

The July 27th, 2023, Mental Health/Disability Services of the East Central Region Governing Board meeting was brought to order at 1:00 pm. The meeting was located at Kirkwood – Linn County Regional Center, 1770 Boyson Rd., Hiawatha, IA 52233 and by Zoom.

Board Members: *GARY BIRSCHENK BENTON CO | DEWEY HILDEBRANDT BREMER CO | DAWN VOGEL BUCHANAN CO | SHIRLEY HELMRICHS DELAWARE CO | ANN MCDONOUGH DUBUQUE CO | BEN ROGERS LINN CO | DIANE BRECHT ADULT PROVIDER REP | JENN DAY ADULT & FAMILY PEER REP | AMY GRASK CHILDREN'S PROVIDER REP (ABSENT) | STAN RHEINGANS CHILDREN'S EDUCATOR REP | ANGELA ZIMPHER PARENT REP (ABSENT) | JOHNNY HILL LAW ENFORCEMENT REP | KRIS LYONS JUDICIAL SYSTEM REP*

Public Comment: None

M/S/C: Rogers & Rheingans to approve the July Regional Governing Board agenda.

M/S/C: Rogers & Helmricks to approve the previous meeting minutes of the Regional Governing Board.

No conflict of interest regarding agenda items. Ben Rogers asked for clarification on the Conflict-of-Interest criteria and the board chair noted as a provider representative or other representative for clarity and absolute transparency any agenda item that may be a conflict should be noted at the beginning of the meeting and an official vote, if needed, could be done to determine if abstaining from the vote is needed on a particular item. This will be a topic at the RGB retreat with further clarification from a legal representative.

Diane Brecht presented an ECR Advisory Committee update sharing that information on the changes to the board composition were provided by the regional CEO as well as the FY24 financial plan moving forward in a more planful way. There was a presentation from Todd Novack about the Peer Respite home, services provided, and planned expansion of the program in the coming year.

Julie Davison requested approval of June claims in the amount of \$3,541,966.37, with special projects in the amount of \$843,739.34. Highlighting claims were higher this month due to the first quarter pre-payment to the counties. The special project funding is only about two thirds paid with approximately \$500,000 of receipts that have not been turned into the region from providers yet. Ann McDonough asked that a list be provided to all the county Board of Supervisors in the region of the providers in each county who currently have receipts that still need to be submitted.

M/S/C: Vogel & McDonough to approve the June claims presented.

Deb Seymour-Guard presented the June Financial Report. Revenues were \$78,560, approximately \$18,000 more than estimated last month with YTD \$20,497,905 and interest continues to be a driving factor. Cash revenues year end graph show the impact of CARES Act dollars in FY21 and a mix of state and county funding in FY22 & FY23 with a change to all state funding in FY23. Deb provided historical context on the per capita set in 2021 at \$30.25 for county contributions set prior to passing of SF619 and in May 2021 the per capita was set at \$0 based on this legislative change. DHS did not allow this amount and required the region to have a minimum per capita of \$21.14. In addition, county budgets had been finalized prior to the new legislation. If the per capita at \$0 had been allowed there most likely would not have been much of an effect on the fund balance. Specific revenue comparisons show the various changes over a 5-year period with the elimination of county property tax in FY23 and a large increase in interest earned. Expenditures were \$3,542,404 with YTD \$22,751,780 (77%). The region budgets on a cash basis, but the fund balance is determined by accrual. Comparison of changes from 2019 to 2023 represent a 16% increase in cash expenditures over the 5-year period and expenses show a wide variability over this same time period.

Actual YTD expenses by disability group were shared with payment to the counties in the amount of \$3,876,980 meeting the budget target. Counties are paid a quarter of their approved budget the month prior to the start of a quarter, which does have an effect on the accounting system. Pre-paying based on budget and not actual expenses; the financial reporting isn't 100% indicative of financial position. The fiscal agent's report is different from what is generated through CSN, and the difference will need to be tracked, as well not all county expenses are administrative in nature, and this causes some unintended consequences and more administrative burden. A slide showing actual cash expenditures by HHS domain was shared with a visual by percentage and Deb noted that core and mandated services are required. The HHS domains were broken down into service types with Crisis Services the highest, followed by other congregate. Year end revenue less year end expenses is a net loss of \$2,253,875. As of 6/30/23 the cash balance was \$14,268,225, a decrease of \$3 million from last month with payments to the counties for the 1st quarter processed on June 22nd. The first quarter payment from the state has been received. Deb provided a final breakdown estimating the fund balance, based on the modified accrual method of accounting and it is a moving target with actual service usage being the biggest variable. Crisis and mandated services are extremely hard to predict, and they comprise the largest portion of the budget. Ben Rogers noted the ending fund balance requirement this year of 5% and inquired what amount that would be. The Finance Coordinator indicated the calculation to arrive at that estimated number and the CEO share that it is approximately \$4.5 million. The board chair acknowledged the expanded reporting on financial information and the great job Deb does providing this detail is appreciated.

