

**FAMILY PLANNING COUNCIL OF IOWA
BOARD OF DIRECTORS MEETING
FRIDAY JANUARY 28, 2022
1:00 p.m. – 3:00 p.m.
ZOOM LINK: [BOARD MEETING](#)**

AGENDA

- I.** Call to order

- II.** Approval of October 22, 2021 Meeting Minutes.....Attachment A

- III.** Committee Reports
 - a. Community EducationTo be reported
 - b. Long-Range Planning.....No Report
 - c. Medical.....Attachment B
 - d. Advisory.....Attachment C
 - e. FinanceAttachment D
 - f. Nominating/Personnel.....Attachment E
 - g. ExecutiveNo Report

- IV.** Board Report.....Attachment F

- V.** Old Business
 - Conflict of Interest Questionnaire
 - Policies Acknowledgement Form

- VI.** New Business

- VII.** Adjourn

**FAMILY PLANNING COUNCIL OF IOWA
BOARD OF DIRECTORS MEETING
NOVEMBER 22, 2021
DES MOINES, IOWA**

MINUTES

Present:	Amber Rajcevich Eric Nemmers Kim Hope Adam Stark	Mike Goebel Allison Smith Hannah Ellis Ackerman Steve Harms	
Absent:	Carrie Coyle Kelsey Willardson	Ann Fields Chloe Butler	Kelsey Trejo Mary Salazar
Guest:	John Pittman		
Staff:	Rachel Goss	Michelle Farmer	Alicia Shaul

I. Call to order

The meeting was called to order by Adam Stark, at 12:10 p.m.

II. Approval of October 22, 2021 meeting minutes

Eric Nemmers moved to accept the minutes of the October 22, 2021 Board of Director's meeting. Mike Goebel seconded. **M/P/U**

III. Presentation of FY2021 FPCI Independent Audit

John Pittman, Pittman & Company, LLP, presented the Family Planning Council of Iowa's 2021 Independent Audit. There was some discussion. Steve Harms moved to accept the FY2021 Independent Audit. Kim Hope seconded. **M/P/U**

IV. Presentation of FY2021 IRS 990

Alicia Shaul presented FPCI FY2021 IRS 990. Steve Harms pointed out a discrepancy in the dates. The filing should be for July 1, 2020 through March 31, 2021. Steve Harms moved to approve the FY2021 IRS 990 with modification of date. Allison Smith seconded. **M/P/U**

V. Presentation of FPCI FY2021 Annual Report

Rachel Goss presented Family Planning Council of Iowa's FY2021 Annual Report. There was discussion about the use of acronyms and where it will be posted. Steve Harms moved to accept the FPCI FY2021 Annual Report. Hannah Ellis Ackerman seconded. **M/P/U**

VI. Adjourn

The meeting adjourned at 12:45 p.m.

*Minutes respectfully submitted by Michelle Farmer.

Necessary Board Action:

Accept, amend or reject November 22, 2021 Board of Directors Minutes

**FAMILY PLANNING COUNCIL OF IOWA
MEDICAL COMMITTEE MEETING MINUTES
THURSDAY JANUARY 20, 2022**

Present: Noelle Bowdler, MD, FPCI Medical Director
Carrie Helmick, ARNP, GRHS Cherry Klein, GRHS
Jamie Bumgardner, RN, CHC Kaia Petersen, ARNP, Trinity
Tracy Menter, LPN, PHC Cyndee Wildermuth, ARNP, WHS
Stacy Kraft, RN, WCHD Kelli Wallace, MD, WCHD
Staci Ervin, ARNP, Siouxland Caitlin Shea, JCPH
Amy Caron, PPHL Ann Weltin, Crescent CHC

Staff: Rachel Goss, FPCI Michelle Farmer, FPCI

I. Call to order

The meeting was called to order at 9:04 a.m. by Dr. Bowdler.

II. Introductions

Introductions were done.

III. Approval of Minutes July 16, 2021

The motion was given by Kelli Wallace to approve the minutes, Stacy Kraft seconded. **M/P/U**

IV. Training

Rachel Goss reported that there will be a webinar on Trauma Informed Care. Ms. Goss advised that a Save the Date will be sent out soon. Ms. Goss reported that the Annual Family Planning Conference will be held in September and that as of now, it will be held in person.

