

Sioux Rivers Regional MHDS Governance Board
Minutes
July 28, 2015

The Sioux Rivers Regional MHDS Governance Board Meeting was held Tuesday, July 28, 2015 at the Plymouth County Courthouse Annex Building, 215 4th Avenue SE, Le Mars, Iowa.

1. Chairman Dennis Wright called the meeting to order at 1:30 p.m. and introductions were made.

Members present: Dennis Wright, Mark Loutsch, Matthew Ung, Mark Monson, Mark Sybesma, Mike Wood, David Van Ningen, Shane Walter, Julie Albright.

Absent: Jim Henrich.

Others present: Patty Erickson-Puttmann, Sharon Nieman, Aaron Haverdink, Ann Landers, Dennis Butler, Jolie Corder, Dan Gillette, Gary Turbes, Jim Rixner, Nate Vander Plaats, JoAnn DeYoung, Don Nore, Mary Ott, Shawna Vander Plaats, Ed Gilliland, Dayton Vogel, Doug Smit.

2. Motion by Matthew Ung, second by Mark Loutsch to approve the minutes of the June 23, 2015 Board Meeting as presented. Motion carried 5-0.
3. DISCUSSION AND APPROVAL TO RAISE INCOME ELIGIBILITY TO 250% OF FEDERAL POVERTY GUIDELINES
 - A. The management team met to look at expenditures and the effect that the 150% of poverty threshold is having with the services currently being funded. The team agreed that it would make more sense to raise that level to 250% of Federal Poverty levels.
 - B. This will not have a big impact on the bottom line.
 - C. It was recommended that the Board approve raising the income eligibility level.
 - D. The income eligibility level is designated in the Sioux Rivers Regional Management Plan, so if approved, this would need to be changed in the Plan.
 - E. The new eligibility guidelines would go into effect on August 1, 2015.
 - F. Motion by Mark Monson, second by Mark Sybesma to raise the income eligibility level from 150% to 250% of current Federal Poverty levels. Carried 5-0.
4. CRISIS SERVICES UPDATE: PURCHASE OF DIVISION STREET PROPERTY
 - A. The Division Street property has been purchased and the Region has obtained insurance on the building.
 - B. Pride Group is currently assessing individuals still residing in the facility for placement needs. They are looking at finding a four bedroom house in Sioux City. The Region will assist in helping Pride Group look for a property.
 - C. The expectation is that on October 31st Pride Group will be done and out of the building. At that point remodeling will begin for the Crisis Services Center.
 - D. Jim Rixner and Patty Erickson-Puttmann have been looking into what is necessary for licensing and accreditation for the Crisis Stabilization Program. They have been consulting with the DHS and Magellan staff members, who are glad to assist in helping the program be developed.
 - E. It is anticipated that the Region will be able to bill for 75%-90% of the people being served within three months' time. The majority of those individuals are T.19 eligible due to the expansion of Medicaid. That will be a source of revenue that will offset a percentage of the Region's participation. The plan is to have Medicaid staff working with the Region from day one so that billing can go out as quickly as possible.

5. APPROVAL OF SIOUXLAND MENTAL HEALTH CENTER AS MANAGEMENT ENTITY OF THE CRISIS SERVICES CENTER.
 - A. Approval is needed by the Board to negotiate an agreement with Siouxland Mental Health to manage the facility. Once an agreement/contract is created it will then be brought back to the Board for approval.
 - B. Siouxland Mental Health would provide the management and would be responsible for the hiring and managing of employees, not the Region.
 - C. Jim Rixner made comments regarding operating expenses.
 - i. The first year is going to be expensive with recruitment costs, insurance and professional liability issues because it is going to be a 24/7 operation.
 - ii. It will take some time to stabilize the staff. Some people will like the work while others will decide it is not the type of work they want.
 - iii. The second year, the Crisis Center will have full accreditation and will be able to bill at full potential and have a per diem rate for everyone that is in the program.
 - iv. Crisis stabilization centers will be funded by the new Managed Care Organizations. Siouxland Mental Health is prepared to negotiate a rate with the MCOs come January.
 - D. Motion by Mark Loutsch, second by Matthew Ung to approve negotiation with Siouxland Mental Health to become the management entity. Carried 5-0.

