

**FAMILY PLANNING COUNCIL OF IOWA  
BOARD OF DIRECTORS MEETING  
Friday July 26, 2019  
1:30p.m. – 3:30p.m.  
AARP IOWA  
600 E. COURT AVENUE, SUITE 100  
DES MOINES, IOWA 50309  
(515) 697-1021**

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**AGENDA**

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- I.** Call to order
- II.** Approval of April 26, 2019 Meeting Minutes .....Attachment A
- III.** Title X Update .....Attachment B
- IV.** Committee Reports
  - a. Executive .....Attachment C
  - b. Community Education .....Attachment D
  - c. Nominating/Personnel.....Attachment E
    - Executive Director Evaluation
  - d. Long Range Planning.....Attachment F
    - FY2019 Operating Plan Report
  - e. Finance .....Attachment G
  - f. Medical.....Attachment H
  - g. Advisory .....No Meeting
- V.** Executive Director Report .....Attachment I
- VI.** Program Reports
  - a. IDPH Projects Report .....Attachment J
  - b. Outreach & Communications Report .....Attachment K
- VII.** FPCI Board of Directors FY2020 Meeting Schedule.....Attachment L
- VIII.** Old Business
- IX.** New Business
- X.** Adjourn

**Please let Michelle ([assistant@fpcouncil.com](mailto:assistant@fpcouncil.com)) know by Friday July 19, 2019 if you will be attending the meeting.**

**FAMILY PLANNING COUNCIL OF IOWA  
BOARD OF DIRECTORS MEETING**

**April 26, 2019**

**Des Moines, Iowa**

**MINUTES**

Present:	Julie Mellecker	Mary Warren	
	Mary Salazar	Steve Harms	
	Kimberly Hope (phone)	Carrie Coyle	
	Allison Smith	Amber Rajcevich (phone)	
	Chloe Butler	Elisabeth Giles (phone)	
	Lisa Dahlhauser	Milo VanVeldhuizen	
Absent:	Scott Warren	Karen Ligas	Dee Large
	Eric Nemmers	Ann Fields	Hannah Ackerman
	Adam Stark		
Staff:	Jodi Tomlonovic	Michelle Farmer	

**I. Call to order**

The meeting was called to order by Julie Mellecker, President at 1:00 p.m.  
Ms. Mellecker introduced new board member, Allison Smith. Introductions were made.

**II. Approval of January 25, 2019 meeting minutes**

Chloe Butler moved to accept the minutes of the January 25, 2019 Board of Directors' meeting. Mary Salazar seconded. **M/P/U**

**III. Committee Reports:**

**A. Executive Committee Meeting**

No Report

**B. Community Education Committee**

Mary Warren presented the Community Education Committee Report. Ms. Warren reported the Committee reviewed the quarterly Community Education Reports. She informed the Board that the Committee had reviewed and awarded applications for the Paul Shultz Community Education Grant from two subrecipients. The deadline for submission of applications was extended. Mary Warren, on behalf of the Community Education Committee, moved to accept the Community Education Committee Report. **M/P/U**

**C. Nominating/Personnel Committee**

Julie Mellecker presented the Nominating/Personnel Committee report. Ms. Mellecker, on behalf of the Nominating/Personnel Committee moved to elect Steve Harms, Hannah Ellis Ackerman, Ann Fields, Kimberly Hope, Karen Ligas and Amber Rajcevich to serve a three year term beginning July 1, 2019 with voting rights commencing on that date.

**M/P/U**

Ms. Mellecker reported that the Executive Director's annual review will be sent out by Eric Nemmers in May using Survey Monkey and will be reported at the July meeting.

Julie Mellecker, on behalf of the Nominating/Personnel Committee, moved to accept the Nominating/Personnel Committee report. **M/P/U**

**D. Long Range Planning Committee**

Carrie Coyle presented the Long Range Planning Committee Report. Ms. Coyle reported the Committee reviewed the new Title Rule and discussed the impact. Ms. Coyle reported that the lawsuit filed by NFPRHA was heard yesterday and the judge issued a temporary injunction on the entire Rule.

Carrie Coyle presented the Long Range Planning Committee report. Ms. Coyle reported that the Committee reviewed FPCI's Family Planning Annual Report (FPAR) from charts prepared using FPAR tables. The Board reviewed the reports.

Carrie Coyle, on behalf of the Long Range Planning Committee, moved to accept the Long Range Planning Committee Report. **M/P/U**

**E. Finance Committee**

Steve Harms reported that the Committee met April 5. The Committee accepted a proposed budget for the Executive Director search.

Mr. Harms reported that the Committee reviewed the FY2020 Title X budget. There was discussion. Steve Harms, on behalf of the Finance Committee, moved to accept the FY2020 Title X Budget. **M/P/U**

Jodi Tomlonovic presented the FPCI FY2019 3<sup>rd</sup> Quarter Financial report. Steve Harms moved to accept the FPCI FY2019 3<sup>rd</sup> Quarter Financials. Lisa Dahlhauser seconded. **M/P/U**

Steve Harms, on behalf of the Finance Committee, moved to accept the Finance Committee report. **M/P/U**

**F. Executive Director Search Committee Update**

Julie Mellecker presented a report on the status of the Executive Director Search.

**G. Medical Committee**

Chloe Butler presented the Medical Committee Report. Chloe Butler, on behalf of the Medical Committee moved to accept the Medical Committee Report.

**M/P/U**

**H. Advisory Committee**

Jodi Tomlonovic presented the Advisory Committee reports. Lisa Dahlhauser moved to accept the Advisory Committee report, Carrie Coyle seconded. **M/P/U**

**IV. Executive Director’s Report**

Jodi Tomlonovic reported that NFPRHA received a preliminary injunction for the lawsuit they filed on the Title X Rule.

Mary Warren moved the Board accept the Executive Director’s Report. Chloe Butler seconded. **M/P/U**

**V. Program Reports**

Carrie Coyle moved to accept all Program reports. Mary Salazar seconded. **M/P/U**

**VI. Old Business**

There was no old business.

**VII. New Business**

The July meeting was rescheduled to July 26, 2019.

Julie Mellecker reported on the NFPRHA conference. She reported that Jodi Tomlonovic received the Dr. Allan Rosenfield award.

**VIII. Adjourn**

The meeting adjourned at 2:16 p.m.

\*Minutes respectfully submitted by Michelle Farmer.

Necessary Board Action:

Accept, amend or reject April 26, 2019 Board Minutes

**FAMILY PLANNING COUNCIL OF IOWA  
TITLE X FINAL RULE**

**Status as of July 16, 2016:**

On the evening of July 15, 2019, the Title X grantees received notification from HHS that the Title X rule was in effect as of July 15, 2019. This means the following rules are in effect: no abortion referrals for pregnant women; prohibition on activities that encourage, promote or advocate for abortions (including lobbying for the availability of abortion); projects must refer all pregnant patients for prenatal care; non directive options counseling may only be provided by physicians and advanced practice providers; compliance with mandatory reporting requirements; encouragement of family participation in decision to seek family planning services and for minor patients maintain documentation of specific action taken to encourage such family participation; offer either comprehensive care services onsite or have robust referral linkages; and expanded financial separation requirements.

There are other items that will affect the applications that will be submitted to the Office of Population Affairs.

**Background:**

The Department of Health & Human Services (DHHS) issued its changed Title X rules on March 4, 2019. The rules were scheduled to go into effect with different implementation dates for various aspects of the new rule. The “Gag Rule” portion of the rule was to go into effect on May 3. Financial separation of abortion providers was to go into effect 120 days (July 2, 2019) after March 4 and physical separation goes into effect one year after March 4.

A number of lawsuits were filed challenging the final rule. Four of the lawsuits received preliminary injunctions preventing the rules from going into effect. Two of the lawsuits (one by NFPRHA) received nationwide injunctions. Three of the four lawsuits were in the Ninth Circuit. On June 20, a three-judge panel of the US Court of Appeals for the Ninth Circuit granted requests by the US Department of Health and Human Services (HHS) to stay the three preliminary injunctions granted by district courts in Washington (NFPRHA’s case), Oregon, and California, which had prevented HHS from implementing the Trump administration’s final Title X rule.

On June 20, NFPRHA, represented by the American Civil Liberties Union (ACLU), [filed an emergency motion to the en banc court](#) (ten judges of the Ninth Circuit) asking the court to stay yesterday’s ruling by a three-judge panel to set aside the preliminary injunctions granted by district courts in Washington (NFPRHA’s case), Oregon, and California, which had prevented HHS from implementing the Trump administration’s final Title X rule. Planned Parenthood Federation of America and the American Medical Association filed a similar emergency motion as well. NFPRHA also filed an emergency motion on June 24.

On July 3, US Court of Appeals for the Ninth Circuit [granted NFPRHA’s emergency motion for rehearing](#), filed in response to a three-judge panel’s June 20 order to stay (set aside) the preliminary injunctions blocking enforcement of the final Title X rule. This ruling means that the US Department of Health and Human Services (HHS) is prevented from enforcing the Title X rule in any way across the country and the current Title X regulations (issued in 2000) are in effect. A date for the rehearing has not been set.

On July 11, an *en banc* panel of the Ninth Circuit Court of Appeals [announced](#) that the court order on July 3 ordering a rehearing of the case for a preliminary injunction of the Title X final rule did not vacate the stay of the preliminary injunction granted by a three-judge motions panel on June 20. The panel further denied NFPRHA's previously filed request to set aside the motions panel's stay while the rehearing process moves forward. As such, the preliminary injunction barring implementation of the Title X rule is not currently in effect.

The order also stated that the *en banc* panel would proceed expeditiously to decide its rehearing of HHS's motion for an ongoing stay; however, there is no clear timeline for when the court might rule. Additionally, the separate merits appeal of the preliminary injunction is also proceeding and will be fully briefed as of July 19.

**What is next:**

FPCI is waiting for more clarification from the Office of Population Affairs. We will make changes to the FPCI protocols and policies to implement the rules that are in effect.

**Possible scenarios:**

It is our understanding that Planned Parenthood of the Heartland would withdraw from the Title X program if the Final Rule is to be enforced. This would have a significant impact on FPCI's provider network and program.

Planned Parenthood of the Heartland within FPCI network:

- Six of FPCI's 21 clinics are Planned Parenthood: 3 in Polk County, 1 in Ames, 1 in Council Bluffs and 1 in Iowa City. In 2018, 60% of FPCI's clients were served at Planned Parenthood clinics.

-For the Title X FY2020 year:

- a) 44% of the basic services grant is awarded to PPHeartland
- b) The \$39,135.00 that was set aside as unassigned was being used to provide PPHeartland with funds for serving clients who would have been eligible for the State Family Planning Program.
- c) FPCI has a Special Initiative Project with Planned Parenthood for programs at correctional facilities for \$4,100.00

FPCI would need to replace clinics in Polk County, Ames, Council Bluffs, and Iowa City if Planned Parenthood of the Heartland withdrew from the Title X program.

