

# Governing Board – Meeting Minutes – 6/1/2020



Call to Order – Richard Crouch

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

\*\*Denotes attendance by phone

<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: None

**Approve Agenda-** Suzanne Watson requested to add an action item to the agenda regarding approval of the Neapolitan Labs Website Development Proposal. Motion made by Tony Smith and second by Mark Peterson to approve the agenda with the additional action item. Motion passed unanimously.

**Approve March 2020 Meeting Minutes-** Motion made by Randy Hickey and second by Steve Kenkel to approve the March 2020 meeting minutes. Motion passed unanimously.

## Region Finance Information –

**March, April, May 2020 Financial Reports-** Motion made by Chuck Morris and second by Marilyn Drake to approve the March, April and May 2020 financial reports as presented. Motion passed unanimously.

**FY21 Proposed Provider Rates-** Suzanne Watson provided a proposed rate sheet for FY21 and presented it to the board. Motion made by Steve Kenkel and second by Tony Smith to approve the FY21 provider rates as presented. Motion passed unanimously.

**NAMI Southwest Iowa FY21 Funding Request-** Suzanne Watson provided a handout of the request for funding by NAMI for FY21. Amount requested is \$12,000. Motion made by Tony Smith and second by Marilyn Drake to approve NAMI Southwest Iowa for \$12,000 in funding for FY21. Motion passed unanimously.

**Waubonsie MHC Program Enhancement Grant-** Waubonsie had previously been approved for a portion of the grant opportunity for FY20. Waubonsie provided an additional request to assist with repairs and remediation of their CSRS facility in the amount of \$42,480. Motion made by

Steve Kenkel and second by Frank Waters to approve Waubonsie MHC for the remaining grant availability dollars for FY20. Motion passed unanimously, with Mark Peterson, Randy Hickey, and Chuck Morris abstaining.

**Sign SWIA MHDS Region 28E Agreement Between Counties-** Suzanne Watson informed the board that all individual county boards of supervisors had approved of the signing of the amended region 28E. Members present in person at today's meeting signed the document, and Suzanne will get the remaining signatures needed this month from the other board members.

**Adult MHDS Advisory Committee Appointments-** Suzanne Watson provided the board with names of applicants interested in being on the Adult MHDS Advisory Committee. There was one change to the document provided in that Nicole Rocha wishes to resign her current committee assignment. Motion made by Tony Smith and second by Chuck Morris to approve the following individuals to the Adult MHDS Advisory Committee: Barb Belstene, Scott Halverson, Jessica Duncan, Jessica Johanns, Sherrie McDonald, Jamie Gross, and Chrissy Marsh. Motion passed unanimously. Suzanne will continue to seek an adult client/family member representative.

**Children's Behavioral Health Advisory Committee Appointments-** Suzanne Watson provided the board with names of applicants interested in being on the Children's Behavioral Health Advisory Committee. Motion made by Marilyn Drake and second by Chuck Morris to approve the following individuals to the Children's Behavioral Health Advisory Committee: Kathy Hanafan, Scott Halverson, Tarah Devlin-Lawler, Melissa Nation, Ryan McCormick, Ashley Harlow, and Debbie Orduna. Motion passed unanimously. Suzanne will continue to see out a law enforcement and parent representative for the children's committee.

**Service Coordinator Hiring Plan-** Lonnie Maguire informed the board that current service coordinator caseloads are averaging between 55-65 clients. Due to the implementation of children's services in July 2020, along with implementation of the Crisis Access Network by July 2021, region leadership would like the opportunity to hire 1-2 service coordinators once caseloads indicate a need to hire. Due to the majority of referrals coming from Pottawattamie County, Suzanne will ask permission from the Pottawattamie County Board of Supervisors to hire. The leadership team will keep the region governing board apprised of when hiring may take place during FY21.

