



Rolling Hills

Community Services Region

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

Governance Board

October 28, 2015 - 2:00 pm

Sac County Support Services, Sac City

Meeting Agenda

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:

Sac: Rick Hecht

Advisory Board Member Representatives: Pam Haberl, Pat Laursen

Regional Staff: Dawn Mentzer, CEO; Coordinators: Leisa Mayer, Lisa Bringle, Louise Galbraith; Social Worker, Rosie Stotts

Guests: Patrick Schmitz, Melissa Drey, Morgan Stoddard, Michael Diescher, Bruce Carlson, Renae Blume, Karla Manternach, Jan Wieland

3. Minutes of Previous Meeting

Motion to approve minutes of previous meeting by Cecil Blum. Second by Dennis Bush.

Discussion/changes: none. Motion carried.

4. Approval of Agenda

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

Additions/changes: none. Motion carried

5. Old Business

- a. **Roger Shindell, CEO of Carosh Compliance Solutions – HIPAA**

Dawn Mentzer introduced Roger Shindell, who presented to the Regional CEO's in September. Carosh has been providing HIPAA compliance and consulting exclusively for four years. Two regions have contracted with them as well as approximately six counties within those regions. They have webinars that outline what we have to do be HIPAA compliant, Roger will send the link to Dawn. Carosh will provide training on policies and procedures to do our jobs within the organization, as well as development of the risk assessment, policy and procedures and other plans/documents we will need. Most HIPAA breaches are due to a lack of a risk assessment and poor training. The risk assessment will identify gaps in security and provide training and should be done first. Carosh can perform the risk assessment, remediation plan, business associate vetted, and policy and procedures. The service is a fixed fee.

Why do we need to do this? At the federal level there are fines and penalties from \$10,000 to \$1,000,000. The State has fines as well, there could be tort actions in court and the courts are not holding to fixed penalties. The only defense we have is to be compliant with the act (HIPAA). Most entities think a breach will never happen to them, however, it probably is happening and is just not recognized as such. Breaches could be in computer infections (malware) fax machines that fax to the wrong person, it can all be remediated if the right processes are done from the beginning. They will stay with the client from the risk assessment to any breaches and remediations and audits. They will assess the counties within the Region, to cover all the bases.

Questions: Neil Bock asked which regions they are working with: South Central and SEIL regions are covered now.

Cecil Blum asked if the regions sign on do the counties within the region have to sign on also. No, they will assess where the counties intersect with the region. They are finding counties are not compliant during this process and that is when counties have signed on to bring them into compliance.

Rick Hecht asked about fees – they will work up a proposal based on the number of counties to assess and so forth. Roger responded that the fee would be somewhere between \$16,000 to \$19,000. 60% will be due up front and the remainder upon the completion of remediation process. The following years can be up to 30% less.

Cecil Blum asked if there is adequate staff to cover the needs of the region – yes, Carosh is growing rapidly and adding staff.

Dawn asked the board if they would like to request a proposal from Carosh.

Paul Merten asked if the ISAC coverage works with services provided by Carosh. ISAC coverage provides training on general HIPAA, but will not develop the documents and processes needed. The ISAC benefit is to provide legal advice if needed, general training, template policy and procedures. They will not get us to where we need to be to meet compliance standards.

Cecil Blum would like time to think about it, and take it back to the county level.

This will be tabled until the next meeting (December 2015). If anyone has an agency that can provide the services please let Dawn know and she will contact them.

b. Payment for Hospital Services – Response from Roger Sailer

Roger Sailer believed the region is not responsible for the bill and there is not a statutory requirement to pay the bill. Roger will draft a letter in response to Spencer Hospital denying payment.

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

Patrick Schmitz provided an update on the Crisis Home project. The contractor has started this week on the deck, laundry and bedroom renovation. Interior furnishing is nearing completion. Patrick is hoping that a painting contractor will start within the next few weeks if the weather holds out. Ashely Miller is gathering information from other programs, working on policy and procedures, security cameras and system. Job descriptions are almost ready and then advertisements may go out next week with anticipated date of hire of December 1st. There will be a minimum of three weeks of training. First Monday of January is the target opening date. Ashely is also meeting with law enforcement in Calhoun as they may have a vehicle for sale. Outside landscaping is ongoing.

Neil shared a concern about the hiring and training to meet the January start date.

6. New Business

a. Property Deed for Crisis home

Discussion: If we are in a triple net lease, and PAMHC pays rent, if there are maintenance fees (heaters, and such) would PAMHC pay for that? Will PAMHC pay and bill back to the Region? With the change of the deed to the Region there needs to be an operational agreement. Kevin Murray suggests that the proposal needs to be clear as to who is responsible for upkeep and such. Patrick and Dawn can work on an agreement that can be given to the Board for approval. Patrick can take it to his board in November for approval and then back to this board.

Rick Hecht mentioned that it is good business to address the issues before it happens, clarify who is financially responsible for what. Cecil Blum stated it is natural for PAMHC to pay bills (utilities and such) and other operations of the house within the budget. Neil Bock asked if there has been a discussion with the assessor concerning property taxes. Rick Hecht will contact the Sac County Assessor. Neil Bock suggested that any repairs under a certain amount will be theirs, and larger items over that certain dollar amount can come to the Region. The budget has funds for taxes, utilities and maintenance. Cecil Blum asked if we need clarification on personal injury or wrongful death lawsuit. We can look at limits and coverage under the current insurance policy of the Region.

b. Multi-Entity Supported Employment Update – Pat Laursen or designee

Pat Laursen (Howard Center) extended gratitude to the board for the grant dollars and updated the Board as to who has been hired by the agencies to complete the Employment Development. Renae Blum has been hired as a job developer covering ISI, Calhoun County and Howard Center. Renae gave an update and description of the

program. Bruce Carlson and Mike Diescher from Genesis gave an update on a few of the successes that have occurred by placing individuals in community employment. Within the last two years over 25 people have been placed in Storm Lake, 23 are still working. In the next few weeks, 6 more individuals will be placed. Youth are working on internships in Storm Lake and now adults will be in the program to build work and social skills to help obtain and maintain a job. Some of those employed are now wanting more hours and are considered under employed. Jan Wieland from Cherokee County Work Services also shared a success story. Pat Laursen wanted the Board to know that the money is being well spent and will continue to share the success stories and updates.

Dawn Mentzer updated the Board that the group meets every two months, and the providers are tracking outcomes that will be required by the Region to show the progress of the program to the Region and the State. This is a unique venture that is not happening in other regions. Dawn commends the providers for their efforts to lead towards full community integration.

c. Legislative Forum Discussion

Jaime Cashman is willing to come and talk with our legislators about the financing of the mental health system. We scheduled the forum for December 10, 2015, at 10am in Sac City with coffee and continental breakfast at a location to be determined. We will break for lunch and have a board meeting in the afternoon. Dawn Mentzer will inquire about a venue and the costs and confirm the date with Jamie Cashman. Rick Hecht would like the main focus of the meeting to be funding and levy issue, the possible inequities between the counties in the regions. Neil Bock agrees it is fair that everyone has the same per capita contributions for an even playing field. Pat Laursen would like to highlight the progress of the Region at the meeting as well. The consensus of the Board is to lead with the progress of the Region and move into the funding issue. Dawn will create an agenda and procure a venue.

7. Schedule next meeting – November or December date

There will be no meeting in November due to ISAC Fall School. Next meeting December 10, 2015, at 1:00 p.m. at the Sac County Annex.

Motion to adjourn at 3:43 pm by Dennis Bush. Second by Cecil Blum.

Minutes recorded by Louise Galbraith, Coordinator of Disability Services