FPCI has received no indication that any of the other subrecipients would leave the Title X system if the Title X rule is enforced.

**FAMILY PLANNING COUNCIL OF IOWA  
EXECUTIVE COMMITTEE MEETING MINUTES  
FRIDAY JUNE 7, 2019**

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Present:	Steve Harms Julie Mellecker	Eric Nemmers Adam Stark	Mary Warren
Staff:	Jodi Tomlonovic		

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**I. Call to order**

The meeting was called to order at 1:05 pm by Julie Mellecker, Chair.

**II. Discussion on Centralized Data System**

Jodi Tomlonovic provided information on the status of the application to a private foundation for funding to establish a centralized data system. There was discussion about the proposal, costs, and support. Mary Warren moved to approve allocating \$40,000 from FPCI reserve funds for the Centralized Data System. Adam Stark seconded. M/P/U

**III. Other Business**

Ms. Tomlonovic gave a brief update on the FPCI provider network. Adam Stark presented information on the actions of the Hiring Committee.

**IV. Adjourn**

The meeting adjourned at 1:35 pm.

Minutes submitted by  
Jodi Tomlonovic

Necessary Board Action:

Accept or reject Executive Committee Report

**FAMILY PLANNING COUNCIL OF IOWA  
COMMUNITY EDUCATION COMMITTEE REPORT  
APRIL 2019**

The Community Education Committee (CEC) of the FPCI Board of Directors distributed the Paul Shultz Community Education Grant Applications in April, 2019 to all ten subrecipients. Only two subrecipients responded for a total of three applications. The CEC unanimously agreed to extend the deadline for submission of applications. Within the extension period, three more applications were submitted, reviewed and approved for a total of six approved projects to four subrecipients: Hillcrest – 1; Women’s Health Services – 1; Trinity Muscatine Public Health – 2; and Siouxland CHC – 2. All the approved grants will develop parent/child programs or faith based programs.

Necessary Board Action:

Accept or reject Community Education Committee Report

**FAMILY PLANNING COUNCIL OF IOWA  
NOMINATING/PERSONNEL COMMITTEE  
July 1, 2019**

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Present:	Julie Mellecker Karen Ligas	Adam Stark Eric Nemmers	Elisabeth Giles
Staff:	none		

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**I. Call to order**

The meeting was called to order at 12:03 pm by Eric Nemmers, Chair.

**II. Approval of Minutes, April 9, 2019**

Julie Mellecker moved to approve the minutes of April 9, 2019 as presented. Elisabeth Giles seconded. **M/P/U**

**III. Executive Director's Annual Review**

The committee reviewed the results of the 2019 Executive Director Annual Review. The results will be discussed with the full Board at the July Board meeting.

**IV. Plan for Board Self-Evaluation**

The committee briefly discussed the Board's annual self-evaluation, including types of question and format. The results of the self-evaluation will be discussed with the full Board at the July Board meeting.

**V. Other**

The committee held a brief discussion regarding the candidates for the Executive Director position that will be interviewing immediately prior to the July Board meeting.

**VI. Adjourn**

Meeting adjourned at 12:35 pm.

Minutes submitted by  
Eric Nemmers

Necessary Board Action:

Accept or reject Nominating/Personnel Committee Report

**FAMILY PLANNING COUNCIL OF IOWA  
LONG RANGE PLANNING COMMITTEE MEETING MINUTES  
JULY 10, 2019**

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Present:      Hannah Ackerman      Mary Salazar  
                 Carrie Coyle                      Allison Smith  
                 Dee Large

Staff:              Jodi Tomlonovic

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**I. Call to order**

The meeting was called to order at 2:03 pm by Carrie Coyle, Chair.

**II. Approval of Minutes, April 26, 2019**

Mary Salazar moved to approve the minutes of the April 26, 2019 meeting. Dee Large seconded.

**M/P/U**

**III. FY2019 Annual Plan Report**

Jodi Tomlonovic presented the FY2019 Annual Plan Report. There was discussion. Hannah Ackerman moved to recommend the FPCI Board of Directors accept the FY2019 Annual Plan Report. Mary Salazar seconded.

**M/P/U**

**IV. Title X Final Rule Update**

Jodi Tomlonovic provided an update on the Title X Final Rule. She reported that the preliminary injunction was back in place so the rule was on hold.

**V. Centralized Data System**

Jodi Tomlonovic provided an update regarding the Centralized Data System. She thanked Allison Smith and Scott Warren for their assistance on the project. She reported that an application for funding had been submitted to an anonymous foundation but FPCI had no heard from the foundation. She reported the FPCI planned to submit an application to the Polk County Community Grants. Allison Smith reported that she is working on other possible funders.

**VI. Old Business**

There was no Old Business.

**VII. Other**

Jodi Tomlonovic reminded the Committee that the Committee usually does not meet the day of the Annual Board Meeting in October. There was some discussion about a conference call meeting prior to the Annual Board meeting.

**VIII. Adjourn**

The meeting adjourned at 2:40 pm.

Minutes submitted by Jodi Tomlonovic

Necessary Board Action:

Accept or reject Long Range Planning Committee Report

**FY2019 REPORT ON  
FAMILY PLANNING COUNCIL OF IOWA  
OPERATIONAL PLAN**

A: Charge: To provide access to quality reproductive health care.

Activities:

1. Subcontract to provide family planning services.

**FY2019 actions:** At the end of FY2019 FPCI contracted with 10 subrecipient agencies for a network of 21 service sites. FPCI's newest subrecipient began providing services in July 2018.

In calendar year 2018 22,887 (20,676 women and 2,211 men) individuals received family planning services. This was slight decrease in the numbers served in 2017. As the new subrecipient agencies grow in their Title X programs, it is anticipated that the number of individuals served will increase.

2. Develop purchasing arrangements that help reduce the cost of providing family planning services.

**FY2019 actions:** FPCI is responsible for assuring that all Title X subrecipient agencies and clinics are appropriately enrolled in the Office of Pharmacy Affairs 340B program. FPCI worked with its subrecipient agencies to ensure that all agencies were correctly enrolled in the 340B program.

FPCI worked with the Prime Vendor Program of the 340B program to enroll subrecipient agencies so they would have even better prices.

The FPCI Executive Director and the FPCI Clinical Coordinator are members of the Family Planning Advisory Council for the 340B Prime Vendor Program. In this capacity they work to assure that the Prime Vendor Program is aware of and responsive to family planning program needs.

3. Develop and support programs and projects that assure the provision of quality reproductive health care.

**FY2019 actions:** In July 2017, the new State Family Planning Program (SFPP) replaced the Medicaid Family Planning Waiver – the IFPN. Under SFPP one FPCI subrecipient, Planned Parenthood of the Heartland is not eligible to participate. FPCI provided extra funding to that agency to assist with them in providing services to clients who would have been eligible for the SFPP. From July 1, 2018 through May 30, 2019 reimbursement was provided for 387 clients.

FPCI continued its contract with the Iowa Department of Public Health to coordinate the Iowa Infertility Prevention Project – renamed the Community Based Screening Services (CBSS). This project provides free Chlamydia and Gonorrhea tests for the family planning clinics as well as STD clinics and other types of health care providers. Based on programmatic changes from the Centers for Disease Control (CDC) which funds the project, there was a reduction in the number of free tests available to clinics. The STD Program now leverages state funds to supplement the federal dollars to maintain the testing program. Under this program 24,489 Chlamydia tests and 24,489 Gonorrhea test were provided in the first nine months of FY2019 (because a combined specimen collection tool is used, the number of Chlamydia and Gonorrhea tests are the same). 13,249 were provided to women and 11,049 provided to men (191 tests did not report gender). This is a 14% increase from FY2018. This

change is most likely due to an increase in extra genital testing, the addition of new family planning providers, and an increase in STD outreach testing at IDPH HIV-funded Integrated Testing Sites.

In FY2019, FPCI retained its contract with the IA Dept. of Public Health to administer the enrollment process for the Cervical Cancer Screening Program provided by FPCI subrecipient agencies. Under this program FPCI subrecipients are paid to enroll clients into the Cervical Cancer Screening Program. Funding was again reduced from the previous year.

In FY2019 221 clients were enrolled in the CCSP through April 2019. This is an increase from last year.

4. Assess need for services.

**FY2019 actions:** As changes to FPCI's subrecipient provider network occur FPCI assesses the need for services in various parts of its project area. At this point FPCI has 10 subrecipient agencies and 21 service sites.

Southwestern Iowa remains an area in need of services. FPCI has been unsuccessful in finding a provider for services in that area.

B: Charge: To provide education and training about family planning, reproductive health care and human sexuality to specialized professionals and the general public.

Activities:

1. Maintain resource library with information on these issues and topics.

**FY2019 actions:** Due to an extremely low level of usage, FPCI discontinued the resource library. We continue to send electronic mailings with information and articles about family planning and related topics to FPCI subrecipients and staff on a regular basis.

2. Organize and/or sponsor training events that would provide such education.

**FY2019 actions:** FPCI sponsored three training events for health care workers with 136 participants. This was a decrease in the number of participants from last year. FPCI partnered with IA Dept. of Public Health to share the costs of providing the trainings. FPCI and IDPH did not conduct the annual Family Planning Update in September 2018 because of uncertainties around Title X awards. FPCI shares information on available webinars with its sub-recipient agencies.

3. Develop and/or sponsor programs that provide such information.

**FY2019 actions:** FPCI produced the 2019 booklet "Movie Talk" a guide on how to use current videos to initiate discussion between parents and kids about important issues. There were 1,500 booklets produced and 1,350 have been distributed. The booklets have been distributed to video stores and public libraries across the state. FPCI funded five Paul Shultz Memorial Community Education Projects for subrecipient agencies.

FPCI continued its work with foster children. This project is with the AMP Foster Care Youth Council. During the past year, FPCI provided sexual health information & resources to the group.

FPCI provided copies of its Young Fathers booklet to the AMP Foster Care Youth Council as well as to the Iowa Dept. of Human Services Child Support Recovery Program, as well as the Community Partnerships for Protecting Children.

In the first nine months of FY2018 FPCI sub-recipients provided 1,024 community education programs to 12,352 participants, (7,183 female; 5,169 male). This is a decrease from the same time period last year. Changes in what types of community education Title X could support caused the decrease.

FPCI funded one subrecipient to provide education and outreach to inmates of the Iowa Women's Correctional Facility (IWCF) and residents of Alcohol and Drug Dependency Services (ADDS) of Southeast Iowa residential treatment facility. Ten sessions were held at IWCF with 10 women participating. Four sessions were held at ADDS with 2 women and 7 men participating.

FPCI provides information to health care professionals and the general public by exhibiting at conferences. In FY2019 FPCI exhibited at 7 conferences. The increased cost of exhibiting reduced the number of exhibits.

4. Respond to requests for information.

**FY2019 actions:** Information has been provided as requested from family planning professionals and the general public. Over the past year, the FPCI Executive Director responded to a number of media interviews and requests for information. The FPCI Executive Director provided public testimony to the Council on Human Services on the importance of family planning services.

