

# Governing Board – Meeting Minutes – 11/28/22



**Call to Order – Richard Crouch, Vice 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*
Tony Smith-Harrison*	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 *		
Mark Peterson- Montgomery*		
John Hartkopf – Cass*		
Bernard Pettinger –Cass Alternate*		
Tom Brouillette – Monona		
Steve Kenkel-Shelby		

**Members of the public:** None

**Approve Agenda-** Motion made by Mark Peterson and second by Chuck Morris to approve the agenda. Motion passed unanimously.

**Approve September 26, 2022 Meeting Minutes-** Motion made by Chuck Morris and second by John Hartkopf to approve the September 26, 2022 meeting minutes. Motion passed unanimously.

**Region Finance Information- September and October 2022 Financial Reports-** Motion made by Tony Smith and second by Mark Peterson to approve the September and October 2022 financial reports. Motion passed unanimously.

**Approve FY22 Annual Report-** Suzanne Watson and the leadership team highlighted contents of the Annual Report, which was previously sent out to the board for review. Motion made by Mark Peterson and second by John Hartkopf to approve the FY22 Annual Report as presented. Motion passed unanimously.

**Approve FY22 Certified Ending Fund Balance-** Suzanne Watson presented the form needed for signature by the Board Chair and herself to certify the ending fund balance of \$6,705,878 for FY22. This balance is prior to the final audit by the State Auditor’s Office. Motion made by Tony Smith and second by Mark Peterson to approve the FY22 Certified Ending Fund Balance. Motion passed unanimously.

**Approve NAMI Southwest Iowa Contract for FY23/24-** Suzanne Watson presented the proposed FY23/24 contract for NAMI Southwest Iowa in the amount of \$29,000/fiscal year. Included in the contract are deliverables including NAMI representing the region at various community education and promotional events, as well as other regular NAMI activities. Motion made by Tony Smith and second by John Hartkopf to approve the NAMI Southwest Iowa contract for FY23/24 as presented. Motion passed unanimously.

**Approve Children's CSRS Contract with Children's Square USA-** Suzanne presented the proposed contract which would include a guaranteed payment by the region of 1 empty bed per day for the program. Children's Square plans to open the program of 2 CSRS beds in December or after, depending on Chapter 24 accreditation. Motion made by Chuck Morris and second by John Hartkopf to approve the FY23 Children's Square CSRS contract. Motion passed unanimously.

**Appoint New Advisory Committee Members, Allison Leach and Jonathan Holland-** Danelle Bruce shared there is a vacancy on the Children's Advisory Committee and Governing Board due to the resignation of Tara Goodman as a parent of a child with SED. Allison Leach of Clarinda, Iowa, applied for the position and the leadership team recommends her appointment. In addition, there is a vacancy on the Children's Advisory Committee for a Child Care representative due to the resignation of Debbie Orduna. Jonathan Holland, Chief Program Office at Children's Square, USA, applied for the appointment. Motion made by John Hartkopf and second by Mark Peterson to approve Allison Leach as a parent representative to the Children's Advisory Committee and Governing Board, as well as Jonathan Holland as a childcare representative on the Adult Advisory Committee. Motion passed unanimously.

**Approve Governing Board Meeting Schedule for Calendar Year 2023-** Lonnie Maguire presented proposed dates for meetings in 2023 to include: January 30, February 27, March 27, June 26, August 28, September 25, November 27. Motion made by Tony Smith and second by Lynn Grobe to approve the proposed meeting dates as presented. Motion passed unanimously.

**Region Service and Other Provider Updates:** Lonnie Maguire and Danelle Bruce presented the service update report to board members. Service coordination had 25 referrals (5 SOAR) in October. There were also 47 CAN referrals and 20 mental health court clients. Danelle Bruce reported the Jail Service Coordination program had 22 referrals in October. For intake, the region received 117 calls in October.

