

# Governing Board – Meeting Minutes – 2/28/22



**Call to Order – Richard Crouch, Chair**

**In attendance: (in person marked with an asterisk \*)**

<u>Board of Supervisors</u>	<u>Advisory Board Members</u>	<u>Region staff</u>
Lynn Grobe – Pottawattamie*	Mary O’Neill-CWI/Adult provider (nonvoting)*	Suzanne Watson-CEO*
Brian Shea-Pottawattamie Alternate	Bernie Waggoner-Adult Client/Family Rep*	Lonnie Maguire-DSD*
Randy Hickey-Fremont *	Scott Halverson-CHI/Children’s BH Service Provider (nonvoting) *	Danelle Bruce-DSD*
Richard Crouch –Mills*	Kathy Hanafan-AEA/Education System Representative *	
Chuck Morris – Page *	Tara Goodman-Parent of a Child Who Utilizes BH Services*	
Mark Peterson- Montgomery*		
John Hartkopf – Cass		
Bernard Pettinger –Cass Alternate		
Tom Brouillette – Monona		
Steve Kenkel-Shelby *		
Tony Smith-Harrison		

**Members of the public:** None

**Approve Agenda-** Suzanne Watson requested an additional agenda item of “Discuss and/or Approve CEO Salary for FY’23” be added to the agenda. Motion made by Mark Peterson and second by Randy Hickey to approve the amended agenda. Motion passed unanimously.

**Approve February 7, 2022 Meeting Minutes-** Motion made by Steve Kenkel and second by Mark Peterson to approve the February 7, 2022 meeting minutes. Motion passed unanimously.

**Review Budget, Expenditures and Fund Balance Projections for Current Fiscal Year-** Suzanne Watson provided a summary sheet of revenues and estimated expenditures through the remainder of the fiscal year. With current projections, the region will have a 55% fund balance. The Board discussed additional grant opportunities that could be administered prior to the end of the fiscal year. The leadership team will develop a grant proposal for next meeting.

**Impact Grant Next Steps-** Suzanne Watson shared the region has paid out \$989,340 so far in Impact Grant invoices since our last meeting. She reported the region has received numerous emails and communications of thanks from providers who were selected. She plans to do some additional media surrounding the grant awards.

**Approve FY22 Amended Service and Budget Plan-** Suzanne Watson shared the changes in budget line items needed to amend the Service and Budget Plan. Changes reflect unanticipated increases in spending, as well as increases due to region grants. Motion made by Chuck Morris and second by Steve Kenkel to approve the amended FY22 Service and Budget Plan. Motion passed unanimously.

**Discuss and/or Approve Administrative Policy for County Occupancy Costs-**Suzanne Watson presented a policy on county occupancy by the region. The region has staff located in Shelby, Pottawattamie, Montgomery, and Page counties. The policy would allow for counties with office space to be reimbursed annually. Motion made by Steve Kenkel and second by Kathy Hanafan to approve the Administrative Policy for County Occupancy Cost Reimbursement. Motion passed unanimously.

**Discuss and/or Approve Administrative Policy for Payroll Reimbursement-** Suzanne Watson shared that a small committee met to discuss payroll reimbursement procedures after July 1, when no county funds will go into the mental health regional system. The committee was made up of Steve Kenkel, Chuck Morris, Richard Crouch, Lynn Grobe, Pottawattamie HR staff, and region leadership. After exploring different options, the committee agreed that aligning all region employees under one employer of record was preferred. This would streamline operations as well as align all employees (except CEO) under the Pottawattamie County pay structure. Pottawattamie County has similar 28E's with some other entities, and HR indicated this could be presented to the Pottawattamie County Board. Under the new policy and if approved by Pottawattamie county, all region employees would be employed through Pottawattamie County. Motion made by Steve Kenkel and second by Chuck Morris to approve the Payroll Reimbursement to Employer of Record administrative policy. Motion passed unanimously.

**Discuss and/or Approve CEO Salary for FY23-** Suzanne Watson reported that in order to estimate her wage for FY23 in the budget, a decision regarding her FY23 salary will need to be made in the near future. Per a study completed in Pottawattamie County in 2021, Watson's salary was lower than the study's recommendation. The group discussed Watson's longevity with the region as well as community services, and comparable salaries of CEO's in regions across the state. After discussion, motion was made by Randy Hickey and second by Mark Peterson to approve Watson's salary for FY23 at \$112,000. Motion passed unanimously.

**Legislative Update-** Danelle Bruce provided a report of current legislation of interest, including SF2331, SF2216, SF2314, SF 2195 and HF 2137. Information on contacting Dan Dawson (senator- Pottawattamie) was discussed regarding SF 2195 and HF 2137 (Loan Reimbursement program). As of now, mental health professionals in Pottawattamie and Mills counties would be excluded from participating in loan reimbursement.

**Region Service and other provider updates:** Lonnie Maguire reported that service coordination had 32 referrals (4 SOAR) in February. There were also 27 CAN referrals and 26 mental health court clients. Danelle Bruce reported the Jail Service Coordination program had 48 reach outs in February, which includes individuals receiving mental health services in the jail as well as those identifying a mental health concern upon booking.

**Open Discussion/Comment from Board Members-** None

**Public Comment/Discussion-** None

**Upcoming Important Dates:**

Next Governing Board meeting: March 28, 2022

**Respectfully Submitted,**

*Danelle Bruce*

**Danelle Bruce , DSD, SWIA MHDS Region**