

*EASTERN IOWA MHDS REGION*

**CHILDREN'S BEHAVIORAL HEALTH SERVICES  
IMPLEMENTATION PLAN**

**PREPARED BY:**

*EASTERN IOWA MHDS REGION*

**SUBMITTED**

**05/04/2020**

**GEOGRAPHIC AREA:** *Cedar, Clinton, Jackson, Muscatine, Scott*

**APPROVED BY ADVISORY BOARD:** 06/23/2020

**APPROVED BY GOVERNING BOARD:** 05/04/2020

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# CHILDREN’S BEHAVIORAL HEALTH SERVICES IMPLEMENTATION PLAN

Each mental health and disability services region shall submit to the department of human services an implementation plan to implement the children’s behavioral health services described under section 331.397A, as enacted in HF690, no later than April 1, 2020.

## A. Creating A Regional Children’s Advisory Committee

The Region values community stakeholder input and is in the planning stages of developing a plan to establish a Regional Children’s Behavioral Health Services Advisory Committee.

### 1. Process and Time Frames

<u>Targeted Completion Date</u>	<u>Activity</u>
	<p><i>The regional children’s behavioral health services advisory committee designates a Governing Board representation for: (a) a parent/actively involved relative of a child who utilizes children’s behavioral health services; (b) the educational system; and (c) a regional children’s behavioral health services provider.</i></p>
<p>10/16/2019– Current</p>	<p>Staff of the Eastern Iowa (EI) Region has been attending various group functions and activities to provide an overview of HF 690, the bill to redesign and implement Children’s Behavioral Health Services.</p> <ul style="list-style-type: none"> <li>➤ On 10/16/2019 a presentation was provided to the Community Partnership for Protecting Children;</li> <li>➤ On 11/22/2019, a meeting was held between the Region 3 DHS Supervisors and staff to provide an over view of the differences between adult and the proposed children system;</li> <li>➤ On 12/6/2019, a presentation on HF 690 was provided to the Children’s Behavioral Health State Board;</li> <li>➤ On 1/8/2020, another presentation to the Region 3 DHS Supervisors and Service Workers to discuss HF 690;</li> <li>➤ On 1/31/2020 CEO and two Directors attended a standing committee meeting held by the Mississippi Bend AEA SEBH (Serious Emotional Behavioral Health) Team. Regional CEO was able to provide information on HF690 and learn more about school–based efforts to address SEBH.</li> </ul>
<p>4/1/2020– 4/15/2020</p>	<p>The Eastern Iowa (EI) Region CEO will send notifications to enlist stakeholder feedback and solicit interest in joining and participation in the Children’s Advisory Group.</p> <p>The notifications will be sent to identified stakeholders including the AEA districts of Grant Wood and Mississippi Bend, Community Action of Eastern Iowa, DeCat and Empowerment from all five counties, EI Region Community Mental Health Centers, Hospitals, School Superintendents, Community Social Service Providers, Region 3 DHS Service Area Manager, 7<sup>th</sup> Judicial Chief Juvenile Court Officer, 7<sup>th</sup> Judicial Judges, Associate Judges, Court Advocate and Clerks of Court and EI Region Governing Board members.</p>

4/15/2020– 5/18/2020	<p>The EI Region CEO and Management Team will convene stakeholder meetings, individually or in groups. Given current circumstances, these meetings will be held via conference call/WebEx/Zoom for maximum participation. These meetings will be informational in regard to the Children’s Behavioral Health Services as enacted in HF 690. There were 67 individuals participating on the Zoom call 4/23/2020.</p> <p>The EI Region will also gather input from the stakeholder meeting participants about parental interest and involvement.</p>
5/18/2020– 6/18/2020	<p>The EI Region CEO and Management Team will create a list of interested participants from stakeholder meetings to present to the EI Region Board.</p> <p>The EI Region will hold informational meetings with interested parties.</p>
7/1/2020– 7/31/2020	<p>The EI Region will hold the initial Children’s Advisory Board meeting. As a result of this meeting, we will solicit interest and obtain volunteers to participate in the EI Region Governing Board as a Director.</p> <p>“Directors” are to be designated by the Region’s Children’s Advisory Committee with appointment effective upon confirmation by the EI Region Governing Board.</p>