**Neapolitan Labs Website Development Proposal-** Suzanne Watson reviewed the Neapolitan Labs website proposal with the board. The current region website platform is out of date and the region lacks technical support to assist as issues arise. Neapolitan will develop a mobile optimized, user-friendly website, to be powered by the Mint Chip Labs platform. Ongoing website hosting and support will also be provided. Motion made by Chuck Morris and second by Randy Hickey to approve the Neapolitan Labs Website Development Proposal in the amount of \$13,500, with an annual hosting and support cost beginning in July 1, 2021 of \$1,500. Motion passed unanimously.

**Legislative Updates-** The group discussed that the legislative session will reconvene on June 3, 2020. At this time there have been no other updates.

**Region Service and Other Provider Updates:** Lonnie Maguire reported that service coordination has continued to be busy in spite of the COVID-19 quarantine. There were 25 service coordination referrals in May and 5 SOAR referrals. Mental Health Court also continues to receive referrals. In addition, there has been an increase in requests from parents/guardians for client information related to retaining client eligibility for services/Medicaid programs. With Jail Service Coordination, Danelle Bruce reported the coordinators continue to work from their

home office due to COVID-19. They have been able to maintain communication with inmates using technology available at the Pottawattamie Jail, as well as by Zoom at other region jails. In May, staff worked with 18 clients. In addition, Danelle reported Al Hoffer has been named as new director at the HFS Bridge program.

**COVID 19 Work Plans-** Suzanne Watson reported that the Pottawattamie County campus will open up on June 8, 2020. Staff will be encouraged to utilize social distancing measures when meeting with clients and to continue to utilize phone and mail when possible. Gloves, hand sanitizer and masks are also available to staff. Staff will take their temperature before work and will stay home if they have symptoms. Other local courthouses in the region also continue to open up. Suzanne also reported that Sandy Fox, Administrative Assistant for the region, will be retiring July 31, 2020. An advertisement for her position will go out on June 5, 2020 on the Pottawattamie County website.

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

**Public Comment/Discussion-** None

**Upcoming Important Dates:**

Next Board meeting: July 6, 2020

Respectfully Submitted,



Danelle Bruce, DSD, SWIA MHDS Region

## MARCH 2020 - SWIA MHDS EXPENSES

Paid Date	Service Provider	Service	Amount Paid
3/5/2020	Anchor Homes Inc.	32329 SCL - 15 minute	\$540.00
3/5/2020	Brown, Molly	11413 Mileage - admin miles	\$410.55
3/5/2020	CARDMEMBER SERVICES	11400 Publications	\$20.33
3/5/2020	CARDMEMBER SERVICES	11413 Mileage - admin hotel	\$247.52
3/5/2020	CARDMEMBER SERVICES	11413 Mileage - admin meals	\$31.26
3/5/2020	CARDMEMBER SERVICES	31354 Transportation-Gen	\$119.99
3/5/2020	COUNSEL OFFICE & DOC	11444 Copier - admin	\$13.61
3/5/2020	COUNSEL OFFICE & DOC	75444 Copier - mh adv	\$15.99
3/5/2020	COUNTRY CARE CENTER	31354 Transportation-Gen	\$100.00
3/5/2020	COUNTRY CARE CENTER	64314 RCF	\$47,238.80
3/5/2020	Dave's Place	64317 Nursing Facility	\$7,365.00
3/5/2020	DAVIS COUNTY HOSPITAL	41305 Outpatient	\$653.58
3/5/2020	Diagnostic Imaging	41305 Outpatient	\$8.94
3/5/2020	HEARTLAND FAMILY SRVC	25414 Telephone - JBSC	\$200.00
3/5/2020	INDOFF	11260 Office Supplies	\$99.90
3/5/2020	Jobe, Amy	25413 Mileage - JBSC Miles	\$319.13
3/5/2020	Loess Hills Oxford House	33340 Rent payments	\$260.00
3/5/2020	Municipal Housing	33340 Rent payments	\$50.00
3/5/2020	Olsen, Tom	25413 Mileage - JBSC Miles	\$451.95
3/5/2020	PARTNERSHIP FOR PROGRESS	64314 RCF	\$48,820.12

