

Northwest Iowa Care Connections Governing Board

May 26, 2020 1 PM via Zoom

The Northwest Iowa Care Connections Governing Board met on Tuesday, May 26, 2020 at 1 pm via Zoom due to COVID 19 precautions. Board members present: Barry Anderson, Clay County Representative, (Board Chair) Jayson VandeHoef, Osceola County Representative (Board Vice-Chair), Craig Merrill, Palo Alto County (Board Secretary), Bill Leupold, Dickinson County Representative, and Dennis Vandenhull, O'Brien County Representative.

Others in attendance via Zoom were: Ken Abrams, Worth County Supervisor, Bill Jensvold, Winnebago County Supervisor, Donnie Loss, Kossuth County Supervisor, Carmen Moser, Palo Alto County Auditor and FY 21 NWIACC Fiscal Agent, Kim Wilson, NWIACC CEO, Melissa Loehr, NWIACC CEO designee Scott Witte, Hope Haven, Deb Brodersen, Spencer Hospital, Jill Barr and Emily Rohlk, Seasons Center, Sandy Mireles, WHW Community Services, Effie Hill, IDPH, Abbie Wallin, Judicial MH Advocate, and Marty Illg, Kossuth County.

The meeting was called to order by Barry Anderson, Chair, at 1 pm. Welcome and Introductions were exchanged. Bill Leupold motioned and Craig Merrill seconded the adoption of the current amended agenda with no revisions. Motion was favored by all ayes.

Meeting minutes for April 28, 2020 and May 13, 2020 were approved unanimously by motion from Dennis Vandenhull and seconded by Craig Merrill.

Kim Wilson provided an update of regional correspondence, which included a presentation via Zoom by regional CEOs to the Children's Behavioral Health (CBH) Statewide Board on May 12th, 2020, and May 20 Zoom conversation with the newly appointed Department of Human Services (DHS) Director, Kelly Garcia, newly appointed Mental Health and Disability Services (MHDS) Division Director, Marissa Eyenson, Teresa Armstrong and Jan Heikes, DHS Community Services Bureau staff, as well as DHS information officers with Kim and Melissa.

Kim Wilson, along with Barry Anderson, Craig Merrill, Jill Barr, and Melissa Loehr, gave an update for the regional COVID 19 MHDS regional team weekly meetings. An invitation was extended to all interested to request a Zoom access to join the team.

Fiscal Agent claims were presented and approved unanimously through motion by Bill Leupold and a second by Dennis Vandenhull as follows.

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| DEKOTER THOLE DAWSON & ROCKMAN | SERV | 1,000.00 |
| DICKINSON COUNTY NEWS | ADS | 117.70 |
| DICKINSON COUNTY TREASURER | OFFICE SUPP | 95.61 |
| GAZETTE-TRIBUNE | ADS | 155.00 |
| GORDON FLESCH COMPANY INC | EQUIP | 164.42 |
| HOPE HAVEN INC | SERV | 6,971.52 |

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|---------------------------------|-------------|-----------|
| IOWA INFORMATION INC | BD PROC | 145.99 |
| KATHLEEN'S CARE INC | SERV | 5,446.80 |
| KEN BORTH AUTO PLAZA INC | TRAVEL | 49.20 |
| LOEHR, MELISSA | MLGE & SUPP | 166.23 |
| MEDICAL ASSOCIATES CLINIC PC | SERV | 359.00 |
| MID-AMERICA PUBLISHING CORP. | SERV | 90.40 |
| O'BRIEN CO SHERIFF'S OFFICE | SERV | 893.25 |
| OSCEOLA CO AUDITOR | PHONE | 24.16 |
| PERKINS ATTY AT LAW, FRED BLAKE | SERV | 63.50 |
| SANDY LAW FIRM | SERV | 415.85 |
| SEASON'S CENTER | SERV | 16,585.14 |
| SIOUX CO SHERIFF'S OFFICE | SERV | 48.72 |
| SOLUTIONS INC | EQUIP | 1,566.04 |
| SPENCER OFFICE SUPPLIES | SUPP | 27.55 |
| THE NORTHWOOD ANCHOR | ADS | 96.00 |
| THE PRESS INC | ADS | 118.66 |
| THE PRIDE GROUP | SERV | 21,553.92 |
| THE REPORTER THE DEMOCRAT | ADS | 191.25 |

The Region's current fund balance is \$1,596,120.13 with all counties FY 21 revenues received.

A letter to County Social Services and the Kossuth County Board of Supervisors and their respective legal counsel, outlining the currently understood terms and payment schedule to satisfy the Kossuth County MHDS debt to CSS was approved unanimously via a motion from Jayson VandeHoef and seconded by Craig Merrill. This letter will be forwarded to said parties to confirm and seek clarification as needed that stipulations of the Settlement Agreement are being met and resolution is expected by December 2020.

A letter to CSS was also approved through consensus to affirm the NWIACC Governing Board's 4/28/2020 decision to decline funding for the non-core START service currently being offered by CSS that will not be covered by NWIACC in FY 21. Transition of clients in that CSS covered service to other options that meet their needs will take place prior to June 30, 2020.

A motion by Jayson Vandehoef, seconded by Craig Merrill and approved unanimously was given to the FY 21 Duncan Heights contract which reflects Medicaid approved rates for services they provide to eligible regionally funded adult individuals.

