



**Rolling Hills
Community Services Region
Governance Board Meeting
Rolling Hills Regional Office, 605 Cayuga St. Storm Lake
December 20, 2023 at 2:30 p.m.**

Minutes

- 1) Call to Order –Chairman, Paul Merten**
- 2) Roll Call of Governance Board Members**

Buena Vista: Paul Merten

Calhoun: Scott Jacobs

Carroll: Gene Meiners

Cherokee: Cheryl Ellis (absent)

Pocahontas: Clarence Siepker

Woodbury: Matthew Ung (absent)

Education System: Joan Hansen

Calhoun County Public Health (Family Representative): Joleen Schmit (absent)

Mental Health Matters, LLC (Family Representative): Jamaine Wamburg (absent)

Plains Area Mental Health (Provider Representative): Kim Keleher

Juvenile Court Services: Steve Kremer

Law Enforcement Representative: Brian Flikeid (absent)

Children’s Provider Representative: Kim Scorza

Regional Staff: Dawn Mentzer, CEO; Caylyn Bishop, Theresa Jochum, Lisa Bringle, Alison Hauser, Leisa Mayer, Coordinators (Zoom).

Guests: Nicolle Eaton, SMHC; Ashley Miller, Tracy Delao, Alecia Smith, PAMHC; Tara Trierweiler, Wesco; Mindi Rotert, St. Anthony’s; Sandy Loney, Humboldt County; Rob Aiken, HHS; Doug Wilson, ITP.

- 3) Minutes of Previous Meeting – Action**

A motion to approve the October 25 and November 15, 2023, minutes as presented by Gene Meiners. Second Kim Keleher. Discussion: None. Motion carried unanimously.

- 4) Approval of Agenda – Action**

Changes/additions: None.

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

Steve Kremer shared that he will no longer continue on our boards as he has been promoted to Deputy Director of Juvenile Court Services. Steve will leave his position on January 5th and will be replaced around mid-January. He believes the replacement will step up to the positions Steve has filled. Steve has enjoyed being a part of this and will miss it but will be busy with new opportunities. Dawn Mentzer and Paul Merten expressed their sincere gratefulness for Steve’s involvement in the boards and best wishes to him in his future.

Kim Keleher shared that HHS has announced the CCBHC award grantees which includes: PAMHC, Seasons Center, and Berryhill. The full list can be found on their website. The focus moving forward will be meeting all the requirements and contracting with other providers. Dawn Mentzer and Paul Merten congratulated all the grantees.

6) Unfinished Business

a) October & November 2023 Financial Report -Action

Dawn Mentzer presented the October and November 2023 financial report as summarized:

Beginning balance as of 11/1/23	\$7,086,282.40
Expenditures	\$844,386.06
Revenues	<u>\$37,808.71</u>
Ending balance as of 11/30/23	\$6,279,705.05

Revenue from 7/1/23 – 11/30/23 was \$4,563,577.18. Expenditures from 7/1/23 – 11/30/23 were \$3,588,243.58 (58.52% remaining). FY’24 budget of \$8,650,277.00. Currently we are right on track.

A motion to approve the October and November 2023 Financial Reports as presented by Scott Jacobs. Second Steve Kremer. Discussion: None. Motion carried unanimously.

7) New Business

a) Stepping Up Initiative TA Center – Caylyn Bishop/Lisa Bringle/Dawn Mentzer

Dawn Mentzer shared that years ago the counties signed a Stepping Up Proclamation to commit to providing intervention into jails which created Jail Diversion. HHS requires an environmental scan as part of our performance-based contract for justice involved services and a work group was formed which included Caylyn Bishop and Lisa Bringle. The TA Center would take place of the workgroup and takes it to a higher level. There is no vote needed, this is just for your information.

