



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
February 8, 2017	1:30pm	Henry Co. Emergency Management 900 West Washington St. Mount Pleasant, IA 52641

Draft Meeting Minutes Southeast Iowa Link Governing Board meeting

Present: Jack Seward, Jr, Marc Lindeen, Tom Broeker, Dee Sandquist, Michael Berg, Chris Ball, Mark Meek, Kristin Helm, Ken Hyndman, Sandy Stever, Tami Gilliland, Bobbie Wulf

1. Approve Agenda

The meeting was called to order at 1:32 pm.

There is a correction to agenda item number twelve. The date should be March 1st and March 22nd not March 15th.

Motion to approve the agenda with the correction

By Michael Berg Second Marc Lindeen Motion passes

2. Consider Approval of January 11, 2016 minutes

Motion to approve the January 11, 2016 minutes

By Michael Berg Second Tom Broeker Motion passes

3. Update from Advisory Board members

Advisory did not meet therefore there is no update.

4. Consider Approval of Claims- January

The report was reviewed via overhead projector. Total expenditures for January were \$487,561.43 and the total revenues for January were \$35,532.70. The county with the lowest projected fund balance at this time is Jefferson County. Discussions are being held at the management team level regarding expenditures and fund balances.

Motion to approve the January 2017 claims

By Michael Berg Second Marc Lindeen Motion passes

5. Consider Approval of Claims for Fiscal Agent Account-

a. Mt Pleasant News- \$202.44

Motion to approve the Fiscal Agent claim a

By Mark Meek Second Dee Sandquist Motion passes

6. Receive and File Fiscal Agent Report- January

The report was reviewed via overhead projector. There were no expenditures. There was interest income of \$228.56.



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Motion to receive and file the Fiscal Agent report
By Tom Broeker

Second Mark Meek

Motion passes

7. Discuss and Consider Approval of Reimbursement to Member County Staff that Participated in CIT in San Antonio from Fiscal Agent Account

A reimbursement request was received from Keokuk County in the amount of \$1,521.65. The request form and receipts were reviewed via overhead projector. Jack Seward requested that a San Antonio CIT report be given at the March meeting.

Motion to approve reimbursement to Keokuk County

By Tom Broeker

Second Michael Berg

Motion passes

8. Discuss and Consider Approval Amended FY17 Optima Contract-Sandy

The amendment discussions began with concerns with the Jefferson County budget but after speaking with the management team it was decided that Jefferson County still has fund balance and there is a risk pool for these situations. Instead of reducing needed services it was decided to reduce services that are no longer needed. On page three of the contract, effective 2/1/17, will no longer be paying the on call fee for Doctor Brooks due to the therapist receiving the calls instead of the doctor. On page four of the contract, adding WRAP (Wellness Recover Action Plan) and IMR (Illness Management and Recovery) services in Lee County due to their drop in center not offering the services. The services are provided in a twelve week block of time and will be provided in two locations. These are Evidence Based Programs. On page five of the contract, effective 2/1/17, will no longer be paying for the Crisis Coordinator due to therapist being on call 24/7. On page six of the contract the Van Buren County Peer Recovery Center rate will be prorated for payment for a period of time less than 20 hours to be discussed and authorized by Van Buren County prior to any modifications. This is to allow for a decrease in hours if the service isn't being utilized. The budget for WRAP and IMR is attached to the contract. The startup costs will be \$2,135.81 at each location and then the cost of the program for 12 weeks will be \$4,769.06 for Keokuk, IA and \$4,700.69 for Fort Madison, IA. The chart of account code will be added to the contract once the management team determines the most appropriate code.

Motion to approve the amended FY17 Optima contract

By Marc Lindeen

Second Mark Meek

Motion passes

9. Discuss and Consider Approval of QSDA (Quality Service Development and Assessment) Training on Value Based Contracting Saint Petersburg Florida

The training is for performance based contracting.

Motion to approve Sandy Stever to attend the QSDA Training in Saint Petersburg, Florida

By Tom Broeker

Second Mark Meek

Motion passes (6 yes and 1 no)



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10. Discuss and Consider Approval of Van Buren Transition Plan

Dee Sandquist reported on behalf of the Jefferson County Board of Supervisors. Jefferson County has decided to keep Sandy Stever solely in Jefferson County. Mark Meek stated they were hoping to do a Memorandum of Understanding or a 28E with Jefferson County so they could take care of their Mental Health as Sandy has been doing. That will not be happening. The primary objection from Jefferson County is that they feel that she should be in Jefferson County taking care of Jefferson County residents. There is not an understanding in Jefferson County that these are region functions not county functions. It was made clear to Jefferson County when they asked to join the region that everyone will work together and help each other out. Jack Seward requested that Dee Sandquist take that information back to her fellow Board of Supervisors. Jack Seward offered to have a meeting with each Jefferson County Board of Supervisor or attend a Jefferson County Board of Supervisors meeting to reinforce the message. Dee Sandquist reported that the thought process is that there is enough work in Jefferson County. Dee Sandquist will let the other board members know of Jack's offer to meet with them. Van Buren would rather not hire and incur more cost. Sandy Stever requested direction from the Governing Board as to whether or not to continue to provide assistance to Van Buren County. The Jefferson County issue will need to be ironed out due to the employer directing Sandy to not do region work. Marc Lindeen wondered if the By-Laws addressed this issue. Sandy Stever stated that she was under the impression that her Board of Supervisors had not told her that she could no longer provide assistance to Van Buren County but Dee Sandquist reported that they would prefer she not provide assistance.

No action taken.

11. Discuss and Consider Approval of Strategy to Pool Funds of the Region to More Effectively Manage Claims Processing and Business/Financial Management of the Region

The Finance Sub-Committee (Jack Seward, Marc Lindeen, Bobbie Wulf and Tami Gilliland) met on February 3rd, 2017, to discuss how to remain flexible and move forward. There was discussion to pool more funds than just the \$1 per capita. The discussion was to pool funds that would cover the costs of SEIL region contracts. Administrative and commitment expenses would remain at the local county level. This would stream line the bill paying process. To accomplish this, the region 28E will need to be modified. The 28E currently specifies that the pooled amount may be \$1 per capita which would not be enough to cover the contracts. Essentially the region money is virtually pooled at this time because the authority to spend those dollars, no matter where they are located, comes for the Governing Board. Currently all eight counties approve their expenses at the local level and the Governing Board also approves all eight counties expenses. By pooling the funds all eight counties would not have to take action of the expenses only the Governing Board would take action. Also not all eight Auditor's would be cutting checks for the services only the Fiscal Agent would cut one check on behalf of all counties. Tom Broeker voiced a concern about budgets being published next week and is this something that can be accomplished by FY18. Each individual counties budget will not change. The only thing that will change is where the money is kept and who it is paid to. The total amount that is needed to cover the SEIL Region contracts has not been calculated. The amount will be calculated and then a per capita rate will be determined. Each county will contribute the per capita rate to the Fiscal Agent. The board has required that each county make available to the region a minimum of \$35.05 per capita which is not the

