

**EASTERN NEBRASKA HUMAN SERVICES AGENCY
AND REGION 6 GOVERNING BOARD MEETING MINUTES
June 21, 2017**

Chair Mary Ann Borgeson called the meeting to order at 3:30p.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); Gary Osborn (Dodge County); Mary Ann Borgeson (Douglas County); Brian Zuger (Sarpy County); and Steve Dethlefs (Washington County).

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

Also present: Keith Ebert (F & B Constructors); Bill Huey and Doug Hauze (Prochaska and Associates), Robyn Hansen and Mark McQueen (ENHSA); and Attorney Chris Jerram and Lobbyist Sean Kelley.

The Chair introduced Steve Dethlefs from Washington County, who is substituting for Lisa Kramer and Nancy Cahill from ENCOR, who is substituting for Debbie Herbel.

2. Comments & Correspondence - Governing Board

There were no comments.

3. Approval of May 2017 Governing Board Minutes

Motion was made by Brian to Approve the May 2017 Governing Board Minutes. Motion was seconded by Janet and passed by unanimous roll call vote with the exception of Gary Osborn, who abstained.

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

Keith reported that the exterior panels have arrived and should be installed and completed in about 1 ½ weeks. The painter will be working on the interior touchups and then start on the exterior. The tile for the ENOA lobby has arrived and they are installing it. The tile installers are also working on correcting the tile on the ramps on the first floor.

5. Approval of ENHSA Dental Insurance Renewal – Sharell Kurcz, NP Dodge Insurance

Sharell advised that the renewal takes effect July 1, 2017. She distributed a summary of the proposed plan. They have been working with Ameritas since 2012 and the rates have remained static. Ameritas has proposed a 19.1% increase. She did take the renewal out to market but returned to Ameritas. Ameritas did come back with an alternate plan. She explained that preventative care with the alternate plan will now have a \$10 co-pay. All eligible charges will be paid at 100%. Periodontics and Endodontics will now be considered Major Coverage.

The monthly premium for the alternate plan would be \$19.64 for employee only versus the current plan's premium would increase to \$21.56.

Motion was made by Gary to Approve the Alternate Dental Plan with Ameritas for the ENHSA Dental Insurance Renewal. Motion was seconded by Janet and passed by unanimous roll call vote.

6. Proposal to Change Workman's Comp. Broker from Harry Koch Company to Glienke Agency – Nancy Cahill

The Chair asked that this item be held off for discussion.

7. Review and Accept Bid Proposals for 5020 I Street – Prochaska & Associates

Nancy advised that the correct address is 1531 North 18 Street. Bill Huey with Prochaska and Associates presented the bid tabulations to renovate this site. He distributed a copy of the bid tabulations. He recapped the bids. Prochaska and Associates recommends using Construct Inc. for \$483,900.00 for this renovation. Discussion followed on the firm of Construct Inc. Nancy Cahill advised that this location is a day service and they have used this site for many years.

Motion was made by Gary to accept Construct Inc. to complete this renovation. Motion was seconded by Brian and passed by unanimous roll call vote.

8. Approval to Consult with Prochaska for Preliminary Design and Proposal for Possible Tenant Improvements in Replacement of 5020 I Street Day Site – Nancy Cahill

Nancy advised that they are looking at relocating the Day Site at 5020 I Street. This is a request to work with Prochaska and Associates in the event that a site that they locate will need improvements for offices and a shower. They do not have a site as of yet. When they locate a site, they will bring it to the Board for approval with dollar amounts.

Chris Jerram also interjected that the second part of this proposal is that Prochaska would develop a prototype design for future three bedroom residential homes. Many of the current homes are old and this prototype design would replace these older homes.

Motion was made by Brian to Approve Consulting Prochaska for Preliminary Design and Proposal for Possible Tenant Improvements in Replacement of 5020 I Street Day Site. Motion was seconded by Janet and passed by unanimous roll call vote.

