

# Governing Board – Meeting Minutes – 3/23/2020



**Call to Order – Richard Crouch**

**In attendance: (marked with an asterisk \*)**

**This was a GoTo Meeting- all meeting documents made available to members**

<u>Board of Supervisors</u>	<u>Advisory Board Members</u>	<u>Region staff</u>
Marilyn Drake – Pottawattamie*	Jamie Gross-Crossroads of Western Iowa	Suzanne Watson-CEO*
Randy Hickey-Fremont *	Nicole Rocha-Client/Family Rep	Lonnie Maguire-DSD*
Richard Crouch —Mills*		Danelle Bruce-DSD*
Chuck Morris – Page *		
Mark Peterson- Montgomery*		
Frank Waters – Cass*		
Tom Brouillette – Monona		
Steve Kenkel-Shelby *		
Tony Smith-Harrison*		

**Members of the public:** John Hartkopf, Cass County Board of Supervisor

**Approve Agenda-** Motion made by Marilyn Drake and second by Chuck Morris to approve the agenda. Motion passed unanimously.

**Approve February 2020 Meeting Minutes-** Motion made by Steve Kenkel and second by Chuck Morris to approve the February 2020 meeting minutes. Motion passed unanimously.

**Region Finance Information –**

**February 2020 Financial Reports-** Motion made by Mark Peterson and second by Steve Kenkel to approve the February 2020 financial reports as presented. Motion passed unanimously.

**Children’s Implementation Plan-** Suzanne Watson provided electronic copies of the implementation plan and the group reviewed the information. Motion made by Marilyn Drake and second by Tony Smith to approve the SWIA MHDS Region Children’s Behavioral Health Services Implementation Plan. Motion passed unanimously.

**FY21 Service and Budget Plan-** Suzanne Watson provided electronic copies of the plan and the reviewed with the board. Expenditures amount for FY21 is \$8,542,688. Final revenues will be gathered from the Department of Management and put into the plan. Motion made by Randy Hickey and second by Steve Kenkel to approve the FY21 Annual Service and Budget Plan as presented, with addition of final revenue amounts once available. Motion passed unanimously.

**SWIA MHDS Region 28E Agreement-** Suzanne Watson provided electronic copies of the draft 28E document. The group reviewed requested language from last meeting regarding indicating that new voting members would not have voting authority on levy or budget matters. Suzanne suggested that due to the possible changes in state dollars coming into the regions, it may be

more prudent to limit voting only on levy matters. All board members in attendance agreed to limit new voting members on voting for levy matters only. Motion made by Marilyn Drake and second by Chuck Morris to approve the revised 28E of the SWIA MHDS Region, including language regarding voting capacity in sections 4.1 and 4.3. Motion passed unanimously. Suzanne will make changes and get copies to each member county auditor for approval at their county board meetings. The governing board will plan to have each county sign the revised document at the June 1, 2020 meeting.

**Policy and Procedures Manual-** Danelle Bruce reviewed changes to the Policy and Procedures Manual due to implementation of the children's behavioral health legislation, including changes to the governing board, advisory board, administrative team, eligibility, quality management and improvement, and the appendixes of the document. A draft outline was provided electronically. Motion was made by Marilyn Drake and second by Randy Hickey to approve the revised Policy and Procedures Manual. Motion passed unanimously.

**Program Enhancement Grant for Outpatient Providers-** Danelle Bruce reviewed the grant submissions with the board. An outline of submissions was provided electronically. Submissions included those from Burgess Mental Health, Heartland Family Service, CHI Psychiatric Associates, Southwest Iowa Mental Health Center, Myrtue Behavioral Health, and Waubonsie Mental Health Center. Danelle shared that after reviewing, leadership staff considered all requests to be within the scope of the grant except for the community education/marketing campaign submitted by Waubonsie Mental Health Center. Motion was made by Frank Waters and second by Marilyn Drake to approve \$7520 of the Waubonsie grant submission, with the ability to submit an additional grant request (up to the \$50,000 max amount) in the next 30 days. Motion passed unanimously, with Mark Peterson, Chuck Morris and Randy Hickey abstaining. Motion made by Frank Waters and second by Mark Peterson to approve the grant request of \$50,000 to Southwest Iowa Mental Health Center. Motion passed unanimously, with Chuck Morris abstaining. Motion made by Steve Kenkel and second by Marilyn Drake to approve the Burgess (\$49,798.76), Heartland Family Service (\$50,000), CHI Psychiatric Associates (\$41,598.39), and Myrtue Behavioral Health (\$50,000) grant requests as submitted. Motion passed unanimously.