V. Changes in Network

Ms. Goss reported that Planned Parenthood of the Heartland rejoined FPCI's Title X network. This is due to the 2021 Rule. Ms. Goss reported that March 31, 2022 is the end of a three-year project period. She reported that FPCI submitted a competitive application and now waits for the Notice of Award. Rachel Goss reported that the Iowa Department of Public Health also submitted an application and that it includes some of the counties in FPCI's service delivery area.

VI. FY2023 QA/QI Project Ideas

Dr. Bowdler explained the QA/QI project to the committee. Dr. Bowdler asked the committee members if they had any ideas for this current year. Rachel Goss proposed reviewing patient satisfaction surveys. Ms. Goss explained that the subrecipients could collect data which would provide a base to work with, then could continue next year with an emphasis on health equity satisfaction. The committee decided to evaluate patient satisfaction. Ms. Goss will work on a tool and send out to committee to start collecting data.

VII. Clinical Protocol Review

Rachel Goss reviewed the changes/updates that were submitted by the Medical Committee review teams. Ms. Goss will make the proposed changes and send to the committee to review. Ms. Goss reminded the members that the Protocols must not be adapted for use until Dr. Bowdler approves the changes/updates.

VIII. 2022 Committee Meeting Dates

Virtual Meeting Dates: April 14, 2022
July 14, 2022
January 19, 2023
In Person: October 13, 2022

IX. Old Business

Rachel Goss reported that the Clinical Policy Coordinator position was still open. Ms. Goss explained that there were changes made to the position description. She reported that FPCI will hire a recruiter to help fill this position.

X. New Business

There was no new business

XI. Agency Round Table

The members discussed issues with their clinics. It was decided that Telehealth will be an agenda item for the April 2022 meeting.

XII. Adjourn

The meeting was adjourned at 11:17 a.m.

The next meeting is Thursday, April 14, 2022, 9:00 a.m. to 12:00 p.m. by Zoom.

Minutes submitted by Michelle Farmer

Necessary Board Action:

Accept or reject Medical Committee Report

**FAMILY PLANNING COUNCIL OF IOWA
ADVISORY COMMITTEE
ZOOM
MEETING MINUTES
OCTOBER 8, 2021**

Present: Jen Wohlers (CHC) Stacy Kraft (WCHD)
Brandi Steck (SCHC) Tracy Menter (PHC)
Kate Klefstad (JCPH) Kara Indrelie (PPHL)
Holly Barrett (TMPH) Jill Schneebeck (PPHL)
Cherry Klein (GRHS) Caitlin Shea (JCPH)
Brooke Gomez (CCHC)

Not Present: Heather Montgomery (WHS)

Staff: Rachel Goss Michelle Farmer
Angie Taylor Kay Switzer

I. Call to Order

The meeting was called to order at 10:32 a.m. by Brandi Steck, Chair.

II. Introductions

An Icebreaker was done.

III. Approval of October 8, 2021 Meeting Minutes

Cherry Klein moved to approve the Advisory Committee meeting minutes of October 8, 2021.
Kate Klefstad seconded.

M/P/U

IV. Title X

FPCI Updates:

- Rachel Goss thanked the directors for submitting their Title X grant applications to FPCI. Ms. Goss explained that March 31, 2022 is the end of a three year project period and FPCI submitted its competing Title X grant application for the next project period. FPCI hope to receive a Notice of Award by March 31, 2022.
- Ms. Goss reminded the subrecipients who received expansion funds that the funds they received must be spent before March 31, 2022.
- Rachel Goss provided an update on the Centralized Data System project. Ms. Goss reported that Great River Health Systems and Johnson County Public Health are done with testing phase and are using the CDS.
- Rachel Goss reported that the 2021 Title X Rule became effective November 8, 2021, and due to this rule change, Planned Parenthood of the Heartland rejoined the FPCI network as a Title X provider.
- Ms. Goss reminded the Committee that the 2021 FPARs are due to FPCI on January 21, 2022.
- Ms. Goss provided an update on the recruitment of a Clinical Policy Coordinator.

