

REGION II HUMAN SERVICES GOVERNING BOARD

110 North Bailey, Box 1208
North Platte NE 69103
PHONE (308) 534-0440

MINUTES REGION II HUMAN SERVICES GOVERNING BOARD MEETING

Date: July 23, 2020

I. REGION II HUMAN SERVICES (Behavioral Health Authority)

A. Meeting called to order on July 23, 2020, 10:00 AM, by Dan Vinton, Chairman. Eight members present. Roll call was taken.

BOARD MEMBERS: PJ Jacobson, Dawson Co.
Richard Bartholomew, Dundy Co.
Glen Monter, Gosper Co.
Dan Vinton, Grant Co.
Wayne Christner, Hayes Co.
Kim Elder, Keith Co.
Lee Wonch, Logan Co.
Brett Nason, McPherson Co.

MEMBERS ABSENT: Ron Jageler, Arthur Co., Jacci Brown, Chase Co., JR Houser, Frontier Co., Paul Nichols, Hitchcock Co., Bryan Crisp, Hooker Co., Joe Hewgley, Lincoln Co., Sid Colson, Perkins Co., Steve Downer, Red Willow Co., Pam Moody, Thomas Co.

OTHERS PRESENT: Kathy Seacrest, Regional Administrator, Region II Human Services
Diana Schuster, Operations & Human Resources Director
Katie McCarthy, Fiscal and System Manager
Traci Kramer, Administrative Support Director

B. Announcements. Open Meetings Act, agenda, previous months minutes and handout materials are posted in the Board room. News media receiving meeting notification: NP Telegraph, Keith Co News, McCook Daily Gazette and Lexington Clipper Herald.

C. Public Forum. None.

D. Approval of Minutes. A motion was made by Glen Monter and seconded by Dan Vinton to approve the minutes of the June 25, 2020 meeting. Roll call vote. 2/1 (PJ Jacobson abstained). Motion carried.

E. Approval of Agenda. A motion was made by Wayne Christner and seconded by Brett Nason to approve the agenda as presented. Roll call vote, 8/0, motion carried.

F. Committee Reports.
1. Executive Committee Report. No report.
2. Advisory Committee Report. No report.

II. AGENCY/SERVICES PROVIDED BY REGION II HUMAN SERVICES

A. Agency Services

1. Program Report. Kathy Seacrest presented the year end program reports and answered questions. Reviewed services provided, noting that there was no decrease in services. The National Emergency Declaration expires on July 31st, unless it is extended. Kathy noted that the staff are adjusting to changes that were made. There were lots of urgent outpatient calls. Staff and clients are all masked. Some additional expenses due to equipment and IT needs. Shift of funds were made to re-coup some of the dollars. Medication support medications and injection services continue. Kathy noted that she will continue to limit staff and clients in the buildings. Currently, the State is seeing a resurgence in COVID cases, so will continue to evaluate the situation and report to the Board.

2. Financial Report. The Agency financial reports were reviewed and accepted.

III. BEHAVIORAL HEALTH AUTHORITY

A. Contracted Services

1. Program Report. Kathy presented the year ended June 30th program reports. Some funding was left on the table due to contract services that could not happen due to the pandemic.
2. Financial Report. Financial reports were reviewed and accepted.

B. System Coordination

1. Program Report. Reviewed services provided through year-end.
2. Financial report. Financial reports were reviewed and accepted.

C. Grants

1. The System of Care grant ends September 30th. Bonnie Bauer is winding down services.
2. Mental Health First Aid. Working on making a few changes.
3. Opioid Grant. Dr. Janet Bernard continues serving clients via telehealth for all individuals.
4. Treatment Grant (COVID). New. Outreach – seeing people through outpatient and medication management
5. Outreach Grant (COVID). . New. Disaster outreach Covid grant services.

D. Overall Financial Report Agency and Behavioral Health Authority. As of June 31st, the region drew down 93% of its funding. Shifts were approved, as the Board encouraged all shifts be approved. \$402,098 left at end of the year that could not be drawn down.

E. Annual Approval of Provider Contracts. FY 2020-21. Approval/Disapproval. Provider Contracts have not been received. A motion was made by Brett Nason and seconded by PJ Jacobson approve the provider contracts for FY 2020-21, and to authorize Kathy Seacrest, Regional Administrator, to sign contracts when they arrive. Roll call vote, 8/0, motion carried.

