



Rolling Hills

Community Services Region Governance Board Meeting

Cobblestone Inn and Suites, Holstein

*Face to Face Meeting attendance available for Board Members and essential staff only.
Zoom link available below for any Board Members who wish to attend via Zoom and for
Attendance by the Public.*

September 23, 2020 – 2:30 p.m.

Minutes

- 1) Call to Order –Chairman, Paul Merten**
- 2) Roll Call of Counties – Introductions**
 - Buena Vista: Paul Merten
 - Calhoun: Scott Jacobs – via Zoom
 - Carroll: Neil Bock – via Zoom
 - Cherokee: Dennis Bush – via Zoom
 - Crawford: Cecil Blum
 - Ida: Creston Schubert
 - Sac: Brent Wilhelm
 - Woodbury: Rocky DeWitt
 - Joan Hansen (voting) – via Zoom
 - JaMaine Wamberg (voting) – via Zoom
 - Brittany Krause (non-voting) – via Zoom
 - Kim Keleher (non-voting member) – via Zoom
 - Absent - Jolene Schmit (voting)

Staff (present): Dawn Mentzer, CEO; Louise Galbraith, Leisa Mayer, Coordinators

Staff (present via Zoom): Lisa Bringle, Theresa Jochum, Coordinators; Cindy Wiemold, Judicial Advocate

Guests (via Zoom): Steve Kremer, Juvenile Court Services; Karla Manternach, Counseling Services LLC; Theresa Magnusen, Crossroads; Alison Hauser, CSS Region; Kim Keleher, Melissa Drey, Ashley Miller, Plains Area Mental Health; Shawn Fick, Goodwill; Sandy Loney, Humboldt County; Clarence Siepker, Pocahontas County; Chad Jensen, New Opportunities; Sheila Martin, Joel Peterson, Nicky Eaton, Siouxland Mental Health Center; Jan Heikes, DHS; Jessica Stangl, Clay Adams, Deidra Brown, Wesco; Mindi Rodert, St. Anthony Hospital; Kristin Nehring, Home Care Options; Kris Dam, Shesler Hall; Kathy Erickson, Humboldt County; Alex Leu, Fonda City Police Chief; Jennifer McCabe, Opportunities Unlimited; Sheri Porter, Simple Life; Jay Ricke, ITP; Sue Gehling, Classroom Clinic

3) Minutes of Previous Meeting

A motion by Rocky DeWitt to approve the minutes of the previous meeting as presented. Second by Cecil Blum. Discussion: none. Motion approved unanimously

4) Approval of Agenda

Additions/changes: Dawn Mentzer would like to add “fixed assets” as Item C under new business.

A motion by Brent Wilhelm to approve the agenda with the addition of Fixed Assets (new business, item C). Second by Creston Schubert. Discussion: none. 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) Unfinished Business

a) Monthly Financial Report – Action

Dawn Mentzer presented the budget report for the month of August as summarized:

Beginning Balance as of 8/1/20: \$3,879,080.64

Revenue: \$2,989,114.92

Expenditures: \$1,183,945.94

Ending balance as of 8/30/20: \$5,684,249.62

Revenue was high due the receipt of Cares Act dollars.

A motion by Cecil Blum to approve the financial report as presented. Second by Rocky DeWitt.

Discussion: none. Motion carried unanimously.

7) New Business

a) Pocahontas & Humboldt Counties Requests to Join Rolling Hills – Discussion

Letters of request to join Rolling Hills Region have been received from both Humboldt and Pocahontas Counties.

Discussion:

Brent Wilhelm asked if the board action was unanimous. It was a unanimous decision in Pocahontas and Humboldt Counties.

Clarence Siepker asked what Rolling Hills would expect for funding coming into the Region.

Brent Wilhelm asked if they would have any funds from CSS region to bring. Sandy Loney said it currently appears as though fund balance of \$181,599 for Humboldt and \$125,759 for

Pocahontas would be returned from CSS at the end of the fiscal year. Dawn Mentzer verified to

Sandy and Clarence that individual counties only hold funds for staff salaries and benefits, that the per capita is the same for each county, however, if a county has reserves, they can levy lower and offset with reserves.

Neil Bock asked if the counties (Pocahontas and Humboldt) have read the 28E and are there any questions or are they in agreement with its contents. Sandy and Clarence didn't have any questions and thought it was standard. Because of other counties leaving CSS Region, the two counties would be 'orphaned' and that is why they are looking for a new region. They reviewed the services offered by Rolling Hills and they seem to be in line with what they have now.

Neil Bock asked what services they have to offer our region. Humboldt does not have providers other than tele-health in the hospital and the hospital is open to help and start new services. Pocahontas also has a good hospital and would be open to services.

