



# Rolling Hills

## Community Services Region

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

### Governance Board

May 25, 2016 - 2:00 pm

Sac County Courthouse Board Room, 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: Curtis Phillips

Sac: Rick Hecht

Advisory Board Representatives: Pam Haberl, Pat Laursen

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

Guests: Gary Jones, Sandy Pingel, Melissa Drey, Terry Johnson, Cindy Wiemold, Karla Manternach

**3) Minutes of Previous Meeting**

*Motion to approve minutes of previous meeting by Neil Bock. Second by Cecil Blum. Discussion: none. Motion carried*

**4) Approval of Agenda**

*Motion to approve the agenda under 5c with addition for FY16 Wesco Contract Amendment, by Dennis Bush. Second by Scott Jacobs. Motion carried.*

**5) Old Business**

**a) Crisis Stabilization Services Update – Plains Area Mental Health Center**

Melissa Drey updated the board and shared a few success stories. A draft of a contract to use with other regions has been given to Dawn Mentzer for her consideration. The rate of \$400 per

day for out of region individuals has been set and all reimbursements will be made to Rolling Hills Community Services Region. Also if the YES Center transports individuals from outside of the region the bill will go to the Region the person resides in. The board will like 1 or 2 beds open for our region and for Turning Point staff to use at their discretion concerning admissions. Ashley Miller will be contacting the other counties/regions to notify them of their ability to make referrals at this time.

Cecil Blum asked if we are premature to expand into other regions. Melissa reports that there have been 23 clients with 3 repeats since February 1, 2016. Average length of stay is 13 days, due to a few individuals that stayed longer than 30 days. Total bed nights are 386 out of 792 with 406 unused beds with about 50% usage. They are prepared to roll out in other areas. Staffing is not an issue at this time.

Neil Bock questioned when the transition center opens whether that will decrease the length of stay. Melissa stated that it would decrease and at least 7 individuals could have used a transitional living unit. Consensus of the board is to open admissions to other regions.

*Motion authorizing Dawn Mentzer to accept the contract at \$400 per day for out of region admissions at the Turning Point Crisis Home by Neil Bock. Second by Curtis Phillips. Discussion: none. Motion Carried.*

**b) DLA Funding Request – Plains Area Mental Health Center**

Dawn Mentzer received a cover letter from Patrick Schmitz, and he is available by phone if needed. This item was tabled from the last meeting. Paul Merten reported that this was discussed at the PAMHC board meeting, and it was explained that this is a national push and is part of the criteria to move forward. Dennis Bush explained that DLA provides a rating of how the person can function in society and will be used for the MCO's. Neil Bock asked what is the advantage for Rolling Hills staff to be trained? Dawn Mentzer replied that the state is still looking at assessments for the regions to use, and the DLA has not been mentioned on the regional level. Discussion followed regarding whether there is inequity in the request from Rolling Hills vs. Sioux Rivers due to the 50/50 split of the cost considering that Sioux Rivers Region is larger. Rick Hecht asked if we should we expend the funds if this is not going to be the state wide standard.

Patrick Schmitz was contacted on conference call. Dawn asked if the DLA is going to work for the regional consumers we serve, or is it for outcomes for Medicaid/MCOs. Also, DHS is talking about other assessments. Patrick – would be used for all clients and all settings (crisis home, SCL, etc.). It can also be used for behavioral health and what services they need, where they are at, getting a baseline and monitor progress with services. If progress is not made what needs to be changed to help with success. The state of Iowa has been discussing assessments and there is nothing on the horizon to do with outcomes. This is a proven instrument and Patrick hopes it will influence the State to use it state wide.

Rick Hecht asked about the inequity of the percentage of cost with Sioux Rivers. Patrick did not do a population break down, but he can do so. Neil Bock asked if there were other regions using this tool? Patrick replied that we will be the first two regions, everyone else is waiting for the

state to define an assessment. It is an assertive approach to move forward and change the delivery of services in a proactive way instead of reactive.

Neil Bock asked what assurance do we have the state will accept it? Patrick – we don't have assurance but if we show it is effective and tie it with services to show the outcomes. Several states have adopted it and shown that is an effective tool.

Cecil Blum asked if Rolling Hills chooses to opt out then will Sioux Rivers region opt out, and is there harm in waiting to see if the state adopts an assessment. If the state does not choose it, Cecil does not want to see more funds used for another training.

Neil Bock asked if this will be an advantage outside of our region or Sioux Rivers. Over the course of time, Patrick would like to educate other areas. Other centers have expressed interest in the assessment but have not gone to their regions about it.

Cecil Blum asked if within the PAMHC contracts if there are professional development funds, or should PAMHC be funding this themselves and not all their clients are from Rolling Hills. – Dawn stated there are funds in the crisis home contract.

*Motion to move forward with the DLA request by Paul Merten. Second by None. Motion died for lack of a second.*

*Motion to table the DLA project for 60 days by Dennis Bush, Second by Neil Bock. Discussion: None. Vote: Yea: Cecil Blum, Neil Bock, Scott Jacobs, Rick Hecht, Curtis Phillips, Dennis Bush. Against: Paul Merten. Motion carried with a 6 to 1 vote.*

#### C) Wesco contract

The FY16 Wesco contract needs to be amended to include an advancement for the funding of the transitional living home program so that renovation can begin.