3/5/2020	Ricoh	11444 Copier - admin	\$131.95
3/5/2020	SAM'S CLUB DIRECT	11260 Office Supplies	\$22.96
3/5/2020	Schuler, Debbie	75413 Mileage - mh adv miles	\$133.98
3/5/2020	Shelby Co Comm Services	11413 Mileage - admin miles	\$254.15
3/5/2020	US Bank Equip. Finance	75444 Copier - mh adv	\$11.48
3/5/2020	WATSON, SUZANNE	11413 Mileage - admin miles	\$729.10
3/5/2020	WAUBONSIE MHC	41305 Outpatient	\$9,933.54
3/5/2020	WAUBONSIE MHC	44305 24-hr crisis response	\$8,000.00
3/9/2020	Ashcraft, Abbie	22413 Mileage - SC miles	\$20.01
3/9/2020	BEAM, KATHY	75260 Supplies-mh adv	\$17.63
3/9/2020	BEAM, KATHY	75413 Mileage-mh adv miles	\$107.88
3/9/2020	CHENEY, BARB	22413 Mileage - SC miles	\$93.15
3/9/2020	CHI Psychiatric Associates	44305 24-hr crisis response	\$24,000.00
3/9/2020	FMCTC	11414 Telephone - admin	\$115.02
3/9/2020	Huebner, Gina	22413 Mileage - SC miles	\$165.60
3/9/2020	IOWA FOCUS	32329 SCL - 15 minute	\$1,471.50
3/9/2020	Richey, Kristina	22413 Mileage - SC miles	\$923.45
3/9/2020	Shelby Co Comm Services	22413 Mileage - SC miles	\$194.35
3/9/2020	SWIA MHC	41305 Outpatient	\$3,770.06
3/9/2020	The Pride Group	64314 RCF	\$16,875.52
3/9/2020	Welter, Shelley	22413 Mileage - SC miles	\$598.00
3/19/2020	AMERISERVE	32329 SCL - 15 minute	\$1,332.00
3/19/2020	Bruce, Danelle	11260 Office Supplies	\$13.46
3/19/2020	Bruce, Danelle	11413 Mileage - admin miles	\$713.00
3/19/2020	CONCERNED INC	32329 SCL - 15 minute	\$657.00
3/19/2020	CONCERNED INC	50368 Supp Emp - ind	\$3,000.00
3/19/2020	CROSSROADS OF WESTERN IA	50368 Supp Emp - ind	\$10,500.00
3/19/2020	Harrison County Homemakers	32320 Home Health Aides	\$794.40
3/19/2020	HEARTLAND FAMILY SERVICE	04422 Provider Education	\$15,588.00
3/19/2020	HEARTLAND FAMILY SERVICE	33340 Rent payments	\$1,715.22
3/19/2020	HEARTLAND FAMILY SERVICE	42310 Trans. Living Program	\$139,080.00
3/19/2020	HEARTLAND FAMILY SERVICE	42398 ACT	\$11,557.50
3/19/2020	HEARTLAND FAMILY SERVICE	46425 MH Court Services	\$5,000.00
3/19/2020	Integrated Telehealth Partners	46305 Telehealth in Jails	\$1,220.00
3/19/2020	Iowa State University	25422 Training - JBSC	\$280.00
3/19/2020	MARCO, Inc	11444 Copier - admin	\$201.55
3/19/2020	MEDIACOM	11414 Telephone - admin	\$70.67
3/19/2020	MOSAIC - WESTERN IOWA	32329 SCL - 15 minute	\$5,814.90
3/19/2020	MYRTUE BEH. HEALTH	44305 24-hr crisis response	\$12,000.00
3/19/2020	NISHNA PRODUCTIONS	50362 Work Activity-hourly	\$12,750.00
3/19/2020	NISHNA PRODUCTIONS	50368 Supp Emp-group	\$31.24
3/19/2020	NISHNA PRODUCTIONS	50368 Supp Emp - ind	\$1,425.00
3/19/2020	NISHNA PRODUCTIONS	64314 RCF	\$3,818.14
3/19/2020	PARK PLACE	64314 RCF	\$2,900.00
3/19/2020	SEIDL & SEIDL LAW OFFICE	32326 Guardian/Conservator	\$93.00
3/19/2020	SOUTH SIDE DRUG	41306 Prescription Medicine	\$187.23
3/19/2020	VERIZON WIRELESS	11414 Telephone - admin	\$217.38