F. Shift of Funds. FY 2019-20. Approval/Disapproval. Tabled. No shift at this time.

G. Regional Administrators Report.

1. Updates. Kathy reported that the Regional Administrators and the Division of Behavioral Health conversations are still being held. Sheri Dawson may meet with the Board next month (August). Have not received a confirmation yet.
Kim Elder reported that his term as commissioner is done end of this year. Glen Monter also reported that he is done this year.
Diana Schuster has announced her retirement at the end of the year, after working with the Board for over 41 years. Kathy stated that they have begun to rearrange duties and initiating an immediate training schedule.

IV. REGION II HUMAN SERVICES GOVERNING BOARD

- A. Annual Review of Governing Board By-Laws. Approval/Disapproval. By-laws were reviewed, and a motion was made by Bart Bartholomew and seconded by Kim Elder to approve the Region II Human Services Governing Board By-Laws are presented. Roll call vote, 8/0, motion carried.
- B. Interlocal Agreement – Annual Board review and approval. A motion was made by Lee Wonch and seconded by Wayne Christner to approve the Interlocal Agreement as presented. Roll call vote, 8/0, motion carried.
- C. Investment Report/Receipts and Disbursements Report. Report was reviewed with no recommendations for change.
- D. Approval of Bills for Payment. No bills were presented for approval.

V. SET NEXT MEETING DATE. The next meeting will be an in-person meeting. This will include the entire Governing Board, with safety precautions in place. Precautions include the use of masks, social distancing, and no food will be served. The Frontier House building at 114 South Chestnut, has a large open area that will be set up for this meeting. The building will be cleaned before and after the meeting. The meeting date is Thursday, August 27, 2020, 11AM, CT, following the Region II Services Developmental Disabilities meeting.

VI. ADJOURNMENT. Meeting adjourned at 11:30 AM.

REGION II HUMAN SERVICES GOVERNING BOARD

110 North Bailey, Box 1208
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MINUTES REGION II HUMAN SERVICES GOVERNING BOARD MEETING

Date: August 27, 2020

I. REGION II HUMAN SERVICES (Behavioral Health Authority)

A. Meeting called to order on August 27, 2020, 11:06 AM, by Dan Vinton, Chairman. Roll call. Eleven members present.

BOARD MEMBERS: Richard Bartholomew, Dundy Co.
JR Houser, Frontier Co.
Glen Monter, Gosper Co.
Dan Vinton, Grant Co.
Wayne Christner, Hayes Co.
Paul Nichols, Hitchcock Co.
Joe Hewgley, Lincoln Co.
Lee Wonch, Logan Co.
Brett Nason, McPherson Co.
Sid Colson, Perkins Co.
Steve Downer, Red Willow Co.

MEMBERS ABSENT: Ron Jageler, Arthur Co., Jacci Brown, Chase Co., PJ Jacobson, Bryan Crisp, Hooker Co., Kim Elder, Keith Co., Pam Moody, Thomas Co.

OTHERS PRESENT: Kathy Seacrest, Regional Administrator, Region II Human Services
Diana Schuster, Operations & Human Resources Director
Katie McCarthy, Fiscal and System Manager
Traci Kramer, Administrative Support Director

B. Announcements. Open Meetings Act, agenda, previous months minutes and handout materials are posted in the Board room. News media receiving meeting notification: NP Telegraph, Keith Co News, McCook Daily Gazette and Lexington Clipper Herald.

C. Public Forum. None.

D. Approval of Minutes. A motion was made by Brett Nason and seconded by Wayne Christner to approve the minutes of the July 23, 2020 meeting. Roll call vote. 7/0/4 (Abstained – JR Houser, Paul Nichols, Sid Colson, Steve Downer). Motion carried.

E. Approval of Agenda. A motion was made by Steve Downer and seconded by Sid Colson to approve the agenda as presented. Roll call vote, 11/0, motion carried.

