



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.*

October 28, 2020 – 2:30 p.m.

Agenda

1) Call to Order –Chairman, Paul Merten

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: Brent Wilhelm

Woodbury County: Rocky DeWitt

Joan Hansen (voting) zoom

JaMaine Wamberg (voting) zoom

Jolene Schmit (voting) zoom

Brittany Krause (non-voting) zoom

Kim Keleher (non-voting member) zoom

Regional Staff (present at meeting): Dawn Mentzer, CEO; Louise Galbraith, Lisa Bringle:
Coordinators

Regional Staff (present via Zoom): Leisa Mayer, Theresa Jochum, Julie Albright, Coordinators.

Guests (present): Alison Hauser, CSS Western Quadrant Supervisor; Clarence Siepker, Pocahontas County Supervisor, Alex Leu, Fonda Police Chief

Guests (via Zoom): Sheri Porter, Simple Life; Amy Reisberg, Counseling Services; Dee Stern, Kathy Erickson, Humboldt County; Melissa Drey, PAMHC; Sandy Loney, Humboldt County Supervisor; Anita Schlender, Imagine the Possibilities; Shawn Fick, Goodwill; Janice Wilken, Clay Adams, Deidra Brown, Jessica Stangl, Wesco; Kris Dam, Shesler Hall; Jay Ricke, ITP; Sheila Martin, Mark Monson, Nicky Eaton, Joel Peterson, Siouxland Mental Health Center; Sue Gehling, Classroom Clinic; Kevin Grieme, Siouxland District Health; Pat Larson, Howard Center

3) Minutes of Previous Meeting

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

Second by Brent Wilhelm. Discussion: none. Motion carried unanimously

4) Approval of Agenda

Changes/Additions: additions: Cares Request from Wesco under D new business; Care Requests Round 3 under E new business; Engagement Letter with Hunzelman Putzier & Co. PLC for FY'20 Audit under F new business.

A motion to approve the agenda with additions by Cecil Blum. Second by Neil Bock.

Discussion: none. 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) Monthly Financial Report – Action

Dawn Mentzer presented the September 2020 financial report as summarized:

Fiscal agent fund:

Beginning cash balance as of 9/1/20	\$ 5,690,334.99
Revenues	\$ 2,890,692.27
Expenditures	\$ <u>445,713.78</u>
Ending fund balance as of 9/30/20	\$ 8,135,313.48

Discussion: There were changes to ending fund balance for August 31, 2020 which increased the beginning balance by \$6,085.37. We are at 25% of our spending through the first quarter. The Cares funds are deposited into the fiscal agent fund however it has its own budget.

A motion to approve the September 2020 financial report as presented by Rocky DeWitt.

Second by Creston Schubert. Discussion: none. Motion carried unanimously

7) New Business

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

A special session was held with both counties to allow time for questions and concerns on October, 1, 2020. A concern was if Webster County was not accepted by CICS region that they

may be coming to us, however, CICS accepted Webster, Wright and Cerro Gordo at their board meeting last week.

Sandy Loney believes that both counties have been good advocates for mental health services and if accepted she will be an active participant on the board.

Clarence Siepker commented that they have looked at other regions, and if not orphaned they would not be in this situation. He feels that our region is a good fit for both counties.

Neil Bock shared a concern of the Carroll County Board which is equity, they want to treat the two counties with the same regards financially as Woodbury and Cherokee Counties when they came to our region. Are they financially going to pay their fair share? Carroll County feels they should be able to bring a certain amount of money into the region. He would like staff to determine what a fair amount would be, what the fund balance would be and if other contributions may be needed. Carroll County has no problem with either county, they just want to make sure it is fair to all parties.

Sandy Loney found an estimated ending fund balance of \$189,599 for Humboldt and \$125,759.00 for Pocahontas.

Scott Jacobs questioned whether a financial contribution is even something to worry about since the two counties will be contributing and not using a lot in services? Dawn Mentzer answered that it appears the amount used in services is less than the per capita rate.

Cecil Blum asked why is it hard to identify the money? We had more information with Woodbury County. Are we looking at parity on the fund balance? Dawn Mentzer answered that we had a year and half to do that (work with Woodbury County on finances), they (Pocahontas and Humboldt) cannot meet parity on the reserve balance, their per capita amounts do not allow for that.