9. Approval for Addendum to Agreement for Consultation with PJ Morgan Representatives in regards to Residential Lease Options – Nancy Cahill

Nancy advised that they need assistance in locating alternative housing for some group homes due to safety issues and needed repairs that landlords refuse to complete due to budget constraints. There are approximately 40 large group homes in the five county area. Philosophically, they would like to change the larger group homes into smaller homes so that it is a more normal environment. Basically a lot of the homes need to be retired. Discussion followed on introducing group homes into neighborhoods to promote normalcy.

Gary inquired if it is required to seek other bids when dealing with architecture matters as it seems all architecture dealings are going to Prochaska. Chris Jerram advised that professional services are exempt from bid tabulation.

Motion was made by Gary to Approve the Addendum for Agreement for Consultation with PJ Morgan Representatives in regards to Residential Lease Options. Motion was seconded by Brian and passed by unanimous roll call vote.

10. Approval to Work with PJ Morgan to List Home at 4910 Chicago Street – Nancy Cahill

Nancy advised that a letter of interest from the residential supervisor and coordinators for this home is in the packet detailing the structural, safety and health needs with this home. It needs extensive renovation. The staff feel it would be more beneficial to move the gentlemen to another style of home where their safety and health needs could be met.

Motion was made by Gary to Approve Working with PJ Morgan Realty to List the Home at 4910 Chicago Street. Motion was seconded by Janet and passed by unanimous roll call vote.

11. Attorney Comments – Chris Jerram

There were no comments from the Attorney.

12. Report from Lobbyist – Sean Kelley

Sean reported that the session is over. They adjourned on May 23. Senator Scheer introduced a filibuster rule which saved time. He explained the process. He gave an overview of the session which was heavy on the budget. He distributed a list of Legislative Resolutions. He will keep in touch with regards to the interims.

13. Executive Session – Mary Ann Borgeson

- a. Mark McQueen Contract
- b. Pension Plan

Motion was made by Gary to adjourn out of ENHSA and enter into Executive Session at 4:07pm. Motion was seconded by Janet and passed by unanimous roll call vote.

Motion was made to Reconvene from Executive Session and enter into ENHSA at 4:48pm. Motion was seconded and passed by unanimous roll call vote. No action was taken.

Motion was made to layover item # 6 by Brian. Motion was seconded by Gary and passed by unanimous roll call vote.

The Chair then stated that there needs to be a discussion with regards to pension plan. There has been no one designated to monitor it. She would like this discussion soon.

14. Director's Report

There was no Director's Report.

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

There were no comments from the public.

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

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

ALPHA SCHOOL

17. Approval of School Contracts – Clint Reid

Clint advised that these five contracts are from the 16/17 school year.

Motion was made by Gary to Approve the School Contracts. Motion was seconded by Janet and passed by unanimous roll call vote.

18. Approval of Staff Contracts for the 2017-18 School Year – Clint Reid

Clint advised that he has 26 staff contracts for the school year.

Motion was made by Janet to Approve the Staff Contracts for the 2017-18 School Year. Motion was seconded by Brian and passed by unanimous roll call vote.

19. Approval of Nebraska Department of Ed. CACFP Agreement – Clint Reid

Clint advised that this is for the Nebraska Free and Reduced Rate Lunch Program. CACFP stands for Child and Adult Care Food Program. This is an application where they agree to the guidelines of the CACFP and adhere to their policies and procedures.

Motion was made by Steve to approve the Nebraska Department of Ed. CACFP Agreement. Motion was seconded by Janet and passed by unanimous roll call vote.

20. Director's Report – Clint Reid

Clint reported that the school year is over. They served just under 100 students of whom 22 were new students. He has 27 staff returning for the next school year. He is working on: staff hires, budgets and getting the building ready with some new tile and carpet. They will be having staff training which will include First Aid and CPR. Also, included is a new intervention training program. Training has taken seven days in the past and will now be eight days. He is taking bids for food service. They are leaning to Treat America again as they had great success with

them and are impressed with their offering a special meal for some special days, other food services are not offering this.

