



Rolling Hills

Community Services Region

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

March 10, 2015

2:00 pm

Sac County Support Services, Sac City

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

Cherokee: Dennis Bush

Crawford: Cecil Blum

Ida: Rhett Leonard

Sac: Rick Hecht

Advisory Board Members: Pam Haberl

Regional Staff: Dawn Mentzer, Leisa Mayer, Louise Galbraith, Lisa Bringle, Rosie Stotts

Guests: Shari Kitt, Dana Kanne, Stacey Peter, Kristin Nehring, Randy Huegerich, Melissa Drey, Patrick Schmitz, Calvin Carver, Sandy Pingel, Angela Chandler, Jim Coats, Tressa Feldman, Maggie Johnson, Dianna Ossman

3. Minutes of Previous Meeting

Neil Bock found a correction in item #3, correction to change “motion to approve agenda...” to “motion to approve minutes of previous meeting.”

Motion to approve amended minutes by Rhett Leonard. Second by Cecil Blum. Motion carried

4. Approval of Agenda

Changes, additions/deletions: None

Motion to approve agenda as presented by Scott Jacobs. Second by Neil Bock. Motion carried.

5.

a. Regional Community Employment Proposal – Pat Laursen

The Governance Board was sent a copy of the proposal which includes a request for funding of an Adult Career Exploration Program and two Employment Development Managers to be shared amongst the four providers: Genesis Development, Ida Services, Howard Center and Cherokee County Work Services. Cherokee County Work Services has asked to join the proposal and is included. Total asking for both parts of the proposal is \$239,885. Dianna Ossman presented a power point presentation related to their employment proposal.

Discussion/Questions: What is encompassed under administrative fees? That is a question that Terry Johnson can answer (not present at meeting). If they were to hire two part-time employees rather than one full time would that reduce benefits? Sandy Pingel answered that the wages were for a half-time employee and adding Cherokee Work Services would increase that to a full time position, or two half-time. Dawn questioned the statement in the proposal that this is not meant to be a replacement for facility based (sheltered) work. Sandy Pingel stated they are working toward that (ending/decreasing work activity). Paul Merten asked if the van in the proposal was to transport to employment, Sandy Pingel said for internships yes, but once employed the person and staff will arrange transportation.

Dawn Mentzer commended the agencies on working together in creating the proposal and addressing the needs of supported employment within the Region.

Cecil Blum asked if this is a one-time only request and if it is included in the budget.

Dawn Mentzer stated all but the additional \$12,000 is included in the budget, and suggested the board take action when the budget is discussed along with other proposals that will be presented. Sandy indicated that the request for funding of the Adult Career Exploration component is a one-time funding request.

b. Review Crisis Stabilization Proposals/Discussion of Committee

Dawn Mentzer had received two proposals, from Plains Area Mental Health Center and Mallard View. The proposals were forwarded to Board members.

Plains Area Mental Health Center: Patrick Schmitz summarized the 10 page proposal. The proposal includes: a home in the community, staffed 24 hours per day, average stay 5-7 days, a focus on wellness recovery plan, coordinate care during and after stay, skill building, medical needs as well as mental health needs, connections with support systems (professional and natural supports), evaluated within 24 hours of admission by a mental health professional, PAMHC and Counseling Services will provide the support needed, tele-health could be used in the home as well as face to face contact. Food, personal care items and clothing (if needed) will all be provided. Those in inpatient facilities that are not ready to go home can transition into the crisis home to continue stabilization before returning home.

Questions: ownership of home – two options are in the proposal, renting or purchasing a home. How many people will be served, 4 to 8 beds is projected. Where would it be

located? The central location for the Region would be in the Sac City area. What would be the proposed occupancy? Based on other community based homes, 60-70% but that is from a region smaller than ours. Dawn Mentzer believes that 80% would be more accurate based on the amount of hospitalizations in the Region. Home would be staffed by LPN's and similarly trained personnel that can manage medication and meet some medical needs. Persons would be screened prior to admission, so those that may be violent would be diverted to acute beds. If persons from other regions would be admitted, a daily per diem rate would be set and paid to the Region or agency based on the Governance Board's decision. Bock asked if PAMHC would share cost reports, to monitor if the costs is less than proposed. Patrick stated he would share costs that need to be shared. Administrative costs are based on 13%. In Kind refers to PAMHC providing clinical oversight/supervision.