6. DISCUSSION REGARDING NORTHWEST CARE CONNECTIONS CONTRACTING WITH THE REGION FOR UTILIZATION OF CRISIS FACILITY.
 - A. Shane Walter was contacted by Kim Wilson, the CEO of Northwest Care Connections. That region has an interest in funding a bed or two at the Crisis Center that their consumers could utilize. Per Shane:
 - i. This is just information for the Board.
 - ii. The Crisis Center needs to be up and running smoothly before something like this would ever be considered.
 - iii. Depending on how many Sioux Rivers consumers are utilizing the facility, it might be something to consider in the future as there would be payment for two beds whether or not the beds are utilized.
 - iv. Sioux River's consumers would always have priority.

7. REVIEW AND APPROVAL OF PUBLICATION OF RFP FOR AUDIT SERVICES
 - A. Approval is needed for the RFP to go out.
 - B. Dennis Butler and the Plymouth County Auditor have reviewed the RFP.
 - C. Motion by Matthew Ung, second by Mark Monson to approve sending out the RFP. Carried 5-0.

8. UPDATE ON MENTAL HEALTH ADVOCATE/COURT DISCUSSION
 - A. Connie Barrett is now the Region's Mental Health Advocate.
 - B. The Contract was agreed on by Connie. Some of the wording has been changed and the Woodbury County Human Resource Department is now in agreement.
 - C. Connie will be working in the Woodbury County office under the supervision of Patty Erickson-Puttmann.

9. WORK ALTERNATIVES WORKGROUP UPDATE
 - A. David Van Ningen passed out a written report to the Board showing action taken and where the workgroup is at in the grant process.
 - i. There are five providers involved in the Work Alternative Program.
 - ii. Part of the grant is to support those providers in developing staff competency which will allow them to be more effective in placing people into integrated employment, both those with intellectual disabilities as well as persons with a severe mental illness.
 - iii. Each of the five providers has submitted a budget and staff plan and all were approved.
 - iv. There will be 13 to 15 staff across those five agencies committed to the project being funded by the grant. Those will include people doing job development, job placement and job coaching.
 - v. Through the grant, each agency will become a member of the Association for Persons in Supportive Employment.
 - B. Next month the workgroup will be meeting with Mary Ott from Iowa Vocational Rehabilitation Services (IVRS) to talk about how to best partner with that agency since IVRS is the lead agency in the State of Iowa in terms of this movement.

10. DISCUSSION: CONTRACT WITH AAA/ELDERBRIDGE FOR REFERRAL SERVICES

- A. The County Social Services Region (Bob Lincoln, CEO), is working closely with their AAAs and have entered into a partnership with them for the AAAs to provide referrals to their region. The AAA/Elderbridge would like all the regions to enter into an agreement with them for referrals.
 - i. The cost for their referral services would be \$25,000 per year.
 - ii. Shane was asked to bring this proposal to the Board for consideration.
 - iii. Currently the Region has a good relationship with the AAAs and referrals are made on both sides at no cost.
- B. The Board unanimously decided not to pursue this agreement.

A. ICTS 28E AGREEMENT – MEMBERSHIP (FORMERLY ELECTRONIC TRANSACTIONS CLEARINGHOUSE)

- A. A letter was received from the Iowa Counties Technology Services (ICTS) regarding the changes (including name change) that were finalized to the ICTS Agreement and an invitation for the Region to approve the Resolution and become a member of the ICTS 28E Entity. This Agreement allows the Region to utilize the Community Services Network (CSN) and to be notified and involved in the governance of the 28E Entity.
 - i. The counties in the Region have been associated with ICTS (formally ETC) for a number of years.
 - ii. The Region currently is paying \$57,000 a year for the membership.
- B. Motion by Mark Sybesma, second by Matthew Ung to approve the Resolution and amended 28E Agreement.
- C. Roll call vote: Mark Loutsch (Yes), Matthew Ung (Yes), Mark Monson (Yes), Mark Sybesma (Yes).