**Legislative Updates-** Suzanne Watson shared that legislation is at a standstill at the moment due to the shutdown related to COVID-19. She shared the governor visited the area recently and advocated for the property tax reduction.

**Region Service and Other Provider Updates:** Lonnie Maguire provided an overview of current measures to keep staff and clients safe due to the COVID-19 pandemic. Region staff who can work from home are being encouraged to with the exception of one administrative assistant in Shelby County and an administrative assistant, service coordinator, and CEO working from central office. The jail service coordinators continue to work from the Pottawattamie County Jail with revised procedures for working with clients.

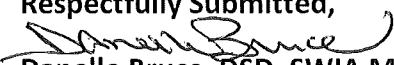
**Open Discussion/Comment from Board Members-** None

**Public Comment/Discussion-** None

**Upcoming Important Dates:**

**Next Board meeting:** June 1, 2020

Respectfully Submitted,

  
Danelle Bruce, DSD, SWIA MHDS Region

## FEBRUARY 2020 SWIA MHDS REGION EXPENSES

Paid Date	Billing Provider	Service	Amount Paid
2/4/2020	Ashcraft, Abbie	22413 Mileage - SC Mileage	\$ 30.02
2/4/2020	Benson Law, P.C.	74393 Commitment - attorney	\$ 420.00
2/4/2020	CARDMEMBER SERVICES	11400 Publications	\$ 183.40
2/4/2020	CARDMEMBER SERVICES	11413 Mileage - Admin Accom	\$ 126.56
2/4/2020	CARDMEMBER SERVICES	11413 Mileage - Admin Meals	\$ 13.90
2/4/2020	Central Iowa Juvenile Detention	31354 Transportation	\$ 252.50
2/4/2020	CHENEY, BARB	22413 Mileage - SC Mileage	\$ 95.45
2/4/2020	COUNSEL OFFICE & DOCUMENT	11444 Copier - Admin	\$ 10.68
2/4/2020	COUNSEL OFFICE & DOCUMENT	75444 Copier - MH Adv	\$ 16.00
2/4/2020	COUNTRY CARE CENTER CORP	31354 Transportation	\$ 100.00
2/4/2020	COUNTRY CARE CENTER CORP	64314 RCF	\$ 50,644.70
2/4/2020	CROSSROADS OF WESTERN IA	33340 Rent Assistance	\$ 648.40
2/4/2020	Dave's Place	64317 Nursing Facility	\$ 7,935.00
2/4/2020	Envoy, Inc.	11260 Office Supplies	\$ 1,004.20
2/4/2020	GreatAmerica Financial Services	11444 Copier - Admin	\$ 109.25
2/4/2020	HARRISON COUNTY SHERIFF	74353 Commitment - sheriff	\$ 140.60
2/4/2020	HEARTLAND FAMILY SERVICE	04422 Provider Education	\$ 7,794.00
2/4/2020	HEARTLAND FAMILY SERVICE	42366 Peer Support Recovery Center	\$ 4,166.67
2/4/2020	MARCO, Inc	11444 Copier - Admin	\$ 175.54
2/4/2020	MONONA COUNTY SHERIFF	74353 Commitment - sheriff	\$ 303.80
2/4/2020	MYRTUE BEHAVIORAL HEALTH	42305 Outpatient	\$ 330.00
2/4/2020	NISHNA PRODUCTIONS INC	33340 Rent Assistance	\$ 969.37
2/4/2020	NISHNA PRODUCTIONS INC	50362 Work Activity - hourly	\$ 13,177.50
2/4/2020	NISHNA PRODUCTIONS INC	50368 Ind. Supp. Emp.	\$ 2,679.00
2/4/2020	NISHNA PRODUCTIONS INC	50369 Group Supp. Emp.	\$ 17.04
2/4/2020	OTTO, LORENCE & WIEDERSTEIN	74393 Commitment - attorney	\$ 60.00
2/4/2020	Prairie Rose Care Management	32326 Guardian/Conservator	\$ 150.00
2/4/2020	PRAIRIE VIEW MANAGEMENT INC	64314 RCF	\$ 3,825.40
2/4/2020	Rasmussen, Nelson & Wonio	74393 Commitment - attorney	\$ 347.90
2/4/2020	Ricoh	11444 Copier - Admin	\$ 125.12
2/4/2020	SEIDL & SEIDL LAW OFFICE	32326 Guardian/Conservator	\$ 239.50
2/4/2020	SHELBY COUNTY SHERIFF	74353 Commitment - sheriff	\$ 401.16
2/4/2020	TREASURER, STATE OF IOWA	71319 State MHI Inpatient	\$ 11,812.00
2/4/2020	VODEC	50368 Ind. Supp. Emp.	\$ 9,500.00
2/4/2020	WAUBONSIE MHC	33340 Rent Assistance	\$ 316.00
2/4/2020	WOODS & WYATT, PLLC	74393 Commitment - attorney	\$ 390.60
2/18/2020	AMERISERVE INT.	32329 SCL - 15-minute rate	\$ 279.00
2/18/2020	Bruce, Danelle	11413 Mileage - Admin Accom	\$ 110.88
2/18/2020	Bruce, Danelle	11413 Mileage - Admin Meals	\$ 39.87
2/18/2020	Bruce, Danelle	11413 Mileage - Admin Mileage	\$ 422.05
2/18/2020	CHATHAM OAKS	64314 RCF	\$ 1,000.89
2/18/2020	CONCERNED INC	32329 SCL - 15-minute rate	\$ 2,070.00

