



# Rolling Hills

## Community Services Region

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

### Governance Board

May 25, 2017 – 1:00 p.m.

Sac City Community Center

### 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:

Sac: Rick Hecht

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

Guests: Kim Kelleher, Melissa Drey, Ashley Miller, Karla Manternach, Terry Johnson, Renae Blume, Cindy Wiemold, Sandra Pingel, Bruce Carlson, Diana Ossman, Pat Laursen, Maggie Johnson, Carl Legore, Denise Juhl, Brenda Erickson, Ben Shuberg, Crystal Jepson

**3) Minutes of Previous Meeting**

*A motion to approve the minutes of the previous meeting was made by Paul Merten. Second by Cecil Blum. Discussion: None. Motion carried unanimously*

**4) Approval of Agenda**

Proposed additions/changes to the agenda: None

*A motion to approve the agenda as presented was made by Neil Bock. Second by Scott Jacobs.*

*Discussion: None. Motion carried unanimously*

**5) Old Business**

**a) Annual Provider Training Update**

Dawn Mentzer updated the board on the April training provided to regional providers with Ben Woodworth from IACP regarding Managing Challenging Behaviors at King's Pointe in Storm

Lake. 105 staff and management from Regional providers attended, it was very well received overall.

**b) FY'18 ICAP Renewal**

ICAP quote increased by \$86 for a total of \$7,777.30 for FY18. Central Insurance Agency in Storm Lake has requested that the region change agents and they have provided a letter to be signed to do so. They believe our 28E needs to be amended to identify provisions so other companies would consider providing coverage. The current policy needs to be renewed by July 1, 2017 and payment has to be received by then.

Neil Bock asked if the insurance policies can be put into one policy (regions, turning point etc.). Neil Bock asked if we could go under BV policy (as fiscal agent) to save money, he would like Dawn to check out the possibility.

Neil Bock made a motion for Dawn Mentzer to check the possibility of insurance through the BV county policy. If not possible renew with the current agent. Second by none.

Discussion: Cecil Blum is not in agreement to merge insurance with a county. Motion died for lack of second

*Paul Blum made a motion to renew insurance with the current carrier and to also look into merging the policy with Buena Vista County for FY 19. Second by Cecil Blum. Discussion: Cecil Blum commented this is fair to the current agent and gives us a year to pursue other options. Motion carried 5-1. Yea: Rick Hecht, Dennis Bush, Paul Merten, Cecil Blum, Neil Bock. Nay: Scott Jacobs.*

**6) New Business**

**a) Mental Health Funding Bill – SF504**

Dawn Mentzer provided the bill to the Board and gave her overview of the changes. \$42.79 is our regional levy, we do not need to recertify our budget as we do not need the new levy rate. Two workgroups are forming one for complex individuals and one with the regions forming a group to submit a community services plan to DHS as outlined in the bill. Regions will need to be down to a 25% fund balance by 2020.

Cecil Blum asked if waiving a quarterly payment would help in working toward lowering the balance. Dawn answered yes, and also investing in new services would lower the balances.

Neil Bock commented that if payments are not made with the budgets being set in the counties, the balance would not lower.

**b) Behavior Support Specialist Task Force Report – Cindy Wiemold**

Cindy Wiemold reported that the current strategic plan includes a behavior support specialist as a new proposed service. Cindy provided minutes of the task force meeting. One option for a service to address the challenging needs is the I-START program which is being used now by the CSS Region. This brings together a team of individuals to work with individuals to keep them in their homes, out of hospitals and it works with persons with ID and MH diagnosis. The person from the CSS Region is going to come on June 30, 2017 at 10am to share with the task force.

State initiatives are also looking at needs of persons with complex needs, it is not known yet if the I-START program work toward meeting the state bill.

Rick asked if regions can work together on this and this is a possibility. We do not know the need yet for our area. Cindy was hoping to contract with CSS to work in our area but they said that they cannot do that in order to maintain the integrity of the model. We can look to other regions to partner with funding the program on a collaborative effort. Another issue will be the sustainability of the program in the future.

**c) FY'18 Salaries/Mileage – County office expenses**

Dawn provided a breakdown of the budget to include: 3% for regional staff salaries is proposed. Mileage is currently at \$.43 per mile (80% of the federal rate).

Paul Merten reminded that prior to the last mileage change it was the same as Buena Vista County, of .04 under the federal rate.

*Neil Bock moved to approve the 3% salary increase for all regional staff and mileage at 80% of federal rate. Second by Paul Merten. Discussion: none. Motion carried 5-1 Yea: Paul Merten, Rick Hecht, Scott Jacobs, Neil Bock, Cecil Blum. Nay: Dennis Bush.*

County office expenses – Carroll County has been billing the region for a percentage of the regional office space and expenses. Dawn would like to revisit this as TCM has closed in that office. The 28e states that each county will provide space, supplies and telephone while working in the county but does not state it is reimbursable. Carroll County is the only county that is reimbursed for space.

Neil Bock reported that this has not been discussed by the Carroll County board yet. He understands the equity situation among the counties, and he will take this to the Carroll Board and report back at the June meeting.

Rick Hecht would like an evaluation (estimate) of cost per county office to revisit at the June meeting.

