



CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board

September 23, 2021 @ 1:00PM

Hertz Farm Management

415 S 11th 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: 897 2062 9703, Passcode: 510250

or Join the Zoom Meeting at

<https://us06web.zoom.us/j/89720629703?pwd=SFNTSHA1bU9OWno2bk9icmphyNct2Zz09>

Tentative Agenda

1) Roll Call

- | | | | |
|---|---|--------------------------------------|---|
| <input type="checkbox"/> Boone | <input type="checkbox"/> Cerro Gordo | <input type="checkbox"/> Franklin | <input type="checkbox"/> Greene |
| <input type="checkbox"/> Hamilton | <input type="checkbox"/> Hancock | <input type="checkbox"/> Hardin | <input type="checkbox"/> Jasper |
| <input type="checkbox"/> Madison | <input type="checkbox"/> Marshall | <input type="checkbox"/> Poweshiek | <input type="checkbox"/> Story |
| <input type="checkbox"/> Warren | <input type="checkbox"/> Webster | <input type="checkbox"/> Wright | <input type="checkbox"/> JD Deambra |
| <input type="checkbox"/> Allie Wulfekuhle | <input type="checkbox"/> Kendra Alexander | <input type="checkbox"/> Julie Smith | <input type="checkbox"/> Andrea Dickerson |

2) Agenda (BJ Hoffman, Chair)

September 23, 2021 Agenda

Action

Board Chair asks for motion to approve

Motion by: _____

Second: _____

Vote on motion: _____

3) Minutes (BJ Hoffman, Chair)

August 18, 2021 Minutes

Action

Board Chair asks for motion to approve

Motion by: _____

Second: _____

Vote on motion: _____

4) Administration (Russell Wood, CEO)

Performance Based Contract

Informational

Single Employer of Record Discussion

Informational

28E Agreement

Action

Board Chair asks for motion to approve changes to the 28E Agreement

Motion by: _____

Second: _____

Vote on motion: _____

Roll call vote (mark if 'aye')

- | | | | |
|---|---|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Boone | <input type="checkbox"/> Cerro Gordo | <input type="checkbox"/> Franklin | <input type="checkbox"/> Greene |
| <input type="checkbox"/> Hamilton | <input type="checkbox"/> Hancock | <input type="checkbox"/> Hardin | <input type="checkbox"/> Jasper |
| <input type="checkbox"/> Madison | <input type="checkbox"/> Marshall | <input type="checkbox"/> Poweshiek | <input type="checkbox"/> Story |
| <input type="checkbox"/> Warren | <input type="checkbox"/> Webster | <input type="checkbox"/> Wright | <input type="checkbox"/> JD Deambra |
| <input type="checkbox"/> Allie Wulfekuhle | <input type="checkbox"/> Kendra Alexander | | |

5) Finance (Betsy Stursma)

July and August Expenditure Reports

Informational

Claims for August 24, September 7 and September 21, 2021

Action

Board Chair asks for motion to approve claims

Motion by: _____

Second: _____

Vote on motion: _____

Roll call vote (mark if 'aye')

- | | | | |
|---|---|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Boone | <input type="checkbox"/> Cerro Gordo | <input type="checkbox"/> Franklin | <input type="checkbox"/> Greene |
| <input type="checkbox"/> Hamilton | <input type="checkbox"/> Hancock | <input type="checkbox"/> Hardin | <input type="checkbox"/> Jasper |
| <input type="checkbox"/> Madison | <input type="checkbox"/> Marshall | <input type="checkbox"/> Poweshiek | <input type="checkbox"/> Story |
| <input type="checkbox"/> Warren | <input type="checkbox"/> Webster | <input type="checkbox"/> Wright | <input type="checkbox"/> JD Deambra |
| <input type="checkbox"/> Allie Wulfekuhle | <input type="checkbox"/> Kendra Alexander | | |

6) Planning (Patti Leeds)

YSS Grant Agreement

Informational

7) Service Coordination (Linn Adams)

Service Coordination Report

Informational

8) Public Comments

Board Chair asks for public comments at this time

9) Next Meetings – October 28, 2021 at 1:00 pm

November 17, 2021 at 1:00 pm (This is a change due to the holiday)





CICS

Supporting Individuals. Strengthening Communities.

Regional Governing Board Meeting Minutes

August 18, 2021

Hamilton County Courthouse, Basement Meeting Room

Board Members Present: Boone, Cerro Gordo, Franklin, Hamilton, Hancock, Hardin, Jasper, Madison, Marshall, Story, Webster, Wright, JD Deambra, Allie Wulfekuhle, Andrea Dickerson. **Counties/Members Absent:** Greene, Poweshiek, Warren, Kendra Alexander, Julie Smith. **Administrative Team Present:** Wood, Leeds, Stursma, Webb. **Others Present:** Andrew Allen, Gary McVicker, Todd Lange, Sandra King.

Agenda & Minutes

Motion to approve the August 18, 2021 agenda with removal of the July Expenditure Report. Motion by Rayhons, second by Kloberdanz. All ayes, motion carried.

BJ Hoffman, Chair asks for **motion to approve the July 22, 2021 minutes. Motion by Campbell, second by Helgevold. All ayes, motion carried.**

Finance Officer Betsy Stursma updated the Board on the YSS project. They are currently working with the CICS attorney and YSS to determine how to distribute the funds. One option is to put the amount into an escrow account. Wood is working with DHS and the Department of Management to determine if criteria can be met with depositing the funds into an escrow account. They are also working on the contract with YSS to bring to the Governing Board at the September meeting. Wood, Leeds, and Webb met with the attorney to look at a grant agreement document to make sure YSS has everything done after using the \$10 million. Hoffman asked if this is going through Story County Planning and Zoning. It is and it also needs a Conservation Easement so it may not be ready to bring back to the Board by September. **Andrew Allen of YSS gave updates on their progress.** The Conditional Use Application was due last Monday. It will be difficult to approve by September and more than likely will be in October. YSS has met with neighbors to the project and they asked good questions and he has not heard of any objections. The approval process will just take time. Wood pointed out that CICS is using the same attorney YSS usually uses, however YSS has signed off on letting CICS use him.

Wood gave the Employment Committee Update for Regional Employment. In 2013 CICS became a Region which was one year earlier than was required. CICS started as seven counties initially and now has 15. At that time the conversation was regarding what was the role as staff. It used to be every county did their own thing, such as contracts, etc. Everyone tried to keep things consistent, however eventually CICS moved into specializing each job, i.e. CEO, Finance Officer, etc. Regional Employment was brought up about two years ago. There are three options. One is to become our own entity like CSS did, the second is to go with another company, and the third is to have one of the counties in the Region be the employer of record. Having one employer of record streamlines insurance, benefits, employment decisions, etc. At this time there are 10 different counties making different decisions. The Governing Board recommends salaries, etc., however counties have had the final decision. The Governing Board did say that by July 1, 2022 it wanted CICS to be employees of one entity. This would mean uniform job descriptions, clear chain of command, clear supervision. Legislation is making Regions meet certain outcomes using Performance Based Contracts, and having one

single Employer of Record will make it easier to have staff work towards those outcomes, etc. Franklin County now employs 11 of the approximately 35 staff in the Region. Conversations with the Employment Committee resulted in the choice to have Franklin County be the Employer of Record with a target date of January 1, 2022. There are steps that would have to be taken to get to that point. Wood has met with the Franklin Board and they agreed they would be interested in formal discussions. The Franklin County Board expressed concerns to Wood that there will be increased needs for county staff time, etc. and the Region will need to cover those costs. Attorney Mike Galloway is looking at the 28E to determine what changes need to be made to it before it can be brought back to the Governing Board. Galloway would also help with the contract with Franklin County. Franklin County would become the Employer of Record, then the Governing Board becomes the Employer – even though Franklin County is the Employer of Record. Inventory of assets, standardized salary matrix, standardized job descriptions, etc. would be done. If the 28E is approved at the September meeting then each county will vote on their own on the 28E agreement. The target date is no later than July 1, 2022 preferably by January 1, 2022. If approved by the Governing Board, the Board of Supervisors in each county can ratify, etc. Wood further discussed a region-wide meeting that was held with CICS staff on Monday to answer questions and discuss concerns. Performance Based Contracting with DHS kicks in January 1, so that would line up with having one Employer of Record by January 1. A benefit of January 1 would be the same health insurance throughout the entire calendar year rather than switching halfway through the year and starting over with deductibles. Dollars are budgeted already, staff claims would be paid out of the Franklin County budget instead of each individual county. There are a lot of other nuances and details and Wood stated he would answer any questions anyone has before the Board motions.

Watts – Suggested to speak with Helgevold regarding increased costs in particular areas that they had when CSS became their own entity. Wood stated he would like to have that conversation with Helgevold and the Employment Committee. CSS did have a lot more hoops to jump through since they did create a completely new entity. CICS is not doing that, rather we are just going to one county that is already set up. Watts and Helgevold do agree that a single Employer of Record is the way to go. Helgevold suggests possibly a 2-step process. Supervisors need to understand they are not the employers after the switch, the Governing Board is the employer and makes the decisions regarding staff, etc.

Heddens – Her board is interested, however would Story change from being fiscal agent? Wood – no we like how Story runs and there is no intent on changing the fiscal agent. Heddens had questions regarding the budget and will there be relocation of staff. Wood stated that now the 28E requires counties to provide office space. Some offices pay rent, some offices have to rent, some offices are free with the county. Wood recommends keeping staff where they are to provide consistency. If that doesn't work for all counties, CICS would have to work with individual counties to determine what needs to be done. If a county is willing to allow staff to remain where they are that is great, if not there will be further conversations to determine where they will go. Wood would like to standardize occupancy costs, etc. and has various ideas to discuss in the future.

Heddens – what if legislation changes and Regional employment isn't working out? Wood – legislative talks make him think they are not moving away from a Regional system. If anything, if a region is too small to meet outcomes then regions may need to join other regions. Madison and Warren are on the outskirts and this will show solidarity as a region.

Kloberdanz - How did we decide on Franklin County? Were any other counties considered? Wood – no, no one else was asked. Franklin just did this by adding the four new counties. Some counties do not want to be the Employer of Record and would not be interested. Some counties shared staff with other counties and they



wanted that to change. As Franklin has gone through the process we do know what is involved with adding counties.

Kretzinger – Story County is the fiscal agent, why not be Employer of Record also? Also, if state removes Employer of Record and makes everyone state employees what happens? Wood – the state does not want to have a lot of staff, they prefer contracting out and having outside entities they give money to to do the actual work. If the state takes over, it is going to and it won't matter if we change or don't change.

Kretzinger – So individual counties have an option of accepting this or going to a different region? Wood – if the Governing Board votes yes, each individual county would have to ratify and vote on if they want this or not before coming back to the Governing Board to do a final vote. **Kretzinger – Boards won't have any say over any staff, that would be taken away.** Wood – That is one of the reasons why we are looking at this now. Pay grades, benefits, etc. were coming from the county levies. Now money is coming from the state and all the counties will follow the same procedures. Things such as paid lunches, etc. will all be the same – unlike now where there are 10 different policies for staff. **Kretzinger – His Board may have concern on having one vote versus multiple votes in the future.**

Kloberdanz – Consistency with benefits, etc. Some are going up and some are going down. Whatever Franklin decides for benefits, etc. is what everyone is stuck with. How is that going to affect our own employees? Wood – Hamilton staff did a survey of insurance policies, etc. There are a couple of minor differences throughout the counties. Franklin's package is just as good, if not better than other counties. Some counties are choosing to use regional funds to give their staff extra benefits that other counties do not do. Even though all the money is coming out of the same pot. There will be some negatives or everyone would have to be brought up to include the best from each county.

Helgevold – They had feared some employees would leave due to PTO, vacation, etc. when CSS became their own entity. It worked out well in the end.

Kloberdanz stated he is not opposed at all. What discussion has been had with any other counties? How is that going to affect wages and benefits for all employees? Wood – Right now we have a pay matrix that staff should be at. If there needs to be an adjustment of pay that would be brought to the Governing Board. Some staff are below the starting minimum wage of the matrix at this point. There has been a lot of research and conversation regarding this. When the Governing Board sets wages, it is CICS's final decision what staff will be paid. If the Governing Board does not want to move forward at this time that is a choice you can make.

Heddens – Some staff are not full-time regional staff. What are you looking at with that? Each county has to have a Community Services Director appointed. Wood - It is up to each individual county how they move forward with appointing a Community Services Director. As for part-time employees, that is being worked out in Wright County by reducing the the occupancy expenses by what that staff is working for the county time. The Admin Team are all at 95%, except Wood is 100%. So 5% of county time is as directed by the Board of Supervisors in those counties. Wood would like to speak to each county Board of Supervisors so they can make an informed decision on what is specific to their county and what changes in their respective counties will look like if moving forward.



Kloberdanz stated he wants as much information about this as he can get before voting for anything. He is concerned with staff time being split and he doesn't have all the answers yet. He is not comfortable. Wood – The vote to move forward would take place in September. If the Governing Board moves forward today you are not saying yes to everything, just saying yes to the next step.

Kretzinger – Would it be possible to adopt a standardized inflation index for language used as our guide? Wood – When recommendations are made those points are brought up.

Heddens – Wages and salaries are recommended or set by the Governing Board? Wood – They would be set by the Governing Board, not just recommendations.

Hoffman - Linn did not get the raise that GB recommended because he would have made what the County Attorney, etc. were making. Discipline would be done by the region, hiring/firing, etc.

Kloberdanz stated he wants to make sure clients are not affected by this change. Hoffman – If we don't move forward we won't know the answers to these questions. Mike Galloway needs to be able to look into this and bring the answers to the Governing Board. These are all good concerns. Wood stated it is not our intention to have this affect clients at all.

Watts – There were concerns with CSS and it has worked out. He thinks single employer is a good thing, members of county Board of Supervisors change which means a change of how counties are run, this would add cohesiveness when that happens.

Clifton stated the biggest resistance is how to move forward and he is glad the process is moving along now.

Kloberdanz stated he wants to represent his staff to the best of his abilities. He wants to keep all the staff, not lose staff. He does not want to affect CICS's reputation as a Region.

Rayhons stated we need to move forward to the next step.

Kloberdanz – If 8 of 15 counties approve, what happens to those other counties that didn't. Hamilton has no choice to go anywhere as they are locked in the middle of CICS counties. Wants to move forward, but has a lot of questions and wants those answered. Wood – there have been a lot of conversations regarding what county would make the most sense. A lot has gone into this choice. You will have to decide what level of Regionalization you are willing to go to. There are 35 staff in this region now following 10 different sets of rules. Some staff will lose some things that they have now. If your two employees are getting something the other 33 staff in the region are not, is that fair and equitable? If you keep it 'county-based' there will always be disparity in salaries, benefits, etc. By having a single employer, instead of protecting 'your staff' you would be able to protect 'region staff' where all staff are treated equitably, fairly, etc. because they all have the same Employer of Record following the same policies.

Wulfekuhle left the meeting for an appointment.

Wood stated he would be more than happy to speak with each individual counties' Boards.



Kloberdanz – Let’s see what the unknowns are and come back.

Hoffman – A zoom can be set up with all the Boards to do a special meeting before the September Governing Board meeting to discuss this. He would like it recorded.

Heddens stated that moving forward she would like all Governing Board meetings recorded.

Chair ask for motion to instruct admin team to modify the 28E agreement and take any other actions as necessary to move to a single Employer of Record with a target date of January 1, 2022 and no later than July 1, 2022. New 28E will be on the September board meeting for a vote. Motion by Rayhons, second by Kloberdanz. All ayes, motion carried.

Wood left the meeting.

Finance Officer Betsy Stursma shared the claims report for July 27, 2021 and August 10, 2021. **Motion by Heddens, second by McVicker. All ayes, motion carried. Roll call vote: Boone, Cerro Gordo, Franklin, Hamilton, Hancock, Hardin, Jasper, Madison, Marshall, Story, Wright, JD Deambra.**

Stursma shared the Fiscal Agent Agreement Amendment which has an increase of \$200 per month to Story County due to the additional counties added. Stursma has been very happy with their work. Also in the agreement is for the billing to be sent quarterly rather than monthly. Chair asks for motion to approve the amendment. **Motion by McVicker, second by Hamilton. All ayes, motion carried. Heddens abstained. Roll call vote: Boone, Cerro Gordo, Franklin, Hamilton, Hancock, Hardin, Jasper, Madison, Marshall, Wright, JD Deambra.**

Operations Officer Karla Webb presented an FY22 Amendment for Mary Greeley Medical Center. This amendment is for general transportation rates to be increased to align with rates approved for CIJDC. Also included is a rate for subacute startup costs. They would like the omni machine brought from hospital to subacute and there is a cost to do that to switch the drawers. The administrative team is recommending approval to the Board. Chair asks for motion to approve the amendment for Mary Greeley Medical Center. **Motion by Rayhons, second by Kloberdanz. All ayes, motion carried.**

Webb presented the FY22 contract for Plains Area Mental Health, Inc. Rolling Hills funds this as a block grant and the provider asked to enter into a contract instead to establish a daily rate. In lieu of an MOU, this will be an actual contract with the provider for adult crisis stabilization. Chair asks for motion to approve. **Motion by Heddens, second by Deambra. All ayes, motion carried.**

Webb presented the Mental Health Attorney Fee Compensation. Webb explained that when HF861 passed this last legislative session it increased the attorney fee reimbursement fee. This is asking for aligning to \$66 per hour to match other reimbursement. Board Chair asks for motion to approve. **Motion by Watts, second by Hoffman. All ayes, motion carried.**

Board Chair asks for public comments at this time and there are none.

Next meeting is September 23, 2021, at 1:00 pm with location to be determined.



Hoffman stated he appreciates the discussion that was had and the concerns and questions that were raised. A survey will be sent out to set up the Regional Employment meeting to include all Board members from each county.

Chair asked for motion to adjourn. **Motion by Heddens, second by McVicker. All ayes, motion carried.**

Patti Leeds, Recording Secretary

BJ Hoffman, Board Chair



CONTRACT DECLARATIONS AND EXECUTION

Intergovernmental Contract: Non-State Agency

RFP or Informal Solicitation #	Contract #
N/A	MHDS 22-012

Title of Contract
Care Connections of Northern Iowa Regional Contract

This Contract must be signed by all parties before the Contractor provides any Deliverables. The Agency is not obligated to make payment for any Deliverables provided by or on behalf of the Contractor before the Contract is signed by all parties. This Contract is entered into by the following parties:

Agency of the State (hereafter "Agency")	
Name/Principal Address of Agency: Iowa Department of Human Services 1305 E. Walnut Des Moines, IA 50319-0114	Agency Billing Contact Name / Address: Rob Akin 1305 E. Walnut Street Des Moines, IA 50319 Phone: 515-669-8002
Agency Contract Manager (hereafter "Contract Manager") /Address ("Notice Address"): Rob Akin 1305 E. Walnut Street Des Moines, IA 50319 Phone: 515-669-8002 E-Mail: raiken@dhs.state.ia.us	Agency Contract Owner (hereafter "Contract Owner") / Address: Marissa Eyanson 1305 E. Walnut Street Des Moines, IA 50319 E-Mail: meyanso@dhs.state.ia.us

Contractor: (hereafter "Contractor")	
Legal Name: Care Connections of Northern Iowa	Contractor's Principal Address: 215 West 4th, Suite 6 Spencer, IA 51301
Tax ID #: 465731047	Organized under the laws of: Iowa
Contractor's Contract Manager Name/Address ("Notice Address"): Melissa Loehr 215 West 4th, Suite 6 Spencer, IA 51301 Phone: (712) 264-3945 E-Mail: mloehr@ccnia.org	Contractor's Billing Contact Name/Address: Carmen Moser 1010 Broadway, Suite 2 PO Box 95 Emmetsburg, IA 50536 Phone: (712) 852-2563

Contract Information	
Start Date: 01/01/22	End Date of Base Term of Contract: 06/30/23
Possible Extension(s): The Agency shall have the option to extend this Contract up to 2 additional 1-year extensions.	
Contract Contingent on Approval of Another Agency: No	ISPO Number: N/A
	DoIT Number: N/A
Contract Warranty Period (hereafter "Warranty Period"): The term of this Contract, including any extensions.	Contract Include Sharing SSA Data? No
Contractor a Business Associate? No	Contractor a Qualified Service Organization? No
Contractor subject to Iowa Code Chapter 8F? No	Contract Includes Software (modification, design, development, installation, or operation of software on behalf of the Agency)? No
Contract Payments include Federal Funds? No	

Contract Execution

This Contract consists of this Contract Declarations and Execution Section, the Special Terms, any Special Contract Attachments, the General Terms for Services Contracts, and the Contingent Terms for Service Contracts.

In consideration of the mutual covenants in this Contract and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into this Contract and have caused their duly authorized representatives to execute this Contract.

Contractor, Care Connections of Northern Iowa	Agency, Iowa Department of Human Services
Signature of Authorized Representative:	Signature of Authorized Representative:
Printed Name: ***IF Authorized Rep Contractor***	Printed Name: ***IF Director*** **IF Director = FALSE**
Title: ***IF Authorized Rep Contractor***	Title: ***IF Director*** **IF Director = FALSE**
Date:	Date:

IF Additional signature AND Signature Blocks = "One" **IF Additional signature AND Signature Blocks = "Two"***

SECTION 1: SPECIAL TERMS

1.1 Special Terms Definitions.

“Agency” means the Iowa Department of Human Services.

“Corrective Action Plan” or “CAP” means a formal documented action to address substandard performance of a Region by requiring development of a step-by-step plan of action to achieve targeted outcomes for resolution of identified issues in an effort to achieve measurable improvement in performance.

“Evidence Based Practices” means using interventions that have been rigorously tested, have yielded consistent, replicable results, and have proven safe, beneficial and effective and have established standards for fidelity of the practice.

“MHDS Region” or “Region” or “Contractor” means a mental health and disability service region that operates as the ‘regional administrator’ or ‘regional administrative entity’ as defined in administrative rule 441—25.11(331).

“Performance Improvement Plan” means a plan aimed at helping a Region improve its performance when issues have been identified by the Region or by the Agency, to analyze current practices and determine and implement the best organizational strategies to improve performance.

“Quarterly Report” means a report completed by the MHDS Region detailing the availability and accessibility of disability services to residents of the Region.

1.2 Contract Purpose.

To administer the regional mental health and disability services delivery system, and to measure performance of the MHDS Region. Recent legislative changes to the funding of these services are intended to achieve a more equitable mental health system and allow MHDS Regions to develop and maintain supports and services as well as to provide additional new and potentially innovative services.

1.3 Scope of Work.

1.3.1 Deliverables. The Contractor shall:

1.3.1.1 Fulfill all requirements for MHDS Regions as set forth in Iowa Code 331.388 through 331.399 and Iowa Administrative Code 441—Chapter 25, including:

- a. Provision of access to all core services under Iowa Code section 331.397;
- b. Submission of an annual service and budget plan under Iowa Code section 331.393 and work with the Department who will approve, deny, or consult with the Region to revise the annual service and budget plan;
- c. Utilize of all federal government funding, including Medicaid funding, third-party payment sources, and other nongovernmental funding prior to using regional service payments;

1.3.1.2 Partner with the Agency to develop an accountable mental health and disability services system. The Region will participate in a joint DHS-MHDS Region data analytics workgroup. Between January 1, 2022 and December 31, 2022 the Region and the Agency will work together to

- a. Standardize definitions, data elements, and processes for data collection
- b. Develop tools for each service related to the system-wide outcome goals identified by the workgroup, that will allow evaluation of outcomes consistently across Regions
- c. Utilize common data systems and metrics to allow data validation and quality assurance processes
- d. Identify system-wide outcome goals to include reduced emergency department use, improved use of mobile crisis response, improved use of jail diversion services, employment outcomes, and other outcomes determined by the workgroup

- e. As standards are finalized for each service and data systems are capable, the Region will begin collecting data using the standardized definitions and data elements, with standards for all services being implemented no later than December 31, 2022
- f. Between January 1, 2023 and June 30, 2023 the Region will utilize the standardized process to collect baseline data related to the system-wide outcome goals

1.3.1.3 Partner with the Agency to improve service provision by promoting use of Evidence Based Practices (EBPs). The Region will participate in a joint DHS-MHDS Region EBP workgroup. Between January 1, 2022 and June 30, 2022 the Region and the Agency will work together to identify and develop resources, training, and expertise, acting as a partner with provider organizations to achieve fidelity to the applicable evidence based service model. The workgroup will review existing EBP requirements and when necessary, will make recommendations for amendment of related administrative rules.

