

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
December 13, 2017	1:30pm	Henry Co. Emergency Management 900 West Washington St. Mount Pleasant, IA 52641

Southeast Iowa Link Governing Board Meeting

Approved Minutes

Present: Rick Larkin, Jack Seward Jr., Marc Lindeen, Tom Broeker, Dee Sandquist, Michael Berg, Randy Griffin, Mark Meek, Bob Bartles, Ryanne Wood, Sarah Berndt, Ken Hyndman, Sandy Stever, Tami Gilliland, Bobbie Wulf

- 1. Approve Agenda** the meeting was called to order at 1:32 pm
There is an addition under new business discussion of submission of the Annual Report

Motion to approve the agenda with the addition of the annual report
By Marc Lindeen Second Tom Broeker Motion passes

- 2. Consider Approval of November 8, 2017 minutes**

Motion to approve the November 8, 2017 minutes
By Tom Broeker Second Jack Seward Jr. Motion passes

- 3. Update from Advisory Board members**

Integrated Health Home care coordination for people with mental illness was discussed. The managed care organizations (MCO) don't want this service to be provided outside of the MCO any longer. There are discussions occurring around the state regarding this issue. The care coordinators serve as advocates independent from the MCO Medicaid funder. It is a major concern that there won't be an independent advocate for individuals in the MCO Medicaid system. The advisory board would like to ask the SEIL Governing Board to send a letter to the Department of Human Services asking for clarification of the issue of the MCO's taking care coordination internally and request a copy of the contract that allows the MCO's to do this. Tom Broeker has been asked to carry this message to the MHIDBI Commission also.

There was a statewide workgroup that has been meeting and have written a recommendation report for legislators. This report does not align with the SEIL Region Community Services Plan. The SEIL Region has not projected a cost for some of the services recommendations included in the statewide workgroup report. There aren't adequate finances available to support many of the Medicaid fundable services recommended in the report. If Medicaid can't pay for the services the regions are expected to provide the services without Medicaid funding. This is concerning due to the SF504 cap on regions allowable fund balance.

There is an advocacy group called NAMI (National Alliance of Mental Illness) and the advisory board would like to see one started in our region. SEIL is willing to provide funding to start a NAMI group. The group needs to be a 501C3 not for profit organization. Joni Elder is heading up seeking a NAMI



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affiliate and the advisory board has established a sub-committee look into this. Having an active NAMI in the region allows access to resource information and trainings. The governing board would like to have someone come from a NAMI organization and make a presentation to them. Johnson County has the closest NAMI affiliate.

The SEIL Advisory Board is asking the SEIL Governing Board to ask the Department of Human Services due to the MCO changes to allow individuals to be served by the state Medicaid so they don't have to switch medical service providers.

Ryanne Wood will write the two letters requested by the advisory board. Those will be presented at the next advisory board meeting to review. They will then be brought to the SEIL Governing Board for final approval and signature.

There was discussion of the February QSDA training which the advisory board supports. The training will be a one day training provided twice once on February 22nd at Marr Park in Ainsworth and once on February 23rd at the convention center in Fairfield. The cost is estimated at ten to twelve thousand dollars.

4. Consider Approval of Claims- November

Reviewed report via overhead projector. Jefferson County has made one payment for contracted Services. A few counties have tax revenue showing. Interest has gone up on the fiscal agent account. Louisa and Van Buren Counties are over 90% of their budget being spent. Louisa County is looking at a budget amendment to cover their expenditures.

Motion to approve the November claims

By Jack Seward Jr.

Second Michael Berg

Motion passes

5. Consider Approval of Claims for Fiscal Agent Account- (See Table Attachment)

Claims were reviewed. The claims for Brian Steffensmeier, Mid American Energy, Alliant and City of Fort Madison will be removed as these should be paid from the county fund 10 and not the fiscal agent.

Motion to approve the Fiscal Agent claims with the identified changes

By Marc Lindeen

Second Tom Broeker

Motion passes

6. Receive and File Fiscal Agent Report- November

Report was reviewed via overhead projector. Revenue is the payment from Jefferson County for contracted services and interest is \$1,937.82. There is \$3.2 million in the fiscal agent fund balance.

