

The January 27th, 2022, Mental Health/Disability Services of the East Central Region Governing Board meeting was brought to order at 1:01 pm. The meeting was located at Kirkwood – Linn County Regional Center, 1770 Boyson Rd., Hiawatha, IA 52233 and by Zoom.

Board Members: *GARY BIERSCHENK BENTON CO (ABSENT) | DUANE HILDEBRANDT BREMER CO | GARY GISSEL BUCHANAN CO | SHIRLEY HELMRICHS - DELAWARE CO | ANN McDONOUGH DUBUQUE CO | JOHN GAHRING IOWA CO | PAT HEIDEN JOHNSON CO | NED ROHWEDDER JONES CO | BEN ROGERS LINN CO | DIANE BRECHT ADULT PROVIDER REP (ABSENT) | JENN DAY ADULT & FAMILY PEER REP | AMY GRASK CHILDREN'S PROVIDER REP | MELISSA O'BRIEN CHILDREN'S EDUCATOR REP (ABSENT) | ANGELA ZIMPHER PARENT REP (ABSENT)*

The Regional Governing Board Chair moved to elect a board chair. A nomination entered for Duane Hildebrandt.

**M/S/C:** Rohwedder & Gahring to approve Duane Hildebrandt as the Regional Governing Board Chair.

The Regional Governing Board Chair moved to elect a board vice-chair. A nomination entered for Ben Rogers by McDonough & Heiden. A nomination entered for Gary Gissel by Helmrichs & Gahring. Roll call vote (5) Rogers/(4) Gissel.

**Motion Carries:** To approve Ben Rogers as the Regional Governing Board Vice -Chair.

**M/S/C:** Heiden & Gahring to approve the January Regional Governing Board agenda.

**M/S/C:** Rohwedder & Gissel to approve the November minutes of the Regional Governing Board meeting.

A conflict of interest regarding an agenda item was noted by Ann McDonough, stating she has no financial interest but serves on the board for the organization requesting a Dubuque County Fund Balance Project.

Jan Heidemann presented the Conflict-of-Interest Policy last updated in 2018. The policy needs to be signed annually. Jan requests that the Operations Committee complete a review and bring recommendations to the RGB at the next meeting

**M/S/C:** Helmrichs & Gissel to approve the Operations Committee review the policy and make any recommendations at the next RGB meeting.

Jenn Day presented an Advisory Committee report noting the committee is in favor of an increased budget and supports making services more accessible during COVID.

Julie Davison requested approval of November claims in the amount of \$854,023.57, with fund balance projects in the amount of \$7,163.55. There were 5 quarterly reimbursements. Julie also requested approval of December claims in the amount of \$1,481,511.63, with fund balance projects in the amount of \$96,481.07. There were 2 quarterly reimbursements.

**M/S/C:** Gahring & Helmrichs approve the November and December claims presented.

Deb Seymour-Guard requested approval of the November and December Financial Reports with November information included in the December amounts. Revenues for regular operations are \$14,384,620 (78%). Regular operations expenses in December are \$1,385,590 with a total of \$6,820,983 (30%). Fund Balance Projects are \$286,750 (55%), with overall expenses totaling \$8,110,805 (35%), 15% under budget. Cash balance is \$20,618,973.

**M/S/C:** Rohwedder & Gissel to approve the November and December Financial Reports.

Deb Seymour-Guard presented the 2nd quarter payment to the fiscal agent in the amount of \$10,337 to the Johnson County Auditor. 413 checks written with interest earned in the amount of \$20,245.16  
**M/S/C:** Gahring & Heiden to approve the payment.

Deb Seymour-Guard presented the 1<sup>st</sup> & 2<sup>nd</sup> Quarter County Reimbursement Requests. 1<sup>st</sup> Quarter, Bremer County (\$32,653.26) and Johnson County (\$182,757.61). 2<sup>nd</sup> Quarter, Benton County (\$83,883.81), Bremer County (\$41,046.29), Dubuque County (\$127,517.87), Iowa County (\$23,535.45), and Johnson County (\$241,680.05), noting that Johnson County was higher than normal due to the purchase of a vehicle and 3 pay periods in the month of December.

