



SOUTHEAST IOWA LINK (SEIL)

MENTAL HEALTH AND DISABILITY SERVICES REGION

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

DATE	CONVENING TIME	LOCATION
November 13, 2019	1:30pm	Henry Co. Emergency Management 900 West Washington St. Mount Pleasant, IA 52641

Southeast Iowa Link Governing Board Meeting

Approved Minutes

Present: Jack Seward Jr., Marc Lindeen, Tom Broeker, Dee Sandquist, Michael Berg, Randy Griffith, Mark Meek, Bob Bartles, Heather Brueck, Ryanne Wood, Ken Hyndman, Sarah Berndt, Sandy Stever, Tami Gilliland, Rochelle Honey-Arcement, Becci Reedus, Felicia Toppert, Nathan Mather, Christina Shark, Alan Brady, Chris Betsworth, Travis Oliver

- 1. Approve Agenda** the meeting was called to order at 1:30 pm
The meeting began with introductions.

Motion to approve the agenda

By Michael Berg

Second Mark Meek

Motion passes

- 2. Consider Approval of October 9, 2019 minutes**
The minutes were reviewed via overhead projector.

Motion to approve the October 9, 2019 minutes

By Michael Berg

Second Tom Broeker

Motion passes with Dee Sandquist abstaining

- 3. Update from Adult and Children Advisory Committee Members**

The Adult Advisory Committee reported Representative Kurtz attended the Advisory Committee meetings today. Issued of concern shared with Representative Kurtz included how the children’s services legislation passed with no funding and it was emphasized that the governor and legislators need to fund services. There is a need for information sharing across various government entities in a way that is meaningful and improves communication on the people served across various funding sources. Discussed that county/region funding is supporting Medicaid. An example was shared of crisis stabilization residential services in which funding is high from the region and contribution from Medicaid is low. It requires a fair amount of effort to become a Medicaid funded service and brings in very little Medicaid money into the program. Change Agent had a presentation from the Area Education Agency about anti-bullying and positive behavioral supports being used in the schools. The adult advisory committee is absent of an adult representative to the governing board. The adult advisory committee is going to approach leaders from the local advocacy groups for a representative to the governing board. Legislatively providers having adequate workforce continues to be an issue. There is a need to get front line staff wages up. A wage increase of three dollars an hour for direct support professionals is being asked of the governor and legislators. This would help attract and retain employees; low wages stifles growth. There is a shortage of professional mental health workers and they would like to see efforts to improve that workforce. Mobile crisis team is getting up and running in the four counties and there is a possibility they will launch in the other four counties soon.



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The Children's Advisory Committee reported they recommended approval the SEIL Annual Report. The committee voted on members for the governing board. Mark Schneider will be the education representative and Heather Brueck will be the children's services provider representative. There wasn't a candidate that fit the parent category; they do have a couple of people they think may be appropriate and advisory members will reach out to them.

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

The report was reviewed via overhead projector. Reports have not been received from Jefferson County auditor or treasurer this is represented by highlighting on the report. The percentage of budget used is increasing due to payments to the fiscal agent from member counties. Most counties make partial payments as tax revenue comes in. Fund balances are volatile while funds are transferring from member counties to the fiscal agent. No ledger from Keokuk County the other reports were submitted, and the financials will be verified when the ledger is submitted. Payments to the fiscal agent include Henry County paid \$292,921.50, Lee County paid \$488,485.76, Van Buren County paid \$153, 883.52 and Washington County paid \$214,895.00.

Motion to approve the claims running totals document for October

By Mark Meek

Second Michael Berg

Motion passes

5. Discuss and Consider Approval of delinquent claim submission for Hillcrest

The letter submitted by Hillcrest was reviewed via overhead projector. Hillcrest Family Services submitted the letter with invoice for services provided April through August 2019. The management plan indicates providers have sixty days from the end of the service month to submit invoices. There were several significant changes with staffing within the company that effected the ability to get the invoices submitted. The management team considered all of these issues and recommended approving the payment of the invoices as an exception to policy. This is a substantial amount of money that is due to the provider. The region wants to ensure our providers are financially healthy and work with them when things come up outside of the normal.

Motion to approve the delinquent claim submission for Hillcrest

By Tom Broeker

Second Michael Berg

Motion passes

6. Discuss and Consider Approval of delinquent claim submission for Southern Iowa Mental Health

The letter submitted by Southern Iowa Mental Health was reviewed via overhead projector. Southern Iowa Mental Health also had staffing issues that lead to late billing. The provider is a small organization and only has two billers and one had extended medical leave over the summer. During that time some billings got missed. Southern Iowa as worked to remediate the issues that caused the late billing.

