

**EASTERN NEBRASKA HUMAN SERVICES AGENCY
AND REGION 6 GOVERNING BOARD MEETING
November 15, 2017**

Chair Mary Ann Borgeson called the meeting to order at 3:35p.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: Janet McCartney (Cass County); David Saalfeld (Dodge County); Mary Ann Borgeson (Douglas County); Brian Zuger (Sarpy County); and Lisa Kramer (Washington County).

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

Also present: Paul Cocalas and Doug Hauze (Prochaska and Associates); Robyn Hansen (ENHSA); and Trish Bergman (ENOA)

2. Comments & Correspondence - Governing Board

There were no comments.

3. Approval of October 11, 2017 Governing Board Minutes

Motion was made by David to Approve the October 11, 2017 Governing Board Minutes. Motion was seconded by Brian and passed by unanimous roll call vote.

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

Paul Cocalas reported for Keith Ebert of F & B Constructors, who was on vacation. He advised that there a number of small items to finish up. He met with the Building Committee today and discussed these items. They will be following up with the subs to get these items finished. There will be one more payment due. The amount in the contingency account is approximately \$200,000.

5. Approval of Letter of Intent to Lease for 9814 M Street, Omaha NE – Debbie Herbel

Debbie advised that this is in regards to replacing the property they sold at 5020 I Street. They are currently interested in a property located at 9814 M Street. There are still some items to be agreed upon. Chris Jerram has reviewed this document. The landlord agreed to up to \$200,000 in interior renovations but Prochaska advised that it would take \$500,000 to make it ADA compliant for their needs. She advised that either he comes up in his offer or ENCOR will need to change some of its wants. It will have more useable space and will be able to accommodate up to approximately 120 clients.

Motion was made by Brian to approve the Letter of Intent to Lease 9814 M Street, Omaha NE with the contingency that the Chair can sign the letter after all negotiated items have been agreed upon. Motion was seconded by Janet and passed by unanimous roll call vote.

6. Discussion of Lease Agreement for 9814 M Street – Derrick Lewin, PJ Morgan Real Estate

The Chair noted that this was part of Item # 7 and will not need to be discussed.

7. Approval of Authorization of Governing Board Chair to Sign Real Estate Closing Papers for 5020 I Street – Debbie Herbel

Debbie advised that the title company needs an actual resolution approving the authorization of the Governing Board Chair to sign the real estate closing papers for 5020 I Street.

Motion was made by Brian to approve the Authorization of the Governing Board Chair to Sign Real Estate Closing Papers for 5020 I Street. Motion was seconded by Lisa and passed by unanimous roll call vote.

8. Approval for Purchase of Meraki Systems Manager – Debbie Herbel, ENCOR Staff

Debbie advised that they are expanding their technology which increases their exposure to vulnerability. They have no monitoring of viruses for printers, scanners and fax machines. She explained a recent situation where a virus came through a printer. Meraki would monitor this equipment and shut down the machine before the virus traveled to other equipment. It is a \$15,000 one-time charge for this service. She reported that it would be more costly to add on to the current IT service company.

Motion was made to approve the Purchase of Meraki Systems Manager. Motion was seconded and passed by unanimous roll call vote.

9. Approval to Purchase a New Forklift for the Bellevue Program – Debbie Herbel

Debbie reported that this is for the Bellevue Day program where a forklift is used daily to move pallets of wood. There is a safety concern with the current one. Discussion followed on purchasing a used versus a new one. The current one is too old and it is now cost prohibitive to repair it. She brought a list of used available forklifts that showed the average cost to be approximately \$16,500. She would like permission to purchase one.

The Chair asked that she pick a forklift model and bring the information back to the Board for approval. She is to inquire about trade-in value, how many hours that it has and what is the height restriction.

10. Approval to Replace the Rooftop Heating Unit or Repair the Unit at 1327 Washington Street, Blair, NE – Debbie Herbel

Debbie reported that ENCOR owns the building. The area of the building that is affected by this is where ENOA leases an office. The current unit is approximately 17 years old. The cost to purchase the unit is \$6,995.00 versus the cost to repair it is \$1,962.73. Tom Hough got only one bid because they always use Thermal Services in Blair. Debbie advised that they need to get this completed before the weather changes. She was instructed to get three Requests for Information and have the Chair approve one bid and then bring it back to the Board for ratification at the December meeting. Brian suggested going back to the insurance company and see if it would be covered under the hailstorm damage that occurred.