Caylyn Bishop discussed the regions’ current involvement in the jails. The regions developed a joint group with HHS to show what is already being done, they met in November and will meet again in

January. There are three groups: pre-arrest, pre-booking, and post-booking. They will send out surveys on February 16th and need them back by March 29th, however, this is early on in the process so they are not sure who the surveys will go out to. It will help show what the regions are doing, what they could be doing differently, and what they can do to fill the gaps. Lisa Bringle added that the focus of the workgroup has been how mental health and jails can work better together.

b) Solution Point Training Proposal – Dawn Mentzer

Dawn Mentzer shared a CEO group discussion for FY25 regarding the Solution Point Training Proposal. If you choose to be part of the contract, you can select which trainings you would like for your region but you must pay. Our region hosted the 24-hour Advanced De-escalation Training in September and out of the 18 attendees only five came from our region but the contract allows open enrollment from other regions once anyone from your own region has registered. Dawn highly recommended these trainings and received great feedback from the September training. The challenge is the length of time of trainings, making it difficult for some to take the time away from work.

c) Critical Incident Stress Management/Debriefing – Kim Keleher

Kim Keleher discussed the multiple suicides within the schools in the past weeks. Data shows a huge spike in suicides for this age group, which has prompted debriefings and working closely with the schools to figure out a way to prevent. CISM helps to prevent PTSD after a tragedy occurs, not just suicide.

Alecia Smith has been trained and certified in debriefing. Alecia spent five to six years finishing the prerequisites prior to attending training in Ireland and completing this past Monday. Previously, the training was only for first responders but has since been opened to anyone. PAMHC has been receiving roughly two request per week for debriefings and is looking to train more individuals to assist and be able to help others within the community. They are looking for 40-50 people that want to be trained and to have teams in place across the region, information will be released once trainings are scheduled.

d) Data Analytics Update – Alison Hauser

Alison Hauser shared they committee will be launching a new platform on July 1st that will be tracking three new services - IRSH, Access Center intake, and Subacute; how are the regions reducing inpatient services, Emergency Department visits, and jails/law enforcement involvement. The crisis summit will be presented in late spring in Des Moines. Kim Keleher asked how they are tracking the access center data. Alison Hauser stated they are tracking who comes for walk-ins, were they accepted, and why.

Data numbers are listed below for January 2023 to November 2023.

PAMHC

Crisis Stabilization Community Based Services (CSCBS) - 1

Crisis Stabilization Residential Services (CSRS) - 199

Mobile Crisis Response (MCR) - 41

SMHC

23-hour Observation - 22

Crisis Stabilization Community Based Services (CSCBS) – 16 adults, 4 children

Crisis Stabilization Residential Services (CSRS) - 175

Mobile Crisis Response (MCR) - 95

Subacute - 3 for December

e) FY 25 Budget Discussion

Dawn Mentzer discussed the overview of the FY25 budget, however, there will be more details in January. Our reductions for FY24 are \$3,268,751.00. Our total projection from the state is \$5,455,129.00. HHS is allowing our region to use our fund balance. If we spend all of our budget, which we usually spend 85%, we will have a fund balance of \$1,932,232.00 leaving us with 22%. As a region we need to be at 5% by the start of FY25 so there will be a reduction as we would be over. The FY22 figures have not been audited yet so these could change as a couple counties still need to send info. We are better off having a reduction than sending the state a check.

Dawn has established a placeholder for a projected percentage increase for salaries of 3%. Last year the region agreed on a 5% increase. Dawn asks for the boards' input and guidance. Paul Merten and Gene Meiners shared that their counties have not settled on a percentage yet. Scott Jacobs stated that Calhoun County decided on 3.2% yesterday. Paul Merten asked the board members to contact Dawn with their number and we will address this once the budget is established.

f) Coordinator Hiring Update

Dawn Mentzer shared that we received many applications for Leisa Mayer's position after her retirement on January 31st and have narrowed it down to three candidates. Training will hopefully begin in early January. Dawn would like thoughts on approval from the board prior to hiring or allowing herself as CEO to hire due to timing. Gene Meiners, Scott Jacobs, and Kim Keleher expressed their trust in Dawn's judgement and opinion to make the right selection for the position. Paul Merten added there will be a couple board members and also a coordinator attending the interviews.

g) Schedule next meeting: Select January Date based on County Budget Hearing Timeline

A motion to schedule the next meeting for January 3, 2024, at 2:30pm by Gene Meiners. Second Clarence Siepker. Discussion: None. Motion carried unanimously.

h) Adjourn

A motion to adjourn by Kim Keleher. Second Scott Jacobs. Discussion: None. Motion carried unanimously.

Minutes recorded by Kelsey Allen, Administrative Assistant.