



**Rolling Hills
Community Services Region
Governance Board Meeting
Rolling Hills Regional Office, 605 Cayuga St. Storm Lake
January 3, 2024 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 – via Zoom

Carroll: Gene Meiners

Cherokee: Cheryl Ellis – via Zoom

Pocahontas: Clarence Siepker

Woodbury: Matthew Ung (absent)

Education System: Joan Hansen – via Zoom

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

Mental Health Matters, LLC (Family Representative): Jamaine Wamburg – via Zoom

Plains Area Mental Health (Provider Representative): Kim Keleher (absent)

Juvenile Court Services: Steve Kremer – via Zoom

Law Enforcement Representative: Brian Flikeid

Children’s Provider Representative: Kim Scorza – via Zoom

Regional Staff: Dawn Mentzer, CEO; Kelsey Allen, Administrative Assistant; Lisa Bringle, Leisa Mayer, Coordinators (Zoom).

Guests: Ashley Miller, Tracy Delao, PAMHC; Rob Aiken, HHS; Mindi Rotert, St. Anthony’s; Jessi Maxwell, SMHC; Deidra Brown, WESCO; Becky Shelton, ITP.

- 3) Minutes of Previous Meeting – Action**

A motion to approve the December 20, 2023 minutes as presented by Gene Meiners. Second Clarence Siepker. Discussion: None. Motion carried unanimously.

- 4) Approval of Agenda – Action**

Changes/additions: None.

A motion to approve the agenda as presented by Kim Scorza. Second Scott Jacobs. 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) Hiring of Regional Coordinator/Memorandum of Understanding with Sac County – Action

Dawn Mentzer shared there was a resume received after the first two interviews, she completed a final interview after the previous Governance Board meeting on December 20, 2023. The position was offered to position to Samantha Corrin and she has accepted with a start date of January 16, 2024. She is currently working for Molina and has a lot of experience with our services. Sam will have a starting salary of \$57,000.00 and will be an employee of record under Sac County as that is her county of residence. Dawn met with the Sac County Board of Supervisors on January 2, 2024, and they approved the MOU as employer of record.

Paul Merten added that they narrowed the applicants to just four, having one back out the day of the interview, there were three applicants that were interviewed. They were all good applicants with good experience, each having high dollar jobs but looking for something different. Paul was very impressed with the applicants.

Dawn Mentzer stated there needs to be action on the MOU and the official hiring. The next obstacle is finding an office for Sam. The Sac County Board has been very accommodating and trying to find a space. Leisa Mayer is currently housed out of Calhoun County.

A motion to approve Dawn Mentzer’s hiring of Regional Coordinator as presented by Gene Meiners. Second Clarence Siepker. Discussion: None. Motion carried unanimously.

A motion to approve the Memorandum of Understanding with Sac County as presented by Brian Flikeid. Second Scott Jacobs. Discussion: None. Motion carried unanimously.

7) New Business

a) Election of Chair and Vice Chair for 2024 – Action

Paul Merten asked for nominations on Chair and Vice Chair.

Clarence Siepker nominated Paul Merten for Chairman. Second by Scott Jacobs. Abstentions: Paul Merten. Vote on nomination of Paul Merten as Chair: Motion carried unanimously.

Gene Meiners nominated Scott Jacobs as Vice Chair. Second by Joan Hansen. Abstentions: Scott Jacobs. Vote on nomination of Scott Jacobs as Vice Chair: Motion carried unanimously.

b) FY’25 Budget – Possible Action

Dawn Mentzer discussed the FY’25 Budget in detail. (Please see attached document for details.) HHS is now requiring the regions to use sustainability codes for block grant payments to prove what it

really costs to run these services. Providers will now send their quarterly invoice with the actual amount spent on clients and the remainder costs will be assigned to the sustainability codes for crisis services. HHS will withhold payments for next fiscal year as they did this fiscal year, however, payments have been made timely and all block grant payments in July should be covered. Also, payments received next year could be updated after the FY'22 audit is complete. The region is getting closer to the 5% fund balance. This projected budget indicates a placeholder for a 3% staff salary increase.

Gene Meiners asked if there are any other regions in the same position. Dawn Mentzer stated there are other regions that have already needed to send a check back to the state.

Brian Flikeid commented that he has called the service coordinators during late night hours and they answer. He believes they are worth every penny and made a motion to approve the FY'25 Budget; however, with a 4% increase for staff salaries. Kim Scorza seconded.

Gene Meiners asked if this will mess up the budget. Dawn Mentzer stated it will be minimal but she will need to reconfigure the budget and will send that out once it's complete.

A motion to approve the FY'25 Budget including a 4% staff salary increase as presented by Brian Flikeid. Second Kim Scorza. Discussion: None. Motion carried unanimously.

c) Schedule next meeting

A motion to schedule the next meeting tentatively for February 28, 2024, at 2:30pm by Gene Meiners. Second Scott Jacobs. Discussion: None. Motion carried unanimously.

d) Adjourn

A motion to adjourn by Clarence Siepker. Second Kim Scorza. Discussion: None. Motion carried unanimously.

Minutes recorded by Kelsey Allen, Administrative Assistant.