

Sioux Rivers Regional MHDS Governance Board
Minutes
January 26, 2016

The Sioux Rivers Regional MHDS Governance Board Meeting was held Tuesday, January 26, 2016 at the Plymouth County Courthouse Annex Building, 215 4th Avenue SE, Le Mars, Iowa.

1. Chairman Dennis Wright welcomed attendees and called the meeting to order at 1:30 p.m.

Members present: Dennis Wright, Mark Loutsch, Jim Henrich, Mark Sybesma, Mark Monson, Matthew Ung, Shane Walter, Julie Albright.

Members absent: David Van Ningen, Mike Wood

Others present: Patty Erickson-Puttmann, Sharon Nieman, Aaron Haverdink, Dennis Butler, Jim Rixner, Oscar Fewins, Kevin Wolfswinkel, Paul Dorr, Jolie Corder, Darin Raymond.

2. APPROVAL OF THE MINUTES OF THE DECEMBER 22, 2015 GOVERNANCE BOARD MEETING

- a. Motion by Mark Loutsch, second by Matthew Ung to approve the minutes of the December 22, 2015 Board meeting as presented. Carried 3-0.

3. CRISIS SERVICES AND TELEHEALTH UPDATE

- a. Patty Erickson-Puttmann updated on the crisis center building.
 - i. The house is nearing completion; they are waiting on installation of interior doors. Contractors should be done by February 1.
 - ii. Policies and procedures are written. The group needs to get together so that everyone understands them and signs off on them.
- b. Jim Rixner reported that Chapter 24 of the Iowa Code describes what the policies and procedures need to be. Siouxland Mental Health needs to meet all of these standards in their program.
 - i. They have a director hired and are in the process of hiring staff. They hope to have everybody hired by the middle of February and open up the facility on March 1.
 - ii. They are having a dilemma on deciding on the best location and type of signage for the grounds in order for people coming from both directions to be able to see the sign.

4. DISCUSSION REGARDING AGENDA

- a. Matthew Ung asked Chair Dennis Wright for clarification on Agenda item #12.
 - i. Dennis Wright indicated that item #12 saying "action", should be located at the end of the Closed Session agenda item, so that action could be taken after the closed meeting.
 - ii. Matthew Ung asked that an action item for wage resolutions be added before going into closed session.
 - iii. Dennis Wright indicated that he put an action item between Item #10 and Item #11.

5. WORK ALTERNATIVES UPDATE

- a. Aaron Haverdink gave an update on the Work Alternatives Group.
 - i. The group is working with the Northwest Iowa Care Connections Region to offer training to providers.
 - ii. The cost of the training for Sioux Rivers' providers will be covered by the grant offered by the Region. All other participating providers will pay for the training.
 - iii. Training dates are January 12-13, February 24-25, April 5-7 and June 9-10.

6. ELECTION OF REGIONAL GOVERNANCE BOARD OFFICERS FOR 2016

- a. Matthew Ung nominated Supervisor Mark Loutsch for Chair 2016, second by Jim Henrich. Carried 3-0
- b. Jim Henrich nominated Mark Sybesma for Vice-Chair 2016, Mark Sybesma declined and the motion was withdrawn.

- c. Mark Sybesma nominated Dennis Wright for Vice-Chair, second by Jim Henrich. Carried 3-0
- d. Jim Henrich nominated Julie Albright for Secretary 2016, second by Mark Monson. Carried 3-0

7. DESIGNATION OF REGIONAL FISCAL AGENT FOR 2016

- a. Motion by Mark Monson, second by Dennis Wright to designate Dennis Butler in Woodbury County as Fiscal Agent. Carried 3-0

