

**EASTERN NEBRASKA HUMAN SERVICES AGENCY  
AND REGION 6 GOVERNING BOARD MEETING MINUTES  
October 12, 2016**

Chair Mary Ann Borgeson called the meeting to order at 3:35 p.m. Announcing that a copy of the "Nebraska Open Meetings Act" is displayed in this Meeting Room as required by law

1. Roll Call showed the following Board Members in attendance: Gary Osborn (Dodge County); Mary Ann Borgeson (Douglas County); Brenda Carlisle (Sarpy County); Lisa Kramer (Washington County).

Following Board Members Not in attendance: Jim Peterson (Cass County)

The following staff members were present: Dennis Loose; Debbie Herbel; Clint Reid; Patti Jurjevich.

Also present: Brian Kerl, Paul Cocolas, and Doug Hauze (Prochaska & Associates); Keith Ebert (F & B Constructors); Steve Reicks (ENHSA); and Attorney Chris Jerram.

2. Comments & Correspondence - Governing Board

There were no comments

3. Approval of Minutes for September 14, 2016, Meeting

Motion was made by Brenda to Approve the Minutes for the September 14, 2016 meeting. Motion was seconded by Lisa and passed by unanimous roll call vote

4. Report on New Office Building Progress and Update – Prochaska & Associates and F&B Constructors

Brian advised that the Building Committee just met prior to this meeting at the job site. He presented the F & B's Pay application for \$907,050.84 for Mary Ann's signature. The planning side of construction is the coordination of IT for the agencies.

Keith reported that basically it is the same as last month. They are dry walling, painting and the ceiling grids are going in. They are holding off on the flooring so that it doesn't get dirty. The roof should be completed in about two weeks. They are doing concrete work.

At this point in construction, Brian stated that they are on schedule for the March 1 completion date. Lisa inquired as to how much exterior work there still was. Keith replied that they are working on the outside metal panels and concrete. The new windows were going in today. He stated that weather complications should not affect the work.

5. Gift of Celebration from Harry Koch Insurance and Financial Consultants – Bill Unger

He presented a hand blown vase to be displayed at the new building in honor of the Harry Koch Insurance and Financial Company's 100<sup>th</sup> anniversary. He thanked the Agency for helping with their continued success.

6. Approval to Receive and Place on File the Resolutions from Cass, Dodge, Douglas, Sarpy and Washington Counties Approving Amendment 1 to the Interlocal– Chris Jerram

Motion was made by Gary to Approve to Receive and Place on File the Resolutions from Cass, Dodge, Douglas, Sarpy and Washington Counties Approving Amendment 1 to the Interlocal Agreements. Motion was seconded by Lisa and passed by unanimous roll call vote.

7. Approval to Direct ENHSA’s Board Secretary to Prepare and Distribute Verifications of the Signed Approved Interlocal with Amendment 1 to each Member’s County Clerk, Secretary of State, First National Bank, and to retain an Original for ENHSA’s records – Chris Jerram

Motion was made by Brenda to Approve the Direct ENHSA’s Board Secretary to Prepare and Distribute Verifications of the Signed Approved Interlocal with Amendment 1 to each Member’s County Clerk, Secretary of State, First National Bank, and to retain an Original for ENHSA’s records. Motion was seconded by Lisa and passed by unanimous roll call vote.

8. Approval to Proceed with Improvements to 1531 N. 18<sup>th</sup>, Omaha – Debbie Herbel

Debbie advised that these improvements were discussed at the last Governing Board meeting. Paul from Prochaska distributed color pictures of the proposed improvements for the Board’s review. No changes have been made to the proposed improvements since the Governing Board meeting. Debbie spoke to Steve about the financing and he feels that there is no need to use bank financing.

Motion was made by Brenda to Approve to Proceed with Improvements to 1531 N. 18<sup>th</sup>, Omaha and for Improvements to 1531 N. 18<sup>th</sup>, Omaha to Be Paid Without Bank Financing. Motion was seconded by Gary and passed by unanimous roll call vote.