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

**Public Comment/Discussion- None**

**Upcoming Important Dates:**

Next Governing Board meeting: January 30, 2023

**Respectfully Submitted,**



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

# SEPTEMBER 2022 - SWIA MHDS EXPENSES

Paid Date	Service Provider	Service	Amount paid
9/14/2022	American National Bank	05373 Public Education SRVCS	\$ 3,683.75
9/14/2022	American National Bank	11260 Supplies - Admin	\$ 785.20
9/14/2022	American National Bank	11413 Mileage - Admin Hotel	\$ 163.05
9/14/2022	American National Bank	22422 Training - SC	\$ 50.00
9/14/2022	American National Bank	46422 Crisis Prevention Training	\$ 832.18
9/19/2022	DELL MARKETING L.P.	11632 IT Equipment - Admin	\$ 6,300.00
9/19/2022	Embrace Iowa Inc.	32325 Respite - 15-minute rate	\$ 2,337.50
9/19/2022	FAMILY RESOURCE CENTER	32329 SCL - 15-minute unit	\$ 394.73
9/19/2022	FMCTC	11414 Telephone - Admin	\$ 95.72
9/19/2022	FREMONT CO SHERIFF	74353 Commitment - Sheriff	\$ 75.00
9/19/2022	Guardians of NE Iowa Inc.	32326 Guardian	\$ 750.00
9/19/2022	Harrison CO Homemakers	32320 Home Health Aide	\$ 933.42
9/19/2022	HEARTLAND FAMILY SERVICE	42396 Community Support Program	\$ 840.00
9/19/2022	HEARTLAND FAMILY SERVICE	42397 Psychiatric Rehabilitation	\$ 65.70
9/19/2022	INDOFF	11260 Supplies - Admin	\$ 443.71
9/19/2022	IOWA FOCUS	32329 SCL - 15-minute unit	\$ 1,188.00
9/19/2022	Maguire, Ylonda	11413 Mileage - Admin Hotel	\$ 389.40
9/19/2022	Maguire, Ylonda	11413 Mileage - Admin Meal	\$ 74.03
9/19/2022	Maguire, Ylonda	11413 Mileage - Admin Miles	\$ 581.19
9/19/2022	Maguire, Ylonda	11422 Training - Admin	\$ 60.00
9/19/2022	Monona CO Jail	46306 Prescriptions in jail	\$ 268.77
9/19/2022	MONTGOMERY CO SHERIFF	74353 Commitment - Sheriff	\$ 172.50
9/19/2022	MOSAIC - WESTERN IOWA	32329 SCL - 15-minute unit	\$ 765.45
9/19/2022	NISHNA PRODUCTIONS INC	32329 SCL - 15-minute unit	\$ 540.00
9/19/2022	NISHNA PRODUCTIONS INC	50362 Work Activity - hourly	\$ 8,024.00
9/19/2022	NISHNA PRODUCTIONS INC	50367 Day Habilitation	\$ 1,844.64
9/19/2022	NISHNA PRODUCTIONS INC	50368 Individual Supp Emp	\$ 3,217.71
9/19/2022	NISHNA PRODUCTIONS INC	63329 SCL - Daily	\$ 8,784.60
9/19/2022	PAGE CO SHERIFF	74353 Commitment - Sheriff	\$ 1,292.38
9/19/2022	PARK PLACE	63329 SCL - Daily	\$ 12,562.75
9/19/2022	PARK PLACE	64329 SCL in RCF	\$ 2,011.80
9/19/2022	Pottawattamie CO Jail	46306 Prescriptions in jail	\$ 2,021.21
9/19/2022	POTTAWATTAMIE CO SHERIFF	74353 Commitment - Sheriff	\$ 280.00
9/19/2022	REDMON, DEBI	22413 Mileage - SC Miles	\$ 65.63
9/19/2022	Richey, Kristina	22413 Mileage - SC Miles	\$ 691.25
9/19/2022	Schuler, Debbie	75413 Mileage - MH Advocate	\$ 122.06
9/19/2022	SE IA Behavioral Hlthcare	64317 Nursing Facility	\$ 9,175.00
9/19/2022	Tackett Law Offices	74393 Commitment - Attorney	\$ 161.00
9/19/2022	Treasurer, State of Iowa	71319 State MHI Inpatient	\$ 15,913.70
9/19/2022	VODEC	50368 Individual Supp Emp	\$ 10,000.00
9/19/2022	Wachter, Miranda	22413 Mileage - SC Miles	\$ 155.63
9/19/2022	WATSON, SUZANNE	11413 Mileage - Admin Meal	\$ 10.70
9/19/2022	WATSON, SUZANNE	11413 Mileage - Admin Miles	\$ 485.00
9/19/2022	WATSON, SUZANNE	46422 Crisis Prevention Training	\$ 25.48
9/19/2022	Welter, Shelley	22413 Mileage - SC Miles	\$ 840.00

