

Northwest Iowa Care Connections Governing Board

June 23, 2020 1 PM The Shores, Emmetsburg, IA and via Zoom

The Northwest Iowa Care Connections Governing Board met on Tuesday, June 23, 2020 at 1 pm at the Shores, Emmetsburg, IA and via Zoom. 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 via Zoom and Dennis VandenHull, O'Brien County Representative.

Others in attendance were Ken Abrams, Worth County Supervisor, Carmen Moser, Palo Alto County Auditor and FY 21 NWIACC Fiscal Agent, Kim Wilson, NWIACC CEO, Melissa Loehr, NWIACC CEO designee, Sandy Pelzer and Anna Miller, NWIACC Disability Services Coordinators.

Bill Jensvold, Winnebago County Supervisor, Donnie Loss, Kossuth County Supervisor, Rachel Phipps, Hope Haven, Deb Brodersen and Kasey Fear, Spencer Hospital, Jill Barr, Seasons Center, Sandy Mireles, WHW Community Services, Pam Moldovan, DHS Case Management, Jason Wagner, Amerigroup, and Abbie Wallin, Judicial MH Advocate.

The meeting was called to order by Barry Anderson, Chair, at 1:08 pm. Welcome and Introductions were exchanged. Dennis VandenHull motioned and Craig Merrill seconded the adoption of the current amended agenda with no revisions. Motion was favored by all eyes.

Meeting minutes for May 26, 2020 were approved unanimously by motion from Craig Merrill and seconded by Dennis VandenHull.

Kim Wilson provided an update of regional correspondence, which included a presentation via Zoom to the MHDS Commission to share amendments to the NWIACC Policies and Procedures. Information was shared regarding the successful FY 19 NWIACC Audit as conducted by the State Auditor.

There was a discussion regarding HF 2643 legislation, which addresses DHS oversight of Regional activities, including assignment of counties to a Region, required mediation and audits of Regions, the ability of Counties to transfer funds from their General Fund to a Region for cash flow purposes, offering the option of forming a new Region due to the separation of County Social Services member counties, and providing additional state allocations of \$5M for counties over 250,000 which are experiencing financial hardship. Reactions included perceived over-reach on local control issues.

Melissa Loehr gave an update for the regional COVID 19 MHDS regional team weekly meetings as well as the gearing up with new staff for the July 1st roll out to additional counties.

Fiscal Agent claims were presented and approved unanimously through motion by Jayson Vande Hoef and a second by Craig Merrill as follows.

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| CLAY CO SHERIFF DEPT | SERV | 113.52 |
| DICKINSON CO SHERIFF | SERV | 1,919.31 |
| DICKINSON COUNTY TREASURER | SUPP | 174.06 |
| HOPE HAVEN INC | SERV | 300.00 |

| | | |
|---------------------------------|-------------|-----------|
| IOWA INFORMATION INC | BD PROC | 219.04 |
| KATHLEEN'S CARE INC | SERV | 5,628.36 |
| KLAY VELDHUIZEN BINDER DEJONG | SERV | 347.30 |
| LOEHR, MELISSA | EXP | 65.60 |
| MILLER, ANNA | MLGE | 144.90 |
| O'BRIEN CO SHERIFF'S OFFICE | SERV | 270.50 |
| OSCEOLA CO AUDITOR | PHONE REIMB | 23.69 |
| PELZER LAW FIRM | SERV | 162.00 |
| PELZER, SANDY | SERV | 60.95 |
| PENN CENTER | SERV | 2,839.20 |
| PERKINS ATTY AT LAW, FRED BLAKE | SERV | 180.00 |
| PLAINS AREA MENTAL HLTH CENTER | SERV | 1,300.00 |
| SANDY LAW FIRM | SERV | 463.10 |
| SPENCER OFFICE SUPPLIES | EQUIP | 1,405.60 |
| THE PRIDE GROUP | SERV | 19,444.52 |
| VERIZON WIRELESS | SERV | 82.55 |
| WALLIN, ABBY | MLGE | 61.00 |

The Region's current fund balance is \$1,562,096.07.

There was a motion by Dennis VandenHull and a second by Jayson VandeHoef to authorize the O'Brien County Auditor acting as the current NWIACC Fiscal Agent to transfer remaining regional funds to the Palo Alto County Auditor, acting as the FY 21 NWIACC Fiscal Agent.

There were not FY 20 contracts or exceptions to policy presented.

There were not FY 20 contracts or exceptions to policy presented.

There was a motion from Craig Merrill and a second by Jayson Vande Hoef to approve the Judicial Mental Health Advocate 28 E which was supported by all ayes. Melissa Loehr relayed the details of a conversation to address concerns with billing and reporting which resulted in a resolution of concerns.

Melissa Loehr discussed the CBH Advisory Committee Selection process and the recommendation made for Teresa Wilkinson, Amanda Schmidt, Holly Boetcher, Lorrie Young, Michelle Huntress, and Tom Warntjes to serve. Dennis Vanden Hull motioned and Jayson Vande Hoef seconded the approval of these recommendations from the Selection Team. Vacant membership slots continue to be recruited for and various names were additionally suggested for follow-up contact.

Melissa Loehr shared the final adjustments to the NWIACC Policies and Procedures Management Plan, which included formatting changes and references to the removal of FY20 member counties and addition of FY 21 member counties. Existing detailed procedures determining copayments, housing funding parameters in community-based settings, allowable emergency housing expenses for transitioning clients, and the reporting an exception to policy funding request, were approved unanimously by motion from Dennis Vanden Hull and seconded by Jayson Vande Hoef.