3/19/2020	VERIZON WIRELESS	22414 Telephone - MH Court	\$14.99
3/19/2020	VERIZON WIRELESS	22414 Telephone - SC	\$90.74
3/19/2020	VERIZON WIRELESS	75414 Telephone - mh adv	\$20.81
3/19/2020	VODEC	50367 Day Habilitation	\$458.50
3/19/2020	VODEC	50368 Supp Emp - ind	\$4,000.00
3/19/2020	Watson, Bob	33340 Rent payments	\$550.00
3/19/2020	WAUBONSIE MHC	32329 SCL - 15 minute	\$4,907.25
3/19/2020	WAUBONSIE MHC	42366 Peer Support Center	\$1,000.00
3/25/2020	BROADLAWNS MED CENTER	42310 Trans. Living Program	\$5,220.00
3/25/2020	Casino Cab Co. LLC	31354 Transportation-Gen	\$138.00
3/25/2020	COUNSEL OFFICE & DOC	11444 Copier - admin	\$32.86
3/25/2020	CROSSROADS OF WESTERN IA	32329 SCL - 15 minute	\$8.10
3/25/2020	CROSSROADS OF WESTERN IA	50368 Supp Emp - ind	\$87.40
3/25/2020	CROSSROADS OF WESTERN IA	63329 SCL - daily	\$200.00
3/25/2020	DAVIS COUNTY HOSPITAL	41306 Prescription Medicine	\$1,124.22
3/25/2020	HEARTLAND FAMILY SERVICE	42366 Peer Support Center	\$8,333.34
3/25/2020	INDOFF	11260 Office Supplies	\$75.00
3/25/2020	Language Line Services	11414 Telephone - admin	\$4.15
3/25/2020	SWITA	31354 Transportation-Gen	\$2,617.46
3/30/2020	Bluffs Taxi and Courier Inc	31350 Transportation - Cab	\$81.00
3/30/2020	Bruce, Danelle	11413 Mileage - admin hotel	\$387.60
3/30/2020	Bruce, Danelle	11413 Mileage - admin meals	\$13.77
3/30/2020	Bruce, Danelle	11413 Mileage - admin miles	\$356.50
3/30/2020	CARDMEMBER SERVICES	11260 Office Supplies	\$663.25
3/30/2020	CARDMEMBER SERVICES	11400 Publications	\$20.33
3/30/2020	CARDMEMBER SERVICES	11413 Mileage - admin hotel	\$331.26
3/30/2020	CARDMEMBER SERVICES	11413 Mileage - admin meals	\$62.42
3/30/2020	CHEROKEE CO SHERIFF	74353 Commit.-Sheriff Trans.	\$37.50
3/30/2020	COUNSEL OFFICE & DOC	75444 Copier - mh adv	\$16.00
3/30/2020	Foot & Ankle Prof. Cntr of Ia	41305 Outpatient	\$8.66
3/30/2020	HEARTLAND FAMILY SERVICE	25414 Telephone - JBSC	\$200.00
3/30/2020	HEARTLAND FAMILY SERVICE	42310 Trans. Living Program	\$75,933.00
3/30/2020	HEARTLAND FAMILY SERVICE	44307 Mobile Crisis	\$17,333.00
3/30/2020	INDOFF	11260 Office Supplies	\$72.42
3/30/2020	MARCO, Inc	11444 Copier - admin	\$175.54
3/30/2020	MYRTUE BEH. HEALTH	41305 Outpatient	\$78.00
3/30/2020	MYRTUE BEH. HEALTH	42397 Psychiatric Rehab	\$197.10
3/30/2020	PAGE COUNTY SHERIFF	74353 Commit.-Sheriff Trans.	\$958.59
3/30/2020	POTTAWATTAMIE CO SHERIFF	74353 Commit.-Sheriff Trans.	\$210.00
3/30/2020	Prairie Rose Care Mgmnt	32326 Guardian/Conservator	\$300.00
3/30/2020	PRAIRIE VIEW MNGMNT	64314 RCF	\$10,735.80
3/30/2020	Ricoh	11444 Copier - admin	\$152.53
3/30/2020	SAM'S CLUB DIRECT	11260 Office Supplies	\$85.00
3/30/2020	SWIA MHC	44305 24-hr crisis response	\$4,000.00
3/31/2020	HEARTLAND FAMILY SRVC	74301 CRT Prescreen	\$1,667.00
3/31/2020	SWIA MHC	41305 Outpatient	\$162.94