<b>Paid Date</b>	<b>Service Provider</b>	<b>Service</b>	<b>Amount paid</b>
9/20/2022	ABBE CENTER FOR COMM MH	64314 RCF	\$ 17,394.72
9/20/2022	Ashcraft, Abbie	22413 Mileage - SC Miles	\$ 277.01
9/20/2022	ASSOC FOR PSYCHIATRIC SRVCS	74300 Commitment - physician	\$ 400.00
9/20/2022	Bruce, Danelle	11413 Mileage - Admin Hotel	\$ 194.70
9/20/2022	Bruce, Danelle	11413 Mileage - Admin Miles	\$ 414.38
9/20/2022	CASS CO AUDITOR	75395 MH Advocate	\$ 3,750.58
9/20/2022	CASS CO SHERIFF	74353 Commitment - Sheriff	\$ 745.40
9/20/2022	Central IA Juvenile Detention	31354 Transportation	\$ 1,086.75
9/20/2022	CHENEY, BARB	22413 Mileage - SC Miles	\$ 58.75
9/20/2022	CONCERNED INC	32329 SCL - 15-minute unit	\$ 83.39
9/20/2022	CONCERNED INC	50368 Individual Supp Emp	\$ 2,000.00
9/20/2022	COUNTRY CARE CENTER CORP	31354 Transportation	\$ 100.00
9/20/2022	COUNTRY CARE CENTER CORP	64314 RCF	\$ 49,432.60
9/20/2022	Decisions for Life	32326 Guardian/Conservator	\$ 1,875.00
9/20/2022	Kephart, Chasity	22413 Mileage - SC Meals	\$ 21.79
9/20/2022	Kephart, Chasity	22413 Mileage - SC Miles	\$ 244.63
9/20/2022	Kephart, Chasity	25413 Mileage - MH Court	\$ 5.25
9/20/2022	Pride Group, The	64314 RCF	\$ 25,640.49
9/27/2022	Trivium Life SRVCS	63329 SCL - Daily	\$ 17,181.23
9/27/2022	Verizon Wireless	11414 Telephone - Admin	\$ 111.80
9/27/2022	Verizon Wireless	22414 Telephone - SC	\$ 415.52
9/27/2022	Verizon Wireless	25414 Telephone - JBSC	\$ 32.80
9/27/2022	Verizon Wireless	25414 Telephone - MH Court	\$ 38.65
9/27/2022	Verizon Wireless	75414 Telephone - MH Advocate	\$ 51.85
9/27/2022	Visual Edge IT	11444 Copier - Admin	\$ 13.39
9/27/2022	Visual Edge IT	75444 Copier - MH Advocate	\$ 19.00
9/27/2022	Zion Integrated BHS	42310 Transitional Living Program	\$ 7,440.00
9/27/2022	Zion Integrated BHS	44313 CSRS	\$ 41,760.00
9/28/2022	CASS CO AUDITOR	75395 MH Advocate	\$ 3,815.79
9/28/2022	FAMILY RESOURCE CENTER	32329 SCL - 15-minute unit	\$ 507.51
9/28/2022	HEARTLAND FAMILY SERVICE	42398 ACT	\$ 6,532.50
9/28/2022	IOWA FOCUS	32329 SCL - 15-minute unit	\$ 2,851.11
9/28/2022	Laura Babb	31354 Transportation - MH Court	\$ 160.61
9/28/2022	POTTAWATTAMIE CO BOS	11414 Telephone - Admin	\$ 181.90
9/28/2022	POTTAWATTAMIE CO BOS	11444 Copier - Admin	\$ 569.86
9/28/2022	POTTAWATTAMIE CO IT DEPT	12421 Data Processing	\$ 744.06
9/28/2022	REM IA COMMUNITY SRVCS	33340 Rent Payments	\$ 403.46
9/28/2022	SAM'S CLUB DIRECT	46422 Crisis Prevention Training	\$ 87.55
9/28/2022	Trivium Life SRVCS	32329 SCL - 15-minute unit	\$ 1,205.80
			\$ 287,323.67

