
- Other duties as assigned by CEO.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Ability to apply advanced mathematical concepts and demonstrate a high level of reasoning and logical thinking.
- Ability to communicate effectively both orally and in writing and execute excellent people skills.
- Ability to deal effectively with other government agencies and departments.
- Ability to exercise good judgment, evaluate situations, and make responsible recommendations.
- Ability to negotiate and resolve conflict between dissenting parties.
- Ability to work without immediate supervision. Must be a self-starter and well disciplined.
- Demonstrated ability to read, analyze and interpret complex documents and financial reports.
- Demonstrated ability in critical thinking and problem solving.
- Demonstrated adaptability in performing a variety of duties, frequently changing from one task to another of a different nature without loss of efficiency or composure.
- Demonstrated leadership skills with the ability to delegate, motivate and inspire staff.
- Demonstrates competent computer skills, including use of Microsoft 365 and CSN.
- Knowledge and experience in accounting and financial principles.
- Knowledge of the principles of organization, planning, management, and supervision.
- Knowledgeable in the Disability Services process, funding streams, and mandated vs. non-mandated services.
- Demonstrates competent computer skills, including use of Microsoft 365 and CSN.
- Knowledgeable in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- Graduation from an accredited four-year college or university with a degree in psychology, sociology, social work, business administration, public administration, finance, public health, or law which includes 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy)
- A minimum of three years of experience in accounting or finance and service delivery, including in a management/supervisory role.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally to accommodate others' schedules. Travel for this position will be required.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.

- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description Operations Officer



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Operations Officer

REPORTS TO: CICS Chief Executive Officer

DEPARTMENT: Central Iowa Community Services (CICS)

~~FISA-FLSA~~ STATUS: Exempt

POSITION SUMMARY: The Operations Officer is responsible for management and oversight of internal business operations, provider contracting, development and modification of the Mental Health & Disability Services Management Plan, and performs human resource related activities for CICS. ~~The Operations Officer is a member of the CICS Administrative Team.~~ The Operations Officer must have strong analytical, organizational and communication skills, including an ability to work well with the chief executive officer, board members, other CICS staff, and MHDS stakeholders.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

PRIMARY ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Prepares Management Plan Policies and Procedures amendments as necessary
- Prepares Annual Service and Budget Plan
- Prepares Annual Reports
- ~~Enrolls new providers into the CICS provider network~~
- ~~Prepares recommendations on service rates on an annual basis with CEO~~
- Negotiates and administers contracts, grants, and cooperative agreements ~~with federal, state, local, and community organizations for business related operations, including occupancy agreements;~~ completes contract amendments as needed
- Presents contracts, contract amendments, and agreements to the CEO and as appropriate the Governing Board for consideration;
- Oversees rate and contract uploads to Community Services Network (CSN) database system and/or CICS database system
- Assists in developing or updating standard operating procedures for all business operational activities
- Organizes and updates internal policies and publishes them for regional access
- Acts as ~~or assigns~~ Advisory Committees liaisons and provides orientation for committee members as assigned in consultation with the CEO
- Develops orientation training for Governing Board ~~and Advisory Committees~~
- ~~In coordination with Planning Officer and Finance Officer, determines the need for and recommend a waiting list to the CEO, if needed~~
- Acts as ~~Administrative Team~~ liaison to assigned CICS member counties
- Acts as the liaison for human resource related activities for CICS and the CICS Employer of Record
- Performs select human resource related activities in consultation with the CICS Employer of Record
- Manages employee hiring and onboarding process
- Oversees development and implementation of employee training including online training platforms and other staff training as applicable
- Supervises assigned staff.
- Oversees job performance of assigned staff through regular job performance evaluations.
- Oversees assigned staff leave time approval and other personnel functions as assigned by CEO.
- Develops and documents staff trainings for assigned staff
- Monitors workloads and submits recommendations for personnel needs to the CEO
- Reviews and/or revises processes in area of responsibility to ensure compliance with laws, regulations, policies, plans, and procedures

