



# Rolling Hills

## Community Services Region

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

### Governance Board

December 12, 2018 – 9:00 a.m.

Howard Center – Harry Rasmussen Building 514 North 13<sup>th</sup> St., 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

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

Guests: Jeremy Taylor and Dennis Butler, Woodbury County; Karla Manternach, Counseling Services, LLC; Kari Jones, Stewart Memorial Hospital; Kim Keleher, Brenda Erickson, Melissa Drey and Ashley Miller, Plains Area Mental Health; Sheila Martin, Siouxland Mental Health; Sandy Pingel, Genesis Development; Teresa Jochum, Patty Erickson-Puttman and Julie Albright, Woodbury County.

**3) Minutes of Previous Meeting**

*Motion to approve the minutes of the previous meeting by Dennis Bush. Second by Cecil Blum.*

*Discussion: none. Motion carried unanimously.*

**4) Approval of Agenda**

*Motion to approve the agenda with the addition of State Fund Balance Requirement under new business (7c), and changing the order of items 7a and 7b, by Neil Bock. Second by Creston Schubert. Motion carried 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) Unfinished Business**

a) None

## 7) New Business

### a) Fiscal Year 19/20 Budget - Discussion

Dawn Mentzer presented proposed budgets for Rolling Hills and combined with Woodbury County's budget. Highlighted items included:

Rolling Hills Administration budget includes regional staff salary increase of 3%, no change in mileage. Bringing in Woodbury may change/increase the costs to the fiscal agent (due to increased claims). Dawn will be meeting with the fiscal agent (Buena Vista County) to discuss the projected increase in claims. Proposed administration budget for FY20 \$307,812.00.

Service Budget items of interest include: Medication management with PAMHC is capped at \$80,000 and ITP was decreased based on current costs/usage. The supported employment grant was taken out and incentive funds were added (\$200,000.). Dawn met with the providers involved in the grant and a process to move into incentives is being drafted. Dawn has not heard from Wesco on any increases for Stepping Stones. Cherokee MHI has been increased as usage is up. The advocate salary was adjusted to reflect cost of full-time advocate for the region.

The fund balance is substantial, which will need to be reduced so Dawn is asking the board if they would like to add core service development in the budget or use the fund balance. The board discussed the payback to counties if the fund balance was too high to offset tax asking. The board discussed leaving the balance higher, and then if Woodbury comes in with their funds and legislation changes there is no worry – if the balance is dropped prematurely it can only be brought up again with levy increases. Dawn has not figured a levy projection yet for the counties. A discussion of county levy and fund balances including county fund balances being lowered to \$0.

Woodbury County administration costs added in with Rolling Hills administration costs total \$562,424.00. Dawn presented 6 options, with actual Woodbury county budget projections including options with and without non-core and school-based funding requests.

Dawn would like to pull together a meeting with the regional advisory board, coalition and Woodbury county providers to prioritize needs (new service development) prior to the budget being approved. Dawn is recommending a facilitator for the meeting and has a person in mind if the board would agree. Dawn would like non-core service requests from providers presented at the next board meeting, and a full budget review and levy projection in January. Board consensus was to allow Dawn to pursue a facilitator.

### b) 28E Agreement - Discussion

Dawn Mentzer sent a copy of the 28E with suggested changes to the board prior to the meeting. Dawn highlighted the suggested changes, for the board to consider for adoption at a later date. Language was added to Section 1 to allow Woodbury County to be a member county effective July 1, 2019 with adherence to the MOU; Section 6 to remove the assignment of executive functions and Section 7 to allow a new member county to contribute a higher per capita in the first year of joining the region.

Rick Hecht brought the discussion to the balance of 30% fund balance, concerned that anything lower would put us at risk. Discussion continued concerning the Woodbury County contribution and fund balances as well as encumbering funds for new service development.

Rick reminded the board that any designated funds (encumbered for new services) are one-time funds that will have to be budgeted on going.

**8) Schedule next meeting –12/27/18 at 11:00 a.m. Harry Rasmussen Building Sac City (Appreciation coffee for Rick Hecht following meeting)**

Motion to adjourn at 12:04 pm by Dennis Bush. Second by Scott Jacobs. Meeting adjourned