1.3.1.4 Report administrative costs to the Agency annually for review.

- a. Between January 1, 2022 and June 30, 2022, the Region and the Agency will work together to standardize reporting of administrative costs
- b. Beginning July 1, 2022, the Region will implement reporting using standardized definitions and procedures.
- c. The Agency will determine a goal for a maximum percentage of administrative costs for the Region beginning July 1, 2023

1.3.2 Performance Measures.

- a. The MHDS Region shall meet the following benchmarks during the contract period:

1.3.2.1 Quarterly Reports will be submitted timely at least 75% of the time. Reports will be due on the 15th day of the month following the end of the quarter. When the 15th day falls on a weekend or holiday, the report will be due on the next business day.

1.3.2.2 Quarterly Report submissions will be complete and accurate. Complete means that all required fields contain the requested information. Accurate means that the information provided can be documented or supported by the Region. If clarification is needed, the Region will respond to the Agency within the requested timeframe.

1.3.2.3 The Region will participate in 90% of the scheduled meetings of the EBP workgroup. Any assigned work products will be completed by the assigned deadline.

1.3.2.4 The Region will participate in 90% of the scheduled meetings of the data analytics workgroup. Any assigned work products will be completed by the assigned deadline.

1.3.2.5 For the time period of January 1, 2022 through December 31, 2022, the Region will meet the access standards set forth in 441 IAC 25 for the following services for adults at an overall level of 85% based on information submitted in the Region's Quarterly Report.

- a. Twenty-four Hour Crisis Response
- b. Crisis Stabilization Community Based Services
- c. Crisis Stabilization Residential Services
- d. Mobile Response
- e. Twenty-three Hour Holding and Observation
- f. Outpatient Assessment and Evaluation
- g. Mental Health Inpatient Therapy
- h. Mental Health Outpatient Therapy
- i. Outpatient Medication Prescribing and Management

- j. Assessment and Evaluation After Inpatient Treatment
- k. Subacute Facility Based Services
- l. Support for Community Living
- m. Support for Employment
- n. Family Support and Peer Support
- o. Assertive Community Treatment
- p. Access Center
- q. Intensive Residential Services

1.3.2.6 For the time period of January 1, 2022 through December 31, 2022, the Region will meet the access standards set forth in 441 IAC 25 for the following services for children at an overall level of 85% based on information submitted in the Region's Quarterly Report.

- a. Assessment and Evaluation Related to Eligibility for Services
- b. Early Identification
- c. Early Intervention
- d. Crisis Stabilization Community Based Services
- e. Crisis Stabilization Residential Services
- f. Mobile Response
- g. Behavioral Health Outpatient Therapy
- h. Medication Prescribing and Management
- i. Behavioral Health Inpatient Therapy
- j. Education Services
- k. Prevention

1.3.2.7 Beginning January 1, 2023 the Region will submit access data to the Agency timely and accurately using the standardized definitions and data elements agreed upon by the Agency and the Data Analytics workgroup. The Agency will use the data to calculate performance under 1.3.2.5 and 1.3.2.6.

1.3.3 Agency Responsibilities.

1.3.3.1 The Agency will participate in scheduled meetings of the data analytics workgroup. Any assigned work products will be completed by the assigned deadline.

1.3.3.2 The Agency will participate in scheduled meetings of the EBP workgroup. Any assigned work products will be completed by the assigned deadline.

1.3.3.3 The Agency will provide the format and template for the Region's quarterly report.

1.3.3.4 The Agency will respond timely to requests for technical assistance from the MHDS Region.

1.3.3.5 The Agency will review reports timely and subject to the Agency's discretion, will allow the Region adequate time to make corrections or clarifications.

1.3.4 Monitoring, Review, and Problem Reporting.

1.3.4.1 Agency Monitoring Clause. The Contract Manager or designee will verify supporting documentation of work performed prior to payment; determine compliance with general contract terms, conditions, and requirements; and assess compliance with Deliverables, performance measures, or other associated requirements based on the following:

If the Agency determines that the Region has not adequately fulfilled any of the requirements under this contract, the Agency may, with proper notice as described below, apply the following remedies to assure compliance.

a. If at any time it appears that the Region may be at risk of noncompliance with a contract requirement, or if the Region's performance drops below the required level on a performance measure, the Agency may make an informal request for the Region to identify a plan to remediate the issue.

b. If the Region does not improve performance to the required level in the subsequent quarter after an informal request for remediation, the Agency may request that the Region complete a Performance Improvement Plan (PIP) to proactively identify and mitigate barriers to reaching the desired performance level. The PIP will include goals and timelines designed to achieve improved performance. The Region will have 30 calendar days to submit the PIP to the Agency. The Agency will monitor progress toward goals following the timeline established in the PIP.

c. If the Region does not improve performance to the required level following the timeline established in a PIP, the Agency will issue a written notice to the Region requiring the Region to submit a formal Corrective Action Plan (CAP). At its discretion the Agency may require a CAP without having previously made an informal request for remediation or a PIP.

(1) The Region will have 30 calendar days to submit the CAP to the Agency.

(2) Upon receipt of the CAP, the Agency will have 30 calendar days to either accept the CAP or request revisions.

(3) If revisions are required, the Region will have 15 calendar days to submit revisions, and the Agency will have 15 calendar days to respond.

(4) Additional time for submission or revision of a CAP may be granted upon request by the Region.

(5) The Agency will monitor progress toward remediation following the timeline established in the CAP.

(6) When the Region has remediated the performance issue, the Agency will issue a written notice of release from the CAP.

d. If the Region fails to submit an acceptable CAP after three revisions or fails to remediate the performance issue as set out in the accepted CAP, the Agency may reduce the amount of the annual state funding provided for the Region, including incentive funds received under Iowa Code section 225C.7A. The reduction is not to exceed fifteen percent of the amount of annual state funding for the Region. The Agency will issue a written notice stating the reason for the reduction. The funding reduction will begin with the next scheduled quarterly state payment and will be reinstated with the next quarterly state payment after the Region corrects the performance issue.

e. In the event of continued noncompliance despite previous attempts to remediate the performance issue through a CAP or funding reduction, and upon written notice, the Agency may withdraw approval for the Region.

1.3.4.2 Agency Review Clause. The Contract Manager or designee will use the results of monitoring activities and other relevant data to assess the Contractor's overall performance and compliance with the Contract. At a minimum, the Agency will conduct a review semi-annually; however, reviews may occur more frequently at the Agency's discretion. As part of the review(s), the Agency may require the Contractor to provide additional data, may perform on-site reviews, and may consider information from other sources.

The Agency may require one or more meetings to discuss the outcome of a review. Meetings may be held in person. During the review meetings, the parties will discuss the Deliverables that have been provided or are in

process under this Contract, achievement of the performance measures, and any concerns identified through the Agency's contract monitoring activities.

1.3.4.3 Problem Reporting. As stipulated by the Agency, the Contractor and/or Agency shall provide a report listing any problem or concern encountered. Records of such reports and other related communications issued in writing during the course of Contract performance shall be maintained by the parties. At the next scheduled meeting after a problem has been identified in writing, the party responsible for resolving the problem shall provide a report setting forth activities taken or to be taken to resolve the problem together with the anticipated completion dates of such activities. Any party may recommend alternative courses of action or changes that will facilitate problem resolution. The Agency has final authority to approve problem-resolution activities.

1.3.4.4 Agency Response to Problem Reporting. The Agency's acceptance of a problem report shall not relieve the Contractor of any obligation under this Contract or waive any other remedy. The Agency's inability to identify the extent of a problem or the extent of damages incurred because of a problem shall not act as a waiver of performance or damages under this Contract.

1.3.4.5 Addressing Deficiencies. To the extent that deficiencies are identified in the Contractor's performance and notwithstanding other remedies available under this Contract, the Agency may require the Contractor to develop and comply with a plan acceptable to the Agency to resolve the deficiencies.

1.3.5 Contract Payment Clause.

1.3.5.1 Payments to Region. In accordance with the payment terms outlined in this section and the Contractor's completion of the Scope of Work as set forth in this Contract, the Contractor will be compensated as set forth in and pursuant to Iowa Code 225C.7A

1.4 Data and Security. If this Contract involves Confidential Information, the following terms apply:

1.4.1 Data and Security System Framework. The Contractor shall comply with either of the following:

- a. Provide certification of compliance with a minimum of one of the following security frameworks, if the Contractor is storing Confidential Information electronically: NIST SP 800-53, HITRUST version 9, SOC 2, COBIT 5, CSA STAR Level 2 or greater, ISO 27001 or PCI-DSS version 3.2 prior to implementation of the system and again when the certification(s) expire, or
- b. Provide attestation of a passed information security risk assessment, passed network penetration scans, and passed web application scans (when applicable) prior to implementation of the system and again annually thereafter. For purposes of this section, "passed" means no unresolved high or critical findings.

1.4.2 Vendor Security Questionnaire. If not previously provided to the Agency through a procurement process specifically related to this Contract, the Contractor shall provide a fully completed copy of the Agency's Vendor Security Questionnaire (VSQ).

1.4.3 Cloud Services. If using cloud services to store Agency Information, the Contractor shall comply with either of the following:

- Provide written designation of FedRAMP authorization with impact level moderate prior to implementation of the system, or
- Provide certification of compliance with a minimum of one of the following security frameworks: HITRUST version 9, SOC 2, COBIT 5, CSA STAR Level 2 or greater or PCI-DSS version 3.2 prior to implementation of the system and again when the certification(s) expire.

1.4.4 Addressing Concerns. The Contractor shall timely resolve any outstanding concerns identified by the Agency regarding the Contractor's submissions required in this section.

SECTION 2. GENERAL TERMS FOR SERVICE CONTRACTS

2.1 Definitions. When appearing as capitalized terms in this Contract (including any attachments) the following quoted terms (and the plural thereof, when appropriate) have the meanings set forth in this section. **“Acceptance”** means that the Agency has determined that one or more Deliverables satisfy the Agency’s Acceptance Tests. Final Acceptance means that the Agency has determined that all Deliverables satisfy the Agency’s Acceptance Tests. Non-acceptance means that the Agency has determined that one or more Deliverables have not satisfied the Agency’s Acceptance Tests.

“Acceptance Criteria” means the Specifications, goals, performance measures, testing results and/or other criteria designated by the Agency and against which the Deliverables may be evaluated for purposes of Acceptance or Non-acceptance thereof.

“Acceptance Tests” or “Acceptance Testing” mean the tests, reviews, and other activities that are performed by or on behalf of the Agency to determine whether the Deliverables meet the Acceptance Criteria or otherwise satisfy the Agency, as determined by the Agency in its sole discretion.

“Applicable Law” means all applicable federal, state, and local laws, rules, ordinances, regulations, orders, guidance, and policies in place at Contract execution as well as any and all future amendments, changes, and additions to such laws as of the effective date of such change. Applicable Law includes, without limitation, all laws that pertain to the prevention of discrimination in employment and in the provision of services (e.g., Iowa Code ch. 216 and Iowa Code § 19B.7). For employment, this would include equal employment opportunity and affirmative action, and the use of targeted small businesses as subcontractors of suppliers. The term Applicable Law also encompasses the applicable provisions of Section 508 of the Rehabilitation Act of 1973, as amended, and all standards and requirements established by the Architectural and Transportation Barriers Access Board and the Iowa Office of the Chief Information Officer.

“Bid Proposal” or “Proposal” means the Contractor’s proposal submitted in response to the Solicitation, if this Contract arises out of a competitive process.

“Business Days” means any day other than a Saturday, Sunday, or State holiday as specified by Iowa Code §1C.2.

“Confidential Information” means, subject to any applicable State and federal laws and regulations, including but not limited to Iowa Code Chapter 22, any confidential or proprietary information or trade secrets disclosed by either party (a “Disclosing Party”) to the other party (a “Receiving Party”) that, at the time of disclosure, is designated as confidential (or like designation), is disclosed in circumstances of confidence, or would be understood by the parties, exercising reasonable business judgment, to be confidential. Regardless of whether or not the following information is designated as confidential, the term Confidential Information includes information that could be used to identify recipients or applicants of Agency services and recipients of Contract services including Protected Health Information (45 C.F.R. § 160.103) and Personal Information (Iowa Code § 715C.1(11)), Agency security protocols and procedures, Agency system architecture, information that could compromise the security of the Agency network or systems, and information about the Agency’s current or future competitive procurements, including the evaluation process prior to the formal announcement of results.

Confidential Information does not include any information that: (1) was rightfully in the possession of the Receiving Party from a source other than the Disclosing Party prior to the time of disclosure of the information by the Disclosing Party to the Receiving Party; (2) was known to the Receiving Party prior to the disclosure of the information by the Disclosing Party; (3) was disclosed to the Receiving Party without restriction by an independent third party having a legal right to disclose the information; (4) is in the public domain or shall have become publicly available other than as a result of disclosure by the Receiving Party in violation of this Agreement or in breach of any other agreement with the Disclosing Party; (5) is independently developed by the Receiving Party without any reliance on Confidential Information disclosed by the Disclosing Party; or (6) is disclosed by the Receiving Party with the written consent of the Disclosing Party.

“Contract” means the collective documentation memorializing the terms of the agreement between the Agency and the Contractor identified in the Contract Declarations and Execution Section and includes the signed Contract Declarations and Execution Section, the Special Terms, any Special Contract Attachments, the General Terms for Service Contracts, and the Contingent Terms for Service Contracts as these documents may be amended from time to time.

“Deficiency” means a defect, flaw, anomaly, failure, omission, interruption of service, or other problem of any nature whatsoever with respect to a Deliverable, including, without limitation, any failure of a Deliverable to conform to or meet an applicable specification. Deficiency also includes the lack of something essential or necessary for completeness or proper functioning of a Deliverable.

“Deliverables” means all of the services, goods, products, work, work product, data, items, materials and property to be created, developed, produced, delivered, performed, or provided by or on behalf of, or made available through, the Contractor (or any agent, contractor or subcontractor of the Contractor) in connection with this Contract. This includes data that is collected on behalf of the Agency.

“Documentation” means any and all technical information, commentary, explanations, design documents, system architecture documents, database layouts, test materials, training materials, guides, manuals, worksheets, notes, work papers, and all other information, documentation and materials related to or used in conjunction with the Deliverables, in any medium, including hard copy, electronic, digital, and magnetically or optically encoded media.

“Invoice” means a Contractor’s claim for payment. At the Agency’s discretion, claims may be submitted on an original invoice from the Contractor or may be submitted on a claim form acceptable to the Agency, such as a General Accounting Expenditure (GAX) form.

“Solicitation” means the formal or informal procurement (and any Addenda thereto) identified in the Contracts Declarations and Execution Section that was issued to solicit the Bid Proposal leading to this Contract.

“Special Contract Attachments” means any attachment to this Contract.

“Special Terms” means the Section of the Contract entitled “Special Terms” that contains terms specific to this Contract, including but not limited to the Scope of Work and contract payment terms. If there is a conflict between the General Terms for Services Contracts, the Contingent Terms for Service Contracts, and the Special Terms, the Special Terms shall prevail.

“Specifications” means all specifications, requirements, technical standards, performance standards, representations, and other criteria related to the Deliverables stated or expressed in this Contract, the Documentation, the Solicitation, and the Bid Proposal. Specifications shall include the Acceptance Criteria and any specifications, standards, or criteria stated or set forth in any applicable state, federal, foreign, and local laws, rules and regulations. The Specifications are incorporated into this Contract by reference as if fully set forth in this Contract.

“State” means the State of Iowa, the Agency, and all State of Iowa agencies, boards, and commissions, and when this Contract is available to political subdivisions, any political subdivisions of the State of Iowa.

2.2 Duration of Contract. The term of the Contract shall begin and end on the dates specified in the Contract Declarations and Execution Section, unless extended or terminated earlier in accordance with the termination provisions of this Contract. The Agency may, in its sole discretion, amend the end date of this Contract by exercising any applicable extension by giving the Contractor a written extension at least sixty (60) days prior to the expiration of the initial term or renewal term.

2.3 Scope of Work. The Contractor shall provide Deliverables that comply with and conform to the Specifications. Deliverables shall be performed within the boundaries of the United States.

2.4 Compensation.

2.4.1 Withholding Payments. In addition to pursuing any other remedy provided herein or by law, the Agency may withhold compensation or payments to the Contractor, in whole or in part, without penalty to the Agency or work stoppage by the Contractor, in the event the Agency determines that: (1) the Contractor has failed to

perform any of its duties or obligations as set forth in this Contract; (2) any Deliverable has failed to meet or conform to any applicable Specifications or contains or is experiencing a Deficiency; or (3) the Contractor has failed to perform Close-Out Event(s). No interest shall accrue or be paid to the Contractor on any compensation or other amounts withheld or retained by the Agency under this Contract.

2.4.2 Erroneous Payments and Credits. The Contractor shall promptly repay or refund the full amount of any overpayment or erroneous payment within thirty (30) Business Days after either discovery by the Contractor or notification by the Agency of the overpayment or erroneous payment.

2.4.3 Offset Against Sums Owed by the Contractor. In the event that the Contractor owes the State any sum under the terms of this Contract, any other contract or agreement, pursuant to a judgment, or pursuant to any law, the State may, in its sole discretion, offset any such sum against: (1) any sum Invoiced by, or owed to, the Contractor under this Contract, or (2) any sum or amount owed by the State to the Contractor, unless otherwise required by law. The Contractor agrees that this provision constitutes proper and timely notice under any applicable laws governing offset.

2.5 Termination.

2.5.1 Termination for Cause by the Agency. The Agency may terminate this Contract upon written notice for the breach by the Contractor or any subcontractor of any material term, condition or provision of this Contract, if such breach is not cured within the time period specified in the Agency's notice of breach or any subsequent notice or correspondence delivered by the Agency to the Contractor, provided that cure is feasible. In addition, the Agency may terminate this Contract effective immediately without penalty and without advance notice or opportunity to cure for any of the following reasons:

2.5.1.1 The Contractor furnished any statement, representation, warranty, or certification in connection with this Contract, the Solicitation, or the Bid Proposal that is false, deceptive, or materially incorrect or incomplete;

2.5.1.2 The Contractor or any of the Contractor's officers, directors, employees, agents, subsidiaries, affiliates, contractors or subcontractors has committed or engaged in fraud, misappropriation, embezzlement, malfeasance, misfeasance, or bad faith;

2.5.1.3 The Contractor or any parent or affiliate of the Contractor owning a controlling interest in the Contractor dissolves;

2.5.1.4 The Contractor terminates or suspends its business;

2.5.1.5 The Contractor's corporate existence or good standing in Iowa is suspended, terminated, revoked or forfeited, or any license or certification held by the Contractor related to the Contractor's performance under this Contract is suspended, terminated, revoked, or forfeited;

2.5.1.6 The Contractor has failed to comply with any applicable international, federal, state (including, but not limited to Iowa Code Chapter 8F), or local laws, rules, ordinances, regulations, or orders when performing within the scope of this Contract;

2.5.1.7 The Agency determines or believes the Contractor has engaged in conduct that: (1) has or may expose the Agency or the State to material liability; or (2) has caused or may cause a person's life, health, or safety to be jeopardized;

2.5.1.8 The Contractor infringes or allegedly infringes or violates any patent, trademark, copyright, trade dress, or any other intellectual property right or proprietary right, or the Contractor misappropriates or allegedly misappropriates a trade secret;

2.5.1.9 The Contractor fails to comply with any applicable confidentiality laws, privacy laws, or any provisions of this Contract pertaining to confidentiality or privacy; or

2.5.1.10 Any of the following has been engaged in by or occurred with respect to the Contractor or any corporation, shareholder or entity having or owning a controlling interest in the Contractor:

- Commencing or permitting a filing against it which is not discharged within ninety (90) days, of a case or other proceeding seeking liquidation, reorganization, or other relief with respect to itself or its debts under any bankruptcy, insolvency, or other similar law now or hereafter in effect; or filing an answer admitting the material allegations of a petition filed against it in any involuntary case or other proceeding commenced against it seeking liquidation, reorganization, or other relief under any bankruptcy, insolvency, or other similar law now or hereafter in effect with respect to it or its debts; or consenting to any such relief or to the appointment of or taking possession by any such official in any voluntary case or other proceeding commenced against it seeking liquidation, reorganization, or other relief under any bankruptcy, insolvency, or other similar law now or hereafter in effect with respect to it or its debts;
- Seeking or suffering the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its assets;
- Making an assignment for the benefit of creditors;
- Failing, being unable, or admitting in writing the inability generally to pay its debts or obligations as they become due or failing to maintain a positive net worth and such additional capital and liquidity as is reasonably adequate or necessary in connection with the Contractor's performance of its obligations under this Contract; or
- Taking any action to authorize any of the foregoing.

2.5.2 Termination Upon Notice. Following a thirty (30) day written notice, the Agency may terminate this Contract in whole or in part without penalty and without incurring any further obligation to the Contractor. Termination can be for any reason or no reason at all.

2.5.3 Termination Due to Lack of Funds or Change in Law. Notwithstanding anything in this Contract to the contrary, and subject to the limitations set forth below, the Agency shall have the right to terminate this Contract without penalty and without any advance notice as a result of any of the following:

2.5.3.1 The legislature or governor fail in the sole opinion of the Agency to appropriate funds sufficient to allow the Agency to either meet its obligations under this Contract or to operate as required and to fulfill its obligations under this Contract; or

2.5.3.2 If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the Agency to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Agency in its sole discretion; or

2.5.3.3 If the Agency's authorization to conduct its business or engage in activities or operations related to the subject matter of this Contract is withdrawn or materially altered or modified; or

2.5.3.4 If the Agency's duties, programs or responsibilities are modified or materially altered; or

2.5.3.5 If there is a decision of any court, administrative law judge or an arbitration panel or any law, rule, regulation, or order is enacted, promulgated, or issued that materially or adversely affects the Agency's ability to fulfill any of its obligations under this Contract.

The Agency shall provide the Contractor with written notice of termination pursuant to this section.

2.5.4 Other remedies. The Agency's right to terminate this Contract shall be in addition to and not exclusive of other remedies available to the Agency, and the Agency shall be entitled to exercise any other rights and pursue any remedies, in law, at equity, or otherwise.

2.5.5 Limitation of the State's Payment Obligations. In the event of termination of this Contract for any reason by either party (except for termination by the Agency pursuant to Section 2.5.1, Termination for Cause by the Agency) the Agency shall pay only those amounts, if any, due and owing to the Contractor hereunder for Deliverables actually and satisfactorily provided in accordance with the provisions of this Contract up to and including the date of termination of this Contract and for which the Agency is obligated to pay pursuant to this Contract; provided however, that in the event the Agency terminates this Contract pursuant to Section 2.5.3, Termination Due to Lack of Funds or Change in Law, the Agency's obligation to pay the Contractor such amounts and other compensation shall be limited by, and subject to, legally available funds. Payment will be made only upon submission of Invoices and proper proof of the Contractor's claim. Notwithstanding the foregoing, this section in no way limits the rights or remedies available to the Agency and shall not be construed to require the Agency to pay any compensation or other amounts hereunder in the event of the Contractor's breach of this Contract or any amounts withheld by the Agency in accordance with the terms of this Contract. The Agency shall not be liable, under any circumstances, for any of the following:

2.5.5.1 The payment of unemployment compensation to the Contractor's employees;

2.5.5.2 The payment of workers' compensation claims, which occur during the Contract or extend beyond the date on which the Contract terminates;

2.5.5.3 Any costs incurred by the Contractor in its performance of the Contract, including, but not limited to, startup costs, overhead, or other costs associated with the performance of the Contract;

2.5.5.4 Any damages or other amounts associated with the loss of prospective profits, anticipated sales, goodwill, or for expenditures, investments, or commitments made in connection with this Contract; or

2.5.5.5 Any taxes the Contractor may owe in connection with the performance of this Contract, including, but not limited to, sales taxes, excise taxes, use taxes, income taxes, or property taxes.

2.5.6 Contractor's Contract Close-Out Duties. Upon receipt of notice of termination, at expiration of the Contract, or upon request of the Agency (hereafter, "Close-Out Event"), the Contractor shall:

2.5.6.1 Cease work under this Contract and take all necessary or appropriate steps to limit disbursements and minimize costs, and furnish a report within thirty (30) days of the Close-Out Event, describing the status of all work performed under the Contract and such other matters as the Agency may require.

2.5.6.2 Immediately cease using and return to the Agency any property or materials, whether tangible or intangible, provided by the Agency to the Contractor.

2.5.6.3 Cooperate in good faith with the Agency and its employees, agents, and independent contractors during the transition period between the Close-Out Event and the substitution of any replacement service provider.

2.5.6.4 Immediately return to the Agency any payments made by the Agency for Deliverables that were not rendered or provided by the Contractor.

2.5.6.5 Immediately deliver to the Agency any and all Deliverables for which the Agency has made payment (in whole or in part) that are in the possession or under the control of the Contractor or its agents or subcontractors in whatever stage of development and form of recordation such property is expressed or embodied at that time.

2.5.7 Termination for Cause by the Contractor. The Contractor may only terminate this Contract for the breach by the Agency of any material term of this Contract, if such breach is not cured within sixty (60) days of the Agency's receipt of the Contractor's written notice of breach.

