



Rolling Hills

Community Services Region

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

Governance Board

September 19, 2018 – 2:00 p.m.

Howard Center – Harry Rasmussen Building, 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: Creston Schubert
Sac: Rick Hecht

Advisory Board Representatives: Pam Haberl and Pat Laursen

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

Guests: Melissa Drey, Ashley Miller, Kim Kelleher, PAMHC; Lisa Meyer, Deidra Brown, Wesco; Sandy Pingel, Genesis Development; Karla Manternach, Counseling Services; Dennis Butler, Jeremy Taylor, Woodbury County; Diana Ossman, ISI; Teresa Magnussen, Crossroads; Carin Weltzheimer, Istart; Zacharina Winker, SMCH; Kali Nelson, Jen Daniel, New Hope Village; Theresa Jochum, Patty Erickson Puttmann, Julie Albright, Ann Landers, Sioux Rivers Region; Sheila Martin, Siouxland Mental Health; Shawn Fick, Trisha Sadler, Goodwill of the Great Plains.

3) Minutes of Previous Meeting

A motion to approve the minutes of the previous meeting as presented by Dennis Bush.

Second by Paul Merten. Discussion: Dawn Mentzer asked about discussion of the car from Buena Vista County that is being used by the advocate that needs to be addressed. The board would like it added to agenda. Motion approved unanimously

4) Approval of Agenda

A motion to approve the agenda amended to include the addition of the vehicle from Buena Vista County to the region to be used by the advocate be added under old business item 6c by Neil Bock. Second by Cecil Blum. 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) FY'18 Financials/FY'19 Expenditures & Revenues to date

Dawn Mentzer provided a handout of the expenditures and revenues to date.

Regional fund balance as of 6/30/17: \$3,451,674

2017-2018 budget: \$3,439,362

Actual cash expenditures: \$3,327,323

Revenues: \$3,206,884

2018 Ending fund balance: \$3,331,235

Auditor's cash balance as of 8/31/18: \$2,363.176

End of the year fund balance projection is, on target for \$2,000,000.00

Motion to accept the financial review by Cecil Blum. Second by Creston Schubert. Motion carried unanimously

b) Integrated Telepsych Update

Dawn Mentzer presented a report on the services provided by ITP from December 2017 through August 2018. 6 of 8 hospitals within the region are live with ITP – 130 evaluations were provided in the ERs. Dawn will be following up with Jay Ricke, as she is concerned that outcomes are not being achieved as (including: avoiding commitments and utilizations of the crisis home). There is no expiration of the contract, it was approved mid-year and was amended in July 2018 for the cost increase. Zacharina Winker of SMH will be reaching out to Terry Davis of ITP concerning the labs and testing that ITP is asking for that are not normally done. She does feel that placement from their facility has gone well usually within 7 to 12 hours and you can check the call log to see where they have called. It takes about 2 hours from the time of submission to get the evaluation done. Her concern is that most patients are placed in inpatient beds. Dawn Mentzer will send an email to the ER's to get feedback and will address concerns with ITP. Turning Point discovered that their information was not on the network ITP uses to make referrals and placement, but that has been corrected.

c) Buena Vista County Car

The token payment from the region to Buena Vista County is not allowed as it was a purchase with Fund 10 dollars. The car is now being used by the advocate. The title has been changed and it is insured by the region. It needs to have some maintenance which will be done.

7) New Business

a) HF 2456 crisis services update:

Dawn Mentzer reviewed the new crisis services that are mandated in HF 2456. She has been meeting with other regions to collaborate as the services will be costly. It is agreed that it has to be prioritized as not to jump in too fast. It was recommended to start with intensive residential services and a survey was sent out to all providers within the regions and five providers came forward as being interested in considering providing the service.

Another priority is mobile crisis - Melissa Drey met with Heart of Iowa Region and Southwest Region. Heart of Iowa uses face to face and Southwest uses tablets. Heart of Iowa uses BA level persons or peer support professionals. Dawn, Melissa and Kim Keleher have met and will be putting together a proposal plan along with projected costs which will be presented at the December board meeting. This will be done on our own without collaborating with another region.

b) Response from DHS regarding August 1 Governance Board inquiries

Dawn provided a copy of the letter from DHS with responses to questions the board had (see attached).

- (1) DHS can assign a county to a region but there is an appeal process under Iowa Administrative Code 441-7, Appeals and Hearings
- (2) A new 28E does not have to be negotiated
- (3) It is assumed that regional funds are pooled and will cover the costs of services within the region.

c) Woodbury County Update / Transition Plan

Dawn Mentzer provided a proposed transition plan. The plan outlines function for transitioning Woodbury County into Rolling Hills along with a timeline. Dawn emphasized that this is just a proposal for discussion and she does not expect action to be taken today.

The development of new services, along with transitioning Woodbury County in will be very time consuming. Dawn proposed three options to address the workload:

1. By January 1, 2019 hire a consultant to provide Strategic Planning for providers in Rolling Hills and Woodbury County related to crisis services in HF2456.
2. CEO will resume the Regional Coalition to help assess and determine core service development. Hire a site supervisor for Woodbury County by April 30, 2019.
3. Require all functions to be done by the CEO with the understanding that Woodbury County transition will take precedence over development of HF2456 services.

Discussion:

Cecil Blum asked if Woodbury County had bills that came in after they join the region (from prior service dates) how would they be paid? Rick Hecht feels accruals have to be paid by Sioux Rivers. Dennis Butler said they shifted fiscal agents and held back funds and will do so when joining Rolling Hills to pay accruals. Any funds left after accruals are paid will be paid sent to Rolling Hills.

Creston Schubert asked if DHS would provide consultation. Dawn Mentzer replied they do not. Rick Hecht likes option 3 as he feels the transition of Woodbury County should be the priority. If this option is chosen, he asked Dawn if she would have the time to handle it. Yes, with the understanding that the new crisis services are not a priority. Rick stated that he understands that there will be more administrative time needed for Woodbury County particularly in determining the staffing needed to operate efficiently.

Dennis Bush likes option three to provide continuity.

Cecil Blum likes option three as it also brings flexibility to handle challenges as they arise. This needs to be priority #1.

Neil Bock likes the idea of hiring a site supervisor to handle the details and allow Dawn to focus on the big picture.

Scott Jacobs commented that a site supervisor would have to be a person that Dawn can trust.

Paul Merten thinks options three and one can be combined as we will need a person on the west side of the region that can be trusted and is knowledgeable.

Neil Bock sees a co-manager or site supervisor to keep things moving and be a back up to Dawn.

Scott Jacobs asked if option three can be done until April. Dawn thinks that is workable.

Cecil Blum asked where a site supervisor falls in the hierarchy of the current staff. He would be concerned if the person was below our CEO but above the other Coordinators.

Paul Merten sees the site supervisor for the west side of the region who can handle the day to day.

Neil Bock the position could start in Woodbury County and expand into the region and change over time. Neil asked when Dawn would like action taken. Dawn would like the board to think about it and call her with any questions. Action in November or December would be sufficient.

d) Legislative Forum discussion

Dawn Mentzer will contact Mark Segebart to get some dates that he would be available as he is a key person to attend. Cecil Blum suggested asking Mark Segebart to reach out to other legislators for dates. Jeremy Taylor will get Woodbury County legislative contacts to Dawn to be included.

8) Schedule next meeting – October 24, 2018 2:00 p.m. Harry Rasmussen Building-Sac City

Motion to adjourn at 3:14pm by Dennis Bush. Second by Cecil Blum. Meeting adjourned.

Minutes recorded by Louise Galbraith/Dawn Mentzer