

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

DATE	CONVENING TIME	LOCATION
		Henry Co. Emergency Management
		900 West Washington St.
June 8, 2022	1:30pm	Mount Pleasant, IA 52641
	_	ZOOM

### Southeast Iowa Link Region Governing Board Regular Meeting Approved Minutes

Present: Rick Larkin, Jack Seward Jr., Marc Lindeen, Tom Broeker, Dee Sandquist, Randy Griffin, Mark Meek, Mark Schneider, Patricia Lipski, Ryanne Wood, Sarah Berndt, Sandy Stever, Tami Gilliland, Bobbie Wulf, Cheryl Plank, Patty Brooks, Leia Craff

#### 1. Approve Agenda

The meeting was called to order by the Chair at 1:30pm. The document was reviewed via screenshare. Addition under new business closing Fund 10 and transition.

Motion to approve the agenda with the addition under new business closing Fund 10 By Jack Seward Jr. Second Mark Meek Motion passes

#### 2. Consider Approval of May 11, 2022 minutes

The document was reviewed via screenshare.

Motion to approve the May 11, 2022 minutes

By Mark Schneider Second Tom Broeker Motion passes

#### 3. Update from Adult and Children Advisory Committee Members

Adult advisory discussion was around the stakeholders meeting and Individual Placement and Supports by Hope Haven. Gave an update of the May governing board meeting. Discussed Psychiatric Intensive Care (PIC) services. PIC goes into effect January 1, 2023, between now and then, there will be the development of the standard of care and tiered rates.

Children advisory had a general discussion of current issues. Jack Seward Jr. said with his appointment to the Mental Health and Disability Services Commission he will try to get an allowance for another representative other than a pediatrician to the children advisory committee.

# 4. Discuss and Consider Approval of new designates to the Adult and Children's Advisory Committees

None for adult or children advisory committees.

## 5. Consider Approval of Claims as per Running Totals Document- May

The document was reviewed via screenshare. All reports were submitted from member county auditors with the exception of the Washington County county ledger report due to a software change. Des Moines County had a change to April revenue and an update to the tax appropriations. An interest payment was added for April. Keokuk County has a pilot tax to reflect which their software support has to assist them with adjusting. The fund balance between the SEIL and Keokuk County is off pending the adjustment which will occur in June. The fund balances for all member counties and fiscal agent were reviewed.



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

Motion to approve the running totals document for May By Tom Broeker Second Randy Griffin

Motion passes

### 6. Consider Approval of Claims for Fiscal Agent Account as per Claims 6-8-2022

The document was reviewed via screenshare. Mandated and administrative claims totaled \$15,904.25, Service claims totaled \$200,070.02 and wrap around claims totaled \$394.41. Total claims to be paid for June is \$216,368.68.

Motion to approve claims for fiscal agent account 6-8-22

By Marc Lindeen Second Jack Seward Jr.

Motion passes

### 7. Receive and File Fiscal Agent Report- May

The document was reviewed via screenshare. Revenue was \$90.53 for a Decat reimbursement. Expenditures were \$285,619.89 and match claims approved by the governing board at the May meeting. The fiscal agent account fund balance is \$3,840,450.24.

Motion to receive and file the fiscal agent report for May

By Tom Broeker Second Mark Meek Motion passes

### 8. Discuss and Consider approval of Promotional Items for SEIL

The document was reviewed via screenshare. In October 2020, the governing board approved using Cares Act funds for marketing items with Your Live Iowa crisis lines and COVID phone line. The management team is asking for up to \$7,500 purchase promotional items to promote the SEIL Region. Several coordinators of disability services are at public events and would like to have promotional items to hand out. These events target both adult and children's populations. There was discussion of how much money could be spent to purchase promotional items. Promotional items the governing board suggested purchasing included yard sticks, fly swatters, refrigerator magnets, letter openers, good quality t-shirts, good quality baseball hats and table covers.