2.6 Indemnification.

2.6.1 By the Contractor. The Contractor agrees to indemnify and hold harmless the State and its officers, appointed and elected officials, board and commission members, employees, volunteers, and agents (collectively the "Indemnified Parties"), from any and all costs, expenses, losses, claims, damages, liabilities, settlements, and judgments (including, without limitation, the reasonable value of the time spent by the Attorney General's Office,) and the costs, expenses, and attorneys' fees of other counsel retained by the Indemnified Parties directly or indirectly related to, resulting from, or arising out of this Contract, including but not limited to any claims related to, resulting from, or arising out of:

2.6.1.1 Any breach of this Contract;

2.6.1.2 Any negligent, intentional, or wrongful act or omission of the Contractor or any agent or subcontractor utilized or employed by the Contractor;

2.6.1.3 The Contractor's performance or attempted performance of this Contract, including any agent or subcontractor utilized or employed by the Contractor;

2.6.1.4 Any failure by the Contractor to make all reports, payments, and withholdings required by federal and state law with respect to social security, employee income and other taxes, fees, or costs required by the Contractor to conduct business in the State of Iowa;

2.6.1.5 Any claim of misappropriation of a trade secret or infringement or violation of any intellectual property rights, proprietary rights, or personal rights of any third party, including any claim that any Deliverable or any use thereof (or the exercise of any rights with respect thereto) infringes, violates, or misappropriates any patent, copyright, trade secret, trademark, trade dress, mask work, utility design, or other intellectual property right or proprietary right of any third party.

2.7 Insurance.

2.7.1 Insurance Requirements. At the Contractor's expense, the Contractor and any subcontractor shall maintain insurance in full force and effect covering its work during the entire term of this Contract, which includes any extensions or renewals thereof. Insurance shall be provided through companies licensed by the State of Iowa, through statutorily authorized self-insurance programs, through local government risk pools, or through any combination of these. The Contractor's insurance shall, among other things, be occurrence based and shall insure against any loss or damage resulting from or related to the Contractor's performance of this Contract regardless of the date the claim is filed or expiration of the policy. The State of Iowa and the Agency shall be named as additional insureds or loss payees, or the Contractor shall obtain an endorsement to the same effect, as applicable.

2.7.1.2. Name the State of Iowa and the Agency as additional insureds or loss payees on the policies for all coverages required by this Contract, with the exception of Workers' Compensation, or the Contractor shall obtain an endorsement to the same effect; and

2.7.1.3 Provide a waiver of any subrogation rights that any of its insurance carriers might have against the State on the policies for all coverages required by this Contract, with the exception of Workers' Compensation. The requirements set forth in this section shall be indicated on the certificates of insurance coverage supplied to the Agency.

2.7.2 Types and Amounts of Insurance Required. Unless otherwise requested by the Agency in writing, the Contractor shall cause to be issued insurance coverages insuring the Contractor and/or subcontractors against all general liabilities, product liability, personal injury, property damage, and (where applicable) professional liability in the amount specified in the Special Terms for each occurrence. In addition, the Contractor shall ensure it has any necessary workers' compensation and employer liability insurance as required by Iowa law.

2.7.3 Certificates of Coverage. The Contractor shall submit certificates of the insurance, which indicate coverage and notice provisions as required by this Contract, to the Agency upon execution of this Contract. The Contractor shall maintain all insurance policies required by this Contract in full force and effect during the entire term of this Contract, which includes any extensions or renewals thereof, and shall not permit such policies to be canceled or amended except with the advance written approval of the Agency. The insurer shall state in the certificate that no cancellation of the insurance will be made without at least a thirty (30) day prior written notice to the Agency. The certificates shall be subject to approval by the Agency. Approval of the insurance certificates by the Agency shall not relieve the Contractor of any obligation under this Contract.

2.7.4 Notice of Claim. Contractor shall provide prompt notice to the Agency of any claim related to the contracted services made by a third party. If the claim matures to litigation, the Contractor shall keep the Agency regularly informed of the status of the lawsuit, including any substantive rulings. The Contractor shall confer directly with the Agency about and before any substantive settlement negotiations.

2.8 Ownership and Security of Agency Information.

2.8.1 Ownership and Disposition of Agency Information. Any information either supplied by the Agency to the Contractor, or collected by the Contractor on the Agency's behalf in the course of the performance of this Contract, shall be considered the property of the Agency ("Agency Information"). The Contractor will not use the Agency Information for any purpose other than providing services under the Contract, nor will any part of the information and records be disclosed, sold, assigned, leased, or otherwise provided to third parties or commercially exploited by or on behalf of the Contractor. The Agency shall own all Agency Information that may reside within the Contractor's hosting environment and/or equipment/media.

2.8.2 Foreign Hosting and Storage Prohibited. Agency Information shall be hosted and/or stored within the continental United States only.

2.8.3 Access to Agency Information that is Confidential Information. The Contractor's employees, agents, and subcontractors may have access to Agency Information that is Confidential Information to the extent necessary to carry out responsibilities under the Contract. Access to such Confidential Information shall comply with both the State's and the Agency's policies and procedures. In all instances, access to Agency Information from outside of the United States and its protectorates, either by the Contractor, including a foreign office or division of the Contractor or its affiliates or associates, or any subcontractor, is prohibited.

2.8.4 No Use or Disclosure of Confidential Information. Confidential Information collected, maintained, or used in the course of performance of the Contract shall only be used or disclosed by the Contractor as expressly authorized by law and only with the prior written consent of the Agency, either during the period of the Contract or thereafter. The Contractor shall immediately report to the Agency any unauthorized use or disclosure of Confidential Information. The Contractor may be held civilly or criminally liable for improper use or disclosure of Confidential Information.

2.8.5 Contractor Breach Notification Obligations. The Contractor agrees to comply with all applicable laws that require the notification of individuals in the event of unauthorized use or disclosure of Confidential Information or other event(s) requiring notification in accordance with applicable law. In the event of a breach

of the Contractor's security obligations or other event requiring notification under applicable law, the Contractor agrees to follow Agency directives, which may include assuming responsibility for informing all such individuals in accordance with applicable laws, and to indemnify, hold harmless, and defend the State of Iowa against any claims, damages, or other harm related to such breach.

2.8.6 Compliance of Contractor Personnel. The Contractor and the Contractor's personnel shall comply with the Agency's and the State's security and personnel policies, procedures, and rules, including any procedure which the Agency's personnel, contractors, and consultants are normally asked to follow. The Contractor agrees to cooperate fully and to provide any assistance necessary to the Agency in the investigation of any security incidents and breaches that may involve the Contractor or the Contractor's personnel. All services shall be performed in accordance with State Information Technology security standards and policies as well as Agency security policies and procedures. By way of example only, see Iowa Code 8B.23, and <https://ocio.iowa.gov/home/standards>.

2.8.7 Subpoena. In the event that a subpoena or other legal process is served upon the Contractor for records containing Confidential Information, the Contractor shall promptly notify the Agency and cooperate with the Agency in any lawful effort to protect the Confidential Information.

2.8.8 Return and/or Destruction of Information. Upon expiration or termination of the Contract for any reason, the Contractor agrees to comply with all Agency directives regarding the return or destruction of all Agency Information and any derivative work. Delivery of returned Agency Information must be through a secured electronic transmission or by parcel service that utilizes tracking numbers. Such information must be provided in a format useable by the Agency. Following the Agency's verified receipt of the Agency Information and any derivative work, the Contractor agrees to physically and/or electronically destroy or erase all residual Agency Information regardless of format from the entire Contractor's technology resources and any other storage media. This includes, but is not limited to, all production copies, test copies, backup copies and /or printed copies of information created on any other servers or media and at all other Contractor sites. Any permitted destruction of Agency Information must occur in such a manner as to render the information incapable of being reconstructed or recovered. The Contractor will provide a record of information destruction to the Agency for inspection and records retention no later than thirty (30) days after destruction.

2.8.9 Contractor's Inability to Return and/or Destroy Information. If for any reason the Agency Information cannot be returned and/or destroyed upon expiration or termination of the Contract, the Contractor agrees to notify the Agency with an explanation as to the conditions which make return and/or destruction not possible or feasible. Upon mutual agreement by both parties that the return and/or destruction of the information is not possible or feasible, the Contractor shall make the Agency Information inaccessible. The Contractor shall not use or disclose such retained Agency Information for any purposes other than those expressly permitted by the Agency. The Contractor shall provide to the Agency a detailed description as to the procedures and methods used to make the Agency Information inaccessible no later than thirty (30) days after making the information inaccessible. If the Agency provides written permission for the Contractor to retain the Agency Information in the Contractor's information systems, the Contractor will extend the protections of this Contract to such information and limit any further uses or disclosures of such information.

2.9 Intellectual Property.

2.9.1 Ownership and Assignment of Other Deliverables. The Contractor agrees that the State and the Agency shall become the sole and exclusive owners of all Deliverables. The Contractor hereby irrevocably assigns, transfers and conveys to the State and the Agency all right, title and interest in and to all Deliverables and all intellectual property rights and proprietary rights arising out of, embodied in, or related to such Deliverables, including copyrights, patents, trademarks, trade secrets, trade dress, mask work, utility design, derivative works, and all other rights and interests therein or related thereto. The Contractor represents and warrants that the State and the Agency shall acquire good and clear title to all Deliverables, free from any

claims, liens, security interests, encumbrances, intellectual property rights, proprietary rights, or other rights or interests of the Contractor or of any third party, including any employee, agent, contractor, subcontractor, subsidiary, or affiliate of the Contractor. The Contractor (and Contractor's employees, agents, contractors, subcontractors, subsidiaries and affiliates) shall not retain any property interests or other rights in and to the Deliverables and shall not use any Deliverables, in whole or in part, for any purpose, without the prior written consent of the Agency and the payment of such royalties or other compensation as the Agency deems appropriate. Unless otherwise requested by the Agency, upon completion or termination of this Contract, the Contractor will immediately turn over to the Agency all Deliverables not previously delivered to the Agency, and no copies thereof shall be retained by the Contractor or its employees, agents, subcontractors, or affiliates, without the prior written consent of the Agency.

2.9.2 Waiver. To the extent any of the Contractor's rights in any Deliverables are not subject to assignment or transfer hereunder, including any moral rights and any rights of attribution and of integrity, the Contractor hereby irrevocably and unconditionally waives all such rights and enforcement thereof and agrees not to challenge the State's rights in and to the Deliverables.

2.9.3 Further Assurances. At the Agency's request, the Contractor will execute and deliver such instruments and take such other action as may be requested by the Agency to establish, perfect, or protect the State's rights in and to the Deliverables and to carry out the assignments, transfers and conveyances set forth in Section 2.9, Intellectual Property.

2.9.4 Publications. Prior to completion of all services required by this Contract, the Contractor shall not publish in any format any final or interim report, document, form, or other material developed as a result of this Contract without the express written consent of the Agency. Upon completion of all services required by this Contract, the Contractor may publish or use materials developed as a result of this Contract, subject to confidentiality restrictions, and only after the Agency has had an opportunity to review and comment upon the publication. Any such publication shall contain a statement that the work was done pursuant to a contract with the Agency and that it does not necessarily reflect the opinions, findings, and conclusions of the Agency.

2.10 Warranties.

2.10.1 Construction of Warranties Expressed in this Contract with Warranties Implied by Law.

Warranties made by the Contractor in this Contract, whether: (1) this Contract specifically denominates the Contractor's promise as a warranty; or (2) the warranty is created by the Contractor's affirmation or promise, by a description of the Deliverables to be provided, or by provision of samples to the Agency, shall not be construed as limiting or negating any warranty provided by law, including without limitation, warranties that arise through the course of dealing or usage of trade. The warranties expressed in this Contract are intended to modify the warranties implied by law only to the extent that they expand the warranties applicable to the Deliverables provided by the Contractor. With the exception of Subsection 2.10.3, the provisions of this section apply during the Warranty Period as defined in the Contract Declarations and Execution Section.

2.10.2 Contractor represents and warrants that:

2.10.2.1 All Deliverables shall be wholly original with and prepared solely by the Contractor; or it owns, possesses, holds, and has received or secured all rights, permits, permissions, licenses, and authority necessary to provide the Deliverables to the Agency hereunder and to assign, grant and convey the rights, benefits, licenses, and other rights assigned, granted, or conveyed to the Agency hereunder or under any license agreement related hereto without violating any rights of any third party;

2.10.2.2 The Contractor has not previously and will not grant any rights in any Deliverables to any third party that are inconsistent with the rights granted to the Agency herein; and

2.10.2.3 The Agency shall peacefully and quietly have, hold, possess, use, and enjoy the Deliverables without suit, disruption, or interruption.

2.10.3 The Contractor represents and warrants that:

2.10.3.1 The Deliverables (and all intellectual property rights and proprietary rights arising out of, embodied in, or related to such Deliverables); and

2.10.3.2 The Agency's use of, and exercise of any rights with respect to, the Deliverables (and all intellectual property rights and proprietary rights arising out of, embodied in, or related to such Deliverables), do not and will not, under any circumstances, misappropriate a trade secret or infringe upon or violate any copyright, patent, trademark, trade dress or other intellectual property right, proprietary right or personal right of any third party. The Contractor further represents and warrants there is no pending or threatened claim, litigation, or action that is based on a claim of infringement or violation of an intellectual property right, proprietary right or personal right or misappropriation of a trade secret related to the Deliverables. The Contractor shall inform the Agency in writing immediately upon becoming aware of any actual, potential, or threatened claim of or cause of action for infringement or violation of an intellectual property right, proprietary right, or personal right or misappropriation of a trade secret. If such a claim or cause of action arises or is likely to arise, then the Contractor shall, at the Agency's request and at the Contractor's sole expense:

- Procure for the Agency the right or license to continue to use the Deliverable at issue;
- Replace such Deliverable with a functionally equivalent or superior Deliverable free of any such infringement, violation, or misappropriation;
- Modify or replace the affected portion of the Deliverable with a functionally equivalent or superior Deliverable free of any such infringement, violation, or misappropriation; or
- Accept the return of the Deliverable at issue and refund to the Agency all fees, charges, and any other amounts paid by the Agency with respect to such Deliverable. In addition, the Contractor agrees to indemnify, defend, protect, and hold harmless the State and its officers, directors, employees, officials, and agents as provided in the Indemnification Section of this Contract, including for any breach of the representations and warranties made by the Contractor in this section.

The warranty provided in this Subsection 2.10.3 shall be perpetual, shall not be subject to the contractual Warranty Period, and shall survive termination of this Contract. The foregoing remedies provided in this subsection shall be in addition to and not exclusive of other remedies available to the Agency and shall survive termination of this Contract.

2.10.4 The Contractor represents and warrants that the Deliverables shall:

2.10.4.1 Be free from material Deficiencies; and

2.10.4.2 Meet, conform to, and operate in accordance with all Specifications and in accordance with this Contract during the Warranty Period, as defined in the Contract Declarations and Execution Section. During the Warranty Period the Contractor shall, at its expense, repair, correct or replace any Deliverable that contains or experiences material Deficiencies or fails to meet, conform to or operate in accordance with Specifications within five (5) Business Days of receiving notice of such Deficiencies or failures from the Agency or within such other period as the Agency specifies in the notice. In the event the Contractor is unable to repair, correct, or replace such Deliverable to the Agency's satisfaction, the Contractor shall refund the fees or other amounts paid for the Deliverables and for any services related thereto. The foregoing shall not constitute an exclusive remedy under this Contract, and the Agency shall be entitled to pursue any other available contractual, legal, or equitable remedies. The Contractor shall be available at all reasonable times to assist the Agency with questions, problems, and concerns about the Deliverables, to inform the Agency promptly of any known Deficiencies in any Deliverables, repair and correct any Deliverables not performing in accordance with the warranties contained in this Contract, notwithstanding that such Deliverables may have been accepted by the Agency, and provide the Agency with all necessary materials with respect to such repaired or corrected Deliverable.

2.10.5 The Contractor represents, warrants and covenants that all services to be performed under this Contract shall be performed in a professional, competent, diligent, and workmanlike manner by knowledgeable, trained, and qualified personnel, all in accordance with the terms and Specifications of this Contract and the standards of performance considered generally acceptable in the industry for similar tasks and projects. In the absence of a Specification for the performance of any portion of this Contract, the parties agree that the applicable Specification shall be the generally accepted industry standard. So long as the Agency notifies the Contractor of any services performed in violation of this standard, the Contractor shall re-perform the services at no cost to the Agency, such that the services are rendered in the above-specified manner, or if the Contractor is unable to perform the services as warranted, the Contractor shall reimburse the Agency any fees or compensation paid to the Contractor for the unsatisfactory services.

2.10.6 The Contractor represents and warrants that the Deliverables will comply with all Applicable Law.

2.10.7 Obligations Owed to Third Parties. The Contractor represents and warrants that all obligations owed to third parties with respect to the activities contemplated to be undertaken by the Contractor pursuant to this Contract are or will be fully satisfied by the Contractor so that the Agency will not have any obligations with respect thereto.

2.11 Acceptance of Deliverables.

2.11.1 Acceptance of Written Deliverables. For the purposes of this section, written Deliverables means documents including, but not limited to project plans, planning documents, reports, or instructional materials (“Written Deliverables”). Although the Agency determines what Written Deliverables are subject to formal Acceptance, this section generally does not apply to routine progress or financial reports. Absent more specific Acceptance Criteria in the Special Terms, following delivery of any Written Deliverable pursuant to the Contract, the Agency will notify the Contractor whether or not the Deliverable meets contractual specifications and requirements. Written Deliverables shall not be considered accepted by the Agency, nor does the Agency have an obligation to pay for such Deliverables, unless and until the Agency has notified the Contractor of the Agency’s Final Acceptance of the Written Deliverables. In all cases, any statements included in such Written Deliverables that alter or conflict with any contractual requirements shall in no way be considered as changing the contractual requirements unless and until the parties formally amend the Contract.

2.11.2 Notice of Acceptance and Future Deficiencies. The Contractor’s receipt of any notice of Acceptance, including Final Acceptance, with respect to any Deliverable shall not be construed as a waiver of any of the Agency’s rights to enforce the terms of this Contract or require performance in the event the Contractor breaches this Contract or any Deficiency is later discovered with respect to such Deliverable.

2.12 Contract Administration.

2.12.1 Independent Contractor. The status of the Contractor shall be that of an independent contractor. The Contractor, its employees, agents, and any subcontractors performing under this Contract are not employees or agents of the State or any agency, division, or department of the State simply by virtue of work performed pursuant to this Contract. Neither the Contractor nor its employees shall be considered employees of the Agency or the State for federal or state tax purposes simply by virtue of work performed pursuant to this Contract. The Agency will not withhold taxes on behalf of the Contractor (unless required by law).

2.12.2 Incorporation of Documents. To the extent this Contract arises out of a Solicitation, the parties acknowledge that the Contract consists of these contract terms and conditions as well as the Solicitation and the Bid Proposal. The Solicitation and the Bid Proposal are incorporated into the Contract by reference. If the Contractor proposed exceptions or modifications to the Sample Contract attached to the Solicitation or to the Solicitation itself, these proposed exceptions or modifications shall not be incorporated into this Contract unless expressly set forth herein. If there is a conflict between the Contract, the Solicitation, and the Bid Proposal, the

conflict shall be resolved according to the following priority, ranked in descending order: (1) the Contract; (2) the Solicitation; (3) the Bid Proposal.

2.12.3 Intent of References to Bid Documents. To the extent this Contract arises out of a Solicitation, the references to the parties' obligations, which are contained in this Contract, are intended to supplement or clarify the obligations as stated in the Solicitation and the Bid Proposal. The failure of the parties to make reference to the terms of the Solicitation or the Bid Proposal in this Contract shall not be construed as creating a conflict and will not relieve the Contractor of the contractual obligations imposed by the terms of the Solicitation and the Contractor's Bid Proposal. Terms offered in the Bid Proposal, which exceed the requirements of the Solicitation, shall not be construed as creating an inconsistency or conflict with the Solicitation or the Contract. The contractual obligations of the Agency are expressly stated in this document. The Bid Proposal does not create any express or implied obligations of the Agency.

2.12.4 Compliance with the Law; Nondiscrimination in Employment. The Contractor, its employees, agents, and subcontractors shall comply at all times with all Applicable Law. All such Applicable Law is incorporated into this Contract as of the effective date of the Applicable Law. The Contractor and Agency expressly reject any proposition that future changes to Applicable Law are inapplicable to this Contract and the Contractor's provision of Deliverables and/or performance in accordance with this Contract. When providing Deliverables pursuant to this Contract the Contractor, its employees, agents, and subcontractors shall comply with all Applicable Law.

2.12.4.1 The Contractor, its employees, agents, and subcontractors shall not engage in discriminatory employment practices which are forbidden by Applicable Law. Upon the State's written request, the Contractor shall submit to the State a copy of its affirmative action plan, containing goals and time specifications, and non-discrimination and accessibility plans and policies regarding services to clients as required under 11 Iowa Admin. Code chapter 121.

2.12.4.2 The Contractor, its employees, agents, and subcontractors shall also comply with all Applicable Law regarding business permits and licenses that may be required to carry out the work performed under this Contract.

2.12.4.3 In the event the Contractor contracts with third parties for the performance of any of the Contractor obligations under this Contract as set forth in Section 2.12.9, Use of Third Parties, the Contractor shall take such steps as necessary to ensure such third parties are bound by the terms and conditions contained in this section.

2.12.4.4 Notwithstanding anything in this Contract to the contrary, the Contractor's failure to fulfill any requirement set forth in this section shall be regarded as a material breach of this Contract and the State may cancel, terminate, or suspend in whole or in part this Contract. The State may further declare the Contractor ineligible for future state contracts in accordance with authorized procedures or the Contractor may be subject to other sanctions as provided by law or rule.

2.12.5 Procurement. The Contractor shall use procurement procedures that comply with all applicable federal, state, and local laws and regulations.

2.12.6 Non-Exclusive Rights. This Contract is not exclusive. The Agency reserves the right to select other contractors to provide Deliverables similar or identical to those described in the Scope of Work during the entire term of this Contract, which includes any extensions or renewals thereof.

2.12.7 Amendments. With the exception of the Contract end date, which may be extended in the Agency's sole discretion, this Contract may only be amended by mutual written consent of the parties. Amendments shall be executed on a form approved by the Agency that expressly states the intent of the parties to amend this Contract.

This Contract shall not be amended in any way by use of terms and conditions in an Invoice or other ancillary transactional document. To the extent that language in a transactional document conflicts with the terms of this Contract, the terms of this Contract shall control.

2.12.8 No Third Party Beneficiaries. There are no third party beneficiaries to this Contract. This Contract is intended only to benefit the State and the Contractor.

2.12.9 Use of Third Parties. The Agency acknowledges that the Contractor may contract with third parties for the performance of any of the Contractor's obligations under this Contract. The Contractor shall notify the Agency in writing of all subcontracts relating to Deliverables to be provided under this Contract prior to the time the subcontract(s) become effective. The Agency reserves the right to review and approve all subcontracts. The Contractor may enter into these contracts to complete the project provided that the Contractor remains responsible for all Deliverables provided under this Contract. All restrictions, obligations, and responsibilities of the Contractor under this Contract shall also apply to the subcontractors and the Contractor shall include in all of its subcontracts a clause that so states. The Agency shall have the right to request the removal of a subcontractor from the Contract for good cause.

2.12.10 Choice of Law and Forum. The laws of the State of Iowa shall govern and determine all matters arising out of or in connection with this Contract without regard to the conflict of law provisions of Iowa law. Any and all litigation commenced in connection with this Contract shall be brought and maintained solely in Polk County District Court for the State of Iowa, Des Moines, Iowa, or in the United States District Court for the Southern District of Iowa, Central Division, Des Moines, Iowa, wherever jurisdiction is appropriate. This provision shall not be construed as waiving any immunity to suit or liability including without limitation sovereign immunity in State or Federal court, which may be available to the Agency or the State of Iowa.

2.12.11 Assignment and Delegation. The Contractor may not assign, transfer, or convey in whole or in part this Contract without the prior written consent of the Agency. For the purpose of construing this clause, a transfer of a controlling interest in the Contractor shall be considered an assignment. The Contractor may not delegate any of its obligations or duties under this Contract without the prior written consent of the Agency. The Contractor may not assign, pledge as collateral, grant a security interest in, create a lien against, or otherwise encumber any payments that may or will be made to the Contractor under this Contract.

2.12.12 Integration. This Contract represents the entire Contract between the parties. The parties shall not rely on any representation that may have been made which is not included in this Contract.

2.12.13 No Drafter. No party to this Contract shall be considered the drafter of this Contract for the purpose of any statute, case law, or rule of construction that would or might cause any provision to be construed against the drafter.

2.12.14 Headings or Captions. The paragraph headings or captions used in this Contract are for identification purposes only and do not limit or construe the contents of the paragraphs.