Alison Hauser stated that Lifeworks out of Fort Dodge comes into Humboldt County with services. Berryhill Center provides IHH and Mobile Crisis. CFR provides detox and inpatient substance abuse treatment as well as crisis stabilization.

Neil Bock inquired how they will fit financially with our region. Sandy Loney stated their levy is close to Rolling Hills and it was lowered to decrease the fund balance.

Cecil Blum asked what the populations are and how many staff there are – Humboldt is 9547 and Pocahontas is 6740. Alison Hauser stated there are three people to cover both counties, and they provide direct service due to a lack of providers. Alison is aware that staffing would have to change.

Paul Merten confirmed that they would need a decision by November 1, 2020. Over the next few weeks, Paul would like governance board members to take this to their counties for consideration and input. Paul asked if the new members have questions for consideration.

Cecil Blum asked if there could be a special meeting just for this item with all members together in person. Sandy would not be able to attend in person, Clarence could attend an in-person meeting. It is out of Fort Dodge, CFR. This will be on the next agenda for a formal vote.

b) Cares Act Hazard Pay – Action

When the proposals were vetted by Dawn Mentzer, Paul Merten and Brent Wilhelm, there were questions concerning allowable and disallowable expenses. Items questioned were hazard pay and loss of revenue. Dawn Mentzer would like more time and clarification and these two items. Hazard pay discussion: Paul Merten, as part of the application the providers are aware they are subject to audit and are responsible for repayment if the audit does not allow a claimed expense. He would like to talk to each provider to make sure they are fully aware.

Kim Keleher and Chad Jensen were on a call with Joel Anderson, (a CPA) in the governor's office. Joel Anderson stated that funds are not allowable for loss of revenue and hazard pay

should be for front line workers not across the board (such as office workers). Joel Anderson also believes the audit could be in 3-5 years and it will be very scrutinized. Sheila Martin is in agreement. Kim Keleher will send an email to Dawn Mentzer with the information from the call.

Paul Merten confirmed that loss of revenue and hazard pay requests were pulled out of the requests and put under "set aside" for a future decision. Dawn Mentzer will contact Joel Anderson for clarification as the CEO's of the regions have not been given this information.

c) Fixed Assets

Dawn Mentzer contacted the Buena Vista County Attorney concerning fixed assets requests. We have to rely on the providers fixed asset's policies. He believes that the cares act funding for technology would remain an asset of the agencies for the life of the item. This information should be included in the award letters.

Brent Wilhelm a motion to include the fixed asset language "any care act funding for technology or equipment becomes a fixed asset of the recipient of those funds" be included in award letters. Second by Creston Schubert. Discussion: none. Motion approved unanimously.

d) CARES Act Funding Requests - Action

Dawn Mentzer provided a spread sheet of the request received, broken down into three categories, recommended, set aside and disallowed (per the committee's recommendations).

Howard Center – funds for PPE and loss of revenue. PPE request is \$1,091.18 which is recommended for approval and the rest was for loss of revenue which has been set aside. *A motion by Cecil Blum to approve \$1,091.18 for personal protective equipment and set aside \$7,382.00 (loss of revenue). Second by Creston Schubert. Discussion: none. Motion Carried.*

IKM Manning - \$53,238 for mental health programing to ease the anxiety of students, a sensory calming room, tele-health equipment for therapy within the school, and various ways to combat stress and a therapeutic classroom with AEA. Recommendation was to approve the entire proposal.

A motion by Neil Bock to approve funds of \$53,238. Second by Brent Wilhelm. Discussion: none. Motion approved 9-1. Nae by Rocky DeWitt.

Simple Life – recommended funding for server and electrical upgrades, computers and tablets in the amount of \$48,505.13 and set aside the remaining request amount (misc. expenses, staff raises, loss of revenue, hazard pay).

A motion by Neil Bock to approve \$48,505.13 and the remainder of the request to be set aside. Second by Scott Jacobs. Discussion: none. Motion approved unanimously.

Seasons Center – Dawn Mentzer confirmed that they do have locations throughout the region. Technology, PPE, s, media outreach, school-based services, care packages are recommended for approval in the amount of \$63,971.87 with \$78,712.84 set aside and \$68,675 to be disallowed.

A motion by Creston Schubert to accept the recommendations. Second by Cecil Blum.

Discussion: none. Motion carried unanimously.

Siouxland Mental Health – Request for PPE, equipment, telehealth licenses, Zoom licenses ect.

Recommendation to approve the entire request.

A motion by Rocky DeWitt to approve the full request of \$116,955.20. Second by Brent Wilhelm.

Discussion: none. Motion carried unanimously.

South Central Calhoun Schools – requests for tele health equipment and various programs for mental health programing. Recommendation is to approve the entire request.

A motion to approve the funding of \$11690.00 by Scott Jacobs, second by Joan Hansen.