Outreach

- Kay Switzer, Outreach Coordinator provided information on FPCI's Condom Dispenser project. The subrecipients were told that if they have questions about a condom dispenser project in their area, to reach out to Ms. Switzer.
- Ms. Switzer explained the changes to the I & E Committee regarding electronic and print material, as well as the number of committee members.

Round Table Discussion:

- Subrecipients provided updates and information about themselves and their clinic sites.

V. Billing/Coding Workgroup

Rachel Goss provided an update on Anovera. Ms. Goss advised the committee that clients on Medicaid that wish to use Anovera birth control must receive prior authorization because it is not on the preferred list.

VI. FPCI Medical Committee

Ms. Goss reported that the FPCI Medical Committee will meet tomorrow, January 20, 2022.

VII. Training/Meetings

Michelle Farmer informed the Committee that Angie Taylor, Training Coordinator is finalizing details for a webinar on Trauma Informed Care. Information will be sent out soon.

Ms. Farmer reported that the Family Planning Annual Update will be held in September 2022 and as of now, it will be held in person.

VIII. Old Business

Ms. Farmer reported that the April meeting was to be held in person at the FPCI office, but that it will be Zoom meeting.

IX. New Business

There was no new business

X. Adjourn

The meeting was adjourned at 12:06 p.m.

*Minutes respectively submitted by Michelle Farmer.

Necessary Board Action:

Accept or reject Advisory Committee Report

**FAMILY PLANNING COUNCIL OF IOWA
FINANCE COMMITTEE MEETING MINUTES
DECEMBER 15, 2021**

Present: Steve Harms Ann Fields
Allison Smith Patrice Sayre

Staff: Rachel Goss Michelle Farmer Alicia Shaul

- I. Call to order**
The meeting was called to order at 2:06 p.m. by Steve Harms, Chair.

- II. Approval of Minutes, April 15, 2021**
Ann Fields moved to approve the minutes of the April 15, 2021 meeting as presented. Allison Smith seconded . **M/P/U**

- III. Proposed FY2023 Title X Grant Application Budget**
Rachel Goss presented the proposed FY2023 Title X Grant Application Budget. There was discussion. Patrice Sayre moved to approve the Proposed FY2023 Title X Grant Application Budget. Allison Smith seconded. **M/P/U**

- IV. Other Business**
There was no other business.

- V. Adjourn**
The meeting adjourned at 2:34 p.m.

Minutes submitted by
Michelle Farmer

Necessary Board Action:
Accept or reject December 15, 2021 Finance Committee Minutes

FAMILY PLANNING COUNCIL OF IOWA
FY2022 and FY 2021 OPERATING REPORT- COMPARISON
3RD QUARTER

Attachment D
 Unaudited Figures

INCOME	2022			4TH QTR FY 2020 & FY 2021 (9 MO YR)				
	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD
Title X-Services	\$ 1,421,399.00	\$ 2,000,000.00	-29%	\$ 2,705,300.00	\$ 1,991,585.00	\$ 2,421,957.00	-18%	\$ 3,071,957.00
TX Reimbur/Update	\$ 676.00	\$ -	#DIV/0!	\$ -	\$ 375.00	\$ -	#DIV/0!	\$ -
Reserve Funds	\$ -	\$ 26,000.00	-100%	\$ 35,115.00	\$ -	\$ 1,492.00		\$ 6,499.00
Non-Title X Grants	\$ 600.00	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Interest/Dona.	\$ 3,020.00	\$ 1,725.00	75%	\$ 2,300.00	\$ 2,317.00	\$ 3,595.00	-36%	\$ 4,557.00
Misc	\$ 3,385.00	\$ 450.00	652%	\$ 750.00	\$ 1,573.00	\$ 750.00	110%	\$ 750.00
Update/Train	\$ -	\$ 4,500.00	-100%	\$ 4,500.00	\$ -	\$ -	#DIV/0!	\$ -
CBSS	\$ 88,100.00	\$ 80,000.00	10%	\$ 106,108.00	\$ 74,661.00	\$ 79,169.00	-6%	\$ 112,309.00
CDS Grant	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Accrual to cash	\$ (139.00)				\$ -			
TOTAL	\$ 1,517,041.00	\$ 2,112,675.00	-28%	\$ 2,854,073.00	\$ 2,070,511.00	\$ 2,506,963.00	-17%	\$ 3,196,072.00

