



SOUTHEAST IOWA LINK (SEIL)

MENTAL HEALTH AND DISABILITY SERVICES REGION

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

array is influx and are not at a place to braid funding then that effects the regions capacity to develop those services that Medicaid can fund. The region would have to develop those services and encumber funds on a contractual basis. The region may not be able to develop the services. If our region cannot progress and meet our financial benchmark that puts the region at risk for loosing levy capacity and looking at a reduction in services.

Iowa Medicaid Enterprise has established crisis and subacute codes but providers cannot bill with those codes until February 2018.

4. Consider Approval of Claims- October

The report was reviewed via overhead projector. The Fiscal Agent amended budget needs to be updated on this form and that will updated next month.

Jefferson County ending fund balance for last fiscal year is off by twelve cents and FY18 will also be off twelve cents. No internal adjustment will be made with regards to this. Twelve cents would not be an issue with an audit. The region operates on a cash basis which balances.

Motion to approve October claims

By Marc Lindeen

Second Tom Broeker

Motion passes

5. Consider Approval of Claims for Fiscal Agent Account-

Counseling Associates	\$1,827.00
Counseling Associates	\$600.00
Great River Health Systems (BHAT)	\$28,194.60
Henry County Transition Link	\$16,480.04
Hillcrest Family Services	\$20,317.30
Hillcrest Family Services	\$280.39
Hope Haven Area Development	\$79,410.71
Total	\$147,110.04

Claims information was reviewed via overhead projector. Ryanne will keep a place holder on the governing board agenda and the claims will come out with the financial reports. This way there won't be a need to amend the agenda as new claims are submitted.

Motion to approve fiscal agent claims

By Jack Seward Jr

Second Michael Berg

Motion passes

6. Receive and File Fiscal Agent Report- October

The fiscal agent report was reviewed via overhead projector. Expenses totaled \$228,716.94, income was a payment from Van Buren County in the amount of \$133,446.65 and interest of \$676.09.



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The region is working on an auditor integration through the Community Services Network with the Des Moines County Auditor and this will make claims processing much easier.

Motion to approve the fiscal agent report for October

By Michael Berg

Second Jack Seward Jr

Motion passes

7. Discuss and Consider Approval of HIPAA policy and procedure

Roger Shindell presented the final draft of the Southeast Iowa Link HIPAA Policy and Procedure Manual. Tami explained the process that she went through to develop policy to reflect the regions HIPAA compliance. The SEIL HIPAA Policy and Procedures and HIPAA compliance is interdependent on the member counties being HIPAA compliant as well.

There was discussion and a slide show identifying next steps once the HIPAA Policy and Procedure is approved by the SEIL Governing Board. HIPAA training was discussed. The training platform is web based and will track workforce completion of the trainings. The training includes cyber security and the region HIPAA policy. There may be some similarity of the region and county HIPAA training.

Motion to approve the HIPAA Policy and Procedure manual as presented

By Jack Seward Jr

Second Tom Broeker

Motion passes

8. Discuss and Consider Approval of renewal of contract with Carosh

Motion to approve the renewal contract with Carosh

By Marc Lindeen

Second Michael Berg

Motion passes

9. Discuss and Consider Approval of mechanism(s) to distribute money amongst county members as it relates to SF504 spend down of fund balance/tax levy usage

There is still the outstanding issue of trying to determine what is fund balance--. Ryanne and Tom are meeting to discuss what this is. There is still no definition of encumbrance from the Department of Management. Virtually the fiscal agent account will have no funds as a balance. The fiscal agent fund balance is to be virtually reallocated to each member fund 10 account. The member county fund balances have to be at a balance that won't put them over twenty percent when the virtual fund balance is allocated to the county fund ten.

The belief is that funds can be encumbered and then will not count towards the actual fund balance allocation. Services must be contracted to encumber funds and most of the services the regions fund are now encumbered funds. There must be a plan to spend down the fund balances that allows for development of new services while sustaining current and new services. The twenty percent would not be enough cash flow to cover the first three months of the fiscal year.

The governing board needs to have a recommendation to consider at the December board meeting. There won't be an equalized levy request.



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Motion to table agenda item number nine until December

By Jack Seward Jr

Second Tom Broeker

Motion passes

10. Discuss and Consider Approval for SEIL to make application for Sequential Intercept Mapping Workshops Focusing on Reentry and Community Corrections- Sarah

Sarah provided a brief overview of the Sequential Intercept Model as it relates to jail diversion. The governing board was provided a grant overview for their review prior to the meeting. There is a grant opportunity to have the SAMHSA's GAINS Center for Behavior Health and Justice Transformation to provide free workshops to allow local, multidisciplinary teams of people from probation, parole correctional agencies and treatment providers to facilitate collaboration and try to identify which barriers between the criminal justice, mental health and substance abuse systems can be reduced. This grant supports the Community Services Plan in the regions efforts to address individuals with mental illness and substance abuse issues going to jail verses getting diverted to community based services. This will also address the services needed for the individual with complex needs who are difficult to serve remaining in jail. If awarded this grant will fund all costs and logistics related to offering the workshop. The region contribution is to identify a space to accommodate 42 people and participate in planning conference calls. The workshop would need to occur between January 2018 and August 2018. The grant is nearly complete and is due November 10th.

Motion to approve the submission of the grant application

By Michael Berg

Second Dee Sandquist

Motion passes

11. Outcomes Reports- Sandy

Sandy Stever handed out the third and fourth quarter FY2017 outcomes report and provided an overview of the information in the report. The outcomes report identifies how the SEIL Region funds are being spent. There are some providers who have not submitted outcomes reports; it maybe they didn't provide any services to report on. The SEIL management team outcomes specialists are working to bring Derrick Dufresne to the SEIL Region to train providers on Five Star Quality Outcomes. The social determinants of Five Star are living environment, somatic care, community inclusion and employment. By successfully using these strategies the individuals we work with become inclusive in the community they choose to live in.

12. New Business

None

13. Adjourn

Motion to adjourn

By Michael Berg

Second Marc Lindeen

Motion passes

Minutes submitted by Marc Lindeen, Secretary, November 28, 2017. MLsb