2.12.15 Not a Joint Venture. Nothing in this Contract shall be construed as creating or constituting the relationship of a partnership, joint venture, (or other association of any kind or agent and principal relationship) between the parties hereto. No party, unless otherwise specifically provided for herein, has the authority to enter into any contract or create an obligation or liability on behalf of, in the name of, or binding upon another party to this Contract.

2.12.16 Joint and Several Liability. If the Contractor is a joint entity, consisting of more than one individual, partnership, corporation, or other business organization, all such entities shall be jointly and severally liable for

carrying out the activities and obligations of this Contract, for any default of activities and obligations, and for any fiscal liabilities.

2.12.17 Supersedes Former Contracts or Agreements. This Contract supersedes all prior contracts or agreements between the Agency and the Contractor for the Deliverables to be provided in connection with this Contract.

2.12.18 Waiver. Except as specifically provided for in a waiver signed by duly authorized representatives of the Agency and the Contractor, failure by either party at any time to require performance by the other party or to claim a breach of any provision of the Contract shall not be construed as affecting any subsequent right to require performance or to claim a breach.

2.12.19 Notice. Any notices required by the Contract shall be given in writing by registered or certified mail, return receipt requested, by receipted hand delivery, by Federal Express, courier or other similar and reliable carrier which shall be addressed to each party's Contract Manager as set forth in the Contract Declarations and Execution Section. From time to time, the parties may change the name and address of a party designated to receive notice. Such change of the designated person shall be in writing to the other party. Each such notice shall be deemed to have been provided:

- At the time it is actually received in the case of hand delivery;
- Within one (1) day in the case of overnight delivery, courier or services such as Federal Express with guaranteed next-day delivery; or
- Within five (5) days after it is deposited in the U.S. Mail.

2.12.20 Cumulative Rights. The various rights, powers, options, elections, and remedies of any party provided in this Contract, shall be construed as cumulative and not one of them is exclusive of the others or exclusive of any rights, remedies or priorities allowed either party by law, and shall in no way affect or impair the right of any party to pursue any other equitable or legal remedy to which any party may be entitled.

2.12.21 Severability. If any provision of this Contract is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Contract.

2.12.22 Time is of the Essence. Time is of the essence with respect to the Contractor's performance of the terms of this Contract. The Contractor shall ensure that all personnel providing Deliverables to the Agency are responsive to the Agency's requirements and requests in all respects.

2.12.23 Authorization. The Contractor represents and warrants that:

2.12.23.1 It has the right, power, and authority to enter into and perform its obligations under this Contract.

2.12.23.2 It has taken all requisite action (corporate, statutory, or otherwise) to approve execution, delivery, and performance of this Contract and this Contract constitutes a legal, valid, and binding obligation upon itself in accordance with its terms.

2.12.24 Successors in Interest. All the terms, provisions, and conditions of the Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns, and legal representatives.

2.12.25 Records Retention and Access.

2.12.25.1 Financial Records. The Contractor shall maintain accurate, current, and complete records of the financial activity of this Contract which sufficiently and properly document and calculate all charges billed to the Agency during the entire term of this Contract, which includes any extensions or renewals thereof, and for a

period of at least seven (7) years following the date of final payment or completion of any required audit (whichever is later). If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the seven (7) year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular seven (7) year period, whichever is later. The Contractor shall permit the Agency, the Auditor of the State of Iowa or any other authorized representative of the State and where federal funds are involved, the Comptroller General of the United States or any other authorized representative of the United States government, to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, papers, electronic or optically stored and created records, or other records of the Contractor relating to orders, Invoices or payments, or any other Documentation or materials pertaining to this Contract, wherever such records may be located. The Contractor shall not impose a charge for audit or examination of the Contractor's books and records. Based on the audit findings, the Agency reserves the right to address the Contractor's board or other managing entity regarding performance and expenditures. When state or federal law or the terms of this Contract require compliance with the OMNI Circular, OMB Uniform Guidance: Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or other similar provision addressing proper use of government funds, the Contractor shall comply with these additional records retention and access requirements:

2.12.25.1.1 Records of financial activity shall include records that adequately identify the source and application of funds. When the terms of this Contract require matching funds, cash contributions made by the Contractor and third-party in-kind (property or service) contributions, these funds must be verifiable from the Contractor's records. These records must contain information pertaining to contract amount, obligations, unobligated balances, assets, liabilities, expenditures, income, and third-party reimbursements.

2.12.25.1.2 The Contractor shall maintain accounting records supported by source documentation that may include but are not limited to cancelled checks, paid bills, payroll, time and attendance records, and contract award documents.

2.12.25.1.3 The Contractor, in maintaining project expenditure accounts, records and reports, shall make any necessary adjustments to reflect refunds, credits, underpayments or overpayments, as well as any adjustments resulting from administrative or compliance reviews and audits. Such adjustments shall be set forth in the financial reports filed with the Agency.

2.12.25.1.4 The Contractor shall maintain a sufficient record keeping system to provide the necessary data for the purposes of planning, monitoring, and evaluating its program.

2.12.25.2 The Contractor shall retain all non-medical and medical client records for a period of seven (7) years from the last date of service for each patient; or in the case of a minor patient or client, for a period consistent with that established by Iowa Code § 614.1(9), whichever is greater.

2.12.26 Audits.

2.12.26.1 The Agency may require, at any time and at its sole discretion, that recipients of non-federal and/or federal funds have an audit performed. The Contractor shall submit one (1) copy of the audit report to the Agency within thirty (30) days of its issuance, unless specific exemption is granted in writing by the Agency. The Contractor shall submit with the audit report a copy of the separate letter to management addressing a deficiency in internal control and/or material findings, if provided by the auditor. The Contractor may be required to comply with other prescribed compliance and review procedures.

2.12.26.2 The Contractor shall be solely responsible for the cost of any required audit unless otherwise agreed in writing by the Agency.

2.12.26.3 Reimbursement of Audit Costs. If the Auditor of the State of Iowa notifies the Agency of an issue or finding involving the Contractor's noncompliance with laws, rules, regulations, and/or contractual agreements governing the funds distributed under this Contract, the Contractor shall bear the cost of the Auditor's review and any subsequent assistance provided by the Auditor to determine compliance. The Contractor shall reimburse the Agency for any costs the Agency pays to the Auditor for such review or audit.

2.12.27 Staff Qualifications and Background Checks. The Contractor shall be responsible for assuring that all persons, whether they are employees, agents, subcontractors, or anyone acting for or on behalf of the Contractor, are properly licensed, certified, or accredited as required under applicable state law and the Iowa Administrative Code. The Contractor shall provide standards for service providers who are not otherwise licensed, certified, or accredited under state law or the Iowa Administrative Code.

The Agency reserves the right to conduct and/or request the disclosure of criminal history and other background investigation of the Contractor, its officers, directors, shareholders, and the Contractor's staff, agents, or subcontractors retained by the Contractor for the performance of Contract services.

2.12.28 Solicitation. The Contractor represents and warrants that no person or selling agency has been employed or retained to solicit and secure this Contract upon an agreement or understanding for commission, percentage, brokerage, or contingency excepting bona fide employees or selling agents maintained for the purpose of securing business.

2.12.29 Obligations Beyond Contract Term. All obligations of the Agency and the Contractor incurred or existing under this Contract as of the date of expiration or termination will survive the expiration or termination of this Contract. Contract sections that survive include, but are not necessarily limited to, the following: (1) Section 2.4.2, Erroneous Payments and Credits; (2) Section 2.5.5, Limitation of the State's Payment Obligations; (3) Section 2.5.6, Contractor's Contract Close-Out Duties; (4) Section 2.6, Indemnification, and all subparts thereof; regardless of the date any potential claim is made or discovered by the Agency or any other Identified Party; (5) Section 2.8, Ownership and Security of Agency Information, and all subparts thereof; (6) Section 2.9, Intellectual Property, and all subparts thereof; (7) Section 2.12.10, Choice of Law and Forum; (8) Section 2.12.16, Joint and Several Liability; (9) Section 2.12.20, Cumulative Rights; (10) Section 2.12.24 Successors In Interest; (11) Section 2.12.25, Records Retention and Access, and all subparts thereof; (12) Section 2.12.26, Audits; (13) Section 2.12.34, Repayment Obligation and (14) Section 2.12.37, Use of Name or Intellectual Property.

2.12.30 Counterparts. The parties agree that this Contract has been or may be executed in several counterparts, each of which shall be deemed an original and all such counterparts shall together constitute one and the same instrument.

2.12.31 Delays or Potential Delays of Performance. Whenever the Contractor encounters any difficulty which is delaying or threatens to delay the timely performance of this Contract, including but not limited to potential labor disputes, the Contractor shall immediately give notice thereof in writing to the Agency with all relevant information with respect thereto. Such notice shall not in any way constitute a basis for an extension of the delivery schedule or be construed as a waiver by the Agency or the State of any rights or remedies to which either is entitled by law or pursuant to provisions of this Contract. Failure to give such notice, however, may be grounds for denial of any request for an extension of the delivery schedule because of such delay. Furthermore, the Contractor will not be excused from failure to perform that is due to a Force Majeure unless and until the Contractor provides notice pursuant to this provision.

2.12.32 Delays or Impossibility of Performance Based on a Force Majeure. Neither party shall be in default under the Contract if performance is prevented, delayed, or made impossible to the extent that such prevention, delay, or impossibility is caused by a force majeure. The term "force majeure" as used in this Contract includes

an event that no human foresight could anticipate or which if anticipated, is incapable of being avoided. Circumstances must be abnormal and unforeseeable, so that the consequences could not have been avoided through the exercise of all due care, such as acts of God, war, civil disturbance and other similar causes. The delay or impossibility of performance must be beyond the control and without the fault or negligence of the parties. "Force majeure" does not include: financial difficulties of the Contractor or any parent, subsidiary, affiliated or associated company of the Contractor; claims or court orders that restrict the Contractor's ability to deliver the Deliverables contemplated by this Contract; strikes; labor unrest; or supply chain disruptions.

If a delay results from a subcontractor's conduct, negligence or failure to perform, the Contractor shall not be excused from compliance with the terms and obligations of the Contract unless the subcontractor or supplier is prevented from timely performance by a Force Majeure as defined in this Contract.

If a Force Majeure delays or prevents the Contractor's performance, the Contractor shall immediately use its best efforts to directly provide alternate, and to the extent possible, comparable performance. Comparability of performance and the possibility of comparable performance shall be determined solely by the Agency.

The party seeking to exercise this provision and not perform or delay performance pursuant to a Force Majeure shall immediately notify the other party of the occurrence and reason for the delay. The parties shall make every effort to minimize the time of nonperformance and the scope of work not being performed due to the unforeseen events. Dates by which performance obligations are scheduled to be met will be extended only for a period of time equal to the time lost due to any delay so caused.

2.12.33 Right to Address the Board of Directors or Other Managing Entity. The Agency reserves the right to address the Contractor's board of directors or other managing entity of the Contractor regarding performance, expenditures, and any other issue the Agency deems appropriate.

2.12.34 Repayment Obligation. In the event that any State and/or federal funds are deferred and/or disallowed as a result of any audits or expended in violation of the laws applicable to the expenditure of such funds, the Contractor shall be liable to the Agency for the full amount of any claim disallowed and for all related penalties incurred. The requirements of this paragraph shall apply to the Contractor as well as any subcontractors.

2.12.35 Immunity from Liability. Every person who is a party to the Contract is hereby notified and agrees that the State, the Agency, and all of their employees, agents, successors, and assigns are immune from liability and suit for or from the Contractor's and/or subcontractors' activities involving third parties and arising from the Contract.

2.12.36 Public Records. The laws of the State require procurement and contract records to be made public unless otherwise provided by law.

2.12.37 Use of Name or Intellectual Property. The Contractor agrees it will not use the Agency and/or State's name or any of their intellectual property, including but not limited to, any State, state agency, board or commission trademarks or logos in any manner, including commercial advertising or as a business reference, without the expressed prior written consent of the Agency and/or the State.

2.12.38 Taxes. The State is exempt from Federal excise taxes, and no payment will be made for any taxes levied on the Contractor's employees' wages. The State is exempt from State and local sales and use taxes on the Deliverables.

2.12.39 No Minimums Guaranteed. The Contract does not guarantee any minimum level of purchases or any minimum amount of compensation.

2.12.40 Conflict of Interest. The Contractor represents, warrants, and covenants that no relationship exists or will exist during the Contract period between the Contractor and the Agency that is a conflict of interest. No employee, officer, or agent of the Contractor or subcontractor shall participate in the selection or in the award or administration of a subcontract if a conflict of interest, real or apparent, exists. The provisions of Iowa Code chapter 68B shall apply to this Contract. The Contractor shall establish safeguards to prevent employees, consultants, or members of governing bodies from using their positions for purposes that are, or give the appearance of being, motivated by the desire for private gain for themselves or others with whom they have family, business, or other ties.

In the event the Contractor becomes aware of any circumstances that may create a conflict of interest the Contractor shall immediately take such actions to mitigate or eliminate the risk of harm caused by the conflict or appearance of conflict. The Contractor shall promptly, fully disclose and notify the Agency of any circumstances that may arise that may create a conflict of interest or an appearance of conflict of interest. Such notification shall be submitted to the Agency in writing within seven (7) Business Days after the conflict or appearance of conflict is discovered.

In the event the Agency determines that a conflict or appearance of a conflict exists, the Agency may take any action that the Agency determines is necessary to mitigate or eliminate the conflict or appearance of a conflict. Such actions may include, but are not limited to:

2.12.40.1 Exercising any and all rights and remedies under the Contract, up to and including terminating the Contract with or without cause; or

2.12.40.2 Directing the Contractor to implement a corrective action plan within a specified time frame to mitigate, remedy and/or eliminate the circumstances which constitute the conflict of interest or appearance of conflict of interest; or

2.12.40.3 Taking any other action the Agency determines is necessary and appropriate to ensure the integrity of the contractual relationship and the public interest.

The Contractor shall be liable for any excess costs to the Agency as a result of the conflict of interest.

2.12.41 Certification Regarding Sales and Use Tax. By executing this Contract, the Contractor certifies it is either (1) registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by Iowa Code chapter 423; or (2) not a “retailer” or a “retailer maintaining a place of business in this state” as those terms are defined in Iowa Code § 423.1(42) and (43). The Contractor also acknowledges that the Agency may declare the Contract void if the above certification is false. The Contractor also understands that fraudulent certification may result in the Agency or its representative filing for damages for breach of contract.

SECTION 3: CONTINGENT TERMS FOR SERVICE CONTRACTS

3.2 Reserved. (*Business Associate Agreement*)

SPECIAL CONTRACT ATTACHMENTS

The Special Contract Attachments in this section are a part of the Contract.



CICS

Supporting Individuals. Strengthening Communities.

28E Agreement for Central Iowa Community Services

This 28E Agreement (“Agreement”) is made and entered into by, between and among the undersigned counties, each having adopted this Agreement by resolution of its board of supervisors, and hereby join together to voluntarily form a public body corporate and politic and separate legal entity under Iowa Code Chapter 28E, and amendments thereto, known as Central Iowa Community Services (the “Region”).

SECTION 1: IDENTITY OF THE PARTIES

The undersigned counties are political subdivisions and constitute “public agencies” as defined in Iowa Code section 28E.2. The member counties are: Boone County, Franklin County, Greene County, Hamilton County, Hardin County, Jasper County, Madison County, Marshall County, Poweshiek County, Story County and Warren County. Effective July 1, 2021 member counties shall also include: Cerro Gordo County, Hancock County, Webster County and Wright County. County membership may, however, change from time to time as provided in this Agreement and the current member counties shall be referred to as the “member counties” or the “undersigned counties” in this Agreement.

SECTION 2: PURPOSE, GOALS AND OBJECTIVES

The member counties entered into this 28E Agreement to create a mental health and disability service region to provide local access to mental health and disability services as defined in the regional management plan and to engage in any other related activity in which an Iowa 28E organization may lawfully be engaged.

SECTION 3: TERM AND TERMINATION

- 3.1 This Agreement shall be effective when the undersigned initial member counties, as listed in Section 1 execute this Agreement and this Agreement is filed with the Iowa Secretary of State as required by Iowa Code Section 28E.8 (the “Effective Date”).
- 3.2 The term of this Agreement shall be perpetual unless terminated by an affirmative vote consisting of 2/3 of the Governing Board. Assets of the Region as defined by the governing board shall be divided proportionately as determined by the Governing Board of Directors.

SECTION 4: GOVERNANCE

4.1 Governing Board Directors:

The Governing Board of Directors (the “Governing Board”) shall contain the following 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 4.1(a) may be removed for any reason by the county appointing the Director, upon written notice to the Region’s Board of Directors, 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.
- (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 in Section 4.6 of this Agreement. This Director shall serve an initial term of one year, with appointments thereafter to be for two-year terms.
- (c) One individual representing adult service providers in the Region. This Director shall be appointed by the Adult Advisory committee described below. This Director shall serve as an ex-officio, non-voting Director. This Director shall be appointed to two-year terms.
- (d) Commencing February 2020 one individual representing children’s behavioral health service providers in the Region. This Director shall be appointed by the Children’s Advisory committee as described in Section 4.6 of this Agreement. This Director shall serve as ex-officio, non-voting Director. This Director shall be appointed to two-year terms.
- (e) Commencing February 2020 one individual representing the education system in the region. This Director shall be appointed by the Children’s Advisory committee as described in Section 4.6 of this agreement. This Director shall be appointed to two-year terms.
- (f) Commencing February 2020 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 in Section 4.6 of this agreement. This Director shall be appointed to two-year terms.
- (g) The Governing Board shall not include employees of DHS or non-elected employees of the County.

4.2 Director Vacancies

- (a) 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.
- (b) 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.

4.3 Voting Procedures for the Governing Board

A quorum must be present in order for the Governing Board to take action. A quorum shall consist of a majority of the voting Directors. The Governing Board shall take action by approval from the majority of the Directors present, except where specific voting thresholds are referenced in this Agreement. Voting shall be done by voice or roll call vote. Proxy voting will not be allowed.

4.4 Board Officers

The Governing Board shall organize itself and elect a Chair and Vice-Chair from the County Appointed Directors. The Governing Board Chair and Vice-Chair shall serve a two (2) year term. After the two-year term of the Governing Board Chair has expired, the Vice-Chair shall assume the Chair position.

- (a) The Chair shall preside at the Region's meetings.
- (b) The Vice-Chair shall assist the Chair. During the temporary absence or disability of the Chair, the Vice-Chair shall discharge the duties of the Chair. Should the Chair be permanently absent or disabled, the Vice-Chair shall succeed to the office of the Chair. In the event that the alternate appears on behalf of the Chair, the Vice-Chair shall discharge the duties of the Chair, in lieu of the Chair alternate.
- (c) The Chair shall designate a recording secretary. The recording secretary shall be responsible for meeting minutes.

4.5 Powers of the Governing Board

The Region shall be under the direction and control of the Governing Board. The Governing Board shall have each and all of the following powers:

- (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 this Agreement;
- (c) To establish a system of accounting and budgeting, and a system for receiving payments;
- (d) To retain legal counsel, accountants and other professional individuals needed in order to fulfill the purposes of this Agreement;
- (e) To sue and be sued;
- (f) To make and enforce bylaws or rules and regulations for the management and operation 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 as set forth in this Agreement;
- (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; and
- (l) To exercise any other power or do any other legal act necessary to discharge its obligations and fulfill the purposes of this Agreement.



4.6 Appointment of Committees

Appointments to any committee of the region shall be made by action of the Governing Board.

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.

Commencing November 2019 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.

Other committees may be created through action of the Governing Board.

4.7 Methods for Dispute Resolution

If a person or entity is denied funding for services from the Region, they may seek review of the funding decision as set forth in the regional management plan. Any aggrieved party may seek judicial review pursuant to Iowa Code Section 17A.

4.8 Mediation

Mediation conducted pursuant to Iowa Code Chapter 679C. If after which the dispute remains unresolved, arbitration will be conducted pursuant to Iowa Code Chapter 679A. The cost of mediation shall be equally paid by the Region and the member county seeking mediation.

SECTION 5: MEMBERS

5.1 Specification, Requirements, Obligations, Expectations of Member Counties

The member Counties agree to the following:

- (a) To respond to reasonable requests to make local records available as allowed under federal, state and local laws to the Region for the purposes of this Agreement;
- (b) To abide by decisions of the Governing Board;
- (c) To cooperate with local, state and federal agencies as appropriate;
- (d) To provide sufficient office space for the performance of administrative functions;
- (e) To support the effective collaboration of other county functions as deemed appropriate;
- (f) To provide county staff as agreed between the member county and the Governing Board beginning in fiscal year 2015; and
- (g) Beginning fiscal year 2015, to contribute the member county's maximum maintenance of effort under the Mental Health & Disability Fund 10 property tax levy or alternative levels established by state law unless otherwise specified by the Governing Board.

5.2 Decisions that Require a Member Vote

The following situations require that each member county have approval from their county Board of Supervisors before the Region may take any action:



- (a) Additional funds contributed to region in situations of budget shortfall within the region.
- (b) The approval of the Region's original by-laws. (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) Decisions regarding the Region incurring debt.
- (e) Any other decisions as determined by the Governing Board.

5.3 Member Voting Procedure

Any question related to the issues listed in Section 5.2 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 amendment 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 amendment receives approval by majority of the votes, it shall become effective ten (10) days following the date the vote is tabulated.

5.4 Additional Member Counties

If a county wishes to become a member county of the Region after the Effective Date, the county must make a written request to the Governing Board. Such request will then be addressed through the Governing Board Voting Procedure set forth in Section 4.3. If a new county's request is approved through such procedure, such new membership will not become effective until the county provides a signature page to this Agreement and a resolution from its Board of Supervisors that it agrees to abide by the terms of this Agreement as set out herein and possess legal power and authority to do so.

5.5 Member County Withdrawal/Removal

(a) Member County Withdrawal

Any member county, by resolution of its Board of Supervisors, may withdraw from the Region by giving written notice to the Governing Board of the Region no later than July 1 prior to the end of the fiscal year the withdrawal will be effective. Withdrawal shall not relieve the withdrawing member county of the obligation to pay its share of the expenses of the Region incurred during the fiscal year in which the withdrawal occurs. Services of the Region shall continue to be provided to the withdrawing member county until the date of withdrawal, so long as such member county remains in good standing as provided in Section 5.6 below.

(b) Member County Removal

In order to remove a member county from the region, a 2/3 vote of the Governing Board must vote to expel the member county from the region. Such vote shall take into consideration the best interests of the Region.



(c) Allocating Cash

If a member county leaves the region, the region's fund balance shall be divided by the percentage of each county's population according to the region's population indicated in the region's annual service and budget plan. An amount of the fund balance shall be allocated to the county according to its percentage of the region's population.

5.6 Suspension of Voting Rights and Services

During any period of delinquency 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 the member counties unless such delinquency shall be waived for voting purposes by a 2/3 vote of the remaining members of the Governing Board.

For purposes of this section "delinquency" is defined as the member county's failure to contribute to the Region the maximum levy allowed by law and state equalization dollars.

During any period of delinquency, the clients of such member county will not suffer as a result.

SECTION 6: STAFF

6.1 Selection process for Regional ~~Administrator~~ Administrative Team and CEO

The Administrative Team shall be designated by the Governing Board. Administrative Team members shall perform functions as the Chief Executive Officer (CEO) and as CICS Officers.

The CEO shall be recruited, selected, and appointed by the Governing Board. The CEO shall report to the Region's Governing Board.

The CEO is the single point of accountability in the Region. The CEO shall assign the regional functions and responsibilities to ensure that each of the required functions are performed.

~~The initial Regional Administrator Team shall consist of the County Central Point of Coordinator (CPC) from each member county and will be called Community Services Director from this point forward (hereinafter referred to as CSDs). The CSDs which make up the Regional Administrator Team shall remain employees of their respective counties. There will be a statement of understanding between the Governing Board and the individual county Boards of Supervisors that will identify the individual employee, the position to be filled, and the portion of the employee's wages and benefits that will be the responsibility of the Region.~~

~~The Chief Executive Officer (CEO) shall be recruited, selected and appointed by the Governing Board. The initial CEO shall be the CPC Administrator from one of the member counties. The CEO shall remain an employee of his or her respective county and shall report to the Region's Governing Board as outlined in the statement of understanding between the Governing Board and his or her member county Board of Supervisors. The CEO is the single point of accountability in the Region. The CEO shall assign the administrative responsibilities to the Regional Administrator Team to assure that each of the required functions are performed.~~



6.2 Performance Evaluation

Performance Evaluation of the CEO shall be conducted by the Governing Board annually.

6.3 General functions and responsibilities of staff

~~The CEO is the single point of accountability in the Region.~~ Staff shall include one or more coordinators of adult disability services and ~~no later than July 2020,~~ one or more coordinators of children's behavioral health services. Coordinators must have a bachelor's or higher degree in human services related or administrative related field. In lieu of a degree in administration, a coordinator may provide documentation of relevant management experience.

