

**REGIONAL SERVICE AREA OF DES MOINES, HENRY, JEFFERSON, KEOKUK, LEE,
LOUISA, VAN BUREN & WASHINGTON COUNTIES
SOUTHEAST IOWA LINK**



DATE	CONVENING TIME	LOCATION
September 14, 2016	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, Richard Young, Marc Lindeen, Randy Griffin, Tom Broeker, Mark Meek, Kristin Helm, Elyn Holton Dean, Ryanne Wood, Sarah Berndt, Ken Hyndman, Sandy Stever, Leia Craff, Tami Gilliland, Susan Frey, Elley Neuzil, Roger Shindell, Jim Valek

1. Approve Agenda

The meeting was called to order at 1:30 pm

Under item #5 there is an additional claim for the Mt Pleasant News for the publication of the minutes.

Motion to approve the agenda with the addition

By Randy Griffin Second Mark Meek

Motion passes

2. Consider Approval of August 10, 2016 minutes

Motion to approve the August 10th, 2016 minutes as submitted

By Mark Meek Second Randy Griffin

Motion passes

3. Update from Advisory Board members

Ongoing concerns continue with MCO's and providers and individuals continue to struggle to find stability in receiving services and payment of services delivered by providers.

There is difficulty securing staff at all levels for providers, adjusting salary scales has not improved the issue. There was discussion about utilizing local colleges to provide direct care training curriculum.

Discussion of Trauma Informed Care training and ACE's training Change Agent and Advisory Board approved providing the trainings for our region.

4. Consider Approval of Claims- August

One report is still missing, but that came in before the meeting today. Revenue is \$62628.13 for Jefferson County and this puts them at a 26% fund balance. Reviewed the report via overhead projector.

Motion to approve claims for August 2016

By Mark Meek Second Tom Broeker

Motion passes

5. Consider Approval of Claims for Fiscal Agent Account-

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- a. Carosh- HIPAA Compliance Annual Renewal \$6,500**
- b. Mt Pleasant News publication of meeting minutes \$97.61**

Motion to approve fiscal agent claims

By Marc Lindeen

Second Richard Young

Motion passes

6. Receive and File Fiscal Agent Report- August

Expenses for August were mileage pf \$140 and \$10,000 for audit of fiscal agent account.

Went over the report via overhead projector.

Motion to approve fiscal agent report for August

By Mark Meek

Second Richard Young

Motion passes

7. Roger Shindell with Carosh presentation

Roger went over the status report for HIPAA compliance and the region is in compliance with HIPAA regulations at this time. The focus for the next year will be working on the privacy side of HIPAA. There will need to be a training program put into place. Review security on an annual basis. Then update and finalize remediation plan, provide ongoing support and answer questions as they arise.

Went over policies of concern. Sanction policy is an issue since the region has no employees there is limited options to sanction and this would have to go down to the county level. There is also the audit controls policy and region is obligated to show audit of systems and networks and ensure safeguards are in place. The region takes on the risk for non-compliant counties in the region and would have to put safeguards in place. Carosh can identify that all but 3 counties are in compliance in the region. Carosh has met with Van Buren County now. They met with Jefferson County and Lee County also but those counties didn't utilize Carosh for compliance services.

Carosh could work directly with the MHDS department in Jefferson County to ensure that they are in compliance with HIPAA. Lee County is utilizing the ISAC HIPAA program, however, this may not be sufficient to meet HIPAA requirements. Plans were made to follow-up with Jefferson and Lee Counties. The region needs to know that all counties in the region are compliant with HIPAA.

Cyber insurance can be purchased but there are many ways that the insurer can deny a claim due to not meeting compliance requirements.

There was a suggestion that the Governing Board compose a letter to the three counties board of supervisors about the compliance concerns. This was not acted upon at this time.

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8. Discuss and Consider Approval of engagement letter with Anderson, Larkin & CO. P.C. for FY16 audit

The region will have the audit process as an ongoing service and will need to continue to engage an audit firm. For continuity the audit firm needs to be the same firm the county engages where the fiscal agent account is.

Motion to approve engagement letter with Anderson, Larkin and Co.

By Mark Meek

Second Randy Griffin

Motion passes

9. Receive and File FY16 Projected GAAP report submitted to DHS

This has been requested by the Department of Human Services. The report is the region's best projection of expenditures for fiscal year 2016 and is ahead of the annual report that is due December 1st. The report was submitted to the Department August 29th.