Motion to approve delinquent claim submission for Southern Iowa Mental Health

By Dee Sandquist

Second Tom Broeker

Motion passes



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7. Consider Approval of Claims for Fiscal Agent Account as per Claims 11-13-2019

The claims report was reviewed via overhead projector. Mandated claims to be paid totaled \$24,822.96, service claims totaled \$477,837.29 and total claims to be paid totals \$502,660.25. There was a request for the governing board to look at the Visa credit card claim. The charges are related to food expenses for the crisis intervention team training held in October. The Des Moines County Auditor requires the actual receipts (not photo copies) be included with a credit card statement. Invoices are uploaded to the CSN data base and there are several copies of the invoices located at different locations within the region.

Motion to approve the fiscal agent claims for 11-13-2019

By Marc Lindeen

Second Mark Meek

Motion passes

8. Receive and File Fiscal Agent Report- October

The report was reviewed via overhead projector. There are reports for September and October. The report has blue highlights to identify changes. Interest revenue was posted in for September in the amount of \$2,158.97. The October report shows less money than what was approved by the governing board by \$186.00. This is due to an incorrectly posted attorney invoice in September. The September approved amount was \$186.00 higher, the October report is \$186.00 lower; this has been reconciled.

Motion to accept the revised fiscal agent report for September and October

By Tom Broeker

Second Mark Meek

Motion passes

9. Receive, Discuss, and File Muscatine County's application to join SEIL MHDS Region- Nathan Mather and Felicia Toppert

Nathan Mather spoke on behalf of Muscatine County representing their request to join the SEIL Region. Mr. Mather stated he knows SEIL had a member join before so SEIL knows more about this process than Muscatine County. Mr. Mather has had the opportunity to speak to several SEIL Governing Board members. Muscatine County is incompatible and unsustainable with their current region. They see a lot they like in the SEIL Region. Mr. Mather stated if he was in our position, he would want to know what Muscatine County is going to do that is good for the region. Mr. Mather did read the SEIL finance committee met last Friday, had an opportunity to review some things and is leery of a new member joining. Mr. Mather understands that and knows this region has had four or five years to build our region up to something that works and doesn't want work with someone they don't know much about. Mr. Mather encouraged questions and to talk about any uncertainty from the SEIL Governing Board. The Muscatine County Coordinator of Disability Services Felicia Toppert was identified as "crazy competent" and has already developed a six-month plan for transition to link with the SEIL Region. The concerns Mr. Mather saw was there is a lot of stuff going on, there is the children's mental health and the three big legislative changes, and it is chaos. The other concern is SEIL doesn't know how Muscatine County works and how they would integrate into the process SEIL has crafted. In regard to the first thing the system is going to get more chaotic before we see less chaos. For the residents of Muscatine County that chaos is going to hit home very soon. Mr. Mather understands we have probably been getting budget projections. He had asked in press and still struggled to get the fiscal agent to put



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together a three-year budget projection; which he just received yesterday. This was provided without explaining how they going to go from spending twelve million dollars in the region to seven million next year, seven million the next year and seven million after that. He believes this is because of poor budgeting. He has been on the wrong side of three to two votes many times and gets tired of explaining to his local board how that happens. The point is Muscatine County services and Muscatine County residents are in a world of hurt if they aren't able to join a region that is actually able to meet their needs. Another thing SEIL needs to know is for thirty-seven years they had the same community services director until just recently. There was an interim person for a while. Now Felecia has joined them; she has already begun using her experience of twenty-five years and what she has done looks a lot like SEIL. With regard to how Muscatine County works they are in the process of changing and what they have discovered through trial and error, mostly error, in the Eastern Region the things they have been doing don't work. They value county fiscal responsibility, managing their own services not paying some paying someone to manage a contract that is then subcontracted out. We like to keep things close to home and to the vest to protect their people. That is why they submitted an application to join SEIL. Muscatine County can offer SEIL Felecia's experience. SEIL manages their own contracts and people and Felecia can help with that. Muscatine County is a fairly well-off county and provided they are allowed to levy they could fund a great deal. Muscatine County could max their levy to buy in right away to the SEIL Region. They expect to provide sufficient resources as a member county. Muscatine County is not coming to SEIL with their hand out. Muscatine County has a head start on children's mental health, they have been pioneering this in Muscatine County for twenty-five years. Felecia has a lot of experience with children's services. They integrated mental health in the schools and have a navigator in the schools to hook up kids with services so they can get the help they need. They realize they can't work in silo's they have to be on board with schools, the community and employers. If there are questions or any uncertainty give them a chance. Don't vote today give them a chance to explain. Muscatine County will be a net positive to the SEIL Region. Felecia wants to thank Ryanne she spent a half day with her trying see where Muscatine County would fit with the SEIL Region. They have discussed where their values converge and where they need to do some work, which has been helpful. Ryanne has an amazing reputation. All of the of the SEIL members have an amazing reputation. Providers speak highly of this board and of the directors and the work they do. The directors have a hands-on management of services and are partners, this doesn't occur in the Eastern Iowa Region and from Felecia's perspective will never happen. Having the directors directly involved with the management gives much clarity with regards to what is going on, what is needed, how we need to change, what do we need to keep going and what do we need to add to or take away. Thank you for considering their application they understand if SEIL has different plans and things we need to do.

