



Rolling Hills

Community Services Region

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

Governance Board

January 13, 2016 - 10:00 am

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: Curt Phillips

Sac: Rick Hecht

Advisory Board Representatives: Pat Laursen

Rolling Hills Staff: Dawn Mentzer, CEO; Leisa Mayer, Lisa Bringle, Louise Galbraith, Coordinators

Guests: Melissa Drey, Kim Keleher, Terry Johnson, Maggie Johnson, Diana Ossman, Sandy Pingel, Cindy Wiemold, Karla Manternach

3) Elect 2016 Chair/Vice Chair

Cecil Blum made a motion to re-elect Rick Hecht as Chair. Second by Dennis Bush. Discussion: None. Rick Hecht re-elected Chair of Board.

Vice chair: Motion by Scott Jacobs to re-elect Paul Merten as Vice-chair. Second by Neil Bock.

Discussion: none. Paul Merten re-elected vice-chair.

4) Minutes of Previous Meeting

Motion to approve the minutes of the previous meeting by Cecil Blum

Second by Dennis Bush. Carried

5) Approval of Agenda

Neil Bock requested that discussion of ICAS legislative affairs consultant opinion on the MH levy be added to new business (item 7b). *Motion to approve the agenda with the addition of item 7b by Neil Bock. Second by Scott Jacobs. Discussion: none. Motion Carried.*
Motion to approve with addition by Neil second by Scott. Carried.

6) Old Business

a) HIPAA Proposal Review and Discussion

Dawn Mentzer requested proposals and received from the following:

I. Compliancy Group

Quote of \$20,400 plus \$600 per site for up to 29 locations

II. Midwest Compliance Associates

Consultant to IACP, \$17,500 first year and \$12,000 each additional year.

Carosh Compliance Solutions

\$20,600

Discussion:

Paul Merten – will this be provided for each county? Yes, in regard to Regional business/activities, and will work with all the departments that provide services to the Region. They will assess all the sites, develop the risk assessment and policy and procedures.

Cecil Blum asked if there is there a deadline which there is not but we need to move forward on this since we have been operating as a region for 18 months now.

Neil Bock– we are trying to protect the Region from the Government, the Carroll County insurance would cover sites (within Carroll County), however, we still need to show that we are in compliance. Disappointed that there were not lower bids.

Dawn Mentzer reminded the Board that any entity that has protected health information needs to be in compliance with HIPAA. If we do not show good faith effort to be in compliance we could face large fines if found in non-compliance.

Rick Hecht – this is not a mandate to have the service but we are not covered now and would hate to have a breach.

Cecil Blum – if we had a breach, would these companies provide assistance if we have litigation?

Dawn Mentzer commented that all three companies are experts and she does not see any issue with any of them providing that assistance if needed.

Motion by Dennis Bush to proceed with Mid-West Compliance for HIPAA compliance/services.

Second by Paul Merten. Discussion: Cecil Blum asked if there is any extended protection for next years –the cost will be \$12,000 each year thereafter.

Vote: all in favor. Motion carried.

b) Crisis Stabilization Services Update – Plains Area Mental Health Center

Melissa Drey – the house is going open on February 1, 2016 with an open house scheduled for the end of January. All the windows upstairs have been covered with film (non breakage).

Waiting on plumbing and electrical downstairs, training staff on policy and procedures continues. Full time position (including overnight and day shifts) are filled and would like one or two more part time staff. Staff are from all around the Region, the work schedule is done. The house has a phone and fax number that will be sent out. Ashely Miller is going to contact the

hospitals and agencies to let them know of the exact date of opening. Neil Bock would like any literature sent out. The new name of the home is Turning Point.

c) 5 Star training

Overwhelming response by providers for each day, anyone who would like to help this afternoon with set up would be appreciated. The Parish Guild is providing the food for both days.

d) FY'17 Budget Review

Service changes and administrative costs:

Proposed Changes/additions:

- Permanent Supportive Housing with an estimated startup cost of \$75,000 (actual cost will be determined by what agencies would be interested and the scope of the services provided).
- Rent payments are included for unemployed persons.
- Prescription for jail diversion clients if no other means are available.
- Mobile response with a startup cost of \$100,000 (if the advisory board determines to start a program) may be too low of an amount.
- Supportive employment grant - \$436,000 will be cut from the budget with the ending of work activity (June 30, 2016). \$275,000 was budgeted for the supported employment grant and they are requesting \$512,000 for an extension. With the decrease in work activity it is still savings to the Regional fund in vocational services.
- Admin costs: 3% for staff increases. Coordinator salaries are moved to 14950 (distribution to the fiscal agent). It is going to be paid as a salary by each county under administrative salaries and reflected in the Region as a reimbursement to the counties so the dollars are not skewed between counties and the Region.
- The advocates are budgeted at \$35,000 for salaries and mileage (not included under admin.).