There was a discussion regarding the initiation of a 28E Agreement between FY 21 NWIACC regional counties and the County Employers of Record for Judicial Mental Health Advocates in Kossuth and Winnebago Counties. This agreement reflects a current similar agreement in place for the past 3 years in NWIACC for coverage of Advocate services to Clay, Osceola, Palo Alto, Dickinson, and O'Brien Counties. As counties must individually appoint their own advocate, the 28E serves as a connection to supply staff who is compensated by the Region to support and document their advocate services through the County Service Network (CSN) to eligible adults and children in compliance with DHS guidelines. Because there were objections to this proposed business arrangement, it was agreed that Melissa Loehr, as CEO designee, would convene a team to discuss the issues more thoroughly and bring back recommendations to the June Governing Board meeting for review.

An update was given by Kim Wilson, who reports that all counties have approved the NWIACC FY 21 28 E Agreement, the NWIACC amended bylaws, and the Personnel Contract. Receipt of all signature pages will result in a filing of the 28E Agreement with the Secretary of State's office at the earliest opportunity.

Kim Wilson discussed the CBH Advisory Committee Selection process and asked for Governing Board representation to this team. Barry Anderson and Bill Jensvold agreed to serve.

Kim Wilson shared the final adjustments to the FY 21 Annual Service and Budget Plan submitted to the DHS which was approved unanimously by motion from Jayson VandeHoef and seconded by Craig Merrill. Matching of revenues on the Plan to the financial worksheets as well as the withdrawal of the Assertive Community Treatment (ACT) regional designation due to the lack of an independent fidelity review at this time, were identified as changes.

Kim Wilson reports the NWIACC Management Plan review by the MHDS Commission, tentatively scheduled for their May meeting, has been rescheduled to June due to May 2020 County membership discussions.

Melissa Loehr provided information regarding confirmation of the third Disability Service Coordinator position for a July 1st hire which was approved unanimously by motion from Jayson VandeHoef and seconded by Craig Merrill. Also discussed was the plan for central purchasing through Spencer Office Supplies, and the procurement of necessary DSC office equipment, which was approved unanimously through motion by Craig Merrill and a second by Jayson VandeHoef.

Since two DSC staff, Anna Miller and Sandra Pelzer, and the claims processor, Therese Trojahn, will be on-boarded June 1st, 2020, a motion was provided by Dennis Vandenhull, seconded by Jayson VandeHoef, and unanimously approved to support a tentative draft of a NWIACC Staff Operations Manual, which will be further reviewed by consultant, Jack Reed per recommendation of the Governing Board.

There was a motion by Jayson VandeHoef, which was seconded by Dennis Vandenhull, and unanimously approved to accept the FY 21 MHR regional insurance premium estimate and assuring the listed proper credit of \$300 is applied. Jayson requested clarification as to the occurrence vs. annual coverage.

Bill Leupold made the motion, which was seconded by Dennis Vandenhull, to accept the updated Health Insurance Portability and Accountability Act (HIPAA) Privacy Practices for use in FY 21 enrollment and re-enrollment packets. The HIPAA Policies and Procedures will be updated in June 2020 for an FY 21 launch.

The Region's Osceola phone line, which has had limited usage, will be disconnected as a result of a motion by Dennis Vandenhull, seconded by Craig Merrill and approved by all ayes.

Regional staff was directed to secure similar but updated regional brochures for marketing through a unanimous vote, which was motioned by Craig Merrill and seconded by Jayson VandeHoef.

Melissa Loehr explained her efforts to address ongoing regional website management and costs associated with updates. She is exploring various vendors and was given some additional options by Governing Board members.

Updates were given by service providers regarding regional services, which included ACT, which is running at capacity with the need for a Substance Use Disorder Counselor to complete the team. Jill Barr also reported that Mobile Crisis through Seasons Center is seeing an uptick in calls due to increased depression, anxiety, and loneliness.

Individualized Placements and Supports (IPS) employment saw 3 new referrals, 10 active cases, and a marked change in service delivery due to COVID 19. The June 2020 scheduled fidelity review has been rescheduled to August 2020. Scott Witte reports optimism due to recent talks with the Iowa Medicaid Enterprise (IME) to consider "exception to policy" funding to offset indirect costs associated with IPS employment services.

Kim gave a brief update on the continued development state-wide of Evidence-Based Practices (EBP) including Permanent Supportive Housing (PSH) Trauma Informed Care (TIC) Cultural Competency (CC), Motivational Interviewing (MI) Integrated Co-Occurring Disorders (ICOD) and Zero Suicide, which are being targeted within our Regions Positive Behavior Support (PBS) Network model.

Deb Brodersen reports the Spencer Hospital Mental Health Unit has maximum admissions but is limited to 50% capacity due to COVID 19. Depression, anxiety, and suicidal ideation are leading causes for hospitalization.

There was no public comment.

A NWIACC Governing Board meeting is scheduled to meet June 23, 2020 at a location yet to be determined in Palo Alto County. Governing Board members and the regional mailing lists will be notified of the final selection prior to this scheduled meeting.

Dennis Vandenhull made the motion to adjourn the meeting with Bill Leupold providing the second. The motion was unanimously passed. Meeting was adjourned at 3:10 pm.

Respectfully submitted:

Kimberly Wilson CEO
NWIACC Governing Board Recording Secretary