



**SOUTHEAST IOWA LINK (SEIL)
MENTAL HEALTH AND DISABILITY
SERVICES REGION**

DES MOINES, HENRY, JEFFERSON,
KEOKUK, LEE, LOUISA, VAN BUREN
& WASHINGTON COUNTIES

DATE	CONVENING TIME	LOCATION
November 10, 2021	1:30pm	Henry Co. Emergency Management 900 W. Washington St., Mt. Pleasant, IA ZOOM

**Southeast Iowa Link Governing Board
Approved Minutes**

Present: Rick Larkin, Jack Seward Jr., Marc Linden, Tom Broeker, Dee Sandquist, Mark Meek, Tracy Liptak, Rochelle Phelps, Mark Schneider, Ryanne Wood, Ken Hyndman, Sarah Berndt, Sandy Stever, Tami Gilliland, Bobbie Wulf, Chad White, Christy Bates, Leia Craff, Josh Millard, Shelly Barber, Joe Mitchell, Kevin Kinney

1. Approve Agenda

The meeting was called to order at 1:30 pm. The agenda was reviewed via screen share.

Motion to approve the agenda

By Marc Lindeen

Second Mark Meek

Motion passes

2. Consider Approval of October 13, 2021 minutes

The minutes were reviewed via screen share.

Motion to approve the October 13, 2021 minutes

By Mark Meek

Second Mark Schneider

Motion passes

3. Update from Adult and Children Advisory Committee Members

The Children’s Advisory Committee discussed American Home Finding sewer work that needs completed so this provider can provide children’s crisis stabilization residential services. The children’s services asset map has been completed and approved. The SEIL annual report was reviewed. Rochelle Phelps will be resigning as children’s services provider representative to the SEIL Governing Board, she has taken a position working in Japan.

The Adult Advisory Committee reviewed the SEIL annual report and recommend it goes to the SEIL Governing Board for approval. There was compassionate discussion about the murder of a Fairfield Community School teacher and the support being provided to the community. SEIL put out a public service announcement with options for services available in the Fairfield Community. There was discussion of the Crisis Intervention Team (CIT) Committee survey regarding the region law enforcement agencies ability to send officers to a 40 hour CIT training. There was a presentation during the stakeholder meeting by Amerigroup on Skills System, which focuses on emotional regulation. The First Resources adult crisis stabilization residential service has been accredited by the Department of Human Services.

4. Discuss and Consider Approval of Advisory Committee designated members

There were no designated members to consider.



**SOUTHEAST IOWA LINK (SEIL)
MENTAL HEALTH AND DISABILITY
SERVICES REGION**

**DES MOINES, HENRY, JEFFERSON,
KEOKUK, LEE, LOUISA, VAN BUREN
& WASHINGTON COUNTIES**

5. Consider Approval of Claims as per Running Totals Document- October

The document was reviewed via screen share. All member county reports were received. SEIL financial reports were reconciled with the auditor reports and fund balances match. Updates to this report reflect changes to Des Moines County revenues for July and September. July shows a case management deposit which was held in another fund to ensure all revenues and expenses were final after the case management program ended. There was additional tax revenue from September also. There were no contributions from member counties to the fiscal agent. Fiscal agent payment amounts have been determined for member counties; those payments may begin coming in November.

Motion to approve the claims running totals document for October

By Marc Lindeen

Second Jack Seward Jr.

Motion passes

6. Consider Approval of Claims for Fiscal Agent Account as per Claims 11-10-2021

The document was reviewed via screen share. Mandated claims were \$3,947.66, expenditure claims were \$567,636.06 and children's wrap claims were \$57.00. All claims to be paid total \$571,640.72. This amount includes a payment for start up cost for American Home Finding to provide children's crisis stabilization residential services. This is to be discussed and approved under agenda item ten. If payment for start up costs isn't approved that claim will be withdrawn from claims to be paid.

Motion to approve the claims for fiscal agent account per claims 11-10-21

By Jack Seward Jr.

Second Mark Meek

Motion passes

7. Receive and File Fiscal Agent Report- October

The document was reviewed via screen share. Revenue includes a payment for an ICAP grant of \$1,000.00 and an insurance member rebate of \$1,790.02. Expenditures of \$351,471.14 match the October governing board minutes claims approved. There was a change in interest received for July and August.

Motion to receive and file the fiscal agent report for October

By Tom Broeker

Second Jack Seward Jr.