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

There were no comments from the public.

22. Motion to Adjourn out of Alpha School and enter Office on Aging

Motion was made by Gary to Adjourn out of Alpha School and enter Office on Aging. Motion was seconded by Janet and passed by unanimous roll call vote.

OFFICE ON AGING

23. Approval of Rural Transportation Budget to Purchase 2 Handicapped Lift Vehicles– Dennis Loose

Dennis advised that a copy of the resolution is in the packet for review. He advised that the program is growing quite rapidly, therefore, they need additional vans. It takes approximately nine months to get the vans.

The resolution had the month of July instead of June. Chris Jerram advised that the Chair should change it and initial for the record.

Motion was made by Gary to Approve the Rural Transportation Budget to Purchase 2 Handicapped Lift Vehicles. Motion was seconded by Brian and passed by unanimous roll call vote.

24. Approval of a Walmart Credit Card for the Nutrition Program – Dennis Loose

Dennis advised that this credit card is to be used for the Nutrition Pantry.

Motion was made by Brian to Approve the Acquiring a Walmart Credit Card for the Nutrition Program. Motion was seconded by Steve and passed by unanimous roll call vote.

25. Approval of Caregiver Support Program Respite Services Provider Contracts – Dennis Loose

Dennis advised that items 25, 26 and 27 are contracts that Chris had drawn up in previous years and these are a continuation of these contracts. There is a list of the providers in the packet for review. They are all the same price this year.

Motion was made by Brian to Approve the Caregiver Support Program Respite Services Provider Contracts. Motion was seconded by Gary and passed by unanimous roll call vote.

26. Approval of Senior Center Management Contracts – Dennis Loose

There is a list of the providers in the packet for review.

Motion was made by Gary to Approve the Senior Management Contracts. Motion was seconded by Brian and passed by unanimous roll call vote.

27. Approval of Legal Aid Contract – Dennis Loose

Dennis advised that this is for the hotline. This is the same contract as last year's contract. It is a federal requirement that a new contract must be signed.

Motion was made by Gary to Approve the Legal Aid Contract. Motion was seconded by Janet and passed by unanimous roll call vote.

28. Approval for A Place at Home as a Personal Care and Homemaker Provider FY 17-18 – Dennis Loose

Dennis advised that A Place at Home and Visiting Angels are new providers and have met all requirements.

29. Approval for Visiting Angels of Omaha as a Homemaker Provider FY 17-18 – Dennis Loose

Motion was made by Gary to Approve A Place at Home as a Personal Care and Homemaker Provider FY 17-18 and Visiting Angels of Omaha as a Homemaker Provider FY 17-18. Motion was seconded by Brian and passed by unanimous roll call vote.

30. Approval of Policies and Procedures – Dennis Loose

- a. Care Management
- b. Durable Medical Equipment
- c. Homemaker Services
- d. Personal Care Services Contractor Reimbursement
- e. Personal Emergency Response System
- f. Homemaker Service Contractor Reimbursement

Dennis advised that these are policies and procedures that were presented at the last two months meetings for review. They were held over at last month's meeting pending review by the Chair.

Motion was made by Janet to Approve the Policies and Procedures for the above listed programs. Motion was seconded by Brian and passed by unanimous roll call vote.

31. Review of Administrative Bingo Policy – Dennis Loose

Dennis advised that this policy is in the packet and is for review only. It will be presented at next month's meeting for approval.

32. Directors' Report – Dennis Loose

Dennis reported that the ENOA is receiving the New Cassel Distinguished Community Service Award. The invitation in the packet lists why ENOA was chosen. The Chair read the reasons to the group.

The regular reports are in the packet are review.

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

There were no comments from the public.

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

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

ENCOR

35. Approval to Continue Consultant Agreement with Warren Stork for Quality Assurance - Nancy Cahill

Nancy advised that the request is for an additional year and the rate will remain the same.

