

**Central Iowa Case Management Board Meeting Minutes**  
**September 15, 2014 12:00 noon**  
**Story County Community Services, Ames, Ia.**

**Present:** Board members Russell Wood, Deb Schildroth, and Ronn Rickels. Also present was Director Linn Adams.

Chair Wood called the meeting to order. Schildroth moved, Rickels seconded to approve the agenda. All voted aye.

**Minutes.** Rickels moved, Schildroth seconded to approve the minutes of the August 18, 2014 meeting. All voted aye.

**Advisory Board Terms.** Adams reported that the Advisory Board had their first meeting on September 11<sup>th</sup>. The terms for members were split as follows for the initial member to create staggered terms: the terms of Bushbaum, England, and Pappas will expire June 30, 2015 and terms of Wallace, Vest, and Rasmusson will expire on June 30, 2016.

**Advisory Board Bylaws.** The Bylaws for the Advisory Board were reviewed. The Advisory Board approved the Bylaws at their September 11<sup>th</sup> meeting. The Bylaws require the approval by the Governing Board. Following review, Schildroth moved, Rickels seconded to revise the last sentence of section "V. Amendments" to read as follows: "Any amendments shall be presented to the Governing Board for their approval and shall not be implemented unless approved by the Governing Board." All voted aye. Due to the revision, the revised Bylaws will be placed on the agenda of the next Advisory Board meeting for their approval.

**FY 15 Performance Improvement Plan (PIP).** The PIP that was recommended for approval by the Advisory Board was reviewed. There was discussion regarding future planning toward a more holistic care management model for TCM. Schildroth moved, Rickels seconded to approve the FY PIP as presented. All voted aye.

**Financial Issues.**

- **Private Pay Contract for TCM.** Rickels moved, Schildroth seconded to approve the Agreement for Private Payment template. All voted aye.
- **County Billing Update and Agency Fund Status.** A report of projected revenues and for July and August was reviewed. CICM agency fund balance as of September 11, 2014 was \$94,326.37. Expenditure Reports submitted by counties on accrual basis for July totaled \$66,064.04. Projections show that monthly revenues should be adequate to cover the county payments as outlined in the 28E Agreement. Schildroth moved, Rickels seconded to approve payment of the July claims to counties and to authorize the Director to pay claims monthly. All voted aye.

- **Protocol for Payment.** Rickels moved, Schildroth seconded to table until next meeting. All voted aye.

**Next Meeting.** November 17, 2014 at 11:00 a.m. at the Story County Administrative Building in Nevada.

With no further business, Schildroth moved, Rickels seconded to adjourn.