6.4 Employment of staff

(a) All staff members performing services for the region, including, but not limited to, the CEO, administrative team members, coordinators of adult disability services, coordinators of children's behavioral health services, service coordinators, office support, planners, etc., may remain employees of his or her respective county. If so, there will be a statement of understanding between the Governing Board and the individual county Boards of Supervisors that will identify the individual employee, the position to be filled, and the portion of the employee's wages and benefits that will be the responsibility of the Region.

(b) The Governing Board may, by action, cause all employees performing services for the region to be employed by a single employer of record in lieu of remaining employees of their respective counties. The single employer of record may be a member county, a separate entity, or the Governing Board may create its own employing entity. If such action is taken by the Governing Board, member counties will work with the region to transition staff who will continue to perform services for the region to a single employer of record.

If the Governing Board takes action to cause all employees performing services for the region to be employed by a single employer of record, the CEO shall work with the member counties to determine the locations of the office space that best meets the needs of the region. The preference for location of office space shall be in county-controlled buildings unless the CEO determines an alternative location will better serve the region and its clients. When office space is provided in county-controlled buildings, the member county shall provide access to the internet and telephones as requested.

The Region intends to staff for functions and responsibilities such as the following, which shall include but not be limited to:

- (a) Communications;
- (b) Strategic Plan Development;
- (c) Budget Planning and Financial Reports;
- (d) Operations – personnel, benefits, space, training, etc.;
- (e) Risk Management;
- (f) Compliance and Reporting;
- (g) Service Processing, Authorization and Access;
- (h) Provider Network- development, contracting, quality and performance;
- (i) Payment of Claims;



- (j) Quality Assurance;
- (k) Appeals and Grievances;
- (l) Information Technology;
- (m) Service Authorization;
- (n) Eligibility Determination;
- (o) Provider Payment;
- (p) Contracting; and
- (q) HIPAA oversight.

The Governing Board reserves the right to amend this list on its own motion without member approval as a non-substantive amendment as provided for in Section 8.1.

SECTION 7: REGION FINANCES

7.1 Methods for Management & Expenditure of Funding

Methods for management and expenditure of funding shall be governed by the fiscal policies adopted by the Governing Board.

(a) General

1. All funds received by the member counties for purposes related to the Region from any source are considered Regional funds whether in the Regional Pooled funds account or a member County's MHDS fund balance. A member county's MHDS fund balance includes all funds contained in a member County's Fund 10. Member Counties shall contribute to the Regional pooled fund. The frequency and methodology for determining the amount shall be determined by the Governing Board and shall be reflected in the fiscal policies. Regional funds shall be used to pay all costs of the Region. Said funds shall be managed by the CEO, or staff designated by the Region, in compliance with the law, direction from the Governing Board and documented in the fiscal policies. Pooled regional funds shall be administered by the fiscal agent subject to the provisions of the fiscal policies.
2. The fiscal agent of the Region shall be a member county designated by the Governing Board. The Governing Board shall enter into a fiscal agent contract with said County which shall list the terms and conditions for the Fiscal Agent.

(b) Administrative Funding and Resources

Administrative duties performed by Regional Administrative staff shall be covered by the County employing said staff utilizing fund 10 dollars. Any other regional costs shall be paid from the Regional Account by the Fiscal Agent subject to the conditions laid out in the Fiscal Policies.

(c) Use of Savings for Reinvestment

The Region shall comply with Chapters 12B and 12C of the Iowa Code for deposit and investment of Region funds. Through the Region's budgeting process, it shall strive to use surplus funds for the development of additional services.

7.2 Process for Initial Funding

On the date established by the Governing Board, each initial member county shall transfer a predetermined amount, (10% of projected ending FY 14 fund balance, not to exceed \$50,000), of their MHDS fund balance to the Region, with such funds to be collected and expended through the process described in Section 7.1(a). A member county's MHDS fund balance includes the fund balance, annual tax levy and any funding from the state related to services provided by or purposes of the Region. If a county becomes a member of the



Region after the established date, such county shall transfer the required amount of its MHDS fund balance to the Region.

7.3 Process for Annual Independent Audit

Accounts of the Region shall be audited annually by the certified public accountant certified in the state of Iowa that is retained by the county serving as fiscal agent of the Region. The Region shall submit the audit to the Department of Human Services upon receipt.

7.4 Methods of Acquiring and Disposing of Real Property

- a) Property that is proposed for acquisition or disposal must be identified and approved prior to taking any action. Only the Governing Board has the authority, whether by gift or purchase, to acquire and dispose of real property.
- b) Prior to any action to acquire real property, the property and all structures, if any, shall be inspected and tested for the identification of any contaminants, including asbestos, PCBs, underground storage tanks, hazardous wastes and other environmental concerns. If any contaminants are identified, a plan for their disposal or neutralization shall be included with the request to acquire subject property, including estimated costs and identification of responsibility for abatement.
- c) All required renovations and/or alterations to make the property functionally usable in accordance with all applicable codes and current standards of use shall be evaluated with estimated cost to complete and source of funds identified prior to any action to acquire.
- d) Property that is acquired shall be titled in the name of “Central Iowa Community Services Mental Health and Disability Services Region” for the use and benefit of CICS.
- e) If the Governing Board decides by a majority vote to dispose of real property that is no longer necessary to meet the needs of the Region, the receipts from the sale or conveyance of real property shall be deposited in the CICS Regional fund.

SECTION 8: SCOPE & AMENDMENTS

8.1 Amendments

If the Governing Board feels it is in the best interests of the Region for an amendment to be made to this 28E Agreement, the Governing Board shall have authority to amend this Agreement by a 2/3 vote of the Governing Board at a regularly scheduled meeting or a special meeting called for that purpose with notice of changes sent to all members at least 14 days prior to the meeting at which an amendment vote is scheduled.

Entire Agreement

This Agreement and attachments hereto, any bylaws later enacted, and the regional management plan, represent the entire organizational documents of the Region. This Agreement supersedes, and hereby renders null and void, all previous or contemporaneous oral or written proposals, negotiations, arrangements, understandings, agreements, guidelines, representations, warranties, terms, conditions, covenants and any other communication between the parties relating to the subject matter of this Agreement.

8.2 Invalidity

If any one or more provisions of this Agreement is declared unconstitutional or contrary to



law, the validity of the remainder hereof shall not be affected.

8.3 No Waiver

The waiver by any 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.



July 2021 Expenditure Report

FY 2021	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY22 Budget	Budget Remaining	% of Budget Used
Core Domains						
COA	Treatment					
42305	Mental health outpatient therapy	\$ 1,202	\$ 1,202	\$ 150,000	\$ 148,798	1%
42306	Medication prescribing & management	\$ 6,762	\$ 6,762	\$ 20,000	\$ 13,238	34%
43301	Assessment & evaluation	\$ -	\$ -	\$ 20,000	\$ 20,000	0%
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	\$ 4,879	\$ 4,879	\$ 625,000	\$ 620,121	1%
44302	23 hour crisis observation & holding	\$ -	\$ -	\$ 40,000	\$ 40,000	0%
44305	24 hour access to crisis response	\$ -	\$ -	\$ -	\$ -	
44307	Mobile response	\$ 70,087	\$ 70,087	\$ 950,000	\$ 879,913	7%
44312	Crisis Stabilization community-based services	\$ 18,900	\$ 18,900	\$ 250,000	\$ 231,100	8%
44313	Crisis Stabilization residential services	\$ -	\$ -	\$ 150,000	\$ 150,000	0%
44396	Access Centers: start-up / sustainability	\$ -	\$ -	\$ 500,000	\$ 500,000	0%
Support for Community Living						
32320	Home health aide	\$ -	\$ -	\$ -	\$ -	
32325	Respite	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
32328	Home & vehicle modifications	\$ -	\$ -	\$ -	\$ -	
32329	Supported community living	\$ 39,457	\$ 39,457	\$ 1,100,000	\$ 1,060,543	4%
42329	Intensive residential services	\$ -	\$ -	\$ 500,000	\$ 500,000	0%
Support for Employment						
50362	Prevocational services	\$ -	\$ -	\$ 25,000	\$ 25,000	0%
50364	Job development	\$ -	\$ -	\$ -	\$ -	
50367	Day habilitation	\$ 9,581	\$ 9,581	\$ 225,000	\$ 215,419	4%
50368	Supported employment	\$ 5,429	\$ 5,429	\$ 100,000	\$ 94,571	5%
50369	Group Supported employment-enclave	\$ 148	\$ 148	\$ 20,000	\$ 19,852	1%
Recovery Services						
45323	Family support	\$ 2,080	\$ 2,080	\$ 25,000	\$ 22,920	8%
45366	Peer support	\$ -	\$ -	\$ 20,000	\$ 20,000	0%
Service Coordination						
21375	Case management	\$ -	\$ -	\$ -	\$ -	
24376	Health homes	\$ -	\$ -	\$ -	\$ -	
Sub-Acute Services						
63309	Subacute services-1-5 beds	\$ -	\$ -	\$ 100,000	\$ 100,000	0%
64309	Subacute services-6 and over beds	\$ -	\$ -	\$ 100,000	\$ 100,000	0%
Core Evidenced Based Treatment						
04422	Education & Training Services - provider competency	\$ -	\$ -	\$ 15,000	\$ 15,000	0%
32396	Supported housing	\$ -	\$ -	\$ -	\$ -	
42398	Assertive community treatment (ACT)	\$ -	\$ -	\$ 125,000	\$ 125,000	0%
45373	Family psychoeducation	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
Core Domains Total		\$ 158,526	\$ 158,526	\$ 5,305,000	\$ 5,146,474	3%
Mandated Services						
46319	Oakdale	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
72319	State resource centers	\$ -	\$ -	\$ -	\$ -	
74XXX	Commitment related (except 301)	\$ 10,308	\$ 10,308	\$ 400,000	\$ 389,692	3%
75XXX	Mental health advocate	\$ 15,314	\$ 15,314	\$ 250,000	\$ 234,686	6%
Mandated Services Total		\$ 25,622	\$ 25,622	\$ 700,000	\$ 674,378	4%
Additional Core Domains						
Justice system-involved services						
25xxx	Coordination services	\$ 25,276	\$ 25,276	\$ 600,000	\$ 574,724	4%
44346	24 hour crisis line**	\$ -	\$ -	\$ -	\$ -	
44366	Warm line**	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
46305	Mental health services in jails	\$ 8,928	\$ 8,928	\$ 250,000	\$ 241,072	4%
46399	Justice system-involved services-other	\$ -	\$ -	\$ -	\$ -	
46422	Crisis prevention training	\$ -	\$ -	\$ 25,000	\$ 25,000	0%
46425	Mental health court related costs	\$ -	\$ -	\$ -	\$ -	
74301	Civil commitment prescreening evaluation	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
Additional Core Evidenced based treatment						
42366	Peer self-help drop-in centers	\$ 59,922	\$ 59,922	\$ 785,000	\$ 725,078	8%
42397	Psychiatric rehabilitation (IPR)	\$ 365	\$ 365	\$ 60,000	\$ 59,635	1%
Additional Core Domains Total		\$ 94,491	\$ 94,491	\$ 1,735,000	\$ 1,640,509	5%
Other Informational Services						
03371	Information & referral	\$ -	\$ -	\$ -	\$ -	
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	\$ 9,879	\$ 9,879	\$ 200,000	\$ 190,121	5%
Other Informational Services Total		\$ 9,879	\$ 9,879	\$ 250,000	\$ 240,121	4%

July 2021 Expenditure Report

FY 2021	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY22 Budget	Budget Remaining	% of Budget Used
Essential Community Living Support Services						
06399	Academic services		\$ -	\$ -	\$ -	
22XXX	Services management	\$ 143,357	\$ 143,357	\$ 1,950,000	\$ 1,806,643	7%
23376	Crisis care coordination	\$ -	\$ -	\$ -	\$ -	
23399	Crisis care coordination other		\$ -	\$ -	\$ -	
24399	Health home other		\$ -	\$ -	\$ -	
31XXX	Transportation	\$ 11,727	\$ 11,727	\$ 250,000	\$ 238,273	5%
32321	Chore services		\$ -	\$ -	\$ -	
32326	Guardian/conservator	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
32327	Representative payee	\$ 927	\$ 927	\$ 20,000	\$ 19,073	5%
32335	CDAC		\$ -	\$ -	\$ -	
32399	Other support		\$ -	\$ -	\$ -	
33330	Mobile meals		\$ -	\$ -	\$ -	
33340	Rent payments (time limited)	\$ 4,827	\$ 4,827	\$ 200,000	\$ 195,173	2%
33345	Ongoing rent subsidy	\$ -	\$ -	\$ -	\$ -	
33399	Other basic needs	\$ 2,218	\$ 2,218	\$ 80,000	\$ 77,782	3%
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	\$ 14,851	\$ 14,851	\$ 400,000	\$ 385,149	4%
42363	Day treatment		\$ -	\$ -	\$ -	
42396	Community support programs	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
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	\$ 1,046	\$ 1,046	\$ 50,000	\$ 48,954	2%
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	\$ 178,954	\$ 178,954	\$ 2,985,000	\$ 2,806,046	6%
Other Congregate Services						
50360	Work services (work activity/sheltered work)	\$ -	\$ -	\$ -	\$ -	
64XXX	RCF 6 and over beds (64314, 64315 & 64316)	\$ 34,664	\$ 34,664	\$ 900,000	\$ 865,336	4%
64XXX	ICF 6 and over beds (64317 & 64318)		\$ -	\$ -	\$ -	
64329	SCL 6 and over beds	\$ -	\$ -	\$ -	\$ -	
64399	Other 6 and over beds	\$ -	\$ -	\$ -	\$ -	
	Other Congregate Services Total	\$ 34,664	\$ 34,664	\$ 900,000	\$ 865,336	4%
Administration						
11XXX	Direct Administration	\$ 227,418	\$ 227,418	\$ 1,500,000	\$ 1,272,582	15%
12XXX	Purchased Administration	\$ 4,957	\$ 4,957	\$ 125,000	\$ 120,043	4%
	Administration Total	\$ 232,375	\$ 232,375	\$ 1,625,000	\$ 1,392,625	14%
	Regional Totals	\$ 734,511.18	\$ 734,511.18	\$ 13,500,000	\$ 12,765,489	5%
						8%
(45XX-XXX) County Provided Case Management						
(46XX-XXX) County Provided Services						

Transfer Numbers (Expenditures should only be counted when final expenditure is made for services/administration. Transfers are eliminated from budget to show true regional finances)

13951	Distribution to MHDS regional fiscal agent from member county	\$ -	\$ -			
14951	MHDS fiscal agent reimbursement to MHDS regional member county					

August 2021 Expenditure Report

FY 2021	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY22 Budget	Budget Remaining	% of Budget Used
Core Domains						
COA	Treatment					
42305	Mental health outpatient therapy	\$ 2,401	\$ 3,603	\$ 150,000	\$ 146,397	2%
42306	Medication prescribing & management	\$ 58	\$ 6,820	\$ 20,000	\$ 13,180	34%
43301	Assessment & evaluation	\$ -	\$ -	\$ 20,000	\$ 20,000	0%
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	\$ 44,833	\$ 49,711	\$ 625,000	\$ 575,289	8%
44302	23 hour crisis observation & holding	\$ -	\$ -	\$ 40,000	\$ 40,000	0%
44305	24 hour access to crisis response	\$ -	\$ -	\$ -	\$ -	
44307	Mobile response	\$ 99,612	\$ 169,699	\$ 950,000	\$ 780,301	18%
44312	Crisis Stabilization community-based services	\$ 18,705	\$ 37,605	\$ 250,000	\$ 212,395	15%
44313	Crisis Stabilization residential services	\$ -	\$ -	\$ 150,000	\$ 150,000	0%
44396	Access Centers: start-up / sustainability	\$ -	\$ -	\$ 500,000	\$ 500,000	0%
Support for Community Living						
32320	Home health aide	\$ -	\$ -	\$ -	\$ -	
32325	Respite	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
32328	Home & vehicle modifications	\$ -	\$ -	\$ -	\$ -	
32329	Supported community living	\$ 32,078	\$ 71,535	\$ 1,100,000	\$ 1,028,465	7%
42329	Intensive residential services	\$ -	\$ -	\$ 500,000	\$ 500,000	0%
Support for Employment						
50362	Prevocational services	\$ 876	\$ 876	\$ 25,000	\$ 24,124	4%
50364	Job development	\$ -	\$ -	\$ -	\$ -	
50367	Day habilitation	\$ 7,110	\$ 16,691	\$ 225,000	\$ 208,309	7%
50368	Supported employment	\$ 4,656	\$ 10,085	\$ 100,000	\$ 89,915	10%
50369	Group Supported employment-enclave	\$ 183	\$ 331	\$ 20,000	\$ 19,669	2%
Recovery Services						
45323	Family support	\$ -	\$ 2,080	\$ 25,000	\$ 22,920	8%
45366	Peer support	\$ -	\$ -	\$ 20,000	\$ 20,000	0%
Service Coordination						
21375	Case management	\$ -	\$ -	\$ -	\$ -	
24376	Health homes	\$ -	\$ -	\$ -	\$ -	
Sub-Acute Services						
63309	Subacute services-1-5 beds	\$ -	\$ -	\$ 100,000	\$ 100,000	0%
64309	Subacute services-6 and over beds	\$ -	\$ -	\$ 100,000	\$ 100,000	0%
Core Evidenced Based Treatment						
04422	Education & Training Services - provider competency	\$ -	\$ -	\$ 15,000	\$ 15,000	0%
32396	Supported housing	\$ -	\$ -	\$ -	\$ -	
42398	Assertive community treatment (ACT)	\$ 3,770	\$ 3,770	\$ 125,000	\$ 121,230	3%
45373	Family psychoeducation	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
Core Domains Total		\$ 214,280	\$ 372,806	\$ 5,305,000	\$ 4,932,194	7%
Mandated Services						
46319	Oakdale	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
72319	State resource centers	\$ -	\$ -	\$ -	\$ -	
74XXX	Commitment related (except 301)	\$ 22,104	\$ 32,412	\$ 400,000	\$ 367,588	8%
75XXX	Mental health advocate	\$ 13,642	\$ 28,956	\$ 250,000	\$ 221,044	12%
Mandated Services Total		\$ 35,747	\$ 61,368	\$ 700,000	\$ 638,632	9%
Additional Core Domains						
Justice system-involved services						
25xxx	Coordination services	\$ 25,276	\$ 50,552	\$ 600,000	\$ 549,448	8%
44346	24 hour crisis line**	\$ -	\$ -	\$ -	\$ -	
44366	Warm line**	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
46305	Mental health services in jails	\$ 1,742	\$ 10,670	\$ 250,000	\$ 239,330	4%
46399	Justice system-involved services-other	\$ -	\$ -	\$ -	\$ -	
46422	Crisis prevention training	\$ -	\$ -	\$ 25,000	\$ 25,000	0%
46425	Mental health court related costs	\$ -	\$ -	\$ -	\$ -	
74301	Civil commitment prescreening evaluation	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
Additional Core Evidenced based treatment						
42366	Peer self-help drop-in centers	\$ 62,603	\$ 122,526	\$ 785,000	\$ 662,474	16%
42397	Psychiatric rehabilitation (IPR)	\$ 684	\$ 1,048	\$ 60,000	\$ 58,952	2%
Additional Core Domains Total		\$ 90,305	\$ 184,796	\$ 1,735,000	\$ 1,550,204	11%
Other Informational Services						
03371	Information & referral	\$ -	\$ -	\$ -	\$ -	
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	\$ 5,956	\$ 15,836	\$ 200,000	\$ 184,164	8%
Other Informational Services Total		\$ 5,956	\$ 15,836	\$ 250,000	\$ 234,164	6%

August 2021 Expenditure Report

FY 2021	CICS MHDS Region	Monthly Expenditures	YTD Expenditures	FY22 Budget	Budget Remaining	% of Budget Used
Essential Community Living Support Services						
06399	Academic services		\$ -	\$ -	\$ -	
22XXX	Services management	\$ 133,664	\$ 283,663	\$ 1,950,000	\$ 1,666,337	15%
23376	Crisis care coordination	\$ -	\$ -	\$ -	\$ -	
23399	Crisis care coordination other		\$ -	\$ -	\$ -	
24399	Health home other		\$ -	\$ -	\$ -	
31XXX	Transportation	\$ 11,015	\$ 22,741	\$ 250,000	\$ 227,259	9%
32321	Chore services		\$ -	\$ -	\$ -	
32326	Guardian/conservator	\$ 150	\$ 150	\$ 5,000	\$ 4,850	3%
32327	Representative payee	\$ -	\$ 927	\$ 20,000	\$ 19,073	5%
32335	CDAC		\$ -	\$ -	\$ -	#DIV/0!
32399	Other support		\$ -	\$ -	\$ -	#DIV/0!
33330	Mobile meals		\$ -	\$ -	\$ -	
33340	Rent payments (time limited)	\$ 2,906	\$ 7,733	\$ 200,000	\$ 192,267	
33345	Ongoing rent subsidy	\$ -	\$ -	\$ -	\$ -	
33399	Other basic needs	\$ 4,065	\$ 6,284	\$ 80,000	\$ 73,716	
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	\$ -	\$ 14,851	\$ 400,000	\$ 385,149	4%
42363	Day treatment		\$ -	\$ -	\$ -	
42396	Community support programs	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
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	\$ 2,152	\$ 3,198	\$ 50,000	\$ 46,802	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		\$ 153,952	\$ 339,547	\$ 2,985,000	\$ 2,645,453	11%
Other Congregate Services						
50360	Work services (work activity/sheltered work)	\$ -	\$ -	\$ -	\$ -	
64XXX	RCF 6 and over beds (64314, 64315 & 64316)	\$ 56,485	\$ 91,150	\$ 900,000	\$ 808,850	10%
64XXX	ICF 6 and over beds (64317 & 64318)		\$ -	\$ -	\$ -	
64329	SCL 6 and over beds	\$ -	\$ -	\$ -	\$ -	
64399	Other 6 and over beds	\$ -	\$ -	\$ -	\$ -	
Other Congregate Services Total		\$ 56,485	\$ 91,150	\$ 900,000	\$ 808,850	10%
Administration						
11XXX	Direct Administration	\$ 129,900	\$ 364,424	\$ 1,500,000	\$ 1,135,576	24%
12XXX	Purchased Administration	\$ -	\$ 4,957	\$ 125,000	\$ 120,043	4%
Administration Total		\$ 129,900	\$ 369,380	\$ 1,625,000	\$ 1,255,620	23%
Regional Totals		\$ 686,625.17	\$ 1,434,882.61	\$ 13,500,000	\$ 12,065,117	11%
17%						
(45XX-XXX)County Provided Case Management						
(46XX-XXX)County Provided Services						

Transfer Numbers (Expenditures should only be counted when final expenditure is made for services/administration. Transfers are eliminated from budget to show true regional finances)

13951	Distribution to MHDS regional fiscal agent from member county	\$ -	\$ -			
14951	MHDS fiscal agent reimbursement to MHDS regional member county					

Disbursement Date 08/24/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1121 V	169	Amazon Capital Services		Direct Admin - Stationary	41500	04411	260	62				57.09
1121 V	169	Amazon Capital Services		Direct Admin - Office Equ	41500	04411	636	62				139.93
				Disbursement# 4123							Disbursement Total	197.02
1124 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04042	366	62				227.81
1124 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04242	366	62				1936.35
1124 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04342	366	62				1442.76
				Disbursement# 4124							Disbursement Total	3,606.92
1126 V	877	Boone Co Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				84.62
				Disbursement# 4125							Disbursement Total	84.62
1127 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				810.44
1127 V	1230	Capstone Behavioral Healthcare		Justice System Involved C	41500	04025	376	62				6051.00
1127 V	1230	Capstone Behavioral Healthcare		Support Services - Suppor	41500	04032	329	62				1727.50
1127 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				6651.00
1127 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7104.00
1127 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				59.43
1127 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				118.86
1127 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				59.43
1127 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				228.34
				Disbursement# 4126							Disbursement Total	22,810.00
1122 V	198	Carr Law Firm PLC		Commitment - Legal Repres	41500	04074	393	62				193.93
1123 V	198	Carr Law Firm PLC		Commitment - Legal Repres	41500	04074	393	62				77.41
				Disbursement# 4127							Disbursement Total	271.34
1135 V	2097	Cedar Valley Ranch, Inc.		Comm Based Settings (6+ B	41500	04064	314	62				5008.98
				Disbursement# 4128							Disbursement Total	5,008.98
1128 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				114.17
1129 V	1327	Center Associates		Justice System Involved C	41500	04025	376	62				6480.00
1129 V	1327	Center Associates		Crisis Evaluation	41500	04044	301	62				232.09
1129 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				114.17
1129 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				269.78
1129 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				155.61
1129 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1129 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1129 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1129 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				240.00
1129 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1129 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1129 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
				Disbursement# 4129							Disbursement Total	8,040.52
1130 V	1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				75.75
1130 V	1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				303.00
1130 V	1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				416.63
1130 V	1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				530.25
				Disbursement# 4130							Disbursement Total	1,325.63

