

MENTAL HEALTH AND DISABILITY SERVICES REGION

DES MOINES, HENRY, JEFFERSON, KEOKUK, LEE, LOUISA, VAN BUREN & WASHINGTON COUNTIES

DATE	CONVENING TIME	LOCATION
January 13, 2021	1:30pm	ZOOM

Southeast Iowa Link Governing Board Meeting Approved Minutes

Present: Rick Larkin, Jack Seward Jr., Marc Lindeen, Tom Broeker, Dee Sandquist, Fred Snakenberg, Chris Ball, Bob Bartles, Mark Schneider, Ryanne Wood, Ken Hyndman, Sarah Berndt, Sandy Stever, Tami Gilliland, Bobbie Wulf

1. Approve Agenda

The meeting was called to order at 1:40 pm.

Motion to approve the agenda

By Marc Lindeen Second Tom Broeker Motion passes

2. Consider Approval of December 9, 2020 minutes

Document was reviewed via screen share.

Motion to approve the December 9, 2020 minutes

By Jack Seward Jr. Second Tom Broeker Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

3. Update from Adult and Children Advisory Committee Members

Adult and children's advisory committees met together. They discussed legislative priorities. Continued funding for telehealth services and if funding will continue once the pandemic is over is a concern. A rule was waived that pays telehealth at a lesser rate than an in person service; the advisory wants telehealth services to be funded the same as in person services; having a telehealth option is critical in rural areas. Another legislative issue is service parity for both adults and children, right now that doesn't exist, and it should. The third issue is maintaining local control with mental health funding and setting the levy amount necessary to meet service needs, without arbitrary caps or interference from the state. The goal is to have stability in funding, to not have to cut services currently being funding by the region and that we take a look at increasing funding in areas of need. With the workforce shortage, which is a very big deal, targeted Medicaid rate increases would be a way to address this. This is being proposed by more than one source and this is in the governors budget. Regions need to have funding to help providers pay higher wages without that becoming an unfunded mandate. The SEIL Region needs to have increased inpatient psychiatric care in a qualitative level to meet the needs of people being referred. There has to be an infrastructure in place to meet the needs of people leaving acute level of care; including having adequate support services available when people are ready to leave acute inpatient care.



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Wendy Eland is a person with lived experience who will be recommended to serve on the governing board for the adult advisory committee.

Legislative forums are starting and a summary of talking points from the report given by Bob Bartles was requested.

The children's advisory talked about still having open childcare and pediatrician representative positions for their advisory committee. They had three applications submitted for the provider representative to the governing board from the children's advisory committee. They will be recommending Rochelle Phelps for this position. They talked about upcoming presentations for their future committee meetings to build their capacity and to learn more about programs. A subcommittee was created on children's advisory committee to help draft the required quarterly report for the mandated children's services. This subcommittee be looking at data and benchmarks along with make suggestions for the quarterly report. The subcommittee is to continue to brainstorm ideas for services to provide children in the future and bring back to the full committee for possible investigation.

4. Consider Approval of Claims as per Running Totals Document- December

Document was reviewed via screen share. All reports were submitted by the member counties. Items on the spreadsheet in blue font represent changes from previous months that have occurred; mainly tax appropriation for Des Moines County and SEIL Fiscal Agent interest.

The Keokuk County ledger has been submitted and is balanced. Jefferson County is working on some liability and benefit deductions trying to work those out and this should match once the reports are corrected.

County payments to the fiscal agent for December totaled \$1,253,493.39. There was a Decat expenditure of \$90.00 for December. These expenses are reimbursed from the Department of Human Services.

Motion to approve the claims per running totals document for December

By Jack Seward Jr. Second Dee Sandquist Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

5. Discuss and Consider Approval of Governing Board signatory on claims

Motion for approval of Tom Broeker for governing board signatory on claims
By Tom Broeker Second Dee Sandquist Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-



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6. Consider Approval of Claims for Fiscal Agent Account as per Claims 1-13-2021

Document was reviewed via screen share. Mandated claims were \$2,701.32, expenditure claims totaled \$443,681.03 and Decat claims totaled \$120.00. Total claims paid for January is \$446,502.35.

