

Eastern Iowa MH/DS Region
Governing Board of Directors Board Meeting
Scott County Administrative Center
Room 605

Meeting held in person or by phone/computer through Zoom

August 15, 2022

3:00-5:00pm

The MH/DS Governing Board of Directors meeting was called to order at 3:00pm by Chair Beck. Beck, Irwin, Smith, Sorensen, Willey, McGovern and Nauman were present. Absent: Roome. Fiscal Agent: David Farmer, Present. Management Team Present: Bopes, Elam, Eskildsen, Tischuk, Toppert and Gradert. Guests Present: Jen Craft, Greg Burnett, Gary Metivier, Joan McGovern, Beth Stoffers, Rich Whitaker, Todd Noack, Cheri Sexton, Todd Lange, Wade Stierwalt, Angela Ganzer-Bovitz, Charla Hollowell, Burton Carriker, Denise Beenk, Alicia Gomez and other call-in guests not identified.

Moved by Smith, seconded by Sorensen to approve the agenda as presented. After the approval of the Agenda, Chair Beck discussed item number twelve (12) on the Agenda, Robert Young Center Crisis System Contract and Timeliness/Expectations. Chair Beck stated that he and Lori Elam, CEO, met with Robert Young Center this afternoon and it has been determined that there is more discussion that needs to be held in order to finalize a schedule of expectations for timeliness in the contract guidelines. Chair Beck recommended the discussion be tabled for item number twelve (12) on the agenda, Discussion regarding RYC Crisis System Contract and Timeliness/Expectations, until the next Eastern Iowa MH/DS Governing Board of Directors Meeting or the one following, depending on time. Ayes-Beck, Irwin, Smith, Sorensen, Willey. Absent-Roome.

Moved by Irwin, seconded by Sorensen to approve the minutes from the July 18, 2022 Governing Board Meeting. Ayes-Beck, Irwin, Sorensen, Willey. Abstain-Smith. Absent-Roome.

David Farmer, Fiscal Agent, presented the Statement of Revenues, Expenditures and Changes in Fund Balances/Governmental Funds for the Eastern Iowa MH/DS Region for the period ending July 31, 2022. David shared Eastern Iowa MH/DS Regional Funding is now housed in Scott County, which processes the Accounts Payable for the Region. Revenue for the Region as of July 31, 2022 is \$10,687,605.21 which includes money carried forward from all five (5) individual counties as well as Regional Fund Balance from FY22 and the Region just received its first quarterly allotment of \$2,872,363.00. David shared that the Region has a Cash Balance of \$100,000.00 that is distributed amongst the five (5) counties which is a process to payroll that gets reimbursed every month. David stated that the account with the \$100,000.00 Cash Balance is comparable to a stipend account but David called the account "Assets of the Region held at the Five (5) Counties". David shared that Payroll for the Region is not housed out of Scott County; all payroll will be processed through the individual county, in which the Region will then reimburse that county from the \$100,000.00 Cash Balance. David stated the Region's Accounts Payable Balance as of July 31, 2022 is \$607,172.15 and the Region's Net Equity as of July 31, 2022 is \$10,180,433.06. David shared that Lori Elam, CEO, is requesting information projecting what the Regional Fund Balance Percentage would be if the Region were to spend eighty percent of its FY23 Regional Fund Balance, which is the Region's Net Equity Balance of \$10,180,433.06 divided by the Region's Expenditure Balance of \$13,597,838.40. This puts the Region at a 74.87% projected Regional Fund Balance at the end of FY23.