Disbursement Date 08/24/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1132 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				155.61
				Disbursement#	4131	Disbursement		Total				155.61
1131 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	366	62				5377.00
1131 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	366	62				3148.25
1131 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04242	366	62				3479.65
1131 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04342	366	62				497.10
1131 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	366	62				4987.49
1131 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04242	366	62				2137.51
1131 V	1361	Central Iowa Recovery Inc.		Psychotherapeutic Treatme	41500	04042	397	62				683.55
1131 V	1361	Central Iowa Recovery Inc.		Support Services - Suppor	41500	04332	329	62				276.21
1131 V	1361	Central Iowa Recovery Inc.		Day Habilitation	41500	04350	367	62				1022.40
				Disbursement#	4132	Disbursement		Total				21,609.16
1178 V	82883	Christian Opportunity Center		Support Services - Suppor	41500	04232	329	62				468.44
1178 V	82883	Christian Opportunity Center		Day Habilitation	41500	04250	367	62				67.81
				Disbursement#	4133	Disbursement		Total				536.25
1133 V	1795	Circle of Life Rehab LLC		Support Services - Suppor	41500	04032	329	62				9765.00
				Disbursement#	4134	Disbursement		Total				9,765.00
1134 V	1943	Des Moines County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				31.60
				Disbursement#	4135	Disbursement		Total				31.60
1173 V	6709	Duncan Heights, Inc.		Support Services - Suppor	41500	04032	329	62				3489.90
				Disbursement#	4136	Disbursement		Total				3,489.90
1165 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				155.61
1165 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				114.17
1166 V	5696	Eyerly Ball CMHS		Justice System Involved C	41500	04025	376	62				6863.00
1166 V	5696	Eyerly Ball CMHS		Crisis Stabilization Comm	41500	04044	312	62				17804.71
1166 V	5696	Eyerly Ball CMHS		Mobile Response	41500	04044	307	62				90479.50
1166 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				114.17
1166 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				205.51
1166 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				155.61
1166 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	305	62				114.17
1166 V	5696	Eyerly Ball CMHS		Psychotherapeutic Treatme	41500	04042	306	62				57.96
				Disbursement#	4137	Disbursement		Total				116,064.41
1176 V	20015	Joel E. Fenton PLC		Commitment - Legal Repres	41500	04074	393	62				612.88
				Disbursement#	4138	Disbursement		Total				612.88
1136 V	2326	FIA Friendship Club, Inc.		Psychotherapeutic Treatme	41500	04042	366	62				6023.00
				Disbursement#	4139	Disbursement		Total				6,023.00
1138 V	2438	Foundation 2, Inc.		Mobile Response	41500	04044	307	62				9132.00
				Disbursement#	4140	Disbursement		Total				9,132.00
1137 V	2430	Freedom Pointe of Greater		Psychotherapeutic Treatme	41500	04042	366	62				6779.92
1137 V	2430	Freedom Pointe of Greater		Psychotherapeutic Treatme	41500	04242	366	62				345.08

Disbursement Date 08/24/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	4141	Disbursement		Total				7,125.00
1144	V 2924	Frontier Communications		Direct Admin - Telecommun	41500	04411	414	62				93.20
				Disbursement#	4142	Disbursement		Total				93.20
1139	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				13.00
1139	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				19.50
1139	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				123.50
1140	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				110.50
1140	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				71.50
1140	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				91.00
1140	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				110.50
				Disbursement#	4143	Disbursement		Total				539.50
1159	V 4961	Guardians of NE Iowa Inc.		Support Services - Guardi	41500	04032	326	62				150.00
				Disbursement#	4144	Disbursement		Total				150.00
1141	V 2724	Hamilton County		Commitment - Sheriff Tran	41500	04074	353	62				400.75
1141	V 2724	Hamilton County		Commitment - Sheriff Tran	41500	04074	353	62				107.00
				Disbursement#	4145	Disbursement		Total				507.75
1142	V 2840	Sandra Hart, Attorney at Law		Commitment - Legal Repres	41500	04074	393	62				250.80
				Disbursement#	4146	Disbursement		Total				250.80
1160	V 5137	HIRTA Public Transit		Transportation - General	41500	04031	354	62				189.54
1160	V 5137	HIRTA Public Transit		Transportation - General	41500	04231	354	62				168.48
1160	V 5137	HIRTA Public Transit		Transportation - General	41500	04331	354	62				368.55
1160	V 5137	HIRTA Public Transit		Transportation - General	41500	04031	354	62				20.98
1160	V 5137	HIRTA Public Transit		Transportation - General	41500	04031	354	62				192.17
				Disbursement#	4147	Disbursement		Total				939.72
1146	V 3227	Imagine The Possibilities Inc		Support Services - Suppor	41500	04032	329	62				3150.00
1146	V 3227	Imagine The Possibilities Inc		Basic Needs - Rent Paymen	41500	04033	340	62				115.00
1146	V 3227	Imagine The Possibilities Inc		Basic Needs - Rent Paymen	41500	04033	340	62				115.00
1146	V 3227	Imagine The Possibilities Inc		Support Services - Suppor	41500	04232	329	62				2361.92
1146	V 3227	Imagine The Possibilities Inc		Day Habilitation	41500	04250	367	62				1312.49
1146	V 3227	Imagine The Possibilities Inc		Voc/Day - Individual Supp	41500	04250	368	62				685.62
1146	V 3227	Imagine The Possibilities Inc		Support Services - Suppor	41500	04332	329	62				1659.20
1146	V 3227	Imagine The Possibilities Inc		Day Habilitation	41500	04350	367	62				711.50
1146	V 3227	Imagine The Possibilities Inc		Voc/Day - Individual Supp	41500	04350	368	62				1756.98
1146	V 3227	Imagine The Possibilities Inc		Support Services - Suppor	41500	04732	329	62				195.20
1146	V 3227	Imagine The Possibilities Inc		Day Habilitation	41500	04750	367	62				355.75
				Disbursement#	4148	Disbursement		Total				12,418.66
1148	V 3532	Integrated Telehealth Partners		Crisis Stabilization Comm	41500	04044	312	62				900.00
				Disbursement#	4149	Disbursement		Total				900.00
1147	V 3430	Iowa State Assoc. of Counties		Services Management - Edu	41500	04022	422	62				500.00
1147	V 3430	Iowa State Assoc. of Counties		Direct Admin - Educationa	41500	04411	422	62				900.00
1147	V 3430	Iowa State Assoc. of Counties		Direct Admin - Educationa	41500	04411	422	62				50.00

Disbursement Date 08/24/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1147 V	3430	Iowa State Assoc. of Counties		Direct Admin - Educationa	41500	04411	422	62				50.00
				Disbursement#	4150							1,500.00
1169 V	6169	ITSavvy		Direct Admin - Informatio	41500	04411	632	62				9672.00
1169 V	6169	ITSavvy		Direct Admin - Informatio	41500	04411	632	62				1674.00
				Disbursement#	4151							11,346.00
1149 V	3620	Jasper County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				655.41
1149 V	3620	Jasper County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				757.73
				Disbursement#	4152							1,413.14
1150 V	4205	Linn County		Commitment - Sheriff Tran	41500	04074	353	62				31.12
				Disbursement#	4153							31.12
1153 V	4400	Mainstream Living		Voc/Day - Group Supported	41500	04350	369	62				183.00
				Disbursement#	4154							183.00
1154 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				62.00
1154 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				116.00
				Disbursement#	4155							178.00
1157 V	4730	Mediapolis Care Facility Inc		Comm Based Settings (6+ B	41500	04064	314	62				1628.64
1157 V	4730	Mediapolis Care Facility Inc		Comm Based Settings (6+ B	41500	04064	314	62				1628.64
				Disbursement#	4156							3,257.28
1156 V	4721	Medicap Pharmacy		Prescription Medication (41500	04046	306	62				472.59
				Disbursement#	4157							472.59
1155 V	4698	Ruth Helen Melby		Mental Health Advocate -	41500	04075	395	62				54.30
				Disbursement#	4158							54.30
1158 V	4766	Mid-Iowa Triumph Recovery Ctr		Psychotherapeutic Treatme	41500	04042	366	62				6100.00
				Disbursement#	4159							6,100.00
1161 V	5220	Nite Owl Printing		Public Education Services	41500	04005	373	62				2270.00
				Disbursement#	4160							2,270.00
1162 V	5283	North Iowa Vocational Center		Basic Needs - Other	41500	04033	399	62				256.08
1162 V	5283	North Iowa Vocational Center		Basic Needs - Other	41500	04033	399	62				3809.19
				Disbursement#	4161							4,065.27
1143 V	2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				74.52
1143 V	2872	Optimae LifeServices, Inc.		Basic Needs - Rent Paymen	41500	04033	340	62				2276.00
1143 V	2872	Optimae LifeServices, Inc.		Justice System Involved C	41500	04025	376	62				5882.00
				Disbursement#	4162							8,232.52
1151 V	4316	Orchard Place CCR&R		Psychotherapeutic Treatme	41500	04042	305	62				20.00
1151 V	4316	Orchard Place CCR&R		Psychotherapeutic Treatme	41500	04042	305	62				20.00
1151 V	4316	Orchard Place CCR&R		Psychotherapeutic Treatme	41500	04042	305	62				20.00
1152 V	4316	Orchard Place CCR&R		Psychotherapeutic Treatme	41500	04042	305	62				20.00

Disbursement Date 08/24/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount	
1152 V	4316	Orchard Place CCR&R		Psychotherapeutic Treatme	41500	04042	305	62				20.00	
1152 V	4316	Orchard Place CCR&R		Psychotherapeutic Treatme	41500	04042	305	62				20.00	
				Disbursement#	4163							Disbursement Total	120.00
1174 V	6871	Partnership for Progress		Comm Based Settings (6+ B	41500	04064	314	62				3844.00	
				Disbursement#	4164							Disbursement Total	3,844.00
1163 V	5596	Penn Center		Support Services - Suppor	41500	04032	329	62				1260.00	
1164 V	5596	Penn Center		Comm Based Settings (6+ B	41500	04064	314	62				2437.22	
1164 V	5596	Penn Center		Comm Based Settings (6+ B	41500	04064	314	62				992.31	
1164 V	5596	Penn Center		Comm Based Settings (6+ B	41500	04064	314	62				2437.22	
1164 V	5596	Penn Center		Comm Based Settings (6+ B	41500	04064	314	62				2437.22	
				Disbursement#	4165							Disbursement Total	9,563.97
1167 V	5788	Pottawattamie Co Sheriff's Off		Commitment - Sheriff Tran	41500	04074	353	62				35.00	
				Disbursement#	4166							Disbursement Total	35.00
1177 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04042	366	62				3068.32	
1177 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04242	366	62				1828.90	
1177 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04342	366	62				345.44	
1177 V	82831	Prairie Ridge Integrated		Psychotherapeutic Treatme	41500	04742	366	62				548.80	
				Disbursement#	4167							Disbursement Total	5,791.46
1179 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				2243.44	
1179 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				2320.80	
1179 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				31506.99	
				Disbursement#	4168							Disbursement Total	36,071.23
1168 V	5840	Progress Industries		Support Services - Suppor	41500	04032	329	62				953.74	
1168 V	5840	Progress Industries		Day Habilitation	41500	04250	367	62				872.64	
1168 V	5840	Progress Industries		Voc/Day - Individual Supp	41500	04250	368	62				744.92	
1168 V	5840	Progress Industries		Support Services - Suppor	41500	04332	329	62				912.05	
1168 V	5840	Progress Industries		Day Habilitation	41500	04350	367	62				640.35	
1168 V	5840	Progress Industries		Voc/Day - Individual Supp	41500	04350	368	62				372.46	
1168 V	5840	Progress Industries		Support Services - Suppor	41500	04732	329	62				579.42	
1168 V	5840	Progress Industries		Day Habilitation	41500	04750	367	62				2126.71	
				Disbursement#	4169							Disbursement Total	7,202.29
1170 V	6470	Kim Schomaker		Services Management - Mil	41500	04022	413	62				137.38	
1170 V	6470	Kim Schomaker		Services Management - Mil	41500	04222	413	62				92.03	
1170 V	6470	Kim Schomaker		Services Management - Mil	41500	04322	413	62				92.03	
				Disbursement#	4170							Disbursement Total	321.44
1171 V	6471	Scott Pharmacy		Prescription Medication (41500	04046	306	62				27.78	
				Disbursement#	4171							Disbursement Total	27.78
1125 V	771	Sioux Rivers Region		Mental Health Advocate -	41500	04075	395	62				246.17	
				Disbursement#	4172							Disbursement Total	246.17
1172 V	6706	Story County Community Serv		Services Management - Mil	41500	04322	413	62				4.42	

Disbursement Date 08/24/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount	
1172	V 6706	Story County Community Serv		Direct Admin - Mileage & Disbursement#	41500 4173	04411	413	62				143.98 148.40	
1145	V 3084	Dylan Thomas		Commitment - Legal Repres Disbursement#	41500 4174	04074	393	62				65.00 65.00	
1175	V 7601	VISA		Public Education Services	41500	04005	373	62				357.65	
1175	V 7601	VISA		Direct Admin - Postage &	41500	04411	412	62				225.00	
1175	V 7601	VISA		Direct Admin - Mileage &	41500	04411	413	62				421.05	
1175	V 7601	VISA		Direct Admin - Informatio Disbursement#	41500 4175	04411	632	62				885.33 1,889.03	
					53	Total Disbursements						336,118.46	
					0	Total ACH						.00	
					0	Total EFT						.00	
					53	Grand Total						336,118.46	
												Credits/Refunds Included	.00

Totals by Fund		
41500	Central Iowa Community Service	336,118.46
	Final Total	336,118.46

End of report

Disbursement Date 09/07/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1362 V	169	Amazon Capital Services		Direct Admin - Informatio	41500	04411	632	62				66.98
1362 V	169	Amazon Capital Services		Direct Admin - Office Equ	41500	04411	636	62				26.99
				Disbursement# 4176								Disbursement Total 93.97
1365 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04042	366	62				16.42
1365 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04242	366	62				550.37
1365 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04342	366	62				8.21
				Disbursement# 4177								Disbursement Total 575.00
1367 V	884	Boone County Jail		Prescription Medication (41500	04046	306	62				138.96
				Disbursement# 4178								Disbursement Total 138.96
1372 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				91.34
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1372 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				155.61
1372 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				269.78
1372 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				114.17
1372 V	1327	Center Associates		Psychotherapeutic Treatme	41500	04042	306	62				72.45
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1372 V	1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
				Disbursement# 4179								Disbursement Total 1,993.96
1371 V	1326	Center of Attention		Basic Needs - Rent Paymen	41500	04033	340	62				500.00
				Disbursement# 4180								Disbursement Total 500.00
1373 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				155.61
1374 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				155.61
1374 V	1362	Central Iowa Psychological		Mental Health Services in	41500	04046	305	62				155.61
				Disbursement# 4181								Disbursement Total 466.83
1375 V	1475	Choice Employment Services		Voc/Day - Individual Supp	41500	04250	368	62				444.49
				Disbursement# 4182								Disbursement Total 444.49
1377 V	2262	Phil Clifton		Direct Admin - Mileage &	41500	04411	413	62				80.64
				Disbursement# 4183								Disbursement Total 80.64
1376 V	2243	Kathy Erickson		Mental Health Advocate -	41500	04075	413	62				174.72
				Disbursement# 4184								Disbursement Total 174.72
1405 V	5696	Eyerly Ball CMHS		Assertive Community Treat	41500	04042	398	62				4060.00
				Disbursement# 4185								Disbursement Total 4,060.00
1421 V	72119	Franklin County Sheriff's Off.		Commitment - Sheriff Tran	41500	04074	353	62				258.40
1421 V	72119	Franklin County Sheriff's Off.		Commitment - Sheriff Tran	41500	04074	353	62				161.12

Disbursement Date 09/07/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	4186	Disbursement	Total					419.52
1417	V 7342	GateHouse-DB Iowa Holdings		Direct Admin - Publicatio	41500	04411	400	62				185.24
				Disbursement#	4187	Disbursement	Total					185.24
1378	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				78.00
1379	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				58.50
1379	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				266.50
1379	V 2654	Kent L. Geffe		Commitment - Legal Repres	41500	04074	393	62				91.00
				Disbursement#	4188	Disbursement	Total					494.00
1394	V 4293	Grundy County Sheriff's Office		Commitment - Sheriff Tran	41500	04074	353	62				55.50
				Disbursement#	4189	Disbursement	Total					55.50
1380	V 2781	Jay Hansen		Basic Needs - Rent Paymen	41500	04033	340	62				550.00
				Disbursement#	4190	Disbursement	Total					550.00
1383	V 2975	Herting Law, PLLC		Commitment - Legal Repres	41500	04074	393	62				129.81
1383	V 2975	Herting Law, PLLC		Commitment - Legal Repres	41500	04074	393	62				183.56
				Disbursement#	4191	Disbursement	Total					313.37
1384	V 3019	Hillcrest Family Services		Comm Based Settings (6+ B	41500	04064	314	62				8190.51
1384	V 3019	Hillcrest Family Services		Comm Based Settings (6+ B	41500	04064	316	62				1176.16
				Disbursement#	4192	Disbursement	Total					9,366.67
1363	V 302	Hy Vee Pharmacy - Iowa Falls		Physiological Treatment -	41500	04041	306	62				43.62
				Disbursement#	4193	Disbursement	Total					43.62
1385	V 3227	Imagine The Possibilities Inc		Support Services - Suppor	41500	04332	329	62				78.08
1386	V 3227	Imagine The Possibilities Inc		Voc/Day - Individual Supp	41500	04350	368	62				27.07
1386	V 3227	Imagine The Possibilities Inc		Basic Needs - Rent Paymen	41500	04033	340	62				115.00
				Disbursement#	4194	Disbursement	Total					220.15
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				702.15
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				991.14
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				826.32
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				577.98
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				577.98
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				866.97
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				248.34
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				124.17
1390	V 3532	Integrated Telehealth Partners		Mental Health Services in	41500	04046	305	62				288.99
				Disbursement#	4195	Disbursement	Total					6,732.51

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Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1387 V	3261	Integrated Treatment Services		Mental Health Services in	41500	04046	305	62				59.43
1388 V	3261	Integrated Treatment Services		Mental Health Services in	41500	04046	305	62				667.80
1388 V	3261	Integrated Treatment Services		Mental Health Services in	41500	04046	305	62				416.01
1388 V	3261	Integrated Treatment Services		Mental Health Services in	41500	04046	305	62				942.27
				Disbursement#	4196							2,085.51
1409 V	6169	ITSavvy		Direct Admin - Informatio	41500	04411	632	62				62.00
				Disbursement#	4197							62.00
1391 V	3620	Jasper County Sheriff		Prescription Medication (41500	04046	306	62				396.74
				Disbursement#	4198							396.74
1389 V	3283	Kadel Medical Services LLC		Transportation - General	41500	04031	354	62				96.66
				Disbursement#	4199							96.66
1392 V	3849	Kaplan & Frese LLP		Commitment - Legal Repres	41500	04074	393	62				133.31
1393 V	3849	Kaplan & Frese LLP		Commitment - Legal Repres	41500	04074	393	62				13.11
				Disbursement#	4200							146.42
1395 V	4358	Madison County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				15.50
				Disbursement#	4201							15.50
1396 V	4400	Mainstream Living		Support Services - Suppor	41500	04332	329	62				16.42
1396 V	4400	Mainstream Living		Day Habilitation	41500	04350	367	62				569.20
				Disbursement#	4202							585.62
1419 V	8100	Marco		Direct Admin - Office Equ	41500	04411	636	62				211.61
				Disbursement#	4203							211.61
1397 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				31.00
1397 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				90.00
1397 V	4443	Marshall County		Commitment - Sheriff Tran	41500	04074	353	62				174.00
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				35.10
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				112.00
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				71.25
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				13.18
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				109.16
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				62.15
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				70.86
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				15.00
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				20.32
1397 V	4443	Marshall County		Prescription Medication (41500	04046	306	62				79.79
				Disbursement#	4204							883.81
1398 V	4500	Mary Greeley Medical Center		Transportation - General	41500	04031	354	62				252.50
1398 V	4500	Mary Greeley Medical Center		Transportation - General	41500	04031	354	62				252.50
1398 V	4500	Mary Greeley Medical Center		Transportation - General	41500	04031	354	62				126.25
1398 V	4500	Mary Greeley Medical Center		Transportation - General	41500	04031	354	62				303.00
1398 V	4500	Mary Greeley Medical Center		Transportation - General	41500	04031	354	62				75.75
1398 V	4500	Mary Greeley Medical Center		Transportation - General	41500	04031	354	62				303.00

Disbursement Date 09/07/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1407 V	5825	Premier Payee, Inc		Support Services - Repres	41500	04032	327	62				45.00
				Disbursement# 4215								45.00
1403 V	5533	Region Six Planning Commission		Transportation - General	41500	04031	354	62				14.00
1403 V	5533	Region Six Planning Commission		Transportation - General	41500	04031	354	62				14.00
1403 V	5533	Region Six Planning Commission		Transportation - General	41500	04231	354	62				42.00
1403 V	5533	Region Six Planning Commission		Transportation - General	41500	04331	354	62				42.00
				Disbursement# 4216								112.00
1410 V	6420	REM Iowa Community Serv Inc.		Support Services - Suppor	41500	04032	329	62				945.00
				Disbursement# 4217								945.00
1364 V	322	Salvation Army		Support Services - Repres	41500	04032	327	62				675.00
1364 V	322	Salvation Army		Support Services - Repres	41500	04232	327	62				162.00
				Disbursement# 4218								837.00
1411 V	6455	Scott County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				45.86
1412 V	6455	Scott County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				39.61
1412 V	6455	Scott County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				61.29
				Disbursement# 4219								146.76
1368 V	1121	Shawn Smith		Commitment - Legal Repres	41500	04074	393	62				117.00
1369 V	1121	Shawn Smith		Commitment - Legal Repres	41500	04074	393	62				93.00
1369 V	1121	Shawn Smith		Commitment - Legal Repres	41500	04074	393	62				177.00
				Disbursement# 4220								387.00
1413 V	6982	Storey-Kenworthy Company		Direct Admin - Office Equ	41500	04411	636	62				9050.91
				Disbursement# 4221								9,050.91
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				142.40
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				183.60
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				172.40
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				41.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				93.60
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				202.40
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				190.80
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				13.44
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				164.04
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				262.40
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				252.40
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				251.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				131.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				107.40
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				156.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				251.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				251.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				131.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				71.20
1414 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				202.40
1415 V	7110	Story County Sheriff		Commitment - Sheriff Tran	41500	04074	353	62				120.00

Disbursement Date 09/07/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	4222							3,391.88
1416	V 7202	Thrifty White Pharmacy		Prescription Medication (41500	04046	306	62				296.90
				Disbursement#	4223							296.90
1366	V 700	UnityPoint Health		Psychotherapeutic Treatme	41500	04042	306	62				232.09
				Disbursement#	4224							232.09
1420	V 71957	Jessica Van De Voort		Services Management - Mil	41500	04022	413	62				18.40
1420	V 71957	Jessica Van De Voort		Services Management - Mil	41500	04222	413	62				17.85
1420	V 71957	Jessica Van De Voort		Services Management - Mil	41500	04322	413	62				17.85
				Disbursement#	4225							54.10
1408	V 6156	Steve VandenBerg		Basic Needs - Rent Paymen	41500	04033	340	62				550.00
				Disbursement#	4226							550.00
1418	V 7604	Brian Vold ARNP PLC		Psychotherapeutic Treatme	41500	04042	306	62				232.09
				Disbursement#	4227							232.09
					52	Total Disbursements					90,485.91	
					0	Total ACH					.00	
					0	Total EFT					.00	
					52	Grand Total					90,485.91	
						Credits/Refunds Included					36.75	

Totals by Fund	
41500 Central Iowa Community Service	90,485.91
Final Total	90,485.91

