



**Rolling Hills  
Community Services Region  
Governance Board Meeting  
March 23, 2022 at 2:30 p.m.**

**Minutes**

- 1) Call to Order –Chairman, Paul Merten**
- 2) Roll Call of Counties – Introductions**

Buena Vista County: Paul Merten  
Calhoun County: Scott Jacobs  
Carroll County: Rich Ruggles  
Cherokee County: Wane Miller  
Crawford County: Jean Heiden (via Zoom)  
Humboldt County: Sandy Loney (via Zoom)  
Ida County: Creston Schubert  
Pocahontas County: Clarence Siepker  
Sac County: Brent Wilhelm  
Woodbury County: Absent

Joan Hansen

Joleen Schmit

Kim Keleher (nonvoting member)

Steve Kremer (nonvoting member)

Regional Staff: Dawn Mentzer, CEO; Louise Galbraith, Leisa Mayer, Lisa Bringle, Theresa Jochum, Alison Hauser, Julie Albright, Coordinators

Guests: Kris Glienke, Cherokee County Auditor; Kim Keleher, Ashley Miller, Brenda Erickson, PAMHC; Shelia Martin, Joel Peterson, Nicolle Eaton, SMHC; Karla Manternach, Teresa Magnussen, Imagine the Possibilities; Rachel Charlet, Clay Adams, Wesco; Dan Ries, Seasons Center; Cindy Wilde, Goodwill of the Great Plains; Rob Aiken, DHS

- 3) Minutes of Previous Meeting**

Corrections: None

*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**

Additions/changes: A request to discuss/possible action mileage reimbursement rate to be added under new business (item 7(f)).

*A motion to approve the agenda as amended by Sandy Loney. Second by Jean Heiden.*

*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) February 2022 Financial Report-Action**

Dawn Mentzer presented the February 2022 financial report as summarized:

Beginning balance as of 2/1/22	\$7,205,297.56
Expenditures	\$ 347,815.96
Revenue	<u>\$ 422,409.62</u>
Ending balance as of 2/28/22	\$7,130,703.90

Discussion: none

*A motion to approve the February 2022 financial report as presented by Scott Jacobs.*

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

**b) Sioux Rivers Contract Development Update/Staff Role Changes**

Dawn Mentzer reported that the chair of the Sioux Rivers Region Board was opposed to contracting for CSN expert user function so that we have two staff cross trained. Julie will also be administrative support for the advocate in Woodbury County.

**c) Coordinator of Disability Services Committee Recommendation – Action**

The committee met to discuss and make a recommendation to the board on the change in staff. Sandy Loney reported that the committee met, herself, Rich Ruggles, Jean Heiden, Brent Wilhelm(via phone), Dawn Mentzer, Lisa Bringle and Louise Galbraith were present. The consensus of the committee is to replace Louise's position as they do not want to stress current staff. The position will cover coordinator for Carroll, Crawford and Ida Counties.

Discussion: Carroll, Crawford and Ida need to be covered. The board discussed options of current staff covering or replacing the position. The position is already budgeted for next fiscal year. Scott Jacobs asked if the current staff has been talked to about changing areas. Dawn reported that with all the coordinators are doing adding more counties to their workload would only be wanted at a short-term basis. Lisa Bringle has done time studies and averages 3% of her time for general relief. Leisa Mayer reports that 5-8% of her time is General Relief.

*Sandy Loney made a motion to move forward with the process of hiring a coordinator to replace Louise Galbraith's position. Second by Jean Heiden. Discussion: effective date of hire can be made when a candidate is found. Motion carried unanimously.*

## 7) New Business

### a) **MOU with Central Iowa Community Services Region – Action**

Dawn Mentzer met with Mary Greeley Medical Center concerning their sub-acute facility in Ames. They are looking at contracting with other regions to help keep the program at capacity. The program is 5 to 10 day stay. This facility would benefit the eastern side of our region or if the Sioux City program is full. The cost is \$400 per day for the first 10 days, after that it is \$350 per day. Dawn met with the CEO of the region, and they have not had issues with persons having extended stays. Nicolle Eaton reports they are looking at a \$400 per day rate for sub-acute as well.

