

# STATEMENT OF UNDERSTANDING

FY 2020

According to the Central Iowa Community Services (CICS) 28E (*emphasis added*):

## 6. STAFF

### 6.1 Selection process for Regional Administrator Team and CEO

The initial Regional Administrator Team shall consist of the County Central Point of Coordinator (CPC) from each member county and will be called Community Services Director from this point forward (hereinafter referred to as CSDs). The CSDs which make up the Regional Administrator Team shall remain employees of their respective counties. **There will be a statement of understanding between the Governing Board and the individual county Boards of Supervisors that will identify the individual employee, the position to be filled, and the portion of the employee's wages and benefits that will be the responsibility of the Region.** The Regional Administrator Team will present a recommendation for the Chair/CEO to the Governing Board. The Chief Executive Officer (CEO) shall be appointed by the Governing Board. The initial CEO shall be the CPC Administrator from one of the member counties. The CEO shall remain an employee of his or her respective county and shall report to the Region's Governing Board as outlined in the statement of understanding between the Governing Board and his or her member county Board of Supervisors. The CEO is the single point of accountability in the Region. The CEO shall assign the administrative responsibilities to the Regional Administrator Team to assure that each of the required functions are performed.

This document serves as the Statement of Understanding between Hardin County and Central Iowa Community Services for the following positions:

Employee	Position	% of wages and benefits
Linn Adams	Coordination Officer	85% (of 1FTE)

Begin Date 7/1/2019

The costs for the above position, including salary, benefits and other expenses shall be paid using regional funds currently held by Hardin County in their County Fund 10. Beginning 7/1/17 the amount of salary paid from Fund 10 shall not exceed the maximum reimbursement rate for the position, as approved annually by the CICS Governing Board, multiplied by the percentage of the position that is regionally funded. Individuals in the position prior to 7/1/17 shall be grandfathered in at the pay rate they are receiving 7/1/17 and CICS will allow an annual increase for reimbursement for the position not to exceed the percentage increase allowed for the regional pay matrix annually by the CICS Governing Board. These forms shall be updated each fiscal year or as mutually agreed upon.

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Signature

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Signature

\_\_\_\_\_  
Printed Name  
Chair, Hardin County Board of Supervisors

\_\_\_\_\_  
Printed Name  
Chair, Central Iowa Community Services

Date \_\_\_\_\_

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This document serves as the Statement of Understanding between Hardin County and Central Iowa Community Services for the following positions:

Employee	Position	% of wages and benefits
Carol Haywood	Administrative Support	100% (of 1FTE)

Begin Date 7/1/2019

The costs for the above position, including salary, benefits and other expenses shall be paid using regional funds currently held by Hardin County in their County Fund 10. Beginning 7/1/17 the amount of salary paid from Fund 10 shall not exceed the maximum reimbursement rate for the position, as approved annually by the CICS Governing Board, multiplied by the percentage of the position that is regionally funded. Individuals in the position prior to 7/1/17 shall be grandfathered in at the pay rate they are receiving 7/1/17 and CICS will allow an annual increase for reimbursement for the position not to exceed the percentage increase allowed for the regional pay matrix annually by the CICS Governing Board. These forms shall be updated each fiscal year or as mutually agreed upon.

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This document serves as the Statement of Understanding between Hardin County and Central Iowa Community Services for the following positions:

Employee	Position	% of wages and benefits
Jodi Hamilton	Service Coordinator	95% (of 1FTE)

Begin Date 7/1/2019

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Printed Name

Chair, Hardin County Board of Supervisors

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