- Other duties as assigned by CEO

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- ~~Applies professional level of knowledge of federal and state assistance programs for disability populations.~~
- ~~Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.~~
- Ability to deal effectively with other government agencies and departments.
- Ability to exercise good judgment, evaluate situations, and make responsible recommendations.
- Ability to work without immediate supervision. Must be a self-starter and well disciplined.
- Ability to communicate effectively both orally and in writing and execute excellent people skills.
- Ability to negotiate and resolve conflict between dissenting parties.
- Demonstrated ability to read, analyze and interpret complex documents.
- Demonstrated leadership skills with the ability to delegate, motivate and inspire staff.
- Demonstrated ability in critical thinking and problem solving.
- ~~Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.~~
- Demonstrates competent computer skills, including use of Microsoft 365 and CSN.
- Knowledge of the principles of organization, planning, management, and supervision.
- Knowledgeable in the Disability Services process, funding streams, and mandated vs. non-mandated services.
- ~~Demonstrates competent computer skills, including use of Microsoft 365 and CSN.~~
- ~~Ability to present ideas effectively, in both oral and written form.~~
- ~~Demonstrated ability in critical thinking and problem solving.~~
- ~~Ability to work alone or as part of a team.~~
- ~~Ability to comprehend and follow oral and/or written directions.~~
- ~~Ability to negotiate and resolve conflict between dissenting parties.~~
- Knowledgeable in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- A bachelor's degree with 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy) and at least one year of experience in the delivery of services to individuals with mental illness, intellectual disabilities, brain injury, or other developmental disabilities and three years' experience with general business practices.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure. Travel for this position will be required.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description Planning and Development Officer



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Planning and Development Officer

REPORTS TO: CICS ~~CEO~~ Chief Executive Officer

DEPARTMENT: Central Iowa Community Services

~~FISA-FLSA~~ STATUS: Exempt

POSITION SUMMARY: ~~The purpose of the position is to perform~~ The Planning and Development Officer is responsible for managing and overseeing service development in the CICS region. This includes development and implementation of services and ~~oversees oversight of~~ external quality assurance. This position also manages and monitors provider contracts and contract compliance for the region. ~~The Planning and Development Officer is a member of the CICS Administrative Team.~~ The Planning and Development Officer must have strong strategic planning and communication skills, including an ability to work well with the chief executive officer, board members, other CICS staff, and MHDS stakeholders.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

PRIMARY ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develops services as mandated and directed by CEO using an RFP process as appropriate
- Monitors access standards throughout the region
- Prepares quarterly reports and recommendations on meeting access standards
- Recommends provider network development to meet access standards through gap analysis, community partners and advisory group
- Enrolls new providers into the CICS provider network
- Prepares recommendations on service rates with CEO
- Negotiates and administers contracts, grants, and cooperative agreements with federal, state, local, and community organizations as assigned, completes contract amendments as needed
- Presents contracts, contract amendments, and agreements to the CEO and as appropriate the Governing Board for consideration
- Makes recommendations regarding need for new services
- Oversees development and implementation for approved projects
- Oversees aspects of external quality assurance
- Supervises program management operations
- Shall operate as program manager in absence of a program manager
- Works with individual agencies to meet standards and project outcomes
- Assesses program effectiveness and recommends improvements
- Develops quality improvement process that provides for ongoing and periodic evaluation of the service system
- Assists with internal planning for identified service and supports
- Implement and oversee justice involved services and crisis services as assigned
- Develops and documents trainings for assigned staff
- Monitors compliance with all state requirements, including performance targets/outcome measures
- Monitors provider contract compliance
 - Investigates provider complaints
 - Develops corrective action plan if needed
 - Works with individual agencies to meet standards and project outcomes
- Supervises assigned staff
- Oversees job performance of assigned staff through regular job performance evaluations.