David discussed the Eastern Iowa MH/DS Region Income Statement, which has been consolidated for the Region. David shared that the Region has an Annual Budget of Revenues Balance of \$11,388,296.00. David shared that as of July 31, 2022, the Region has received \$2,872,363.00, which is quarterly funding to the Region from the State of Iowa. David shared that the Region's Interest Allocation as of July 31, 2022 is \$10,750.74 for money held by the Region. David shared that in the Expense Section of the report, there are different categories showing how the Region's Budget is divided across the different service areas. David shared that the County prepares their books on a monthly basis, so when the numbers are reviewed monthly, they will not always match because there may be expenses from a previous month that are not received until a couple of months later. David shared that this information will give the Region a better view of where the Region currently stands compared to the overall budget of \$16,997,298.00. David shared that he is going to consolidate all of the Region Budget information into one workbook, which will be included in the Monthly Governing Board Packet. Moved by Willey, seconded by Irwin to approve the financial report presented. Ayes-Beck, Irwin, Smith, Sorensen, Willey. Absent-Roome.

Lori Elam, CEO, discussed the update on the Region's Projected Financial Status and Fund Balance thru FY25. Lori provided a copy of the Eastern Iowa MH/DS Region Spreadsheet that shows Beginning Fund Balance for FY20 that has been audited, FY21 and FY22 Beginning Fund Balances that are unaudited and Projected Beginning Fund Balances for FY23, FY24 and FY25. The Beginning Fund Balance information came from End of Year Fund Balance Totals for FY20, FY21, and FY22. The FY23 Beginning Fund Balance is not current because the Region is still processing bills for FY22. Lori shared that Revenue for FY20 and FY21 is from Property Tax Revenue, Revenue for FY22 is from partial State Payment and partial Property Tax Revenue. Revenue for FY23, FY24 and FY25 is all funding coming from the State. Lori discussed Expenditures beginning with FY23. For FY23, the Region has \$13,597,838.00 for Expenditures, which is 80% of the Region's current Budget for FY23, which may seem high, but the Region has start-up costs for Crisis Services and hiring staff. Lori discussed the FY23 Projected Ending Fund Balance is \$3,219,439.00 which is 24% of the Fund Balance and the Region needs to be at 20% which is \$2,719,568.00 which means the Region is over Fund Balance by \$299,871.00 for FY23. There is an Encumbrance for FY23 of \$1,000,000.00. Lori shared that she has submitted the Regional Encumbrance Application for \$4,900,257.00 to Iowa Department of Human Services and the Region is supposed to hear back from DHS within the next two (2) weeks as to whether or not the Encumbrance is approved. Lori stated that If the Encumbrance is approved, the Region can count the money towards the Fund Balance and it will not be held against the Region in terms of the 40% Fund Balance or the 20% Fund Balance. Lori shared that when reviewing FY23 into FY24, the Region will not have any new start-up services that will carry over more than one (1) year. Lori shared there are two (2) pieces to the Encumbrance Application which are: 1) the Region can count 10% of the Administrative Costs and/or 2) the Region can count services that are multi-year. Lori shared that the Region has been fortunate this year with the Encumbrance Application amount of \$4,900,257.00 due to the Region filing an Amendment to the Budget in October of 2022. Lori shared that DHS allowed the Region to carry over and continues to carry over due to the Region is still hiring staff and there are still start-up costs being used for Crisis Services. Lori shared that DHS allowed the Region to count these services in the Encumbrance Application. The Region will not be allowed to carry the funding over going into FY24. Lori shared that the Region's Projected Ending Fund Balance for FY23 will be 24%. The Projected Ending Fund Balance for FY24 is 33%, which is \$3,709,409.00, and the Region needs to be at 5% Fund Balance, which is \$559,892.00 and puts the Region over the Fund Balance Limit by \$3,149,517.00. Lori shared that because the Region will be over by \$3,149,517.00 there will be at least one State payment and half of another State payment withheld, which is why the Revenues for FY25 are

less. Lori shared that the FY24 Projected Budget Amount of \$11,197,838.00 for Expenditures was also used for FY25 Projected Budget Amount for Expenditures, which leaves the Region with a Projected Ending Fund Balance for FY25 of \$1,949,118.00, which is 17% of the Fund Balance. Discussion was held.