C: Charge: To develop and utilize the human and monetary resources needed to accomplish the purposes of FPCI.

Activities:

1. Apply for Title X funds.

**FY2019 actions:** During FY2019, FPCI operated under three separate Title X services grants. July and August were an extension of the FY2018 grant. A new grant was received for September 1, 2018 – March 31, 2019.

2. Identify and apply for funding from other sources appropriate for the purposes of FPCI.

**FY2019 actions:** FPCI continued its contracts with the Iowa Department of Public Health to coordinate the Community Based Screening Services. FPCI continued its contract with the IA Dept. of Public Health to coordinate enrollment into the Cervical Cancer Screening Program through FPCI subrecipient agencies.

FPCI continues to be an Iowa Board of Nursing approved Nursing Continuing Education Provider. Fees are charged for the CEUs. This providership helps FPCI assure quality training and the fees cover the costs.

In November of 2017, FPCI received a one year grant from an anonymous private foundation to conduct Phase 1 of a project to establish a centralized data system. This project used consultants to determine the needs and costs of establishing the system. The project was completed in the fall of 2018.

3. Provide reasonable wages, benefits, and working conditions to attract and retain qualified employees.

**FY2019 actions:** FPCI provides a cafeteria plan for benefits; staff is evaluated on an annual basis. The FPCI Board updated the salary schedule in January 2019.

4. Identify appropriate staffing needs to accomplish the purposes of FPCI.

**FY2019 actions:** In FY18 FPCI had 7 employees with 6.2 FTE (Full Time Equivalent) for all programs and services provided by FPCI. FPCI's Fiscal Officer is provided through a contract with an accounting firm.

5. Monitor the development of reproductive health care issues.

**FY2019 actions:** FPCI is a member of several national organizations that provide up to date information about issues in health care - the National Family Planning and Reproductive Health Association (NFPRHA), the Family Planning Councils of America (FPCA), the Association of Reproductive Health Professionals, and the American Public Health Association. FPCI subscribes to various periodicals such as "Contraceptive Technology Update," "Family Planning Perspectives", and "Women's Health Issues" for information on health care issues and changes. FPCI representatives serve on various coalitions and committees such as the IA Comprehensive Cancer Control Coalition, the IA Maternal and Child Health Advisory Council, Gender Specific Task Force, HIV Prevention Community Planning Group, Polk County HIV Awareness Coalition, Healthy Polk Maternal-Child Health/Family Planning Workgroup.

6. Provide appropriate support for Board and Committees.

**FY2019 actions:** FPCI Board members are given regular updates on activities of the agency and issues affecting family planning services. Staff members are identified to work with each committee.

D. Charge: To administer the operations of the corporation.

Activities:

1. Meet all the requirements for administering the federal grant.

**FY2019 actions:** Required reports were submitted to the federal government within the designated time frames.

2. Conduct monitoring and evaluation activities regarding program operations at the subrecipient agency level.

**FY2019 actions:** FPCI conducts reviews on all subrecipient agencies. During the year some receive on-site full program reviews, others receive limited site reviews. One FPCI subrecipient agency received a full program review. The nine remaining subrecipient agencies received an interim site visit. All subrecipient agencies received a financial desk audit. Issues found in the reviews have been addressed.

3. Provide timely and appropriate information to the Board of Directors.

**FY2019 actions:** The FPCI Board of Directors received an Executive Director's Report about the activities of the agency with each of the quarterly Board meeting packets. Legislative updates were also sent to Board members throughout the year. Information about various programs and issues were provided in the Board meeting packets.

4. Perform necessary activities for operating a corporation within the state of Iowa and the United States.

**FY2019 actions:** Federal and state tax reports were filed at the appropriate times. Reports to the Secretary of State were filed.

- E. Charge: To advocate the rights of the people of Iowa to access affordable reproductive health care.

Activities:

1. Conduct advocacy program.

**FY2019 actions:** Advocacy work was conducted at the national and state level. It was a difficult year at both levels. At the national level, FPCI worked with family planning agencies in Iowa to provide information to Iowa congressional offices about the Title X program in Iowa.

2. Develop position papers on issues affecting family planning.

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**FY2019 actions:** Statements were developed for the FPCI Board on issues affecting family planning. The FPCI Board adopted positions on various issues.

The Board received weekly updates during the IA Legislative session.

3. Establish FPCI as a major source of information and education on family planning issues for the government, media, and general public.

**FY2019 actions:** Oral and written presentations were made to the Council on Human Services on family planning needs in Iowa by FPCI in July 2018. FPCI developed information on the Title X program in Iowa for the Congressional offices. FPCI has exhibited at a variety of conferences. FPCI Executive Director conducted media interviews responding to changes in family planning at the state level.

4. Network with other organizations and groups to define and achieve common advocacy goals.

**FY2019 actions:** FPCI works with groups, on both the state and national level, to achieve this goal. At the state level, groups include various state agencies such as the Iowa Dept. of Public Health, IA Dept. of Human Services. It also included statewide associations such as the League of Women Voters, the IA Association of Advanced Registered Nurse Practitioners, the IA Substance Abuse Program Directors Association, the Iowa Coalition Against Sexual Assault, the Iowa Coalition Against Domestic Violence, the Iowa Community Action Association, the Iowa Primary Care Association and other groups as various issues are identified.

Necessary Committee Action:

Accept or reject FY2019 Operational Plan

**FAMILY PLANNING COUNCIL OF IOWA  
MEDICAL COMMITTEE CONFERENCE CALL MEETING MINUTES  
THURSDAY, JULY 11, 2019**

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Present:	Noelle Bowdler, MD, FPCI Medical Director	
	Kaia Petersen, ARNP, Trinity	Carrie Helmick, ARNP, GRHS
	Sue Schafer, ARNP, CHC	Tana Kass, Promise
	Joanne Hermiston, WHS	Mary Pregler-Belmont, ARNP, Hillcrest
	Chelsea Stratton, Hillcrest	Claudia Beckwith, ARNP, PHC
	Tracy Menter, PHC	Susan Burgard, PA, PPHL

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Staff:           Becky Parrish, ARNP, FPCI

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**I. Call to order**

The meeting was called to order at 9:05 a.m. by Dr. Bowdler.

**II. Approval of Minutes April 11, 2019**

The motion was given by Ms. Beckwith to approve the minutes, Ms. Petersen seconded. M/P/U

**III. Training**

Ms. Parrish discussed the Human Trafficking webinar held yesterday and the September Annual FP Update.

**IV. Status of Title X new rules**

Ms. Parrish informed the committee the status of the new Title X rules. Currently there is a temporary injunction and the rules are not in effect. As events occur she will notify the committee of changes.

**V. Possible Changes to Protocols**

Ms. Parrish showed the changes made to the clinical protocols if/when the new rules go into effect. The two protocols affected are the “Pregnancy Testing and Counseling” and “FPCI Title X Family Planning Requirements.” At this time, all the previous protocols are in effect.

**VI. FPAR 2.0/FPCI’s Centralized Data System**

Ms. Parrish informed everyone the status of FPAR 2.0 and FPCI’s desire and work toward a centralized data system.

**VII. Interim Reviews**

Ms. Parrish is making site visits to perform Annual Interim Reviews for Voluntary Services and Confidentiality.

**VIII. PrEP presentation by Cody Shafer, IDPH Prevention Services Coordinator, HIV Special Projects**

Mr. Shafer presented information about the new PrEP and TelePrEP programs in Iowa. We will be working together to develop written responsibilities and agreements for this partnership.

**IX. Old Business**

None.

**X. New Business**

Ms. Parrish informed the committee that Leila Schlenker retired about 2 weeks ago, Alyson Simmons has resigned and Jodi Tomlonovic will be retiring in the fall. The board of directors has interviewed candidates for the Executive Director’s (ED) position. The other vacancies will be filled by the new ED.

**XI. Agency Round Table**

None.

**XII. Adjourn**

The meeting was adjourned at 10:06 a.m.

The next meeting is Thursday, October 10, 2019 at 10:30 a.m. in Iowa City.

Minutes submitted by Becky Parrish

Necessary Board Action:

Accept or reject Medical Committee Report

<b>FAMILY PLANNING COUNCIL OF IOWA</b> <b>EXECUTIVE DIRECTOR'S REPORT</b> <b>JULY 2019</b>
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**Title X:**

***Interim site reviews:*** As part of its oversight and monitoring responsibilities FPCI conducts on site reviews of each subrecipient agency. An agency receives a full program review every three years and an interim review in the intervening years. This year's interim review covers confidentiality and voluntary services. Interim reviews have been conducted at Women's Health Services (Clinton), Hillcrest Family Services (Dubuque), and Great River Health Systems (Burlington).

**Centralized Data System (CDS):**

FPCI has submitted a final application to the anonymous donor for funding for a Centralized Data System. We have received a Notice of Preliminary Interest in funding from an anonymous donor. FPCI has identified a vendor for its CDS. That vendor is BOWlink Technologies (d.b.a. Health-e-Link).

**State Funded Family Planning Program (SFPP):**

There continue to be a number of problems with the SFPP reimbursing family planning providers for contraceptive supplies. FPCI has worked with the SFPP to get the problems resolved and payments made. Unfortunately, resolution of the issues is moving very slowly. FPCI will continue to work on this.

**Public Testimony:**

On July 10, 2019, I presented testimony to the Council on Human Services regarding the Department of Human Services FY2021 budget process. I spoke about the value of family planning services, the need for the State Family Planning Program, the need for data from DHS about the State Family Planning Program and the value of the Community Adolescent Pregnancy Prevention Program.

**Training:**

The Family Planning Council of Iowa collaborated with the Iowa Department of Public Health and sponsored four training events with 170 participants. The number of participants in FY2019 is slightly down from FY2018.

Training events conducted--Three webinars: Management of Genital Herpes, HPV Vaccine: A Missed Opportunity, Substance Use in Iowa; one in person workshop, Billing and Coding for Family Planning.

There was not a Family Planning Update held in 2018 because of the changes in the project period. The Training Advisory Committee with representatives from both FPCI and IDPH Title X programs is planning for the 2019 Update to be held on September 17, 2019.

Topics covered include: Contraceptive Update, Meth in Iowa, White Socialization & the Challenge of Anti-Racism and Equity, Contraception: managing Difficult Cases & Side Effects, Refugee Health in Iowa, and Sex Ed for persons with disabilities.

FPCI produced the 2020 Movie Talk and distributed 1,350 to libraries, DVD rental stores, subrecipients, and church youth groups.

FPCI Board Community Education Committee (CEC) reviewed and approved six Paul Shultz Community Education Grant Applications from subrecipients.

The subrecipients approved by the CEC are: Trinity Muscatine Public Health (2), Hillcrest Family Services, Women's Health Services, and Siouxland Community Health Care. All the applicants will be

Executive Director Report

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implementing projects that address family participation with adolescents, and one will also be doing a faith based project.

From July 1, 2018 – March 31, 2019 FPCI subrecipients provided 1,024 community education programs to 12,352 participants, (7,183 female; 5,169 male).