Regional per capita contributions are based on 2014 population estimates. Total proposed FY17 budget of \$2,913,563. With an ending balance of \$3,710,877.00.

Levy and fund balance projection: Per capita will change based on population each year.

Projected to end FY16 at \$3,224,295, based on \$35 contribution we would stay solid.

Discussion:

Rick Hecht – the budget looks good and sustainable. Rick asked if the state does not fix the levy issue have the numbers been run. Dawn Mentzer will run those numbers. Cherokee, Ida, Buena Vista are below \$47.28 so if nothing is done legislatively the other counties would have to subsidize.

Cecil Blum asked if the legislature does nothing what would happen. Dawn Mentzer replied that county balances will have to be used and when balances are gone then there is a sustainability issue.

Dennis Bush questioned if the counties can have a fund balance of 25% as well as the Regional balance of 25%, would we need a July contribution if the balance for the Region is 25%? The 28E is set at quarterly payments.

Cecil Blum would like the budget run at the Buena Vista County levy rate of \$32.55. Dawn Mentzer will provide this at the next meeting.

Supported Employment grant – Pat Laursen. 4 agencies are involved in the grant and are meeting monthly. The increase in the grant is because sheltered work is ending June 30 and the agencies would like to increase job coaching positions to help meet the demand of the shift from sheltered work to supportive employment. 7-15 job coaches may be needed and would have to be trained. The ACE program is providing long term success and would like to continue it at Genesis and work toward development of the program at ISI and Howard Center.

With the grant and these programs, businesses are favorable to hiring due to the support of the job coaching. Marketing/supported employment specialists have been hired by the agencies and are working in the communities to increase supported employment positions. The agencies are moving in the right direction, and businesses and enclave opportunities have been gained. Referrals to Voc. Rehab have increased, and contacts have been made in Calhoun County as requests have been made for MI individuals. \$509,550 (272,864.00 was last year) is the asking to extend the grant. A breakdown will be provided to Dawn Mentzer.

Dawn Mentzer asked if the costs of job coaches are covered under Medicaid reimbursement would this be a possible funding duplication? Terry Johnson stated that it is for development of capacity that is not reimbursed, and what is reimbursed will not be enough to cover the costs. Maggie Johnson, it is also a move toward community integration and 5 star quality training. Dawn will review the proposal, but is in support as it is the right thing to do to meet integration into the community.

Dennis Bush asked if this is a one-time request or be reviewed each year.

Terry Johnson anticipates ongoing discussion and will also depend on MCO's once that is known. Rick Hecht reviewed the budget today, would like Dawn Mentzer to make adjustments to the budget for approval at the next meeting.

General discussion of levy rates, county control of county balances and the 25% carry over (will there be a penalty – not now). If the fund balance is growing can the levy be decreased – not until all the core and core plus services are in place.

Neil Bock – can local options be used for mental health when fund balances are depleted?

Mental Health has a separate levy and it may be seen as a “borrow” and have to be paid back.

7) New Business

a) Stepping Up Initiative – Jail Diversion County Resolution

Rick Hecht would like to move forward with the initiative as it is a commitment the Region has made to provide Jail Diversion services. Each county will be contacted to sign the resolution and the Region will sign one as well. All the county resolutions can be submitted with the Regional resolution. Dawn Mentzer will draft the resolution for each county and the Region.

b) Levy

Neil Bock discussed an email from Bill Heckroth (ISAC) about the inequity (of the levy) and would like the board to send a letter as well as each county to the legislature. Would like to see the chair authorized to send a letter to the legislature and to ISAC (in support) to drop the 1996 levy. Rick Hecht would like to provide the letter with the assistance of Dawn Mentzer.

Neil Bock referenced the talking points paper from ISAC, as it provides a good outline for the letters. This is not just a one year problem but will be an issue each year after unless it is dealt with.

Rick Hecht would like to see \$47.28 set as the ceiling with the board to determine what is needed to operate and keep the counties/region from going to them (the legislature) each year. Dawn Mentzer would like to see this done soon. Yesterday there was a conference call debating where the levy needs to be, the language from Bill Heckroth is clear and sound. With the addition that it is not to be viewed as a tax increase if set by the local boards.

Cecil Blum requested the letter be sent to all legislators (Senators and Representatives) in the Region, as well as ISAC.

Dawn Mentzer will find out what the CSA affiliate is recommending so it will be congruent, and work with Rick Hecht to draft the letter.

8) Next meeting - 2/24/16 – 2:00pm Location TBD

Due to the need for budget approval date, the next meeting was moved to Tuesday, February 9, 2016 at 2:00 pm at the Sac County Law Enforcement Center.

Motion to adjourn at 11:39 am by Neil Bock. Second by Scott Jacobs. Meeting adjourned