

**Northwest Iowa Care Connections  
Governing Board  
July 28, 2020 1:30 PM The Shores, Emmetsburg, IA and via Zoom**

The Northwest Iowa Care Connections (NWIACC) Governing Board met on Tuesday, July 28, 2020 at 1:30 pm at The Shores, Emmetsburg, IA and via Zoom. Board members present: Barry Anderson, Clay County Representative, (Board Chair), Jayson VandeHoef, Osceola County Representative (Board Vice-Chair), Linus Solberg, Palo Alto County, Donnie Loss, Kossuth County Supervisor, Bill Jensvold, Winnebago County Supervisor, and Ken Abrams, Worth County Supervisor via Zoom.

Others in attendance were: Carmen Moser, Palo Alto County Auditor and FY 21 NWIACC Fiscal Agent, Melissa Loehr, NWIACC CEO, Marlee Chistoffel, NWIACC Disability Services Coordinator, Therese Trojahn, NWIACC Claims Processor, Deb Brodersen, Spencer Hospital via Zoom, Jill Barr, Seasons Center via Zoom, Sandy Mireles, WHW Community Services, Pam Moldovan, DHS Case Management via Zoom, Sandy Loney, Humboldt County Supervisor, Clarence Sieper, Pocahontas County Supervisor, and Alex Leu

The meeting was called to order by Barry Anderson, Chair, at 1:30 pm. Welcome and introductions were exchanged. Bill Jensvold motioned and Donnie Loss seconded the adoption of the current agenda with the addition of Action on the NWIACC Information Technology Management. Motion was favored by all ayes.

A motion by Jayson VandeHoef and seconded by Bill Jensvold to approve the meeting minutes for June 23, 2020 with the following corrections: Delete the repeated line of 'There were not FY20 contracts or exceptions to policy presented' and the addition of Avera contract – Motion by Jayson VandeHoef, seconded by Craig Merrill. Motion was unanimously approved.

Melissa Loehr provided an update of regional correspondence, which included a thank you card from Kim Wilson, a thank you from Melissa Loehr and a letter from the Representation letter from the auditor that included two minor findings and needed approval for a signature. Motion by Linus Solberg and seconded by Bill Jensvold to approve Barry Anderson to sign the letter on behalf of NWIACC. Motion was unanimously approved.

A Regional update was given by Melissa Loehr. Disability Services Coordinators are working on outreach, a new phone system for the Region is now in place, and new Domain with a change of e-mail addresses in now in place also. An updated staff directory will be provided at the end of the meeting. Staff is learning the day-to-day processes.

Melissa Loehr gave an update for the regional COVID 19 weekly meetings. Providers are getting back into the communities. The meetings will now be held on a bi-weekly schedule and anyone is welcome to participate. Next meeting will be Friday July 31 at 8:00. Contact Melissa Loehr to participate.

A Legislative update was given by Melissa Loehr regarding HF 2643. Gov. Kim Reynolds has announced that federal funds allocated through the CARES Act will be invested in Iowa's mental health care system. The State will distribute an equal per capita amount to each MHDS region

to support ongoing adult and children's mental health services to meet increased needs due the COVID-19. The Regional CEO's want the monies to be used consistently across the state. DHS will electronically transfer the funds to the Region's Fiscal Agent and will give instructions for its use.

### **Fiscal Agent/Finance Report**

Claims were presented by the Fiscal Agent, Carmen Moser. A motion to approve the claims as printed was made by Ken Abrams and seconded by Bill Jensvold and was unanimously approved. Following is a list of the claims:

Avera Medical Group-Spencer	Educational/Training Serv	54.00
Blue Lake Websites Anitra Lars	Data Processing Services	162.49
Central IA Juv Detention Ctr	Sheriff Transportation	328.25
Clay County Sheriff	Sheriff Transportation	230.80
Cornwall,Avery,Bjornstad&Scott	Legal Representation	120.00
County Social Services	Diag.Eval.Not Rel.-Comm.	450.00
Dickinson County Treasurer	Postage & Mailing	21.66
Gordon Flesch Company, Inc	Office & Data Processing	405.05
Hemphill Law Office, PLC	Legal Representation	553.30
Hope Haven Inc.	Supported Comm Living	13255.10
IA Comm. Pool Administrators	Tort Liability	5858.54
IA Counties Technology Service	Dues & Memberships	34076.04
Integrated Telehealth Partners	Diag.Eval.Not Rel.-Comm.	1160.00
Iowa Information	Official Pub & Legal Noti	160.37
Kathleen's Care Inc.	RCF	5446.80
Melissa Loehr	Stationery/Forms/Gen Ofc	134.90
Anna Miller	Employee Mileage & Subs.	129.95
NW IA Youth Emergency Services	Sheriff Transportation	78.75
O'Brien County Auditor	Acct/Audit/Clerical Servi	1131.04
O'Brien County Sheriff	Sheriff Transportation	596.50
Osceola County Sheriff	Sheriff Transportation	187.00
Sandra Pelzer	Employee Mileage & Subs.	120.75
Penn Center % Abbe Inc.	RCF	3042.00
Plains Area Mental Health Ctr	Outpatient	900.00
The Pride Group	RCF	17223.60
Rensink, Pluim, Vogel & Huyser	Legal Representation	163.15
Rolling Hills Comm Ser Region	Diag.Eval.Not Rel.-Comm.	225.00
Sandy Law Firm Shannon Sandy	Legal Representation	445.70
Seasons	ACT/ Evaluations	35607.18
Solutions Inc.	Services	4594.91
U.S. Cellular	Telecommunications Serv.	81.42
Village Northwest Unlimited	Supported Employ Service	992.56
Worth County Sheriff	Sheriff Transportation	297.40

The Region's current fund balance is \$1,435,072.73 as of 07/29/2020. Carmen Moser will send out invoices to each of the member counties at the beginning of each quarter.

### **Old Business**

There were no FY 20 contracts or exceptions to policy presented.

There was a motion by Linus Solberg and a second by Bill Jensvold to award the Information Technology Management contract to Next Generation Technologies for one year. The motion was passed with a 5 ayes and 1 vote against.

Melissa Loehr shared information about her visit with Jack Reed, an HR consultant. He reviewed the staff Operations Manual and made a few minor changes. A motion to approve the manual was made by Jayson VandeHoef and seconded by Donnie Loss. The motion was passed unanimously. Mr. Reed has offered to provide a HR consulting contract. No action was taken on this proposal.

### **New Business**

The following FY 21 NWIACC Contracts were approved as follows:

Scenic Acres - Residential Care Facility – Motion by Jayson VandeHoef, seconded by Ken Abrams and unanimously approved.

Exceptional Opportunities, Inc – Day Habilitation Services - Motion by Donnie Loss, seconded by Jayson VandeHoef and unanimously approved.

Winnebago County Public Health – Skilled Care - Motion by Ken Abrams, seconded by Jayson VandeHoef and unanimously approved.

Prairie Ridge Integrated Behavioral Healthcare -Mental Health Therapy - Motion by Jayson VandeHoef, seconded by Bill Jensvold and unanimously approved.

The following contacts are still in negotiation:

Berryhill Center – Mobile Crisis Service for Kossuth County  
Spring Harbor – Residential care  
MercyOne – Mason City

A motion by Bill Jensvold, seconded by Donnie Loss to approve a Memorandum of Understanding and Business Associate Agreement between NWIACC and Exceptional Opportunities was unanimously approved.

Melissa Loehr shared information on the HF 2643 and 28E Agreements. Action was tabled.

Melissa Loehr shared information about an Iowa Communities Assurance Pool Grant application opportunity. She is waiting to hear back from ICAP to see if additional computer monitors could be purchased with these funds.

An update was given by Melissa Loehr regarding staff orientation and outreach. Marlee Chistoffel started July 1 and will serve Clay and Osceola Counties. She has been busy meeting with hospitals, jails and schools. Contacts have been made by in all regional counties at hospitals, County Attorneys, Clerk of Courts, jail administrators, General Assistance, EMS, schools, Public Health, and Sheriffs. Meetings have been held via Zoom with providers. The Region is now working with four Mental Health agencies.

### **Updates**

Updates were given by service providers regarding regional services, which included Community Crisis Stabilization and Individualized Placements and Supports (IPS) Supported Employment Service which saw 3 new referrals, 21 active cases, with 32 individuals employed since the start of the grant. There are 13 individuals currently employed.

**Public Comment**

Supervisors Sandy Loney (Humboldt Co.) and Clarence Siepker (Pocahontas Co.) are on a fact-finding mission for a possible change in Regions.

A motion to adjourn the meeting was made by Linus Solberg and seconded by Ken Abrams. The motion was unanimously passed. Meeting was adjourned at 3:17 pm.

Respectfully submitted,

Therese Trojahn, NWIACC Governing Board Recording Secretary