2/18/2020	CONCERNED INC	50368 Ind. Supp. Emp.	\$ 997.50
2/18/2020	CROSSROADS OF WESTERN IA	32329 SCL - 15-minute rate	\$ 50.40
2/18/2020	CROSSROADS OF WESTERN IA	50368 Ind. Supp. Emp.	\$ 4,572.20
2/18/2020	CROSSROADS OF WESTERN IA	63329 SCL - Daily	\$ 3,400.00
2/18/2020	Embrace Iowa Inc.	63329 SCL - Daily	\$ 3,100.00
2/18/2020	FMCTC	11414 Telephone - Admin	\$ 95.27
2/18/2020	Harrison County Homemakers	32320 Home Health Aides	\$ 635.52
2/18/2020	HEARTLAND FAMILY SERVICE	42398 ACT	\$ 9,882.50
2/18/2020	HEARTLAND FAMILY SERVICE	44307 CRT - Mobile Crisis	\$ 17,333.00
2/18/2020	HEARTLAND FAMILY SERVICE	74301 Civil Commitment Prescreening	\$ 1,667.00
2/18/2020	IOWA FOCUS	32329 SCL - 15-minute rate	\$ 742.50
2/18/2020	MEDIACOM	11414 Telephone - Admin	\$ 78.17
2/18/2020	MOSAIC - WESTERN IOWA	32329 SCL - 15-minute rate	\$ 2,189.90
2/18/2020	Northwest Ia Care Connections	75395 Mental Health Advocate	\$ 63.30
2/18/2020	OPTIMAE LIFESERVICES, INC.	64317 Nursing Facility	\$ 7,553.00
2/18/2020	Paper Tiger Shredding	11402 Typing, Printing & Binding	\$ 75.00
2/18/2020	PARK PLACE	64314 RCF	\$ 6,200.00
2/18/2020	PARTNERSHIP FOR PROGRESS	64314 RCF	\$ 52,315.86
2/18/2020	Pride Group, The	64314 RCF	\$ 20,221.92
2/18/2020	Richey, Kristina	22413 Mileage - SC Mileage	\$ 734.85
2/18/2020	Schuler, Debbie	75413 Mileage - MH Adv mileage	\$ 119.14
2/18/2020	SEIDL & SEIDL LAW OFFICE	32326 Guardian/Conservator	\$ 250.50
2/18/2020	Shelby Co Community Services	11413 Mileage - Admin Mileage	\$ 201.25
2/18/2020	Shelby Co Community Services	22413 Mileage - SC Mileage	\$ 186.30
2/18/2020	Welter, Shelley	22413 Mileage - SC Mileage	\$ 496.80
2/19/2020	Maguire, Ylonda	11413 Mileage - Admin Mileage	\$ 47.73
2/19/2020	SWITA	31354 Transportation	\$ 2,503.90
2/19/2020	VERIZON WIRELESS	11414 Telephone - Admin	\$ 217.38
2/19/2020	VERIZON WIRELESS	22414 Telephone - MH Court	\$ 14.99
2/19/2020	VERIZON WIRELESS	22414 Telephone - SC	\$ 90.74
2/19/2020	VERIZON WIRELESS	75414 Telephone - MH Adv	\$ 20.81
2/19/2020	VODEC	50367 Day Habilitation	\$ 693.00
2/19/2020	WATSON, SUZANNE	11413 Mileage - Admin Meals	\$ 31.11
2/19/2020	WATSON, SUZANNE	11413 Mileage - Admin Mileage	\$ 424.35
2/19/2020	Whitney A. Estwick	74393 Commitment - attorney	\$ 420.00
2/24/2020	Benson Law, P.C.	74393 Commitment - attorney	\$ 168.00
2/24/2020	BROADLAWNS MED CNTR	42310 Transitional Living Program	\$ 22,980.00
2/24/2020	CARROLL COUNTY SHERIFF	74353 Commitment - sheriff	\$ 75.00
2/24/2020	CASS COUNTY SHERIFF	74353 Commitment - sheriff	\$ 37.50
2/24/2020	CROSSROADS OF WESTERN IA	50368 Ind. Supp. Emp.	\$ 4,500.00
2/24/2020	Dale, Ryan	74393 Commitment - attorney	\$ 126.00
2/24/2020	DAVIS COUNTY HOSPITAL	41305 Physiological O.P TX	\$ 78.40
2/24/2020	Father Flanagan's Boys' Home	44346 24-hr Crisis Line	\$ 38,450.00
2/24/2020	GreatAmerica Financial Services	11444 Copier - Admin	\$ 109.25
2/24/2020	HARRISON COUNTY SHERIFF	74353 Commitment - sheriff	\$ 305.56