9. Approval for Improvements to 1531 N. 18<sup>th</sup>, Omaha to Be Paid Without Bank Financing – Debbie Herbel

This was approved as part of Item #8. Resolution to be ratified at the next Governing Board meeting.

10. Attorney Comments – Chris Jerram

There were no comments from Attorney Chris Jerram.

11. Report from Lobbyist – Sean Kelley

The Lobby report is in the packets to review.

12. Request for Executive Session

The Chair advised that this will be held at the end of the meeting.

13. Director’s Report

There was no Director’s Report

14. Comments from Public (please limit to 3 minutes each person)

There were no comments from the public.

15. Motion to Adjourn out of ENHSA Admin and enter Alpha School

Motion was made by Gary to Adjourn out of ENHSA Admin and enter Alpha School. Motion was seconded by Brenda and passed by unanimous roll call vote.

**ALPHA SCHOOL**

16. Approval of One Staff Contract - Clint Reid

Clint advised that this contract is for an Administrative Assistant.

Motion was made by Gary to Approve the One Staff Contract. Motion was seconded by Lisa and passed by unanimous roll call vote.

17. Approval for 15 Student Contracts – Clint Reid

Clint advised the Board on the different school districts involved.

Motion was made by Brenda to Approve 15 Student Contracts. Motion was seconded by Lisa and passed by unanimous roll call vote.

18. Director's Report – Clint Reid

Clint reported that they currently have 68 students enrolled with two referrals on a waitlist. He reported that they are at capacity.

They had their annual Book Fair last Saturday and did well raising \$600.00 for the school. There were 68 books that the students personally chose and all 68 were purchased and donated back to the school. There was one lady who with her son purchased a subscription to one of his favorite books to donate to the school plus donated a \$100.00 gift card. He felt it was a very successful event.

He advised that the quarter ends next week. The elementary students visited Vala's pumpkin patch today. Next Wednesday is the Caregiver Fun Night. This is a fun open house. Some of the parents who cannot attend parent teacher conferences will be given the opportunity to see the same things at this event.

He discussed the five county mailer that was discussed at the last meeting. He will get it out within the next month. This mailer will describe what services they provide and what services are available plus their brochure and his business card.

The Chair asked Clint if he knew which district the two waitlisted students are from. He replied that he only knows that Heartland and Boystown are referring them.

19. Comments from Public (please limit to 3 minutes each person)

There were no comments from the public.

20. Motion to Adjourn out of Alpha School and enter Region 6 Behavioral Healthcare

Motion was made by Lisa to Adjourn out of Alpha School and enter Region 6 Behavioral Healthcare. Motion was seconded by Brenda and passed by unanimous roll call vote.

**REGION 6 BEHAVIORAL HEALTHCARE**

21. Acceptance of FY 2016 Audit Report – Randy Hoffman, Seim Johnson, L.L.P.

Randy Hoffman with Natalie Miller presented the draft report. A copy of the report was distributed to the Board members. Randy explained their practices and required communications. He then recapped the enclosed Power Point which summarizes all aspects of their audit. He discussed in detail deferred revenue and some issues that arose from the analysis. He then recapped the enclosed financial statements. He summarized that their total margin is 1.7% which is where they should be. They have 112 days of cash on hand. There were no questions asked by the Board regarding the audit.

Gary inquired as to when the audit would be finalized. Randy stated that it should be finalized within the week.

22. Division of Behavioral Health Presentation - Sheri Dawson

Sheri Dawson, Director of the Division of Behavioral Health introduced herself, as well as Tamara Gavin, the Deputy Director. Patti advised that a copy of her presentation was in the packets as Item #22. She advised that when she visits the different areas she likes to discuss the Governor’s priorities as well as Courtney Phillips. They are focused on process improvements as well as the matrix. She recapped the organizational chart for the division. The three regional centers are located in Lincoln, Hastings and Norfolk. She then summarized in detail the key projects for 2016; Bridge Strategic Plan, Centralized Data System Implementation, Technical Assistance Collaborative Housing Plan, Needs Assessment, Emergency System Mapping Project which is an ongoing project, 2017-2020 Three Year Strategic Plan and the ongoing LR413 Task Force. Discussion followed on the budgets and contract expenditures. Tamara summarized the FY17 Population Indicators which include Substance Abuse and Involuntary Emergency Placement and how they affect the performance measures of the Continuous Quality Improvement analysis. Discussion followed the strengths and opportunities for Region 6.