F. Committee Reports.

1. Executive Committee Report. No report.

2. Advisory Committee Report. John Bryant, Advisory Committee Chair, presented the Advisory Committee Report. Advisory Committee met on August 20th with seven members present. Committee accepted the resignations of three members, Marge Beatty, Scott Hogeland, and Kay Flaska. Membership was reviewed and members present were asked if they wanted to stay on. Kay Flaska noted that she will be retiring from the Board, and all other members agreed to another 3-year term on the committee. These members include: Larry Seger, John Bryant, Linda Benjamin, Jerry Johnson, Susie Deaver and Jon Peterson. Election of officers was held and John Bryant will serve as Chair, Larry Seger, Vice-Chair, and Linda Benjamin as Secretary Treasurer for a two year term. Committee recommended the Board accept two new members, Nancy Rippen and Kim Elder. Board members asked Steve Downer if he would be willing to serve on the Committee in 2021. Steve noted that he may be interested. By-laws were reviewed and approved with no changes. Committee reviewed and approved the Regional Budget Plan, and the 2020/2021 Operating Budget and recommended that the Board approve the Budget. The Committee will hold their next meeting on December 10th. The Board thanked John for his report.

II. AGENCY/SERVICES PROVIDED BY REGION II HUMAN SERVICES

A. Agency Services

1. Program Report. Kathy Seacrest presented the July program reports and answered questions. Reviewed services provided, noting that there are fewer no shows and services continue to meet client needs. Some concerns regarding the postal service and delays in medication deliveries. The outpatient services have very few individuals seen in person. If needed, will see clients outside, with masks required. Classes continue via phone, as well as lots of urgent outpatient calls. Right now, there are several Emergency Support Program and Emergency Community Support referrals. Kathy noted that the staff are doing an excellent job of making sure every single client has access to what they need. Kathy noted that she will continue to limit staff and clients in the buildings. Currently, the State is seeing a resurgence in COVID cases, so will continue to evaluate the situation and report to the Board.

2. Financial Report. The Agency financial reports were reviewed and accepted.

III. BEHAVIORAL HEALTH AUTHORITY

A. Contracted Services

1. Program Report. Kathy presented the July program reports. Kathy noted that they are working on a plan on where to send Emergency Protective Custody cases who are COVID positive, as well as transportation issues.

2. Financial Report. Financial reports were reviewed and accepted.

B. System Coordination

1. Program Report. Reviewed services provided through July.

2. Financial Report. Financial reports were reviewed and accepted.

C. Grants

1. The System of Care grant ends September 30th.

2. Mental Health First Aid. Working on making a few changes.

3. Opioid Grant. Dr. Janet Bernard continues serving clients via tele telehealth for all individuals. Services continue to increase.

4. Treatment Grant (COVID). Helping treat people impacted by COVID and need treatment.

5. Outreach Grant (COVID). Disaster outreach COVID grant services.

D. Overall Financial Report Agency and Behavioral Health Authority. Kathy handed out an updated FY 2019-2020 Year End Summary of Revenue and Expenditures. These are unaudited fiscal yearend figures. Reviewed the July 2020 financial reports and answered questions.

E. Annual Approval of Operating Budget. FY 2020-2021. Approval/Disapproval. Distributed and reviewed the Operating Budget for FY 2020-2021. Reviewed audited FY 2019 figures, FY 2020 budget figures, and the FY 2021 Operating Budget figures. Changes this year include a budget cut due to Medicaid expansion, and a change in fees paid by service. Also, discussed a reduced draw down in FY 2020 due to a reduction in services provided at the residential facilities due to COVID. Advisory Committee made a recommendation to the Board that they approve the operating budget. A motion was made by Brett Nason and seconded by Sid Colson to approve the Operating Budget for FY 2020-21. Roll call vote, 11/0, motion carried.

F. Sheri Dawson – Office of Behavioral Health. Sheri was unable to attend the Board meeting today but may come in September or October.

G. Regional Administrators Report.

1. Updates. Kathy reported that the Regional Administrators continue to meeting regularly. The Region is preparing for a State Audit, for FY 2018/19, and a Network Audit will be starting soon. Kathy stated that the region has had amazing coverage with all services. She continues to hold monthly Zoom meetings with each location. The region has purchased some additional equipment, i.e. headphones, computers, server work, in order to accommodate the new service needs. Meetings will continue via telephone and Zoom. Will start to look at each location and see when it would be appropriate to re-open buildings. Some buildings may re-open before others. Kathy noted that the Medical Director, Dr. Tami Johnson, has urged caution, especially when seeing people for any length of time in small spaces. Will see if Dr. Johnson would be able to meeting with the Board month.