## 2. Regional Children’s Advisory Committee

<u>Member</u>	<u>Representing</u>
Jen Cobb	Parents/Actively Involved Relatives of a Child who Utilizes Children’s Behavioral Health Services
Fabiola Manyi–Orellana	Parents/Actively Involved Relatives of a Child who Utilizes Children’s Behavioral Health Services
Aaron Roome	The Education System
Jaclyn Hunt	Early Childhood Advocates
Michael Terry	Early Childhood Advocates
Michelle Mehrens	Child Welfare Advocates
Jen Armstrong	Child Welfare Advocates
Dr. Novia Anderson	Children’s Behavioral Health Service Providers
Joan McGovern	Children’s Behavioral Health Service Providers
Marlie Atwood	Children’s Behavioral Health Service Providers
Megan Tabor	The Juvenile Court System
*TBD	Pediatricians
Patty Robinson	Child Care Providers
Orville Randolph	Local Law Enforcement
Jack Willey	Regional Governing Board

\*TBD: The members will be identified prior to 7/1/20.

## **B. Regional Governance Board Changes**

The Regional Governing Board is ultimately responsible for: (a) the advancement of a regional management plan; (b) the development of access to a regional service system for adults with mental illness, intellectual disabilities, developmental disabilities and brain injuries as well as for children with serious emotional disturbances; and (c) the administration of the non-Medicaid funded Mental Health Disability Services (MHDS) and children’s behavioral health services as outlined in Iowa Code. The Region is in the planning stages of identifying the time frames to change the Regional Governance Board composition.

### **1. Process and Time Frames**

<b><u>Targeted Completion Date</u></b>	<b><u>Activity</u></b>
4/15/2020– 5/18/2020	<p>The EI Region CEO and Management Team will convene stakeholder meetings to build interest in joining and participation in the Children’s Advisory Group. Meetings will be held through groups or individual meetings via to conference call/WebEx/Zoom for participants to join safely</p> <p>This is an informational meeting regarding the Children’s Behavioral health Services as enacted in HF 690. The EI Region will gather input from the stakeholder meeting participants about parental interest and involvement.</p>
5/18/2020– 6/18/2020	The member names for the Children’s Advisory Board will be submitted to the EI Region Governing board at the May meeting.
7/1/2020– 7/31/2020	An initial Children’s Advisory Board meeting will be held. Interest will be solicited to obtain volunteers to participate in the EI Region Governing Board. “Directors” are to be designated by the Region’s Children’s Advisory Committee with appointment effective upon confirmation of the EI Region Governing Board.
7/1/2020– 7/31/2020	At July’s EI Governing Board meeting, obtain confirmation to designate at least one individual representing the children’s behavioral service providers, one individual representing the education system, and one person who is a parent of a child who utilizes the children’s behavioral health service or an actively involved relative of such child.

## 2. Governing Board

<u>Member</u>	<u>Representing</u>	<u>Voting Member</u>
Dawn Smith	Cedar County Board of Supervisor Representative	Yes
Jim Irwin	Clinton County Board of Supervisor Representative	Yes
John Willey	Jackson County Board of Supervisor Representative	Yes
Jeff Sorensen	Muscatine County Board of Supervisor Representative	Yes
Ken Beck	Scott County Board of Supervisor Representative	Yes
Lynne Hilgendorf	Adults/Actively Involved Relatives of an Adult who Utilizes Mental Health and Disability Services Representative <i>(designated by the regional adult mental health and disability services advisory committee)</i>	Yes (7/1/20)
Nancy Nauman	Regional MHDS Adult Service Providers <i>(designated by the regional adult mental health and disability services advisory committee)</i>	No
*TBD	Parents/Actively Involved Relatives of a Child who Utilizes Children’s Behavioral Health Services <i>(designated by the regional children’s behavioral health services advisory committee)</i>	Yes (7/1/20)
*TBD	The Regional Education System <i>(designated by the regional children’s behavioral health services advisory committee)</i>	Yes (7/1/20)
*TBD	Regional Children’s Behavioral Health Service Providers <i>(designated by the regional children’s behavioral health services advisory committee)</i>	No

**TBD: The members to serve on the Governing Board will be identified after initial meetings in May/June 2020 and formally confirmed by the Governing Board at the July 2020 meeting.**

On 5/4/2020, the Eastern Iowa Governing Board met to discuss the voting language again. After much discussion, the Board approved the use of “weighted” votes.

## C. Regional 28E Agreement Amendment

There is an existing regional 28E agreement between the counties in The Region. The Region is in the planning stages of identifying the time frames to amend and file an amended regional 28E agreement.