Motion to approve claims for fiscal agent account per claims 1-13-2021

By Marc Lindeen Second Chris Ball Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

7. Receive and File Fiscal Agent Report- December

Document was reviewed via screen share. SEIL is waiting for an updated fiscal agent report, there were a few corrections needed with the Decat funds to make sure they are under the correct general ledger number. Revenue came in from member county payments to the fiscal agent and other income was from refunds or reimbursements for total revenue of \$1,255,751.21. There are credits for \$1,635.00 and \$224.80 for checks that were over a year old. This made the fiscal agent report of expenses paid verses approved expenses off. Total activity was \$328,922.56 and claims approved by the governing board was \$330,782.36. The fiscal agent paid out less for expenditures than what was approved by the governing board.

Motion to receive and file the fiscal agent report for December

By Tom Broeker Second Jack Seward Jr. Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

8. Receive and File Cares Act Report to DHS

Document was reviewed via screen share. This report is due to the Department of Human Services (DHS) no later than January 8, 2021. SEIL spent their total allocation of Cares Act funds which went to local providers and community schools.

Motion to receive and file the Cares Act Report to the Department of Human Services

By Dee Sandquist Second Mark Schneider Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-



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9. Discuss and Consider Approval of SEIL Chair

Motion to appoint Rick Larkin as Chair, Jack Seward Jr. as Vice Chair and Marc Lindeen as Secretary to the SEIL Governing Board

By Tom Broeker Second Chris Ball Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

10. Discuss and Consider Approval of SEIL Vice Chair

Action taken in agenda item 9.

11. Discuss and Consider Approval of SEIL Secretary

Action taken in agenda item 9.

12. Discuss and Consider Approval of new designates to Adult Advisory Committee

Wendy Eland is a member of the adult advisory committee with lived experience. Adult advisory is recommending she is designated to the adult advisory committee.

Motion to approve voting member Wendy Eland to the adult advisory committee By Dee Sandquist Second Jack Seward Jr. Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

13. Discuss and Consider Approval of new designates to Children's Advisory Committee

Rochelle Phelps works for Optimae LifeServices providing therapy services. She has been providing services in the SEIL Region for the last seven years and will be an excellent representative on the advisory committee.

Motion to nominate Rochelle Phelps to the children's advisory committee

By Dee Sandquist Second Mark Schneider Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

14. Discuss and Consider Approval of Adult Advisory Designate to Governing Board

a. Person/Family Member representing person with lived experience

Motion to approve Wendy Eland as the adult advisory board designate to the governing board By Marc Lindeen Second Dee Sandquist Motion passes



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Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

15. Discuss and Consider Approval of Children's Advisory Designate to Governing Board

a. Parent of Child receiving mental health service

b. Provider of Children's mental health service

Motion to approve Kristine Skinner a parent of a child receiving mental health services and Rochelle Phelps a provider of children's mental health services as children's advisory board designates to the governing board By Jack Seward Jr.

Second Dee Sandquist

Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

16. Discuss and Consider Approval of Insight Contract

Document was reviewed via screen share. The SEIL Management Plan identifies if a provider serves more than 12 participants funded by SEIL or SEIL pays a provider \$50,000.00 or more annually for services a contract will be requested with the provider. Insight met the \$50,000.00 criteria to be offered a contract in fiscal year 2020. The contract is for a year and a half January 2021 through June 2022. This was done due to the contract being for only six months for fiscal year 2021 to avoid the need to negotiate a contract again for fiscal year 2022. This is a contract for Medicaid funded services, and this is why attachment A is blank all services provided are covered in attachment B. SEIL pays Insight at the rate the provider has established with Medicaid. Services funded would be bridge services while an individual's is in the process of being approved for Medicaid and occasionally for client participation for individuals with no income who are living in habilitation sites. Insight provides core services the region is obligated to fund to ensure people get into the Medicaid service array.

Motion to approve the Insight Contract

By Marc Lindeen Second Jack Seward Jr. Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

17. Discuss and Consider Approval of Fiscal Year 2022 budget recommendation

There isn't a handout for this agenda item. This was on the agenda in December. The recommendation is for member counties to make available the region \$42.60 per capita. Two member counties won't levy at the \$42.60 as they have fund balance to spend down. A small amount of funds are kept at the local level for administrative expenses. The goal is to have member counties maintain a fund balance of thirty percent at the local office. If a member county would, for example, budget for a new computer and then not make that purchase this could push the county over the forty percent fund balance. A thirty percent fund balance makes funds available after the new fiscal year starts until property tax revenue comes in.



