



**Rolling Hills
Community Services Region
Governance Board Meeting
Cobblestone Inn and Suites, Holstein
November 24, 2021– 10:00 a.m.**

Minutes

1) Call to Order –Chairman, Paul Merten

2) Roll Call of Counties – Introductions

Buena Vista: Paul Merten

Calhoun: Scott Jacobs (absent)

Carroll: Rich Ruggles (via zoom)

Cherokee: Wane Miller (via zoom)

Crawford: Jean Heiden

Ida: Creston Schubert (absent)

Humboldt: Sandy Loney (via zoom)

Pocahontas: Clarence Siepker (via zoom)

Sac: Brent Wilhelm

Woodbury: Rocky DeWitt (absent)

Joan Hansen (absent)

JaMaine Wamberg (absent)

Joleen Schmit

Kim Keleher (nonvoting member) (absent)

Steve Kremer (nonvoting member) (via phone)

Regional Staff: Dawn Mentzer, CEO; Louise Galbraith, Lisa Bringle, Alison Hauser, Coordinators

Guests: Nicolle Eaton, SMHC; Melissa Drey, Ashley Miller, Lindsey Nielsen, PAMHC; Deidra Brown, Tara Triereier, Clay Adams, Wesco; Teresa Magnusson, Imagine the Possibilities; Cindy Wiemold, Judicial Advocate; Jean Drey, Seasons Center; Kim Scorza, Crittenton Center; Sheri Porter, Simple Life; Elizabeth Stanek, Linking Families and Communities;

3) Minutes of Previous Meeting

A motion to approve the minutes of the previous meeting as presented by Clarence Siepker.

Second by Jean Heiden. Motion carried unanimously

4) Approval of Agenda

Requested changes/additions: Added proposal for Trilix brain health campaign (action item); representation letter and engagement letter for FY 21 audit (action); letter certifying fiscal budget FY'21 fund balance.

A motion to approve the agenda as amended by Rich Ruggles. Second by Sandy Loney

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) September and October 2021 Financial Reports-Action

Dawn Mentzer presented the September 2021 financial report as summarized:

| | |
|----------------------------------|----------------------|
| Beginning balance as of 09/01/21 | \$6,095,874.14 |
| Revenues | \$1,326,665.42 |
| Expenditures | <u>\$ 995,546.97</u> |
| Ending balance as of 9/30/21 | \$6,426,992.59 |

Discussion:

Dawn Mentzer presented the October 2021 financial report as summarized:

| | |
|----------------------------------|-----------------------|
| Beginning balance as of 10/01/21 | \$7,308,166.79 |
| Revenues | \$3,246,201.74 |
| Expenditures | <u>\$3,287,807.19</u> |
| Ending balance as of 10/31/21 | \$7,266,561.34 |

Discussion: Dawn mentioned that by June 30,2022 our fund balance needs to be at \$3,572,366.00 to be at 40%.

A motion to approve the financial reports for September and October 2021 by Brent Wilhelm. Second by Rich Ruggles. Discussion: none. Motion carried unanimously

b) Adult and Children's Advisory Boards Update – Kim Keleher & Steve Kremer

Dawn gave an update on the adult advisory board meeting held last Monday. Construction permits have been obtained to start the Access Center project. Updates on IRSH, and other new projects were given. Plains Area Mental Health Center has to move from their location in Ida Grove and they are working on obtaining a new building in which they may be requesting remodeling funds from the Governance Board.

Steve Kremer gave an update on the Children's Advisory Board: Community based crisis stabilization was updated that both programs are hiring, seeking accreditation, and working on policy and procedures. All the needed core services are in place, but we need to develop a way to track access standards. Kim Scorza gave an update that the Crittenton Center will be re-opening their shelter center in Sioux City after the first of the year.

c) Crittenton Funding Request – Action

Kim Scorza gave an overview of the proposal presented at the last board meeting. They are looking to open the shelter in January. They are working with regions so carve out bed space for crisis residential stabilization beds (a core service). The proposal would support the care for the kids coming in, train staff in evidence-based practices.

Sandy Loney asked if other regions would be participating in funding. She has had conversations with the other regions, but the only formal request has been made to Rolling Hills. The other funds she would be asking for from the regions would be for crisis stabilization beds.

Paul Merten asked if this would be a onetime request. Kim confirmed that yes, it is a onetime request. Paul also asked if this is a core service. Dawn said that no, shelter care is not the responsibility of the region. Dawn would like to table this so the other regions can share in the cost of training (proposal submitted). Kim stated that putting this on hold would be acceptable.

Jean Heiden made a motion to table the proposal until December to obtain more information about the CSRS progress and to know whether regional funds will be needed. Second by Sandy Loney. Discussion: none. Motion carried unanimously.

d) Crisis Service Utilization Presentation – Melissa Drey and Nicolle Eaton

Melissa Drey gave an update on the stats from Plains Area Mental Health Center MCAT stats. FY21 -79% of calls stayed at home or current placement and did not need a higher level of care. July 2021 to current: 14 calls, 8 stayed home and 5 went voluntarily to a hospital, and 1 to Turning Point. They have met the response call time within 60 minutes.