### 1. Process and Time Frames

<u>Targeted Completion Date</u>	<u>Activity</u>
4/1/20 – 4/30/20	<p>Proposed changes are as follows to the Governance section of the amended 28E document:</p> <ul style="list-style-type: none"> <li>➤ To allow an “alternate” to a member County Supervisor;</li> <li>➤ To provide for the appointment of one individual representing children’s behavioral health service provider to serve as a Director;</li> <li>➤ To provide for the appointment of one individual representing the education system in the region to serve as a Director;</li> <li>➤ To provide for the appointment of one individual who is a parent of a child or an actively involved relative of a child that utilizes children’s behavioral health services as a Director;</li> <li>➤ To add language to set voting procedures for Governing Board members that will allow weighted votes;</li> <li>➤ To outline, in the 28E Agreement, the Children’s Advisory Committee membership and lists the representation.</li> </ul> <p>Proposed changes are as follows to the Members section of the amended 28E document:</p> <ul style="list-style-type: none"> <li>➤ To contribute funds as required at the time of entry into the EI Region;</li> <li>➤ To budget for and contribute “transfer” funds as required in the Region’s budget.</li> </ul> <p>Proposed changes are as follows to the Regions Finances section of the amended 28E document:</p> <ul style="list-style-type: none"> <li>➤ To define the term <i>regional funds</i> to include crisis services and administrative services;</li> <li>➤ To state that individual county budgets should reflect “transfer” dollars for these services identified as crisis services and administrative services.</li> </ul>

4/20/20	The EI Region Governing Board will review the document at the April meeting.
5/1/20 – 5/30/20	The EI Region Governing Board approves document at the May meeting.
5/8/20	The five County BOSs will hold a meeting to discuss regional issues and review the amended 28E Agreement via WebEx/Zoom so all members can participate safely.
6/1/20 – 6/30/20	All required approvals/signatures will be obtained from member counties. CEO Elam will be visiting each of the five counties to present and review.
7/1/20	The Regional 28E agreement will be filed with the Secretary of State.

## **D. Regional Staff Changes**

The Region is in the planning stages of identifying staffing needs to implement the new Children’s Behavioral Health Services Coordinator requirements and other anticipated staffing needs, including timeframes.

### **1. Process and Time Frames**

<b><u>Targeted Completion Date</u></b>	<b><u>Activity</u></b>
4/1/2020– 7/1/2020	<p>A Job description has already been developed. The EI Region has anticipated and projected a budget for 1 FTE with an anticipated start date effective 7/1/2020 under the FY 21 budget.</p> <p>Additionally, a discussion was held with the current EI Region Governing Board regarding the FY21 budget and whether to fill/hire the position of Coordinator of Children’s Behavioral Health Services or to have those job duties completed by a current Coordinator of Disability Services in the region. The Governing Board has requested that the Management Team complete the duties for the children’s services at this time.</p>
7/1/2020 forward	<p>The Children’s Behavioral Health Services Coordinator will be considered a member of the EI Region Management Team.</p> <p>This position will create a profile of the EI Regional children and adolescent demographics; develop a network of providers, develop measurable outcomes for children’s mental health improvement and to identify gaps in services and unmet needs to meet the requirements of the Children’s Behavioral system along with providing day to day management of the Children’s System.</p>



## E. Regional Management Plan Changes

The Region is in the planning stages of identifying the timelines and integration of the new children’s behavioral health services requirements into the Regional Policies and Procedures Manual and the Regional Annual Service and Budget Plan.

### 1. Process and Time Frames – Regional Policies and Procedures Manual

<b>Targeted Completion Date</b>	<b>Activity</b>
1/15/2020– 4/20/2020	The Management Team will review and update the EI Region Management Plan Policies and Procedures to include implementation of the Children’s Behavioral Health Services.
4/20/2020– 5/30/2020	The EI Region Management Plan Policies and Procedures will be reviewed with the EI Region Governing Board at the May meeting.
5/1/2020– 5/30/2020	Obtain EI Region Governing Board approval of the proposed changes to the Management Plan at the May meeting.
5/18/2020– 5/30/2020	The amended Regional Policies and Procedures will be submitted to DHS for approval. (Rules require Regions to submit the amendments to DHS 45 days prior to implementation.)

### 2. Process and Time Frames – Annual Service and Budget Plan

<b>Targeted Completion Date</b>	<b>Activity</b>
4/1/2020– 4/30/2020	Update the Annual Service and Budget Plan framework and submit to DHS and Governing Board for approval. Governing Board approved the FY21 Annual Service and Budget Plan on 4/20/2020.