IV. REGION II HUMAN SERVICES GOVERNING BOARD

1. Annual Review and approval of Advisory Committee Membership. Board reviewed the Advisory changes. A motion was made by Sid Colson and seconded by JR Houser to approve the Advisory Committee membership recommendations as presented which included three new members, Nancy Rippen, Kim Elder and Steve Downer. Nancy's appointment is immediate and Kim and Steve will start in January 2021. Roll call vote, 10/0, motion carried.

2. Investment Report/Receipts and Disbursements Report. Report was reviewed with no recommendations for change.

3. Approval of Bills for Payment. A motion was made by Brett Nason and seconded by Glen Monter to approve the following for payment: Richard Bartholomew \$68.42, Wayne Christner \$55.77, Kim Elder \$19.55, PJ Jacobson \$60.95, Brett Nason \$43.12, Dan Vinton \$92.00, Lee Wonch \$34.50, Lexington Clipper Herald \$2.86, Keith County News \$4.05, McCook Gazette \$8.40, Telegraph \$13.22. Roll call vote, 10/0. Motion carried.

V. SET NEXT MEETING DATE. The next meeting will be an in-person meeting. This will include the entire Governing Board, with safety precautions in place. Precautions include the use of masks, social distancing, and no food will be served. The Frontier House building at 114 South Chestnut, has a large open area that will be set up for this meeting. The building will be cleaned before and after the meeting. The meeting date is Thursday, September 24, 10:30 AM, CT, following the Region II Services Developmental Disabilities meeting.

VI. ADJOURNMENT. Meeting adjourned at 12:10 PM.

/dls

REGION II HUMAN SERVICES GOVERNING BOARD

110 North Bailey, Box 1208
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MINUTES REGION II HUMAN SERVICES GOVERNING BOARD

Date: September 24, 2020

I. REGION II HUMAN SERVICES (Behavioral Health Authority)

A. Introductions/Roll Call. Meeting was called to order by Dan Vinton, Chairman at 10:50AM CDT. Roll call was taken with 12 board members present.

BOARD MEMBERS PRESENT:

- PJ Jacobson, Dawson Co.
- Richard Bartholomew, Dundy Co.
- Glen Montor, Gosper Co.
- Dan Vinton, Grant Co.
- Wayne Christner, Hayes Co.
- Paul Nichols, Hitchcock Co.
- Kim Elder, Keith Co.
- Lee Wonch, Logan Co.
- Brett Nason, McPherson Co.
- Sid Colson, Perkins Co.
- Steve Downer, Red Willow Co.
- Pam Moody, Thomas Co.

BOARD MEMBERS ABSENT: Ron Jageler, Arthur Co., Jacci Brown, Chase Co., JR Houser, Frontier Co., Bryan Crisp, Hooker Co., Joe Hewgley, Lincoln Co.

OTHERS PRESENT:

- Kathy Seacrest, Regional Administrator, Region II Human Services
- Diana Schuster, Operations/Human Resources Director
- Katie McCarthy, Fiscal and System Manager
- Traci Kramer, Administrative Support Director

B. Announcements. Open Meetings Act, agenda, previous months minutes and handout materials are posted in the Board room. News media receiving meeting notification: North Platte Telegraph, Keith Co News, McCook Daily Gazette and Clipper Herald.

C. Public Forum. None.

D. Approval of Minutes. A motion was made by Brett Nason and seconded by Lee Wonch to approve the minutes of the August 27, 2020 meeting. Roll call vote, 9/0/3. (Abstaining, Jacobson, Elder, Moody) Motion carried.

E. Approval of Agenda. A motion was made by Sid Colson and seconded by PJ Jacobson to approve the agenda as presented. Roll call vote, 12/0, motion carried.

F. Committee Reports.

- a. Executive Committee Report. No report.
- b. Advisory Committee Report. No report.

