



Rolling Hills

Community Services Region

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

Governance Board

July 16, 2015 - 1:00 pm

Sac County Support Services, Sac City

Meeting Minutes

1. Call to Order – Chair, Rick Hecht

- 2. Closed session** Chapter 21.5(1)(i) of the 2015 Code of Iowa - To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

At the request of CEO Dawn Mentzer, motion by Paul Merten to go into closed session at 1:05 p.m., second by Cecil Blum. Roll Call Vote: Paul Merten-aye, Neil Bock-aye, Rick Hecht-aye, Dennis Bush-aye, Cecil Blum-aye. Motion carried.

Governance Board Member Scott Jacobs joined the closed session at 1:18 p.m.

Motion by Cecil Blum to go out of closed session at 1:35 p.m., second by Neil Bock. Roll Call Vote: Paul Merten-aye, Neil Bock-aye, Rick Hecht-aye, Dennis Bush-aye, Cecil Blum-aye, Scott Jacobs-aye. Motion carried.

Following the closed session the Governance Board recessed until 2:00 p.m.

3. Roll Call of Counties – Introductions

Buena Vista County: Paul Merten

Calhoun County: Scott Jacobs

Carroll County: Neil Bock

Cherokee County: Dennis Bush

Crawford County: Cecil Blum

Ida County:

Sac County: Rick Hecht

Representatives from Advisory Board: Pat Laursen

Regional Staff: Dawn Mentzer, Leisa Mayer, Lisa Bringle, Louise Galbraith
Guests: Maggie Johnson, Melissa Drey

4. Minutes of Previous Meeting

Motion to approve minutes of previous meeting by Cecil Blum. Second by Neil Bock. Motion carried.

5. Approval of Agenda

Motion to approve agenda with the addition under 7 (a) to approve 28e agreement for Iowa Counties Technology Services by Neil Bock. Second by Dennis Bush. Discussion: none. Motion carried.

6. Old Business

a. Crisis Stabilization Services Update – Plains Area Mental Health Center

Melissa Drey, Plains Area Mental Health Center, updated the board concerning Crisis Stabilization Services. PAMHC will be interviewing candidates for the Program Director of the home. They have had 4 contractors walk through the home, and are now waiting for bids. Some of the work, such as painting the outside of the home will be done next year. The opening of the home depends on the contractor and getting the work done, maybe early to late fall.

Dawn Mentzer reported that Magistrate Warren Busch is open to the crisis home, and will order those who come before him for commitment for an evaluation and if the crisis home is an option he will dismiss the case and the commitment can be avoided. Dawn will be assisting with the interviews of the Program Director position.

Cecil Blum asked if we are paying actual costs on renovations and furnishings and Dawn confirmed that we will be with cost adjustment in the last six months of the fiscal year. Dawn has not received any response for a contract for the crisis center from Roger Sailer. Dawn and Patrick Schmitz can work on a draft, but would rather have the attorney complete it. Cecil Blum will meet with Roger Sailer and request the contract. In the last 6 months of this year receipts will be given to the Region for review.

b. Mental Health Advocate Update

Leisa Mayer updated the Board concerning the advocate position. As of July 1, 2015, the Judicial Advocate, Sandy Sweeney, became a Calhoun County employee. Dawn and Leisa met with Sandy Sweeney on July 1, 2015 and covered the employee job description and expectations of the position. Calhoun County has given her an office, basic cell phone, office phone and so forth. She will be paid once a month, unless she submits hours more frequently (Calhoun has 2 pay periods per month).

Dawn Mentzer told the Board that Chief Judge Hoffmeyer is asking for a copy of the 28e agreement. Dawn is not sure why they would need it as they have no jurisdiction over her. Two counties still have to sign the 28E for the advocate position and Dawn will be meeting with both boards in the next few weeks.

c. Regional Audit

Dawn Mentzer had requested a proposal from Hunzelman, Putzier & Co., PLC for the audit of the Region. The estimate is \$8000, since this is the first year, there is no basis for the bid, however, the proposal states: "our fee will be based on actual hours billed at our standard hourly rates." Originally the audit was budgeted at \$1000 but that was before we knew the extent. Neil Bock suggests we go with the proposal and take bids for next year, as we will have more to go on at that point. An engagement contract will be given if the board approves the proposal.