2/24/2020	HEARTLAND FAMILY SERVICE	25414 Telephone - JBSC	\$ 400.00
2/24/2020	HEARTLAND FAMILY SERVICE	44307 CRT - Mobile Crisis	\$ 34,666.00
2/24/2020	HEARTLAND FAMILY SERVICE	46425 MH Court Contract Services	\$ 5,000.00
2/24/2020	HEARTLAND FAMILY SERVICE	74301 Civil Commitment Prescreening	\$ 3,334.00
2/24/2020	Integrated Telehealth Partners	46305 Telehealth in Jails	\$ 1,220.00
2/24/2020	JENNIE EDMUNDSON HOSPITAL	73319 Commitment - hospital	\$ 5,940.00
2/24/2020	Jobe, Amy	25413 Mileage - JBSC Mileage	\$ 488.75
2/24/2020	Klay, Veldhuizen, Bindner, DeJong, & Halverson	74393 Commitment - attorney	\$ 121.20
2/24/2020	Loess Hills Oxford House	33340 Rent Assistance	\$ 410.00
2/24/2020	Maassen, Kimarie	11413 Mileage - Admin Mileage	\$ 48.30
2/24/2020	Matthew J Hudson	74393 Commitment - attorney	\$ 54.00
2/24/2020	MEDEA & ASSOCIATES, INC.	04422 Provider Education	\$ 6,076.13
2/24/2020	Mercy Hospital	44396 Access Center Fees	\$ 123.03
2/24/2020	MONTGOMERY CO SHERIFF	74353 Commitment - sheriff	\$ 167.50
2/24/2020	Municipal Housing	33340 Rent Assistance	\$ 200.00
2/24/2020	NISHNA PRODUCTIONS INC	50362 Work Activity - hourly	\$ 13,440.00
2/24/2020	NISHNA PRODUCTIONS INC	50368 Ind. Supp. Emp.	\$ 5,080.50
2/24/2020	NISHNA PRODUCTIONS INC	50369 Group Supp. Emp.	\$ 22.72
2/24/2020	NISHNA PRODUCTIONS INC	64314 RCF	\$ 3,581.46
2/24/2020	O'BRIEN COUNTY SHERIFF	74353 Commitment - sheriff	\$ 107.00
2/24/2020	POTTAWATTAMIE CO SHERIFF	74353 Commitment - sheriff	\$ 420.00
2/24/2020	PRAIRIE VIEW MANAGEMENT INC	64314 RCF	\$ 9,824.88
2/24/2020	SHELBY COUNTY SHERIFF	74353 Commitment - sheriff	\$ 819.19
2/24/2020	SOUTHWEST IOWA MHC	44305 24 Hour Crisis Response	\$ 8,000.00
2/24/2020	SWITA	31354 Transportation	\$ 2,808.50
2/24/2020	TREASURER, STATE OF IOWA	71319 State MHI Inpatient	\$ 6,739.31
2/24/2020	WAUBONSIE MHC	44313 CSRS	\$ 290,361.13
2/24/2020	Wells Hometown Drug	41306 Prescription Medicine	\$ 85.86
			<b>\$ 726,429.01</b>