## OCTOBER 2022 - SWIA MHDS EXPENSES

<b>Paid Date</b>	<b>Billing Provider</b>	<b>Service</b>	<b>Amount Paid</b>
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10/12/2002	Kephart, Chasity	22413 Mileage - SC Miles	\$200.25
10/12/2002	Ashcraft, Abbie	22413 Mileage - SC Miles	\$87.73
10/12/2002	Brown, Molly	11413 Mileage - Admin Meal	\$18.65
10/12/2002	Brown, Molly	11413 Mileage - Admin Miles	\$221.25
10/12/2002	CASS CO AUDITOR	75395 MH Advocate	\$3,402.81
10/12/2002	CASS CO SHERIFF	74353 Commitment - Sheriff	\$161.09
10/12/2002	CHI Health Psychiatric Assoc	42305 Outpatient	\$744.00
10/12/2002	COUNTRY CARE CENTER CORP	31354 Transportation - General	\$100.00
10/12/2002	Embrace IA Inc.	32325 Respite - 15-minute unit	\$2,662.00
10/12/2002	FMCTC	11414 Telephone - Admin	\$94.58
10/12/2002	GreatAmerica Financial Srvcs	11444 Copier - Admin	\$103.78
10/12/2002	HOVEY, SHELLY	22413 Mileage - SC Miles	\$655.84
10/12/2002	IA FOCUS	32329 SCL - 15-minute unit	\$1,269.27
10/12/2002	Integrated Telehealth Partners	44301 Crisis Evaluation	\$870.00
10/12/2002	Integrated Telehealth Partners	46305 MH Srvcs in Jails	\$2,560.26
10/12/2002	Jobe, Amy	25413 Mileage - JBSC Meal	\$17.46
10/12/2002	Jobe, Amy	25413 Mileage - JBSC Miles	\$555.00
10/12/2002	Kephart, Chasity	22413 Mileage - SC Meals	\$15.92
10/12/2002	Kephart, Chasity	25413 Mileage - MH Court Miles	\$117.00
10/12/2002	Maguire, Ylonda	11413 Mileage - Admin Meal	\$27.43
10/12/2002	Maguire, Ylonda	11413 Mileage - Admin Miles	\$562.00
10/12/2002	Monona CO Jail	46306 Psychiatric Medications in Jail	\$334.60
10/12/2002	MOSAIC - WESTERN IA	32329 SCL - 15-minute unit	\$850.50
10/12/2002	NISHNA PRODUCTIONS INC	50368 Ind Supp Employment	\$4,500.00
10/12/2002	NW IA Youth Emergency Srvcs	31354 Transportation - General	\$368.20
10/12/2002	PAGE CO SHERIFF	74353 Commitment - Sheriff	\$472.50
10/12/2002	PARK PLACE	63329 SCL - Daily	\$12,157.50
10/12/2002	PARK PLACE	64329 SCL in RCF	\$1,039.43
10/12/2002	POTTAWATTAMIE CO AUDITOR	12420 Fiscal Agent Fees	\$40,000.00
10/12/2002	POTTAWATTAMIE CO BOS	11444 Copier - Admin	\$190.03
10/12/2002	POTTAWATTAMIE CO BOS	11450 Building Rent	\$34,250.00
10/12/2002	POTTAWATTAMIE CO SHERIFF	74353 Commitment - Sheriff	\$105.00
10/12/2002	Pride Group, The	64314 RCF	\$22,409.40
10/12/2002	REDMON, DEBI	22413 Mileage - SC Miles	\$144.38
10/12/2002	Richey, Kristina	22413 Mileage - SC Miles	\$731.25
10/12/2002	SE IA Behavioral Healthcare	64317 Nursing Facility	\$8,850.00
10/12/2002	SWITA	31354 Transportation - General	\$1,239.44
10/12/2002	SWITA	31354 Transportation - General	\$139.20
10/12/2002	TREASURER, STATE OF IA	71319 State MHI Inpatient	\$19,018.64
10/12/2002	Trivium Life Srvcs	33340 Rent Payments	\$415.75
10/12/2002	Verizon Wireless	22414 Telephone - SC	\$379.14
10/12/2002	VODEC	50367 Day Habilitation	\$990.99
10/12/2002	VODEC	50368 Ind Supp Employment	\$5,500.00
10/12/2002	VODEC	63329 SCL - Daily	\$14,114.72
10/12/2002	Wachter, Miranda	22413 Mileage - SC Miles	\$208.38
10/12/2002	WAUBONSIE MH CENTER	42366 Peer Support Recovery Center	\$2,500.00
10/12/2002	Welter, Shelley	22413 Mileage - SC Miles	\$738.75
<b>Paid Date</b>	<b>Billing Provider</b>	<b>Service</b>	<b>Amount Paid</b>
10/17/2022	American National Bank	11260 Supplies - Admin	\$252.28