EXPENSES	2022			4TH QTR FY 2020 & FY 2021 (9 MO YR)				
	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD
Title X-Services								
Personnel	\$ 294,006.00	\$ 336,000.00	-12%	\$ 448,623.00	\$ 333,209.00	\$ 321,350.00	4%	\$ 423,845.00
Travel	\$ -	\$ 12,000.00	-100%	\$ 16,000.00	\$ 1,934.00	\$ 23,280.00	-92%	\$ 28,455.00
Supplies	\$ 8,849.00	\$ 12,700.00	-30%	\$ 16,940.00	\$ 22,290.00	\$ 15,220.00	46%	\$ 18,605.00
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Occupancy	\$ 39,222.00	\$ 44,000.00	-11%	\$ 59,770.00	\$ 45,904.00	\$ 44,780.00	3%	\$ 59,172.00
Training	\$ 8,271.00	\$ 22,000.00	-62%	\$ 29,600.00	\$ 13,662.00	\$ 25,233.00	-46%	\$ 32,273.00
Contractual	\$ 35,831.00	\$ 50,000.00	-28%	\$ 67,285.00	\$ 110,072.00	\$ 46,227.00	138%	\$ 59,772.00
Other	\$ 471.00	\$ 6,000.00	-92%	\$ 8,000.00	\$ 108,279.00	\$ 17,352.00	524%	\$ 21,462.00
Delegates	\$ 1,035,425.00	\$ 1,517,300.00	-32%	\$ 2,059,082.00	\$ 1,356,610.00	\$ 1,928,515.00	-30%	\$ 2,429,448.00
Subtotal	\$ 1,422,075.00	\$ 2,000,000.00	-29%	\$ 2,705,300.00	\$ 1,991,960.00	\$ 2,421,957.00	-18%	\$ 3,073,032.00

EXPENSES	2022				4TH QTR FY 2020 & FY 2021 (9 MO YR)			
	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD
Non-Title X								
Personnel	\$ 2,577.00	\$ 4,000.00	-36%	\$ 6,249.00	\$ 7,524.00	\$ 4,334.00	74%	\$ 6,125.00
Travel	\$ 53.00	\$ 150.00	-65%	\$ 200.00	\$ -	\$ 200.00	-100%	\$ 250.00
Supplies	\$ 169.00	\$ 225.00	-25%	\$ 311.00	\$ 224.00	\$ 195.00	15%	\$ 250.00
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Occupancy	\$ 250.00	\$ 570.00	-56%	\$ 765.00	\$ 465.00	\$ 580.00	-20%	\$ 793.00
Training	\$ 13.00	\$ 4,500.00	-100%	\$ 4,820.00	\$ -	\$ 320.00	-100%	\$ 320.00
Contractual	\$ 7,102.00	\$ 22,000.00	-68%	\$ 30,255.00	\$ 14,786.00	\$ 154.00	9501%	\$ 209.00
Other	\$ 69.00	\$ 50.00	38%	\$ 65.00	\$ 68.00	\$ 54.00	26%	\$ 387.00
Subrecipients	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Subtotal	\$ 10,233.00	\$ 31,495.00	67.51%	\$ 42,665.00	\$ 23,067.00	\$ 5,837.00	-295.19%	\$ 8,334.00

EXPENSES	2022				4TH QTR FY 2020 & FY 2021 (9 MO YR)			
	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD
CBSS								
Personnel	\$ 71,184.00	\$ 67,850.00	5%	\$ 89,744.00	\$ 64,381.00	\$ 63,246.00	2%	\$ 83,299.00
Travel	\$ 210.00	\$ 1,800.00	-88%	\$ 2,474.00	\$ -	\$ 3,515.00	-100%	\$ 4,240.00
Supplies	\$ 462.00	\$ 200.00	131%	\$ 275.00	\$ 486.00	\$ 2,096.00	-77%	\$ 2,256.00
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Occupancy	\$ 8,904.00	\$ 7,000.00	27%	\$ 9,390.00	\$ 7,000.00	\$ 6,927.00	1%	\$ 9,202.00
Training	\$ 375.00	\$ 1,600.00	-77%	\$ 2,150.00	\$ 583.00	\$ 1,848.00	-68%	\$ 2,348.00
Contractual	\$ 2,432.00	\$ 1,550.00	57%	\$ 2,075.00	\$ 2,310.00	\$ 1,537.00	50%	\$ 1,872.00
Other	\$ 4,533.00	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ 807.00
Subtotal	\$ 88,100.00	\$ 80,000.00	-10.13%	\$ 106,108.00	\$ 74,760.00	\$ 79,169.00	5.57%	\$ 104,024.00