8. BUILDINGS/EQUIPMENT/VEHICLES IN WOODBURY PURCHASED WITH FUND 10 DOLLARS

- a. Mark Monson presented to the Board a packet of information regarding items purchased in Woodbury County with Fund 10 dollars.
- b. Mark Monson told Board that he had received a call from a DHS regional manager who was from the division that has taken over case management. They are looking for office space to rent for their case managers.
 - i. They would need to utilize the space for six months until the MCOs take over case management.
 - ii. Shane Walter offered to send Mark Monson a formula on how to come up with the proper rent amount for building space, and equipment.
- c. Jim Rixner discussed with the Board his desire to look at the office space on Tri View for the possibility of Siouxland Mental Health renting out the available space and equipment for some of his staff. He stressed that they would be looking at a long term rental agreement and not short term like DHS.
- d. Discussion was had among the Board regarding monies received from the lease of the building and that those funds would go into Fund 10.
- e. Shane Walter brought up that the Region should reimburse Woodbury County for the insurance paid on the building.
- f. Dennis Butler questioned how that would work because there are some capital improvement projects that are being planned for the building.
- g. The Board agreed that things still need to get worked through as far as the building.
- h. A discussion was had regarding the three vehicles in Woodbury County; two 2009 Dodge Journeys and one 2009 Dodge Grand Caravan.
 - i. Patty Erickson-Puttmann discussed with the Board the desire to maintain one or two of the vehicles in the Region because of the weekly trips that Shane Walter takes to Des Moines and also the other Regional staff that have meetings and trainings in Des Moines.
 - ii. Mark Monson suggested that if the Region does keep one or more of the vehicles then Woodbury County would want to transfer the title and insurance coverage over to the Region. He suggested that the topic be brought back to the next Governance Board Meeting in February.

9. REGIONAL MENTAL HEALTH EXPENDITURES

- a. The December 2015 Regional mental health expenditures were presented to the Board.
- b. Dennis Wright motioned, second by Jim Henrich to approve the expenditures for December 2015. Carried 3-0

10. FISCAL AGENT REPORTS

- a. Dennis Butler presented the Fiscal Agent reports.
 - i. Fund 10, which is the payroll budget and administrative budget for Regional employees in Woodbury County, currently shows a balance of \$453,975.37.
 - ii. Fund 720, which is the Regional fund, currently shows a balance of \$6,039,335.07.
- b. Mark Monson motioned, second by Mark Sybesma to approve the Fiscal Agent reports as presented. Carried 3-0

11. REGIONAL STAFFING ISSUES/SALARIES DISCUSSION – CLOSED SESSION

- a. Matthew Ung expressed his feelings that the vote that passed the wage resolutions at the last Governance Board meeting was unwise.
 - i. The advice he received from Jan Heikes was that in matters of wage, the county is the employer in every instance as far as wage structures and personnel procedures.
- b. Matthew Ung made a motion to rescind the actions taken by Resolutions 2015-02 and 2015-03. Mark Monson seconded the motion. (Item not on agenda)
- c. Matthew Ung asked that the Chairman perform a roll call vote for the action.
- d. Woodbury County: Monson & Ung, aye; Plymouth County: Henrich, aye; Sioux County: Wright & Sybesma, no. Carried 2 to 1
- e. Patty Erickson-Puttmann asked for clarification on the rescinded resolutions due to the fact that they were not on the agenda for the meeting and with her understanding that they need to be listed on the agenda twenty four hours in advance of the meeting.
- f. Mark Monson shared his thought that it needed to wait until next month because of the need to have them items on the agenda 24 hours in advance.
- g. Mark Sybesma asked Chairman Loutsch to make a ruling.
- h. Matthew Ung shared with the Board that it is permissible to add items to the agenda at the beginning of the meeting because the Board did not have an item on the agenda to approve the agenda. He felt that it was the consensus of the Board to approve adding that action item. Additionally, he added that he did email Chairman Wright that he wanted to have the rescinding of the resolutions.
- i. Dennis Wright explained that he understood that the action on those items would take place after discussion in closed session.
- j. Matthew Ung addressed Chairman Loutsch, telling him there was not a motion on the resolutions, so there was no need to have backup to the resolution. Additionally, telling him that the action items were not spelled out on any of the items on the agenda and because of this, if it says action then the Board can take action, and then reminded him that he did call the roll vote.
- k. Chairman Loutsch ruled that the Board should move forward.
- l. Mark Monson moved that the Board go into closed session under Iowa Code section 21.9, second by Dennis Wright. Roll call vote - Woodbury County: Monson & Ung, aye; Sioux County: Wright & Sybesma, aye; Plymouth County: Henrich, aye. Carried 3-0.
- m. The Board went into closed session and the meeting adjourned at 2:20 p.m.

Julie L. Albright

Julie Albright, Secretary

Approved by Board: February 23, 2016