



**Rolling Hills  
Community Services Region  
Governance Board Meeting  
Cobblestone Inn and Suites, Holstein  
December 29, 2021– 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

Carroll: Rich Ruggles

Cherokee: Wane Miller

Crawford: Jean Heiden

Ida: Creston Schubert

Humboldt: Sandy Loney

Pocahontas: Clarence Siepker

Sac: Brent Wilhelm

Woodbury: Rocky DeWitt

Joan Hansen – Via Zoom

JaMaine Wamberg – via Zoom

Joleen Schmit – via Zoom

Kim Keleher (nonvoting member)

Steve Kremer (nonvoting member) - absent

Regional Staff: Dawn Mentzer, CEO; Louise Galbraith, Lisa Bringle, Leisa Mayer, Theresa Jochum, Alison Hauser, Coordinators; Cindy Wiemold, Advocate

Guests: Teri Martens, Crawford County Auditor; Mindi Rotert, St. Anthony Hospital; Michelle Theesfeld, Seasons Center; Sue Gehling, Classroom Clinic; Dennis Bush, State Representative; Trisha Sadler, Goodwill; Nicolle Eaton, SMHC; Robin Batz, Calhoun County Auditor; Deb Burnett; Sheri Porter, Simple Life; Sue Lloyd, Buena Vista County Auditor (via phone)

**3) Minutes of Previous Meeting**

Wane Miller questioned the balance on the October financial report, Dawn Mentzer explained it is due to the timing of receiving county reports. Dawn verified the amounts as being correct.

*A motion to approve the minutes of the previous meeting as presented by Clarence Siepker. Second by Wane Miller. Discussion: none. Motion carried unanimously*

**4) Approval of Agenda**

Changes/Additions: none requested

*A motion to approve the agenda as presented by Jean Heiden. Second by Joan Hansen. 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) November 2021 Financial Report-Action**

Dawn Mentzer presented the November 2021 financial report as summarized:

Beginning balance as of 11/1/21           \$7,266,161.34

Revenues   \$ 423,999.22

Expenditures                                    \$ 593,047.53

*Ending fund balance as of 11/30/21       \$7,097,113.03*

Budget is on target at 41% expended.

*A motion to approve the November 2021 financial report as presented by Creston Schubert.*

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

**b) Crittenton Funding Request - Action**

Dawn Mentzer addressed the Board concerning the request that was tabled at the last meeting. Dawn previously had requested that the Crittenton Center reduce the asking amount and they did lower it to approximately, \$ 98,000. Dawn has been meeting with them concerning crisis residential beds, which may be available through Rosecrance Jackson. Dawn would like to wait on this funding request so if crisis residential beds need to be added by Crittenton Center it can be done with one request.

Sandy Loney would like to table the item. Jean Heiden commented that if it is not in the budget she would like more information. Wane Miller would like to know how many people would receive the training.

*Sandy Loney made a motion to table the Crittenton Center request. Second by Brent Wilhelm.*

*Discussion: none. Motion carried unanimously.*

Jean Heiden asked if this is a core service which it is not.

**7) New Business**

**a) Plains Area Mental Health Center Funding Request –Action**

Kim Keleher presented a request for the Ida County Office. They need to move from the current location as Horn Memorial needs the space they are currently in. PAMHC was able to purchase a medical office building, but they need funding for some minor renovations, purchase some furnishings and moving expenses. Total asking is \$16,222 to help with costs for the move.

*A motion by Jean Heiden to approve the Plains Area Mental Health Center request. Second by Sandy Loney. Discussion: none. Motion carried 12-1. Wane Miller abstained as he sits on the PAMHC board as a nonvoting member.*

**c) Seasons Center Funding Request – Action**

Dawn received a request for school based mental health therapy/services in several schools within the region: Cherokee, OABCIG, South Central Calhoun and a few others.

Michelle Theesfeld of the Season's Center went over the request and justification.

Discussion: Joan Hansen asked how many kids would be served. Michelle can access that information; however, she knows in OABCIG there are over 30 kids and in Cherokee she believes over 150 are served, Sioux Central just started and is at 20 kids.

Kim Keleher addressed the board that Plains Area MHC and Siouxland MHC have both lost regional funding for school based services. Plains Area provides the service through a grant which Season's Center also has, and Sue Gehling has been denied in the past. Also, PAMHC is in the same schools and do not receive any regional funding.

Rich Ruggles asked if this is a core service. Kim Keleher commented that this is a created position by the mental health centers. Joan Hansen commented that AEA does provide some services for kids with behavioral needs.

*A motion by Creston Schubert to deny the request. Second by Wane Miller. Discussion: none. Motion carried 12-1 Scott Jacobs voted opposed.*

**d) Discussion of Employer of Record for Regional Staff / Occupancy costs**

Dawn Mentzer provided a sheet with examples of why the counties (Boards of Supervisors) need to remain involved with the region. The new Chapter 25 rules state that the regional board is in control of the finances and decisions at the regional level. The authority of the board is overseen by DHS, they can approve, deny, or modify the budget.

Regional employment: Dawn does not want to become regional employees and would like to keep it as is with the region reimbursing the county of employment for salaries and benefits.

The costs for office space: now it is provided by the counties, and it may need to be considered for reimbursement.

Discussion: Sandy Loney would like to keep employees as is. Dawn read the 28E that states the governance board makes a recommendation to the county for employment. An issue is who would pay unemployment claims if an employee is terminated. Dawn recommended revising the 28E and or add bylaws to state how reimbursement will be handled (for unemployment as such).

Rich Ruggles would like to address unemployment in the 28E, that it be covered by the region. Will the State allow this? Dawn will reach out to the State with this question.

Dawn addressed how employees will be paid and under what chart of account codes. Sue Lloyd, Buena Vista Auditor, asked what balance can be held to pay salaries until reimbursement is

made? Dawn believes one month of salaries which will need to be deposited into the new fund in May 2022.

Paul Merten would like to have the Attorney look at the 28E. Dawn will contact an attorney to see if they can add language to clarify employment and costs.

Dawn would like a consensus of keeping counties as employers. Paul Merten asked county board members to take this back to county boards for recommendations, especially those with employees. Dawn will contact the state (Rob) to question unemployment claims.

**d) FY'23 Budget - Action**

Dawn Mentzer presented the FY23 budget.

*A motion to approve the FY23 budget of \$9,319,032.00 (services and administration) by Brent Wilhelm. Second by Sandy Loney. Discussion: none Motion carried unanimously*

**e) Schedule Next Meeting – TBD**

February 23, 2022 was suggested and a special meeting can be added in January if needed.

*A motion by Rocky DeWitt to set February 23, 2022, at 2:30 pm as the next meeting. Second by Jean Heiden. Discussion: none. Motion carried*

**f) Adjourn**

*A motion to adjourn by Rocky DeWitt at 4:13 pm by second by all. Meeting adjourned.*

*Minutes submitted by Louise Galbraith*