



# 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
September 11, 2019	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 (by phone), Dee Sandquist, Michael Berg, Chris Ball, Mark Meek, Chris Betsworth, Ryanne Wood, Ken Hyndman, Sarah Berndt, Sandy Stever, Tami Gilliland, Bobbie Wulf, Rochelle Honey-Arcement, Amy Champney, Alan Brady

**1. Approve Agenda**

The meeting was called to order at 1:30 pm.

Motion to approve the agenda

By Michael Berg

Second Dee Sandquist

Motion passes

**2. Consider Approval of August 14, 2019 minutes**

The minutes were reviewed via overhead projector.

Motion to approve the August 14, 2019 minutes

By Jack Seward Jr.

Second Michael Berg

Dee Sandquist abstained Motion passes

**3. Update from Advisory Board members**

At the advisory meeting members reviewed successes and needs in the SEIL Region. They affirmed the 28E should be approved. It is important to express the need to get communication out to additional stakeholders that will be part of the children's service system as it relates to the children's advisory. Some of those stakeholders include schools, AEA and parents of children with mental health service needs. Educators from the Burlington School District, Mt Pleasant School District, Columbus City School District and Washington School District have attended Change Agent meetings. Advisory is trying to define what stakeholder and Change Agent group does verses what the advisory group does. There is a need to develop a distribution list for children's advisory. There was a request for email address for any one the governing board members know who should receive the information that goes out to the distribution list. Marc brought for up the next Decat meeting to discuss how juvenile court will impact the children's service system. The schools need to be involved however a barrier is teachers need a substitute to be hired while they are away from class. Most all the schools received an invitation from the local CDS to attend Change Agent meetings. Tami Gilliland has gotten feedback from schools and they are excited about the children's service system and she asked them to attend when they can.

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

The document was reviewed via overhead projector. Keokuk County financial information added into this report as it was just received today. All reports are in from the county auditors. Louisa County has made payment to the fiscal agent. Revenues are starting to come in with property tax payments. Still waiting on



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April, May, June and July ledgers for Keokuk County as they are still having issues with the upgrade to Tyler 10.

Motion to approve claims per running totals document August

By Jack Seward Jr.

Second Michael Berg

Motion passes

#### **5. Consider Approval of Claims for Fiscal Agent Account as per Claims 9-11-2019**

The document was reviewed via overhead projector. Mandated claims totaled \$39,779.58, service claims totaled \$299,130.70 total claims to be paid \$338,910.28.

Motion to approve claims for fiscal agent account as per claims 9-11-2019

By Jack Seward Jr.

Second Dee Sandquist

Motion passes

#### **6. Receive and File Fiscal Agent Report- August**

The document was reviewed via overhead projector. Revenues included a payment from Louisa County to the fiscal agent. There was a funds transfer for the Washington and Louisa County shared CDS position and interest of \$3,203.11 for July has been posted. The expenditures of \$445,607.51 matched what was approved in the August meeting minutes.

Motion to receive and file the fiscal agent report for August

By Mark Meek

Second Chris Ball

Motion passes

#### **7. Presentation of SEIL CIT Information/training and CIT International information-Transition Link**

Alan Brady presented the crisis intervention team (CIT) report from July and August. Information being reported is not changing. Officers are handling situations on scene more efficiently and referring people on to resources verses taking them to the emergency department. Training is continuing to get officers information about resources to use at the scene. There are thirty-eight CIT trained officers. Alan is going to work on getting more reports submitted from the CIT trained officers. It is important that we are gathering our data. CIT is an evidence-based program. There was a question if CIT reduces use of force at the scene. Reports being submitted are mental health calls and situations don't end up with an arrest, officers are de-escalating instead of using force. One report had use of force because there was no other option to resolve the situation.

All of the Transition Link staff went to the CIT International Conference recently. Alan went through the CIT Coordinator course and is now a certified CIT facilitator. There is now a CIT program guide which Transition Link purchased. Alan is going to work on building relationships with law enforcement offices. Not providing continuing education credits is a barrier for some agencies to send staff to a forty-hour training. Alan will be working on getting CEU for the CIT training. Alan is working on developing a dispatch only CIT course and an advanced CIT course. The goal is to have these available next summer. Alan is working on developing a forty-hour corrections officer CIT course as well.



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The next CIT training is October 21-25. Alan is working on scheduling a lived experience speaker, Kevin Hines, who jumped off the Golden Gate Bridge and survived his suicide attempt. Aaron Likens will be back, Peer Support Foundation of Iowa will be presenting, a veterans piece has been added, C3 de-escalation, officer wellness and role plays are on the agenda for this CIT. We have more CIT training officers presenting at this CIT.