- Oversees assigned staff leave time approval and other personnel functions as assigned by CEO.
- Acts as ~~Administrative Team~~ liaison to assigned CICS member counties
- Reviews and/or revises processes in area of responsibility to ensure compliance with laws, regulations, policies, plans, and procedures
- ~~Monitors workloads and submits recommendations for personnel needs to the CEO~~
- Acts as Advisory Committee liaison and provides orientation for committee members as assigned
- Serves on boards and committees as assigned by the CEO
- Other duties as assigned by CEO.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Ability to deal effectively with other government agencies and departments.
- Ability to exercise good judgment, evaluate situations, and make responsible recommendations.
- Ability to work without immediate supervision. Must be a self-starter and well disciplined.
- Ability to communicate effectively both orally and in writing and execute excellent people skills.
- Ability to negotiate and resolve conflict between dissenting parties.
- Demonstrated ability to read, analyze and interpret complex documents.
- Demonstrated leadership skills with the ability to delegate, motivate and inspire staff.
- Demonstrated ability in critical thinking and problem solving.
- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.
- Demonstrates competent computer skills, including use of Microsoft 365 and Community Services Network (CSN).
- Knowledge of the principles of organization, planning, management, and supervision.
- Knowledgeable in the Disability Services process, funding streams, and mandated vs. non-mandated services.
- ~~—~~
- ~~Applies professional level of knowledge of federal and state assistance programs for disability populations.~~
- ~~Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.~~
- ~~Demonstrates competent computer skills, including use of Microsoft 365 and CSN.~~
- ~~Ability to present ideas effectively, in both oral and written form.~~
- ~~Demonstrated ability in critical thinking and problem solving.~~
- ~~Ability to work alone or as part of a team.~~
- ~~Ability to comprehend and follow oral and/or written directions.~~
- ~~Ability to negotiate and resolve conflict between dissenting parties.~~
- Knowledgeable in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- A bachelor's degree with 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy) and at least one year of experience in the delivery of services to individuals with mental illness, intellectual disabilities, brain injury, or other developmental disabilities and three years' experience with planning, development, and general business practices.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure. Travel for this position will be required.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description Program Manager



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Program Manager

REPORTS TO: CICS Assigned Planning and Development Officer

DEPARTMENT: Central Iowa Community Services

FISA-FLSA STATUS: Non-Exempt

POSITION SUMMARY: The Program Manager will implement and manage projects and data for the region. This includes coordinating, monitoring, collecting, and analyzing various data sets, specific regional projects. This position will ensure timeliness and effectiveness in providing ongoing fact-based guidance to assist the CICS region in making informed decisions. This position will require working with various agencies and organizations associated with the CICS MHDS Region.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is subject to criminal and abuse background checks and may require pre-employment drug screening.

SALARY: Based on the CICS Pay Matrix

ESSENTIAL JOB DUTIES/RESPONSIBILITIES:

- Assist with development and implementation of project plans
- Manage project budgets and resource allocations
- Track project deliverables
- Provide direction and support to project team
- Monitor and report on progress and outcomes of projects
- Present reports and define project progress, challenges, and solutions
- Implement and manage project changes and interventions to achieve project outcomes
- Evaluate and assess project results
- Assist Operations-assigned Officer with the following contracting functions:
 - Monitors compliance with all state requirements, including performance- based contracts and outcome measurements
 - Establishes goals and targets with providers
 - Assesses project effectiveness and recommends improvements
 - Assists in defining and establishing provider outcomes
 - Measure progress towards goals
 - Formulates corrective action plans
- Facilitates meetings as directed.
- Establish and maintain effective working relationships with clients, county, regional, and state employees, law enforcement, the judicial system, MHDS Service providers, and the public.

Adaptive Job Requirements: This position typically includes the established job duties. However, there may be occasions when additional unique responsibilities are required. The following checked boxes indicate when these apply to this employee.

- Provides individual and group trainings on department related topics
- Import, transform, validate, or model data from the CICS MHDS region with the purpose of understanding or drawing conclusions from the data.
- Evaluate and develop plans to integrate data from multiple sources and formats to provide the most accurate data set that will assist CICS in making informed decisions.
- Design reporting templates to translate data to an understandable illustrative format.
- Share data with other agencies and organizations to enhance the effectiveness of regional objectives.
- Develop reporting data and outcomes for use by the region.

- Develop surveys and materials to collect pertinent data and outcomes related to mental health, intellectual and other developmental disabilities, substance use, brain injuries, and justice related services.
- Participate in workgroups and committees of the Iowa State Association of Counties, Iowa Community Services Association and Community Services Network (CSN) to utilize specific information related to data analysis and outcomes.
- Assist with recommending policies, procedures and data management processes that support accurate reporting.
- Maintain a current knowledge of data analysis tools and systems.
- Complete data reporting requirements for federal, state, and local grants and projects.
- ~~• Establish and maintain effective working relationships with clients, county, regional, and state employees, law enforcement, the judicial system, MHDS Service providers, and the public.~~

NECESSARY KNOWLEDGE, EXPERIENCE, AND ABILITY:

