



**Rolling Hills
Community Services Region
Governance Board Meeting
January 25, 2023 at 2:30 p.m.**

Meeting to be held via Zoom only

Minutes

1) Call to Order –Chairman, Paul Merten

2) Roll Call of Counties – Welcome to new Board Members / Introductions

Buena Vista: Paul Merten

Calhoun: Scott Jacobs

Carroll: Gene Meiners

Cherokee: Cheryl Ellis

Crawford: Jean Heiden

Humboldt: Sandy Loney

Ida: Creston Schubert (absent)

Pocahontas: Clarence Siepker

Sac: Mike Fischer (absent)

Woodbury: Matthew Ung

Joan Hansen (absent)

Joleen Schmit (absent)

Jamaine Wamburg (absent)

Kim Keleher, PAMHC (nonvoting member)

Steve Kremer, Juvenile Court Services (nonvoting member)

Regional Staff: Dawn Mentzer, CEO; Kelsey Allen, Administrative Assistant; Caylyn Bishop, Lisa

Bringle, Leisa Mayer, Theresa Jochum, Coordinators.

Guests: Clay Adams, Tara Trierweiler, Wesco; Melissa Drey, PAMHC; Nicolle Eaton, Jessie Maxwell, SMHC; Taylor Wadsworth, ITP; Amanda Weber, Howard Center.

3) Minutes of Previous Meeting

A motion to approve the minutes as presented by Sandy Loney. Second Gene Meiners. Discussion: None. Motion carried unanimously.

4) Approval of Agenda

Changes/additions: Per a motion made April 27, 2022, we will revisit mileage rates as subsection B. Six-month pay increases for Caylyn Bishop and Kelsey Allen as subsection C.

A motion to approve the agenda as amended by Clarence Siepker. Second 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.

6) Unfinished Business

a) Berryhill FY'23 Contract for Pocahontas County – Action

Dawn Mentzer presented the Berryhill FY23 Contract. This has already been approved, the board just needs to take formal action on the contract. This is a one-time request from Berryhill to help with schools.

A motion to approve the Contract as presented by Sandy Loney. Second Jean Heiden. Discussion: None. Motion carried unanimously.

b) Mileage

Dawn Mentzer was asked if the region's mileage rate will increase due to the federal rate increase which is now at \$0.655. A previous motion stated we would revisit the rate in January 2023. Sandy Loney shared that Humboldt County went from \$0.55 to \$0.60. Gene Meiners believes if we maintained a percentage of the federal rate, it would limit revisiting this in the future. Proposing 85% of the federal rate. Paul Merten shared that Buena Vista County maintains \$0.04 under federal rate, so it automatically updates instead of revisiting. Dawn Mentzer stated that 85% would put the region at \$0.56. Sandy Loney believes \$0.04 under the federal rate is fair.

A motion to approve the mileage increase to \$0.04 under the Federal Rate effective January 25, 2023 by Sandy Loney. Second Clarence Siepker. Discussion: None. Motion carried unanimously.

c) 6-month increase

Dawn Mentzer shared that upon the hiring of Kelsey Allen and Caylyn Bishop there was a proposed six-month rate of pay increase included; however, when evaluations were done this was not an option because the budget was uncertain. Now with the budget known, they would like it revisited. Dawn Mentzer believes they deserve an increase of \$1.00 per hour, \$2080.00 a year per staff. Sandy Loney would like to know their current rates. Dawn Mentzer replied that Kelsey Allen is at \$17.68, and Caylyn Bishop is just under \$27.00. Sandy Loney asked what their date of hire was. Dawn Mentzer stated that Kelsey Allen was hired on April 18, 2022, and Caylyn

Bishop was hired on May 2, 2022. Sandy Loney asked if the increase would be retroactive or begin immediately. Dawn Mentzer believes starting immediately will be simpler for the Auditor.

A motion to approve the 6-month pay increase of \$1.00 per hour for Kelsey Allen and Caylyn Bishop by Sandy Loney. Second Jean Heiden. Discussion: None. Motion carried unanimously.

d) FY'24 Budget – Action

Paul Merten expressed that the region is revisiting the FY24 Budget as it was tabled at the previous meeting with a 3% pay increase for all regional employees. Dawn Mentzer has made a spreadsheet with multiple options for pay increases. Dawn Mentzer shared that the previous projection showed a 3% increase, the updated projection reflects a 4% and 5% increase. All three options don't change the ending fund balance. The difference between 3-5% is \$18,000.00. A 5% projection without the six-month increase shows us under allocation by \$82,485.00. Sandy Loney shared that Humboldt County approved a 4% increase last year, but this year the County is giving elected officials an 8.7% increase, she would like to do that across the board. Jean Heiden shared that Crawford County is giving a 3% increase for supervisors. She believes 8% is too high and would approve of 4%. Paul Merten would like to know if any other counties have approved increases. Gene Meiners believes that Carroll County will approve a 6% increase across the board. He is not opposed to a 5% increase for regional employees. Cheryl Ellis shared that Cherokee County went with a 3% increase but last year they took an 8% increase. Cheryl Ellis believes that if we have good people, we want to keep them. Gene Meiners asked what the increase was last year. Dawn Mentzer replied that it was 4%. Sandy Loney asked if everyone can agree to a 6% increase. Clarence Siepker believes we should wait until March to finalize the budget and pay increases. Matthew Ung shared that Woodbury County was at 4% last year, however, this year is showing negotiations at 5%. Scott Jacobs stated that Calhoun County's compensation board ended up at 7.5%. He believes the regional employees should receive at least a 5% increase.

A motion to approve the FY24 Budget with a 5% pay increase on July 1, 2023 by Gene Meiners. Second Scott Jacobs. Ayes: Paul Merten, Gene Meiners, Jean Heiden, Sandy Loney, Clarence Siepker, Matthew Ung, Scott Jacobs, Cheryl Ellis. Nays: None. Motion carried.

7) New Business

NONE

b) Adjourn

A motion to adjourn by Sandy Loney. Second Clarence Siepker. Discussion: None. Motion carried unanimously.

Minutes recorded by Kelsey Allen, Administrative Assistant.