Motion was made by Gary to Approve to Continue Consultant Agreement with Warren Stork for Quality Assurance. Motion was seconded by Janet and passed by unanimous roll call vote.

36. Approval of Contract for TMS to Provide Temporary Nursing at Medical Support Units – Nancy Cahill

Nancy advised that this is a continuation contract to provide temporary nursing in case a nurse is not available. These are RNs. LPNs are not used due to the level of care needed.

Motion was made by Brian to Approve the Contract for TMS to Provide Temporary Nursing at Medical Support Units. Motion was seconded by Steve and passed by unanimous roll call vote.

37. Director's Report – Nancy Cahill

Nancy reported that they are currently working on finalizing their budget due to rate methodology and waiver regulations.

Also, there is a team from the State who is conducting individual meetings with individuals who are medically fragile. These individuals receive medical risk funding. This meeting is to evaluate and to determine the rate of pay that they should receive.

Their transportation service is increasing so they are going to start charging \$1.60 per mile as the State dictates.

The Life Services Program will be moving to a new building located at 11111 M Street, Omaha in July. They are changing the name to Happenings.

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

There were no comments from the public.

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

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

REGION 6 BEHAVIORAL HEALTHCARE

40. Approval of FY18 Agency Budget – Patti Jurjevich

Patti stated that a copy of the budget is in the packet. She also sent it out beforehand for review. She advised that the budget is in a new format this year. They gave a brief description of the programs and also the budget amount with the revenue amount. Discussion followed on Systems of Care, cuts in system coordination due to budget cuts, suicide prevention and the availability of grants. Discussion followed on how to find a grant writer.

Motion was made by Brian to Approve the FY 18 Agency Budget. Motion was seconded by Gary and passed by unanimous roll call vote.

41. Approval to Purchase Agency Vehicles – Patti Jurjevich

Patti advised that the summary was sent out in advance to review. She would like to purchase three Subaru Legacies to replace current cars and purchase an additional one. She recapped the costs and trade-in allowances. She recommends going with Baxter Omaha because DuTeau Lincoln could not commit to pricing of available cars.

Motion was made by Gary to Approve Baxter Omaha to Purchase Agency Vehicles Due to the Unavailability of the Lowest Bidder to Perform. Motion was seconded and passed by unanimous roll call vote.

42. Approval of Alternative Compliance Request – Patti Jurjevich

Patti advised that a copy of the request is in the packet for review. She explained the Waiver from Regulations. This waiver is for CenterPointe. She explained the reasoning why. This will allow a staff member at CenterPointe to perform her duties before becoming dually accredited.

Motion was made by Janet to Approve the Alternative Compliance Request. Motion was seconded by Brian and passed by unanimous roll call vote.

43. Approval of Policy & Procedures #205 - Patti Jurjevich

Patti advised that a copy of this policy and procedure was sent out in advance for review. This is a policy for the Employee Fitness Room. She stated that she worked with Chris and their insurance broker to make sure that all appropriate language was included in the policy.

Motion was made by Steve to Approve the Policy & Procedures #205. Motion was seconded by Brian and passed by unanimous roll call vote.

44. Approval of Contracts and Amendments – Patti Jurjevich

Patti advised that the Summary of the Contracts and Amendments is in the packet for the Governing Board to review. She then recapped each item.

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

45. Approval of Out-of-State Travel – Patti Jurjevich

Patti advised that Stacey Warner will be attending CARF training and the cost is covered by CARF.

Motion was made by Gary to Approve Out-of-State Travel for Stacey Warner. Motion was seconded by Brian and passed by unanimous roll call vote.

46. Director's Report – Patti Jurjevich

There was no Director's report.

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

There were no comments from the public.

48. Motion to Adjourn out of Meeting

Motion was made by Steve to Adjourn out of the Meeting. Motion was seconded by Brian and passed by unanimous roll call vote. The meeting was adjourned at 5:42pm.

Respectfully Submitted by Lezlie McPherson