- ~~• Proven experience working with data analysis.~~
- ~~• Strong analytical skills with the ability to collect, organize, analyze and disseminate significant amounts of information regarding data and outcomes with attention to detail and accuracy.~~
- Strong communication skills with the ability to communicate outcomes and data to various stakeholders.
- ~~• Attention to detail with the ability to draw conclusions from data and outcomes.~~
- ~~• Must understand basic statistical methods utilized for analyzing data.~~
- ~~• Must understand system databases, data elements, computer skills including use of Microsoft 365, CSN and application software solutions to maximize data gathering and data analysis.~~
- ~~• Demonstrate the ability to run queries, write reports and present findings.~~
- Ability to work alone or as part of a team.
- Ability to comprehend and follow oral and/or written directions.
- Knowledgeable in crisis intervention principles and practices.
- Must have excellent oral and written skills.
- Demonstrate critical thinking and problem-solving skills.
- Demonstrate the ability to do research.
- ~~• Must have excellent oral and written skills.~~
- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.
- Demonstrate the ability to handle responsibilities under pressure.
- Demonstrates competent computer skills, including use of Microsoft 365 and Community Services Network (CSN).
-

Adaptive Skills: This position typically includes the established knowledge, experience, and abilities. However, there may be occasions when additional unique knowledge, experience, and abilities are required. The following checked boxes indicate when these apply to this employee.

- Proven experience working with data analysis.
- Strong analytical skills with the ability to collect, organize, analyze and disseminate significant amounts of information regarding data and outcomes with attention to detail and accuracy.
- Attention to detail with the ability to draw conclusions from data and outcomes.
- Must understand basic statistical methods utilized for analyzing data.
- Must understand system databases, data elements, and application software solutions to maximize data gathering and data analysis.
- Demonstrate the ability to run queries, write reports and present findings.
-

ENTRY REQUIREMENTS:

- A minimum of a bachelor's degree with coursework in the social sciences or human services field, coursework in project evaluation, management, research or public administration from an accredited college or university and with coursework in the social sciences or human services field. ~~E~~experience in data or quantitative analysis is ~~required~~ preferred.
- Experience in research design and implementation preferred.
- Must possess a valid driver's license at the time of hire and adequate liability insurance is required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure. Travel for this position will be required.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules. Travel for this position will be required.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment including, but not limited to, computer and printers, fax machine, copier, calculator, and telephone. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modifications to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job descriptions in no way imply that the description includes every duty to be performed by the employees in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the Planning and Development Officer or CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees and incumbents are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description Service Coordination Supervisor



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Service Coordination Supervisor

REPORTS TO: CICS Coordination Officer

DEPARTMENT: Central Iowa Community Services

FISA-FLSA STATUS: Exempt

POSITION SUMMARY: Under the direction of the assigned Coordination Officer, the Service Coordination Supervisor assists in managing and coordinating the regional system of care and services for individuals with mental illness, intellectual disabilities, brain injury, and other developmental disabilities ensuring that service coordination complies with the CICS system of care, based on the CICS principles and values. The Service Coordination Supervisor is responsible for overseeing assigned service coordination staff and establishing appropriate procedures and protocols for service coordination.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is subject to criminal and abuse background checks and may require pre-employment drug screening.

SALARY: Based on the CICS pay matrix

ESSENTIAL JOB DUTIES/RESPONSIBILITIES:

- ~~• Serve as a regional Coordinator of Children's Behavioral Health Services, including the following:~~
- ~~• Process applications and coordinate services for crisis stabilization and other crisis services for children,~~
- ~~• Provide consultation to Service Coordinators, families, and other stakeholders regarding the children's behavioral health system.~~
- ~~• Facilitate and participate in the Children's and Adult Advisory Committees, as assigned.~~
- Provide consultation and supervision of local Service Coordinators, as assigned.
- Provide education and resources to local Service Coordinators.
- Review and make recommendations to Coordination Officer regarding Exception to Policy (ETP) requests.
- Review and approve/deny funding requests according to the CICS Management Plan Policies and Procedures, as assigned.
- Assist in collection of information, tracking reports, documentation audits, service utilization, and other quality assurance related activities.
- Coordinate local office coverage, as assigned, and provide for staffing in offices as needed.
- Assist with employee evaluations and reviews, as assigned.
- Provide backup in performing assessments to determine level of care, service needs, and eligibility, as needed.
- Provide backup in coordinating and facilitating services and discharge planning for individuals in residential care facilities (RCF) and/or State Mental Health Institutes (MHIs).
- Perform local Service Coordination duties, as assigned, including, but not limited to:
 - Determine initial and continuing client eligibility, maintain records for accountability, and make appropriate referrals so that assistance is provided according to program policies and procedures and clients are aware of the broadest array of services available to them.
 - Assist clients in receiving services which have been identified in the planning process that maximize their ability for self-determination.
 - Assist in accessing resources or other local, state, or federal benefits identified for the client, family members, and/or providers.
 - Complete all required documentation in individual case files in a timely manner.
 - Initiate the transfer of an individual to other services or terminate services when the client determines they are no longer required or desired.
- Provide mediation between the client and the providers, guardians, family members, or the agency relative to the needs and desires identified by the client.

