



# Rolling Hills

## Community Services Region

Buena Vista \* Calhoun \* Carroll \* Crawford \* Ida \* Sac

**August 20, 2014**

**2:30 pm**

**Sac County West Annex**

### **Meeting Minutes**

**1. Call to Order – Chair, Rick Hecht**

**2. Roll Call of Counties – Introductions**

Buena Vista: Paul Merten

Calhoun: Scott Jacobs

Carroll: Neil Bock

Crawford: Cecil Blum

Ida:

Sac: Rick Hecht

Advisory Board Member Representatives: Pam Haberl; Pat Larsen

Regional Staff: Dawn Mentzer, CEO; Leisa Mayer, Coordinator; Louise Galbraith, Coordinator

Guests: Terry Johnson, Sara Wester, Pam Moldovan, Dianna Ossman, Tressa Feldman

**3. Minutes of Previous Meeting**

*Paul Merten made a motion to approve the minutes of the previous meeting. Second by Scott Jacobs. Discussion: none. Carried.*

**4. Approval of Agenda**

*Neil Bock made a motion to approve the agenda with the addition of “appointment of task forces” under new business. Second by Cecil Blum. Discussion: none. Carried*

**5. Old Business**

**a. Update on Ida Services Transportation**

Dawn Mentzer, gave an update on the purchase of a van/vehicle for Ida Services. Clay Adams, Wesco Ind., has been researching vehicles for ISI that will meet their needs (see attachment). ISI is requesting at least a 14 passenger vehicle without a wheel chair lift. General discussion: The vehicle will be an asset of ISI, and once purchased by the

Region, all other expenses and maintenance will be the responsibility of ISI. The Board has a concern that if the vehicle does not have a lift they may need it in the future. Clay Adams will continue to keep looking with the new specifications. Pam Haberl asked if ISI needed a different vehicle in the future, would they come back to the Region for funding. The board would like to have Clay Adams research with and without a wheelchair lift and then make a decision after they see the difference in costs. Dawn will contact the board when Clay sends her information. Any expenses Clay may have in the search will be reimbursed by the region.

**b. Take Action on remaining provider contracts**

**i. Family Resource Center**

Received. Dawn Mentzer explained the rates on the contract.

**ii. St Anthony Regional Hospital**

Not Received.

*Motion to approve, and for the Chair to sign, the contract with Family Resource Center by Scott Jacobs, second by Neil Bock. Discussion: None. Carried.*

**c. Annual Service and Budget Plan/Management Plan Update**

Dawn Mentzer reports that the Annual Service and Budget Plan has been approved. The Management Plan revisions are in process, and is due to the state by October 1, 2014. Jan Heikes is coming September 11, 2014 to go over changes before the plan is submitted.

**d. Other**

None

**6. New Business**

**a. Sara Wester, Plains Area Mental Health Center, IHH Director**

Sara Wester gave a report on the formation and progress of the Health Homes program with Plains Area Mental Health Center (PAMHC). Sara was hired in April to being Integrated Health Service with PAMHC which covers 10 counties (all of our region except Calhoun).

The program is to bring mental health, physical health and social needs together to serve individuals with chronic mental (CM) illness that are Medicaid recipients. The goal of this program is to reduce ER visits and hospitalizations by providing preventative care/services. The program does not provide direct services, rather care coordination and referral to community agencies.

Individuals with CM and targeted case management services have to roll over to this program, other Medicaid recipients (those with medical diagnosis) the program is optional. Sara estimates 180 adults in TCM services have been identified and 50 children on the Child Mental Health Waiver within the 10 county area.

A memorandum of understanding concerning HIPAA, and a Business Associate Agreement, between Plains Area Mental health, Inc. and Rolling Hills Community Services were presented to the Board for approval and signature. Neil Bock asked if we

need an attorney to look over the documents prior to signing. Dawn Mentzer explained that they are standard documents.