EXPENSES	2022				4TH QTR FY 2020 & FY 2021 (9 MO YR)			
	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD
CDS								
Personnel	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Travel	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Supplies	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Occupancy	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Training	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Contractual	\$ 13,250.00	\$ 57,600.00	-77%	\$ 76,800.00	\$ 23,850.00	\$ 68,850.00	-65%	\$ 88,850.00
Other	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	\$ -
Subtotal	\$ 13,250.00	\$ 57,600.00	77.00%	\$ 76,800.00	\$ 23,850.00	\$ 68,850.00	65.36%	\$ 88,850.00

EXPENSES	2022			4TH QTR FY 2020 & FY 2021 (9 MO YR)				
	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD	ACTUAL - YTD	9 MON BUDGET	% VARI.	12 MON BUD
TOTAL EXPENS.	\$ 1,533,658.00	\$ 2,169,095.00	-29%	\$ 2,930,873.00	\$ 2,113,637.00	\$ 2,575,813.00	-18%	\$ 3,274,240.00
Income in excess (less than) expens	\$ (16,617.00)	\$ (56,420.00)	-71%	\$ (76,800.00)	\$ (43,126.00)	\$ (68,850.00)	-37%	\$ (78,168.00)

**FAMILY PLANNING COUNCIL OF IOWA
FY2022 OPERATING REPORT
FOR THE NINE MONTHS ENDING DECEMBER 31, 2021**

(Unaudited)

VARIANCES:

Revenue:

Title X Services	\$ 578,601	Unfavorable Variance
TX Reimbur/Update	\$ 676	Favorable Variance
Reserve Funds	\$ 26,000	Unfavorable Variance
Interest/Donations	\$ 1,295	Favorable Variance
Non-TX Misc	\$ 2,935	Favorable Variance
Update/Training	\$ 4,500	Unfavorable Variance
Com. Based Service	\$ 8,100	Favorable Variance

Expenses:

Title X Services	\$ 577,925	Favorable Variance
Non-Title X Projects	\$ 21,262	Favorable Variance
Com. Based Service	\$ 8,100	Unfavorable Variance
CDS Grant	\$ 44,350	Favorable Variance

SIGNIFICANT BUDGET VARIATIONS THROUGH DECEMBER 31, 2021:

Note: The Board decided to align the FPCI fiscal year with the Title X award period. This means we are comparing the first nine months of FY 2022 (Apr-Dec 2021) to the 4th quarter of FY 2020 (Apr-June 2020) and the 1st two quarters of FY 2021 (July-Dec 2020). Fiscal year 2021 was a 9-month fiscal year that ended March 31, 2021.

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 unfavorable variance in Title X Services is because revenue must match expenses. We did not spend what was anticipated for this quarter. See Operating Expenses for further explanation.
- ▶ The TX Reimbur/Update favorable variance is because FPCI charged a small registration fee to a training webinar and our annual Family Planning Update for non-TX attendees.
- ▶ The Reserve Funds unfavorable variance is because any use of reserve funds is not actually recorded until the end of the fiscal year.
- ▶ The Interest/Donations favorable variance is because donations were higher than anticipated.
- ▶ The Non-TX Misc favorable variance is due to the honorarium received from Guttmacher Institute and the incentive received for the CBSS project that were not budgeted.

- ▶ The unfavorable variance in the Update/Training line is because the annual Family Planning Update was again held virtually this year, so there were no registration fees charged to TX attendees.
- ▶ The favorable variance in the CBSS program is because special project funds were added to the budget during the fiscal year.
- ▶ The Accrual to cash line item has been added to make the Operating Report correspond with the Statement of Financial Position. This is an accrual account that includes the flex plan benefits that have been withheld from gross payroll and, therefore, expensed but not yet paid out.