23. Request for Proposals (RFP) for Civil Protective Custody (CPC), Emergency Protective Custody (EPC), Social Detox and Mental Health Crisis Assessments – Taren Petersen

a. Review of RFP Process and BHAC Recommendation

Taren advised that the summary is included in the packets. This RFP is due to Catholic Charities notifying Region 6 Behavioral Healthcare that they will no longer provide behavioral health services and would like to transition

out of this commitment on December 31, 2016. She then discussed the Schedule of Events of the RFP which is divided into two packets. Packet #1 services are for Social Detoxification, Emergency Protective Custody (EPC)/ Civil Protective Custody (CPC), and Mental Health Crisis Assessments. Packet #2 services includes Short-term Residential, Dual Diagnosis Residential, Peer Support and Substance Use Community Support. Both providers for Packet 1 and 2 will continue to use the current Campus for Hope facility. They also targeted January 1, 2017 as the transition date for the services.

b. Approval of Proposal

Motion was made by Brenda to award Packet #1 to the Douglas County Community Mental Health Center and award Packet #2 to Center Pointe. Motion was seconded and passed by unanimous roll call vote.

24. Request for Proposals (RFP) for Short-term Residential, Dual Diagnosis Residential, Peer Support and Substance Use Community Support – Taren Petersen

c. Review of RFP Process and BHAC Recommendation

d. Approval of Proposal

Motion was approved under Item #23.

25. Discussion of Remaining Services at Catholic Charities' Campus for Hope – Taren Petersen

a. Proposed Timeline for Non-Residential Services

Taren advised that the summary of this timeline is in the packets. She recapped the tentative schedule of events for the letters of interest to replace the services that Catholic Charities would like to continue until the end of the fiscal year. These services are: Community Support, Medication Management, Medication Support, Outpatient Therapy, Assessments, and Intensive Outpatient Services

b. Review of Recommended Option and Proposed Timeline for Residential Services

Taren advised that the summary of the timeline for the letters of interest for Therapeutic Community Residential Services is in the packets. She then explained the program and recapped the timeline. They are recommending that they stop funding Intermediate Residential Services and instead will expand Therapeutic Community Residential Services.

c. Approval to Solicit Letters of Interest/Qualifications for Residential Services

Motion was made by Gary to Approve the Solicitation of Letters of Interest/Qualifications for Residential Services. Motion was seconded by Brenda and passed by unanimous roll call vote.

26. Approval of Budget Adjustment Request – Patti Jurjevich

Patti advised that this is to shift dollars from Psychiatric Emergency Services to Secure Residential Services.

Motion was made by Lisa to Approve the Budget Adjustment Request. Motion was seconded by Brenda and passed by unanimous roll call vote.

27. Approval of Alternative Compliance Request for Community Support – Patti Jurjevich

Patti advised that this is for the Friendship program requesting to switch to a 15 minute increment billing process. A summary of this request is in the packet.

Motion was made by Lisa to Approve the Alternative Compliance Request for Community Support. Motion was seconded by Brenda and passed by unanimous roll call vote.

28. Approval of Contracts & Amendments – Patti Jurjevich

Patti advised that the listing of contracts and amendments that need approval are in the packet. She recapped each request.

Motion was made by Lisa to Approve the Contracts and Amendments. Motion was seconded by Brenda and passed by unanimous roll call vote.

29. Director’s Report – Patti Jurjevich

Patti stated that the Needs Assessment Executive Summary that was discussed by Sheri Dawson is over a 300 page document. Stacy at next month’s Board meeting will highlight the major points from the summary. This is imperative as it will drive the strategic planning processes and priorities.

