



Rolling Hills

Community Services Region

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

Governance Board

June 27, 2018 – 2:00 p.m.

Sac County Law Enforcement Center, Sac City

Meeting Minutes

1) Call to Order – Chair, Rick Hecht

2) 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: Creston Schubert

Sac County: Rick Hecht

Advisory Board Representatives: Pam Haberl, Pat Laursen

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

Guests: Gary Jones; Kim Keleher, Melissa Drey, Ashley Miller, PAMHC; Clay Adams, Deidra Brown, Lisa Meyer, Wesco Ind.; Eric Weinkoetz, MFRC; Kylie Nelson, NHV; Terry Johnson, Genesis Development; Karla Manternach, Counseling Services; Diana Ossman, ISI;

3) Minutes of Previous Meeting

Neil Bock asked for a sentence to be clarified concerning the Carroll County Advocate. The original sentence read: “He is technically correct that he is any employee, however, if the region is reimbursing Carroll, Carroll County will consider the governance board’s recommendation.” Neil would like the sentence to be clarified to read: *“He is technically correct that he is a Carroll County employee, however, since the region is reimbursing Carroll County, they will consider the governance board’s recommendation.”*

*A motion to approve the amended minutes of the previous meeting clarifying a sentence concerning the Carroll County Advocate to read: “**He is technically correct that he is a Carroll County employee, however, since the region is reimbursing Carroll County, they will consider the governance board’s recommendation.**” by Cecil Blum. Second by Dennis Bush. Motion carried unanimously*

4) Approval of Agenda

Additions/changes: Dawn Mentzer asked for the following items to be added to the agenda: ITP contract between item B and C. to add and mental health advocate contract under A; discuss vehicle options for the advocate. Neil would like an update concerning Woodbury County under old business item C.

A motion by Neil Bock to amend the agenda to add the following: ITP Contract, Mental Health Advocate Contract, and vehicle options for the Advocate and an update on Woodbury County. Second by Scott Jacobs. Motion approved unanimously

5) Comments from the Public: Everyone will have an opportunity to speak. Therefore, comments may be limited to three minutes on any one item.

None

6) Old Business

a) Mental Health Advocate reimbursement/hours

Dawn Mentzer met with the Carroll County Board and gave the recommendation to add Carroll County to Sandy Sweeney's workload.

Neil Bock reported that the item was discussed at the June 11, 2018 Carroll County Board Meeting (Neil was not present), and the advocate did not attend. On last Monday it was a 5-0 vote to let Brett Michaels go as of July 1, 2019. Neil Bock sent an email to Brett Michael advising him of the outcome of the meeting.

Dawn Mentzer spoke with Sandy Sweeney concerning the transition and Sandy will reach out to Brett to work on a smooth transition. Sandy's salary will be \$40,622 plus benefits. Dawn also asked the board to think about a vehicle for Sandy. Buena Vista County has a vehicle (a 2012 Dodge Caliber) that belonged to case management. Paul Merten will have it on the next Buena Vista County Board agenda and can bring back a cost to the region.

Contract: Dawn Mentzer, there is a 28E agreement in place for the counties to jointly share an advocate. Instead of a 28E, a contract can be used with the deletion of item #6. The termination clause in the 28E will be in effect.

Motion to accept the contract with removal of item #6 by Paul Merten. Second by Creston Schubert. Motion carried unanimously.

b) Plains Area Mental Health Center Contract - Action to amend

Dawn Mentzer discussed medication management in the current contract which was reduced with a provision that once a cost of \$40,000 in services was reached the remainder of services for the fiscal year would be on a fee for service basis. In February 2018 they reached the \$40,000 and an additional \$65,000 has been billed for the remainder of the fiscal year. PAMHC is suggesting amending the 2019 contract to increase the medication management to an \$80,000 cap with no fee for service clause. Dawn's recommendation is in agreement with the \$80,000 cap.

Motion to approve the amended the FY 2019 contract to a cap of \$80,000 with no fee for service clause for medication management by Paul Merten. Second by Dennis Bush. Discussion: Kim Kelleher will document monthly use and provide those statistics to Dawn. Motion carried unanimously

1) Woodbury County

Dawn Mentzer gave a brief update on Woodbury County. According to the meeting with DHS and Sioux Rivers, the State has Woodbury County joining Rolling Hills on July 1, 2019. A 28E with Sioux Rivers does not have to be done for FY2019, and a proposed MOU has not yet been agreed upon in Sioux Rivers.

Discussion: Cecil Blum stated they will be a member July 2019 if all points of the MOU are met. Dennis Bush reported that DHS is aware of the MOU, and he was told at the commission meeting that if Plymouth and Sioux counties can not find another region to join, DHS can assign them into a region.

Dawn had a meeting the Jan Heikes, DHS, and she will be coming most likely to the August meeting to address the board concerning this issue.

7) New Business

a) Multi-Regional Collaboration for Intensive Core Services Development

Dawn Mentzer has been meeting three other regions concerning collaboration among regions to develop new services. Last week they met with Cherokee MHI concerning an access center. It was a good discussion but Dawn doesn't feel Cherokee MHI will jump into this very quickly. No ground has been made but looking at where the priorities are. It seems that intensive residential beds is a high need/priority. It needs to be a fast process, but Dawn is concerned with the cost investments and whether reimbursement by MCO's will be able to sustain what has been developed.

b) Crossroads of Western Iowa Contract

Supported Employment grant funds are the only services in the contract and it needs to be approved. It is the same language as the contracts for the other providers involved in the grant. *A motion to approve the contract with Crossroads by Creston second by Neil Bock. Second by Dennis Bush. Motion carried unanimously*

c) Stewart Memorial Hospital Telehealth Services Agreement

The agreement was developed by Stewart Memorial's Attorney. *Motion to approve the Stewart Memorial Hospital Telehealth agreement by Scott Jacobs. Second by Neil Bock. Discussion: none. Motion carried unanimously*

a) ITP Contract

\$375 per usage is the current rate and the new rate of \$450 will be effective July 1, 2018 (which matches what other regions are paying). *Scott Jacobs moved to sign contract for ITP services. Second by Dennis Bush. Discussion: none. Motion carried unanimously*

d) Business Associate Agreement – ISAC

Dawn Mentzer provided the Business Associate Agreements between the Counties and ICTS to the Auditors in the region and most have been returned to her. These agreements cover the

CSN computer system and HIPAA. The Region also needs to have a BAA in place with ICTS in addition to the counties.

Motion to approve by Cecil Blum. Second by Paul Merten. Discussion: none. Motion carried unanimously

e) Annual HIPAA Training – Gary Jones

Gary Jones provided annual HIPAA training to the board and staff.

An overlay document has been provided that will be given to each county to use as needed.

8) Schedule next meeting: July 25, 2018 or August 15, 2018?

Next meeting date set for August 1, 2019 with a 1:30 pm closed session for an evaluation of the Regional CEO and 2 pm for the regular board meeting. If Dawn Mentzer has a need for the board to meet earlier she will contact the board and set an earlier meeting date.

Motion to adjourn at 3:54 pm by Dennis Bush. Second by Cecil Blum. Motion carried unanimously