11. Approval of All Makes Bid for New Workstations for the Addition in the ENCOR area – Debbie Herbel

Debbie advised that this is for eight cubicle units for the newly remodeled area.

Motion was made by David to approve the All Makes Bid for New Workstations for the Addition in the ENCOR area. Motion was seconded by Janet and passed by unanimous roll call vote.

12. Approval of Amendment to Accept Contract Bid for Improvements of 1531 North 18 Street – Debbie Herbel

Debbie advised that the request for bids went out on June 8. They couldn't start construction because of a delay with city licensing. By the time they fulfilled the requirements of the city licensure, the cost of the construction went up 10%. The Governing Board requests that it go back out to bid to see if they get a lower bid. Doug Hauze from Prochaska advised that the City of Omaha permits have all been approved as of today. Doug will verify with the City on how long the permits are valid.

13. Approval to Change ENHSA Insurance Policies Broker to Lockton Company – Debbie Herbel

Debbie advised that there is a copy of the audit in the packet for the Board's review. This audit shows the findings of the current program. The recommended change in companies will present no additional costs but will provide better coverage for the amount being paid.

Motion was made by Brian to approve to Change ENHSA Insurance Policies Broker to Lockton Company. Motion was seconded by Lisa and passed by unanimous roll call vote.

14. Approval of Lobbying Agreement for December 1, 2017-November 30, 2019 – Sean Kelley

A copy of the agreement is in the packet for the Board's review.

Motion was made by Brian to Approve the Lobbying Agreement for December 1, 2017-November 30, 2019. Motion was seconded by Lisa and passed by unanimous roll call vote.

15. Attorney Comments – Chris Jerram

The attorney was not present as this meeting.

16. Report from Lobbyist – Sean Kelley

Sean advised that the Nebraska Business Forecast Council reduced the revenue to \$195,000,000 for this biennium. The final number will be not finalized until after the Council meets in late February to determine what the legislation will do with the budget for the end of the biennial.

He discussed the petition drive by Senator Irvin to allow every property owner a 50% credit on school district taxes that they pay. That would a billion dollars. He believes that it will be a filibuster.

The last item of importance is with the corrections department.

There are about 500-600 bills plus the carry over bills.

17. Executive Session – Debbie Herbel

Chair moved this to the end of the meeting.

18. Executive Session - Patti Jurjevich

Chair moved this to the end of the meeting.

19. Director’s Report

There was no Director’s report.

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

There were no comments from the public.

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

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

ALPHA SCHOOL

22. Approval of 3 School Contracts- Clint Reid

Clint requested approval for school contracts from the Westside School District for one student and two students from the Omaha Public Schools district.

Motion was made by Brian to approve the 3 School Contracts. Motion was seconded by David and passed by unanimous roll call vote.

23. Director’s Report – Clint Reid

Clint reported that they currently have 67 kids enrolled with an intake to take place later in the week bringing the total to 68. There are 5 kids on the waitlist from OPS, Millard and Westside Public Schools. Discussion followed on wait listing the kids and placing them. He is receiving at least 1-3 calls per week from parents wanting to get their kids into the school.

He advised that they are at the lowest in 6 years for physical interventions. The new training has paid off with the number of injuries down.

Clint announced that the board should have received their Thanksgiving dinner invitations. He explained the dinner to the new Board members.

They are also working on getting items for their adoptive family and two classrooms are working on collecting blankets for a home for unwed mothers.

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

There were no comments from the public.

25. Motion to Adjourn out of Alpha School and enter ENCOR

Motion was made by David to Adjourn out of Alpha School and enter ENCOR. Motion was seconded by Janet and passed by unanimous roll call vote.

ENCOR

26. Approval to Search for a Replacement Property for the Day Site at 1006 NW Radial Highway and use
A Realtor from PJ Morgan Realty – Debbie Herbel

Debbie advised that they currently have a lease on this property site and the lease is up in December 2018. They would like permission to start looking at properties. The current lease is quite costly. They currently pay \$6,000 a month for this property. It is in a strip mall and they lease the entire strip mall. It is not in a good location and not what they need. She explained what a Day Site is to the new members of the Board.

Motion was made by Lisa to approve Searching for a Replacement Property for the Day Site at 1006 NW Radial Highway and use a Realtor from PJ Morgan Realty. Motion was seconded by Brian and passed by unanimous roll call vote.

