



Governing Board Meeting Minutes

December 5, 2022

Heart of Iowa Community Services (HICS) met on Monday, December 5, 2022, at 1:00 pm at the Dallas County offices.

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

Absent: Laurie Cooley, Provider Representative and Shanell Wagler, Child Provider representative.

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

Item 1 – Chair Clifford Carney called the meeting to order at 1:15 pm.

Item 2 – *Additions/Approval of Agenda:*

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

Item 3 – *Approval of Minutes:*

- a) Motion to approve October 10, 2022 meeting minutes as presented by Loss, second by Golightly. Motion approved unanimously.

Item 4 – *Visitors:* None

Item 5 – *Discussion/Action: CIT (Crisis Intervention Team) Update*

- a) Alt updated the Board on progress made by the Waukee, West Des Moines, Clive and Urbandale Police Departments on implementing the CIT officers and teams.
 - i. Waukee PD began July 14th, 2022
 - 1. They have recorded 68 calls in 70 days
 - ii. Clive is targeting a start date of January 2023
 - iii. Urbandale is planning for February 2023
 - iv. West Des Moines
- b) A 40-hour CIT training program will be offered to all Police Departments in the Region in the current fiscal year.
- c) Iowa Law Enforcement Academy also has CIT training provided by HICS, but they only provide 24-hours. She hopes to convince them to expand that to the 40-hour training. **ACTION:** None needed.

Item 6 - Discussion/Action: Payment of Bills

- a) Kempf presented claim summaries for October and November 2022.
 - i. Discussion regarding cost of Empty Bed Days at Safe Harbor was held.
 - 1. Alt reported she had toured a building in Perry that may be suitable as an Adult and Child Access Center. This could replace the Woodward location and the rising costs of the triple-net lease.
 - 2. She went on to explain that she needs to have the Iowa Department of Human Services (DHS) come tour the building to see if it meets the licensing standards of a joint Adult and Child Access/Crisis Center. **ACTION:** The Board gave verbal approval for DHS personal to tour the building for licensing purposes. Motion to receive and file claim summaries as presented by Thompson, second by Loss. Motion approved unanimously.

Item 7 – Discussion/Action: FY23 Budget Review

- a) Kempf presented the Budget Status and Fund Balance Status as of October 31, 2022. Following further questions and clarification. **ACTION:** None needed.

Item 8 – Discussion/Action: FY22 Annual Report

- a) Alt presented the FY22 Annual Report that is filed with DHS to the Board.
- b) Loss noted he is appreciative the service data is broken out by Adults and Children service. Golightly requested Alt visit each county BOS in Region to share this report. **ACTION:** Motion by Golightly to approve the FY22 Annual Report, second by Christensen. Motion approved unanimously.

Item 9 – Discussion/Action: FY22 Regional Ending Fund Balance Certification

- a) Alt explained all Region's must certify the Region's ending fund balance with DHS, per Senate File 619, and must be done by December 1st of each year.
 - i. Kempf shared the information may not be accurate as we are still waiting for our FY22 financial audit to be completed. It is being held up due to untimely reporting of a county in our Region. The beginning Fund Balance amount was provided by the State Auditor's office, but could change. This will result in a change to the ending Fund Balance and we will need to recertify. **ACTION:** Motion by Thompson for qualified approval of the FY22 HICS Ending Fund Balance and authorize the chairperson and CEO to sign, second by Golightly. Motion approved unanimously.

Item 10 – Discussion/Action: FY24 Budget Workshop

- b) Kempf presented the proposed Revenue and Expenditure budgets for FY24. A final budget will be presented at the January 2023 meeting of this Board. **ACTION:** None taken.

Item 11 – Discussion/Action: Old Business

- a) Clifford Carney was thanked for his 8 years of service on the Governing Board as the representative from Guthrie County.
- b) Loss requested meetings for 2023 be set in advance. Also, the day of meetings was discussed with a change to Wednesday being agreed upon.
 - i. Meetings will be held on the 3rd Wednesday at 9am in the following months in 2023:
 - 2. January – March – June – September – November
- b) Next meeting: Wednesday, January 25, 9:00 am at Dallas County office.

Item 12 – Discussion: Employee Performance Review – CEO

- a) Kempf was dismissed in order for the Board to complete the annual employee performance review for CEO, Darci Alt.

Respectfully Submitted: Lisa Kempf,
Recording Secretary

CLIFFORD CARNEY, Chair HICS

RICK THOMPSON, Secretary HICS