![ICTS Logo - Iowa Counties Technology Services]

ICTS ADVISORY COMMITTEE MINUTES
4/22/24 | 2:30 PM

Member	Term Ends	Member	Term Ends
Melvyn Houser, Chair	7/1/24	Bill Horning	7/1/25
Barry Anderson	7/1/25	Melissa Loehr	7/1/25
Ryan Eaton	7/1/26	Sue Duhn	7/1/26
Dewey Hildebrandt	7/1/24	Chopper Albert	7/1/24
Sarah Berndt	7/1/24	Bill Peterson	

In attendance:
Melvin Houser, Ryan Eaton, Dewey Hildebrandt, Sarah Berndt, Bill Horning, Melissa Loehr, Chopper Albert

ISAC Staff:
Ashley Clark, Dylan Young, Brandi Kanselaar, Brad Holton, Bill Peterson, Andrew De Hann, Joel Rohne, Beth Manley

Absent:
Sue Duhn, Barry Anderson

Meeting called to order at 2:36pm.

Approval/Review of Minutes
The committee reviewed the ICTS Advisory meeting minutes from October 2023.

MOTION: **Approve ICTS Advisory meeting minutes from October 2023. Motion by Hildebrandt. Seconded by Albert. Motion passed.**

The ICTS Operations minutes were reviewed from January and April 2024. No action is required on these.

CSN Update
Manley presented the Cybersecurity Penetration Test (PEN) Audit Readiness. The state auditor's office wanted some sort of audit done on CSN, but never indicated the type. ICTS never heard back from the state, so ICTS decided a network penetration test (pentest) would be most beneficial as it shows whether the system is secure. A SOC audit is more about policies and procedures. Manley is working to get quotes from vendors for the next couple of months.

This will put ICTS on track to sign a contract this fiscal year and have the test done next fiscal year. The vendors refuse to give an estimate without knowing exactly what is being tested, but they stated it will be under $100,000. It was asked if the state will come back and ask ICTS for the SOC audit. This is unknown, but

ICTS has had several meetings with the state auditor's office regarding the audit, but direction was never given by them. It's assumed the state would be okay with the pentest.

Once the quotes are received, this committee will have a short meeting and send their recommendation to the ICTS Board.

ICTS Updates

Kanselaar gave an update on the Behavioral Health realignment and MHDD Regions regarding CSN.

There will now be two types of Administrative Service Organization (ASO) designations; a Behavioral Health ASO and an Aging and Disability Resource Center (ADRC) ASO. The same organization can be both designations, but they can be different organizations in the same district as well. Under the ADRC ASOs will be ADRC member organizations that will provide services to Iowa individuals. A link to HHS' PowerPoint is here: https://hhs.iowa.gov/media/12484/download?inline=

This has opened up the opportunity that former regions could fit into this new behavioral health structure in any level, not just an ASO, which means they would continue to use CSN going forward. Also, some ADRC member organizations are small, so they may be using paper or excel spreadsheets to track data. This could be a future marketing opportunity for CSN.

HHS made a rule that Judicial (Mental Health) Advocates had to use CSN as of FY23 for their annual reporting, and they will no longer accept any other format for the report. HHS plans to continue having advocates use CSN. There is a small group being put together to discuss advocate data going forward and how CSN can accomplish what HHS would like to see for this.

HHS is also talking a lot about data exchanges between their data systems and partnering organizations. ICTS has been asking for data exchanges for years, so this is something Kanselaar is confident ICTS can accomplish as well.

Kanselaar believes that CSN will play an essential role in this new structure going forward, even if it looks a bit different. As far as programming, Young stated that CSN is very dynamic, so this makes things easier if new entities come into CSN. However, until we know what changes are needed, it's unknown what resources ICTS may need to update CSN based on this new structure.

ADRC and mental health will be merged and it's a birth to death service structure for an individual. Loehr said later, Public Health and Early Childhood will be added to this structure.

Discussion began about the region structure and if fiscal agents are still needed. This all depends on the structure of the organization, and if they are chosen to be an ASO.

Holtan discussed changing the current ICTS dues structure to a Software as a Service (SaaS) Pricing System for CSN. FY25 will be the last year of the current dues structure (by region population). For budget year FY26, ICTS will be working on a different pricing structure that is more of a user-based model. What that looks like, Holtan is unsure yet, but there are a lot of moving parts and potential entities that can use the system. Dues

collected are currently around $962,000. The entities using CSN may have small budgets so ICTS may not be able to get to that same level of revenue, but we'll keep this committee posted.

HHS did put an appropriation amount of around $600,000 for tracking behavioral health data, but we don't know what exactly that money is for yet. It's too little to create a new system.

Thrive Iowa was discussed and if that system was anything like CSN. Thrive Iowa is believed to be a referral system and not close to the functionality that CSN offers. From the governor's website:

Thrive Iowa

Across the state, countless faith-based and non-profit organizations stand ready to provide goods and support to Iowans in need. Yet too often, those who need immediate assistance don't know where to turn for help. Without a way to connect them to the resources they need, they can too easily fall through the cracks.

Thrive Iowa, a new resource through the Department of Health and Human Services (HHS), will create a network of navigators to help at-risk individuals find immediate support from community organizations, then follow them over time helping them develop an individualized plan for self-sufficiency and long-term independence.

- **Implement an online system that facilitates the participation of churches, non-profits, and businesses.**
- **Establish a network of navigators to work with program participants.**
- **Establish a primary entry point for Iowans in need of help or referring organizations to engage with a navigator.**

ICTS Financial Review

Holtan showed the ICTS financials. There is $2.9 million in reserves due to investments. There is $1 million set aside for a future rewrite for CSN, which could be used to do any CSN changes due to the behavioral health bill.

TSB Update

Rohne gave a project proposal on an operations/cyber security service that could be offered as a service. There have been a lot of security deficits for counties that TSB has visited, and this project would help with those. The cost structure shown was broken into three tiers for small, mid-size, and large counties. Rohne is packaging this up to hopefully find some grant opportunities to help with the costs.

This project will be open to any counties or cities within the ICITS affiliate, and TSB is working to get the price down as much as possible. TSB would like approval to move forward with this project and attempt to secure grant funding.

MOTION: **Authorize TSB to move forward with this project proposal and attempt to secure grant funding. Motion by Dewey. Seconded by Chopper. Motion passed.**

TSB Financial Review

Holtan presented the TSB financials. The amount of $187,000 is owed to ISAC, however, Holtan will be asking the ISAC/ICTS Board to waive that amount.

TSB was supposed to receive $325,000 this year, but it was held by the Department of Management. The status of the appropriation money is unknown, but some of it may have gone to Iowa State for a multi-factor authentication project. The legislature approved TSB to get $325K this fiscal year, but we'll have to wait and see if it's received. ISAC is continuing to talk to legislators to try and get the money appropriated to the TSB. The next step is to talk to the governor.

Open Discussion Items

Houser will work with ICTS to set up the October meeting date.

Meeting adjourned at 3:47pm.