



**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
July 12, 2017	1:30pm	Henry Co. Emergency Management 900 West Washington St. Mount Pleasant, IA 52641

**Southeast Iowa Link Governing Board Meeting
Draft Minutes**

Present: Rick Larkin, Jack Seward Jr., Marc Lindeen, Tom Broeker, Dee Sandquist, Michael Berg, Chris Ball, Mark Meek, Kristin Helm, Donald Ross, Ryanne Wood, Sarah Berndt, Ken Hyndman, Sandy Stever, Tami Gilliland, Bobbie Wulf

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

There is an addition to the agenda for agenda item number 5 add Mt Pleasant News \$203.47 publication of meeting minutes and receive and file fourth quarter expenditure report.

Motion to approve the agenda with the two additional items

By Michael Berg Second Marc Lindeen Motion passes

2. Consider Approval of June 14, 2017 minutes

Motion to approve the June 14, 2017 minutes

By Tom Broeker Second Chris Ball Motion passes

3. Update from Advisory Board members

The stakeholder meeting this morning was a big success. There was a lot of participation from a lot of different counties in the region. There was discussion of wanting to see participation from smaller counties of the region such as Van Buren and Louisa Counties. There was only one representative from the judicial branch. There was representation from law enforcement at the meeting and a large part of the discussion was on law enforcement involvement with difficult to serve individuals. There was discussion of the medical model verses the public safety model needing to be balanced in the way managed care organizations pay for services. The attendees could see other perspectives after the discussion today. Adequate funding for services was also identified as an issue. Innovation is going to be the way to pay for services.

Optimae is having issues with United Health Care that got them flagged and a hold on their claims. That flag was lifted July 11, 2017. It took the submission of 30,000 documents to get this issue corrected. It was reported United has a history of this type of action with providers and not paying claims on the first submission.

4. Consider Approval of Claims- June

The report was reviewed via overhead projector. Expenses totaled \$528,453.62. The ending cash balance is 1.87%. Discussed percentages of budgets used and there was some discussion regarding the



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Senate File 504 mandate to get to a 20% fund balance. There is still work being done with Jefferson County to get the totals to match and that includes getting the budget amendment amount.

Motion to approve the June 2017 claims

By Jack Seward Jr.

Second Michael Berg

Motion passes

5. Consider Approval of Claims for Fiscal Agent Account-

a. ISAC- FY18 Member Dues \$59,916.62

b. Mt Pleasant News \$203.47

Last fiscal year Community Services Network dues went from being paid at the member county level to the fiscal agent account. Mt Pleasant News is for publication of meeting minutes.

Motion to approve Fiscal Agent claims to ISAC and Mt Pleasant News

By Tom Broeker

Second Jack Seward Jr.

Motion passes

6. Receive and File Fiscal Agent Report- June

The report was reviewed via overhead projector. The report reflects the audit expenses and CIT expenses for travel costs to attend a training reflecting total expenditures for June of \$12,700.40. Revenue was interest in the amount of \$230.53.

Motion to receive and file the Fiscal Agent report for June 2017

By Tom Broeker

Second Mark Meek

Motion passes

7. Receive and File Fourth Quarter Expenditure Report

The report was reviewed via overhead projector. The percentage used is reflected on a cash basis not an accrual basis. All expenditures are reflected through June 2017.

8. Discuss and Consider Approval of amendment to FY18 Optima contract- Sandy

The spreadsheet that was utilized to develop the program cost didn't total correctly. The contract increase is \$4,148.76 to cover costs.

Motion to approve FY18 Optima contract amendment

By Marc Lindeen

Second Jack Seward Jr.

Motion passes

9. Discuss and Consider Approval of Lee county replacement of CDS assistant- Ryanne

After the June governing board meeting the Lee County Coordinator of Disability Services assistant gave notice of a job transfer to Ryanne Wood. Ryanne has presented to Lee County Board of Supervisors to replace this position and they would like to replace this position.

Motion to approve the replacement of the Lee County CDS assistant

By Michael Berg

Second Tom Broeker

Motion passes



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10. Discuss and Consider Approval of Letter of Engagement with Anderson Larkin & Co. P.C. for audit services FY17

The letter of engagement was passed around for the board members to review. This letter is standard practice. Des Moines County continues to use Anderson Larkin for their audit and as the holder of the fiscal agent account the region would continue to use this firm for the Region audit.

Motion to approve the letter of engagement with Anderson Larkin and Co. P.C.

By Jack Seward Jr.

Second Michael Berg

Motion passes

11. Review FY16 Audit findings

The audit report was reviewed via overhead projector. The fiscal year 16 has been concluded. There were significant audit findings as it relates to how the region is structurally organized. The region is not able to project outstanding liabilities that would be a cost to the region. For example, county employees have benefits on the books that might need to be paid out and this is tracked at the county level not the region level. The region may want to reflect potential liabilities next year at budget time. This could help with our 20% fund balance issue. There was discussion of the process for completing the region audit. The region audit report is submitted to the State Auditor and they post the audits on their web site.

There was discussion of encumbrance and designated funds. The Iowa Department of Management will have to interpret legislation as it relates to fund balance. There was discussion of how the region will levy and increase levy rates up to the maximum of \$42.50. Currently the region is showing due diligence in spending down fund balance. Establishing funding for services that can be sustained ongoing is the priority. Blending funding from local, state and federal will have an impact on the region. If Medicaid expansion goes away how the region funds services will change quickly.

12. New Business

Tami Gilliland gave a HIPAA update. She has been given the 6th draft of the region HIPAA Policy. Carosh has difficulty understanding how the region works as it relates to HIPAA and our ability to impact our members at the county level. With this 6th draft the policy has been reworded to the point where the business process as it relates to HIPAA for the region is reflected. There will be quarterly HIPAA training which will be basic training.

13. Adjourn

The next SEIL Governing Board meeting is August 9th. Two board members reported they will be on vacation and won't be at the August meeting.

Motion to adjourn

By Michael Berg

Second Mark Meek

Motion passes

Minutes submitted by Marc Lindeen, Board Secretary, July 27, 2017 MLsb