

MENTAL HEALTH AND DISABILITY SERVICES REGION

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

DATE	CONVENING TIME	LOCATION
		Henry Co. Emergency Management
July 8, 2020	1:30pm	900 West Washington St.
		Mount Pleasant, IA 52641
		ZOOM

Southeast Iowa Link Governing Board Meeting Approved Minutes

Present: Rick Larkin, Jack Seward Jr., Marc Lindeen, Tom Broeker, Dee Sandquist, Michael Berg, Mark Meek, Bob Bartles, Chris Betsworth, Heather Brueck, Mark Schneider, Ryanne Wood, Ken Hyndman, Sarah Berndt, Sandy Stever, Bobbie Wulf

1. Approve Agenda

The meeting was called to order at 1:31 pm.

Motion to approve the agenda

By Michael Berg Second Dee Sandquist

Roll Call Vote Motion passes

Rick Larkin- Dee Sandquist- yes Mark Schneider- yes Jack Seward Jr.- yes Michael Berg- yes Kristine Skinner-

Marc Lindeen- yes Chris Ball-

Tom Broeker- yes Mark Meek- yes

2. Consider Approval of June 10, 2020 minutes

Motion to approve the June 10, 2020 minutes By Mark Meek Second Tom Broeker

Roll Call Vote Motion passes

Rick Larkin- Dee Sandquist- yes Mark Schneider- yes Jack Seward Jr.- yes Michael Berg- yes Kristine Skinner-

Marc Lindeen- yes Chris Ball-

Tom Broeker- yes Mark Meek- yes

3. Update from Adult and Children Advisory Committee Members

Both Adult and Children Advisory Committees met together via Zoom. The SEIL Management Plan was reviewed and the committees recommend approval of the plan. There was discussion of the one-time federal funds pass through from the state that Governor Reynolds is providing to regions and providers. They talked about how the funds could be used in the SEIL Region. Since the money was related to the pandemic it should be used for costs related to the pandemic for example remote tech support for students, hazard pay, personal protective equipment and one-time costs to enhance the regions service array such as the Hope Haven Dual Diagnosis Program start-up costs. The funds will likely have direction from the state on what they can be used for. There was a question of how the federal funds passing through the state to regions will be appropriated. The funds will come to regions based on a per capita but it is unknown what population census will be used. The payment will be sent to the SEIL Fiscal Agent and it is anticipated it will be about 1.5 million dollars. There was a request to send a letter of appreciation to the governor that comes from the advisory groups and governing



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board. The letter will be written and sent to governing board members to sign. It was suggested SEIL could tell the governor what the funds will be used for in our region.

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

The county ledgers are not balanced do the reports being needed so early in the month of July. Keokuk County \$24.09 difference has been found and report will be sent with that information. Bobbie Wulf will update this report with yearend information and present again at the August governing board meeting. Cash for all counties was reviewed and all counties spent most of their approved budgets. The fiscal agent spent eighty-five percent of the approved budget. No interest was posted for July. All counties did make their fiscal agent payments as expected. Des Moines Counties fiscal agent payment was issued June 30th and will be reflected in the reports next month. The revenue detail for each member county shows how much counties where short in property tax payments verses what was budgeted for tax levy revenue. It is anticipated those payments will come in slowly over the next few months.

Motion to approve the claims as per funning totals document for June

By Michael Berg Second Tom Broeker

Roll Call Vote Motion passes

Rick Larkin- Dee Sandquist- yes Mark Schneider- yes Jack Seward Jr.- yes Michael Berg- yes Kristine Skinner-

Marc Lindeen- yes Chris Ball-

Tom Broeker- yes Mark Meek- yes

5. Consider Approval of Claims for Fiscal Agent Account as per Claims 7-8-2020

Motion to approve the fiscal agent claims for 7-8-2020 By Marc Lindeen Second Mark Meek

Roll Call Vote Motion passes

Rick Larkin- Dee Sandquist- yes Mark Schneider- yes Jack Seward Jr.- yes Michael Berg- yes Kristine Skinner-

Marc Lindeen- yes Chris Ball-

Tom Broeker- yes Mark Meek- yes

6. Receive and File Fiscal Agent Report-June

Revenues came in from Henry, Jefferson, Keokuk and Washington Counties. No interest was posted. Expenses listed are off due to a check in the amount of \$1,662.61 issued to an attorney in 2018 not being cashed. The auditor voided the check. In June the law firm came forward requesting another check be issued. This is the reason the report shows expenditures of \$431,028.55 for June when the governing board approved expenditures of \$429,365.94 reflecting the difference of \$1,662.61 for the reissued check.

Motion to receive and file the fiscal agent report for June By Mark Schneider Second Tom Broeker



MENTAL HEALTH AND DISABILITY SERVICES REGION

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

Roll Call Vote Motion passes

Rick Larkin- Dee Sandquist- yes Mark Schneider- yes Jack Seward Jr.- yes Michael Berg- yes Kristine Skinner-

Marc Lindeen- yes Chris Ball-

Tom Broeker- yes Mark Meek- yes

7. Discuss and Consider Approval of amended SEIL Management Plan

SEIL CEO Ryanne Wood provided an executive summary of amendments the plan for governing board members. Children's behavioral health services have been incorporated throughout the document as legislatively mandated. Information was added in the organizational structure section related to the new members of the governing board and requirements for the Children's Advisory Committee. The conflict of interest section was updated to include advisory and governing board members. There were updates to Iowa Code references to ensure correct Iowa code and Iowa administrative code is reflected throughout the document. There was an update in the state psychiatric papers section of the plan. There were significant eligibility updates with the addition of children's services. In the contract section the management team defined the parameters of when a contract should be considered with a provider. The wait list criteria was modified to reflect service reduction for other than target population non-core service occurs first, then service reduction for other than target population core services and last is service reduction for target population non-core services. The service matrix is in the same format as the annual service and budget plan.