Mallard View: Shari Kitt, Administrator. Provide crisis stabilization and a transitional living facility within the Mallard View facility. 3-5 days for crisis 3-6 months for transitional living. Will seek accreditation, 24 hour care with clinical supervision. Staff are trained and can work both facilities. Consideration of remodeling and renovations of current facility to single rooms of 80 SF and dual rooms 120 SF, office areas, recreation area updates, crisis lines, and so forth. Mallard View would collaborate with other providers in the Region. They are willing to negotiate costs if needed.

Questions: Paul Merten asked if the center is 10-15 beds, and persons from other Regions would be admitted would the per diem rate go to the Region or facility. That would have be negotiated. Cecil Blum asked if the Region could maintain occupancy in a residential based facility. Neil Bock stated Mallard View is similar to a nursing home, doesn't look like a house, but is not like the detention center used in Waterloo.

Is transportation included – they have vehicles already used for transport. The first year is higher due to renovations. A year to year operational cost has not been calculated at this time. The Board would like to see what the following years' budgets would be. Dawn Mentzer asked MV staff if they reviewed their on-site proposal with Chapter 24 Quality Assurance staff as to whether this permissible by the Medicaid quality standards? Shari stated that they did and received approval. They would have to hire Mental Health professionals to meet that need. Neil asked how would Mallard View determine year 2 and 3 costs, would they be willing to lower the costs and share records. Yes, records of the nonprofit would be available as needed or asked.

Dawn Mentzer asked the Board to consider delaying a decision and appointing a committee to discuss both proposals, compare the proposals to Chapter 24 rules and projections on sustainability. The committee could be comprised of Governance Board members, Advisory Board members and providers who do not have a conflict with either provider that has submitted a proposal. Neil Bock stated there are two providers and proposals and both offer good things, a committee can clear up some of

the questions. Rick Hecht commented that a reasonable comparison cannot be made without Mallard Views projection for year 2 and 3. Mallard View was asked to submit projected budgets for year 2 and 3 to Dawn Mentzer.

Cecil Blum asked about closed session to discuss proposals. Negotiating a rate proposal will not meet open meeting laws for a closed session

Committee: Neil Bock excused himself from serving on the committee due to the fact that Carroll County owns the Mallard View building. The committee could be comprised of 6 members: Dennis Bush, Paul Merten and Cecil Blum volunteered to serve from the Board, along with Pam Haberl as family member, and others from the Advisory Board will be sought. The Board would like a recommendation by the April meeting.

c. FY16 Budget Discussion

Dawn Mentzer discussed the following with the Board: Crisis center is currently budgeted at a lesser amount than the proposals submitted; ending work activity by July 1, 2016 and divert budgeted funds to supported employment proposals.

In the projection, Dawn increased the FY17 levy to \$38 per capita to remain solvent. Supported community living has been increased in the budget, but the ID Waiver waiting list is not otherwise reflected. \$185,000 has been included for commitments and some of that could be diverted as savings from the crisis home. RCF care will probably decrease as persons are diverted from RCF to the crisis home and community services.

6. Action Items

a. Appoint Tracy Jepson (family representative) from Sac County to RHCS Advisory Board

A motion by Scott Jacobs was made to appoint Tracy Jepson to the advisory Board. Second by Neil Bock. Discussion: none. Motion carried.

b. Home Care Options Supported Employment Funding Request

Take action on the \$35,000 one-time request by HCO for a supported employment specialist as presented at the March board meeting.

A motion by Cecil Blum to approve the request of \$35,000 for HCO supported employment specialist. Second by Scott Jacobs. Discussion: None. Motion carried.

c. Plains Area Mental Health Center FY16 Budget Request

Submitted at the Board meeting in March. An increase of \$55,100 including adding Cherokee County services at \$33,000, and increases for clubhouses.

A motion by Rhett Leonard to approve the FY 16 budget request from Plains Area Mental Health Center. Second by Dennis Bush. Discussion: none. Motion carried.

d. Take Action of FY16 Budget

Discussion: The crisis home can be included in the budget and not expend it if the board decides not to move forward. Dawn Mentzer stated that SF 2315 states we are to develop new services as funding is available, the funds are available now. The ID Waiver

waiting list can change availability of funds if we are mandated to fund services. Dawn shared some criteria from other regions for funding ID waiver services. Regional staff have met to discuss possible criteria for funding ID Waiver services (if mandated) and Dawn Mentzer has contacted providers and individuals from each county to comprise a committee to make recommendations.

A motion by Neil Bock to approve FY 16 budget as presented. Second by Cecil Blum.

Discussion: none. Motion carried

7. Date and time of next meeting:

April 15, 2015, Sac County Annex, 2:00 pm

Motion to adjourn by Dennis Bush. Second by Scott Jacobs. Motion carried.