Motion passes

8. Meeting with Legislators

This agenda item started with introductions. SEIL submitted to legislators a letter which identifies problems created by the passing of Senate File 619 and potential solutions. The request isn't asking for substantive changes to Senate File 619 or to change the intent of the legislation, the goal is to make bookkeeping for county auditors less complex. The legislators present confirmed there was no intent to negatively impact region organization, structure and function. The unintended consequences of eliminating fund ten just to create a new fund need to be addressed. Employees doing region work are still county employees, whose wages can't be paid out of any fund in the county. The SEIL Region isn't allowed to pay the county for those wages until services have been rendered. How are county's to pay coordinators of disability services after July 1st, 2022 if the county can't pay and chase? Keeping fund ten active maintains the historical record of mental health and disability services spending. SEIL is asking that fund ten be reinstated instead of creating a



**SOUTHEAST IOWA LINK (SEIL)
MENTAL HEALTH AND DISABILITY
SERVICES REGION**

**DES MOINES, HENRY, JEFFERSON,
KEOKUK, LEE, LOUISA, VAN BUREN
& WASHINGTON COUNTIES**

new fund. Maintaining fund ten with some carry forward funds from the region eliminates the obstacle of how to pay county employees to do region work. SEIL did a cost analysis and moving county employees under the region as employer of record would be more costly than keeping fund ten. It was explained eliminating fund ten, which is related to an accounting practice, doesn't mean if the fund still exists counties can levy property taxes. With the elimination of fund ten there has been discussion about what to do with capital assets. If fund ten is reinstated the issue of what to do with capital assets becomes a null issue. Other regions are having similar issues with the removal of fund ten. The entire southern portion of Iowa uses county employees to do region work. These regions are CROSS, South Central Behavioral Health and Southwest Iowa.

Counties start budgeting in December and there are time limits imposed by the state to get county budgets certified. Legislation needs to be passed early in the session, not later. Representative Joe Mitchell said he is willing to go back to session with what SEIL has suggested and draft a cleanup bill. Senator Kevin Kinney has sent SEIL's suggestions to his staff, who recommended he introduce a bill to restore funding to fund ten for counties to be allowed to maintain payment for wages of county employees. Representative Mitchell asked that these comments be sent to him in an email so he can send this to his caucus for review and discussion. Representative Mitchell and Senator Kinney stated they can work together to propose legislation. Work on policy legislation isn't done until March or April, Representative Mitchell realizes SEIL's request is a priority, and they will get answers as soon as possible. There is a committee for corrective action that can introduce legislation. Senator Kinney and Representative Mitchell are willing to draft the legislation needed to clean up these issues and to put forward. Leadership might not move on it if other regions are not expressing these same issues, if they are that will help with prioritizing and moving this legislation forward. Representative Mitchell asked that the governing board members email him and Senator Kinney during session to make sure they are on top of these issues. The governing board stated they appreciate the tax reform bill, but it impacted policy issues that impede regions efforts to be effective and efficient in the work they do.

9. Discuss and Consider Approval of Hope Haven Contract Amendment

The document was reviewed via screen share. Hope Haven offered to provide Individual Placement and Support (IPS) which is a supported employment service with a focus in individuals with mental illness. Supported employment is a core service regions are required to fund. Funding for IPS is partially paid by the Iowa Department of Vocational Rehabilitation and Medicaid. Region funding would be requested for anyone who doesn't have Medicaid or Vocational Rehabilitation funding. Hope Haven asked the SEIL Region to pay for the services initially and will cost settle at the end of the fiscal year. Hope Haven is required to stay within the funding amount authorized in their contract with the SEIL Region. There is also an amendment to the current contract between Hope Haven and the SEIL Region to allow for a three dollar per hour pay increase for all Hope Haven employees, which was approved by their board of directors, along with an increase in health insurance costs. The daily rate for crisis stabilization services went from \$1,910.59 to



**SOUTHEAST IOWA LINK (SEIL)
MENTAL HEALTH AND DISABILITY
SERVICES REGION**

DES MOINES, HENRY, JEFFERSON,
KEOKUK, LEE, LOUISA, VAN BUREN
& WASHINGTON COUNTIES

\$1,923.44. The monthly rate for the Des Moines County drop-in center/role recovery services went from \$12,598.87 to \$13,392.97. The monthly rate for the Louisa County drop-in center/role recovery services went from \$6,639.10 to \$6,821.12. The SEIL Management Team reviewed this request and recommend the contract amendment be presented to the governing board for approval.

Motion to approve the Hope Haven contract amendment

By Jack Seward Jr.