Jack Seward Jr. stated questions are about mechanics of adjusting their provider contracts, Muscatine has a different service array and don't have services SEIL does. SEIL requires a service Muscatine County doesn't have. Are the providers willing to split the contract to be in the SEIL Region? Robert Young is the mental health provider and holds the integrated health home contract so that wouldn't be a significant shift. They would continue to provide services for mental health needs of Muscatine County and that came directly from their management. With the four million dollar cut in budget in their region there won't be a management contract with Robert Young to manage all the subcontracts. Contracts will



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have to be managed by the Eastern Iowa Region. Over the next six months Muscatine County will have to request for proposal and contract for services. SEIL doesn't have a mental health provider we have several mental health providers so that is a pretty daunting task to make changes in a short amount of time. Robert Young is not their only provider, they hold the mental health center and integrated health home contract and subcontract with other providers. Other providers for Muscatine County include REM, Optima, Hillcrest for residential care facility services. The community-based providers are not so different. Robert Young is the mental health service provider and does IHH. The Eastern Iowa regional board doesn't see the subcontracts. There region has published documents because they have been asked how they are going to budget, and they are going to eliminate the contract management with Robert Young starting next year. The Eastern Iowa Region is going to have to manage their contracts. Robert Young subcontracts with Hillcrest and other providers in the various counties in the region. Robert Young is not the sole provider anywhere. SEIL has four small counties and two big ones. Muscatine with a population of 42,880 residents could impact the rural counties in the SEIL region. Muscatine and Des Moines County would be forty percent of the SEIL Region's population if the merger occurred.

Percent of population of each county is how SEIL funds services. SEIL went from all claims paid at the county level to some claims paid at the fiscal agent and now all service claims are paid out of the fiscal agent. Only administrative costs are paid at the local level. The percent has stayed the same during this transition. The change in budget has only changed three percent or less of population. In the Eastern Iowa Region one county contributed eight-eighth dollars per capita, one was at sixty-seven, Muscatine was at fifty-seven, another was at thirty-four and one was at negative one dollar and thirty-four cents. This is inequitable and an unsustainable model. Mr. Mather stated in the SEIL Region not all counties are levying at their maximum and this is admirable. The Muscatine County Board is willing to levy at their maximum as long as needed in order to provide an equalization. Every member county in the SEIL Region contributes the same amount. Where the funds come from is based on whether they are using fund balance or not. Muscatine County has aversion to centralized services. SEIL has a concern to with navigating spending to a forty percent fund balance with a new member county coming in to navigate in SEIL system. SEIL is at about forty-two percent fund balance with the stick from the state being if we are not at forty or below consequences occur. The Eastern Iowa Region Fiscal Agent predicted Muscatine County fund balance will be at three percent and that doesn't leave them with much cash flow until tax time. Thanks to Felecia's changes Muscatine County will be in a much better position financially. With the twenty percent fund balance from a couple of legislative changes ago their region budget increased from nine million to twelve million plus the one point three million-dollar one-time grant this isn't something they can protect their people with. If Muscatine County doesn't find somewhere to land for the next fiscal year, there will be a vary draconian set of cuts that will eliminate positions. They won't be able to flip a switch and add those people back. They can't put this on hold for a year. They will be in a worse position in a year.

Hope Haven consults with Crossroads who has a workshop. They are starting to place people into community jobs and have the agenda of being an integrated work place or no work place. May of those people are in enclaves, which is a job. The region has put those individuals at risk, they have an



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unrealistic time frame for ending the funding for the sheltered work. They reduced the amount available to the individuals and places the provider in the place of a choice of you take care of the people or you don't and you let them go to day habilitation where they lose their paid work. These people can work in the community they just need time to get placed. A question was asked if Muscatine County found a region to go to would they make it a priority to make sure the time frame is realistic, and people are not placed at risk for losing their paid work without a paid alternative. Muscatine County has been working with Crossroads and having discussion with Goodwill to see how much they can help to make those transitions. Supported employment has been done for a very long time in Muscatine County. Muscatine wants to help and has been having conversations on how to help. MCO's are a player in this sheltered workshop transition process. Muscatine County has no influence over their region with regards to funding, it is a three to two vote, Clinton and Muscatine County voting one way and the other three counties voting another way. SEIL board members can appreciate that position as we had to make these decision and changes four years ago when we regionalized. Muscatine has a number of industries that are supportive of supported employment.