Nicolle Eaton updated on Siouxland Mental Health Center's MCAT stats: July 2020 to October 2021: 125 persons served, majority of calls came from law enforcement and schools with the majority being middle and high schools. 66% diversion rate. Some calls are from the hospital, or they are meeting them at a hospital.

Ashley Miller provided an update on Turning Point. 07/21 to date: 15 denials, 6 accepted but didn't admit, 11 calls for consultations, 40 admissions.

Nicolle Eaton provided an update on SMHC crisis center: 07/2020 to October 31 2021: 91 referrals, 181 admissions (over half are walk-ins), denials 58 (including some who were walk-ins).

Lindsey Nielson, Director of ACT for Plains Area Mental Health Center was introduced and gave an update. The program has been running for 2 months with 4 clients and 19 referrals (denials due to living out of the area). They have purchased 2 vehicles and looking to add more staff.

7) New Business

a) FY'21 Annual Report (Due to Department of Human Services 12/1/21) -Action

Dawn Mentzer reviewed the FY'21 Annual Report. 3157 clients served, 2110 were unduplicated. The financial section lists all the services and costs. The report will be approved by this board, however DHS will more than likely ask for revisions: Cares dollars need to be included in the financials (previously we were told they were not needed) so the financial report will change but the ending fund balance will stay the same.

A motion to approve the FY'21 Annual Report, with the addition of the Cares funds, by Brent Wilhelm. Second by Rich Ruggles. Discussion: none. Motion carried unanimously.

b) Performance Based Contract – Review and possible Action

Dawn Mentzer reviewed the contract. We must meet certain performance measures, which will be reported monthly, and participate in EBP and data analytic work groups. 85% of the time access standards must met for adults and children. The agency monitoring clause outlines how DHS can institute a performance action plan if standards are not met, then a corrective action plan if needed, and after that DHS can dissolve the region. This is an 18-month contract 01/22 to 06/23.

A motion by Sandy Loney to approve the Performance Based Contract and authorize the Chair to sign. Second by Jean Heiden. Discussion: none. Motion carried unanimously.

c) Solutions Point Plus Proposal – Nicolle Eaton and Melissa Drey - Action

This proposal to bring Joe Smarro and Jesse Trevino to the area to provide training to regional law enforcement. A subcommittee has been meeting to plan for the training. Northwest Care Connections and Sioux Rivers Regions are also participating and sharing the cost. The dates are April 25 and 26 in Rolling Hills. It has been arranged that a person can also go to trainings in the other regions to meet scheduling issues. Costs are based on 100 persons per meeting to provide lunch, drinks and snacks and they plan to come in under budget on that: \$11,000 for training and \$2,400 for food and snacks.

A motion to approve the Solutions Point Plus contract and funds for food up to \$13,400 to provide training in Sac City and Sioux City by Brent Wilhelm. Second by Rich Ruggles. Discussion: none. Motion carried 7-1, Wane Miller voted opposed.

d) Trilix Contract - Action

This is the Brain Health campaign. We did not participate in the financing of the campaign this year. The program is to educate the public on mental health, and end stigma. The CEO's would like to go with option #2 of \$138,000 annually. Dawn would like a decision so she can let the CEO's know so it can be moved forward. \$14,936 would be our contribution (based on per capita from 2019 census).

Wane Miller asked about outcomes. Statistics from October of this year were shared, which includes how many clicks on the website and search for key words/terms used but did not include outcomes.

Dawn believes in the Brain Health initiative; however, she has concerns with the budget with the development of the remainder of our core service needs.

A motion to not approve the contract with Trilix by Wane Miller. Second by Jean Heiden.

Discussion: none. Motion approved unanimously.

e) FY 21 Audit Engagement Letter and representation letter - Action

This needs to be approved and signed to engage Hunzelman, Putzier & Co., for FY'21 Audit. Dawn Mentzer explained the audit process. The FY'20 audit is near completion.

A motion to approve and the chair to sign the FY'21 Audit Engagement Letter and Representation Letter by Brent Wilhelm. Second by Sandy Loney. Discussion: none. Motion carried unanimously.

f) Fund Balance Certification Letter

This needs to be sent to DHS by December 1, 2021. Dawn Mentzer and Paul Merten need to sign the certification. The fund balance matches the annual report.

A motion to approve and authorize the Chair and CEO to sign the Fund Balance Certification by Clarence Sieper. Second by Jean Heiden. Motion carried unanimously.

g) Schedule Next Meeting: December 29, 2021 at 2:30

A motion to set the next meeting for December 29, 2021 in Holstein at 2:30 pm by Sandy Loney. Second by Rich Ruggles. Motion carried unanimously.

h) Adjourn

A motion to adjourn at 12:00 pm by Rich Ruggles. Second by Jean Heiden.

Meeting adjourned

Minutes recorded by Louise Galbraith, Coordinator