End of report

Disbursement Date 09/21/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1638 V	20	Access, Inc.		Support Services - Suppor	41500	04232	329	62				70.00
				Disbursement# 4228								70.00
1639 V	60	Linn Adams		Services Management - Mil	41500	04022	413	62				338.11
				Disbursement# 4229								338.11
1640 V	169	Amazon Capital Services		Direct Admin - Stationary	41500	04411	260	62				20.35
1640 V	169	Amazon Capital Services		Direct Admin - Informatio	41500	04411	632	62				89.52
1640 V	169	Amazon Capital Services		Direct Admin - Office Equ	41500	04411	636	62				74.14
1640 V	169	Amazon Capital Services		Direct Admin - Stationary	41500	04411	260	62				40.70
1640 V	169	Amazon Capital Services		Direct Admin - Stationary	41500	04411	260	62				25.99
1640 V	169	Amazon Capital Services		Direct Admin - Stationary	41500	04411	260	62				20.35
1640 V	169	Amazon Capital Services		Direct Admin - Stationary	41500	04411	260	62				13.66
1640 V	169	Amazon Capital Services		Direct Admin - Informatio	41500	04411	262	62				55.65
				Disbursement# 4230								340.36
1644 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04042	366	62				8.58
1644 V	445	Arc of Marshall County		Psychotherapeutic Treatme	41500	04242	366	62				566.42
				Disbursement# 4231								575.00
1645 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04042	366	62				721.38
1645 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04242	366	62				1843.54
1645 V	508	ARC of Story County		Psychotherapeutic Treatme	41500	04342	366	62				1042.00
				Disbursement# 4232								3,606.92
1647 V	588	Brittany Baker		Services Management - Mil	41500	04022	413	62				46.92
1647 V	588	Brittany Baker		Services Management - Mil	41500	04222	413	62				40.10
1647 V	588	Brittany Baker		Services Management - Mil	41500	04322	413	62				40.10
				Disbursement# 4233								127.12
1650 V	884	Boone County Jail		Prescription Medication (41500	04046	306	62				158.57
				Disbursement# 4234								158.57
1651 V	1230	Capstone Behavioral Healthcare		Basic Needs - Rent Paymen	41500	04033	340	62				325.00
1651 V	1230	Capstone Behavioral Healthcare		Crisis Evaluation	41500	04044	301	62				924.61
1651 V	1230	Capstone Behavioral Healthcare		Justice System Involved C	41500	04025	376	62				6051.00
1651 V	1230	Capstone Behavioral Healthcare		Support Services - Suppor	41500	04032	329	62				1935.85
1651 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				7104.00
1651 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04042	366	62				5505.55
1651 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04242	366	62				812.90
1651 V	1230	Capstone Behavioral Healthcare		Psychotherapeutic Treatme	41500	04342	366	62				332.55
1651 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				178.29
1651 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				178.29
1651 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				114.17
1651 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				178.29
1651 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				342.51
1651 V	1230	Capstone Behavioral Healthcare		Mental Health Services in	41500	04046	305	62				228.34
				Disbursement# 4235								24,211.35
1711 V	72147	CDW Government Inc.		Direct Admin - Informatio	41500	04411	262	62				309.14

Disbursement Date 09/21/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
				Disbursement#	4236	Disbursement	Total					309.14
1662	V 2097	Cedar Valley Ranch, Inc.		Comm Based Settings (6+ B	41500	04064	314	62				5008.98
				Disbursement#	4237	Disbursement	Total					5,008.98
1652	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				155.61
1652	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				155.61
1652	V 1327	Center Associates		Psychotherapeutic Treatme	41500	04042	305	62				59.43
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				144.90
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				304.54
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				144.90
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				232.09
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				304.54
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1652	V 1327	Center Associates		Mental Health Services in	41500	04046	305	62				72.45
1653	V 1327	Center Associates		Justice System Involved C	41500	04025	376	62				6480.00
1653	V 1327	Center Associates		Crisis Evaluation	41500	04044	301	62				228.34
				Disbursement#	4238	Disbursement	Total					9,036.39
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				180.29
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				167.41
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				347.69
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				257.55
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				450.71
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				244.67
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				270.43
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				257.55
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				180.29
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				489.35
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				412.08
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				914.41
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				669.63
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				360.57
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				360.57
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				849.92
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				360.57
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				849.92
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				643.88
1654	V 1349	Central Iowa Detention		Commitment - Sheriff Tran	41500	04074	353	62				373.45
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				283.31
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				206.04
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				386.33
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				437.84
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				257.55
1654	V 1349	Central Iowa Detention		Transportation - General	41500	04031	354	62				218.92

Disbursement Date 09/21/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1701 V	6871	Partnership for Progress		Comm Based Settings (6+ B	41500	04064	314	62				3844.00
				Disbursement# 4279		Disbursement		Total				3,844.00
1691 V	5581	Peglow, O'Hare & See, P.L.C.		Commitment - Legal Repres	41500	04074	393	62				75.60
				Disbursement# 4280		Disbursement		Total				75.60
1692 V	5596	Penn Center		Comm Based Settings (6+ B	41500	04064	314	62				992.31
1692 V	5596	Penn Center		Support Services - Suppor	41500	04032	329	62				12050.63
1692 V	5596	Penn Center		Comm Based Settings (6+ B	41500	04064	314	62				5739.26
1692 V	5596	Penn Center		Comm Based Settings (6+ B	41500	04064	314	62				4874.44
				Disbursement# 4281		Disbursement		Total				23,656.64
1694 V	5815	Poweshiek Co Sherriff's Dept		Commitment - Sheriff Tran	41500	04074	353	62				55.64
				Disbursement# 4282		Disbursement		Total				55.64
1714 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				75.96
1714 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				151.92
1714 V	83117	The Pride Group		Comm Based Settings (6+ B	41500	04064	314	62				27633.03
				Disbursement# 4283		Disbursement		Total				27,860.91
1641 V	322	Salvation Army		Support Services - Repres	41500	04032	327	62				675.00
1641 V	322	Salvation Army		Support Services - Repres	41500	04232	327	62				162.00
				Disbursement# 4284		Disbursement		Total				837.00
1696 V	6470	Kim Schomaker		Services Management - Mil	41500	04022	413	62				67.38
1696 V	6470	Kim Schomaker		Services Management - Mil	41500	04222	413	62				65.39
1696 V	6470	Kim Schomaker		Services Management - Mil	41500	04322	413	62				65.39
				Disbursement# 4285		Disbursement		Total				198.16
1697 V	6471	Scott Pharmacy		Prescription Medication (41500	04046	306	62				1.76
1697 V	6471	Scott Pharmacy		Prescription Medication (41500	04046	306	62				33.64
				Disbursement# 4286		Disbursement		Total				35.40
1698 V	6579	Jen Sheehan		Services Management - Mil	41500	04022	413	62				339.68
1698 V	6579	Jen Sheehan		Services Management - Mil	41500	04222	413	62				329.68
1698 V	6579	Jen Sheehan		Services Management - Mil	41500	04322	413	62				329.68
				Disbursement# 4287		Disbursement		Total				999.04
1657 E	1420	Staci A Shugar		Services Management - Mil	41500	04022	413	62				12.54
1657 E	1420	Staci A Shugar		Services Management - Mil	41500	04222	413	62				12.17
1657 E	1420	Staci A Shugar		Services Management - Mil	41500	04322	413	62				12.17
				Disbursement# 4288		Disbursement		Total				36.88
1649 V	771	Sioux Rivers Region		Mental Health Advocate -	41500	04075	395	62				239.05
				Disbursement# 4289		Disbursement		Total				239.05
1699 V	6706	Story County Community Serv		Services Management - Mil	41500	04322	413	62				12.88
1699 V	6706	Story County Community Serv		Direct Admin - Mileage &	41500	04411	413	62				148.93
				Disbursement# 4290		Disbursement		Total				161.81

Disbursement Date 09/21/2021

Claim #	Vendor#	Payee Name	Invoice#	Description	Fund	Funct	Obj	Dpt	Prj	Sub	Line	Amount
1648 V	700	UnityPoint Health		Assertive Community Treat	41500	04042	398	62				55.83
1648 V	700	UnityPoint Health		Assertive Community Treat	41500	04042	398	62				55.83
1648 V	700	UnityPoint Health		Assertive Community Treat	41500	04042	398	62				55.83
				Disbursement#	4297							558.30
												Disbursement Total
1708 V	7601	VISA		Direct Admin - Publicatio	41500	04411	400	62				252.21
1708 V	7601	VISA		Direct Admin - Mileage &	41500	04411	413	62				248.64
1708 V	7601	VISA		Direct Admin - Mileage &	41500	04411	413	62				643.86
1708 V	7601	VISA		Direct Admin - Informatio	41500	04411	632	62				800.00
				Disbursement#	4298							1,944.71
												Disbursement Total
1646 E	573	Karla K Webb		Direct Admin - Mileage &	41500	04411	413	62				30.00
				Disbursement#	4299							30.00
												Disbursement Total
1709 V	7806	Russell Wood		Direct Admin - Mileage &	41500	04411	413	62				516.51
1709 V	7806	Russell Wood		Direct Admin - Mileage &	41500	04411	413	62				468.62
				Disbursement#	4300							985.13
												Disbursement Total
1642 V	350	Woolstock Mutal Telephone Assn		Direct Admin - Telecommun	41500	04411	414	62				210.00
				Disbursement#	4301							210.00
												Disbursement Total
												74 Total Disbursements
												249,946.36
												0 Total ACH
												.00
												0 Total EFT
												.00
												74 Grand Total
												249,946.36
												Credits/Refunds Included
												23,888.98

Totals by Fund		
41500	Central Iowa Community Service	249,946.36
	Final Total	249,946.36

End of report



CICS

Supporting Individuals. Strengthening Communities.

Service Coordination Annual Report Fiscal Year 2021

(July 1, 2020-June 30, 2021)

Submitted by:

Linn Adams, Coordination Officer

September, 2021

Every day, individuals turn to CICS in 11 central Iowa counties (expanded to 15 counties as of 7/1/21) for health, hope and successful outcomes to improve their quality of life. It could be an adult struggling with depression, an individual in crisis who does not know who to turn to, or someone recently released from prison trying to get their feet back on the ground. Whatever the situation, CICS is here to help by coordinating a multitude of services and securing financial assistance for individuals struggling with mental health or intellectual and other developmental disabilities. No one knows what services and funding sources are available better than the local CICS Service Coordinators. Helping people navigate the system, regional Service Coordination staff provide the valuable link with community resources best suited to meet individuals' personal needs and goals. Service Coordinators are available to assist with applications for Medicaid, food assistance, housing, Social Security and more.

Service Coordination Staff

The CICS Coordination Officer, Linn Adams, oversees the service coordination functions performed in the CICS region. Other Service Coordination staff include: Liza Howard, Lead Worker; Meghan Freie, Specialist; and Robin McKee, Children's Behavioral Health Coordinator. In addition, 13 Service Coordinators are assigned to individual local county offices in CICS with at least one designated as the Adult Coordinator of Disability Services in each county. CICS Service Coordinators include the following:



BOONE COUNTY
KIM SCHOMAKER

✉ kim.schomaker@cicsmhds.org
☎ 515.433.4883



FRANKLIN COUNTY
ROBIN MCKEE

✉ robin.mckee@cicsmhds.org
☎ 641.456.2128



GREENE COUNTY
KIM SCHOMAKER

✉
☎ 515.433.4883



HAMILTON COUNTY
CARRIE HISLER

✉ carrie.hisler@cicsmhds.org
☎ 515.832.9550



HARDIN COUNTY
JODI HAMILTON

✉ jodi.hamilton@cicsmhds.org
☎ 641.939.8165



JASPER COUNTY
JARICA WHITE

✉ jarica.white@cicsmhds.org
☎ 641.841.1167





📍 **MADISON COUNTY**
CHRISTY CHRISTENSON

✉️ christy.christenson@cicsmhds.org
📞 515.493.1453



📍 **MARSHALL COUNTY**
LISA SODER

✉️ lisa.soder@cicsmhds.org
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📍 **POWESHIEK COUNTY**
BRENDA DAILY

✉️ brenda.daily@cicsmhds.org
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📍 **STORY COUNTY**
KATHY JOHNSON

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📍 **STORY COUNTY**
TYLER LENNON

✉️ tyler.lennon@cicsmhds.org
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📍 **STORY COUNTY**
STACI SHUGAR

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📍 **STORY COUNTY**
NIKKI SPRECHER

✉️ nikki.sprecher@cicsmhds.org
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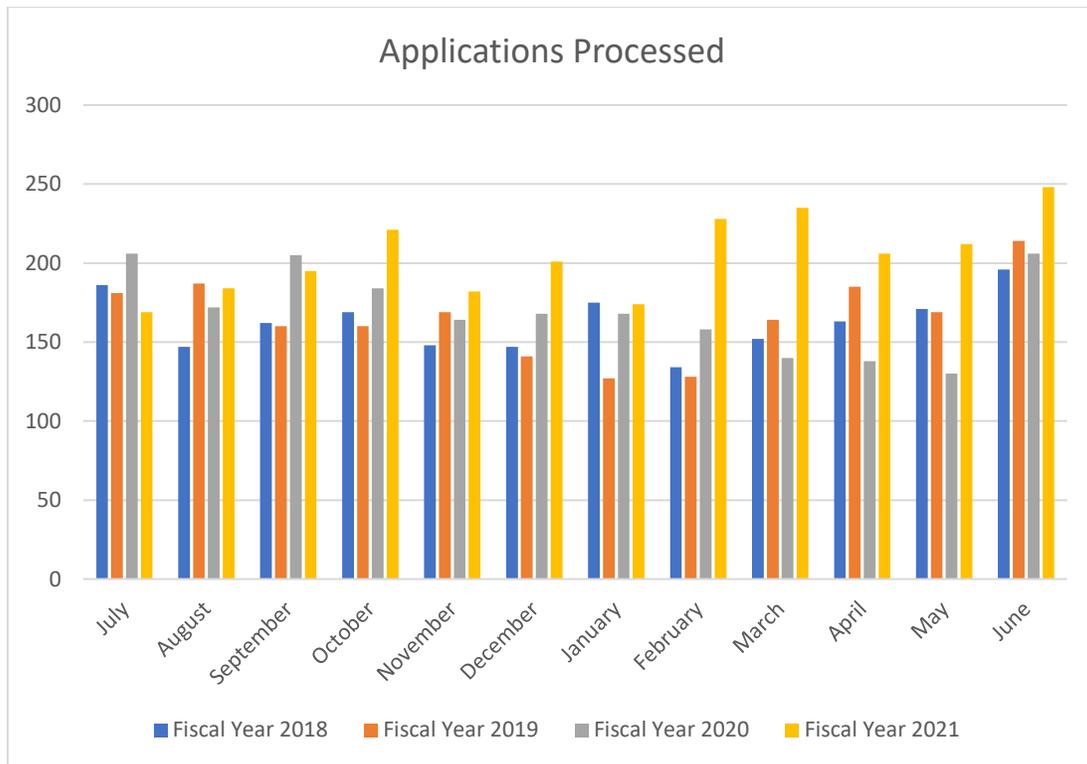


📍 **WARREN COUNTY**
JESS VAN DE VOORT

✉️ jess.vandevoort@cicsmhds.org
📞 515.961.1075

Applications

One of the primary functions of the local Service Coordinators is to process all funding applications received by CICS. In FY21, there was a 20% overall increase in the number of applications received and processed. In FY21, 2,455 applications were processed compared to 2,039 in FY20, 1,985 in FY19, and 1,950 in FY18. An average of 205 applications were processed monthly. COVID-19 continued to have an impact on the number of applications in the first part of the year, however, the number of applications exceeded all previous years for the months of October, 2020 through June, 2021. The number of applications for FY 21 was impacted by the addition of “short” applications received for ITP services in the hospital emergency departments.

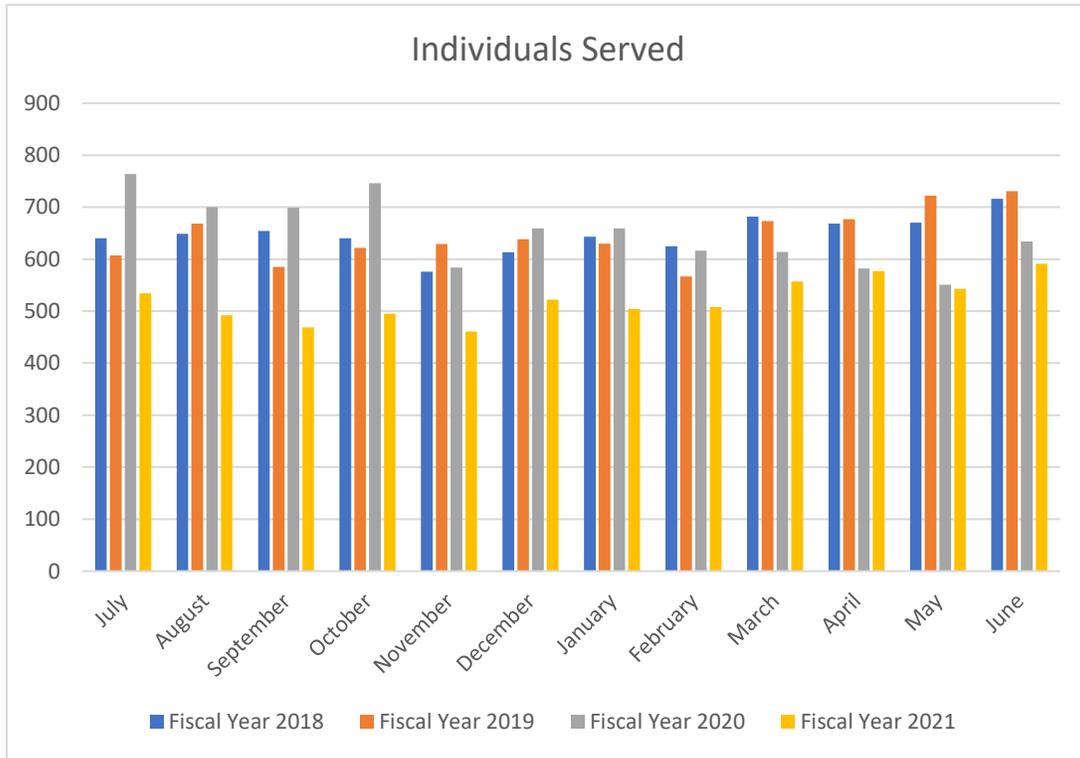


Coordination of Services

In addition to processing applications and requesting funding authorizations, the Service Coordinators provide the local connection to the individuals accessing the services CICS funds. In addition to helping access mental health services, they also provide information and referral to a multitude of community resources, including, but not limited to, Medicaid health insurance, food assistance, General Assistance, food pantries, housing resources, and Social Security. The number of individuals truly served by Service Coordinators is much greater than the number of applications received and processed.

CICS tracks how many individuals are served each month. This includes those with applications as well as contact with ongoing clients, collateral contact with provider agencies, contact with family members and other interested parties, email correspondence regarding ongoing clients,

and other activities on behalf of those we serve. In FY21, CICS served an average of 523 individuals monthly. This number is down significantly from FY20, when an average of 651 individuals were served monthly. In addition to the continued effects of the pandemic, a change in those considered “served” was necessitated. Previously we had counted individuals that were assisted but did not need a full CICS application. Due to the need to comply with the State rules for reporting, CICS no longer counted individuals that did not have an application eligibility. In FY18 and FY19 CICS served an average of 647 individuals each month. The monthly average was 579 in FY17.

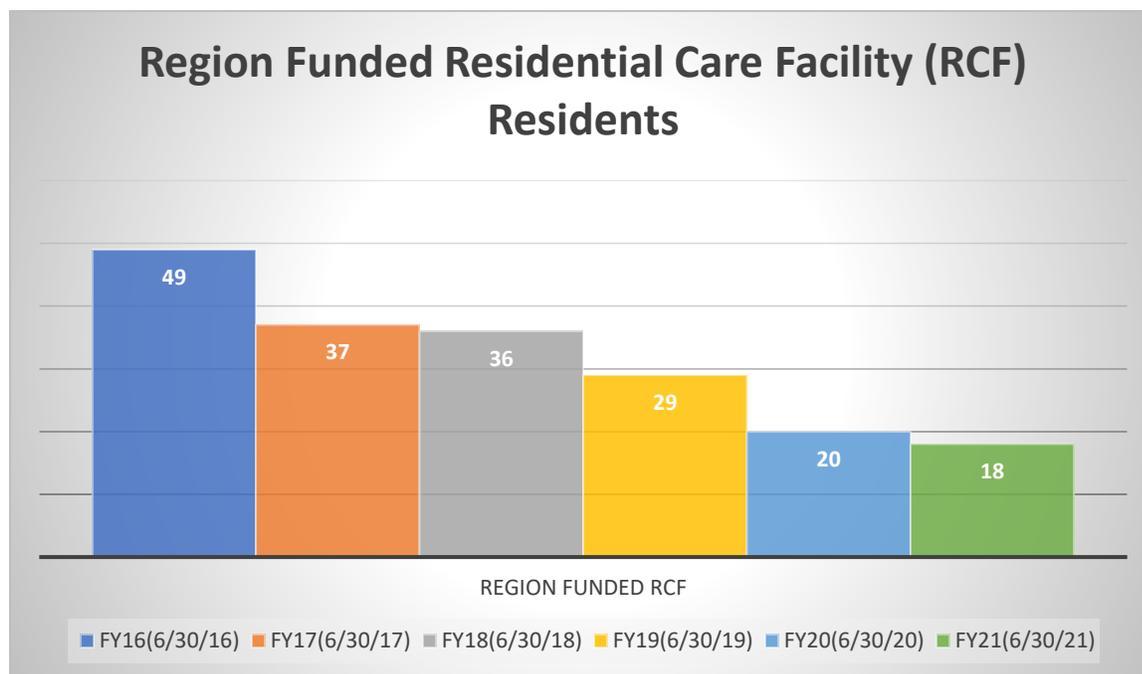


Decreasing Institutionalization

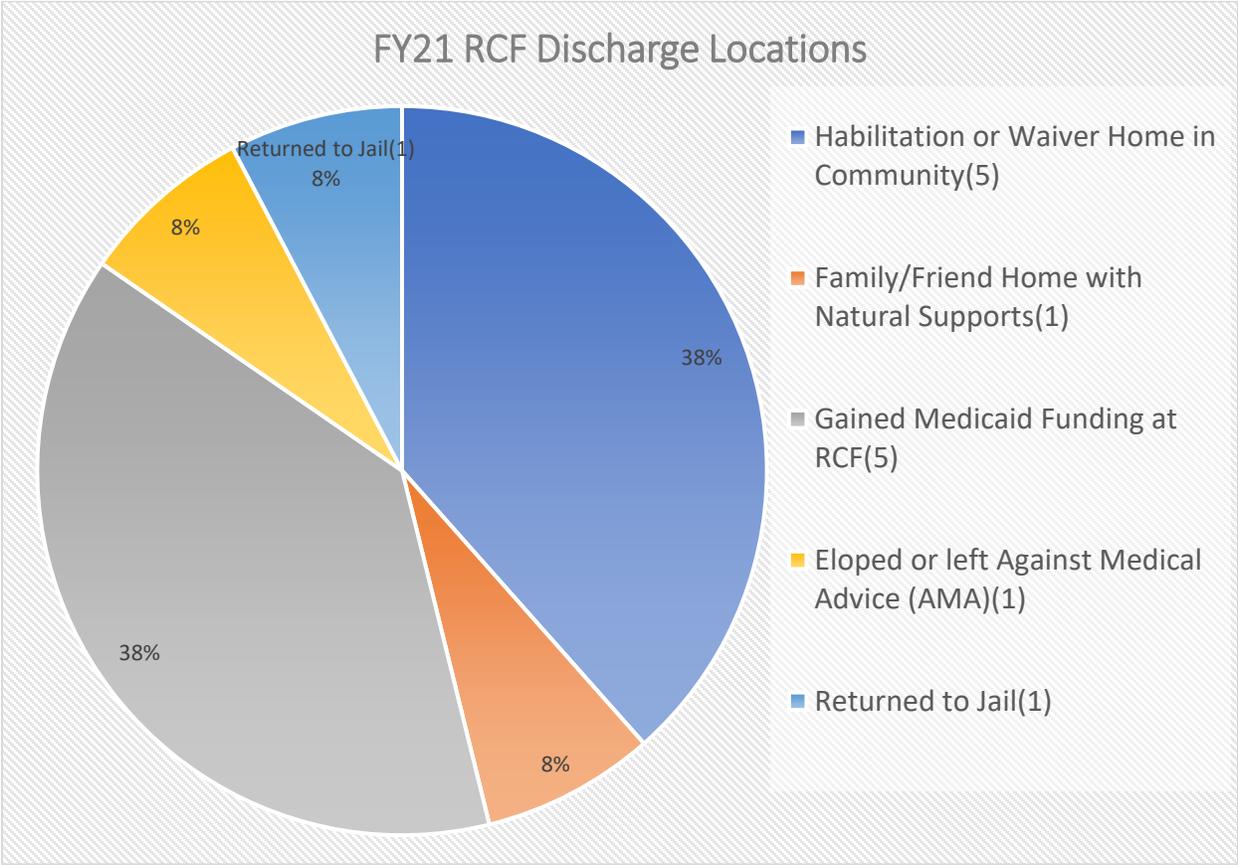
A primary service goal of CICS is to serve individuals in community-based settings. Since 2016 the Service Coordination Specialist and Coordination Officer have worked diligently to reduce the number of individuals in institutional settings. The Specialist coordinates services to all individuals funded by CICS that are in Residential Care Facilities (RCFs) and long-term (more than 30 days) at the Mental Health Institutes (MHIs). Strategies to reduce the number of individuals at Residential Care Facilities (RCF) have included working to reduce the number of admissions to RCFs, identifying RCF providers who have shown a willingness to stabilize and assist in community placement, focusing on a targeted list of individuals appropriate to move to a lower level of care, and building a base of community providers willing to work with individuals discharging from RCFs. Additionally, in FY20 the CICS RCF Policy was revised to reduce the amount of time that

individuals spend in RCFs that are otherwise eligible to be served in community-based Habilitation funded settings. Efforts were also strengthened to look to services other than RCFs, such as sub-acute, crisis stabilization, and transitional living, to help an individual be stabilized and back in their home.