10/17/2022	American National Bank	11413 Mileage - Admin Hotel	\$433.10
10/17/2022	American National Bank	11413 Mileage - Admin Meal	\$90.20
10/17/2022	Bruce, Danelle	11413 Mileage - Admin Miles	\$358.75
10/17/2022	COUNTRY CARE CENTER CORP	64314 RCF	\$51,858.00
10/17/2022	Fourth Judicial District	33340 Rent Payments	\$310.00
10/17/2022	Guardians of NE IA Inc.	32326 Guardian/Conservator	\$750.00
10/17/2022	Harrison CO Homemakers	32320 Home Health Aide	\$903.63
10/17/2022	Laura Babb	31354 Transportation - MH Court	\$601.23
10/17/2022	MONTGOMERY CO AUDITOR	11450 Building Rent	\$5,600.00
10/17/2022	MYRTUE BEHAVIORAL HEALTH	44305 24 Hour Crisis Response	\$4,000.00
10/17/2022	POTTAWATTAMIE CO IT DEPT	12421 Data Processing Srvcs	\$347.24
10/17/2022	Schuler, Debbie	75413 Mileage - MH Advocate	\$56.69
10/17/2022	SHELBY CO AUDITOR	11450 Building Rent	\$16,840.00
10/17/2022	Tackett Law Offices	74393 Commitment - Attorney	\$277.56
10/17/2022	US Bank Equipment Finance	75444 Copier - MH Advocate	\$136.66
10/17/2022	Verizon Wireless	11414 Telephone - Admin	\$175.15
10/17/2022	Verizon Wireless	25414 Telephone - JBSC	\$32.64
10/17/2022	Verizon Wireless	25414 Telephone - MH Court	\$42.72
10/17/2022	Verizon Wireless	75414 Telephone - MH Advocate	\$49.12
10/17/2022	VODEC	50368 Ind Supp Employment	\$1,500.00
10/17/2022	WATSON, SUZANNE	11413 Mileage - Admin Miles	\$842.50
			<b>\$271,551.59</b>