She advised that a copy of their newsletter is in the packet.

The Nebraska System of Care was awarded the Federal System of Care grant. This grant is for \$3,000,000 per year for three years. There are various matches involved. All regions have committed to activities as a required part of the grant.

She advised that many have heard about Project Extra Mile. They were audited by the State because they were accused of misuse of Federal funds. Region 6 does have a relationship with them. Region 6 audited their part of their fiscal dollars and found no concerns.

30. Comments from Public (please limit to 3 minutes each person)

Donald Rashid introduced himself as a peer support participant. He is very impressed and grateful for the leadership of Region 6. Because of Region 6, consumers like himself have been transformed by an evidence based approach. He is thankful for the people of the State of Nebraska and how they have responded to the need by pursuing federal dollars. He has seen a transformation of Lasting Hope. “He is the voice of the consumer.” He is deeply grateful to all the people who have said enough is enough and believe in Mental Health Recovery.

31. Motion to Adjourn out of Region 6 Behavioral Healthcare and enter into ENCOR

Motion was made by Brenda to Adjourn out of Region 6 Behavioral Healthcare and enter into ENCOR. Motion was seconded by Lisa and passed by unanimous roll call vote.

**ENCOR**

32. Approval for Request for Proposals (RFPs) to Develop Automated, Online Access to Information within ENCOR's Data Base – Debbie Herbel

Debbie advised that she has been visiting the different offices and directors to evaluate the technology needs at ENOA. She had found a written proposal from 2014 that addressed the needs for that time. She would like to get permission to get new proposals to address the current needs. She informed them that there are different servers for each area that can't communicate with each other. She would like to get all the areas on the same network to become more consistent and have forms that are accessible and uniform across the offices.

Motion was made by Brenda to Approve the Request for Proposals (RFPs) to Develop Automated, Online Access to Information within ENCOR's Data Base. Motion was seconded by Lisa and passed by unanimous roll call vote.

33. Report on Contract Amendment for Developmental Disabilities – Debbie Herbel

She advised that originally this was going to be reviewed at the meeting but there ended up being an urgency for the signatures required. This is an amendment to their contract. She further discussed this contract and amendment in that it was a change in the payment of weekend rates for providers. The State has agreed to pay their portion but ENCOR will not receive the Federal match. They will be losing money from now until the end of the year. She will be attending a meeting in Lincoln on October 25 with the Nebraska Association of Service Providers that will be meeting with Senators to discuss what they can do about this situation.

34. Approval of Contract from Konica/ Minolta for Renewal and Addition of One New Copier – Debbie Herbel

She advised that this is an ongoing contract but will be adding a copier in an office that did not have one. It will cost approximately \$200.00 per month.

Motion was made by Lisa to Approve the Contract from Konica/ Minolta for Renewal and Addition of One New Copier. Motion was seconded by Brenda and passed by unanimous roll call vote.

35. Director's Report – Debbie Herbel

Debbie has been visiting with the Directors about their technology equipment needs and later will talk to the Supervisors. Because of the budget they cannot get all equipment at once so she will prioritize.

She will be evaluating staff training and will bring that summary to the next Board meeting. At the present time they have a costly contract with Munroe Meyer. She advised that not many people are taking

advantage of it and it doesn't meet any of the regulatory requirements. The classes are optional but they do offer college courses which staff are not taking advantage of either. She has created a committee to review this. She found a good online course that is 1/3 the cost and she further detailed the program for the Board. The program is called "Open Futures" and advised the Board that they could go online and review the program. She will be bringing that proposal to the next meeting.

Also in October she will be having All Staff meetings with different times so more staff can attend. The meetings are not mandatory.

She is researching using the State's electronic health records software. They pay for it so it would be free to ENCOR.

36. Comments from Public (please limit to 3 minutes each person)

There were no comments from the public.