Submitted by Leila Schlenker, Training Coordinator

Necessary Board Action:

Accept or reject Executive Director's Report

## IOWA DEPARTMENT OF PUBLIC HEALTH PROJECTS REPORT JULY 2019

### **Community-Based Screening Services**

*Continuation Funding for CY2020: Strengthening Sexually Transmitted Disease Prevention and Control for Health Departments (STD PCHD)*

The new funding cycle for the Iowa Department of Public Health's (IDPH) STD Program began this year (CY2019). The funding, coming from the CDC, is for five years ending December 31, 2023. The funding is intended to prevent and control the three major STDs - chlamydia, gonorrhea, and syphilis by addressing the following national targets:

- 1) Elimination of congenital syphilis;
- 2) Prevention of antibiotic resistant gonorrhea;
- 3) Reduction of primary and secondary syphilis;
- 4) Prevention of STD-related reproductive health problems;
- 5) Effective response to STD-related outbreaks; and
- 6) Reduction of STD-related health disparities.

Funding is based on population size and the historical number of STD cases identified. Level funding is expected for 2020; however, if more funding would be available from the federal budget each jurisdiction is being asked to submit an "Enhanced Activity Proposal" so that additional funds could be distributed immediately. They would become part of the base award in the following years.

The STD Program Manager and CBSS Coordinator are currently working on the mid-year work plan update and a new work plan for next year. FPCI will be submitting a budget to the Department for 2020 to be included in the overall STD Program budget. The progress report, new work plan, budget, and enhanced activity proposal are due August 31.

As part of the role in writing the progress report and development of the STD Program work plans, the CBSS Coordinator will travel with the STD Program Manager to Atlanta to attend a PCHD grantee meeting, September 17 -19, 2019. The purpose of the meeting is to discuss and share key strategies and activities for the first year of the funding cycle. There will also be a chance for technical assistance and engagement with CDC and other key prevention partners.

### *CBSS Exhibiting*

To date, the CBSS Coordinator has exhibited the CBSS Educational Display at two conferences; the Iowa School Nurse Annual Conference and the Prevent Child Abuse – Family Support/Community Adolescent Pregnancy Prevention Conference. These events allow for networking with partners and promoting of testing and treatment for STDs according to established national guidelines.

### *CBSS Update*

Planning is underway for the CBSS Update to be held September 11. The annual statewide meeting and training is done by webinar. It is anticipated that a complete report of statewide chlamydia, gonorrhea, and syphilis data will be presented by the STD Program Manager. The CBSS Coordinator will do a presentation on CBSS quality assurance and a guest speaker will be identified to provide an update on a related topic of interest.

### ***Site Visits***

As of June 30, the CBSS Coordinator has completed five site visits to CBSS clinic sites. Currently there are 58 clinics participating in the CBSS program; a mix of family planning, county health departments, correctional facilities, and student health centers. The contract with the state calls for a minimum of 20% (12) of the CBSS sites to receive a quality assurance site visit every year. (Visits are determined on the basis of length of time since the last review, new staff or specific program concerns.) The Coordinator is on track to meet this requirement. Site visits include a review of clinic testing data, QA of specimen submission, treatment, and partner notification. In most cases it also includes an audit of the IDPH STD 340B treatment medications (if the facility is also participating in that program). Some of the visits, to the county health departments, are done in conjunction with the HIV/Hepatitis Prevention Team from the Bureau of STD, HIV, and Hepatitis.

Submitted by: Colleen Bornmueller, CBSS Coordinator

### **CERVICAL CANCER SCREENING PROGRAM (CCSP):**

The Cervical Cancer Screening Program (CCSP) was established to provide funding for preventive and screening services related to cervical cancer to low-income, underinsured or uninsured men and women who do not have other means to pay for these services. The program is administered through the IA Dept. of Public Health, Bureau of Chronic Disease Prevention and Management. In the past, IDPH contracted with FPCI to administer the enrollment activities of the program within the FPCI delegate agencies. FPCI sub-contracted with some of its subrecipient agencies for the processing of clients' enrollment into the program. This is a July – June grant.

In April 2019, FPCI was awarded 21 more slots to use in the program added to the original 215 slots. For FY2019, 232 individuals were enrolled in the program.

In late June, FPCI was notified by the Iowa Department of Public Health's (IDPH) Cervical Cancer Program (CCP) of changes to the contracting process for the coming fiscal year. Since they have come to the end of the multi-year period approved for contracting with FPCI, there will be a change in process for contracting. IDPH will move forward to issue a 5-month contract covering the same services, requirements, and associated reimbursements levels, but with a prorated number of persons to serve. The contract will conclude on 12/31/19.

While that programming is offered, IDPH will develop and issue a request for proposal or application process for parties interested in offering these services. A new contract period will be issued to successful applicants, and the start date for those contracts will be 1/1/20.

FPCI will contract with IDPH for the five month time period.

Submitted by Jodi Tomlonovic, Executive Director

### **Necessary Board Action:**

Accept or reject Iowa Department of Public Health Projects Report

**FY2019 QUARTERLY BOARD REPORT  
COMMUNICATIONS REPORT – 4<sup>th</sup> QUARTER  
April 1, 2019 – June 30, 2019**

**COMMUNICATIONS:**

- FPCI OC completed and distributed 4<sup>th</sup> quarter FPCInsider via Constant Contact on July 5, 2019.
- Designed the 2019 Iowa Family Planning Update Brochure.
- Conducted an additional capacity building training for the Iowa Cancer Consortium on Saturday June 29, 2019 in Cedar Rapids, for their faith-based partnerships. 30 participants attended the training. ICC provided a \$500.00 honorarium to FPCI for the OC's services.

**WEBSITE:**

PREVIOUS QTR RPT (1/1/19 – 3/31/2019)	CURRENT QTR RPT (4/1/2019 – 6/30/2019)	PERCENT CHANGE
Users: 5,182	Users: 5,314	+ 2.5%
Page Views: 16,245	Page Views: 17,415	+ 7.2%
Sessions: 5,655	Sessions: 5,806	+ 2.6%
New Users: 5,135	New Users: 5,277	+ 2.7%

FY2018	FY2019	PERCENT CHANGE
Users: 8,509	Users: 15,910	+ 86.98%
Page Views: 28,613	Page Views: 56,094	+ 96.04%
Sessions: 10,246	Sessions: 17,701	+ 72.76%
New Users: 8,355	New Users: 15,735	+ 88.31%

**INITIATIVES:**

- Project Promotion Summary for FY 2019: FPCI has established a diverse collaborative network throughout the state to ensure that changes within Iowa's health care delivery system do not have a negative impact on the delivery of family planning services. FPCI established 22 statewide partnerships focused on project promotion. Within the FPCI's Title X Provider Network there are 271 partnerships. These partnerships consist of 104 community-based organizations, 55 public health entities, 15 domestic violence/sexual assault centers, 42 middle/high schools, 29 colleges/universities, 26 substance use disorder and mental health organizations, 5 adult correctional/juvenile detention facilities, and 10 faith-based groups.
- FY2019 Reentry Program Summary: The Special Initiatives Project, which targets transitioning offenders at correctional institutions, takes place at the Iowa Women's Correctional Facility (ICIW) in Mitchellville, IA and at Alcohol and Drug Dependency Services of SW IA in Burlington, IA. In FY2019, PPHL conducted ten 90 minute sessions from August 2018 – October 2018 and four two-hour sessions from December 2018 – February 2019 at ICIW. PPHL continued to experience scheduling challenges with the women's correctional facility, however, only two sessions required rescheduling. PPHL conducted four two hour sessions for residents at Alcohol and Drug Dependency Services of SE IA from December 2018 – January 2019. Participants consisted of 2 women and 7 men. Session topics consisted of reproductive anatomy, access to family planning services, communication, healthy relationships and sexual decision making during recovery. As noted in previous reports, sessions utilize the Sanctuary of Change curriculum which is tailored to the sexual health needs of women with a history of trauma, abuse and/or intimate partner violence.

Necessary Board Action:

*Accept or reject Communications Report*

FAMILY PLANNING COUNCIL OF IOWA  
BOARD OF DIRECTORS

FY2020 Proposed Meeting Dates

THURSDAY – OCTOBER 24, 2019  
Board Work Session – Afternoon, October 24, 2019

FRIDAY – JANUARY 24, 2020

FRIDAY – APRIL 24, 2020

FRIDAY – JULY 17, 2020

Necessary Board Action:

Approve, amend or reject FY2020 Proposed Meeting Schedule

**FAMILY PLANNING COUNCIL OF IOWA  
FINANCE COMMITTEE REPORT  
JULY 2019**

The FPCI Finance Committee Report is comprised of the following documents.

- |  |   |
|--|---|
| 1) Minutes of July 15, 2109 meeting                | Attachment G1   |
| 2) Proposed FY2020 FPCI Operating Budget:          | Proposed Budget: Attachment G2<br>Budget Narrative: Attachment G3<br>Approved FY2019 Budget: Attachment G4<br>(green paper) |
| 3) FY2019 4 <sup>th</sup> Quarter Operating Report | Attachment G5   |
| 4) FPCI Fund Balances                              | Attachment G6   |

Necessary Board Action:

- Approve or amend proposed FY2020 Operating Budget
- Accept or reject FY2019 4<sup>th</sup> Quarter Operating Report
- Accept or reject FPCI Fund Balances
- Accept or reject FPCI Finance Committee minutes

**FAMILY PLANNING COUNCIL OF IOWA  
FINANCE COMMITTEE MEETING MINUTES  
JULY 15, 2019**

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Present:	Lisa Dahlhauser Steve Harms	Patrice Sayre Mary Warren
Staff:	Jodi Tomlonovic	Alicia Shaul

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- I. Call to order**  
The meeting was called to order at 1:00 pm by Steve Harms, Chair.
- II. Approval of Minutes, April 5, 2019**  
Patrice Sayre moved to approve the minutes of the April 5, 2019 meeting as presented. Lisa Dahlhauser seconded. M/P/U
- III. Proposed FY2020 Operating Budget**  
Jodi Tomlonovic presented a proposed FY2020 Operating Budget. The Committee reviewed the proposed operating budget. Discussion followed regarding costs for the Executive Director position search and the revenue and expenses for the Centralized Data System. Mary Warren moved to amend the proposed FY2020 Operating Budget to include allocating Non-Title X unrestricted reserve funds and the corresponding expenses for the Executive Director position search and to include revenue and expenses for the Centralized Data System. Patrice Sayre seconded. M/P/U
- Lisa Dahlhauser moved to recommend the amended FY2020 Operating Budget to the FPCI Board for approval. Patrice Sayre seconded. M/P/U
- IV. FY2019 4<sup>TH</sup> Quarter Operating Report**  
Jodi Tomlonovic presented the FY2019 4<sup>th</sup> Quarter Operating Report. Patrice Sayre moved to approve the FY2019 4<sup>th</sup> Quarter Operating Report. Mary Warren seconded. M/P/U
- V. Review of FPCI Fund Balances**  
Jodi Tomlonovic presented FPCI's fund balances at June 30, 2019. Patrice Sayre moved to accept the fund balance report. Mary Warren seconded. M/P/U
- VI. Centralized Data System**  
Jodi Tomlonovic presented information about the Centralized Data System Project. Mary Warren moved to approve contracting with BOWlink Technologies, Inc. as the CDS vendor. Lisa Dahlhauser seconded. M/P/U
- VII. Other Business**  
There was a brief discussion about the potential fiscal impact of enforcement of the Title X final rule. No action was taken.
- VIII. Adjourn**  
The meeting adjourned at 2:00 pm.