*A motion to approve and the Chair to sign the MOU with Central Iowa Community Services Region by Wane Miller. Seconded by Creston Schubert. Discussion: none. Motion carried unanimously.*

### b) **Solution Point Plus Statewide CIT proposal - Action**

Dawn Mentzer reported that this is over and above the training we are providing in April. This is to bring the training to Iowa on a more consistent basis, it will provide 4, 40-hour trainings a year and other trainings throughout the state. This is a statewide program, and our cost will be \$8,514.00 (based on a per-capita rate).

*A motion to approve the proposal of \$8,514.00 with Solution Point Plus CIT trainings by Creston Schubert. Second by Sandy Loney. Discussion: None. Motion carried unanimously.*

### c) **FY'23 Annual Service and Budget Plan - Action**

Dawn Mentzer presented the Annual Service and Budget Plan and highlighted changes which are mostly financial (FY 23 approved budget), and access points have been updated and now include Pocahontas and Humboldt Counties.

*A motion to approve the FY 23 Annual Service and Budget Plan by Clarence Siepker. Second by Rich Ruggles. Discussion: none. Motion carried unanimously.*

### d) **Seasons Center Camp Autumn Funding Request – Action**

A request has been received, it was funded last year. The program is in Sutherland, the request is for transportation and respite services. Dawn Mentzer is in support of the program.

*A motion to approve the request of \$21,383.00 for Camp Autumn by Scott Jacobs. Second by Jean Heiden. Discussion: none. Motion approved unanimously.*

### d) **Plains Area FY'23 Crisis Service Budget Request**

Dawn Mentzer received a proposal to add community based crisis services which would bring the crisis funding to \$1,187,215. Kim Keleher reported that this is due to staff salary increases as well as staff for new programs. They have not asked for an increase for the past three years.

Brenda Erickson reports that crisis home staff wage has been increased to \$20 per hour which is helping to obtain and retain quality staff. The request also includes a camera/security system as the current system is not supported.

Dawn Mentzer wants to speak to the other regions who contract for the services, as a facility is being developed in Spencer and that would cause a lack of funding from other regions. Dawn wants to make sure that we can absorb the loss of revenue.

*Sandy Loney made a motion to table the item. Second by Brent Wilhelm. Discussion: none. Motion carried unanimously.*

**e) Siouxland Mental Health Center Crisis Service Budget Request**

The request is for \$655,821. If the other regions do not participate, Dawn would like to make sure we can absorb the loss of revenue. Dawn needs to talk with the other regions and obtain their intentions.

*A motion to table the item by Sandy Loney. Second by Clarence Siepker. Discussion: none. Motion carried unanimously.*

**f) Regional mileage reimbursement rate**

Rich Ruggles brought up the item due to the cost of fuel, the YES Center has made a temporary increase based on the cost of fuel. He does not want to make it permanent. His thought is to set the rate by the cost of gas (on a daily basis at one station). Wane Miller suggested raising the rate .10 for three months. Current IRS rate is .58.5 per mile which was set in January. Paul Merten asked for a spreadsheet with the average miles per month that employees are driving. Dawn Mentzer will provide the information to the board.

*Sandy Loney made a motion to set the mileage rate at \$.58 per mile beginning April 1, 2022 and ending September 30, 2022. Second by Creston Schubert. Discussion: none. Roll Call Vote:*

*Buena Vista: No*

*Calhoun: no*

*Carroll: yes*

*Cherokee: No*

*Crawford: no*

*Humboldt: yes*

*Ida: yes*

*Pocahontas: yes*

*Sac: no*

*Woodbury – absent*

*Joan Hansen: yes*

*Joleen Schmit: yes*

*Motion failed 15 points no, 14 yes*

The requested mileage information will be gathered and given to the board as this can be revisited.

**g) Schedule next meeting: April 27, 2022 2:30 pm**

*A motion to set the next meeting on April 27, 2022, at 2:30 pm in Holstein by Brent Wilhelm.*

*Second by Rich Ruggles. Discussion: none. Motion carried unanimously*

**h) Adjourn**

*A motion to adjourn at 4:22 pm by Clarence Siepker. Second by Joan Hansen.*

*Meeting adjourned*

*draft*