#### **8. Discuss and Consider Approval of CommUnity contract for Mobile Crisis Response**

The contract and supporting documents were reviewed via overhead projector. There was only one response submitted to the mobile crisis request for proposal. Initially service will be provided in Jefferson, Keokuk, Louisa and Washington Counties. There are two teams planned to cover the four counties. Once a crisis call is received the provider must respond within sixty minutes. CommUnity will be hiring locally for the response teams. The estimate is there will be fifty-two calls during the duration of this contract in the four counties being served. It is anticipated there will be issues to work out and offering this in fewer counties initially will allow for smoother rollout to the remaining four counties.

Motion to approve the CommUnity Contract

By Marc Lindeen

Second Dee Sandquist

Motion passes

#### **9. Discuss and Consider Approval of Carosh contract**

The document was reviewed via overhead projector. The cost for HIPAA select is \$10,920. Discussed county contract verse region holding a contract with Carosh for HIPAA support and that there is overlap. Four counties use Carosh for HIPAA support. Discussed if the region should choose a HIPAA consultant to make sure everyone is covered. Does SEIL need Carosh services? Regions across Iowa are mixed on how they cover their HIPAA responsibilities. There was a question if a business associate agreement would cover this issue. It was thought that would be a good idea, but may not provide full HIPAA compliance. There needs to be an audit to ensure HIPAA compliance. SEIL doesn't have employees so the majority of the HIPAA compliance issues occur with the member counties. SEIL needs to verify all member counties have a HIPAA officer for privacy and security, they are training, doing their own risk assessment and they have policy and procedures they are reviewing on a regular basis. In the 28E HIPAA compliance could be added to Section 5.1. The board members would feel more comfortable terminating services with Carosh once there is a HIPAA compliance requirement added to the 28E. Discussed member counties sending Tami Gilliland their HIPAA Policy and Procedure manuals, risk assessment and proof of trainings to monitor member county HIPAA compliance. Every county should provide their own HIPAA compliance documentation to the region. SEIL can send a letter giving Carosh 30-day notice at any time.

Motion to send letter to Carosh to decline further coverage from this company

By Jack Seward Jr.

Second Mark Meek

Motion fails

Moved on to agenda item 10 and will return to agenda item 9 after the 28E is approved.

Motion to send a letter to Carosh declining services

By Jack Seward Jr.

Second Mark Meek

Motion passes



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#### **10. Discuss and Consider Approval of recommended 28E amendment to accommodate new Governing Board membership per HF690**

The document was reviewed via overhead projector. Timeline for the approval of the 28E would be the governing board approves the 28E today, the 28E is forwarded to member counties who would take action to approve the 28E in the next thirty days, then the SEIL Governing Board would finalize the 28E at their October meeting. Discussed inserting HIPAA compliance language into the 28E. HIPAA would be added to the member county requirements in section 5.1.

Changes to the 28E:

Page 1 Section 2 Children's Behavioral Health added

Page 2 Section 4.1 new governing board members added

Section 4.3 established a quorum of seven voting directors and added approval of majority of the voting members present is required to take action

Page 10 Section 6.3 added a children's coordinator of disability services

Page 12 Section 7.1(c) changed cash flow to forty percent

Motion to put HIPAA wording onto the 28E to provide HIPAA and HiTech compliance and overall risk management

By Chris Ball

Second Tom Broeker

Motion passes

Motion to recommend adoption of the 28E with the revisions discussed today

By Jack Seward Jr.

Second Mark Meek

Motion passes

#### **11. New Business**

Rob Sand, Iowa State Auditor, will be in Fairfield September 25<sup>th</sup> from 10-11 am at the ISU Extension Office on the Jefferson County Fair Grounds. The focus of the conversation is the managed care organizations (MCO). Mr. Sand is focusing on contract compliance with the MCO's. Bob Bartles should attend to offer the provider perspective with MCO's, and Mr. Sand should hear experiences clients have had with the MCO's.

Discussion included MCO's denying claims doesn't affect their compliance time for timely payment of claims.

Washington County Mental Health Coalition has a Facebook page Wash Co. Mental Health Coalition, please review it for suicide awareness week. The management team will be discussing using social media for the SEIL Region. Bobbie Wulf, Sarah Berndt, Alan Brady were involved with a group that was asked by the Department of Public Health to do a pod cast. The link will be shared when the pod cast is ready to release.

#### **12. Adjourn**

Motion to adjourn

By Mark Meek

Second Jack Seward Jr.

Motion passes

Minutes submitted by Marc Lindeen, Secretary, September 20, 2019. MLsb