



# Rolling Hills

## Community Services Region

### Governance Board Meeting

#### Cobblestone Inn and Suites, Holstein

December 30, 2020 – 1:30 p.m.

#### Draft Minutes

**1) Call to Order –Chairman, Paul Merten**

**2) Roll Call of Counties – Introductions**

Buena Vista: Paul Merten

Calhoun: Scott Jacobs

Carroll: Neil Bock (via Zoom)

Cherokee: Dennis Bush

Crawford: Cecil Blum

Ida: Creston Schubert

Sac: Brent Wilhelm (via Zoom)

Woodbury: Rocky DeWitt

Joan Hansen (voting member) – via Zoom

JaMaine Wamberg (voting member) – via Zoom

Jolene Schmit (voting member) not in attendance

Brittany Krause (nonvoting member) not in attendance

Kim Keleher (nonvoting member) – via Zoom

Regional Staff (in-person): Dawn Mentzer, CEO; Louise Galbraith, Lisa Bringle, Coordinators

Regional Staff (via Zoom): Leisa Mayer

Guests: Rich Ruggles, Carroll County Supervisor; Clarence Siepker, Pocahontas County Supervisor; Sandy Loney, Humboldt County Supervisor; Wane Miller, Cherokee County Supervisor; Nicolle Eaton, Siouxland Mental Health Center, Dee Stern, Kathy Erickson, Humboldt County, Ashley Miller, Plains Area Mental Health Center, Clay Adams, Wesco

**3) Minutes of Previous Meeting**

*A motion by DeWitt to approve the minutes of the previous meeting as presented. Second by Blum.  
Discussion: None. Motion carried unanimously*

**4) Approval of Agenda**

Changes: None

*A motion by Bock to approve the agenda as presented. Second by Schubert. 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 November 2020 financial report as summarized:

Beginning cash balance as of 11/1/20: \$6,746,465.10

Revenue: \$3,461,307.58

Expenditures: \$1,872,613.93

Ending cash balance as of 11/30/20: \$6,565,366.22

FY 20 totals:

Total revenue to date \$6,042,132.12

Total expenditures to date: \$4,166,217.00 (55% due to block grant payments)

Discussion: none

*A motion by DeWitt to accept the November 2020 financial report as presented. Second by Jacobs.  
Discussion: none. Motion carried unanimously.*

**b) MOU/County Resolutions update – Dawn Mentzer**

Dawn Mentzer reported that all resolutions by the counties to approve the entrance of Pocahontas and Humboldt Counties have been signed. Pocahontas and Humboldt counties are in agreement with MOU. Next step is to update the 28e, Mentzer believes this can be done by the end of January or February, there will not be any major changes.

**b) Cares Act Process Update and Decision on unspent funds – Action**

The Cares Act payments have been reviewed and reconciled. Four providers had to send funds back that were not spent (totaling \$11,878.00). The Cares deadline has been extended to either June or December 2021, Mentzer is waiting to hear from the Governor’s office. Mentzer would

like the board to decide when and how to expend the funds remaining with a round four or not even open it back up.

Discussion:

Merten has heard that some providers would like to open it back up for round four. He also read that it can be allocated to another region. Mentzer said to send unspent funds to another region there has to be a special audit as reported by DHS.

Blum sees nothing wrong with sending money back, he would vote to cut it off and send the money back.

Wilhelm is fine with going through round four and helping Dawn and Paul with the process.

Bock would like to know how long we have to make the decision. If it isn't a rush decision maybe some needs will come up that can be taken care of. The region and the applicants can be more thoughtful without being rush. He is in favor of opening it up.

Wamberg also agrees that if there isn't a big rush to send it back it would give providers more time to do a good proposal.

Hansen is still thinking of needs that may be out there, such as in the schools.

Jacobs said that if we have time, there is no need to send it back right away, there might be more needs that arise.

Bush also stated that things may change in the next few months, so not to send it back right away.

Schubert reminded that CoVID isn't over so we don't know what expenses we may have.

DeWitt wants to hang on to it, but was disappointed that some of the items requested in prior rounds were unrelated to the intent.

Merten said that he, Mentzer and Wilhelm were able to figure out what was appropriate or not, and he believes providers understood better in round two and three.

Mentzer is fine with the decision for a round four however, she would like it to be a few months out so that the budget and the merger with Pocahontas and Humboldt counties is done.