Rocky DeWitt does not want to compare this with Woodbury County. Woodbury has a lot of expensive services and a large population, they needed to contribute to cover the cost. He does not have a problem with the two counties coming in, and agrees there has to be some level of parity, but not necessarily the same as Woodbury.

Dawn Mentzer stated that Pocahontas uses \$17 per capita and Humboldt \$26 per capita in services. This is far less than the per capita rate and they would be contributing up to double the amount than is spent.

Dennis Bush would be happy if an effort was made to have them go to our max for a year and bring in their fund balance and if it falls short so be it.

Scott Jacobs asked what our projected ending fund balance would be this year. Dawn Mentzer projects the balance to fall around \$2.5 million.

Sandy Loney does not feel that they would be getting less than what is paid, they see it as one region and what is best for everyone, and where the services need to be.

Clarence Siepker wanted to know that if they are orphaned and DHS places them, how would that affect the financials? Dawn Mentzer stated if there is no action to accept, DHS will more than likely assign them to us. Brent Wilhelm agreed and if assigned by DHS we will get what we get.

Rocky DeWitt asked if there is any good solid reason with them bringing in their fund balances to say no to bringing them in? No reasons were expressed by the board members.

Neil Bock would like this brought to a vote so if it is passed the local boards can vote and the board can then meet prior to the November 15 deadline for Pocahontas and Humboldt.

A motion by Rocky DeWitt to approve the acceptance of Pocahontas and Humboldt Counties providing they accept the terms of the resolution for acceptance that will be drafted by Mentzer. Second by Scott Jacobs. Discussion: none. Roll call vote:

Buena Vista: aye

Calhoun: aye

Carroll: aye

Cherokee: aye

Crawford: nay

Ida: aye

Sac: aye

Woodbury: aye

Joan Hansen: aye

JaMaine Wamberg: aye

Joleen Schmit: aye

Motion passes

b) Round One Cares Act Requests Set Aside amounts- Action

Dawn Mentzer presented a letter from the Attorney General's office as it provides clarity on hazard pay. Also, Dawn has an email from Joel Anderson with the Governor's Office documenting that loss of revenue replacement is not allowable and that hazard pay is only allowable in a hazardous environment for substantially dedicated staff.

The following are Cares requests that were set aside for a decision at this meeting:

Howard Center – loss of revenue

*A motion to disapprove the loss of revenue by Schubert. Second by DeWitt. Discussion: none
Motion carried*

Simple Life

A request for tablets was approved at the last meeting, however, final cost was higher due to lack of availability on the previously quoted equipment. The total increased to \$64,906.99 (from \$48,505.13). Also set aside was an amount for loss of revenue, hazard pay, misc. items, and staff raises.

A motion by Brent Wilhelm to approve the increased request from Simple Life. Second by Dennis Bush. Discussion: none. Motion carried

A motion by Cecil Blum to disapprove Simple Life's request for hazard pay, loss of revenue, misc. expenses and staff raises. Second by Brent Wilhelm. Motion carried.

Season's Center

\$78,712.84 was set aside at the last meeting. The request is for therapeutic treatment time. Dawn questioned if the therapy would all be done by December 31, and if insurances will be billed.

A motion by Dennis Bush to disapprove the Seasons Center request of \$78,712.84. Second by Creston Shubert. Discussion none. Motion carried unanimously

Wesco

A request for a van and furniture for the transition home and loss of revenue was set aside at the last meeting. Clay Adams provided good justification. Loss of revenue is not allowed.

A motion to approve van and furniture at \$60,000 and disapprove the loss of revenue of \$195,421.00 by Brent Wilhelm. Second by Cecil Blum. Discussion: none. Motion carried unanimously

Imagine the Possibilities

A request for hazard pay was set aside at the last meeting.

A motion to disapprove the hazard pay request from Imagine the Possibilities by Scott Jacobs. Second by Cecil Blum. Discussion: none. Motion carried unanimously

Goodwill of the Great Plains

Hazard pay and insurance coverage for employees that were dislocated were set aside. Insurance coverage is included in the round 2 request to be considered today.

A motion to disapproved the request for hazard pay by Goodwill by Brent Wilhelm. Second by Neil Bock. Discussion: none. Motion carried.

c) Round Two CARES Act Funding Requests – Action

(items in red are recommended for disapproval)

Bishop-Heelan – total requested amount \$77,405.00.