M/S/C: Day & Vogel to approve the June Financial Report.

Deb Seymour-Guard requested approval of the 4th quarter payment to the Fiscal agent in the amount of \$10,137.15 to the Johnson County Auditor. There were 405 checks written for the fee of \$25.03 per check.

M/S/C: Bierschenk & McDonough to approve the 4th quarter payment to the Fiscal Agent.

Mae Hingtgen presented contracts, MOUs, and a rate sheet for the following providers and services:

- West Delaware Community Schools – Brain Health Retreat Rooms – \$50,000
- Johnson County – Financial Dashboard Design, Development & Implementation – \$53,000

M/S/C: Rogers & Rheingans to approve the contracts and MOUs as presented.

Jan Heidemann provided the annual HIPAA training video to the RGB members, reminding everyone that Jody Bridgewater is the HIPAA Privacy Officer and Deb Seymour-Guard is the HIPAA Security Officer.

Jan Heidemann provided a final draft of the 28E Agreement with review from the county attorneys in the nine regional counties with input from the Linn County Attorney to include language:

“No County’s employee may be disciplined, removed or in any way have their employment status altered without the consent and assistance of the County from which the employee’s employment resides.”

Jan Heidemann highlighted language in the MOU between the county and the region that is very similar to this requested language. The draft will be provided to each of the counties Board of Supervisors for consideration and for the Regional Governing Board to sign at the August meeting for submittal to the state. Stan Rheingans asked for clarification on disagreement between the region and county regarding an employee. Jan Heidemann clarified that the region could choose to change the way the employee represents the region. The consensus of the board is for ECR staff to clarify with the Linn County attorney the language in the MOU verses the 28E Agreement and if there is a need to add additional language to the 28E Agreement or if there can be consistent language in both. The feedback will be shared at the August RGB meeting to finalize the document.

M/S/C: McDonough & Vogel approve the 28E Agreement presented be submitted as a draft to HHS.

The CEO gave a regional update on the 4th quarter Priority Initiatives reviewing the final status & some insight into each priority outcome. Ben Rogers asked for clarification of some expenditures related to children's services in the budget, line items with a large budget amount but zero utilization. The Finance Coordinator noted that most kids have private insurance and or state funded insurance, with a very small percentage that has no funding. The CEO noted that children's crisis services are just getting up and running though Tanager and there was a separate line item for the startup costs for this service. There is a need to review the children's mobile crisis response line item. The Children's Coordinator noted that often the region is helping with children's resources but not always providing the funding. Ben would like to look into the budgeted items for children's services to make sure the region is targeting the correct services as well. The CEO highlighted a priority for FY24 is to have a targeted children's outreach campaign to share all the resources that the region provides for children's services. Ann McDonough noted her desire to focus on training related to school violence. The CEO noted this is a FY24 priority staff is working though and how to engage law enforcement, as well as school officials for discussion on what their needs are to promote and assist with prevention and training. Ann McDonough requested an agenda item for the August Regional Governing Board meeting to further discuss children's services.

The RGB Board Chair opened discussion on setting a date, time, and location for the board retreat as well as who should attend. Gary Bierschenk expressed his desire to have the previously appointed Board of Supervisors included. Dawn Vogel shared that the retreat should only include the newly comprised members of the Regional Governing Board, noting that she is new to the board and therefore was not a part of last year's retreat. Stan Rheingans asked for clarification on the discussion at the retreat. Mae Hingtgen shared some of the content that day will be to have legal representation provide training on conflict-of-interest policy and serving on a public board. Discussing expectations of the board and the CEO. It is not an open meeting as no decisions are made. The consensus of the board is that only the currently seated board members be included at the retreat. The consensus of the board was to move the regularly scheduled Regional Governing Board meeting held on Thursday, September 28th to 9:00 AM allowing time for the retreat to be held the same day following the meeting. A location is to be determined and considered at the August meeting.

M/S/C: McDonough & Rogers to approve the September 28th Regional Govering Board meeting to be held at 9:00 am with the board retreat to follow on the same day.

The meeting adjourned at 2:32 PM. These minutes were approved by the Regional Governing Board.


Signature

Dewey Hildebrandt, Board Chairman


Signature

Submitted by: Chelle Klotwyk, Administrative Assistant