3/31/2020	Treasurer, State of Iowa	71319 Inpatient - State MHI	\$6,716.29
			<b>\$555,334.01</b>

## APRIL 2020 SWIA MHDS REGION EXPENSES

Paid Date	Billing Provider	Service	Amount Paid
4/8/2020	CHENEY, BARB	22413 Mileage - Service Coord	\$58.65
4/8/2020	COUNTRY CARE CENTER	31354 Transportation - General	\$100.00
4/8/2020	COUNTRY CARE CENTER	64314 RCF	\$46,800.70
4/8/2020	CWI	50368 Individual Supported Emp	\$10,500.00
4/8/2020	FMCTC	11414 Telephone - Admin	\$136.76
4/8/2020	GreatAmerica Financial Svcs	11444 Copier - Admin	\$109.25
4/8/2020	HEARTLAND FAMILY SERVICE	33340 Rent Payments	\$1,569.25
4/8/2020	HEARTLAND FAMILY SERVICE	42310 Transitional Living Program	\$43,920.00
4/8/2020	HOVEY, SHELLY	22413 Mileage - MH Court	\$17.83
4/8/2020	HOVEY, SHELLY	22413 Mileage - Service Coord	\$135.70
4/8/2020	Huebner, Gina	22413 Mileage - Service Coord	\$44.85
4/8/2020	INDOFF	11260 Supplies - Admin	\$91.29
4/8/2020	Jobe, Amy	25413 Mileage - JBSC	\$197.80
4/8/2020	Maguire, Ylonda	11413 Accommodations - Admin	\$387.60
4/8/2020	Maguire, Ylonda	11413 Meals - Admin	\$9.79
4/8/2020	Maguire, Ylonda	11422 Training - Admin	\$10.00
4/8/2020	Olsen, Tom	25413 Mileage - JBSC	\$63.25
4/8/2020	PARK PLACE	64314 RCF	\$3,100.00
4/8/2020	Richey, Kristina	22413 Mileage - Service Coord	\$535.90
4/8/2020	Schuler, Debbie	75413 Mileage - MH Advocate	\$11.39
4/8/2020	Shelby County CS	11413 Mileage - Admin	\$304.18
4/8/2020	Shelby County CS	22413 Mileage - Service Coord	\$109.83
4/8/2020	The Pride Group	64314 RCF	\$13,552.88
4/8/2020	WATSON, SUZANNE	11413 Mileage - Admin	\$303.60
4/8/2020	WATSON, SUZANNE	11422 Training - Admin	\$10.00
4/8/2020	WAUBONSIE MHC	42310 Transitional Living Program	\$5.00
4/8/2020	WAUBONSIE MHC	42310 Transitional Living Program	\$7.00
4/8/2020	WAUBONSIE MHC	44313 CSRS	\$23.00
4/8/2020	WAUBONSIE MHC	44313 CSRS	\$24.00
4/8/2020	Welter, Shelley	22413 Mileage - Service Coord	\$272.55
4/13/2020	AMERISERVE	32329 SCL - 15 minute	\$1,062.00
4/13/2020	Anchor Homes Inc.	32329 SCL - 15 minute	\$270.00
4/13/2020	CHATHAM OAKS	64314 RCF	\$2,306.95
4/13/2020	CONCERNED INC	32329 SCL - 15 minute	\$495.00
4/13/2020	CONCERNED INC	50368 Individual Supported Emp	\$2,737.50
4/13/2020	COUNSEL OFFICE & DOC	75444 Copier - MH Advocate	\$2.00
4/13/2020	Harrison County Homemakers	32320 Home Health Aide	\$1,201.53
4/13/2020	INDOFF	11402 Printing - Admin	\$167.50
4/13/2020	MEDIACOM	11414 Telephone - Admin	\$70.67
4/13/2020	MOSAIC - WESTERN IOWA	32329 SCL - 15 minute	\$5,801.05
4/13/2020	MYRTUE BEHAVIORAL HEALTH	44305 24 Hour Crisis Response	\$4,000.00