Picnic tables/Node-tripod base

Recommendations: set aside \$51,126.00 (tables) disapproval \$26,279.20 (tripod)

A motion by Brent Wilhelm to disapprove entire amount of \$77,405.00 as it does not meet mental health requirement. Second by Rocky DeWitt. Discussion: none.

Motion approved unanimously.

New Hope Village – total requested amount \$68,900.00

Automatic external defibrillators/20 laptops & docking stations/hardware for Wi-Fi capable campus to support telehealth and virtual meetings.

Recommendations: approval \$57,000.00 disapproval \$11,900.00

A motion by Creston to award New Hope Village \$57,000.00 and disapprove \$11,900.00.

Second by Neil Bock. Discussion: none. Motion approved unanimously

Shesler Hall – total requested amount \$2,535.00

New camera equipment for cell phones/work from home software installation/subscription to Go to my PC (**3 months over the time limit**).

Recommendations: approval \$2,403.00 disapproval \$132.00

A motion by Blum to award Shesler Hall \$2403.00 and disapprove \$132.00. Second by Dennis Bush. Motion carried unanimously

Cherokee School District – total requested amount \$12,000.00

Mental health coaching for staff, school crisis team and families/technology for telehealth session/CoVID resource bags for families.

Recommendations: approval \$12,000.00

A motion by Brent Wilhelm to award the Cherokee School District \$12,000.00.

Second by Rocky DeWitt. Discussion: none. Motion carried unanimously

St. Anthony's - total requested amount \$4,000.00

4 iPads and cases with appropriate licensing

Recommendations: disapproval \$4,000.00

A motion by DeWitt to disapprove St Anthony's request of \$4,000.00. Second by Dennis Bush. Discussion: none. Motion carried unanimously

Siouxland Mental Health Center – total requested amount \$135,069.82

10 additional laptops/hospital grade vinyl office furniture/telephones and wireless headsets/PPE/microphones/server upgrades/wireless hubs

Recommendations: approval \$135,069.82

A motion by Rocky DeWitt to award Siouxland Mental Health Center's request of \$135,069.82. Second by Brent Wilhelm. Discussion: none. Motion carried unanimously

East Sac Elementary – total requested amount \$31,660

Telehealth equipment/**children's masks/recess items**/sensory and calming items/**outdoor workspace/staff self-care items**/SMART curriculum

Recommendations: Approval \$9,980.00 disapproval \$21,680.00

*A motion by Cecil Blum to award East Sac Elementary \$9,980 add disapprove \$21,680.00. Second by Rocky DeWitt. Discussion: none. Motion Carried
Abstain: Brent Wilhelm*

Goodwill of the Great Plains – total requested amount \$15,517.41

PPE/3 laptops/training cost for MHFA/coverage of health insurance for staff who were dislocated due to ordered closures.

Recommendations: Approval \$15,517.41

*A motion by Brent Wilhelm to award Goodwill \$15,517.14. Second by Rocky DeWitt.
Discussion: none. Motion carried unanimously*

Hope Haven – total requested amount \$48,614.00

Hazard pay/bonuses

Recommendations: disapproval \$48,614.00

A motion by Scott Jacobs to disapprove Hope Haven's request of \$48,614.00. Second by Rocky DeWitt. Discussion: none. Motion carried unanimously

New Opportunities – total requested amount \$30,855.00

Maharam Bluff Polyurethane office chairs

Recommendations: approval \$30,855.00

*A motion by Rocky DeWitt to award New Opportunities request of \$30,855.00.
Second by Creston Shubert. Discussion: none. Motion carried unanimously
Abstain: Brent Wilhelm*

Plains Area MHC – total requested amount \$60,749.50

Promotional airtime on KTIV & KCAU/targeted ads and digital marketing during pandemic regarding mental health service availability

Recommendations: approval \$60,749.50

A motion by Neil Bock to award Plains Area Mental Health Center's request of \$60,749.50. Second by Brent Wilhelm. Discussion: none. Motion carried unanimously.

