

COUNTY SOCIAL SERVICES 28E GOVERNING BOARD AGENDA

To: County Social Services Board Members
Cc: County Social Services Stakeholders/Public is encouraged to attend
From: Bob Lincoln
Date: December 2, 2019
Re: County Social Services Board Meeting
Date: Wednesday, December 4, 2019
Time: 10:00 A.M.

Place: **Please participate by:**

1. Joining us in Hancock County, Garner Public Library, 416 State St., Garner, Iowa.
2. Only CSS Directors will have remote access to the meeting by phone.

Vision Statement: County Social Services connects persons experiencing complex life-changing challenges with innovative resources and supports to assist them in moving towards hopeful and happy lives.

Mission Statement: County Social Services increases community inclusion and capacity through nurturing partnerships.

Goal 1: County Social Services will deliver research/evidence-based community health care management throughout the region.

Goal 2: Create a budget that provides sufficient funds for risk and cash flow, invest in increased capacity and competency and to expand coverage to relieve other tax funded supports, resulting in affordable health care.

Goal 3: Reduce acute and institutional care. Increase community and crisis services for all lives. Community inclusion resulting in customized employment.

9:00 AM Finance Committee

1. Review monthly summary report
2. Review ETP report
3. Review MHDS per capita expenditures for FY19/discuss FY21 levy
4. Depository & signatures on the account.

10:00 AM County Social Services Board Meeting Agenda

1. Call County Social Services Board Meeting to order
2. Introductions and welcome by host. Director Rayhons
3. Approve today's agenda and the minutes of October 23, 2019
4. Provider feedback-Marcia Oltrogee
5. Consumer feedback-Janel Clarke
6. Presentation of Eric Donat for CSS Board Consumer Representative for the period January 1, 2020 through December 31, 2021. Discussion/Action
7. The CSS Board will be required to elect a Secretary/Treasurer to the Board at the January 22, 2020 meeting. The Vice Chair will move to Chair and current Secretary/Treasurer to the Vice Chair. It is the acting Chair's prerogative to appoint a nominating committee to present a candidate to the full Board.

Human Resources- HR Committee

8. The complication of having to fully transition financial functions internally, we are requesting the short-term designation of a Project Manager to provide the additional resources for a successful transition. Jeanine Scott has agreed to contract her services to perform this function effective December 2, 2020 at an hourly rate of \$70 under the direction of the CEO and for a period determined necessary by the CEO. Discussion/Action
9. Moving to one employer January 1, 2020 the CSS Board will need to designate the paid holidays for the year. New Year's Day; President's Day; Memorial Day; Independence Day; Labor Day; Veteran's Day; Thanksgiving Day; Day after Thanksgiving ; Christmas Eve; Christmas Day.
10. Discussion/Action
11. New I-START staff:
 - a. Olivia Ayres – Clinical Director. Starting salary \$61,500. Start date 11-4-19. Wright County is employer of record through 12/31/19; however, she will office in Black Hawk County.
 - b. Sarah Juhl – I-START Coordinator/North and South Quadrants. Starting wage \$20.00/hour. Wright County is employer of record through 12/31/19; however, she will office in Black Hawk and Cerro Gordo Counties.
 - c. Amber Barrett – I-START Coordinator/East Central Region. Starting wage \$20.00/hour. Start date 12-3-19. Wright County is employer of record through 12/31/19; however, she will office in Cedar Rapids.
 - d. Nancy Olson – I-START Coordinator/West Quadrant. Starting wage \$20.00/hour. Start date 11-18-19. Wright County is employer of record through 12/31/19.
12. Resolution for Adoption of 457 Plan through Nationwide. Discussion/Action

Programs

13. To transition financial functions internally CSS needed to immediately initiate a software transition with Tyler Technologies to be live January 6, 2020. One-time fees of \$31,300 and recurring fees of \$17,086 and estimated travel expenses of \$7,180 for a total allocation this fiscal year of \$55,566.00. Discussion/Action
14. The Mobile Response contract with Berryhill Community Mental Health Center is presented with startup costs of (not to exceed) \$30,750 beginning. 2/1/20. Discussion/Action
15. The Mobile Response contract with Season's Center is presented with start-up costs (not to exceed) \$28,733 for the period from 2/1/2020 to 6/30/2020 and then monthly costs (not to exceed) \$5,909. Discussion/Action
16. Mosaic is requesting support for a 5-bedroom home. Discussion/Action
17. The CSS Unity Point Rural Access Hospitals are requesting a contract to provide telepsychiatry from ITP for their emergency departments. This contract is unique in that Unity Point will bill third party insurance for the service funded by CSS with the long-term objective to reduce cost and make it sustainable. This will also allow them to pull ITP interventions into their electronic medical records making for better continuity of care for individuals seeking assistance. Discussion/Action

Organizations

18. Allocation request. Discussion/Action
19. CSS needs to open a bank account to transfer funds under the financial control of the CSS Board:
 - a. Be it resolved that the County Social Services (CSS) Board of Directors, 1206 South Main St., Charles City, Iowa, approves the following financial institution to be the depository of County Social Services funds in conformance with the provisions of the Iowa Code. CSS officials are hereby authorized to deposit CSS funds in amounts not to exceed the maximum approved for this financial institution; Farmers State Bank (FSB), 131 Tower Park Dr., Suite 100, Waterloo, Iowa 50701- \$16,000,000. The CSS Board of Directors further authorizes the position of Chief Operating Officer (COO), Karen Dowell; Secretary/Treasurer of the CSS Board; and Finance Manager, Lisa Trainer; Chief Executive Officer, Bob Lincoln shall have full access to legally deposit and distribute funds.
20. Systems Unlimited has agreed to lease space for our ECR ISTART Coordinator for \$135 per month. Discussion/Action
21. Hancock County Health Systems has agreed to rent space to CSS in the Public Health building at \$100 per month. Discussion/Action
22. Monthly Summary Report. Discussion/Action Finance Committee
23. The Executive and HR Committee are recommending per capita levy for fiscal year 2021 of 35\$.

Consent Agenda

24. Authorize Chair to sign provider agreements and rate requests. Discussion/Action
 - a. Rise, Ltd
 - b. Lifeworks Community Services
25. Exception to Policy Report. Discussion/Action
26. Administrator's Updates: SBCM Kick-Off January 22, 2020
27. Adjourn

Next CSS Board Meeting: Wednesday, January 22, 1:00 PM Howard County

All CSS Strength Based Case Management Symposium:

Wednesday, January 22, 2020, 9:00 AM to 12:00 PM

Guest Speaker: Ally Mabry

**Director of Center for Mental Health Research and Innovation at
University of Kansas School of Social Welfare**