- Establish and maintain effective working relationships with clients, county, regional, and state employees, law enforcement, the judicial system, MHDS Service providers, and the public.
- Participate in professional development and public education opportunities.
- Other duties as assigned.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Ability to supervise and direct staff.
- Ability to comprehend and follow oral and/or written directions.
- Ability to conduct detailed analytical evaluations and studies and prepare related reports and recommendations.
- Ability to communicate well and establish effective working relationships.
- Ability to negotiate and resolve conflict between dissenting parties.
- Ability to operate standard office equipment.
- Ability to prepare detailed reports, maintain files and records, and meet deadlines.
- Ability to present ideas effectively, in both oral and written form.
- Ability to retrieve, access, and interpret technical sources of information, including local, state, and federal legal codes and regulations.
- Applies professional level of knowledge of federal and state assistance programs for disability populations.
- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure and meet deadlines.
- Demonstrates competent computer skills, including use of Microsoft 365 and Community Services Network (CSN).
- Knowledgeable in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- A bachelor's degree with 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy) and at least one year of experience in the delivery of services to MH/DD/BI population groups.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is occasionally subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally to accommodate others' schedules. Travel for this position will be required.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job descriptions in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the Coordination Officer, ~~designated Service Coordination Supervisor~~ or CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees and incumbents are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description

Crisis Network Service Coordinator



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Crisis Network Service Coordinator

REPORTS TO: CICS ~~Coordination Assigned~~ Officer

DEPARTMENT: Central Iowa Community Services

~~FISA-FLSA~~ STATUS: Non-Exempt

POSITION SUMMARY: The purpose of the position is to help individuals navigate services and supports within and related to the Access Center Network. This position will also be responsible for coordinating interactions with and between provider entities and other agencies. ~~This position operates under the direction of the Coordination Officer and/or assigned Service Coordination Supervisor.~~

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is also subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

ESSENTIAL JOB DUTIES/RESPONSIBILITIES:

- Provides service navigation and linkage for individuals to needed services and supports within and related to the Access Center Network, including housing, employment, shelter services, and other necessary services and supports intellectual and developmental disability services, and brain injury services, with warm handoffs to ~~other~~ service providers.
- Advocate for the client in the development and coordination of provider specific service plans and the individual's overall comprehensive plan.
- Coordinate, implement, and monitor the overall comprehensive plan for designated individuals.
- Process requests for services by conducting intakes, completing applications, obtaining required eligibility documents, obtaining, or completing necessary assessments, social histories, and other necessary documentation for the determination of program eligibility.
- Complete funding applications, draft requests for regional funding, and monitor on-going funding needs and service authorizations.
- Ensure the provisions of the CICS Management Plan Policies and Procedures are carried out.
- Provide information regarding the Access Center Network, related services, civil commitment process, MHDS funding system, and service alternatives.
- Create and maintain client files with required information and documentation and complete all required documentation and updates daily.
- Initiate the transfer of an individual and facilitate discharge planning when it is determined the individual no longer needs crisis network service coordination services. It is anticipated that an individual who accesses the Access Center Network will be followed for at least a year. This may be performed by this position or, after consultation with the supervisor, through a warm handoff to a local service coordinator or IHH worker, with a plan for ongoing communication.
- Assist in the development and maintenance of the Access Center Network including quality assurance and quality improvement.
- ~~Acquire and maintain expertise in Community Services Network (CSN) and Microsoft 365.~~
- Establish and maintain effective working relationships with individuals, county, regional, and state employees, law enforcement, the judicial system, MHDS service providers, and the public.
- Participate in meetings and trainings as assigned.
- Other duties as assigned.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Applies professional level of knowledge of federal and state assistance programs for disability populations.

- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.
- Demonstrates the ability to be very organized and keep current with detailed narrative.
- Ability to consider micro, mezzo, and macro systems in individual goals and Access Center Network development
- Demonstrates competent computer skills, including use of Microsoft 365 and [Community Services Network \(CSN\)](#).
- Ability to present ideas effectively, in both oral and written form.
- Demonstrated ability in critical thinking and problem solving.
- Ability to work alone or as part of a team.
- Ability to comprehend and follow oral and/or written directions.
- Ability to negotiate and resolve conflict between dissenting parties.
- Knowledgeable in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- A bachelor's degree with 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy) and at least one year of experience in the delivery of services to individuals with mental illness, intellectual disabilities, brain injury, or other developmental disabilities, including the coordination of crisis services.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

- While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.
- This position will work 40 hours per week with regular office hours of 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule to accommodate the needs of clients, providers, or as required by supervisor. ~~This position will include travel.~~ Travel for this position will be required.

PHYSICAL REQUIREMENTS:

- Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.
- In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way implies that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the Coordination Officer, designated Service Coordination Supervisor or CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees and incumbents are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description

Justice Involved Service Coordinator



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Justice Involved Service Coordinator

REPORTS TO: CICS ~~Coordination Assigned~~ Officer

DEPARTMENT: Central Iowa Community Services

~~FISA-FLSA~~ STATUS: Non-Exempt

POSITION SUMMARY: This position is responsible for coordinating supports and services for individuals involved in the Justice System. Successful performance helps ensure the provision of mental health services to the general public in a way that provides an alternative to incarceration.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

ESSENTIAL JOB DUTIES/RESPONSIBILITIES:

- ~~• Processes requests for services by conducting intakes and obtaining and collecting necessary documentation for the determination of eligibility.~~
- Process requests for services by conducting intakes, completing applications, obtaining required eligibility documents, obtaining, or completing necessary assessments, social histories, and other necessary documentation for the determination of program eligibility.
- ~~•~~
- Refers clients for mental health and/or substance abuse treatment as indicated by professional assessment and diagnosis.
- Assists clients in applying for other local, state, or federal benefits or other related programs; assists clients in completing paperwork.
- Completes funding applications, drafts requests for Regional funding; monitors on-going funding needs and service authorizations.
- Ensures the provisions of the CICS Management Plan Policies and Procedures are carried out.
- Provides information regarding the civil commitment process, MHDS funding system and service alternatives.
- Collaborates with multi-disciplinary colleagues and with County Attorney/Public Defender; attends court hearings as appropriate.
- Coordinates with providers to establish services, including those incarcerated or in inpatient settings awaiting placement.
- Acts as liaison to and consults with community agencies to coordinate intervention processes; networks with law enforcement and other agencies.
- Follows-up on individuals' progress by communicating with service providers; the courts, as required and allowed by law; coordinates on-going individual case monitoring.
- Documents services in a timely manner; maintains case files; collects statistical data to measure outcomes and evaluate services.
- ~~• Acquire and maintain expertise in Community Services Network (CSN) and CICS SharePoint.~~
- Participates in agency, provider, and state-wide committee meetings; provides training on department related topics, attends work-related meetings, conferences, education and training opportunities, and seminars.
- Advocates for the client and facilitate the Interdisciplinary Team, as directed, in the development of the Individual Service Plan for persons not eligible for Medicaid Case Management.
- Coordinates, implements, and monitors the Individual Service Plan for designated individuals.
- Completes all required documentation in a timely manner.
- Provides appropriate crisis management referrals, as needed.
- ~~• Initiates the transfer of an individual and facilitates discharge planning when appropriate.~~

- Initiate the transfer of an individual and facilitate discharge planning when it is determined the individual no longer needs justice involved service coordination. It is anticipated that an individual who accesses justice involved service coordination will be followed for at least a year. This may be performed by this position or, after consultation with the supervisor, through a warm handoff to a local service coordinator or IHH worker, with a plan for ongoing communication.

- Assists in accessing community resources identified for the client, family members, and/or providers.
- Identifies and implements other outreach programs that will benefit the citizens of the region.
- Establish and maintain effective working relationships with clients, county, regional, and state employees, law enforcement, the judicial system, MHDS Service providers, and the public.
- Other duties as assigned.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Applies professional level of knowledge of federal and state assistance programs for disability populations.
- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.
- Demonstrates competent computer skills, including use of Microsoft Office-365 and (Community Services Network (CSN)).
- Demonstrates ability to present ideas effectively, in both oral and written form.
- Demonstrates ability in critical thinking and problem solving,
- Demonstrates ability to work alone or as part of a team.
- Demonstrates ability to comprehend and follow oral and/or written directions.
- Demonstrates ability to negotiate and resolve conflict between dissenting parties.
- Demonstrates knowledge in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- A bachelor's degree with 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, criminal justice, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy) and at least one year of experience in the delivery of services to the population groups that the person is hired to serve.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.