Motion to approve \$7,500.00 on promotional items

By Tom Broeker Second Dee Sandquist Motion passes

Motion to approve CDS's to get another promotional order not to exceed \$15,000 with order to be approved by the finance committee prior to making the order

By Jack Seward Jr. Second Dee Sandquist Motion passes

#### 9. Discuss and Consider Approval of First Resources Contract FY23

The document was reviewed via screenshare. The costs used to establish rates for services in this contract are comparable to the current contract. Contracts are reviewed and approved by the management team before going to the governing board for approval. Integrated health home services have been added to the First Resources contract. Crisis stabilization residential services (CSRS) will bill on actual costs monthly. In the FY23 contract the CSRS services will be billed based on how the beds are used. The rates include \$360.19 for the five-day crisis stabilization, \$341.03 for transition bed days and \$220.65 will be billed for empty bed days. After the five-day crisis stabilization, a mental health professional is no longer required and during the transition period SEIL expects the CSRS to connect individuals to mental health services in their home community. A new service in the contract is peer



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

support as a standalone service and is a core service for the region. A certified peer support staff provides peer support.

Motion to approve the First Resources contract for FY23

By Tom Broeker Second Jack Seward Jr. Motion passes

#### 10. Discuss and Consider Approval of Hope Haven Contract FY23

The document was reviewed via screenshare. Under the FY22 contract crisis stabilization residential services (CSRS) were reconciled. In FY23 the services will be billed based on actual costs for the program. Rates for the first five days crisis services is \$360.19, transition bed days is \$341.03 and empty bed days is \$220.65, which are the same as the rates in the First Resources contract. In previous years Lee County paid the rent for the drop-in center location and rent is now being paid by Hope Haven. Hope Haven is providing an employment service Individual Placement and Supports (IPS) for individuals with mental illness and this a core service. The IPS provides rapid employment services and assists the individual by supporting their mental health needs to facilitate maintaining successful employment. Payment for IPS is based on meeting outcomes verses a fee for service. Peer support as a standalone service has been added to this contract as well.

Motion to approve the Hope Haven contract for FY23

By Marc Lindeen Second Mark Meek Motion passes

#### 11. Discuss and Consider Approval of Legal Representation RFP applicant

The documents were reviewed via screenshare. Cray Law Firm and Orsborn, Mitchell, Goedken & Larson, P.C. Attorneys at Law submitted proposals. The management team reviewed both proposals focusing on their being no conflict of interest, sufficient experience providing legal representation and being within the SEIL geographical area. Both law offices are qualified to provide legal representation for the SEIL Region. The management team recommends approving Cray Law Firm. Tom Broeker identified that Cray Law Firm represents a Gabeline Trust which for many hears has provided funds to the residential care facility (RCF) operated in Des Moines. These funds purchase items for the RCF which there is no other funding available. Discussed if Cray Law Firm representing the trust could be a conflict of interest with the law firm in working with Des Moines County regarding the trust and the SEIL Region. Cray Law Firm will be contacted to enquire if their representation of the Gabeline Trust with Des Moines County creates a conflict of interest.

Motion to table until the next governing board meeting

By Patricia Lipski Second Tom Broeker Motion passes

#### 12. Update on Commission and Legislative Review

The MHDS Commission meeting in May was primarily an orientation for the new commission members.

Legislative review House File 2578 passed and addressed issues related to regions. There was nothing addressing the requirement regions can only have a five percent ending fund balance. Discussed a section in the legislation that states "a hospital with an inpatient psychiatric unit or a state mental health institute is located in or within reasonably close proximity to the region, has the capability to provide inpatient services for the region, and is under contract with the region." SEIL did not have a contract with a hospital for FY 22.



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

Dee Sandquist is new member the Justice Advisory Board.

#### 13. New Business

Fund Ten will no longer be available to the region July 1<sup>st</sup>. Tami Gilliland is reaching out to counties to make plans for transferring funds to the fiscal agent. The fiscal agent will send startup funds for administrative cost to the member counties for Sub Fund Six. Tami let everyone know there is a third claims cycle for the fiscal agent in June. We need to use this for administrative claims and Sub Fund Six payments in an effort to get fund balance spent down. The governing board could take action to allow service claims to be paid with the third claim cycle.

Motion to include all claims for payment with the third claims cycle

By Tom Broeker Second Marc Lindeen Motion passes

14. Adjourn

Motion to adjourn

By Mark Meek Second Randy Griffin Motion passes

Minutes submitted by Marc Lindeen, Secretary, June 22, 2022. MLsb