There was a question if there is a review of the Advocates and the job that they do. The SEIL Management Team has an Advocate committee that oversees the Advocates. The Advocates also use the Community Services Network (CSN) data base to submit data reports to the Department of Human Services (DHS).

DHS does not support SEIL's open panel language for the adult and children's advisory committees. The compromise was the SEIL Governing Board designates the voting membership of the adult and children's advisory committees, which maintains compliance with open panel language which has been in the 28E agreement since the region started. Bob Bartles stated that the adult advisory talking points discussions are by consensus and when a vote is required each provider gets one vote, a family member gets one vote and recipient of services gets one vote and must be present at the meeting to vote. Mark Schneider noted that the children's advisory works the same way. The committees have discussed the voting member should designate an alternative to act on their behalf if they cannot attend a meeting.

The governing board expressed appreciation to the SEIL CEO and Management Team for the work they did to revise the management plan.

Motion to approve amended SEIL Management Plan By Mark Schneider Second Michael Berg

Roll Call Vote Motion passes

Rick Larkin- yes Dee Sandquist- yes Mark Schneider- yes Jack Seward Jr.- yes Michael Berg- yes Kristine Skinner-

Marc Lindeen- yes Chris Ball-

Tom Broeker- yes Mark Meek- yes



MENTAL HEALTH AND DISABILITY SERVICES REGION

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

The SEIL Management Plan presentation will be on the MHDS Commission agenda for approval at their August meeting. The region CEO attends to present the plan. This meeting will be via Zoom and governing board members can attend to help present the SEIL Plan to the commission. Jack Seward volunteered to attend the MHDS Commission meeting.

8. Discuss and Consider Approval CommUnity contract

The provider started providing mobile crisis services via telehealth on Memorial Day and face to face services started July first. The contract for FY 21 is close to the amount paid for FY 20 services. The cost of the services funded by SEIL is reconciled and the provider is to bill based on actual costs.

Motion to approve the CommUnity Contract

By Marc Lindeen Second Mark Meek

Roll Call Vote Motion passes

Rick Larkin- yes Dee Sandquist- yes Mark Schneider- yes Jack Seward Jr.- yes Michael Berg- yes Kristine Skinner-

Marc Lindeen- yes Chris Ball-

Tom Broeker- yes Mark Meek- yes

9. New Business

COVID updates were provided by governing board members.

Lee County buildings had a soft opening and the public is to have an appointment, which has worked for the most part. Some people want to just come in to do business verses having to make an appointment. The court system is opening July 13th and Lee County has had to make adjustments for this. COVID cases are increasing in Lee County which is a cause for concern.

Washington County Courthouse remains locked and courthouse services are by appointment only. Departments outside of the courthouse are setting their own standards for entry into their building. Washington County is trying to work with the court system who admit people into the courthouse for court. Accessing county services in the courthouse will likely continue to be by appointment through July.

Henry County has a combination of access to the public. Access is at the discretion of the department head, some departments remain locked, some still require appointments and others are open to the public. Magistrate court has been held in the former sheriff building.

Des Moines County opened to walk-in traffic on June 8th. Court services opened June 24th. They followed court guidelines and have one entrance into the courthouse where a temperature is taken, and screening questions are asked. People are asked to wear a mask, but this isn't required. Screening was in place for about a month with no problems observed with anyone having a fever. Thursday will be the last day a screener will be present then signs will be posted about social distancing and a box of face masks will be set out.

Jefferson County no change from last months report. The courthouse is open, chairs have been removed to minimize loitering and the treasurer is taking appointments.

MENTAL HEALTH AND DISABILITY SERVICES REGION

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

Keokuk County Courthouse has been open, and the treasurer requires a reservation by calling ahead. The health administrator has resigned, and they are in the process of hiring to replace this position.

Louisa County continues to see people by appointment only.

Van Buren County has been open for a while. They continue using current staff to screen people coming in for temperature and ask health questions. Driver's license is by appointment and the other departments are open without an appointment.

The schools had to submit a return to learn plan which required superintendents to sign off on thirty-four assurances. They did not create a plan each school district. As the start of the school year approaches decisions and arrangements need to be made for students return. In June bringing children back to school was supported but as COVID numbers climb again superintendents have become concerned with bringing children back into school. At Mid Prairie a survey was sent to parents and employees and an example on the parent survey there was a question if masks should be required or voluntary for students and staff. It was a 50/50 response to require masks or allow voluntary wearing of masks and included a variety of opinions.

Discussed new legislation about open enrollment and online school, Cory Johnson from Burlington Schools sent out emails locally saying most schools are planning online options so check with the school district. This online option is permissible under the governor's declaration which expires December 31st. With in building learning most schools will provide an online version and are looking at options of recording lessons for students to listen to. March 1st is the deadline for open enrollment, and this can be extended for extenuating circumstances.

Hope Haven has had the virus in their system three times now. Safety is a core need with this virous, and decisions need to be made with a focus on safety and protecting people.

Hillcrest continues to provide the majority of their services by telehealth. They have in person counseling available at each of their offices and are providing face to face medication management with high needs clients. They plan to continue using telehealth as long as possible.

Christamore has no new updates from last month.

There was a request to have the August SEIL Governing Board agenda include a discussion about a plan for marketing what SEIL does in our region to the general public. The management team will address this issue and try to come up with options for the governing board discussion.

10. Adjourn

Motion to adjourn

By Michael Berg Second Tom Broeker Motion passes

Minutes submitted by Marc Lindeen, Secretary, July 13, 2020. MLsb