



GOVERNING BOARD MEETING MINUTES

January 22, 2024

The Governing Board of Heart of Iowa Community Services MHDS Region (HICS) met Monday, January 22, 2024, 1:00 pm at the Dallas County offices.

Present: Brad Golightly, Dallas County Supervisor; Maggie Armstrong, Guthrie County Supervisor; Rick Thompson, Audubon County Supervisor; Clifford Carney, Family Member representative; Larry Loss, Parent of Child representative and Lesleyann Christensen, Regional Education System representative.

Absent: None

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

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

Item 2 – *Discussion/Action: Additions/Approval of Agenda:*

- a) **ACTION:** Motion to approve the agenda as presented by Thompson, second by Loss. Motion approved unanimously.

Item 3 – *Discussion/Action: Approval of Minutes*

- a) **ACTION:** Motion to approve November 13, 2023 minutes as presented by Golightly, second by Armstrong. Motion approved unanimously.

Item 4 – *Visitors:* None

Item 5 – *Election of Officers for 2024 (one-year term)*

- a) Chair: **ACTION:** Motion by Armstrong, second by Thompson for Larry Loss to be the Board Chair. Motion approved unanimously.
- b) Vice-Chair: **ACTION:** Motion by Thompson, second by Carney for Maggie Armstrong to be the Board Vice-Chair. Motion approved unanimously.
- c) Secretary: **ACTION:** Motion by Carney, second by Thompson for Brad Golightly to be the Board Secretary. Motion approve unanimously.
- d) Appoint Recording Secretary: **ACTION:** Motion by Christensen, second by Thompson to appoint Lisa Kempf as Recording Secretary. Motion approved unanimously.

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

- a) Kempf presented list of bills processed for October, November and December 2023. **ACTION:** Motion by Thompson, second by Carney to approve for payment the presented list. Motion approved unanimously.

Item 7 – *Discussion/Action: Contract: Chris Reis*

- a) Alt reported she does in person medication reviews and therapy at the Dallas County jail, employed by Advanced Corrections Healthcare. In order for her to be able to share client data and information with our office, we need to contract with her separately. **ACTION:** Following review and discussion, motion to approve Provider Agreement with Chris Reis, with

change of start/end date to 1/1/2024 – 6/30/2024, second by Golightly. Motion approved unanimously.

Item 8 – Discussion/Action: Budget

- a) Kempf presented Budget Status and Fund Balance Status reports for review. **ACTION:** None required.

Item 9 – Discussion/Action: Staff Positions

- a) Alt explained she would like to add a full-time position to sit at the front office and act as receptionist for the 2nd floor. This position was recently staffed by the Health Department, but the employee has retired and the Health Department is not replacing the employee. Currently, there is no person to receive visitors and they must ring a bell for someone to assist them. Other duties for this new position will be to support the General Assistance department and assist Kempf with financial/claim duties of the Region. Alt reported she has been working with HR and a job description has been developed. She would like to hire this position within the next few months.
- b) Alt requested a pay increase for Kempf due to the increased duties she has incurred since July 1, 2023, performing Admin and Financial duties for the CROSS Region. **ACTION:** Motion by Loss to authorize Alt to request Kempf be moved to the grade/step proposed in FY25 budget (17/F), to be effective 1/1/2024, instead of 7/1/24. She will also be eligible for an additional step increase on 7/1/24. Second by Thompson. Motion approved unanimously.

Item 10 – Discussion/Action: Southern Hills MHDS Region

- a) Alt reported representatives from the Southern Hills MHDS Region, comprised of Adair, Adams, Union and Taylor counties, reached out to her to see if we had interest in merging those counties into the Heart of Iowa Region. This would be advantageous, as HICS would then be contiguous with the counties comprising the CROSS Region and those counties could merge into HICS Region as well. **ACTION:** Motion by Golightly to pursue conversations and develop 28E Agreements with the counties of Southern Hills MHDS Region and CROSS MHDS Region, second by Armstrong. Motion approved unanimously.

Item 11 – Discussion: Proposed Legislation

- a) Alt reported Iowa HHS is proposing eliminating Mental Health Regions across Iowa and going to Mental Health Districts. There are currently 14 Regions; the proposal is to reduce to 7 Mental Health Districts. The bill has not been introduced in the Legislature yet, but is to expected to be very soon. She will keep the Board updated on progress.

Item 12 – CEO Updates

- a) The Board was updated to the response from HICS to the Perry school shooting earlier this month. Minimal budget update is expected. She reported our staff will be involved for the long-term.

Motion to adjourn by Golightly, second by Carney. Motion approved unanimously. Meeting adjourned at 3:25 pm. Next meeting is Monday, March 18th.

Respectfully Submitted: Lisa Kempf, Recording Secretary