Motion to approve the Fiscal Agent report for November

By Tom Broeker

Second Jack Seward Jr.

Motion passes



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7. Discuss and Consider Approval of 5 Star Quality training

Ken Hyndman and Sandy Stever reported on the 5 Star Quality training. The intent is for all provider staff in the SEIL Region to be trained in 5 Star Quality Outcomes. Derrick Defense is the trainer bring 5 Star to our region. The region contract with providers identify the region expectation to use 5 Star Quality Outcomes. The first day long training February 22, 2018 is at Marr Park which holds 144 people. The estimated food expense is about \$4,500 for a lunch at \$10 per person plus a beverage cost. The same day long training will be held February 23, 2018 at the Civic Center in Fairfield. This space can hold 200 people. The room charge is \$465 plus an 18% food charge and 10% drink charge. Drinks must be purchased from the convention center. Estimated food expense at the Fairfield venue is about \$4,500 for a lunch at \$10 per person plus beverage. The anticipated expense is \$12,000 for food, room fees and the presenter. The presenter fee is \$2,450.00. The training is offered free to region providers. If there is space this will be offered to providers outside of our region at a charge of \$25.00 per person. Sandy is checking on being able to offer CEU's. CEU fees must be paid by the individual or their employer.

The Iowa Association of Community Providers supports this training and Gayla Harkin plans to attend both days.

A flyer needs to be sent out soon. In the flyer, it needs to be made clear attendance at this training is part of fulfilment of the contract and providers are expected to send their staff to one of the training days.

Motion to approve the 5 Star training at a budget amount identified by the Coordinators of Disability Services

By Marc Lindeen

Second Mark Meek

Motion passes

8. Discuss and Consider Approval of Transition Link MOU amendment

Sarah Berndt reported that a third community transition coordinator has been hired. When the request to hire was presented to the governing board an estimated budget was provided at that time. Now that the new employee has been hired the memorandum of understanding between Henry County and the SEIL Region needs to be amended to reflect the increased costs to the program.

Motion to approve the Transition Link MOU amendment

By Dee Sandquist

Second Michael Berg

Motion passes

9. Discuss and Consider Approval of Optimae jail diversion budget amendment

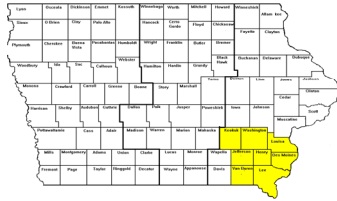
Sandy Stever presented the Optimae budget amendment due to Optimae needing to increase the contract amount to allow for the use of the Orbis software and the program did not have any operating expenses identified in the original contract.

Motion to approve the Optimae Contract amendment for jail diversion services

By Mark Meek

Second Dee Sandquist

Motion passes



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Discuss and Consider Approval of Jefferson County transfer of title on county vehicle purchased from Fund 10 to the SEIL region

Jefferson County is requesting the region take over a county vehicle that is a fund 10 expense. The Jefferson County Board of Supervisors want to transfer the vehicle to the SEIL Region. Discussion identified that the SEIL Region doesn't own any property and any Fund 10 assets remain with the local county. Jefferson County can sell the vehicle or keep the vehicle and pay for vehicle expenses out of Fund 10.

Motion for Jefferson County to sell the vehicle and put the proceeds back into Fund 10
By Tom Broeker Second Jack Seward Jr. Motion passes

10. Discuss and Consider Approval of Governing Board representative to the Advisory Board for 2018

The SEIL Governing Board needs to appoint a representative from the SEIL Governing Board to the SEIL Advisory Board. Discussion identified that as a member of the MHDSBI Commission Tom Broeker should continue to be the representative from the governing board. Tom was willing to continue in this role.

Motion for Tom Broeker to continue as SEIL Governing Board representative to SEIL Advisory Board
By Dee Sandquist Second Michael Berg Motion passes

11. Presentation and Discussion of CEO evaluation to Governing Board

Ryanne explained the evaluation process. Bob Bartles went over the SEIL Advisory Board evaluation they completed on the SEIL CEO. The evaluation was provided to the Governing Board prior to the meeting. The CEO received a rating of exceptionally satisfied on all the evaluation questions.

12. Discuss and Consider Approval of stipend payment to SEIL CEO

There was a brief discussion of the payment amount and what the language is in the 28E.