Felecia had put together a six-month transition plan for their merger into the SEIL Region. Muscatine County plans to mirror SEIL and put out RFP so there isn't a lapse in services as of July 1 2020. This plan is available if anyone wants to see that document. SEIL CDS's would have to help Muscatine County with the integration process. Julie Jetter from the Department of Human Services (DHS) was contacted right away when Muscatine County came to their decision. Julie told Felecia to keep her informed of what is happening. There wasn't a need to submit any paperwork to DHS about this situation. Mr. Mather believes it was the intent of the legislation and DHS for regions to change member counties easily. Jefferson County became a member of the SEIL Region since the regions inception. Jefferson County has in the past voiced a possibility about leaving but it has never happened. Jefferson County was trying to be a standalone, so they were not part of the initial formation of the SEIL Region. Once DHS denied Jefferson Counties request, they asked to come into the SEIL Region. In Eastern Iowa Region no one has seen the contracts, so they don't have examples use for contracting. Felecia stated they would probably have to contract for increased personnel for integrated health homes increased case management. What are the contracts that Muscatine County would need to have for the service array? Robert Young holds the entire crisis service system contract under their umbrella. They are hired to develop, maintain the system and are paid to manage the system. This creates subcontracts throughout the various counties for the service array. When the Eastern Iowa Region walks away from the Robert Young contract management the region will have to negotiate those contracts. The SEIL Management Team negotiates the contracts and the SEIL Governing Board approves the final contracts. Muscatine County can begin contract negotiations in a way that mirrors SEIL.

SEIL budgeting starts next month so it is a concern we don't have the time to gather the data for the governing board to make an informed decision about Muscatine County joining. The Mental Health and Disability Services Commission gives recommendation to DHS on approving region management plans. A question always asked by the commission is there is any decrease in services. If there is any difference in any services commission wouldn't like any decrease in services and might want SEIL to offer those services offered in Muscatine. There is not a service they would retain in the Eastern Iowa



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swings in the past. Politically this is Muscatine County Board of Supervisors issue to address. The logistics and timing of the request are not right for SEIL. 28E language of November 15th isn't just for SEIL it is for the requesting county also. At SEIL's next governing board meeting they will consider the budget recommendation that is to be taken to the local boards of supervisors. SEIL Governing Board members are sympathetic to what has been said, but the issue is logistics and new services forced on the regions. The main objections is logistics and timing. It is understood that Muscatine County is trying to do the best for the people of Muscatine County. If SEIL turns down Muscatine County today they have the opportunity to apply to another region. East Central Iowa Region has a November 15th deadline also. The East Central Iowa Region has two large urban areas and is not any different than their current region. SEIL is the only region Muscatine County wants to consider because of the value structure and fiscal structure. If Felicia was given the list of all the things SEIL needs she could have answers by the end of the week. Budget wise there isn't time implement a new member joining by July 1st, our budget recommendation is due next month. Conversations of joining SEIL needed to start three months ago. Muscatine found out about their regions financial issues on September 23rd, their current region doesn't have enough funds to make it through tax time. Management gave them a set of budget cuts on September 23rd that amounted to about one point three million dollars. This amount was close to the amount of one time grants they recommended the year before. These cuts were needed for cash flow along with a requested two million dollars from member counties to fund the region and not deficit spend. With these measures the fiscal agent still projects a negative four hundred thousand dollars at the end of the fiscal year. Mr. Mather immediately ask Felecia and county leadership to consider what they need to do as this is not sustainable. Felecia informed him of the provision for giving notice to leave their region and joining another. In the last six weeks this is what Muscatine County has been doing. Muscatine County will only consider joining the SEIL Region. Muscatine County may have to look at the requirements to be a standalone region, ask local business CEO's for the three or four million dollars so they can get the mental health center and hospital beds and qualify for the exception. Muscatine County will not return to their current region and won't join the East Central Iowa Region. Mr. Mather understands making the budget process work would hellacious and wouldn't envy having to do this, but Muscatine County doesn't have a choice and he asks for the governing boards indulgence. He knows Rynne and Felecia could make this work. SEIL needs to do due diligence to understand exactly what they are getting into, what the plus and minus would be working with Muscatine County and timing isn't going to allow for this.