Second Marc Lindeen

Motion passes

10. Discuss and Consider Approval of Start Up Cost for American Home Finding for Children’s Crisis Stabilization Residential Services

A few months ago the governing board approved a memorandum of understanding with South Central Behavioral Health Region for children’s crisis stabilization residential services and community based crisis stabilization services provided by American Home Finding. The sewer system at the facility would not handle the sewer outflow for the expanded residential capacity and the water outflow if the sprinkler system was activated. A new sewer and self-contained water system is required. The total cost to install the sewer/water system is \$559,000.00. The cost SEIL is being asked to pay \$328,318.70 which is based on a per capita cost allocation. American Home Finding will pay \$70,793.75 and South Central Behavioral Health will contribute \$159,887.55 towards the total cost of the sewer/water system. SEIL has not contributed any startup funding for the children’s services that American Home Finding will provide and has funding available in the budget to contribute to the cost. Regions are allowed to pay startup costs for services. The CROSS Region didn’t allow their CEO to contribute to this cost, if they contribute funds later this will reduce SEIL’s cost.

Motion to approve the startup cost for American Home Finding for children’s crisis stabilization residential services

By Marc Lindeen

Second Tom Broeker

Motion passes

11. Discuss and Consider approval of SEIL FY21 Annual Report

The report was reviewed via screen share. The report is due to the Department of Human Services (DHS) December 1st. Both Adult and Children’s Advisory Committees and Stakeholder Group reviewed the annual report. There may be corrective action required by DHS, which will change this version of the annual report, in order to have the final version approved. The governing board expressed appreciation to the SEIL Management Team for the work they do on behalf of the region.

Motion to approve the SEIL Fiscal Year 2021 Annual Report

By Marc Lindeen

Second Jack Seward Jr.

Motion passes

12. Discuss and Consider Approval of Region/DHS Performance Based Contract

The final draft of the performance based contract has not been provided from the Department of Human Services, so it isn’t available for consideration today. Ryanne Wood anticipates the contract will be signed by the chair of the governing board and the region CEO. If there are substantial changes to the performance based contract there would need to be another governing board meeting to approve the final draft. When the



**SOUTHEAST IOWA LINK (SEIL)
MENTAL HEALTH AND DISABILITY
SERVICES REGION**

DES MOINES, HENRY, JEFFERSON,
KEOKUK, LEE, LOUISA, VAN BUREN
& WASHINGTON COUNTIES

final performance based contract is received the board chair and CEO will determine if there is a need for another meeting. RYANNE will send the final contract the governing board as soon as she receives the document.

Motion to approve the Region/Department of Human Services Performance Based Contract based on the contract that was presented at the October governing board meeting, if there are no substantial changes to the final contract the SEIL CEO and Board Chair are authorized to sign the contract

By Jack Seward Jr. Second Mark Meek Motion passes

13. New Business

Marc Lindeen and Jack Seward Jr. attended a SEIL Management Team meeting and realized the level of work being performed by the management team takes a lot of the workload off of the governing board. It was suggested other governing board members be invited to attend a management team meeting.

Mental Health and Disability Services Commission during the October meeting discussed Iowa Code 331.397 and focusing on service domains verses specific services to achieve outcomes. Discussed some points of clarification for the Administrative Rules for the regional service system. Cash flow, fund balance, encumbered funds can mean the same thing and the Commission wants it to be clear encumbered funds are funds that have been earmarked through a contract for formal agreement for new services or specific purpose and are excluded from the region fund balance. Clarify must encumbered funds for large projects be encumbered and spent in the same fiscal year or can this be spread over two fiscal years. Discussed region administrative expenses and encumbered verses prepaid. The 28E between the region and the county prescribes payroll reimbursement between the entities; if prepayment of administrative expenses to member counties from the region is in the 28E, prepayment is acceptable. The Commission learned about a University of Iowa initiative to help school districts with school mental health and social emotional behavioral and psychological wellbeing that allows students function effectively in schools. Received a report on Glenwood and Woodward Resource Centers efforts to move residents successfully into community based services. The Commission is working on their annual report regarding what they have accomplished over the last year and recommendations to the General Assembly. A couple of key areas the report talks about are the workforce shortage and that impact on access to services and increasing the allowed region fund balance from five percent to eighteen percent, which is based on an industry operating standard.

14. Adjourn

Motion to adjourn

By Mark Meek Second Jack Seward Jr. Motion passes

Minutes submitted by Marc Lindeen, Secretary, November 23, 2021. MLsb