Motion was made by Neil Bock to accept the proposal of Hunzelman, Putzier of up to \$8,000, with letter of engagement and clarification of fees. Second by Cecil Blum.

Discussion: Dawn Mentzer referenced in the proposal that fees will be based on actual hours billed at standard fees. Motion carried.

7. New Business

a. Iowa Counties Technology Services 28E

Dawn Mentzer provided the Board with a letter and 28E concerning Iowa Counties Technology Services (ICTS) which is the new name for ETC. ICTS is working with CEO's and regions to rewrite the CSN data system. We have paid a claim (\$12,643.27 paid in May for this fiscal year) for the rewrite of the system. They are requesting Regions to sign a new 28e to become a member of ICTS and use of the system. Annual user fee will still be charged to the Region.

Motion to approve the 28E, with #0716 resolution, by Dennis Bush. Second by Neil Bock. Discussion: none. Vote: AYE: Rick Hecht, Scott Jacobs, Cecil Blum, Paul Merten, Neil Bock and Dennis Bush. Nay: None. Resolution passed.

b. Crisis Contract

Covered under old business

c. Regional Block Grant Funding – Neil Bock

Neil Bock, and the Carroll County Board, met with Dawn Mentzer for an update of the Region. The Carroll County Board is interested in exploring fee for service contracts for some of the block grants that the Region has funded this year, for FY17. If agreed, how would we transition into fee for service: (1) list of services, and (2) visit with other regions who may have those services covered by fee for service. If willing to consider it set up a target date (effective July 1, 2016) and use this year for research and to gain history. Programs may be started with block grants and then move to fee for service in the future. In a year or two the startup costs will be completed and then funding of the service could be set as fee for service.

Discussion: Rick Hecht sees the need for history but questioned whether the Region would have the necessary amount of data to get it done in time for budgeting purposes. Rick Hecht also pointed out that the timeline for implementation next fiscal year may be too quick. Dawn Mentzer will ask at CEO meeting which regions are using fee for service vs. block grants. Pat Laursen reminded the Board that the employment grant is for staff

to promote and develop work opportunities not for services so not sure how that would be a fee for service.

Dawn Mentzer stated that going away completely from block grants may not be feasible. As providers are starting new services the Region needs, they may not have the cash flow and could need a block grant to start the service.

Cecil Blum asked if we will ever get to a point of having all the services we need or will it be evolving. Dawn Mentzer answered that we need to be cautious of our spending as we are capped, however there will be other programs in the future.

Neil Bock would like this on the next agenda and asked the other board members to think about this and contact him if they have any questions, or discussion.

d. FY'16 contracts – Plains Area Mental Health Center, Genesis Development, Cherokee County Work Services

PAMHC did not change any rates on their fee for services and total block grant asking is \$560,730.00. Dawn does have data each month on who is served under consultation/education.

Motion for the chair to sign the PAMHC contract by Neil Bock. Second by Paul Merten.

Discussion: none. Motion carried.

Genesis – Greene County is host and sets the rates for basic services. The adult career exploration program \$158,644 and employment development managers \$114,220, (from the employment grant) are included on the rate sheet that are unique to our Region. Dawn would like it to be approved “up to this amount” as Cherokee County Work Services (CCWS) is in transition and there could be a merger that would affect the grant amounts. Dennis Bush reports that an interim CEO has been hired at CCWS, and a merger may not happen. Funds will not be dispersed to CCWS until a decision is reached.

Cecil Blum made a motion to approve and for the chair to sign the contract with Genesis up to the listed amounts. Second by Dennis Bush. Discussion: none. Motion carried.

Cherokee County Work Services: A rate for day habilitation services has not been set as it is a new program, however Director Calvin Carver has requested the following rates: \$3.47-15 minute, \$67.55-full day. Scott Jacobs asked about the work activity rate, Dawn Mentzer stated it will be ceased July 1, 2016.

Motion to approve and sign the contract with CCWS by Scott Jacobs. Second by Neil Bock. Discussion: none. Motion carried.

8. Schedule next meeting – tentative August 20, 2015 at 2:00p.m.

Board would like to return to a regular meeting date if at all possible. After much discussion, the fourth Wednesday of every month at 2 pm will be set as a regular meeting date.

Next meeting: August 26, 2015 at 2 pm.

Motion to adjourn at 3:13 pm by Cecil Blum. Second by Neil Bock. Motion carried.