Necessary Board Action

- Accept or amend Proposed FY2020 Operating Budget as presented by FPCI Finance Committee
- Accept or reject FY2019 4<sup>th</sup> Quarter Operating Report
- Accept or reject FPCI Fund Balances Report
- Accept or reject Committee approval of BOWlink Technologies, Inc. as CDS vendor
- Accept or reject FPCI Finance Committee Report

**FAMILY PLANNING COUNCIL OF IOWA  
FY2019 OPERATING BUDGET**

REVENUE	TX SERV 19		TOT TX 19	CBSS-19	NONTX-19	TOT NTX 19	FY2019-TOTAL
GRANTS	\$2,828,000	\$0	\$2,828,000	\$99,420	\$21,125	\$120,545	\$2,948,545
DONATIONS	\$0	\$0	\$0	\$0	\$3,200	\$3,200	\$3,200
MISC	\$0	\$0	\$0	\$0	\$2,000	\$2,000	\$2,000
INTEREST	\$0	\$0	\$0	\$0	\$650	\$650	\$650
UPDATE/TRAIN	\$0	\$0	\$0		\$6,000	\$6,000	\$6,000
<b>TOTAL REVENUE</b>	<b>\$2,828,000</b>	<b>\$0</b>	<b>\$2,828,000</b>	<b>\$99,420</b>	<b>\$32,975</b>	<b>\$132,395</b>	<b>\$2,960,395</b>
<b>OPER. EXPENSES</b>	<b>TX SERV 19</b>	<b>0</b>	<b>TOT TX 19</b>	<b>CBSS-19</b>	<b>NONTX-19</b>	<b>TOT NTX 19</b>	<b>FY2019-TOTAL</b>
<b>FPCI PERSONNEL:</b>							
SALARIES	\$327,770	\$0	\$327,770	\$64,163	\$10,101	\$74,264	\$402,034
TEMP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SAL/FRIN. POOL	\$1,795	\$0	\$1,795	\$230	\$34	\$264	\$2,059
FRINGES	\$74,115	\$0	\$74,115	\$14,276	\$2,311	\$16,587	\$90,702
<b>SUBTOTAL</b>	<b>\$403,680</b>	<b>\$0</b>	<b>\$403,680</b>	<b>\$78,669</b>	<b>\$12,446</b>	<b>\$91,115</b>	<b>\$494,795</b>
<b>TRAVEL:</b>							
IN-STATE	\$7,000	\$0	\$7,000	\$900	\$100	\$1,000	\$8,000
OUT-STATE	\$9,000	\$0	\$9,000	\$2,000	\$0	\$2,000	\$11,000
BOARD	\$3,700	\$0	\$3,700	\$0	\$100	\$100	\$3,800
<b>SUBTOTAL</b>	<b>\$19,700</b>	<b>\$0</b>	<b>\$19,700</b>	<b>\$2,900</b>	<b>\$200</b>	<b>\$3,100</b>	<b>\$22,800</b>

<b>SUPPLIES:</b>	<b>TX SERV 19</b>	<b>0</b>	<b>TOT TX 19</b>	<b>CBSS-19</b>	<b>NONTX-19</b>	<b>TOT NTX 19</b>	<b>FY2019-TOTAL</b>
OFFICE	\$4,300	\$0	\$4,300	\$320	\$60	\$380	\$4,680
POSTAGE	\$400	\$0	\$400	\$80	\$40	\$120	\$520
PRO. REFERENC	\$400	\$0	\$400	\$0	\$0	\$0	\$400
DUES	\$9,750	\$0	\$9,750	\$0	\$0	\$0	\$9,750
PRINTING	\$500	\$0	\$500	\$250	\$0	\$250	\$750
ADVERTIS/RECR	\$500	\$0	\$500	\$0	\$0	\$0	\$500
MISC	\$1,500	\$0	\$1,500	\$0	\$150	\$150	\$1,650
<b>SUBTOTAL</b>	<b>\$17,350</b>	<b>\$0</b>	<b>\$17,350</b>	<b>\$650</b>	<b>\$250</b>	<b>\$900</b>	<b>\$18,250</b>
<b>EQUIPMENT:</b>							
MISC EQUIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SUBTOTAL:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>OVERHEAD:</b>							
RENT (INC. UTIL)	\$42,705	\$0	\$42,705	\$7,500	\$735	\$8,235	\$50,940
INSURANCE	\$4,500	\$0	\$4,500	\$590	\$0	\$590	\$5,090
TELEPHONE	\$6,970	\$0	\$6,970	\$750	\$175	\$925	\$7,895
MEETING ACCOM	\$2,500	\$0	\$2,500	\$0	\$75	\$75	\$2,575
<b>SUBTOTAL</b>	<b>\$56,675</b>	<b>\$0</b>	<b>\$56,675</b>	<b>\$8,840</b>	<b>\$985</b>	<b>\$9,825</b>	<b>\$66,500</b>
<b>TRAINING:</b>							
GENERAL-FPCI	\$5,000	\$0	\$5,000	\$2,000	\$320	\$2,320	\$7,320
UPDATE/TRAININ	\$8,750	\$0	\$8,750	\$0	\$6,000	\$6,000	\$14,750
MOVIE TALK	\$4,200	\$0	\$4,200	\$0	\$0	\$0	\$4,200
COMM. EDUC.	\$10,000	\$0	\$10,000	\$0	\$0	\$0	\$10,000
SUB STAFF TRNC	\$5,500	\$0	\$5,500	\$0	\$0	\$0	\$5,500
<b>SUBTOTAL</b>	<b>\$33,450</b>	<b>\$0</b>	<b>\$33,450</b>	<b>\$2,000</b>	<b>\$6,320</b>	<b>\$8,320</b>	<b>\$41,770</b>

	<b>TX SERV 19</b>	<b>0</b>	<b>TOT TX 19</b>	<b>CBSS-19</b>	<b>NONTX-19</b>	<b>TOT NTX 19</b>	<b>FY2019-TOTAL</b>
<b>CONTRACTUAL/OTHER:</b>							
AUDIT	\$9,190	\$0	\$9,190	\$200	\$160	\$360	\$9,550
SERVICE CONTR	\$8,660	\$0	\$8,660	\$755	\$140	\$895	\$9,555
ATTORNEY	\$6,000	\$0	\$6,000	\$0	\$0	\$0	\$6,000
CONSULTANTS	\$4,000	\$0	\$4,000	\$0	\$0	\$0	\$4,000
FISCAL MGT	\$24,645	\$0	\$24,645	\$275	\$30	\$305	\$24,950
MEDICAL DIRECT	\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$3,000
<b>SUBTOTAL</b>	<b>\$55,495</b>	<b>\$0</b>	<b>\$55,495</b>	<b>\$1,230</b>	<b>\$330</b>	<b>\$1,560</b>	<b>\$57,055</b>
<b>OTHER:</b>							
REG 7 SIP	\$5,800	\$0	\$5,800	\$0	\$0	\$0	\$5,800
SPEC PROJECT	\$7,280	\$0	\$7,280	\$5,131	\$0	\$5,131	\$12,411
OUTREACH/MKTG	\$4,500	\$0	\$4,500	\$0	\$0	\$0	\$4,500
PAYPAL	\$0	\$0	\$0	\$0	\$65	\$65	\$65
<b>SUBTOTAL</b>	<b>\$17,580</b>	<b>\$0</b>	<b>\$17,580</b>	<b>\$5,131</b>	<b>\$65</b>	<b>\$5,196</b>	<b>\$22,776</b>
<b>FPCI OPER. EXPEN</b>	<b>\$603,930</b>	<b>\$0</b>	<b>\$603,930</b>	<b>\$99,420</b>	<b>\$20,596</b>	<b>\$120,016</b>	<b>\$723,946</b>
<b>SUBCONTRACTS:</b>							
FP SERVICES	\$2,224,070	\$0	\$2,224,070	\$0	\$0	\$0	\$2,224,070
EXPANSION PRO	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIV SVCS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIEP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CCSP	\$0	\$0	\$0	\$0	\$16,125	\$16,125	\$16,125
<b>SUBTOTAL</b>	<b>\$2,224,070</b>	<b>\$0</b>	<b>\$2,224,070</b>	<b>\$0</b>	<b>\$16,125</b>	<b>\$16,125</b>	<b>\$2,240,195</b>
<b>GRAND TOTAL</b>	<b>\$2,828,000</b>	<b>\$0</b>	<b>\$2,828,000</b>	<b>\$99,420</b>	<b>\$36,721</b>	<b>\$136,141</b>	<b>\$2,964,141</b>
<b>REVENUE/EXPENS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$3,746)</b>	<b>(\$3,746)</b>	<b>(\$3,746) **</b>

\*Note: Reserve funds will be used to cover the deficit spending

**Title X Svcs Break** Basic Svcs  
\$2,828,000 Basic Svcs  
----- **Subtotal Basic Services**  
**\$2,828,000**

\$2,828,000 **Total Title X**

**Non -Title X Grants**

\$99,240 **CBSS**  
\$21,125 **CERVICAL CANCER PROGRAM**  
  
\$120,365 **TOTAL**  
  
\$2,948,365

**FAMILY PLANNING COUNCIL OF IOWA  
FY2020 OPERATING BUDGET NARRATIVE**

**Revenue:**

**Title X:**

**Grants:**

*Title X Basic Family Planning Services:* FPCI received its Notice of Award (NOA) for FY2020. FPCI was awarded \$2,600,000.00. This represents a \$178,000.00 decrease (6.4%) from FY 2018, FPCI's last full 12 month funding period.

**Reserve Funds:** FPCI and the IDPH Title X Family Planning Program co-produce training events. Under this arrangement, FPCI provides most of the administrative and logistical work to develop/ produce the events, thus incurring the costs. FPCI will use Update reserve funds for the annual Family Planning Conference in September 2019 and other training activities. (\$6,000.00)

**Non Title X:**

The budget breakout for the Non-Title X projects are the Community Based Screening Services (CBSS) and the combined small Non-Title X projects. This budget shows anticipated expenses over revenue and requests using reserve funds as needed.

**Grants:**

FPCI has a grant from the IA Dept. of Public Health (IDPH) for Community Based Screening Services. This is a calendar year (Jan 1 – Dec 31) grant. This project is to provide coordination for the statewide STD screening.