Discussion: none. Motion approved unanimously

Wesco – expansion of transitional living including remodeling expenses above original proposal, and a van for transportation. \$119,236.07 recommended for approval and the remainder set aside (loss of revenue)

A motion by Cecil to approve \$119,236.07 and set aside \$225,421.00. Second by Rocky DeWitt.

Discussion: none. Motion carried unanimously.

Classroom Clinic – Sue Gehling providing tele-therapy in schools. Includes equipment for schools and time in each school. Recommendation is to approve \$125,300 and disapprove \$5,000 for a sign on bonus of new therapist.

A motion by Creston Schubert to approve \$125,300 and disallow \$5,000. Second by Neil Bock.

Discussion: none. Motion carried unanimously.

Imagine the Possibilities – recommended funding of \$8,992.66 and set aside \$29,688.91.

Motion by Brent Wilhelm to award Imagine the Possibilities \$8,992.66 and set aside \$29,688.91.

Second by Cecil Blum. Discussion: none. Motion carried unanimously.

Crossroads of Crawford County – staff time, meals on wheels. Recommended disapproval the entire amount requested as it is not serving the targeted population.

A motion by Rocky DeWitt to disapprove the request from Crossroads of Crawford County of \$32,682.00. Second by Creston Schubert. Discussion: none. Motion carried unanimously.

NAMI – recommended approval for Family to Family Support training in the amount of \$870.

A motion by Rocky DeWitt to award NAMI \$870. Second by Brent Wilhelm. Discussion: none.

motion approved unanimously.

Homecare Options - \$40,500 for technology, PPE, virtual health and wellness classes.

Recommend the entire amount for approval.

A motion by Rocky DeWitt to award Homecare Options \$40,500. Second by Neil Bock.

Discussion: none. Motion carried unanimously.

New Opportunities – server upgrade due to increase remote access use at a cost of \$80,485.00. Recommended to award the entire amount.

Motion by Rocky DeWitt to award New Opportunities \$80,485.00. Second by Creston Schubert. Discussion: none. Motion Carried 9-1 – Brent Wilhelm abstained due to being on their board.

Opportunities unlimited – recommended to approve request of \$4,600.45.

A motion by Rocky DeWitt to award New Opportunities \$4,600.45. Second by Brent Wilhelm. Discussion: none. Motion approved unanimously.

Counseling Services – recommended to award entire amount of \$10,565.84.

A motion by Creston Schubert to award Counseling Services \$10,565.84. Second by Cecil Blum. Discussion: none. Motion carried 9-1. Joan Hamilton abstained.

Goodwill – requested amount is \$80,228.25. Recommendation is to award \$13,963.84 and set aside of \$66,264.66.

A motion by Brent Wilhelm to award Goodwill \$13,963.84 and set aside \$66,264.66. Second by Rocky DeWitt. Discussion: none. Motion carried unanimously.

Crossroads of Western Iowa – recommended \$24,237.36 and disallow \$60,400.00 (tutoring fees and nutritionist).

A motion by Neil Bock to award Crossroads of Western Iowa \$24,237.36 and disallow \$60,400.00. Second by Rocky DeWitt. Discussion: none. Motion carried unanimously.

Carroll Police Department – request to approve \$1,297.40 for C3 training.

A motion by Rocky DeWitt to award the Carroll Police Department \$1,297.40. Second by Cecil Blum. Discussion: none. Motion carried unanimously.

Wendy Klatt – Wendy is the legal guardian of her daughter. The daughter could not go to day habilitation services at New Hope Village during the day, so her daughter in law provided care. Recommendation is to deny the entire amount of \$8,647.50. The MCO has also funded services and could be duplication of funding

A motion by Brent Wilhelm to disallow the request from Wendy Klatt for \$8,647.50. Second by Rocky DeWitt. Discussion: none. Motion approved unanimously.

Awards will be sent out with a letter of explanation. Disallowed amounts will also be addressed in the letter so providers can reapply with clearer justification if needed. Amounts that are set aside will be addressed later when Dawn Mentzer receives clarification on hazard pay from Joel Anderson in the Governors' office or ISAC. Brent Wilhelm recommends a second round of

applications. Dawn Mentzer would like a deadline of the second applications be set for October 9, 2020 to allow time to review prior to the next board meeting.

Cecil would like to reconsider Crossroads of Crawford County's request for funding of meals on wheels as he feels that it would help the mental health of senior citizens. The agency can reapply with more justification.

8) Schedule next meeting October 28, 2020 at 2:30 p.m.

A special meeting concerning Pocahontas and Humboldt County will be set.

A motion by Rocky DeWitt to set the next regularly scheduled meeting on October 28, 2020 at 2:30 pm in Holstein. Second by Cecil Blum. Motion carried unanimously.

A motion to adjourn at 5:09 pm by Dennis Bush. Second by Neil Bock. Meeting adjourned.