27. Approval to Involve Prochaska on a Possible Remodel of Day Service Bathroom – Debbie Herbel

Debbie would like Prochaska to take a look at one of their day sites. There was a risk management audit for workmen's comp injuries completed. The site at 74th is not safe for staff transporting clients into the bathrooms. The staff must physically carry the clients into the bathrooms. The Chair asked that she get two more evaluations for the possible remodeling of the bathroom.

Motion was made to Involve Prochaska on a Possible Remodel of Day Service Bathroom as well as get two more evaluations. Motion was seconded by Brian and passed by unanimous roll call vote.

28. Approval to Proceed with Hail Damage Repair of Homes – Debbie Herbel

Debbie advised that there is a list of properties that have hail damage in the packet for the Governing Board to review. The list shows the difference in what the insurance will pay and what the contractors have estimated to be their costs. The insurance company will issue one check and they will pay out of that. The property on Fort Street will be resubmitted to the insurance company. They will use Worley or Pyramid, whichever company is the lowest for each property.

Motion was made to Approve to Proceed with Hail Damage Repair of Homes with the exception House #8, 4302 Fort Street. Motion was seconded and passed by unanimous roll call vote.

29. Approval to Pay \$500 Deductible to Employee for a Non-Injury Accident Involving Personal Vehicle – Debbie Herbel

The Chair would like to discuss this in Executive Session.

30. Approval of Contract with COX Business to Bundle Home Phones – Debbie Herbel

Debbie advised that all the homes have used different phone companies. They now have Cox internet in all the homes and can average a savings of \$20 per month per home by bundling all the homes into one contract. She advised that they gave her a good rate. The Board asked her to check to see if Cox offers a Government rate.

Motion was made by Janet to approve the Contract with COX Business to Bundle Home Phones. Motion was seconded by David and passed by unanimous roll call vote.

31. Director's Report – Debbie Herbel

Debbie had no report.

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

There were no comments from the public.

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

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

OFFICE ON AGING

34. Approval of Foster Grandparent Program Advisory Council Nominee, Mark LaFlore – Dennis Loose

Dennis advised that the credentials for Mark LaFlore are in the packet for review. He feels that he would be a great addition to the Foster Grandparent Program Advisory Council.

Motion was made by David to approve the Foster Grandparent Program Advisory Council Nominee, Mark LaFlore. Motion was seconded by Brian and passed by unanimous roll call vote.

35. Approval of ENOA Advisory Council Nominee, Marilyn Wegehaupt - Dennis Loose

Dennis advised that Marilyn is a retired nurse from the Visiting Nurse Association. She is very familiar with ENOA. He advised that the one of the members of the Advisory Council has passed away who was a RN and extremely valuable.

Motion was made by David to approve the ENOA Advisory Council Nominee, Marilyn Wegehaupt. Motion was seconded by Janet and passed by unanimous roll call vote.

36. Approval of Addendum to Contract with Treat America for Blair, NE Home Delivered Meals Program – Dennis Loose

Dennis advised that this is for approval of the rate that will go into the addendum. He explained that Good Shepherd in Blair will not be providing home delivered meals as of January 1, 2018. The rate contract currently with Good Shepherd is \$6.35 per meal. Treat America will be taking over the meals and has proposed charging \$4.26 per meal due to additional time and miles driven from their current rate of \$3.65 charged to ENOA. They will deliver approximately 30-35 meals per day. Treat America will deliver the meals to Chris Casey at the Blair ENOA office. He will be the coordinator of the program. He will be recruiting volunteer drivers and there will be a Lead Driver hired. He discussed expanding the program. The actual addendum will be presented at the December meeting.

Motion was made by Lisa to approve the Contract with Treat America for Blair, NE Home Delivered Meals Program at a rate of \$4.26 per meal. Motion was seconded by Brian and passed by unanimous roll call vote.

37. Approval of Revised Homemaker Service Contractor Reimbursement Policy – Dennis Loose

Dennis advised that the policies have already been approved. There was some confusion with the wording for time sheets and it was removed.

Motion was made by David to approve the Revised Homemaker Service Contractor Reimbursement Policy. Motion was seconded by Brian and passed by unanimous roll call vote.

