



GOVERNING BOARD MEETING MINUTES

June 7, 2023

The Governing Board of Heart of Iowa Community Services Region (HICS) met Wednesday, June 7, 2023, at 9:00 am at the Dallas County offices.

Present: Larry Loss, Parent of Child representative; Maggie Armstrong, Guthrie County Supervisor; Clifford Carney, Family Member representative. The following members present via ZOOM: Rick Thompson, Audubon County Supervisor; Brad Golightly, Dallas County Supervisor; Leslyann Christensen, Regional Education System representative.

Absent: Lori Cooley, Zion Integrated Mental Health, Adult Service Provider representative

Staff Present: Darci Alt, CEO; Lisa Kempf, Recording Secretary (via Zoom).

Item 1 – Chair Clifford Carney called the meeting to order at 9:08 am.

Item 2 – *Additions/Approval of Agenda:*

- a) Motion to approve the agenda as presented by Loss, second by Armstrong. Motion approved unanimously.

Item 3 – *Visitors:* None

Item 4 – *Discussion/Action: HICS/CROSS 28E Agreement*

- a) Alt presented the final draft of the 28E Agreement for HICS to serve as the regional administrator, provide regional service system management, and to provide for County Rural Offices of Social Services (CROSS) and its Member Counties certain management and administrative services. **ACTION:** Motion by Armstrong to approve the 28E Agreement between HICS MHDS Region and CROSS MHDS Region as presented and authorize the Chair to sign. Second by Loss. Roll Call vote:

Carney – Aye	Golightly – AYE	Thompson – Aye
Armstrong – Aye	Loss – Aye	Christensen – Aye

Motion Carried unanimously.

Item 5 – *Discussion/Action: PAQ / Staff Positions*

- a) Alt explained due to the new arrangement with CROSS Region, we will be adding one new position, upgrading a position, and reviewing to upgrade the Financial Coordinator position. Position Analysis Questionnaires (PAQ) have been completed and submitted to the Dallas County HR Department for review and classification.
 1. Rachel Cecil will be added as the Director of Regional Operations. **ACTION:** Motion to approve hiring and approval of wage as presented by Loss. Second by Armstrong. Motion approved unanimously.

2. Brandon Tews' current position will be upgraded to the Director of Community Services. **ACTION:** Motion to approve Title upgrade and wage increase as presented by Christensen. 2nd by Thompson. Motion approved unanimously.
3. PAQ for Financial Coordinator, Lisa Kempf, was submitted to HR last Friday. Recommendation will be ready for the next Governing Board meeting. **ACTION:** None taken.

Item 6 – Discussion/Action: FY24 Department Salaries

- a) Alt presented wage increases for all staff for FY24 as determined by Dallas County. Increase is approximately 6.5% for all staff. **ACTION:** Motion to approve FY24 salaries for the Heart of Iowa staff as presented by Armstrong. Second by Golightly. Motion approved unanimously.

Item 7 – Discussion/Action: Contracting

- a) Alt advised she will have FY24 contracts ready to act on at the next Governing Board meeting. She is using a revised template this year that focuses on holding Providers more accountable to the Region by using a modified cost settlement model. She is currently meeting with Providers explaining the reasoning behind the change in contracting. **ACTION:** None taken.

Motion to adjourn by Thompson, second by Christensen. Motion approved unanimously. Meeting adjourned at 10:20 am. Next meeting will be Wednesday, June 21, 2023, at 9:00 am at the Dallas County offices.

Respectfully Submitted: Lisa Kempf,
Recording Secretary

CLIFFORD CARNEY, Chair HICS

RICK THOMPSON, Secretary HICS