FPCI has received a Notice of Preliminary Interest for funding from an anonymous foundation for the Centralized Data Project. This project will last to 12/31/21

The Cervical Cancer Screening Project (CCSP) will be for 5 months, August 1- December 31, 2019. The IA Dept. of Public Health will issue an RFP for contracts starting in January 2020.

**Donations:** FPCI receives some donations from designated donors through the Central Iowa United Way and through the One Gift Campaign with state employees. The FPCI Board has a policy requesting that Board members make a contribution to the agency.

**Miscellaneous:** This category includes the total revenue from the Nursing Continuing Education providership, and small unrestricted revenue. We have decreased the Continuing Education revenue because our partner, Training Resources, closed so FPCI is no longer providing CEUs for their trainings. It did include the revenue from producing the STD and Contraceptive Fact Sheets. We have been receiving fewer orders for the Fact Sheets over the past years so we have not included revenue or expenses for them in this proposed budget

**Interest:** This category includes the interest from the savings account and Certificates of Deposit.

**Training Events:** This category includes the registration and exhibitor fees from the annual family planning conference (the "Update") and any other training fees. We have increased this amount slightly.

**Reserve Funds:** FPCI will use a portion of the unrestricted reserve funds to pay expenses associated with search costs for the Executive Director position and for advocacy costs.

## **EXPENSES:**

### **Title X (-TX):**

Note: FPCI will only have one Title X project. The Title X costs are identified by one project, the Title X Basic Family Planning Services Project.

The line item explanations compare this budget to the FY2019 budget that was approved 7/20/18.

### **Personnel:**

*TX Basic Services:* The salaries line item provides a fully staffed FPCI Title X project. This represents portions of 4 full time positions and 2 part time positions (for a total of 5.01 FTE). This is higher than the approved FY2019 budget because there is a 2% salary increase and because FPCI's share of the group health insurance premiums increased due to higher rates. FPCI will retain the \$355.00 monthly stipend for the staff.

**Travel:** This category identifies travel in three categories: In-state, out-of-state, and Board travel. In-state and out-of-state travel are directly assigned to the specific projects;

*TX-Basic Services:* In-state travel is for staff to conduct program reviews, site visits and meetings around the state; out-of-state staff and Board travel for national meetings and conferences; Board travel covers Board travel to FPCI meetings. There is an increase in the Out-of- State travel line to reflect expected expenses for the National Grantee meeting in July 2019. In-State travel has remained the same. Board travel is slightly lower. Board and staff travel is reimbursed at \$.50/mile.

### **Supplies:**

*TX-Basic Services:* These are the supply costs associated with the TX Services. There is a decrease in this category to expected costs.

**Equipment:** No equipment costs are projected.

### **Overhead:**

Overhead costs are distributed based on space allocation for each project and staff time used in each project. There is an increase for this category.

*TX- Basic Services:* FPCI rent will increase in Oct. based on the lease agreement. Insurance costs decreased slightly to reflect actual costs. Phone costs were increased to reflect the cost of high speed internet service.

**Training:**

Training costs contain the costs of sending FPCI staff to training events and the costs of FPCI providing training for sub-recipient agencies. It includes the Movie Talk project and the Community Education Grants.

*TX-Services:* This contains several items:

- 1) Training costs for FPCI staff and mileage reimbursement for sub-recipient staff to participate in the Training Advisory Committee and the Medical Committee – this is level funded for FY2020. It includes the annual fee for Survey Monkey
- 2) – Training provided by FPCI and IDPH- Includes annual fees for GoToWebinar – this is decreased.
- 3) Movie Talk – FPCI’s community education project
- 4) The Paul Shultz Memorial Community Education Projects – this is decreased to reflect the reduced response from subrecipients.
- 5) Subrecipient staff training – this is decreased slightly.

**Contractual:**

These are the organization’s contractual costs for various services. This includes FPCI’s Fiscal Officer, Attorney and Medical Director.

*TX Basic Services:* These are the contractual costs associated with the TX Services. There is a slight decrease in this category. FPCI attorney is slightly decreased. Consultants are decreased. Fiscal Management is a 2 % increase. The Services contracts are higher to reflect contracted IT services and the Medical Director costs are the same.

**Other:**

This category contains special projects that FPCI operates throughout the year. There is a slight decrease in this category.

*TX Basic Services:* There are several projects in this category:

- 1) The Region VII SIP is a project which has one of the FPCI sub-recipients provides programming at the Iowa Women’s Correctional Facility – there is a decrease for this line item.
- 2) Special projects include funding for FPCI to provide membership for itself and its sub-recipients to subscribe to a secure message system. The line item contains \$2,500 for projects that may be identified during the year.
- 3) Outreach efforts by FPCI. This line item remains the same.

**FPCI ADMINISTRATIVE OPERATING COSTS:**

The FY2020 FPCI Administrative Operating Budget is 23% of the Title X Services Budget. Of the FPCI Administrative Title X Services Operating Budget, 2.5% is

distributed as reimbursements to the delegate agencies for community education, subrecipient staff training and Region VII Special Initiatives.

**SUBCONTRACTS:** There is one line item in this category for Title X: FP Services

*TX Basic Services (FP Services):* There is a decrease in this line item from FY19.

**Revenue/Expenses:** Expenses equal revenue for Title X.

**NON TITLE X (NTX):**

The format for showing the Non-Title X budgets has separate columns for the IA Community Based Screening Services (CBSS), the Centralized Data System (CDS) Project, and the combined small Non-Title X projects including CCSP. There is a final column totaling all Non-Title X projects. There is an increase in the Non-Title X Projects costs to reflect anticipated revenue for the CDS Project. There is an increase in the Total Non-Title X.

**Personnel:** There is a decrease in this category overall.

*CBSS:* This is the staff time charged to our state grant to administer the CBSS. There is an increase to reflect the 2% salary increase.

*CDS:* There are no personnel costs allocated to the CDS project under Non-Title X.

*Non-Title X Projects:* This is the staff time charged to the small miscellaneous Non-Title X projects such as Nursing Continuing Education (CE) and Public Affairs. There is a decrease in this category to reflect the shorter funding period of the Cervical Cancer Screening Program (CCSP) and the reduced anticipated revenue for Nursing CE.

**Travel:** This is travel charged to Non-Title X projects. It includes Board travel that is spread across the various projects.

*CBSS:* This is the travel costs associated with the CBSS project. It includes site visits conducted by the CBSS Coordinator. There is no change in these items.

*CDS:* There are no travel costs allocated to the CDS project under Non-Title X.

*Non-Title X Projects:* There are some small travel costs charged to this line item.

**Supplies:** This category is the supply costs for the various projects.

*CBSS:* These are the supply costs associated with the CBSS project. There is a no change in this line item.

*CDS:* There are no supply costs allocated to the CDS project under Non-Title X.

*Non-Title X Projects:* These are the supplies costs associated with the miscellaneous NTX projects, there is a decrease.

**Equipment:** No equipment expenses are planned for FY2020.

**Overhead:** These are the overhead costs associated with the various projects.

*CBSS:* These are the overhead costs charged to administer the CBSS. There is an increase in this category to reflect the cost of high speed internet.

*CDS:* There are no overhead costs allocated to the CDS project under Non-Title X.

*Non-Title X Projects:* These are the overhead costs charged to the miscellaneous Non-Title X projects. There is a decrease in this line item.

**Training:** This the training expected for the various Non-Title X Projects.

*CBSS:* These are the training costs associated with the CBSS project.

*CDS:* There are no training costs allocated to the CDS project under Non-Title X.

*Non-Title X Projects:* This includes the Non-Title X portion of the Family Planning Update and other training events (meals and hotel costs).

**Contractual:** These are the contractual costs for the various projects. There is a small change.

*CBSS:* This is increased slightly.

*CDS:* There are no contractual costs allocated to the CDS project under Non-Title X.

*Non-Title X Projects:* There is a decrease change in this category.

**Other:** This includes various special projects.

*CBSS:* There are funds that may be available for special projects.

*CDS:* These funds are for the cost of the CDS vendor and consultant during the first year or the project.

*Non-Title X Projects:* There is no change in this category.

**Subcontracts:** There is a decrease in the line item for this category to reflect the shortened funding period of the Cervical Cancer Screening Program.

**Revenue/Expenses:** We show an

*CBSS:* Revenue for CBSS matches expenses.

*CDS:* We show \$112,000.00 in revenue over expenses in this category.

*Non-Title X Projects:* Revenue matches expenses. It proposed that \$5,007.00 in reserve funds be used to cover advocacy costs and costs for the Executive Director position search. FPCI

currently has \$247,141.00 in unrestricted reserve funds (before FY19 year-end adjustments and audit). In FY18 FPCI did not use reserve funds.

**NOTE:** This budget shows a net result of \$112,000. This will be restricted funds for the Centralized Data System (CDS) project.

Necessary Board Action:

Accept or amend FY2020 FPCI Operating Budget presented by the Finance Committee.

## PROPOSED FY2020 BUDGET

7/15/2019

REVENUE	TX SERV 20		TOT TX 20	CBSS-20	CDS -20	NONTX-20	TOT NTX 20	FY2020-TOTAL
GRANTS	\$2,600,000	\$0	\$2,600,000	\$99,420	\$182,000	\$8,450	\$289,870	\$2,889,870
DONATIONS	\$0	\$0	\$0	\$0	\$0	\$3,200	\$3,200	\$3,200
MISC	\$0	\$0	\$0	\$0	\$0	\$750	\$750	\$750
INTEREST	\$0	\$0	\$0	\$0	\$0	\$650	\$650	\$650
UPDATE/TRAIN	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000	\$8,000
RESERVE FUNDS	\$6,000	\$0	\$6,000	\$0	\$0	\$5,007	\$5,007	\$11,007
<b>TOTAL REVENUE</b>	<b>\$2,606,000</b>	<b>\$0</b>	<b>\$2,606,000</b>	<b>\$99,420</b>	<b>\$182,000</b>	<b>\$26,057</b>	<b>\$307,477</b>	<b>\$2,913,477</b>
<b>OPER. EXPENSES</b>	<b>TX SERV 20</b>	<b>0</b>	<b>TOT TX 20</b>	<b>CBSS-20</b>	<b>CDS-20</b>	<b>NONTX-20</b>	<b>TOT NTX 20</b>	<b>FY2020-TOTAL</b>
<b>FPCI PERSONNEL:</b>								
SALARIES	\$333,959	\$0	\$333,959	\$65,679	\$0	\$8,218	\$73,897	\$407,856
TEMP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SAL/FRIN. POOL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FRINGES	\$76,016	\$0	\$76,016	\$14,574	\$0	\$1,873	\$16,447	\$92,463
<b>SUBTOTAL</b>	<b>\$409,975</b>	<b>\$0</b>	<b>\$409,975</b>	<b>\$80,253</b>	<b>\$0</b>	<b>\$10,091</b>	<b>\$90,344</b>	<b>\$500,319</b>
<b>TRAVEL:</b>								
IN-STATE	\$7,000	\$0	\$7,000	\$900	\$0	\$100	\$1,000	\$8,000
OUT-STATE	\$10,500	\$0	\$10,500	\$2,000	\$0	\$0	\$2,000	\$12,500
BOARD	\$3,200	\$0	\$3,200	\$0	\$0	\$100	\$100	\$3,300
<b>SUBTOTAL</b>	<b>\$20,700</b>	<b>\$0</b>	<b>\$20,700</b>	<b>\$2,900</b>	<b>\$0</b>	<b>\$200</b>	<b>\$3,100</b>	<b>\$23,800</b>