Lori Elam, CEO, discussed the Revised Memorandum of Understanding (MOU) for Reimbursement from the Eastern Iowa Mental Health Disability Services Region for County Employees. Lori shared that the MOU has been revised to say that the counties will be reimbursed on a monthly basis. Lori stated that Ken Beck, Eastern Iowa MH/DS Board Chair will need to sign all five (5) copies and then Lori will distribute a copy to each county. The Region has the claim forms and each of the five (5) counties in the Region will start submitting the claim forms so they can be reimbursed on a monthly basis. Moved by Irwin, seconded by Smith to approve the Revised Memorandum of Understanding (MOU) for Reimbursement from the Eastern Iowa Mental Health Disability Services Region for County Employees. Ayes-Beck, Irwin, Smith, Sorensen, Willey. Absent-Roome.

Lori Elam, CEO, shared an update on the Regional Encumbrance Application that she submitted by July 31, 2022. Lori stated that DHS is going to make their decision on the application by August 31, 2022. Lori shared that DHS received a total of five (5) applications.

Lori Elam, CEO, shared an email she and Lynn Bopes, Management Team, received from Todd Seifert, CEO of Imagine the Possibilities, Inc. Lori shared that Todd's email states Imagine the Possibilities, Inc. is in the process of trying to build a five (5) bedroom, one level, 100% accessible Ranch home in Maquoketa, Iowa. Building costs will be \$412,000.00 and land cost to be \$40,000.00. Todd is requesting Regional Funds to help with the build. Todd is hopeful that Imagine the Possibilities, Inc. will have the build completed this Fall. Lori advised that the Management Team discussed this at the last Management Team Meeting and it was agreed by the team that house and land are not part of CORE Services. Lori shared that a Request for Proposal (RFP) was not sent to providers asking to expand SCL Services or to create floor accessible SCL Services. Discussion was held and there was a general consensus from the Governing Board to table this discussion with the concern that more information is needed about this project from Todd Seifert, CEO of Imagine the Possibilities, Inc. before a decision is made by the Governing Board on how to proceed with the Request for Funding.

Julie Tischuk, HIPAA Privacy Officer, needs to update the Pledge of Confidentiality of Protected Health Information (for Workforce Members and Contractors) to say Eastern Iowa Region before it can be handed out to be signed. Julie advised she will send out the Pledge of Confidentiality electronically once corrections are made.

Gary Metivier with Metivier Media, shared updates on the Marketing Campaign for the Eastern Iowa MH/DS Region. Gary shared that Phase One of the Eastern Iowa Region Marketing Campaign, which started in April 2022 after being approved in March 2022, is now complete. This included a saturation of identifiers across several markets and platforms including television, radio and social media explaining whom the Eastern Iowa MH/DS Region is and how the Eastern Iowa MH/DS Region can help. Phase One also included the production of several in-depth program profiles for the website and use on social media as well as commercial production and social media tools. Gary shared that this has been accompanied by more than a half dozen interviews with various representations from within the Eastern Iowa MH/DS Region on Quad City television stations and radio in Clinton and Maquoketa and soon to be on WLLR-FM Radio and WOC-AM Radio. Gary stated that the various representations from within the Region have agreed to share the messages with free or reduced rates and considerable, no-charge promotional materials. Gary shared that Phase Two focuses on schools, which includes a smaller media transitioning

to target college students and their parents. Gary shared that he has been attending meetings with Jen Craft and Christine Gradert, whose teams have been discussing what resources are needed to connect with the college age group and ways to integrate with Gary Metivier, College Administrators, College Educators as well as College Students in implementing the grass roots campaigns that they have been working on. Gary shared that Jen Craft and her team is going to be at St. Ambrose University for move-in day this Friday, August 19, 2022 and Scott Community College at the end of the week. Gary shared that materials are currently being built for social media such as TikTok directed at college-aged students. Gary shared that there are several different strategies that are currently being discussed in order to get the message to students at this age level. Gary shared that Phase Three planning is underway with the main focus being elementary school aged children. Gary shared that he is currently planning a children's book that would be distributed to students at local assemblies. Gary advised the he and Christine Gradert are working with various outreach groups to create a story line for the children's book that will meet the needs of the children in the Eastern Iowa MH/DS Region. Gary shared that the expectation is to have the children's book in the Editorial Stage this Fall with the order in for delivery in the new year for use of schools as a resource guide as early as the Spring 2023 Semester. Gary discussed the contract made between Metivier Media and the Eastern Iowa MH/DS Region. Discussion was held.