Contacts are typically with co-workers, other regional personnel, service providers, jail staff, clients, attorneys, magistrates, judges, probation officers, and members of the general public. Interactions with clients will be in the community, the office, and in the jail.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules. Travel for this position will be required.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the Coordination Officer, designated Service Coordination Supervisor or CEO.

Franklin County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations will be provided to qualified individuals with disabilities. Prospective employees and incumbents are encouraged to discuss potential needs for accommodations with the employer.

Signature

Date

Job Description Service Coordinator



CICS

Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Service Coordinator

REPORTS TO: CICS Coordination Officer and/or Service Coordination Supervisor

DEPARTMENT: Central Iowa Community Services

FISA-FLSA STATUS: Non-Exempt

POSITION SUMMARY: The purpose of the position is to ~~perform service coordination and social work under the direction of the Coordination Officer and/or assigned Service Coordination Supervisor~~ organize and refer to services and supports and share information among all the participants concerned with an individual's care. This means the individual's needs and preferences are known ahead of time and communicated at the right time to the right people, and this information is used to provide safe, appropriate, and effective care to the individual.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is also subject to criminal and abuse background checks and requires pre-employment physical and drug screening.

SALARY: Based on the CICS pay matrix.

ESSENTIAL JOB DUTIES/RESPONSIBILITIES:

- Serve as regional Coordinator of Adult Disability Services as assigned.
- Process requests for children and adult services by conducting intakes, completing applications, obtaining required eligibility documents, obtaining, or completing necessary assessments, social histories, and other necessary documentation for the determination of program eligibility.
- Assist in accessing community resources identified for the client, family members, and/or providers
- Complete funding applications, draft requests for regional funding, and monitor on-going funding needs and service authorizations.
- Ensure the provisions of the CICS Management Plan Policies and Procedures are carried out.
- Provide information regarding the civil commitment process, MHDS funding system, and service alternatives.
- Advocate for the client and facilitate the Interdisciplinary Team, as directed, in the development of the Individual Service Plan for persons not eligible for Medicaid Case Management
- Coordinate, implement, and monitor the Individual Service Plan for designated individuals.
- Create and maintain client files with required information and documentation and complete all required documentation and updates in a timely manner.
- Initiate the transfer of an individual and facilitate discharge planning when it is determined the individual no longer needs services.
- ~~Acquire and maintain expertise in Community Services Network (CSN) and CICS SharePoint.~~
- Establish and maintain effective working relationships with clients, county, regional, and state employees, law enforcement, the judicial system, MHDS Service providers, and the public.
- Identify and implement other outreach programs that will benefit the citizens of the region.
- Participate in agency, provider, and state-wide committee meetings, as assigned, provide training on department related topics, and attend work-related meetings, conferences, educational and training opportunities, and seminars.
- Other duties as assigned

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Applies professional level of knowledge of federal and state assistance programs for disability populations.
- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature

without loss of efficiency or composure.

- Demonstrates competent computer skills, including use of Microsoft 365 and [Community Services Network \(CSN\)](#).
- Ability to present ideas effectively, in both oral and written form.
- Demonstrated ability in critical thinking and problem solving,
- Ability to work alone or as part of a team.
- Ability to comprehend and follow oral and/or written directions.
- Ability to negotiate and resolve conflict between dissenting parties.
- Knowledgeable in crisis intervention principles and practices.

ENTRY REQUIREMENTS:

- A bachelor's degree with 30 semester hours or equivalent quarter hours in a human services field (including, but not limited to, psychology, social work, mental health counseling, marriage and family therapy, nursing, education, occupational therapy, and recreational therapy) and at least one year of experience in the delivery of services to individuals with mental illness, intellectual disabilities, brain injury, or other developmental disabilities.
- A valid driver's license, reliable transportation, and adequate liability insurance are required.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is regularly subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.

- Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules. [Travel for this position will be required.](#)

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

- Marginal functions of the position that are incidental to the performance of essential job duties have been excluded from this description.
- All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employees are encouraged to discuss possible accommodations with the employer.
- Job description in no way imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties required by the Coordination Officer, designated Service Coordination Supervisor or CEO.