38. Approval of Right at Home Omaha Metro as a Personal Care Provider – Dennis Loose

Dennis advised that they have met all requirements. They are already an approved provider, they are adding a service.

Motion was made by Janet to approve Right at Home Omaha Metro as a Personal Care Provider. Motion was Seconded by David and passed by unanimous roll call vote.

39. Approval of Picket Fence Home Care as a Personal Care Provider – Dennis Loose

Dennis advised that they have met all requirements. They are already an approved provider, they are adding a service.

Motion was made by Janet to approve Right at Home Omaha Metro as a Personal Care Provider. Motion was Seconded by David and passed by unanimous roll call vote.

40. Directors' Report – Dennis Loose

Dennis advised that the Fremont Home Delivered Meals program started Monday and overall it is going well.

He reported that last week was the annual State Monitoring visit. There is no report yet. Also, this year, they engaged the State auditor to do an extensive audit of all Area Agencies on Aging. It has been seven years since the last State audit. This occurred at the same time as the regular audit. He should have the report at the next meeting.

He attended a meeting in Lincoln yesterday. The Governor has requested a 2% reduction for Medicaid this session and 4% for the next session. The Governor has asked the Department of Health and Human Services for a reduction but has not pointed to Aging as of yet.

David inquired if Dennis had heard about the Scribner and Lyons nursing homes closing. He is wondering where these people will go. Dennis discussed what determines a closing of a nursing home and how it affects residents.

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

There were no comments from the public.

42. Motion to Adjourn out of Office on Aging and enter Region 6 Behavioral Healthcare

Motion was made by Janet to Adjourn out of Office on Aging and enter Region 6 Behavioral Healthcare. Motion was seconded by David and passed by unanimous roll call vote.

REGION 6 BEHAVIORAL HEALTHCARE

43. Presentation of Annual Site Visit Report – John Murphy

John advised that there is a copy of the Annual Site Visit Summary in the packet for the Governing Board to review. Topics discussed were Services Purchased Verification, Program Fidelity, Substance Abuse Prevention Treatment Block Grant, and Prevention Coalition Reviews. He summarized that for FY17, all areas monitored were in compliance. If there is a compliance issue, they are issued a corrective action to be completed within a certain time limit. Discussion followed on, if there is an issue that continues what will the monitoring rate become.

44. Review and Preliminary Approval of Psychiatric Emergency Services Plan – Taren Petersen and Dr. Jon Berlin

Taren advised that a copy of the Power Point is in the packets for the Governing Board to review (Items 44 & 44A). Item 44 is the Business Plan that sent out in advance to review. She introduced Dr. Jon Berlin who is a psychiatrist who practices in Wisconsin and has extensive knowledge of running a Psychiatric Emergency Service (PES). The presentation followed. Taren advised that the goal is to move forward with this PES model. It was asked what is needed from the counties. She advised that of course they need money but mostly they need support from the communities and to identify key people to be involved and get this started. She will identify things that they need as they go along.

Motion was made by Brian to approve moving forward with the development of the Psychiatric Emergency Services Plan. Motion was seconded by Lisa and passed by unanimous roll call vote.

45. Approval of FY18 State Targeted Response Opioid Work Plan & Budget – Crystal Fuller

Crystal advised that a copy of the presentation is in the packets for the Governing Board to review. She reported that they received a one year grant which started May 1 for \$2,000,000. There are three State budgeted pools of money. The State identified high burden areas based on the number of deaths due to opioid overdoses. One is for Prevention, one for Treatment and one for Recovery. She discussed increasing awareness, reducing social access to opioids through safe storage and disposal and improving profession response to opioid distribution and abuse.

Motion was made by Brian to approve the FY18 State Targeted Response Opioid Work Plan & Budget. Motion was seconded by Janet and passed by unanimous roll call vote.

46. Approval of Tobacco Free Nebraska Work Plan Update – Crystal Fuller

Crystal advised that a copy of the summarization is in the packets for the Governing Board to review. She reported that several months ago, the Board approved the DHHS Division of Behavioral Health's grant for the Tobacco Free Nebraska. Historically Omaha Public Schools has participated in this but this year removed themselves from the program as a subcontractor. She discussed the reallocation of OPS's budgeted allotted money to Creighton University and Heartland Family Services.

Motion was made by Brian to approve the Tobacco Free Nebraska Work Plan Update. Motion was seconded by Janet and passed by unanimous roll call vote.

