

COUNTY RATE INFORMATION SYSTEM BOARD OF DIRECTORS MINUTES
MARCH 11, 2008

PRESENT: Mary Williams, Ellen Gaffney, Melvin Houser, Terrence Neuzil, Lonnie Maguire, Caye Chelesvig, Jill Eaton, Lawrence Rouw, and Ric Gerard

ABSENT: Linn Adams and Mardi Allen

STAFF: William Petersen, Deb Eckerman, Brad Holtan

GUEST: Karen Jess

1. Call to Order & Minutes: Mary Williams called the meeting to order at 7:38 PM. Terrence Neuzil moved, second by Melvin Houser, to adopt the Minutes of the November 27, 2007 Meeting. The motion carried unanimously.
2. Financial Report: Brad Holtan presented the CRIS Balance Sheet as of February 29, 2008 which was included in the Board packet. Caye Chelesvig moved, second by Ellen Gaffney, to accept the Financial Report. The Motion carried unanimously. Mr. Holtan also discussed that ISAC will be purchasing an accounting software that will enable ISAC to give up to the minute financial reports to all Boards that ISAC provides accounting information. The estimated cost of this new accounting software will be between \$25,000 to \$35,000. The estimated cost to CRIS is not yet known but Brad Holtan thought it would be around 6% of the estimated cost of the whole program. William Petersen then stated that the CRIS Board did not need to make a motion regarding this accounting package until after the ISAC Board approves it. At that point it will be brought back to the CRIS Board for approval.
3. Conflict of Interest: William Petersen presented information regarding the Conflict of Interest draft policy which was also in the Board packet. Mr. Petersen stated that a point of interest is Article II in this policy which discusses Interested Person and Financial Interest. After some discussion by the Board, a motion to adopt the Acknowledge of Receipt of Conflict of Interest was made by Ric Gerard, second by Melvin Houser. The motion carried unanimously.
4. Membership Issues: Deb Eckerman discussed that Ringgold County recently joined CRIS. She also stated that Henry County would also be joining. Crawford and Black Hawk County has also shown some interest in joining CRIS. Deb provided the Board with information about an on-line resource library. Ric Gerard asked a question regarding the Board policy about mileage reimbursement. Mary Williams stated that the new CRIS Board policy and procedures were included in the Board packet. Brad Holtan also provided information about how the addition of new counties will affect the expenses of the CRIS budget for FY 2009. The Board decided to wait until the next Board meeting to discuss if there was a need to amend the CRIS budget.

5. Eide Bailey Trainings/Issues: Karen Jess of Eide Bailly presented the Board with information regarding the CRIS process which was included in the Board packet. Included in the discussion was information regarding how Providers calculate units staffed for services and how a day is defined. Karen Jess also discussed Service Information Form, Cost Report, Negotiated Rates, Reports and Regional Training Sessions. Karen Jess also reported that she had received several positive comments from both CPCs and Providers over the last year regarding the CRIS process.

Deb Eckerman informed the Board that Cedar County had contacted her regarding terminating their CRIS membership but because the County did not follow the CRIS policy they were not allowed to terminate their membership.

6. Meeting Schedule: The next Board Meeting is June 17, 2008 at 10:30 AM with meeting location to be announced.
7. Agenda Items for following meeting: Jill Eaton provided the Board with information regarding the new County CSN project and how this will benefit the County CPCs. Jill Easton also asked the Board if they thought the CRIS Board could help in governing this new County CSN project. William Petersen stated that he did not think the CRIS Board would be the appropriate Governing Board due to the complexity of this new project and the need for a variety of expertise. Additional items for the next meeting included the CRIS Budget Amendment, County CSN and any other new business.
8. Motion to Adjourn: Terrence Neuzil moved, second by Melvin Houser to adjourn meeting at 8:53 PM. The motion carried unanimously.