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 favorable variance in Title X Operating Expenses is due to several factors. Personnel costs were lower than anticipated due to the open position of Clinical Policy Coordinator. The Covid-19 pandemic has significantly limited travel for conferences and meetings which impacts the budget. The supplies line item includes dues of which most are paid in the last quarter of the fiscal year. Occupancy and Contractual costs were lower than budgeted because telephone and the IT service contract were prepaid for FY 2022. Training costs are lower than anticipated at this point in the year because our annual update was held virtually and, therefore, costs were lower than budgeted. Movie Talk and Community Education Grant funds are typically expended in the last quarter of the fiscal year. Included in the Other line item are marketing and outreach. Due to limited outreach opportunities during the pandemic, this line item is also underspent at this point. FPCI subrecipients are on a reimbursement schedule, therefore, the contractual line is lower than 75% of the budgeted amount. FPCI has now contracted with Planned Parenthood of the Heartland to cover our previously uncovered service delivery areas.
- ▶ The favorable variance for the Non-Title X projects is because less personnel time was spent on Non-Title X projects than anticipated, therefore, allocated costs were also lower. The training line is the cost of meals for the annual FP Update. Because the Update was held virtually, there were no costs. The contract for government relation services (lobbyist) was less than budgeted.
- ▶ The unfavorable variance in the CBSS is mainly due to funds being added to the contract during the fiscal year for a special HPV related project and to purchase syphilis test kits.
- ▶ The favorable variance in the CDS grant is because FPCI prepaid the vendor for FY 2022 at the end of FY 2021. This project has been extended through December 2023 due to the slow start of the project. The funds were received in fiscal year 2020.

Necessary Board Action:

Accept or reject 3rd Quarter FY2022 Unaudited Financial Report

FAMILY PLANNING COUNCIL OF IOWA
FY 2022 REVENUES
@12/31/2021

TITLE X REVENUE=TITLE X EXPENSE

CBSS

3290-40 CBSS-CY 2021	\$ 85,413.77	
3290-41 CBSS-CY 2020	\$ -	
3290-48 CBSS HPV-CY 2021	\$ 2,686.31	
3290-49 CBSS HPV-CY 2020	\$ -	
	<u> </u>	\$ 88,100.08

INTEREST/DONATIONS:

3200-80 DONATIONS	\$ 2,839.28	
3210-80 INTEREST	\$ 181.35	
3215-80 DIVIDENDS	\$ -	
	<u> </u>	\$ 3,020.63

MISC (BRO,CEU,MISC,UPD):

3220-80 BROCHURES	\$ -	
3230-80 CEUs	\$ 885.00	
3240-80 MISC - OTHER	\$ 2,500.00	
3245-80 NON TX IN-KIND	\$ -	
3260-80 GAIN ON INVESTMTS	\$ -	
3290-43 CBSS INCENTIVE	\$ 600.00	
UPD:		
3310-91 REGISTRATIONS	\$ -	
3312-91 TRAINING REGISTR	\$ -	
3315-91 REIMBURSEMENTS	\$ -	
3320-91 EXHIBITORS	\$ -	
3330-91 SPONSORS	\$ -	
	<u> </u>	\$ 3,985.00

TOTAL NON-TX REVENUE **\$ 95,105.71**

(This should ='Dept' Income Statements)

**FAMILY PLANNING COUNCIL OF IOWA
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2021**

ASSETS

CURRENT ASSETS

CASH	\$ 397,246.84	
TITLE X GRANTS RECEIVABLE	1,657,487.04	
RECEIVABLES - NTX	11,130.67	
TITLE X PREPAYMENTS	1,582.29	
NON TX PREPAYMENTS	936.90	
TOTAL CURRENT ASSETS	\$ 2,068,383.74	