10. Receive and file letter of response from Director Palmer regarding SEIL concerns related to prescription medication bills

Director Palmer responded and stated this is the first time this issue has been brought to the attention of the Department of Human Services. The issue seems to be with pharmacy process and not MCO process. A pharmacy does verify eligibility status prior to filling a prescription and this occurs in real time. The pharmacy will have to work with MCO for payment and this may have to be written off by the pharmacy. To press the issue there needs to be verifiable information shared with DHS.

11. Discuss and Consider Approval of ETP Client ID #99251-Bobbie

The request is to extend an exception to policy the Governing Board has already approved. The individual has been at RCF/PMI since March of this year, ETP extended funding through September 30th. The request is for funding through the end of the calendar year. The individual has been to acute hospital stays several times over the past few months and is always able to return to the RCF/PMI. They are on the waitlist for the Independence MHI and there have been no openings at other RCF's that would be Medicaid funded. Bobbie went over the dates of service outside the RCF/PMI. The individual has an extensive history of eloping from his current placement and is not stable in a lower level of care. The cost per day is \$169.00 per day.

Motion to approve ETP #99251 through January 1st 2017

By Tom Broeker

Second Marc Lindeen

Motion passes

12. Discuss and Consider Approval for Trauma Informed Care Training- Sarah

Trauma Informed Care Training and ACEs Training would be good training for law enforcement offices and our provider staff. TIC goes through how lived trauma impacts an individual's life. We would have two sessions to give the most opportunity for attendance. Cost is \$200.00 for trainer time so that would be about \$2600-2800. The location would be free. Request that the cost of food be included and funded to keep people at the training and engaged since it is a 6-hour training. If we get

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registrations from outside region law enforcement and providers, there would be a \$20-\$25 fee charged. The estimated cost is \$3600-\$4000 for the two sessions paid out of the fiscal agent count.

ACEs training would be provided to the Change Agent and Advisory Board in January or February. That cost would be \$400 for the trainer. ACEs stands for adverse childhood experiences. This study has shown that childhood trauma has a costly negative impact in social, economic, health and mental health when those children became adults.

Motion to approve expenses for both trainings at the cost needed to provide the training to our region and paid from the fiscal agent account

By Marc Lindeen

Second Tom Broeker

Motion passes

13. Discuss and Consider Approval for ACES Training- Sarah

Included in item 12.

14. Discuss and Consider Approval of protocols for Forensic Psychiatric Evaluations/Competency Evaluations

The management team is going to discuss this issue. Legislatively there needs to be a language change to Chapter 812 in regards to payment of competency evaluations in connection to criminal charges. This is not paid the same among the eight counties. Some pay from fund 10 others pay through the county attorney budget. The Jefferson County attorney says this should be paid out of their budget as if requested as part of the prosecution. The code says the cost is to be paid by the county which leaves it to the county to identify if it comes from fund 10 or fund 2. The Des Moines County attorney says this is a fund 10 cost. A competency evaluation may work well within the fund 10 payment so the CDS has the information to assist with community transition if the individual is eventually discharge from jail to the community.

The region has to determine how this should be paid. The SEIL management team may not be able to come to a conclusion. This is an issue for each county, the region needs a uniform policy for payment purposes and we have county attorneys with differing opinions. There may be other complications with this issue.

If the request is part of the defense this should be a cost paid by the individual or through public defender funds if they are represented by a public defender.

This may be addressed with the 2017 legislative session. July 1st 2015 Oakdale began contacting and billing counties upon the assessments being complete. There was discussion of how many evaluations might occur within the region and that could be 22 to 25 a year. Jefferson County cannot afford to pay this from their budget and would continue to have the county attorney pay.

The management team was directed to come back with a recommendation to address this and keep the individual needing the evaluation in mind.

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15. New Business

The board of supervisors have budget processes beginning next month and they need to know how is the region going to address the region budget. The finance committee will be involved with the recommendation of levy and if there is a need for per capita contribution.

The management team will be working on peer performance evaluations for presentation to the governing board in December.

16. Adjourn

Next meeting October 12th

Motion to adjourn

By Mark Meek

Second Tom Broeker

Motion passes

Minutes submitted by Marc Lindeen, October 6, 2016 ML/sb