Motion to deny Muscatine County membership request to the SEIL Region

By Dee Sandquist

Second Tom Broeker

Motion passes

11. Presentation of CIT Training and Reports- Alan Brady

The CIT report as reviewed via overhead projector. CIT reports are still low. Alan has a method to get the reports in. Alan has emailed out the CIT report on a fillable document to the trained CIT officers. There was a question if Alan should send the reports to the board of supervisors of the police chiefs and sheriffs so they can make a call. Alan wants to be cautious to maintain the buy in. It needs to be found out if CIT working or not working. A suggestion was made to send the CIT report to the sheriffs and police chiefs letting them know these are the reports submitted and asking are they missing any.



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Keokuk County has one trained CIT officer at the Sigourney police department, Jefferson County has three trained CIT officers, Henry County has four trained officers, one in the Mt Pleasant police department and three trained corrections officers, Washington County has twelve trained officers this may have gone down with personnel changes, Des Moines County has thirteen trained officers and one trained correctional officer, Lee County has three trained officers and one correctional officer, Louisa and Van Buren Counties don't have any trained CIT officers. Alan sees CIT reporting is getting to suicidal subjects and all calls show the individual needs crisis stabilization or de-escalated. Officers are able to handle calls on scene and refer people to services. SEIL needs tracking data to see CIT is working.

April 20-24, 2020 is the next CIT training at the Emergency Management Building in Mt Pleasant. The last CIT training was the lowest rating of the three held due to having a lot of trainers no show. Another CIT training officer came out of the last CIT group trained. Holding CIT trainings twice a year will be discontinued. CIT courses being considered for development are advanced CIT which would be an 8-hour course using a program out of Australia, Loose Your Mind VR which is a half day and then rest of the day would focus on suicide by cop. Development of a CIT for dispatch would be one day or two days maximum. Corrections CIT is being planned and the length of this course is to be determined. Our current CIT training doesn't apply to corrections, so they need corrections specific training.

At CIT International Alan learned about a forty-hour CIT training for correctional officers in Washington State. Alan will go through the training and figure out how to implement this for SEIL. Travis Oliver is a corrections officer who has been through the CIT training and would be our lead trainer for the CIT corrections training. Alan wants to take him to the training in Washington State. Travel expenses are estimated at three thousand dollars. There are funds available in the CIT budget to pay for travel expenses and the CIT Committee is supportive of Travis going. Travis attending the CIT correctional officer training has been discussed with the Des Moines County Jail administrator who supports Travis going. Alan wants to have the governing board approve the use of CIT funds to send Travis to the training in Washington State. The training is April 27th through May 1st, 2020. There is interest from Sheriff's and correctional facilities with the budget available and moving regular CIT to once a year there are funds there to support additional CIT training opportunities. Having a complete program of CIT trainings in the region ensures no breaks the continuum of access to CIT trained personnel. The governing board wants to see better activity with CIT reporting from current trained CIT officers before expansion of and spending more money on CIT.

12. Receive and File 2018 Audit

The 2018 audit report was provided to the governing board to review prior to the meeting. There were no deficiencies noted.

Motion to receive and file the 2018 audit

By Dee Sandquist

Second Mark Meek

Motion passes



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13. Discuss and Consider Approval of SEIL Annual Report 2019

The SEIL Annual Report 2019 was provided to the governing board to review prior to the meeting. The report is due to the Department of Human services December 1st. A few tyling errors and one redundant sentence were noted. Those will be corrected before the final report is submitted to the Department of Human Services.

Motion to approve the SEIL Annual Report 2019

By Marc Lindeen

Second Dee Sandquist

Motion passes

14. New Business

Rochelle from CommUnity as been asked to offer a seminar to agriculture bankers on farmer suicide. Local bankers thought January would be a good time to offer the seminar for bankers in the SEIL Region. If needed a small amount of funding might be requested of the region to pay for the cost of the seminar. It was thought that the banks may pay for the cost also.

There is a Decat at 10:00 am on December 4th in the Johnson Room at River Park Place in Burlington. Lori Fricke from the Department of Human Services and Mike Rempe Chief Juvenile Probation Office will be talking on how we might integrate Decat with the children's services required of regions. Board of supervisors and coordinators of disability services were invited to attend. The information will be sent to Ryanne to forward out via email.

A request was made to get budget out early.

15. Adjourn

Motion to adjourn

By Mark Meek

Second Michael Berg

Motion passes

Minutes submitted by Marc Lindeen, Secretary, November 26, 2019. MLsb