37. Motion to Adjourn out of ENCOR and enter into Office on Aging

Motion was made by Brenda Adjourn out of ENCOR and enter into Office on Aging. Motion was seconded by Lisa and passed by unanimous roll call vote.

### **OFFICE ON AGING**

38. Approval of Personal Care Policies – Dennis Loose

Dennis advised the Board that these policies were passed out at the last Board meeting to review. There were no questions.

Motion was made by Lisa to Approve the Personal Care Policies. Motion was seconded by Brenda and passed by unanimous roll call vote.

39. Approval of Mediguard USA Modified Contract for 2016-17 – Dennis Loose

Dennis advised that this a Personal Emergency Response System provider. Their contract ended in September. They have asked for increases for the last few years. Dennis has agreed to increase it from \$18.50 to \$19.00 with the contract ending June 30, 2017. This will get them on the same schedule as the other providers. He advised that they are not a very large provider.

Motion was made by Lisa to Approve the Mediguard USA Modified Contract for 2016-17. Motion was seconded by Brenda and passed by unanimous roll call vote.

40. Approval of Touching Hearts at Home as a Caregiver Support Program Provider – Dennis Loose

Dennis advised that they have met all requirements.



Motion was made by Lisa to Approve Touching Hearts at Home as a Caregiver Support Program Provider. Motion was seconded by Brenda and passed by unanimous roll call vote.

41. Approval of Picket Fence Homecare as a Homemaker Provider – Dennis Loose

Dennis advised that they have met all requirements. This for the Homemaker and Personal Care services.

Motion was made by Brenda to Approve Picket Fence Homecare as a Homemaker Provider. Motion was seconded by Lisa and passed by unanimous roll call vote.

42. Review of Homemaker Policies – Dennis Loose

Dennis advised that there are thirteen policies in the packet for the Board to review prior to the next meeting.

43. Approval of the New Bank Account at Elmwood, American Exchange Bank for the New Tai Chi Program – Dennis Loose

Dennis advised that ENOA learned that Cass County wanted to offer a Tai Chi program. ENOA will now be offering Tai Chi at the Elmwood Senior Center which is a city contracted center. Contributions are being accepted to help cover the cost of the class. The Center cannot accept contributions so ENOA needed to start a bank account to deposit the contributions. The money from this account will be transferred over to the ENOA First National Bank account.

Motion was made by Lisa to Approve the New Bank Account at Elmwood, American Exchange Bank for the New Tai Chi Program. Motion was seconded by Brenda and passed by unanimous roll call vote.

44. Approval for Out-of-State Travel for Heidi Demuth – Dennis Loose

This is a Grandparent Resource Center conference sponsored by the Brookdale Foundation. All conference and travel expenses are paid by the Brookdale Foundation.

Motion was made by Brenda to Approve the Out-of-State Travel for Heidi Demuth. Motion was seconded by Lisa and passed by unanimous roll call vote.

45. Directors' Report – Dennis Loose

Dennis advised the Blair office position has been filled. He works for the Office of Public Guardian and his wife used to work for ENCOR.

He would like to bring it to the Board's attention that ENHSA's website needs to be updated. Many of the forms used still need to be handwritten. He feels it would be of the best interest for everyone to get automated forms.

Motion was made by Brenda to move out of ENOA and move into ENHSA Executive Session to address a personnel issue. Motion was seconded by Lisa and passed by unanimous roll call vote at 5:38 pm.

46. Comments from Public (please limit to 3 minutes each person)

There were no comments from the public.

47. Motion to Adjourn out of Meeting

Motion was made by Lisa to reconvene from the Executive Session. Motion was seconded by Brenda and passed by unanimous roll call vote at 5:55pm. No action was taken. Meeting was adjourned.

THIS AGENDA, WHICH SHALL BE KEPT CONTINUALLY CURRENT, SHALL BE AVAILABLE FOR PUBLIC INSPECTION AT THE EASTERN NEBRASKA OFFICE ON AGING CENTRAL OFFICE, 4223 CENTER STREET, OMAHA NE DURING NORMAL BUSINESS HOURS.