



CICS

Supporting Individuals. Strengthening Communities.

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

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

Join Meeting by Zoom at:
Join Zoom Meeting
<https://us06web.zoom.us/j/89361673106?pwd=ai9MTU1PY3M0TINDMWFIOGdTUVRsUT09>

Meeting ID: 893 6167 3106
Passcode: 551969

Join by Phone at:
+1 312 626 6799 US (Chicago)
Meeting ID: 893 6167 3106
Passcode: 551969

1. Welcome and Introductions: Roll Call of Committee Members

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

2. Adoption of the Agenda – Action

Motion to Approve: _____

Second: _____

Vote on Motion: _____

3. Approval of 3/14/23 Meeting Minutes – Action

Motion to Approve: _____

Second: _____

Vote on Motion: _____

4. Legislative Updates – Russell Wood, Informational

5. Governing Board Structure and CICS 28E Agreement Revisions – Russell Wood, Informational

6. Highlights of Regional Governing Board – Julie Smith and JD Deambra, Informational
7. Review and Consideration of Amendments to the Bylaws Central Iowa Community Services Adult Regional Advisory Committee – Karla Webb – Action
Motion: _____
Second: _____
Vote on Motion: _____
8. Election of Service Provider Representative to CICS Regional Governing Board Effective 7/1/23
- Action
Chair asks for nominations to elect
Motion: _____
Second: _____
Vote on Motion: _____
9. Financial Update – Betsy Stursma, Informational
10. Service Planning and Development Updates – Patti Treibel Leeds, Informational
11. Agency Update/Information Sharing
12. Next Meeting Date: September 12, 2023 @ 1:30pm
13. Adjournment





CICS

Supporting Individuals. Strengthening Communities.

CICS Adult Regional Advisory Committee Meeting Tuesday March 14, 2023 @ 1:30 pm Minutes

1. Welcome and Introductions: Roll Call of Committee Members
Webb called the meeting to order at 1:33PM, those present: Diana Dawley, Kathy Hanzek, Deb Williams, Breon Gardner, Kelly Kratz, Sharon Swope, Heidi Metz, Rachel Fletcher. Others present: Karla Webb, Patti Treibel Leeds, Russell Wood, Meghan Freie, Liza Howard
2. Adoption of the Agenda – Action
Hanzek motioned to approve the agenda, Kratz second, motion passed.
3. Election of Chair - Action
Dawley motioned for Hanzek as Chair, Kratz second, motion passed.
4. Election of Vice-Chair – Action
Metz motioned for Gardner as Vice-Chair, Fletcher second, motion passed.
5. Approval of 12/13/22 meeting minutes – Action
Williams motioned approval of the 12/13/22 meeting minutes, Gardner second, motion passed.
6. Highlights of Regional Governing Board – Julie Smith and JD Deambra, Informational
No report.
7. 2022 CICS Adult Advisory Committee Report – Karla Webb, Informational
Webb explained the report identifies committee members for 2022 and includes all agendas and meeting minutes, no suggested changes were identified by committee members.
8. Review and Consideration of Bylaws Central Iowa Community Services Adult Regional Advisory Committee – Karla Webb – Action
Webb explained the bylaws were updated last calendar year, Webb nor committee members had any suggested changes. Hanzek motioned to approve the bylaws as they are, Dawley second, motion passed.
9. Possible CICS FY2023 Budget Amendment – Russell Wood, Informational
Wood discussed have received a proposal from YSS, Inc. for an additional \$5 million dollars, currently CICS has a contract with YSS to fund up to \$10 million dollars for the Ember Recovery Campus. CICS will need to amend the FY23 Annual Service and Budget Plan (ASBP) to increase the budget to allow for expending additional funds, two line items in the ASBP would be amended. Gardner inquired if YSS has been using the funds, to date YSS has billed CICS \$5 million. Dawley expressed support of the project.