**M/S/C:** Gahring & Helmricks approve the reimbursements.

Mae Hingtgen presented the MOU for individual counties. At the November meeting there was discussion and updates to the first draft. The Finance Sub-Committee made the updates, and the MOU was sent for review to each county attorney. There were a few minor updates based on attorney feedback. Upon approval of the MOU, each county will receive it for approval and signature from their board of supervisors and staff.

**M/S/C:** Gahring & Rohwedder approve the MOU contingent on individual county approval.

Ann Cameron Williams presented new contracts for the services the remainder of FY22. Seven contracts were presented along with a description of services for each. There is a correction noted to Cedar Rapids Transit as they currently do not charge fees.

**M/S/C:** Gahring & Rogers approve the new contracts.

Ann Cameron shared information on the Abbe Community Mental Health Center merger. Penn Center and Chatham Oaks were acquired as of January 1<sup>st</sup>, 2022, with all services and rates remaining the same.

County Fund Balance Projects were presented from each of the following counties:

- Delaware County presented by Peggy Petlon in the amount of \$109,317
  - Penn Center/Abbe Center Community Health RCF increase in the amount of \$1,218.40
- Bremer County presented by Jan Heidemann in the amount of \$264,000
- Benton County presented by Mona Onken in the amount of \$16,911.06
- Dubuque County presented by Ann Cameron Williams in the amount of \$30,000
- Linn County presented by Jody Bridgewater in the amount of \$19,590
  - Tanager Place reallocation – amount unchanged
- Buchanan County presented by Julie Davison in the amount of \$165,961
- Jones County presented by Lucia Herman in the amount of \$48,500
- Johnson County presented by Jan Shaw in the amount of \$396,774

**M/S/C:** Gahring & Helmricks approve the payments and adjustments for County Fund Balance Projects.

Mae Hingtgen reviewed the Service Development and Expansion Plan noting projections made in July 2021, with a plan developed in August 2021 to spend the funds. Mae highlighted where the region is currently with each of the 9 priorities established and the status of Fund Balance Projects. Mae outlined realistic expectations for spending and provided recommendations for further additions:

- Keep approved expenditures at current level
- Stay the course with SD&E
- Follow through on all Fund Balance Projects to ensure funds are expended by 6/30/22
  - Finalize Fund Balance Project planning by 2/24/22
- Prepare a budget amendment for the February Board Meeting, with approval of the budget amendment and FY23 budget at the March meeting

Erin Foster and Abbey Ferenzi presented a quarterly update on both access centers. Erin provided information on the Linn County Mental Health Access Center noting some changes during the 2<sup>nd</sup> quarter. Provided was a listing of number of people seen and/or receiving services. Triage information, demographics, and referral data breakdowns. Finally patient feedback was provided. Abby provided Guidelink Center updates with a year end comprehensive report February – December 2021, including a total of 915 encounters. The encounters were broken down by admissions, internal transfers, and length of stay. Community Crisis Services were highlighted, and she emphasized the efforts that have been made. Triage information, demographics, and referral data was shared. Patient survey information was shown along with service challenges.

Mae Hingtgen provided CEO updates on the Priority Initiatives progress for the 2<sup>nd</sup> quarter along with a comparison of the 2<sup>nd</sup> quarter from 2021.

The CEO requested consideration of electronic forms for intake to process applications. Currently there is only a paper process, which seems inefficient. ECR staff is working towards an electronic application and is pursuing a platform that will assist in this process. It would be about a \$22,000 annual investment for the region to be able to provide this service and there may be some upfront costs to purchase tablets to make the process more accessible.

CIT training collaboration with Solution Point presented a proposal at a Statewide CEO meeting to offer this training all over Iowa. Regional CEOs are considering this proposal as a cost sharing effort to bring it to the entire state.

The Board Chair opened discussion on setting a date for a work session to discuss regional financial management. The CEO recommendation is for it to take place in April or May 2022.

Public Comment: None

The meeting adjourned at 3:06 PM.

These minutes were approved by the Regional Governing Board.



Signature

Board Chairman, Duane Hildebrandt



Signature

Submitted by: Chelle Klootwyk, Administrative Assistant