II. AGENCY/SERVICES PROVIDED BY REGION II HUMAN SERVICES

A. Agency Services

1. Program Report. Kathy Seacrest presented the Agency report for August 2020 and answered any questions. The Youth Care Coordination numbers are increasing now that school has started back up. Kathy also reported that the Outpatient Dual numbers have increased because we have more therapists that are dually credentialed now. Outpatient services continue to have very few individuals seen in person. If needed, clients are seen outside with masks required.
2. Financial Report. The Agency financial report for August 2020 was reviewed.

III. BEHAVIORAL HEALTH AUTHORITY

A. Contracted Services

1. Program Report. Kathy presented the August Behavioral Health Authority Program Report. Kathy reported that Supported Employment continues to get clients placed and working. Kathy also reported the Short Term Residential numbers are starting to pick back up.
2. Financial Report. The Contract Provider financial report for August was reviewed.

B. Systems Coordination

1. Program Report. Kathy Seacrest presented the Program Report of Systems Coordination services for August and answered questions. Kathy pointed out that the phone calls the Emergency Support Director receives are from all over the Region, so it's amazing that all counties/schools know who to call for help.
2. Financial Report. The System Coordination financial reports for August were reviewed.

C. Grants

1. System of Care Grant ends September 30.
2. Mental Health First Aid. Classes will be held in McCook, Gothenburg and Lexington. All of the classes are almost full so they will be offered again as soon as possible.
3. Opioid Project. Numbers continue to stay steady and Dr. Janet Bernard continues to serve clients via telehealth.
4. Treatment Grant (COVID). This grant is helping to treat people impacted by COVID and needing outpatient services.
5. Outreach Grant (COVID). Team members continue to meet regularly and are helping people who have been impacted by COVID get connected to services in the community.

D. Overall Financial Report. Agency and Behavioral Health Authority. Katie McCarthy reviewed August financials. Due to grant funding coming in late, the Revenue and Expense Statement did not reflect the income as it should have and will look differently next month.

E. Audit Letter of Engagement FY 2019/20. Agency. The Engagement Letter for the 2019/20 Agency Audit by RJ Meyer was presented. The letter was signed by Kathy Seacrest. The fee for this audit won't exceed \$6,650. The Engagement Letter for the 2019/20 Governing Board Audit by RJ Meyer was presented. The letter was signed by Dan Vinton, Governing Board Chair. The fee for this audit won't exceed \$1,150. A motion was made by Brett Nason and seconded by PJ Jacobson to approve both letters of engagement and fees. Roll call vote, 12/0, motion carried.

F. Regional Administrators Report.

1. Updates. Kathy reported that our IT Manager changed the Wi-Fi password to make it easier for clients to connect. The access points for the public Wi-Fi have also been expanded for clients to be able to do telehealth sessions outside of all of the Region's buildings in order to still get the services they need while remaining safe. Other updates on working with the State and other Regional Administrators were given.
2. Dr. Johnson, Medical Director for Region II Human Services, gave a summary on coronavirus and answered any questions.

IV. REGION II HUMAN SERVICES GOVERNING BOARD

- A. Approval of Final Certification County Match. FY 2020-21. Approval/Disapproval. Presented the Final County Match Certification. The preliminary match certification was signed in February and nothing has changed since then. A motion was made by Sid Colson and seconded by Kim Elder to approve and sign the Final County Match Certification for FY 2020-21. Roll call vote, 12/0, motion carried.
- B. Audit Letter of Engagement FY 2019/20. Board. See III. Behavioral Health Authority, Section E.
- C. Investment/Reimbursement Report. Report was distributed and there were nor recommendations for change.
- D. Approval of Bills for Payment. Approval/Disapproval. A motion was made by Brett Nason and seconded by Pam Moody to approve the following bills for payment: Richard Bartholomew \$68.43, Wayne Christner \$55.78, Sid Colson \$37.38, Steve Downer \$82.23, JR Houser 34.50, Brett Nason \$34313, Paul Nichols \$48.88, Dan Vinton \$92.00, Lee Wonch \$34.50, Clipper Herald \$9.40, Keith County News \$5.85, McCook Gazette \$4.80, Dan Vinton (re-issue 8/27/20 check) \$92.00. Roll call vote, 12/0, motion carried.

V. SET NEXT MEETING DATE. October 22, 2020, 10 AM CT, 114 South Chestnut, North Platte, Nebraska.

VI. ADJOURNMENT. Meeting adjourned at 12:10 PM

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