*DeWitt made a motion to not send the Cares Act funds back to the state and to set round 4 no sooner than March 15, 2021. Second by Brent Wilhelm. Discussion: none. Motion carried. Blum voted nay.*

## 7) **New Business**

### a) **Core Service Discussion in relation to Access Center at Siouxland Mental Health Center – Dawn Mentzer, Sheila Martin, Nicolle Eaton**

Sheila Martin is not available today. Mentzer reported on the shift in the planning process of an access center. A joint facility with Sioux Rivers Region is not going to happen. Sioux Rivers Region received a proposal from Plains Area Mental Health Center (which was later rescinded) so Sioux Rivers Board decided it was an opportunity to sell the property (current Assessment Center) and release an RFP to put a facility in Sheldon. There was a meeting with representatives of Sioux Rivers Region and it is clear they are taking a new direction. There are not the funds in the budget to do an access center on our own.

Merten tried to pin them down to see if this will happen and when, but couldn't get a clear answer. We will have to figure this out within our budget

Nicolle Eaton agrees with Merten that they were very vague. She believes they do not have any sincere proposals yet. If they don't get an RFP, they may come back to us, Eaton believes we should be in the position to accept working with them versus a forced relationship.

Kim Keleher said that her proposal was based on a request by that region. Their board has continuously brought this up for over a year. This has put Siouxland MHC in a very precarious situation. Their board has presented different views than what the CEO brought to our advisory meetings. Keleher's thought was for the four regions to work together to form a network.

Merten stated that we need to look forward and do what we have to do. We can do our budget with them still participating and they can still pull out before July. The access center has been a big focus for the last few years and it is unsettling to change at this point.

Discussion of purchasing the current building, or another location and remodeling.

Mentzer has a meeting next week with the CICS Regional CEO and will find more information of an access center with CFR in Fort Dodge that could possibly be used by our eastern counties. She reminded the board that unless tough decisions are made to free up funds there isn't enough financial ability to purchase the current building.

Bock would like us to react to the Sioux Rivers Region decision. He suggested issuing them an ultimatum so we know how to move forward. Mentzer is unsure about traction with this as we have to wait to see what they may get in the RFP process.

Mentzer said that if we were able to purchase the property (possibly \$500,000) then we may have to look at a virtual model again for the access center and use the assessment center as it is now operating. Other regions are working toward virtual models. This would amp up mobile crisis in the field and picking up the portion that Sioux Rivers is contributing now.

Keleher gave an update on the ACT team. Staff is being hired and they hope to be operational by May 1, 2021. This team will target Carroll and Crawford Counties first (up to 50 clients). A functional ACT team can count as sub-acute services. They have already received referrals. Keleher addressed using Cares Act funds for the purchase of the building. Since the Assessment Center is in jeopardy, she thinks the left-over funds can be used and tied to CoVID as there is a huge escalation of mental health due to CoVID and it is not in the budget. Blum does not believe Cares Act funding can be used for real-estate.

Merten wants to keep looking forward, and will have to act on this. If anyone has any thoughts or ideas get them to Mentzer.

**b) Preliminary Budget Discussion – Dawn Mentzer**

Mentzer reviewed the service budget. Changes include: 32329 has been increased to \$1,425,000 for core services, 42310 has increased to include Stepping Stones 2, 42399 has been increased, and 44313 crisis stabilization has been increased to cover the Sioux Rivers percentage that may be lost. Total increase of about \$1,400,000. There has been a decrease in RCF funding of \$200,000. The total budget has increased from \$6,557,663 to \$8,131,090.

Administrative budget is up a little from \$1,073,237 to \$1,258,138. A 3% wage increase has been included but will depend on what individual counties approve for wage increases.

Per-Capita – a \$39.00 per capita was presented that would zero out county funding balances as well as a max per-capita rate. At a max per-capita rate, we are still under the projected budget. Mentzer is looking for input from the board members.

Per-capita projections show that at \$39 for the next three years we would be broke. At the max per-capita of \$42.79 it would keep us solvent through 2024.

General discussion included Bush reporting that the State is looking at regions having a lot of money and there is no reason why we should not be able to have the core services by July 1, 2021 and why regions are not at the max per-capita.

Mentzer reported that there are areas of the budget that are non-core which can be reduced. Looking at cutting all non-core services would be detrimental.

Merten suggested taking this information back to local boards and ready for discussion with Dawn when she is scheduled to meet with them.

Merten acknowledged the three board members (Blum, Bock and Bush) that are leaving and expressed his appreciation to them. Mentzer also expressed her appreciation for their work and dedication.

**8) Schedule next meeting (early January)**

*A motion by Rocky DeWitt to set the next meeting on Friday, January 15, 2021 at 1:30 pm.*

*Second by Scott Jacobs. Motion carried unanimously.*

*A motion by Cecil Blum to adjourn at 3:50 pm. Second by Dennis Bush. Meeting adjourned.*