<b>SUPPLIES:</b>	<b>TX SERV 20</b>	<b>0</b>	<b>TOT TX 20</b>	<b>CBSS-20</b>	<b>CDS-20</b>	<b>NONTX-20</b>	<b>TOT NTX 20</b>	<b>FY2020-TOTAL</b>
OFFICE	\$2,300	\$0	\$2,300	\$320	\$0	\$55	\$375	\$2,675
POSTAGE	\$400	\$0	\$400	\$80	\$0	\$25	\$105	\$505
PRO. REFERENC	\$410	\$0	\$410	\$0	\$0	\$0	\$0	\$410
DUES	\$9,775	\$0	\$9,775	\$0	\$0	\$0	\$0	\$9,775
PRINTING	\$500	\$0	\$500	\$250	\$0	\$0	\$250	\$750
ADVERTIS/RECR	\$500	\$0	\$500	\$0	\$0	\$0	\$0	\$500
MISC	\$1,500	\$0	\$1,500	\$0	\$0	\$150	\$150	\$1,650
<b>SUBTOTAL</b>	<b>\$15,385</b>	<b>\$0</b>	<b>\$15,385</b>	<b>\$650</b>	<b>\$0</b>	<b>\$230</b>	<b>\$880</b>	<b>\$16,265</b>
<b>EQUIPMENT:</b>								
MISC EQUIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SUBTOTAL:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>OVERHEAD:</b>								
RENT (INC. UTIL)	\$43,132	\$0	\$43,132	\$7,500	\$0	\$718	\$8,218	\$51,350
INSURANCE	\$3,910	\$0	\$3,910	\$590	\$0	\$0	\$590	\$4,500
TELEPHONE	\$8,100	\$0	\$8,100	\$985	\$0	\$70	\$1,055	\$9,155
MEETING ACCOM	\$2,500	\$0	\$2,500	\$0	\$0	\$75	\$75	\$2,575
<b>SUBTOTAL</b>	<b>\$57,642</b>	<b>\$0</b>	<b>\$57,642</b>	<b>\$9,075</b>	<b>\$0</b>	<b>\$863</b>	<b>\$9,938</b>	<b>\$67,580</b>
<b>TRAINING:</b>								
GENERAL-FPCI	\$5,000	\$0	\$5,000	\$2,000	\$0	\$320	\$2,320	\$7,320
UPDATE/TRAININ	\$7,740	\$0	\$7,740	\$0	\$0	\$6,000	\$6,000	\$13,740
MOVIE TALK	\$4,200	\$0	\$4,200	\$0	\$0	\$0	\$0	\$4,200
COMM. EDUC.	\$6,000	\$0	\$6,000	\$0	\$0	\$0	\$0	\$6,000
SUB STAFF TRNC	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
<b>SUBTOTAL</b>	<b>\$27,940</b>	<b>\$0</b>	<b>\$27,940</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$6,320</b>	<b>\$8,320</b>	<b>\$36,260</b>

	<b>TX SERV 20</b>	<b>0</b>	<b>TOT TX 20</b>	<b>CBSS-20</b>	<b>CDS-20</b>	<b>NONTX-20</b>	<b>TOT NTX 20</b>	<b>FY2020-TOTAL</b>
<b>CONTRACTUAL/OTHER:</b>								
AUDIT	\$9,510	\$0	\$9,510	\$200	\$0	\$90	\$290	\$9,800
SERVICE CONTR	\$9,045	\$0	\$9,045	\$855	\$0	\$100	\$955	\$10,000
ATTORNEY	\$5,500	\$0	\$5,500	\$0	\$0	\$0	\$0	\$5,500
CONSULTANTS	\$2,000	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
FISCAL MGT	\$25,140	\$0	\$25,140	\$280	\$0	\$30	\$310	\$25,450
MEDICAL DIRECT	\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000
<b>SUBTOTAL</b>	<b>\$54,195</b>	<b>\$0</b>	<b>\$54,195</b>	<b>\$1,335</b>	<b>\$0</b>	<b>\$220</b>	<b>\$1,555</b>	<b>\$55,750</b>
<b>OTHER:</b>								
REG 7 SIP	\$4,100	\$0	\$4,100	\$0	\$0	\$0	\$0	\$4,100
SPEC PROJECT	\$7,850	\$0	\$7,850	\$3,207	\$70,000	\$1,318	\$74,525	\$82,375
OUTREACH/MKTG	\$4,500	\$0	\$4,500	\$0	\$0	\$0	\$0	\$4,500
PAYPAL	\$0	\$0	\$0	\$0	\$0	\$65	\$65	\$65
<b>SUBTOTAL</b>	<b>\$16,450</b>	<b>\$0</b>	<b>\$16,450</b>	<b>\$3,207</b>	<b>\$70,000</b>	<b>\$1,383</b>	<b>\$74,590</b>	<b>\$91,040</b>
<b>FPCI OPER. EXPEN</b>	<b>\$602,287</b>	<b>\$0</b>	<b>\$602,287</b>	<b>\$99,420</b>	<b>\$70,000</b>	<b>\$19,307</b>	<b>\$188,727</b>	<b>\$791,014</b>
<b>SUBCONTRACTS:</b>								
FP SERVICES	\$2,003,713	\$0	\$2,003,713	\$0	\$0	\$0	\$0	\$2,003,713
EXPANSION PRO	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIV SVCS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIEP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CCSP	\$0	\$0	\$0	\$0	\$0	\$6,750	\$6,750	\$6,750
<b>SUBTOTAL</b>	<b>\$2,003,713</b>	<b>\$0</b>	<b>\$2,003,713</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,750</b>	<b>\$6,750</b>	<b>\$2,010,463</b>
<b>GRAND TOTAL</b>	<b>\$2,606,000</b>	<b>\$0</b>	<b>\$2,606,000</b>	<b>\$99,420</b>	<b>\$70,000</b>	<b>\$26,057</b>	<b>\$195,477</b>	<b>\$2,801,477</b>
<b>REVENUE/EXPENS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$112,000</b>	<b>\$0</b>	<b>\$112,000</b>	<b>\$112,000 *</b>

\* All funds for the CDS grant are recorded in the first year but expenses will extend over 3 years

<b>Title X Svcs Break</b>	Basic Svcs
\$2,600,000	Basic Svcs
\$0	
\$0	
\$0	
\$6,000	FPCI Reserve Funds
-----	<b>Subtotal Basic Services</b>
<b>\$2,606,000</b>	

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**\$0 TX Special Projects**

\$2,606,000 **Total Title X**

**Non -Title X Grants**

\$99,420	<b>CBSS</b>
\$182,000	<b>CDS</b>
\$8,450	<b>CERVICAL CANCER PROGRAM</b>

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 \$289,870 **TOTAL**

\$2,895,870

**FAMILY PLANNING COUNCIL OF IOWA  
FY2019 & FY2018 OPERATING REPORT- COMPARISON  
4th QUARTER**

Attachment G5  
Unaudited

INCOME	2019			2018				
	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	6 MON BUDGET	% VARI.	12 MON BUD
Title X-Services	\$ 2,901,012.00	\$ 2,828,000.00	3%	\$ 2,828,000.00	\$ 2,778,000.00	\$ 2,778,000.00	0%	\$ 2,778,000.00
TX Reimbur/Update	\$ 1,640.00	0	#DIV/0!	\$ -	\$ 4,914.00	\$ 4,000.00		\$ 4,000.00
Non-Title X Grants	\$ 85,969.00	\$ 21,125.00	307%	\$ 21,125.00	\$ 70,025.00	\$ -	#DIV/0!	\$ -
Interest/Dona.	\$ 4,829.00	\$ 3,850.00	25%	\$ 3,850.00	\$ 3,716.00	\$ 4,000.00	-7%	\$ 4,000.00
Misc	\$ 24,898.00	\$ 2,000.00	1145%	\$ 2,000.00	\$ 5,080.00	\$ 4,500.00	13%	\$ 4,500.00
Update/Train	\$ 1,312.00	\$ 6,000.00	-78%	\$ 6,000.00	\$ 9,635.00	\$ 6,500.00	48%	\$ 6,500.00
CBSS	\$ 91,485.00	\$ 99,420.00	-8%	\$ 99,420.00	\$ 118,147.00	\$ 98,750.00	20%	\$ 98,750.00
Reserve Funds-Up	\$ 3,087.00							
Accrual to cash	\$ (3,077.00)			-	\$ -			-
<b>TOTAL</b>	<b>\$ 3,111,155.00</b>	<b>\$ 2,960,395.00</b>	<b>5%</b>	<b>\$ 2,960,395.00</b>	<b>\$ 2,989,517.00</b>	<b>\$ 2,895,750.00</b>	<b>3%</b>	<b>\$ 2,895,750.00</b>

EXPENSES	2019			2018				
	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD
<b>Title X-Services</b>								
Personnel	\$ 398,574.00	\$ 403,680.00	-1%	\$ 403,680.00	\$ 404,535.00	\$ 384,945.00	5%	\$ 384,945.00
Travel	\$ 14,607.00	\$ 19,700.00	-26%	\$ 19,700.00	\$ 10,991.00	\$ 19,200.00	-43%	\$ 19,200.00
Supplies	\$ 15,268.00	\$ 17,350.00	-12%	\$ 17,350.00	\$ 15,599.00	\$ 17,100.00	-9%	\$ 17,100.00
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Occupancy	\$ 58,154.00	\$ 56,675.00	3%	\$ 56,675.00	\$ 50,151.00	\$ 54,350.00	-8%	\$ 54,350.00
Training	\$ 37,239.00	\$ 33,450.00	11%	\$ 33,450.00	\$ 22,222.00	\$ 24,000.00	-7%	\$ 24,000.00
Contractual	\$ 55,017.00	\$ 55,495.00	-1%	\$ 55,495.00	\$ 49,745.00	\$ 54,535.00	-9%	\$ 54,535.00
Other	\$ 6,753.00	\$ 17,580.00	-62%	\$ 17,580.00	\$ 28,549.00	\$ 31,300.00	-9%	\$ 31,300.00
Delegates	\$ 2,318,635.00	\$ 2,224,070.00	4%	\$ 2,224,070.00	\$ 2,201,122.00	\$ 2,196,570.00	0%	\$ 2,196,570.00
<b>Subtotal</b>	<b>\$ 2,904,247.00</b>	<b>\$ 2,828,000.00</b>	<b>3%</b>	<b>\$ 2,828,000.00</b>	<b>\$ 2,782,914.00</b>	<b>\$ 2,782,000.00</b>	<b>0%</b>	<b>\$ 2,782,000.00</b>