PROPERTY & EQUIPMENT

EQUIPMENT	8,266.00	
DEPRECIATION	(3,030.81)	
TOTAL PROPERTY & EQUIPMENT	5,235.19	

TOTAL ASSETS

\$ 2,073,618.93

LIABILITIES & NET ASSETS

CURRENT LIABILITIES

ACCRUED PAYROLL	2,172.98	
EMPLOYEE BENEFITS	19,719.27	
PAYABLES - NTX	17.38	
DEFERRED TITLE X REVENUE	1,582.29	
TITLE X EQUIPMENT	5,235.19	
UNEXPENDED TITLE X FUNDS	1,657,487.04	
OTHER FUND BALANCES	404,021.92	
TOTAL CURRENT LIABILITIES	\$ 2,090,236.07	

NET INCOME (LOSS)

(16,617.14)

TOTAL LIABILITIES & NET ASSETS

\$ 2,073,618.93

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

**FAMILY PLANNING COUNCIL OF IOWA
NOMINATING/PERSONNEL COMMITTEE
JANUARY 21, 2022**

Present: Eric Nemmers Adam Stark
Kim Hope

Staff: Michelle Farmer

I. Call to order

The meeting was called to order at 1:06 p.m. by Kim Hope, Chair.

II. Approval of Minutes, October 1, 2021

Adam moved to accept the October 1, 2021 minutes. Eric Nemmers seconded. **M/P/U**

III. Review of FPCI 2022 Salary Scale

The options for the 2022 FPCI Salary Scale were presented. Adam Stark moved to recommend the FPCI Board use the Social Security COLA of 5.9%. Eric Nemmers seconded **M/P/U**

IV. Board Recruitment

Kim Hope advised that Allison Smith will replace Steve Harms as the fiscal member of the Board. There was discussion about having Allison Smith as a check signer for FPCI checks. It was decided to discuss this issue in April.

The Committee discussed the board size. There was discussion on which board member's terms were up in 2022. Ms. Hope will reach out to the members to remind them their board term is up in October 2022 and to let her know if they choose to remain on the board.

V. Clinical Policy Coordinator Vacancy

Michelle Farmer reported that Rachel Goss would like help with finding a Recruiter to help fill the vacant Clinical Policy Coordinator position. The Committee will contact the board members to ask for their help finding a recruiter and report back to Ms. Goss.

VI. Other

There was no other business.

VII. Adjourn

The meeting adjourned at 1:35 p.m.

Minutes submitted by
Michelle Farmer

Necessary Board Action:

Accept or reject Nominating/Personnel Committee Recommendation for Proposed 2022 Salary Scale
Accept or reject Nominating/Personnel Committee Report



BOARD REPORT

Community-Based Screening Services (CBSS) Report

Submitted by Colleen Bornmueller, CBSS Coordinator

CBSS Funding

The Iowa Department of Public Health notified FPCI in December that the continuing application and workplan submitted was accepted and FPCI's contract to provide administration of the Community-Based Screening Services program will continue in 2022. That is year 5 of a 5-year contract period. The Iowa Department of Public Health's STD Program also received their notice of grant award for CY2022 in December. The Department received only partial funding as CDC is operating under the continuing resolution. Therefore, FPCI only received approximately 22% of the funding for 2022 contract. It is unknown when the rest of the funds will become available.

The annual CBSS year-end project summary for the 2021 contract will be due February 28, 2022. The report for IDPH must include epidemiological findings of the project, a narrative of progress and findings for the current contract performance measure, and an update of all goals, objectives, and activities relate to the work plan and quality assurance. The CBSS Coordinator will complete this report.

New Memorandums of Agreement for CBSS with participating agencies have been issued and signed for 2022. They will be in place for one year.

CBSS Testing Update

Preliminary data for calendar year 2021 for the CBSS project from the State Hygienic Laboratory and Polk County Health Department are now available. Data show that 26,057 tests were performed in CBSS clinics for chlamydia and gonorrhea. The testing is up 3.7% from 2020. There were 2,276 chlamydia infections identified for a positivity rate of 8.7%. There were 1,128 gonorrhea infections found and the positivity rate was 4.3%. More complete data will be available by the next report.

Lab Issues

Currently CBSS clinics are experiencing problems obtaining testing supplies from the State Hygienic Laboratory. The lab is supplying at-home COVID testing kits, along with the testing supplies for TestIowa sites. Shipping of these test kits are taking precedence and clinics are having to wait 2 – 3 weeks to get their STD test supplies. Clinics have been instructed to place orders earlier and not wait until they are almost out of supplies to try to compensate for the delay.