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Signature

Date

Job Description Office Manager



CICS
Supporting Individuals. Strengthening Communities.

NAME:

POSITION: Office Manager

REPORTS TO: Assigned CICS Officer

DEPARTMENTS: Central Iowa Community Services

FISA-FLSA STATUS: Non-Exempt

POSITION SUMMARY: The Office Manager acts as receptionist for the Central Iowa Community Services Office, manages the physical plant, and assists staff with clerical tasks and performing the duties check marked in the boxes below.

Duties of this position will be performed per evidence-based, evidence-supported, and emerging practices as required by the CEO, or as required by law or contract.

This position is subject to criminal and abuse background checks and may require pre-employment physical including drug screening.

SALARY: Based on the CICS pay matrix.

ESSENTIAL JOB DUTIES/RESPONSIBILITIES:

- Receive and respond to telephone, email, and direct walk-in inquiries from staff or the public; responds directly to the inquires/inquiries or directs to the appropriate staff member.
- Develop and maintain electronic and paper files, records and reports related to agency business; performs data entry and database management related to agency operations, including Community Services Network (CSN).
- Receive, sort, and prepare incoming and outgoing mail.
- Prepare various written correspondence, letters, or mailings for staff; proofreads various written materials.
- Travel to other locations as needed for deliveries and pick-ups.
- Keep applications and other information available for walk-in inquiries.
- Assist with maintaining a clean office environment.
- Maintain office supplies and equipment.
- Establish and maintain effective working relationships with clients, county, regional, and state employees, law enforcement, the judicial system, MHDS Service providers, and the public.
- Participate in education and training opportunities.
- Other duties as assigned by the assigned CICS Officer.

Adaptive Job Requirements: This position typically includes the established job duties. However, there may be occasions when additional unique responsibilities are required. The following checked boxes indicate when these apply to this employee. Items marked also apply to this employee:

- Deposit revenues.
- Generate invoices.
- Process claims.
- Reconcile claims and revenues.
- File or upload completed applications and other documents.
- Assist with regional reports and provider contracting.
- Revise forms, business cards, and create new documents.
- Develop brochures, presentations, and other creates and publishes marketing media and resources-material.
- Distribute keys and monitor all personnel who have office and/or building keys.
- Track location and building supply inventories and make recommendations for supply orders, purchase office supplies.
- Take minutes for meetings.
- Maintain and update CICS specific website or web-based forms.
- Update CICS information on information and referral websites such as 211 and Iowa Compass.
- Assist with Microsoft 365 Administration.

- Perform duties as CSN Expert User.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

The successful candidate must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that he/she can perform the essential functions of the job:

- Applies professional level of knowledge of federal and state assistance programs for disability populations.
- Demonstrates adaptability to performing a variety of duties, regularly changing from one task to another of a different nature without loss of efficiency or composure.
- Demonstrates competent computer skills, including use of Microsoft 365 and CSN.
- Demonstrated organizational skills and attention to detail.
- Ability to present ideas effectively, in both oral and written form.
- Ability to comprehend and follow oral and/or written directions.
- Ability to operate standard office equipment.

ENTRY REQUIREMENTS:

- High school diploma or equivalent and experience in a similar position or combination of education and experience. Associate Degree or higher in business or related field is preferred.
- Successful candidate shall have strong interpersonal skills, excel in time management, and be self-motivated and capable of working independently.

WORK ENVIRONMENT:

While performing the duties required of this position, the employee is occasionally subject to a mentally stressful environment; however, the likelihood of bodily injury or similar occupational hazard is slight. Must have physical and mental stamina and be able to perform successfully under time-limited pressure.

Regular office hours are 8:00am to 4:30pm, Monday through Friday. Must have the flexibility to adjust the schedule occasionally in order to accommodate others' schedules or to meet the needs of clients accessing services. Travel for this position will be required.

PHYSICAL REQUIREMENTS:

Must be physically able to operate a variety of automated office machines and equipment including, but not limited to, computer and printers, fax machine, copier, calculator, and telephone. The position may entail long periods of sitting or driving, depending on circumstances.

In most cases, physical demand requirements are at a level of those for sedentary or office environment work which may involve some lifting, carrying, pushing, and/or pulling of light to moderate weight materials (approximately thirty pounds).

DISCLAIMERS:

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Signature

Date