There was no additional information regarding the pricing and printing of Regional brochures.

There was a discussion about regional website improvements. Melissa Loehr provided estimates to the Board from Blue Lake Websites, (Maurice) the Region's current provider, F8 Creative (Spencer), Emagine Marketing (Spencer), and Coloffdigital (Forest City). Board members also encouraged contact with Next Generations Technology (Buffalo Center) for an estimate. Information will be analyzed to reflect the comparisons between the various services related to pricing and other features.

Melissa Loehr shared information about the visit with Jack Reed, an HR consultant, as recommended by the Board, to evaluate the proposed staff Operations Manual which he agrees to review free of charge. Jayson VandeHoef made the motion and Craig Merrill seconded to support Mr. Reed's initial offer to review the Operations Manual. Mr. Reed is an option for a 3-year consulting contract based on concerns identified which will be reviewed by the Board if necessary, at a future date.

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 following FY 21 NWIACC Contracts were approved as follows:

Hope Haven- Motion by Dennis Vandenhull, seconded by Craig Merrill and unanimously approved.

Kathleen's Residential Care Facility-Motion by Craig Merrill, seconded by Dennis Vandenhull and unanimously approved. Two percent increase granted.

Iowa Tele-Health Partners for Jail Services-Motion by Dennis Vandenhull, seconded by Craig Merrill and unanimously approved.

Plains Area Mental Health Inc.-Motion by Craig Merrill, seconded by Dennis Vandenhull and unanimously approved.

Plains Area Mental Health Inc for Turning Point Crisis Residential Service- Motion by Jayson VandeHoef, seconded by Craig Merrill and unanimously approved.

Plains Area Mental Health Inc and Palo Alto County Jail Service Agreement-Motion by Dennis Vandenhull, seconded by Craig Merrill, and unanimously approved.

Pride Group Residential Care Facility-Motion by Dennis Vandenhull, seconded by Jayson VandeHoef, and unanimously approved. Three percent increase granted based on Sioux Rivers Contract as host Region.

Seasons Center Assertive Community Treatment-Motion by Dennis Vandenhull, seconded by Craig Merrill, and unanimously approved with an amendment to strike language "FY 21 ACT Case rate".

Seasons Center Mobile Crisis-Motion by Craig Merrill, seconded by Jayson VandeHoef and unanimously approved with no amendments.

Seasons Center Provider Contract-Motion by Dennis Vandenhull, seconded by Craig Merrill, and unanimously approved with no amendments following lengthy discussion regarding state access standards and the impact workforce shortage and distance has on service delivery. Seasons will be encouraged to report gaps in service due to these challenges that the Region can relay to proper state officials.

Sioux Rivers Crisis Residential and Stabilization Center-Motion by Jayson VandeHoef, seconded by Craig Merrill, and unanimously approved.

Spencer Hospital-Motion by Craig Merrill, seconded by Dennis VandenHull, and unanimously approved.

Y.E.S. Center (Transportation)-Motion by Dennis VandenHull, seconded by Jayson VandeHoef, and unanimously approved.

Copier Lease from Advanced Systems-Motion by Craig Merrill, seconded by Dennis VandenHull, and unanimously approved.

Establishing a NWIACC email domain was motioned by Dennis VandenHull, seconded by Jayson VandeHoef and unanimously approved.

The following contract were tabled for review and/or negotiation: Berryhill Center Mobile Crisis Service for Kossuth County tentatively scheduled for August 1st and Solutions Service Management Agreement.

A Memorandum of Understanding between NWIACC and Iowa Total Care was unanimously approved due to a motion by Craig Merrill and second by Jayson VandeHoef.

Melissa Loehr shared the third and final DSC position has been filled by Marlee Christoffel, who will begin her duties July 1, 2020.

There was a motion by Dennis VandenHull, seconded by Craig Merrill, which was unanimously approved to accept the updated Health Insurance Portability and Accountability Act (HIPAA) manual, including the Business Associate Agreement, and the designation of DSC Anna Miller as the Region's HIPAA Privacy Officer.

The Spencer Daily Reporter/Northwest Iowa Shopper was designated the Region's official newspaper effective July 1, 2020 by a motion from Craig Merrill, seconded by Jayson VandeHoef, and unanimously approved. All agendas and minutes will continue to be available on the region's website and individual county websites per the member County Auditors.

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.

Rachel Phipps from Hope Haven gave an update on the Individualized Placements and Supports (IPS) Supported Employment Service which saw 2 new referrals, 22 active case, with over 30 individuals employed. Recent talks with the Iowa Medicaid Enterprise (IME) and Vocational Rehabilitation Services are going well 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) and the intent to work with a local housing provider to explore a per diem rate structure for a transitional living option. Also, there are plans in place to participate in the Person-Centered Planning seminars offered by the Iowa DD Council.

Deb Brodersen reports the Spencer Hospital Mental Health Unit is recruiting psychiatric providers.

Kim Wilson provided a farewell to the Region since she will be retiring June 30th. She thanked the Board and the Region for the opportunity to serve in the capacity of CEO. The Board presented her with a token of appreciation in addition to a bouquet provided by the Palo Alto County Board of Supervisors.

Bill Leupold made the motion to adjourn the meeting with Dennis VandenHull providing the second. The motion was unanimously passed. Meeting was adjourned at 3:30 pm.

Respectfully submitted:

Kimberly Wilson CEO
NWIACC Governing Board Recording Secretary