

# Heart of Iowa Community Services (HICS) Minutes

**March 10, 2021**

HICS met on Wednesday, March 10, 2021, via a Zoom call.

Present: Clifford Carney, Guthrie County Supervisor; Brad Golightly, Dallas County Supervisor; Rick Thompson, Audubon County Supervisor and Laurie Cooley, Provider Representative, Larry Loss, Family Member representative, Shanell Wagler, Child Provider representative.

Absent: Hannah Sanders, Education representative

Staff Present: Darci Alt, CEO; Lisa Kempf, Recording Secretary

**Item 1** – Chair Clifford Carney called the meeting to order at 1:05 pm.

**Item 2** – Introductions

**Item 3** – *Additions/Approval of Agenda:*

- a) Alt requested an addition to the agenda – Discussion/Action: FY22 Annual Service and Budget Plan.
- b) Motion to approve the agenda as amended by Thompson, second by Wagler. Motion approved unanimously.

**Item 4** – *Approval of Minutes from January meeting:*

- a) Correction needed to Item 7, letter a) – Larry Loss abstained from vote.
- b) Motion to approve January 18, 2021 meeting minutes as corrected by Loss, second by Golightly. Motion approved unanimously.

**Item 5** – *Visitors:* None

**Item 6** – *Discussion/Action: Payment of Bills*

- a) Kempf presented claim summary for February 2021. **ACTION:** Motion to receive and file claim summary as presented by Thompson, second by Wagler. Motion approved unanimously.
- b) Kempf presented the Budget status and Fund Balance status as of 2/28/21 for review.

**Item 7** – *Discussion/Action: FY21 Budget Amendment*

- a) Kempf presented a proposed budget amendment for FY21. Several factors contributed to the need of an amendment, including the settlement with Genesis Development, better reporting from the Crisis Stabilization Residential Center and the CARES Act grant dollars allocated to HICS in August 2020. **ACTION:** Motion by Golightly to approve FY21 budget amendment as presented, second by Thompson. Motion approved unanimously.

**Item 8** – *Discussion/Action: Budget/Fund Balance*

- a) Kempf presented the budget status and fund balance status as of 2/28/2021. Discussion included how the Region will fund the budget now that Dallas County is running low in their Fund 10 Balance. Alt was directed to discuss procedures with the State Auditor at the next HICS audit. **ACTION:** None.

**Item 9** – **Addition to Agenda:** *Discussion/Action: FY22 Annual Service and Budget Plan*

- a) Alt explained all MHDS Regions are required to submit an Annual Service and Budget Plan (ASBP) to the Department of Human Services, by April 1st of each year. The FY22 HICS submission was reviewed with the Board. **ACTION:** Moved by Loss to approve the FY22 ASBP, second by Carney. Motion approved unanimously.

**Item 10 – Update: CARES Act**

- a) Kempf shared a spreadsheet with the Board showing all expenditures made and anticipated expenditures.
- b) Alt is considering another round of Grant applications in order to use the remaining funds.

**Item 11 – Updates**

- a) Safe Harbor – Cooley reported a new method of billing will soon be put in place for the Transition side of Safe Harbor. They now have a credentialed therapist on staff and can begin billing Medicaid for one therapy session per day. That should see a reduction in the daily rate by approximately \$69.00. This may result in a savings to the Region of almost \$7,000 per year for Transitional Living costs.
- b) Kempf shared a tracking sheet for Safe Harbor that showed usage and cost over the past 12 months.

*Next Meeting / Adjourn:* Next scheduled meeting is Monday, June 7th, 2021, at 1:00 p.m. Location or via Zoom to be determined.

Motion to adjourn meeting by Golightly, second by Thompson. Motion approved unanimously. Meeting adjourned at 3:05 p.m.

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Respectfully Submitted: Lisa Kempf,  
Recording Secretary

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CLIFFORD CARNEY, Chair HICS

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RICK THOMPSON, Secretary HICS