Motion to approve \$20,000.00 stipend payment to the SEIL CEO
By Tom Broeker Second Michael Berg Motion passes

13. Discuss and Consider Approval of member county expenditure budget commitment and projected service cost of Fiscal Agent for FY19

The SEIL Management Team recommendation letter dated December 13, 2017 was reviewed and discussed.

Two options were identified and discussed. One would be one per capita for all member counties that includes all expenditures. The other option is member counties pay the contract expenditures to the fiscal agent and identify the unique expenditures that remain at the local level and this would be a different per capita per member county. A cost projection was completed for services in fiscal year 2019 and the contribution from member counties for contracted services would be \$24.49 per capita. This



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amount is for services paid out of the fiscal agent account and would be the transfer amount from each member county to the fiscal agent account. There is an issue is that some counties don't have fund balance and other counties do.

Funds for all expenditures could be put into the fiscal agent account, which builds fund balance at the local level or all expenditures remain at the local level. Discussed if the region is the employer of staff or do member counties retain employees and the fiscal agent pays the administration expenses back to the member county. Some expenses will be more for a few counties in the region due to them having providers who don't have a contract with the region. Discussed all member counties paying the same per capita.

The finance committee needs to know what to consider in evaluating options for financing region expenditures. Looking at pooling all funds to pay for costs, looking at doing the opposite of that, looking at one per capita for all member counties and insuring each county having a twenty percent fund balance were suggested. A decision must be made in January for what the expenditure contribution needs to be from the member counties.

The region is obligated to be the payer for all mandated services and court commitment related mental health institute expenses. The governing board could move funding to the region and the region would pay from fiscal agent and look at expenses left at the local level and cover what is mandated in Iowa code.

14. Discuss and Consider Approval of additional services and/or administrative cost allocated to Fiscal Agent expenditure budget FY19

This was discussed under agenda item fourteen.

15. New Business

The annual report has been submitted to the Department of Human Services (DHS). DHS has indicated that there will be a need to resubmit the warehouse reports. Data in the warehouse reports is different than what DHS wanted. The data in the warehouse report tables will change as there were application date issues and compliance errors in the data that was submitted. The narrative portion of the annual report won't change.

16. Adjourn

Motion to adjourn

By Marc Lindeen

Second Dee Sandquist

Motion passes

Minutes submitted by Marc Lindeen Secretary, January 09, 2018. MLsb



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SEIL claims for December 13, 2017 Governing Board Meeting

Provider	Amount
Alliant Energy	\$47.48
City of Burlington	\$878.74
City of Ft. Madison Water	\$38.00
Counseling Associates	\$1,766.00
Counseling Associates	\$600.00
First Resources	\$11,117.05
First Resources	\$12,586.06
First Resources	\$12,038.84
First Resources	\$10,944.40
Great River Medical Center	\$29,134.42
Henry County Transition Link	\$11,490.66
Henry County Transition Link	\$12,806.01
Hillcrest Family Services	\$801.95
Hillcrest Family Services	\$8,375.03
Hope Haven Area Development	\$79,046.41
Mid American Energy	\$25.36
Mt. Pleasant News	\$311.63
Optimae Lifeservices	\$2,120.00
Optimae Lifeservices	\$1,020.00
Optimae Lifeservices	\$4,539.52
Optimae Lifeservices	\$1,875.90
Optimae Lifeservices	\$5,333.00
Optimae Lifeservices	\$3,327.00
Optimae Lifeservices	\$367.28
Optimae Lifeservices	\$1,600.00
Optimae Lifeservices	\$3,000.00
Optimae Lifeservices	\$2,160.00
Optimae Lifeservices	\$680.00
Optimae Lifeservices	\$240.00
Optimae Lifeservices	\$9,800.00
Optimae Lifeservices	\$3,404.59
Planet Technologies	\$3,047.04
Rahmus, Blake Jason	\$169.07
Steffensmeier, Brian	\$500.00
Tenco Industries Inc.	\$12,915.00
Tenco Industries Inc.	\$22,050.00
Van Buren Job Opportunities	\$1,847.19
Van Buren Job Opportunities	\$1,838.00
Total Claims Amount	\$273,841.63