Howard Center – total requested amount \$8,341.67

Staff double time wage due to quarantine of one of their homes/quarantine activity supplies/PPE

Recommendations: approval \$8,341.67

A motion by Brent Wilhelm to award Howard Center's request of \$8,341.67. Second by Cecil Blum. Discussion: none. Motion carried unanimously

Simple Life – total requested amount \$45,080.00

12 passenger van

Recommendations: set aside \$45,080.00 for discussion

A motion by Dennis Bush to disapprove Simple Life's request of \$45,080.00. Second by Rocky DeWitt. Discussion: none. Motion carried unanimously

North West AEA – total requested amount \$22,057.60

Staff self-care items/Early Access equipment for virtual home visits

Recommendations: approval \$2,057.60 disapproval \$20,000.00

A motion by Brent Wilhelm to award North West AEA \$2,057.60 and disapprove \$20,000.00. Second by Neil Bock. Discussion: none. Motion carried unanimously.

Seasons Center – total requested amount \$7,346.70

School based mental health service training/trauma informed furnishings. Outreach and engagement staff time.

Recommendations: approval \$3,573.23 disapproval \$3,773.47

A motion by Creston Shubert to award Season's Center's request of \$3,753.23 and disapproval of \$3,773.47. Second by Dennis Bush. Discussion: none. Motion carried unanimously

Storm Lake Schools – total requested amount \$25,515.00

Teen Mental Health First Aid/staff self-care room furniture/paint and supplies for outdoor playground on parking lot/surprise and delights staff self-care program/social Emotional curriculum – Joan

Recommendations: approve \$9,390.00 disapproval \$16,125.00

A motion by Cecil Blum to award the Storm Lake Schools \$9,390.00 (including social emotional curriculum at \$1,020) and disapprove \$16,125.00. Second by Dennis Bush. Discussion: none. Motion Carried. Abstain: Joan Hansen

Sue Gehling – total requested amount \$21,000

Onboarding costs associated with adding a psychiatric nurse practitioner/telehealth equipment for this provider/credentialing of the provider/IT maintenance costs/printer/office chairs/dictation system

Recommendations: disapproval \$21,000.00

A motion by Brent Wilhelm to disapprove Sue Gehling's request of \$21,000. Second by Rocky DeWitt. Discussion: none. Motion carried unanimously

Rolling Hills Region – total requested amount \$5,625.00

Logitech tap for zoom large rooms/rally mic pod

Recommendations: approval \$5,625.00

A motion by Rocky DeWitt to award Rolling Hills Region's request of \$5,625.00. Second by Neil Bock. Discussion: none. Motion carried unanimously.

Sergeant Bluff Luton Elementary – total requested amount \$11,659.69

100 stools and 15 standing desks/ Weekend food packets for students

Recommendations: disapproval \$11,659.69

A motion by Rocky DeWitt to disapprove Sergeant Bluff Luton Elementary request of \$11,659.69. Second by Brent Wilhelm. Discussion: none. Motion approved unanimously.

Wesco – total requested amount \$138,600.00

WRAP facilitator training/CoVID testing supplies/technology replacements and upgrades

Recommendations: approval \$138,600.00

A motion by Dennis Bush to award Wesco's request of \$138,600.00. Second by Cecil Blum. Discussion: none. Motion carried unanimously.

Storm Lake Middle School – total requested amount \$500.00

Rock climbing wall

Recommendations: disapproval \$500.00

A motion by Rocky DeWitt to disapprove Storm Lake Middle Schools request of \$500.00. Second by Dennis Bush. Discussion: none. Motion carried unanimously

E) Round 3 Cares requests

If a third round is approved the requests would have to be back within a week. Rocky DeWitt is requesting a yes or no response with no set aside amounts. A special meeting will have to be held to approve.

A motion to offer Cares round 3 applications with a deadline of November 4, 2020 by Rocky DeWitt. Second by Brent Wilhelm. Motion carried unanimously.

F) Audit Engagement Letter with Hunzelman Putzier & Co. PLC for FY 21

A motion by Dennis Bush to authorize the chair to sign the FY'20 Engagement Letter with Hunzelman Putzier & Co. PLC. Second by Scott Jacobs. Motion carried unanimously.

8) Schedule next meeting November 25, 2020 at 2:30 p.m.

A special meeting for Round 3 Cares applications, and to approve the resolution for Pocahontas and Humboldt Counties entry into the region will be held on Monday, November 9, 2020 via zoom at 1:00 pm.

A motion by Rocky DeWitt to set our next regular November meeting on November 25, 2020 at 2:30 pm. Second by Brent Wilhelm. Motion carried unanimously.

A motion to adjourn by Rocky DeWitt at 5:19 pm. Second by Dennis Bush. Meeting adjourned.

Minutes recorded by Louise Galbraith, Coordinator