47. Approval of FY18 KidSquad Work Plan – Melissa Schaefer

Melissa advised that a copy of the work plan and budget is in the packets for the Governing Board to review. She discussed the background of KidSquad and the goals of the program. The funding comes from a federal grant through the DHHS Division of Children and Family Services. The grant is renewed annually.

Motion was made by Janet to approve the FY18 KidSquad Work Plan. Motion was seconded by David and passed by unanimous roll call vote.

Motion was made to take a ten minute break.

48. Approval of Payroll System Provider– Patti Jurjevich

Patti advised that a summary of this request is in the packets for the Governing Board to review. She advised that the current system, Payroll Maxx, currently does not meet their needs. They researched other payroll systems and recommend that ADP be approved to provide their payroll needs. They are aware that ADP is not the least expensive but they like that there is local representation, being user friendly and the functionality of the system.

Motion was made by Janet to approve ADP as the new Payroll System Provider. Motion was seconded by Brian and passed by unanimous roll call vote.

49. Approval of Resolution for Building Ownership – Patti Jurjevich

Patti reported that Region 6 has shared in the costs of purchasing and renovating the building, spending \$735,000 before the loan was implemented with no ownership in the actual building. They feel that it is in the best interest of Region 6 to request part ownership in the building and pay costs at a rate of 30% based on square footage. She presented this request to the Building Committee and they all are in support of this request.

To move forward with this, she must get approval from the Board. The Region 6 Interlocal Agreement stipulates that Region 6 must get approval from each county to own property. Discussion followed on assets with reallocation of liabilities and assets. Robyn explained this concept. Patti will have Chris Jerram assist her with writing the resolution to present to the counties.

Motion was made by Lisa to approve the Resolution for Region 6 to own 30% of the building upon approval from all five counties. Motion was seconded by Brian and passed by unanimous roll call vote.

50. Approval of Alternative Compliance – Patti Jurjevich

Patti advised that Heartland Family Services would like to move \$2,000 from their Adult Medication Management to a new service, Youth Mediation Management without going through the RFP process. A summarization of this Alternative Compliance is the packet for the Governing Board to review.

Motion was made by Janet to approve the Alternative Compliance. Motion was seconded by David and passed by unanimous roll call vote.

51. Approval of Contracts & Amendments – Patti Jurjevich

Patti advised that the summarization of the contracts and amendments to be approved is in the packet for the Governing Board to review. She discussed each item and noted that some are house keeping items.

Motion was made by Brian to approve the Contracts and Amendments. Motion was seconded by Janet and passed by unanimous roll call vote.

52. Approval of Out of State Travel – Patti Jurjevich

Patti advised that Stacey Warner will be traveling to Shreveport, LA to conduct a CARF survey, December 13-15, 2017. There will be no cost for this trip.

Motion was made by Janet to approve the Out of State Travel for Stacey Warner. Motion was seconded and passed by unanimous roll call vote.

53. Quarterly Financial Statement for the Period Ending September 31, 2017 – Patti Jurjevich

Patti sent this statement in advance for the Governing Board to review and it is in the packet.

54. Director's Report – Patti Jurjevich

Patti advised that Crystal was asked about the evaluation results for her presentation last month. She summarized the Year Three Annual Evaluation Report which came out in March 2017. This evaluation report is in the packet for the Governing Board to review. The data is showing a downward trend.

Patti reported that they had their National Accreditation site visit Monday and Tuesday of this week. It went exceptionally well. There were only two recommendations out of 1000s of required standards and were minor.

She announced that they have not made a decision on health insurance for next year as of yet. They were notified that they would be receiving a 33% premium increase. She is working on getting additional quotes. Because of the timing of the next meeting she is requesting a conference call to get a decision made. Discussion followed on insurance quotes.

She also reported that they had their Sequential Mapping workshop last week with a good turnout. They are waiting for a plan.

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

There were no comments from the public.

Motion was made by David to Adjourn out of Region 6 and enter Executive Session for a Region 6 personnel and possible litigation matter and Executive Session for ENCOR regarding union negotiations. Motion was seconded by Brian and passed by unanimous roll call vote. Adjourned into Executive Session at 6:50pm.

56. Motion to Adjourn out of Meeting

Meeting reconvened with no action taken and adjourned at 7:51pm.

Respectfully Submitted by Lezlie McPherson