4/13/2020	NW Iowa Care Connections	75395 MH Advocate	\$30.02
4/13/2020	OTTO, LORENCE & WIEDERSTEIN	74393 Commitment - Legal Rep	\$672.00
4/13/2020	Sioux Rivers FISCAL AGENT	75395 MH Advocate	\$9.33
4/13/2020	Thorson, Scott M.	74393 Commitment - Legal Rep	\$648.00
4/13/2020	US Bank Equipment Finance	75444 Copier - MH Advocate	\$136.66
4/13/2020	VERIZON WIRELESS	11414 Telephone - Admin	\$217.38
4/13/2020	VERIZON WIRELESS	22414 Telephone - MH Court	\$14.99
4/13/2020	VERIZON WIRELESS	22414 Telephone - Service Coord	\$90.74
4/13/2020	VERIZON WIRELESS	75414 Telephone - MH Advocate	\$20.81
4/20/2020	CONCERNED INC	50368 Individual Supported Emp	\$1,000.00
4/20/2020	GreatAmerica Financial Svcs	11444 Copier - Admin	\$109.25
4/20/2020	INDOFF	11260 Supplies - Admin	\$55.84
4/20/2020	Integrated Telehealth Partners	46305 Telehealth in Jails	\$1,220.00
4/20/2020	IOWA FOCUS	32329 SCL - 15 minute	\$1,660.50
4/20/2020	MYRTUE BEHAVIORAL HEALTH	42305 Outpatient	\$1,809.20
4/20/2020	MYRTUE BEHAVIORAL HEALTH	42397 Psychiatric Rehabilitation	\$3,602.55
4/20/2020	NAMI Southwest Iowa	45373 Family Psycho-Education	\$8,000.00
4/20/2020	NISHNA PRODUCTIONS INC	50362 Work Activity - hourly	\$7,822.50
4/20/2020	NISHNA PRODUCTIONS INC	50368 Individual Supported Emp	\$1,577.00
4/20/2020	NISHNA PRODUCTIONS INC	50369 Group Supported Emp	\$17.04
4/20/2020	NISHNA PRODUCTIONS INC	64314 RCF	\$1,281.46
4/20/2020	OTTO, LORENCE & WIEDERSTEIN	74393 Commitment - Legal Rep	\$872.00
4/20/2020	SEIDL & SEIDL LAW OFFICE	32326 Guardian/Conservator	\$111.00
4/20/2020	TENCO INDUSTRIES INC	64314 RCF	\$4,725.00
4/22/2020	PARTNERSHIP FOR PROGRESS	64314 RCF	\$54,041.32
			<b>\$230,270.84</b>