CBSS Clinic Sites

As of January 1, William Penn University Student Health Center became a CBSS testing site. Services have not started yet due to the lag time with enrollment in the 340B discount medications program. The CBSS Coordinator and STD Program Manager will provide an orientation in late February so testing can begin in March. The site has full support of the faculty and student body, as confidential STD services are lacking in the Mahaska County area.

FPCI Title X Report

Submitted by Rachel Goss, Executive Director

In response to feedback from my recent performance evaluation, I have implemented monthly virtual meetings where board members are invited to attend to receive more detailed office updates or ask questions about our work at FPCI. So far, two sessions have been held. The meetings are recorded, and we are working on making them accessible to you to watch at your convenience if you are unable to attend. The only barrier to making them available for you is it is a low priority project, and we are stretched thin right now with other work since we are down a staff person (open Clinical Policy Coordinator position). Attendance at these updates is optional. If you do not have the calendar invite and zoom information for these meetings and would like them, please reach out to me.

Title X Updates

The competitive Title X application was submitted on time in early January. The project period is expected to be five years in length and FPCI applied for over \$2,700,000 in funding. FPCI likely won't know until late March or potentially early April as to what level we are going to be funded. With the federal budget still not being finalized and operating on a continuing resolution, it is still unclear what amount of funding is going to be available for Title X. As soon as FPCI is notified, a communication to the board with the decision of award and any implications for our organization will be sent.

Planned Parenthood of the Heartland is officially back in the FPCI Title X network as of November 2021 when the federal Title X program rules changed. FPCI sponsored Title X clinics will be in Polk (3 clinics), Pottawattamie, and Woodbury counties as well as offering direct to patient care through phone or web application telehealth services. The projected start date for Planned Parenthood to start seeing Title X clients is April 2022. The addition of Planned Parenthood means our network is now considered "full".

Progress continues to be made on the implementation of a Centralized Data System. Two subrecipient agencies are currently in the live environment and a few more are moving closer to testing and final implementation. FPCI applied for and received approval of a waiver from the Office of Population Affairs to delay FPAR 2.0 implementation as we are still bringing our system online. This is consistent with most other agencies across the Title X program.

To increase traffic to the FPCI website and clinic locator, Kay Switzer, Outreach Coordinator, will be preparing original content for this upcoming year for all FPCI social media platforms. Ms. Switzer has also been busy working with Lamar, an advertising organization to install FPCI Title X program outreach billboards in most of the Title X service delivery areas. Kay has also been asked to speak at the OneIowa and DSM University Collaborative on LGBTQ+ Health

Equity Conference in February 2022. At the conference, Kay will be discussing how LGBTQ+ Patients can access Title X care. Those in attendance will recognize the barriers that the LGBTQ+ population face regarding reproductive health.

All FPCI staff are currently working on Title X funding “spend down”. This involves making sure all Title X project workplan activities are completed, and as much funding as possible gets spent before the end of the project period (ending 3/31/22).

Other FPCI Updates

The Iowa legislative session has begun and FPCI has again retained Noah Tabor of Fredrickson and Byron law firm to be our lobbyist. You should be receiving weekly legislative updates via newsletter.

On Thursday January 27, IDPH will be holding a kickoff meeting for STOP HIV Iowa Planning. The goal of the meeting is for community and agency stakeholders to help develop a strategic plan to reduce new HIV diagnoses in Iowa by 75% by 2025 and by 90% by 2030. The event will be held virtually. Some of the topics for the event include:

- Hearing from public health and community experts about the current landscape of HIV in Iowa and the challenges and opportunities we are facing.
- Learning about the nine focus areas that were identified by community members as being key to stopping HIV in Iowa.
- Hearing about the community engagement and outreach efforts that will be used to identify issues and strategies within the focus areas.
- Sharing your expertise and insights to inform the work in the nine focus areas.

Both myself and Colleen Bornmueller, who has been involved with the Steering Committee for the planning and is also a co-chair for the Addressing STIs focus area, will attend.

Necessary Board Action:

Accept or reject Board Report