12. REGIONAL MENTAL HEALTH BROCHURE UPDATE

- A. A rough draft of the Region's services brochure was presented to the Board and attendees.
 - i. The brochure lists information about the Region, the type of services available, and the contact information of the Service Coordinators, mental health centers, and targeted case management offices.
 - ii. The brochure will be circulated throughout the Region in all of the Service Coordinator's offices and provider offices so that people will have a better understanding of the Region.
 - iii. Anyone that sees changes that need to be made or has ideas to add is asked to contact Shane Walter.

13. COUNTY/ REGIONAL MENTAL HEALTH EXPENDITURES

- A. Motion by Mark Sybesma, second by Mark Loutsch to approve the June 2015 County/Regional mental health expenditures. Carried 5-0.

14. FISCAL AGENT / REGIONAL FUND REPORT / FY16 TRANSITION UPDATE

- A. Dennis Butler presented three financial reports to the Board.
 - i. Recap of Sioux Rivers Fund 720 FY15, showing revenues, disbursements and fund balance as of June 30, 2015
 - ii. Recap of Sioux Rivers Fund 720 FY16, showing revenues, disbursements and fund balance as of July 14, 2015.
 - iii. Summarization of Sioux Rivers Fund 720 FY15, showing detailed breakdown of revenues and disbursements for the entire fiscal year.
- B. Once the Regional audit is completed, it will be added to the Board agenda and the auditing company will come to the Governance Board meeting and present the audit.
- C. Shane Walter discussed the need for Woodbury County to come up with the cost for the Fiscal Agent. Dennis Butler will get together with his staff, meet with the Service Coordinators, and then will present the cost of his services to the Board.
- D. Motion by Mark Sybesma, second by Mark Loutsch to approve the Fiscal Agent Reports as presented. Carried 5-0.

15. PROVIDER CONTRACT AMENDMENT

- A. Shane Walter received a request from one of the contracted providers to look at an amendment to the contract to increase some of what they are being reimbursed for a particular service.
 - i. The management team will come up with a written proposal/amendment to the contract with the dollar amount delineated. At that time he will provide a recommendation to the Board whether it should be approved or not.

16. OTHER ITEMS OF BUSINESS

- A. Shane Walter and the Service Coordinators have been meeting frequently. They have been paying particular attention to the budgeting process. They will be working on the budget for the next fiscal year in a few months and want to make sure they have the process completed in a timely fashion so that it can be presented to the individual boards of supervisors.
 - i. They are looking at the bottom line, the fund balances that are in the fund, and determining ways to utilize those dollars in a cost effective manner.
- B. There is a mandate from the State that the Region has to bring the fund balance down to 25% of expenditures level for the carry over. The Region is well above that 25% at this point and ideas are needed on how the Region is going to address the surplus.
 - i. The Region no longer receives State dollars, so is now utilizing county dollars that are now Regional funds.
 - ii. Provider improvements are something that may be looked into in the future. Things the Region can do on behalf of the individual providers.
 - iii. Also looking at the potential to lower some tax levies for a year, on a one time basis. This might be something that is brought back to the Board next year.
 - iv. If the Region does lower the levies for one year, it will be able to leave some of those dollars in the counties. These dollars can then be used for other things within the counties and help bring down those surpluses to a level that is manageable.
 - v. The Legislature is currently looking into allowing the tax levy caps to come off. If that happens, one idea is for a temporary lowering of the tax levies in two of the Region's counties and then in the subsequent year the Region would be able to come up to a particular level for all three of the counties in the Region.

17. ADJOURNMENT

- A. Motion by Mark Loutsch, second by Mathew Ung to adjourn the meeting. Carried 5-0.

Next meeting will be Tuesday, August 25, 2015 at 1:30 p.m., at the Plymouth County Courthouse annex building.

Julie L. Albright

Julie Albright, Secretary

Approved by Board: 08/25/15