

The Northwest Iowa Care Connections' (NWIACC) Governance Board Work Group met December 17<sup>th</sup>, 2019 at 3 pm in the O'Brien County Jail Conference Room in Primghar with the following members present: Barry Anderson, Clay County Supervisor and Governance Board Representative, Jayson VandeHoef, Osceola County Supervisor and Governance Board Representative, Craig Merrill, Palo Alto County Supervisor and Governance Board Representative and Bill Leupold, Dickinson County Supervisor and Governance Board Representative and Kimberly Wilson, NWIACC Chief Executive Officer (CEO). Guests in attendance were County Social Services (CSS) County Representatives: Ken Abrams, Worth County Supervisor, Bill Jensvold, Winnebago County Supervisor, Roger Tjarks and Donnie Loss, Kossuth County Supervisors, as well as Dona Nielsen, County Social Services (CSS) Disability Service Coordinator, and Sandy Mireles, Winnebago/Worth Community Services Director. Jan Heikes, Department of Human Services (DHS) Community Services Consultant, and Bob Lincoln, CSS CEO joined by phone.

Barry Anderson called the meeting to order at 3 pm. Jayson VandeHoef motioned to approve the agenda as provided and Bill Jensvold seconded the motion. There were updates from the 12/17/19 NWIACC Governance Board meeting held previously that day as to the approval of letters of intent with required conditions for Kossuth, Winnebago, and Worth County admission to NWIACC. These expectations include the equity in fund balances and other identified conditions brought forward should the CSS counties be approved by the NWIACC member counties for admission. There was discussion about alternate times for admission and it was determined that the timeline will be for a possible July 1<sup>st</sup>, 2020 admission if all requirements and processes are successful. The NWIACC Transition Plan approved by consensus was provided to this group for reference.

There were updates regarding the agreed upon communication between the Kossuth County attorney and the CSS regional attorney to relay the requirements of CSS counties to NWIACC. Since no contact had been made, it was determined that the NWIACC CEO would be in contact with the NWIACC Regional attorney to draft the letter to the CSS regional attorney for official notifications to the CSS Board regarding expectations for CSS Counties' possible admission to NWIACC.

This group was informed by Bob Lincoln, CSS CEO, that the CSS Governing Board meets on January 22<sup>nd</sup>, 2020 so it is hoped a proposal agreed upon by all parties will be completed and available to that Governing Board to consider. To address concerns about the availability of funds to pay out to NWIACC on behalf of these CSS member counties, Mr. Lincoln reports projected accrued (December 1<sup>st</sup>, 2020) ending funding balances to be in the \$10.6 Million range and may be more (up to \$11.6M) should projected expenditures be less than anticipated. With their regional change to internal administration, it is difficult to project final expenditures on this date. There was also a "special allocation" request discussed between CSS member counties and Bob Lincoln of approximately \$310,000 to \$315,000 that was assured to be a part of budgeted expenses, and not a drain on CSS reserves. Also included was a reference to "assets" availability at the time of departure from the Region.

Also, Mr. Lincoln informed the group that CSS is planning to enter into a contract with Berryhill Mental Health Center, Fort Dodge, to provide mobile crisis response to Kossuth County beginning February 1<sup>st</sup>, 2020. Since this is a core service, there was no objection expressed from NWIACC or CSS county representatives to pursue this if it was financially within FY 20 budgeting limits to pursue.

Along with budget questions was the discussion of the fiscal agent costs. Currently, CSS reimburses at \$22 a check and NWIACC reimburses at \$11 a check. Negotiations will move forward as Fiscal Agent arrangements are being made.

Because there appears to be an anticipated shortfall between NWIACC member counties and CSS member counties, there was once again discussion about the need to modify these counties' per capita levies for FY 21 to assure needed revenue to meet the NWIACC requirements. Mr. Lincoln reports that capability is covered in their Region's 28E but it would require Board action. The Rolling Hills' arrangement with Woodbury County admission into their Region was cited as a model to utilize in this process.

The discussion regarding the status of Emmet County admission was brought up. Jan Heikes with DHS will explore the Department's position on this and provide more information at a future meeting. At this time, there is no waiver to support non-contiguity should these 3 CSS member counties be conditionally approved for membership in NWIACC.

There was also discussion regarding transitioning of clients for Continuity of Care purposes within 90 days of the signing of the 28 E and prior to the new fiscal year. Tentative date for the 28 E to become effective would be no sooner than April 1<sup>st</sup>, 2020 which coincides with this proposed notification timeframe. Service costs and administrative expenses are being requested to assure financial support for these services.

There was discussion about recent Department of Management instructions to Counties to include all expenses historically covered by counties/Regions for eligible individuals receiving mental health and disability services. This includes representative payee and other non-core services, which are currently funded by CSS but not covered in the NWIACC Management Plan. Negotiations will take place within the 90-day service window of service funding authorization to determine next steps for persons who are currently regional funded for those services.

The assembled group was given an outline of the current NWIACC Administrative model in the discussion regarding regional staffing. Board members were notified of the Winnebago/Worth County Advocate's funding arrangements which also includes 33% of the costs provided by Hancock County. Requests for additional administrative costs will be provided to the CSS CEO for follow-up.

Kimberly Wilson, NWIACC CEO, shared a staff benefits cost analysis for consideration moving forward. CSS member counties were asked to complete the same information to assist in determining an Employer of Record. Also discussed was the intention to have the CEO hired and in place by May 1<sup>st</sup>, 2020 at the latest. Current Job Description information was shared for review for use in hiring for the CEO and DSC Staffing position.

The group determined the next meeting would be a conference call on Friday, January 17th, 2020 at 1 pm. Information for the call and the agenda will be provided. It was suggested that advertising for the CEO position be available at that meeting for review.

Ken Abrams motioned and Roger Tjarks seconded for the meeting to be adjourned at 4:30 PM.

Respectfully submitted,

Kimberly Wilson-NWIACC CEO