10. CICS FY2024 Annual Service and Budget Plan Draft – Karla Webb, Informational
Webb reviewed the FY24 ASBP and highlighted service expansion and development projects. Gardner inquired if funds are available for more staffing, Webb explained recent action taken by the CICS Governing Board to move four staff to Officer positions as they will be taking on responsibilities with Treibel Leeds and Adams retiring this year.
11. Legislative Updates – Russell Wood, Informational
Wood discussed have a statewide legislative review committee that meets every two weeks to discuss legislation. Wood identified there is legislation proposing an interstate compact for professional counseling services and legislation on loan repayment. HF471 and SF471 are companion bills, HF471 passed out of the House unanimously and have been told by people there is no reason to believe the bill won't be approved by the Senate. This legislation addresses the Governing Board makeup, the bill changes the number of Governing Board members; currently have 15 county board of supervisor members, a children's provider representative, educational representative, parent of a child who utilizes services, adult provider representative, and adult individual served or family member of individual served. Bill adds one member from the judicial system and one member law enforcement. All members would be voting members. The bill limits the number of county board of supervisors to no more than 49% of the board makeup, this would limit county board of supervisor members to six. The bill also addresses establishing outpatient competency restoration and funding of these services by MHDS regions.
12. Service Planning and Development Updates – Patti Treibel Leeds, Informational
Treibel Leeds is retiring August 1, Meghan Freie will be taking over most of Treibel Leeds responsibilities upon her retirement. Are working with Center Associates in Marshalltown to add on to their facility in order to provide outpatient urgent care mental health services, funding for this project will be considered by the CICS Governing Board at their meeting next week. Are working with 43 North Iowa for Intensive Residential Services, the provider has land that they are planning to put a home on to provide the services as they were unable to locate a home where the services could be provided in. Are working with three schools, Colfax-Mingo School District, Webster City School District, and Iowa Falls/Alden School District to have the Destroy Illusions Tour with three assemblies at each school district and a community assembly in each community. Crisis Intervention training will be held in May for 40 hours in Mason City for law enforcement, jail staff, paramedics. Freie discussed have a provider apply through the State to offer Individual Placement and Supports (IPS), CICS provided a letter of support and will find out 3/24/23 if the provider is selected. CICS did an RFP for a planning grant for permanent supportive housing services, one provider applied for the planning grant, if the Governing Board approves, will extend a contract to the provider for the planning grant.
13. Agency Update/Information Sharing
Swope indicated they have been getting a lot of presentations for free, some presentations have been on recovery, are seeing new people monthly, a lot due to the cold weather, have been meeting with SATUCI on outpatient treatment service options and they are going to get involved with the center. Williams shared she found a new counseling service in Marshalltown called Wild Spirit Counseling. Together We Can has started support groups as of March 1, have met with SATUCI also about providing peer support services. Gardner shared they have a program where they visit a country each month, have a meal, cultural events, crafts; peers and members have really been enjoying the program, are feeding on average 30 people on Wednesdays, are looking at ways they can partner with other entities for use of a van, People



Rides has been able to be more consistent in getting people to Friendship Club, are seeing some new members.

14. Next Meeting Date: June 13, 2023 @ 1:30pm

15. Adjournment



Bylaws Central Iowa Community Services Adult Regional Advisory Committee

Effective Date: ~~5/1/22~~ 7/1/23

I NAME

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

II PURPOSE

The Adult Regional Advisory Committee, ~~pursuant to IC 331.390(2)e; 331.392.(2)i; IAC 441-25.14.(1)i~~ Regional governance structure will look at how services are delivered, the quality of services and help identify and prioritize service needs.

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

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

III MEMBERSHIP

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

Ten members will be ~~an individual~~s who utilizes mental health and disability services or ~~is~~ are an actively involved relative of such an individual and ten members will be ~~a~~ service providers. Membership shall include ~~two~~ members ~~from of~~ the Regional Governing Board. ~~will serve as ex-officio non-voting members~~. An effort shall be made to have representation from each of the counties within the region. Committee members shall be appointed by the Regional Governing Board. Applications shall be presented to the Regional Governing Board by the CICS staff member designated to provide support to the ~~CICS~~ Adult Regional Advisory Committee.

The Adult Regional Advisory Committee members shall serve ~~two year~~ three year terms beginning July 1, 2023. The appointments shall be staggered, ~~half of the members representing an individual who utilizes mental health and disability services or is an actively involved relative of such an individual and half of the members representing service providers shall serve until 12/31/22 with the other half of each serving until 12/31/23. Thereafter, all appointments shall be for two years.~~

Members will be eligible for appointment for a total of ~~6 year~~ two full three year terms. An individual can be reappointed again after at least one term year off the committee.

Approved by Central Iowa Community Services Governing Board on April 28, 2022.

IV OFFICERS AND REGIONAL GOVERNING BOARD MEMBERS

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

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

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

The permanent recording secretary shall be a CICS staff member.

V MEETINGS

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

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

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

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

VI ADOPTION

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

VII REVISIONS

Approved by Central Iowa Community Services Governing Board on April 28, 2022.

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

VIII TERMINATION

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