Lori Elam, CEO, presented the Bridgeview Community Mental Health Center Addendum Contract for Services Fiscal Year 2023 to the Governing Board today for review and approval of a rate for Intensive Psychiatric Rehabilitation (IPR) that needed clarification of the unit and rate amount for the current year. Discussion was held. Moved by Smith, seconded by Irwin to approve the Bridgeview Community Mental Health Center Addendum Contract for Services Fiscal Year 2023 to include Intensive Psychiatric Rehabilitation (IPR) with correct rate amount and unit as presented to the Governing Board. Ayes-Beck, Irwin, Smith, Sorensen, Willey. Absent-Roome.

Jen Craft, RYC, reviewed the financials for July 2023. Jen shared that several of the Care Coordinator Roles that they have been planning to fill positions for have now been posted so Salaries and Benefits should continue to increase as positions are filled. Jen Craft began her review of the Eastern Iowa Region Crisis System Monthly Scorecard for July 2022 with discussing page four (4) of the packet, which shows the Total Crisis Evaluations for the entire Region. Jen discussed paged five (5) of the packet, which shows the Eastern Iowa MH/DS Region Metrics-Mental Health/Substance Abuse ED Presentations by Location. Jen stated that she added Eagle View Behavioral Health to this spreadsheet. Jen discussed pages 12 – 17 of the packet advising that she added "Referral Source" column to each spreadsheet. Jen discussed page 25 of the packet advising that she has updated the services on this sheet. Christine Gradert, Children's Care Coordinator, reported her activities for July 2022.

Lori Elam, CEO, stated that she didn't have anything new to add to the CEO Report. Lori shared that DHS did a presentation of "988" to the CEO's last week. The area code of your phone does matter when someone calls 988. If someone has an Iowa Area Code calling from their cell phone, it will be routed to an Iowa Call Center but if you have a cell phone with an area code for another state, it is going to route you to that state's call center whether you are in that state or not. The Federal Government is building a National Software Platform where 911 and 988 calls will go to the appropriate parties. Lori shared that DHS is going to be sending advertisement items out to every region. Lori shared that the State is requiring every Region to list every resource they have available in each county on a spreadsheet that the State has provided. Lori shared that DHS has recreated the Quarterly Reports that each Region has to complete and discussed the expectations of information that DHS is requesting.

Other: Next month's Governing Board Meeting will be held on Monday, September 19, 2022 at 3pm. Location TBD due to elections at the Scott County Administrative Center.

Public Comment: Rich Whitaker, Vera French, reported that in July 2022, Vera French saw 207 people through Outpatient Evaluations compared to 150 people the previous year. Vera French now does Same Day Access Mental Health Evaluations at their main center location at the Carol Center and at their Terrace Ridge Location. Rich shared that the Carol Center is currently under construction to add space to the building. Rich shared that Vera French operates seven (7) SCL HAB Homes for those with persistent mental illness. Rich shared that Vera French currently has six (6) clients that will be turning 65 years of age this year and there is lack of placement for clients that are aging into Medicare. Todd Noack, Life Connections Peer Recovery Services, discussed a recent successful call involving Clinton Law Enforcement and mobile crisis. Dawn Smith had a VA issue with a provider in the Quad Cities and Dawn wanted to make sure it was being addressed. Julie Tischuk, Management Team, advised that she and Lori Elam, CEO, are addressing the issue.

Moved by Willey, seconded by Irwin to adjourn the meeting at 4:55pm.


Dawn Smith, Secretary, Eastern Iowa MH/DS Region