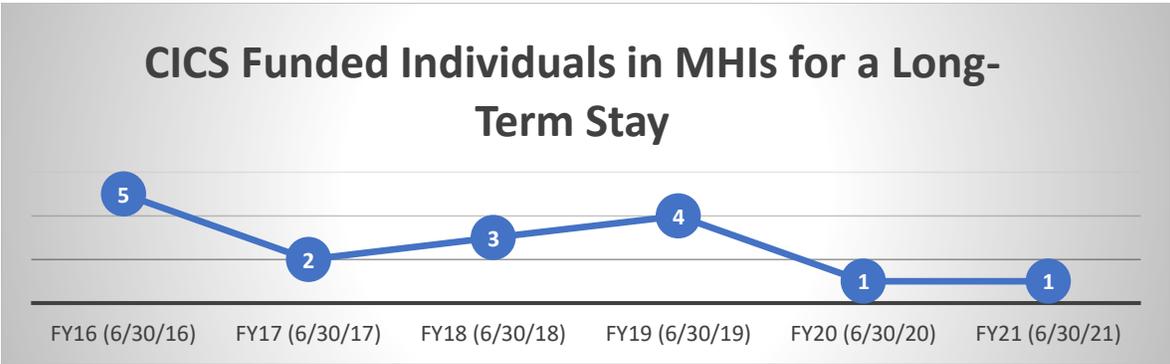
During FY21 there were 11 admissions to RCFs and 13 discharges, resulting in a net reduction of 2 from the end of the previous year. This compares with 28 admissions and 37 discharges in FY20. At the end of FY21 (6/30/21) the number of regionally funded individuals in RCFs was 18, a decrease of 10% from the previous year, and a decrease of 63% from the baseline year of FY16. Efforts will continue to enhance community-based services and reduce individuals in RCFs.



The graph below shows data for the 13 individuals that were discharged or accessed other funding in FY21. 46% moved to a community based setting accessing Habilitation homes, apartments, or natural supports. 38% accessed Medicaid funding for RCF. 1 individual eloped and 1 individual returned to jail.



In FY21, there remained just 1 individual at the State Mental Health Institutes (MHIs) at the end of the fiscal year. There was 1 at the end of FY20 also, compared to 4 at the end of FY19. During FY21 there were 4 individuals considered “long-term” (stays of 30+ days) that were admitted at MHI and 4 discharges. The Specialist works with all long-term (30+ days) individuals at both the Independence and Cherokee MHIs to coordinate services and assist with transition.



Barriers to De-Institutionalization

The Service Coordination Specialist and the Coordination Officer regularly review the barriers to individuals moving out of congregate care to community based residential settings. The barriers that have been identified include the following:

Safety Due to Behaviors:

This includes safety of the individual, as in areas of self-injury, leaving the home or work area without notifying staff if unsupervised time creates a risk of harm, behavior toward others that invites others to cause harm to the individual, or lack of understanding of illness or situations that place the individual at risk. A second, but equally important concern is safety of others, such as situations involving aggression, sexual assault, or fire-setting. The final concern would be the use of substances, when reintegrated into the community. These behaviors make it difficult for individuals to be served by community providers, due to the cost and ability to hire and maintain staff properly trained to effectively respond with the intensity or frequency of the behaviors.

Social Skills Underdeveloped:

This area has to do with the need for further social skill development. Disruptive behavior is at a level of intensity that people around the person are unwilling or unable to tolerate living, working, or socializing with the individual. This results in difficulty finding housing, jobs, and staff to support these individuals. Housemates may not have the opportunity to participate in activities because this person has to be removed from social events, as well as, the provider may have difficulty maintaining consistent staff due to burnout or repeated threats and accusations.

Health and Safety:

This category has to do with individuals with significant medical needs. Barriers tend to be a lack of understanding or willingness for individuals to seek proper medical treatment. Additionally, they may be older and/or medically fragile and need someone familiar with their medical needs to recognize signs of discomfort or medical need prior to the individual being able to verbally express this. Additionally, they may have many medications, which are difficult for a community provider to manage. Community providers are typically not equipped with medical personnel to be able to provide the needed medical care of these individuals.

Legal Issues:

Individuals on the sex offender registry or with aggressive criminal backgrounds have difficulty finding community providers and affordable housing, due to their legal issues.

Lack of Community Support – Income or Entitlements:

Individuals that do not have income or entitlements such as Medicaid or Social Security benefits, often have difficulty establishing services with community providers.



Lack of Community Support – Affordable Housing:

This area recognizes that individuals may want to live in a community of their choice but are unable to find affordable housing. Their community of choice could be for a variety of reasons, such as natural supports, familiarity, or provider choice.

Family/Guardian/Individual/Provider Reluctance:

For many of the individuals living in congregate care settings, they have been there a significant period and are comfortable remaining in the current situation. Often, they have tried community services prior and the team (family, guardian, provider, etc.) express fear and concern about the individual's needs being met by a community provider. There is concerns expressed that the individual will be discharged from a community provider, experience hospitalization, or their health (physical and/or mental) will be jeopardized.

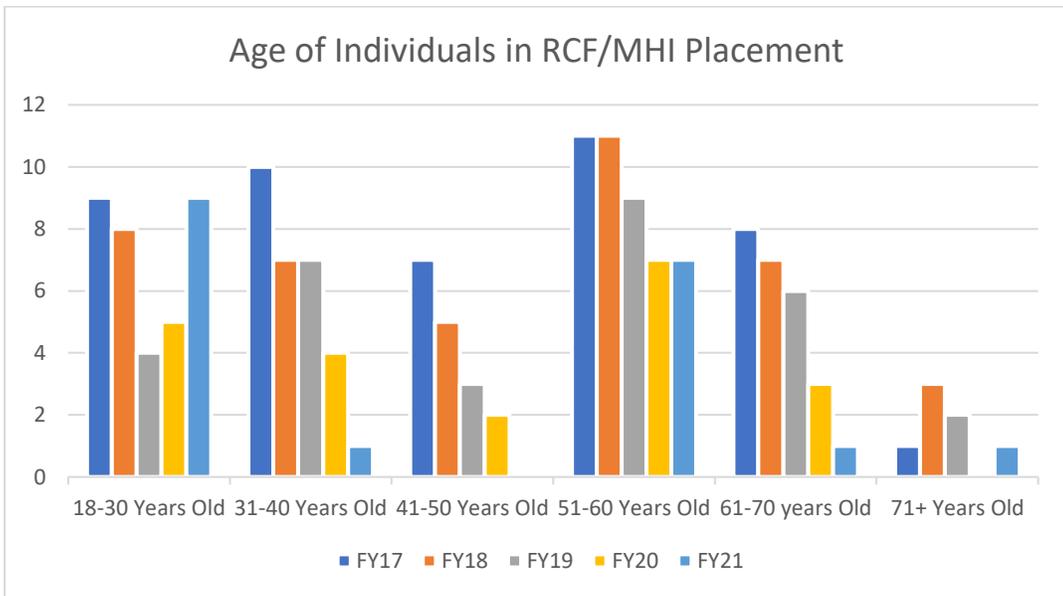
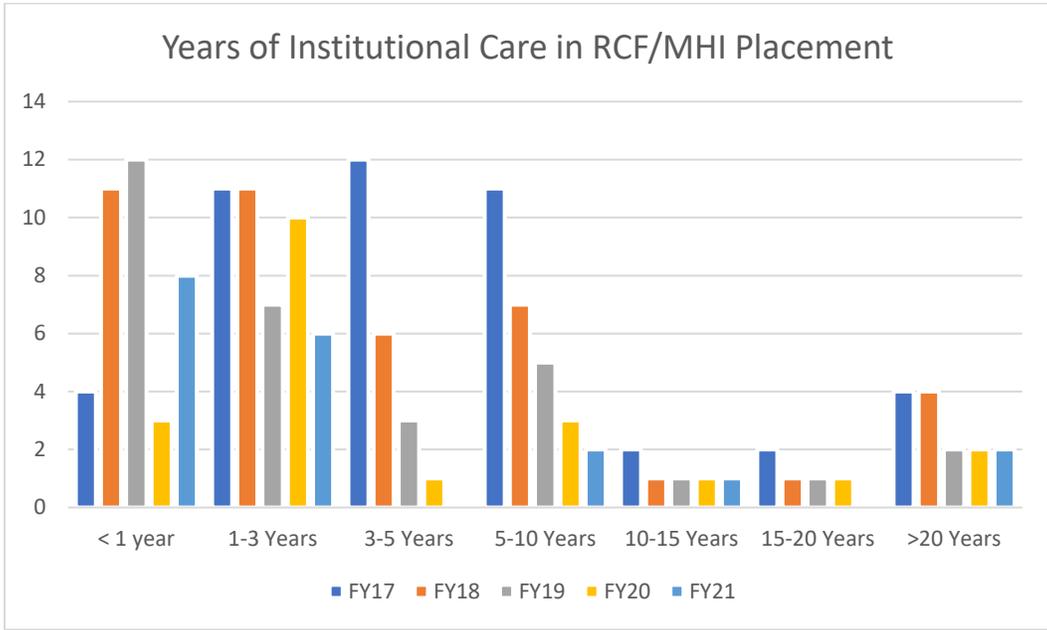
Summary:

Based on information collected over the past several years the biggest reasons for individuals remaining institutionalized at residential care facilities (RCFs) and the Mental Health Institute (MHI) are:

- Reluctance to Leave. This includes reluctance not only of the individual, but reluctance of family members, providers, and others.
- Safety Due to Behaviors. Although community providers should be equipped to handle behavioral issues in community-based settings, there is at least a perception that community based providers can not handle behavioral issues. Many providers are also reluctant to accept individuals that exhibit any problematic behavioral issues.

Another area we measure when reviewing barriers to community-based settings is the number of years the individuals have lived in their current institutional setting. At the end of FY21, 74% of individuals in RCFs and MHI had been institutionalized for less than 3 years compared with 62% for both FY20 and FY19. Shorter institutional stays have been noted since data began being tracked. In FY18, 54% had been institutionalized less than 3 years and in FY17 only 33% of individuals had been institutionalized less than 3 years. We continue to utilize RCFs for individuals following incarceration or hospitalization, as they are needing stabilization prior to entering community-based services. CICS continues to work on alternatives to this institutional care through the utilization of Sub-Acute services, crisis stabilization services, and expanded community-based residential services. We are also hopeful that the Intensive Residential Service Homes (IRSH) will meet the complex needs of those currently going to RCFs for stabilization or because they are unable to find a community-based service provider able and willing to accept them.

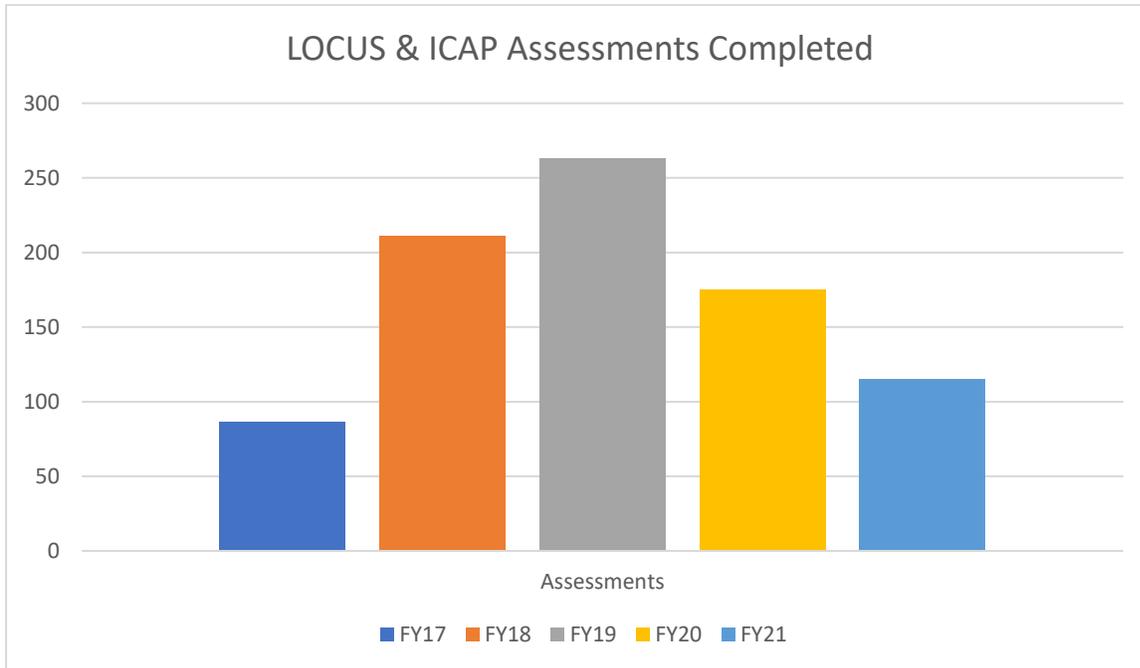




Assessments

In December 2016, CICS implemented the Level of Care Utilization System (LOCUS) assessment tool to assist in determining level of care and needed services for individuals with a mental illness diagnosis. Additionally, we utilize the Inventory for Client and Agency Planning (ICAP) assessment tool for individuals with Intellectual Disabilities (ID) and Development Disabilities (DD). The Service Coordination Specialist assesses individuals when RCF or ongoing regionally funded services are requested. An updated LOCUS is needed annually while an ICAP is good for 3 years.

A standardized assessment is not currently utilized for those not needing ongoing regional funding (considered “gap” funding). In FY21, 115 assessments were completed compared with 175 in FY20, 263 assessments in FY19, 211 assessments in FY18 and 86 assessments in FY17. The primary reasons FY21 assessments continued to decrease were the reduced number of individuals in RCF care, the continued phaseout of the TLCs, and the overall decrease in individuals served due to the pandemic.



Medicaid Waiting List Funding

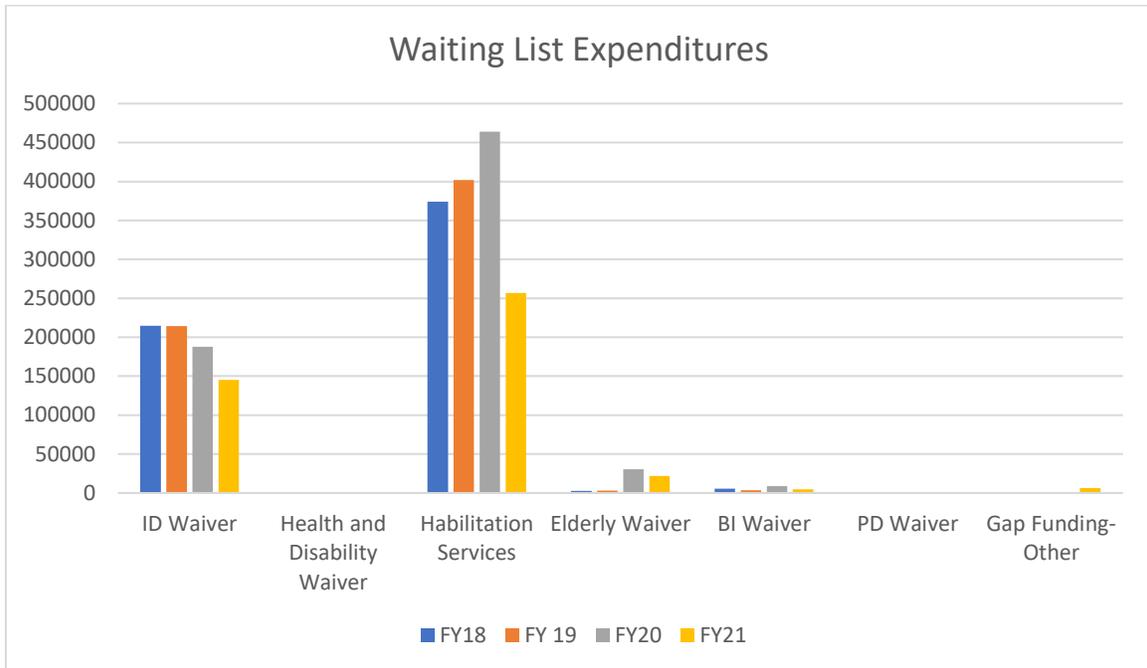
During FY17, CICS began tracking the Medicaid gap funding. CICS funded 84 individuals in FY21 who were waiting for Medicaid waiver funding. This is compared to 141 in FY20, 121 in FY19, 128 in FY18, and 114 in FY17. Individuals funded for this purpose dipped significantly for FY 21, as it did for overall individuals served, primarily due to issues related to the COVID pandemic. According to the Iowa Code, MHDS Regions are not required to fund individuals that are on a Medicaid waiting list. However, CICS implemented a policy that states we will fund necessary services for individuals while they are waiting for Medicaid funding.

CICS expenditures for services that should be Medicaid funded for FY21 were \$435,580.30, a significant decrease. CICS funded services totaling \$691,838.67 for these individuals in FY20, \$624,567.51 in FY 19, and \$597,152.37 in FY18.

The funding streams for which individuals may be waiting for include Intellectual Disability (ID) Waiver, Health and Disability (H&D) Waiver, Habilitation Services, Elderly Waiver, Physical Disability (PD) and Brain Injury (BI) Waiver. A new category (Other Gap Funding) was added to account for those waiting for straight Medicaid funding for services such as outpatient, ACT, and IPR.

Medicaid Waiting List Information

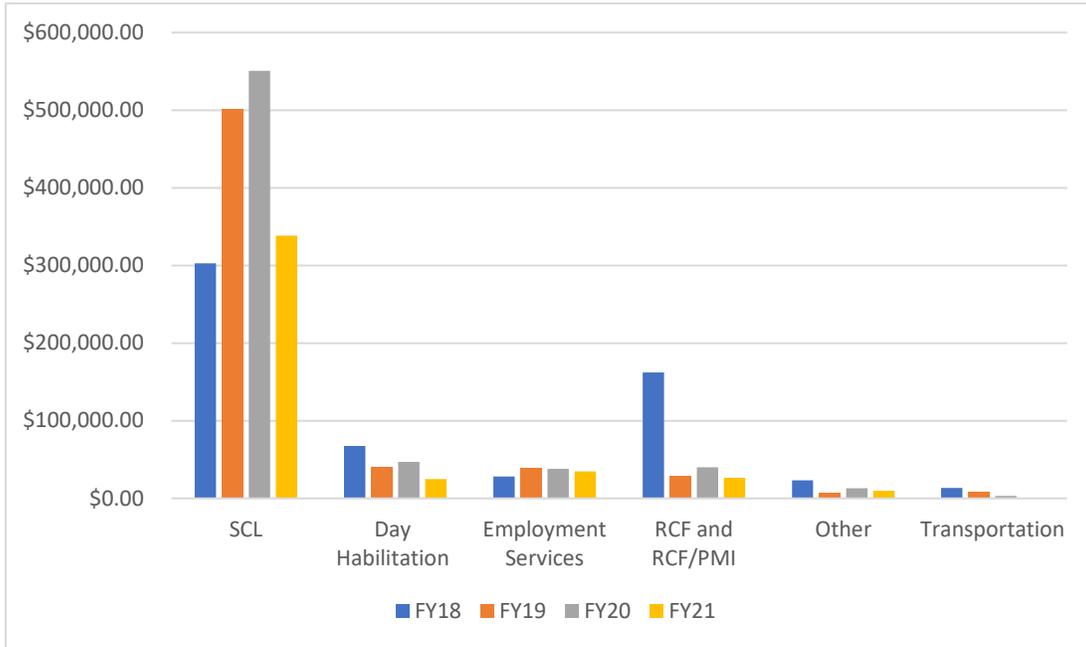
Waiver	FY19		FY20		FY21	
	Individuals Funded	Amount Paid	Individuals Funded	Amount Paid	Individuals Funded	Amount Paid
BI Waiver	2	\$3,481.77	2	\$8,720.40	1	\$4,620.00
Elderly Waiver	4	\$2,932.71	10	\$30,434.65	6	\$22,049.07
Habilitation Services	89	\$401,965.39	97	\$464,088.05	45	\$256,847.41
ID Waiver	23	\$214,324.74	29	\$187,770.97	23	\$145,422.29
H&D Waiver	2	\$1,069.06	1	\$410.90	1	\$117.76
PD Waiver	1	\$793.84	2	\$413.70	0	\$0
Other Gap	0	\$0	0	\$0	8	6,523.77
Total	121	\$624,567.51	141	\$691,838.67	84	\$435,580.30



Waiver	FY18	FY19	FY20	FY21
ID Waiver	35.9%	34.3%	27.1%	33.4%
Habilitation Services	62.6%	64.4%	67.1%	59.0%
BI Waiver	1%	0.6%	1.3%	1.1%
Elderly Waiver	0.5%	0.5%	4.4%	5.1%
Health and Disability Waiver	N/A	0.2%	<1%	<1%
Physical Disability Waiver	N/A	0.1%	<1%	0
Gap Funding-Other	N/A	N/A	N/A	1.5%

We continue to fund a variety of services for individuals waiting on Medicaid funding.

Service	FY19 Amount	FY19 %age Of Total	FY20 Amount	FY20 %age Of Total	FY21 Amount	FY21 %age Of Total
Supported Community Living (hourly & daily)	\$502,031.64	80.4%	\$550,557.61	79.6%	\$338,599.84	77.7%
Day Habilitation	\$39,970.92	6.4%	\$46,903.65	6.8%	\$25,080.72	5.8%
Employment Services	\$38,871.36	6.2%	\$37,962.34	5.5%	\$34,649.83	8.0%
RCF & RCF/PMI	\$28,523.97	4.6%	\$40,116.36	5.8%	\$26,737.31	6.1%
Other	\$7,301.43	1.2%	\$13,072.65	1.9%	\$9,759.24	2.2%
Transportation	\$7,868.19	1.3%	\$3,226.06	.4%	\$753.36	.2%



Data was taken from paid claims in CSN, our online data system, where it was identified an individual was waiting for some type of Medicaid funding.

Exceptions to Policy

In addition to overseeing regional service coordination functions, the Coordination Officer reviews and approves funding authorizations to ensure compliance with the CICS Management Plan and eligibility policies.

The CICS Management Plan states that an Exception to Policy (ETP) may be considered in cases when an individual is significantly adversely affected by the regional eligibility policy. The Coordination Officer reviews the ETP request and submits a recommendation to the CEO. A written decision is issued to the individual requesting and the Service Coordinator submitting the ETP request.

In FY21, 37 ETP requests were submitted on behalf of 23 individuals. This is compared to 28 ETP requests on behalf of 21 different individuals for FY20 and 32 ETP requests on behalf of 27 individuals in FY19. Of the 37 requests, 27 were approved as requested, 9 were approved with revisions, and 1 was denied. The requests that were approved with revisions were primarily changes in the funding length, number of units, or amount the client would be required to pay towards their services.

Requests were submitted for residents of 9 of the 11 CICS counties.

	FY19 ETP Requests	FY20 ETP Requests	FY 21 ETP Requests
Boone County	2	1	4
Franklin County	3	1	3
Greene County	1	1	0
Hamilton County	0	0	1
Hardin County	1	0	2
Jasper County	6	8	11
Madison County	1	0	0
Marshall County	2	2	4
Poweshiek County	1	3	3
Story County	11	11	6
Warren County	4	1	3
TOTAL	32	28	37

The ETPs granted were related to the following:

	FY19	FY20	FY21
Income: Modifications or adjustments to income, required copayments, or household size	18	7	11
Resources: Property or other resources	1	1	0
Maximum Housing Assistance: Those needing more than allowed months of assistance per Housing Assistance Policy.	1	4	0
Rent in Subsidized Housing Units: Those who were waiting for their rent to be adjusted based on income change	2	0	0
Level of Care: Funding programs for safety when the level of care assessments did not score at service needed	1	1	1
Other Basic Need: Gap and other funding beyond the amount allowed by regional policies.	9	15	25
TOTAL	32	28	37

The 1 denied ETP request was related to the following:

- A request to waive a copayment for an individual considered to have the resources and ability to pay.