FPCI OPER. REPORT  
 FY 2019 & 2018 PAGE 2

EXPENSES	2019				2018			
	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD
<b>Non-Title X</b>								
Personnel	\$ 12,830.00	\$ 12,446.00	3%	\$ 12,446.00	\$ 13,946.00	\$ 10,990.00	27%	\$ 10,990.00
Travel	\$ 498.00	\$ 200.00	149%	\$ 200.00	\$ 629.00	\$ 150.00	319%	\$ 150.00
Supplies	\$ 2,086.00	\$ 250.00	734%	\$ 250.00	\$ 136.00	\$ 150.00	-9%	\$ 150.00
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Occupancy	\$ 1,101.00	\$ 985.00	12%	\$ 985.00	\$ 1,440.00	\$ 875.00	65%	\$ 875.00
Training	\$ 1,007.00	\$ 6,320.00	-84%	\$ 6,320.00	\$ 6,533.00	\$ 6,725.00	-3%	\$ 6,725.00
Contractual	\$ 109,934.00	\$ 330.00	33213%	\$ 330.00	\$ 5,358.00	\$ 315.00	1601%	\$ 315.00
Other	\$ 70.00	\$ 65.00	8%	\$ 65.00	\$ 130.00	\$ 110.00	18%	\$ 110.00
Delegates	\$ 36,703.00	\$ 16,125.00	128%	\$ 16,125.00	\$ 16,725.00	\$ -	#DIV/0!	\$ -
Subtotal	\$ 164,229.00	\$ 36,721.00	-347.23%	\$ 36,721.00	\$ 44,897.00	\$ 19,315.00	-132.45%	\$ 19,315.00

EXPENSES	2019				2018			
	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD
<b>CBSS</b>								
Personnel	\$ 74,066.00	\$ 78,669.00	-6%	\$ 78,669.00	\$ 74,456.00	\$ 83,800.00	-11%	\$ 83,800.00
Travel	\$ 3,387.00	\$ 2,900.00	17%	\$ 2,900.00	\$ 2,115.00	\$ 2,900.00	-27%	\$ 2,900.00
Supplies	\$ 430.00	\$ 650.00	-34%	\$ 650.00	\$ 591.00	\$ 400.00	48%	\$ 400.00
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Occupancy	\$ 9,493.00	\$ 8,840.00	7%	\$ 8,840.00	\$ 8,023.00	\$ 8,450.00	-5%	\$ 8,450.00
Training	\$ 1,857.00	\$ 2,000.00	-7%	\$ 2,000.00	\$ 4,073.00	\$ 2,000.00	104%	\$ 2,000.00
Contractual	\$ 1,985.00	\$ 1,230.00	61%	\$ 1,230.00	\$ 1,287.00	\$ 1,200.00	7%	\$ 1,200.00
Other	\$ 30,525.00	\$ 5,131.00	495%	\$ 5,131.00	\$ 28,612.00	\$ -	#DIV/0!	\$ -
Subtotal	\$ 121,743.00	\$ 99,420.00	-22.45%	\$ 99,420.00	\$ 119,157.00	\$ 98,750.00	-20.67%	\$ 98,750.00

EXPENSES	2019				2018			
	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	12 MON BUDGET	% VARI.	12 MON BUD
<b>TOTAL EXPENS.</b>	\$ 3,190,219.00	\$ 2,964,141.00	8%	\$ 2,964,141.00	\$ 2,946,968.00	\$ 2,900,065.00	2%	\$ 2,900,065.00
<b>Income in excess (less than) expens</b>	\$ (79,064.00)	\$ (3,746.00)	2011%	\$ (3,746.00)	\$ 42,549.00	\$ (4,315.00)	-1086%	\$ (4,315.00)

**FAMILY PLANNING COUNCIL OF IOWA  
FY2019 OPERATING REPORT SUPPLEMENTAL  
FOR THE TWELVE MONTHS ENDING JUNE 30, 2019**

(Unaudited)

**VARIANCES:**

**Revenue:**

Title X Services	\$ 73,012.00	Favorable Variance
TX Reimbur/Update	\$ 1,640.00	Favorable Variance
Non-Title X Grants	\$ 64,844.00	Favorable Variance
Interest/Donations	\$ 979.00	Favorable Variance
Update/Training	\$ 4,688.00	Unfavorable Variance
Non-TX Misc	\$ 22,898.00	Favorable Variance
Com. Based Service	\$ 7,935.00	Unfavorable Variance

**Expenses:**

Title X Services	\$ 76,247.00	Unfavorable Variance
Non-Title X Projects	\$127,508.00	Unfavorable Variance
Com. Based Service	\$ 22,323.00	Unfavorable Variance

**SIGNIFICANT BUDGET VARIATIONS THROUGH JUNE 30, 2019:**

**Note:** FY2019 was a difficult year to track and report for Title X. Title X funding for July and August 2018 was provided as an extension of FPCI's FY2018 grant. FPCI was given a separate funding award for those two months. FPCI then received Title X funding for a seven month time period (September 1, 2018-March 31, 2019). FPCI did receive a Title X grant beginning April 1, 2019 – March 31, 2020. Because of the uncertainty around funding for FY2019, the FPCI Board decided in July 2018 to use the 12 month budget submitted by FPCI in its May 2018 Title X grant application. The amounts received in July/August and for the seven month award were higher monthly amounts than that identified in the approved FPCI FY2019 Operating budget. The amount of title X funding received in the April 1, 2019 grant was 6.41% less than the amount for the original FY18 grant.

**Operating Revenue:**

Note: A Favorable Variance in Revenue means that more revenue was received during the time period than was budgeted. An Unfavorable Variance in Revenue means that less revenue was received during the time period than was budgeted.

- ▶ The favorable variance in Title X revenue is a reflection of the extra funding received in the 2 month extension award and the 7 month grant award. And the Title X expenses for the time period. Generally a favorable variance in Title X revenue is matched by an unfavorable variance in Title X expenses. However, since FPCI received some reimbursement funds for presentations conducted by FPCI staff and Update reserve funds were used for a training in the spring of 2019 expenses are slightly higher than actual Title X revenue.
- ▶ The Non-Title X Grants favorable revenue is due to the receipt of an anonymous foundation grant to assist with the costs of FPCI and AFHP's lawsuit regarding Title X applications.

- ▶ The Interest/Donations favorable variance is because both interest and donations were higher than anticipated.
- ▶ The Non-Title X Misc. favorable variance is because there was a printing of the “Facts About STD” Brochure that had not been anticipated and funding was received from the Family Planning Councils of America.
- ▶ The unfavorable variance in Update/Training is because the annual Family Planning Update was not held in September. A training was held in the Spring of 2019 which did generate some revenue.
- ▶ The unfavorable variance in the CBSS program is because the program is on a reimbursement basis and we have not received payments for May and June from IA Dept. of Public Health.
- ▶ The accrual account reflects the flexible spending account dollars reimbursed to employees but not yet withheld from salaries and the fact that not all project period end journal entries have been recorded.

### **Operating Expenses:**

Note: A Favorable Variance in Expenses means the actual expenses during the time period were lower than was budgeted. An Unfavorable Variance in Expenses means the actual expenses during the time period were higher than was budgeted.

- ▶ The unfavorable variance in Title X Operating Expenses was due to several factors. One factor is that FPCI received slightly higher than anticipated funding in the FY18 two months extension and the seven month grant. Activities and subrecipient awards were made to reflect that higher funding. Another is that some prepaid expenses for July have not been adjusted yet on the financial statements.
- ▶ The unfavorable variance for the Non-Title X projects has several factors. One is that the bulk of the cost for the Centralized Data System (CDS) project was paid out in August and September and the budget approved in July did not account for that. (Those costs are reflected in personnel, contractual, and delegates categories). The second is the costs for the FPCI/AFHP lawsuit. (Those costs are reflected in personnel and contractual – attorney categories). The third factor is the printing costs for the “Facts About STDs” brochures.
- ▶ The unfavorable variance in the CBSS is because IDPH added extra projects to the program in June. That revenue will be reflected in the June payment to be received from IDPH.

Note: The reasons for the \$79,064.00 of expenses over income are: 1) all the revenue for the CDS was recognized in FY2018 but most the expenses occurred in FY2019 – that represents \$42,592.00; 2) CCSP (\$1,055.00 owed by IDPH) and CBSS (\$30,257.00 owed by IDPH) funds are on a reimbursement basis so the expenses must be incurred before payment is received, 3) The FPCI/AFHP lawsuit were not completely covered by the private foundation.

### **Necessary Board Action:**

Accept or reject 4th Quarter FY2019 Unaudited Financial Report

**FAMILY PLANNING COUNCIL OF IOWA  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2019**

**ASSETS**

<b>CURRENT ASSETS</b>		
CASH	\$ 299,398.22	
TITLE X GRANTS RECEIVABLE	2,126,980.95	
NON TX RECEIVABLE	-	
SUBRECIPIENT ADVANCES	72,785.00	
ACCR INTEREST RECEIVABLE	19.43	
TOTAL CURRENT ASSETS	\$ 2,499,183.60	
 <b>PROPERTY &amp; EQUIPMENT</b>		
EQUIPMENT	32,780.84	
DEPRECIATION	(32,780.84)	
TOTAL PROPERTY & EQUIPMENT	-	
 <b>TOTAL ASSETS</b>		 <b>\$ 2,499,183.60</b>

**LIABILITIES & NET ASSETS**

<b>CURRENT LIABILITIES</b>		
EMPLOYEE BENEFITS	30,249.59	
TX ACCR PAYROLL	-	
PAYABLES TX SUBRECIPIENTS	-	
PAYABLES TX OTHER	-	
UNEXPENDED TITLE X FUNDS	2,199,765.95	
OTHER FUND BALANCES	348,232.49	
TOTAL CURRENT LIABILITIES	\$ 2,578,248.03	
NET INCOME (LOSS)		(79,064.43)
 <b>TOTAL LIABILITIES &amp; NET ASSETS</b>		 <b>\$ 2,499,183.60</b>

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

**FAMILY PLANNING COUNCIL OF IOWA  
FUND BALANCES  
JUNE 30, 2019 - Unaudited**

Unrestricted Funds: \$247,526.46

Temporarily Restricted Funds: \$ 51,808.73

-Update/Training  
-IIPP/HIV Projects  
-Project Connect  
-Other Program Income: TX

Total Fund Balances: \$299,335.19

Certificates of Deposit:

\$35,000.00 of FPCI's unrestricted funds are in Certificates of Deposit (CD). There are two CDs

1) \$20,000.00 @ 1.70% APR: matures 11/16/19

2) \$15,000.00 @ .60% APR: matures 6/1/20

Savings:

FPCI's temporarily restricted funds and the remainder of FPCI's unrestricted funds are in savings accounts with Iowa State Bank and West Bank.

Necessary Committee Action:

Review and accept Fund Balance Report