*Motion to approve the amended the FY16 Wesco contract by Cecil Blum. Second by Dennis Bush. Discussion None. Motion Carried.*

### 6) New Business

#### a) Gary Jones – Regional HIPAA progress implementation update

Gary Jones of Midwest Compliance Associates updated the Board on the progress with HIPAA implementation for the region. Gary has practiced law for over 30 years mostly with human service providers, and added HIPAA about 6 years ago. Gary gave an overview of HIPAA and how it applies to the region, as the Region serves as a health care plan. Identity theft is an issue and the HIPAA enforcement is increasing. Gary gave examples of an agency that was fined over \$1.5 million in a breach of not having a business associate agreement.

The privacy policy is done, and next is the security policy that makes sure the hackers can't get into our information. He will work with all the counties IT departments. The IT departments will be sent an assessment of the county IT structure to insure information is protected. Business

associate agreements have been done and each one will be given a security questionnaire as well. In July Gary plans on providing a training for the Region. If there is a breach, we will have a plan on how to handle it. The policies will be written to be straight forward, workable and understandable. The whole process can take another 5 or 6 months.

**b) Rolling Hills Management Plan Amendment**

***Strike following language due to 6/30/16 discontinuation of Work Activity:*** RHCS region will provide regional funding for vocational services that provide meaningful work opportunities for individuals subject to the availability of adequate funding through a person centered planning process. For all eligible individuals that are receiving Work Activity services at the advent of this plan, funding will continue for one year. The Coordinators of Disability Services will conduct the Standardized Assessment during the first year of this plan to determine whether the service is appropriate and should continue or whether alternative services or funding sources are available to meet the individual's needs.

*If the results of the Standardized Assessment and person centered planning process demonstrate the need for continued Work Activity, funding may be authorized by the Chief Executive Officer. If the Standardized Assessment does not support the need for continued Work Activity or there is an alternate funding option/service available to support the individual, the Coordinator will facilitate access to that service. All new applicants for work activity will be authorized for one year based on the results of the Standardized Assessment. The expectation of Work Activity for new applicants will be for entry level job skill training which will lead to community employment in some capacity. Work Activity will only be authorized following a denial of Pre-Vocational funding through a Medicaid Waiver. Work Activity recipients must have a goal of community employment in their service plan for regional funding to be authorized. Redeterminations will be conducted at least annually for all Work Activity service recipients.*

*Work Activity Vocational services provided in a sheltered work setting that offer meaningful work opportunities that build skills to move toward community living. MI & ID Standardized functional assessment must support the need for services of the type and frequency identified in the individual's case plan. Refer to Section D of this plan. \*It is the intent of RHCS to support individuals within integrated employment settings and according to the HCBS Quality Settings Standards. In the event that funding would need to be made available for Core Plus Services, work activity funding would be discontinued within 90 days.*

The amended plan needs to be sent to the Commission, Dawn Mentzer will present it.

*Motion to amend the management plan by striking above language pertaining to work activity by Paul Merten. Second by Scott Jacobs. Discussion: none. Motion Carried.*

**c) FY'17 Contracts**

7 of the 14 contracts came back and need to be approved by the Board. 2 contracts were modified, one by Genesis due to the block grant for supported employment (they are the fiscal agent), and Wesco to include the expense of the transitional home. All other contracts came back as status quo.

*Motion to approve contracts for, Cherokee County Work Services, Howard Center, Catholic Charities, Mallard View, Home Care Options as status quo by Neil Bock. Second by Cecil Blum. Discussion: Scott Jacobs asked if the contracts were modified (financially) to make funding room for the transition center? Dawn reported that any decrease would be in FY18 contracts. Motion Carried.*

*Motion to approve the contract for Genesis Development to include the block grant for supported employment grant (as fiscal agent) by Dennis Bush. Second by Curtis Phillips. Discussion: None. Motion Carried.*

*Motion to approve the Wesco contract to include the transitional living program by Cecil Blum. Second by Dennis Bush. Discussion: none. Motion carried.*

**d) FY'17 Regional staff salaries**

The 3% salary increase for coordinators and CEO that was included in the budget needs to be approved by the board. Cecil Blum asked if there were any inequities in health insurance for employees by the counties. This was discussed and addressed last year as a county issue.

*Motion to approve the staff salaries at a 3% increase by Cecil Blum. Second by Scott Jacobs.*

*Discussion: none. Motion carried. Yea: Cecil Blum, Scott Jacobs, Neil Bock, Curtis Phillips, Rick Hecht. Nay: Dennis Bush, Paul Merten. Motion Carried 5 – 2 vote.*

**7) Next meeting - 6/22/16 – 2:00pm Sac County Law Enforcement Center**

*Motion to adjourn by Neil Bock at 3:38 pm. Second by Curtis Phillips. Motion carried*