*Scott Jacobs made a motion to approve the Memorandum of Understanding with PAMHC - Integrated Health Services. Second by Paul Merten. Discussion: none. Carried.*

*Paul Merten made a motion to approve the Business Associate Agreement between PAMHC and Rolling Hills Community Services contingent of the final approval by legal counsel. Second by Cecil Blum. Discussion: none. Carried.*

**b. Regional financial/budget update**

Dawn Mentzer went over the expenditures to date. July 2014 expenditures were \$368,937.15 (which includes payments to counties for coordinators and social worker in lump sum payments). In administration mileage is higher than budgeted (as it was based on historical information from counties). Revenue received to date is: \$1,013,211.00 from counties and \$376,192.00 in equalization for a total revenue of \$1,389,403.00

Dawn reviewed the levy rates per county based on 2012 census. Some counties will come down, and some will increase slightly. In total with the newest information the revenue from counties is a difference of -\$850.00. Consensus of the board is to leave the levy amounts contributed by counties as budgeted.

**c. Advisory Board mileage compensation**

The next Advisory Board meeting is scheduled for October, with task force meetings in the next few months. Dawn Mentzer asked the board if they would like to compensate family and consumers for mileage to ease the expense they have in traveling to meetings.

*Paul Merten made a motion that uncompensated individuals serving on the Advisory Board and or Governance Board will be compensated for mileage at the same rate as Regional Staff. Second by Cecil Blum. Discussion: None. Carried.*

**d. Discussion concerning dual diagnosis unit payment**

Dawn Mentzer reported that Mt. Pleasant MHI has a dual diagnosis unit. Since July we have had 5 individuals referred to this facility for treatment of mental health and substance abuse. So far, the referrals have been diverted to other agencies. Issues are that it is a mandated expense, and if we agree to fund this, will the region pay the whole cost or will the cost be split between mental health by the region and substance abuse by the county.

Dawn Mentzer informed the Board that this is not in the plan, but needs to be included with the changes we are making now so we will have a policy. Dawn suggested a limit of

individuals that will be funded through the Region, in the event that all other facilities cannot take the person for treatment.

The Board members will have local discussion with Counties Boards concerning the funding of the substance abuse portion. Tabled till next meeting.

**e. Task Forces – Update – get info and dates from email.**

Dawn – task force meetings are set up and moving forward.

Aug 27, 10-11:30 in Lake City – Calhoun County Services

September 4<sup>th</sup>, in Sac City – Crisis Stabilization 1-3 pm and Jail Diversion from 3-5 pm

September 18<sup>th</sup> in Denison – Peer and Family Support

A list of task force members was presented to the Board for approval and to appoint the members:

Family/Peer Support: Kim Keleher, Karen Whiteing, Bev Jessen

Jail Diversion: Patrick Schmitz, Terry Johnson, Jim Coats, Maggie Johnson

Calhoun County Service Needs: Jeanette Sargent, Cindy Carstens, Pam Haberl, Dave Staver, Shirley Naughton, Heather Cain, Karla Manternach, Deb Gimer

Crisis Stabilization/Pre-Commitment Screening: Karen Timm, Patrick Schmitz, Amy Hull, Sandy Pingel, Karla Manternach, Clay Adams

*Neil Bock made a motion to accept the names as presented. Second by Cecil Blum.*

*Discussion: None. Carried.*

**f. Other**

- i. Update on New Hope Village supported employment block grant results by Dawn Mentzer. Over the last year they have reduced from 58 to 16 consumers in work activity. They have found 7 new job placements in the Carroll area.
- ii. Dawn Mentzer read an email from Maggie Johnson (ISI) commending the Region for helping ISI in resolving long standing issues and working together well with providers. Maggie will be sending a letter to Jason Schultz, Representative.
- iii. Dawn Mentzer gave an update on the Regional website. A company has been working with BV County IT Department in getting a link on the BV website for the region. Dawn is not sure what the final cost will be.

**7. Date, Time and Location of Next Meeting**

September 17<sup>th</sup> 2pm Sac County West Annex

*Motion to adjourn by Neil Bock. Second by Cecil Blum. Carried*