**d) FY'17 Financial Update**

2017 projected budget: \$3,150.429

Expenditures to date: \$2,981.831

Revenue to date: \$3,192.413

Current fund balance: \$3,650.988

**e) FY'18 Supported Employment Grant Proposal**

Pat Laursen reported for the four agencies in the grant. They are requesting a grant at \$492,115.00. \$509,550 was last year's grant amount. The Howard Center has a balance of about \$7,000 this fiscal year and if it is remaining it will be deducted from the first quarter payment.

Neil asked why New Hope Village and Wesco are not in the group and they are providing supported employment without grant funds.

Much discussion with providers concerning supported employment, funding and available jobs in the communities.

Dawn commented that the outcomes do not reflect persons before and after the grant, she has been working with the providers on outcome reporting for more accurate data.

Questions from the board:

Cecil asked about the first mini bus that was purchased for ISI and can it be traded for the next van purchased (asked for by Genesis). Maggie reports that is in the garage not being used and efforts to sale it have failed.

Rick Hecht – for the investment we need results, are we getting a return on the investment?

How long is it going to take to get this program going to where it is needed to be?

Scott Jacobs asked if providers can work together to ease the need for job developers.

Rick Hecht – we know this will take time, but how much time for planning in the future.

Dawn stated that she had met with the group this spring to discuss incentive funding, restructuring it to a base payment per agency with incentive payments on top of the base payment so was surprised by the high block grant amount requested. Dawn is not advocating to pull all the funding but need to consider all aspects and alternatives. Dawn wants to see supported employment continue but would like to see parameters, new outcomes reporting should help in seeing the progress in a more accurate manner.

Cecil Blum asked if Dawn is confident that next year we will have adequate tools to judge the outcomes of the block grant?

Dawn asked what the administrative fee is for. Providers reported it was for their administrative staff time and expenses.

Neil Bock wants to make it clear that measurements are in place.

Scott Jacobs would like to see next year what other funders are paying for.

*A motion was made by Paul Merten to approve the block grant as requested. Second by Dennis Bush. Motion carried unanimously*

**f) Plains Area Mental Health Center Rate Increase Request**

Dawn introduced Kim Kelleher as the interim director of PAMHC and Brenda Ericksen CFO. Kim Kelleher is taking the 3% increase request off the table, except for the crisis home and would like see a 3% increase for SCL (fee for service, not part of the block grant) as that rate has not been increased in years. Kim provided a breakdown of the crisis home expenses for the last 10 months for a total of \$497,210.68.

Rick Hecht would like to address the utilization of the crisis home, marketing and working with the judicial system. Kim and PAMHC, and Turning Point staff met as a group to talk about marketing, better screenings, and data reporting. Melissa Drey will be going to ED's with regional coordinators to discuss pre-screenings for commitments in hopes of diverting commitments to Turning Point starting with Sac and Calhoun counties.

114 individuals have been served at Turning Point since February 1, 2016.

Discussion of crisis home expenses, insurance and billing to insurances and MCO's.

\$573,731.00 is the amount requested for year 3 of the 3-year proposal approved by the board (slightly higher than a 3% increase) this can be re-worked. Mileage has decreased but professional fees were underestimated.

*A motion was made by Dennis Bush to approve funding for Turning Point crisis home at the \$573,731 proposal amount. Second by Paul Merten. Discussion: none. Motion approved unanimously.*

The rate increase for SCL will be included in the contract presented to the board at the June meeting. Cecil Blum expressed his concern of cutting the school based program in Denison. Kim and Dawn will work together to assess the current block grants and provide a contract to the board at the June meeting.

**g) FY'18 Provider Contracts**

Contracts have been revised for providers that are required to enter data in CSN to add language concerning incentive payments that may be made based on system performance improvement, this is statewide language.

Contracts received back to date are Catholic Charities, Howard Center, New Hope Village, Home Care Options and Counseling Services

*Motion by Cecil Blum to approve the contracts for Catholic Charities, New Hope Village, Howard Center, Home Care Options and Counseling Services. Second by Scott Jacobs. Motion carried unanimously.*

**h) Pay for Performance & Outcomes meeting – Possible Board Training June 26, 2017**

ISI has requested training and the other regional providers and staff are invited to come to learn more and receive technical assistance on outcomes and pay for performance. If the board is interested in training, Sara Lupkes (the trainer from Polk County) can come a day early and speak to the board at the next meeting if there is interest. The Board agreed to have Sara come and provide a brief overview at the end of the next board meeting and Dawn will coordinate the arrangements with her.

**i) Regional Collaboration with Central Iowa Community Services and Heart of Iowa**

**\*Permanent Supportive Housing**

Meetings with CICS Region and Heart of Iowa Region have taken place to discuss possible services that we can collaborate on. After these meetings, Dawn believes that the proposal that was presented to the board for Permanent Supportive Housing is not adequate. A training will be held for regional staff the end of June by TAC and the cost of \$10,500 will be split between the three regions. This will help not only develop the program but also help develop a budget/cost for the service.

*Cecil Blum made the motion to approve the funding for the TAC training, with the cost divided by the regions involved. Second by Paul Blum. Motion approved unanimously*

**7) Schedule next meeting: June 26, 2017 2:00 p.m.**

Motion to adjourn at 4:10 pm by Neil Bock. Second by Paul Merten

Motion carried unanimously