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The \$42.60 will be the total budget for each county. Those member counties with revenue, Jefferson from Van Buren and Washington and Louisa have to add that revenue into their budgets to give them spending authority. Those counties would budget \$42.60 plus the anticipated revenue.

Motion to accept and approve fiscal year 2022 budget as presented

By Jack Seward Jr. Second Tom Broeker Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

18. Discuss and Consider Approval of CEO Evaluation

Documents were reviewed via screen share. Included in the supporting documents is a memorandum of understanding (MOU) for the CEO position, a copy of Ryanne's evaluation and the budget related to the wage paid for Ryanne's CEO work. In the MOU between Lee County and the region it indicates each January these documents are to be reviewed. Ryanne does a self-evaluation that she submits to the SEIL Governing Board to identify performance goals. Ryanne waived having a closed meeting for this discussion. Ryanne's skills are depended on by the SEIL Governing Board. She provides professional management of the SEIL Organization. Governing board members are exceptionally satisfied in all areas of Ryanne's performance. Ryanne is in a leadership role within the state and she is very influential as a CEO. Ryanne creates more benefit to the region over the cost for her services as the CEO. The governing board wants Ryanne to continue her work as the region CEO.

Motion to recommend no changes to annual review and memorandum of understanding between SEIL and Lee County

By Jack Seward Jr. Second Chris Ball Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

19. Discuss and Consider Approval of CEO salary and benefits from Region Fiscal Agent

The budget related to the wage paid for Ryanne's CEO work document was reviewed via screen share. Ryanne has proposed the same wage, FICA and IPERS taxes as last fiscal year. Des Moines and Lee County have a recommendation of a two percent wage increase for elected officials and department heads. Keokuk County is looking at a two and a half percent wage increase, Washington is a two percent wage increase, Van Buren County is a one and a half percent wage increase. Jefferson and Henry County don't have a proposed wage increase yet. If Lee County provides a raise to employees, this isn't a component of the SEIL wages paid. At some time consideration needs to be given with regards to an increase to the \$20,000.00 annual stipend and taxes. A two percent increase is only \$400.00, and she needs to be given more. Five percent would be \$1,000.00.



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Motion to approve a \$1,000 wage increase and the FICA and IPERS taxes for the increased wage By Chris Ball Second Marc Lindeen Motion passes

Roll Call Vote

Rick Larkin-yes Tom Broeker-yes Dee Sandquist-yes Chris Ball-yes Mark Schneider-yes

Jack Seward Jr.-yes Marc Lindeen-yes Fred Snakenberg-yes Mark Meek-

20. Discuss Legislative Zoom

The meeting held on December 28th went really well and was well received with the legislators who attended. The governing board was happy with the attendance and contribution of the presenters. should reach out to legislators. The summary of the meeting was a very well written recap of the discussion. The recording has been put on the Des Moines County web site and is in the process of being uploaded to the SEIL web site. Ryanne will send the Zoom recording link out once that is on the SEIL web site. In the next week or two governing board members need to follow up with the legislators and provide them with the summary and talking points. When taking about regions and funding needs, we need to be very aware of why counties aren't all levied at the maximum. There is a difference of making the \$42.60 amount available due to having fund balance that needs to be spent down verses levying at the maximum of \$42.60 for other counties who have sent their fund down to forty percent. Legislators don't want regions setting on fund balance and there is a need to build services without an available workforce capacity to build services. Let Ryanne know if there are additional documents the governing board wants her to include in the summary to the legislators i.e. summary of talking points from the advisory committees.

The governor is advocating for thirty million split over two years for mental health and disability services. This is being interpreted as going to the regions. The governor's office wants the children's service array to be bolstered and this funding is a good start.

21. New Business

A request was made to have the talking points Bob Bartles presented today be made available to the governing board members to take to the legislative forums that began this month.

A comment was made recognizing that all coordinators of disability services have done an excellent job of backing up Ryanne Wood and their local counties.

22. Adjourn

Motion to adjourn

By Jack Seward Jr. Second Tom Broeker Motion passes

Minutes submitted by Marc Lindeen, Secretary, January 28, 2021. MLsb