

**EASTERN NEBRASKA HUMAN SERVICES AGENCY  
AND REGION 6 GOVERNING BOARD MEETING MINUTES  
March 8, 2017**

Chair Mary Ann Borgeson called the meeting to order at 3:31p.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 Lisa Kramer (Washington County).

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

Also present: Jim Classe and Paul Cocolas (Prochaska & Associates); Keith Ebert (F & B Constructors); Trish Bergman (ENOA); and Robyn Hansen (ENHSA)

2. Comments & Correspondence - Governing Board

There were no comments from the Governing Board.

3. Approval of Minutes for February 8, 2017 meeting

Motion was made by Brian to Approve the Minutes of the February 8, 2017 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

Keith reported that there were many who toured the building today prior to this meeting. The building is on schedule to be completed at the end of March with many inspections taking place at the end of the month. He advised that the tile in the lobby should be completed within the week. There is furniture being installed on all floors.

Jim Classe from Prochaska introduced himself. He will be taking over for Brian Kerl. He reported that he has seen the complete transformation of the building since he was present at the beginning of the project. The monthly payout that was presented this month was \$348,423.17. He reported that the completion of the payouts is at 95%.

5. Acceptance of the Purchase Agreement for the ENOA’s property located at 4223 Center Street - Dennis Loose

Dennis reported that last month they received two offers to purchase the building. The second offer was for \$850,000 and was accepted pending the Board approval. Chris Jerram reviewed the agreement and found it all in order with the one caveat that Mary Ann could go ahead and sign the acceptance of the offer prior to the Governing Board meeting.

He advised that there is still \$545,000 due on the bond with an accrued payment of \$67,253 due in May. The staff will be moving to the new building on April 25 and the proposed owners would like possession on April 28. Also, the OPPD lot is not an issue with the proposed owners.

Motion was made by Janet to Accept the Purchase Agreement for the ENOA's property located at 4223 Center Street. Motion was seconded by Gary and passed by unanimous roll call vote.

6. Attorney Comments

Chris Jerram was not present.

7. Report from Lobbyist – Sean Kelley

The Chair advised that the lobbyist is in Lincoln and she will send out his lobbying report.

8. Executive Session

There was no Executive Session.

9. Director's Report

There was no Director's Report

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

There were no comments from the public.

11. Motion to Adjourn out of ENHSA Admin and enter Office on Aging

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

## **OFFICE ON AGING**

12. Award of Bid for Printing "New Horizons" – Dennis Loose

Dennis advised that the review of the bids is in the packets for the Governing Board to review. Both bid proposals met the requirements as reviewed by Jeff Reinhardt. One bid was from Suburban Newspaper for \$27,000 and the other bid was from National Print for \$27,936. Jeff requests that the current provider, Suburban newspapers, be awarded the contract due to the good service that they received in the past.

Motion was made by Gary to Award the Bid for Printing the "New Horizons" to Suburban Newspaper. Motion was seconded by Lisa and passed by unanimous roll call vote.

13. Award of Bid for Congregate and Home Delivered Meals Preparation – Janet McCartney

Janet advised that she met with Dennis, Trish Bergman, Susan Davern and Arlis Schmidt, who as a group reviewed the two bidders, Valley Services and Treat America Food Services. A review of the bid comparison is in the packet for the Governing Board to review. They used a point system to rate each vendor. She recapped the points awarded for the vendors. They propose awarding the bid to Treat America due to the proposed price of \$2,937,312 which is lower than Valley Services.

Motion was made by Janet to Award the Bid for Congregate and Home Delivered Meals Preparation to Treat America Food Services. Motion was seconded by Gary and passed by unanimous roll call vote.

14. Review of ENOA Financials 7/1/16-12/31/16 – Dennis Loose

Dennis advised that this is not the official financials. The bank is requiring the financials from the agencies. He thought that it would be good for the Board to review this six-month snapshot of ENOA's financials. A copy of the review is in the packet. He advised that since this was created, ENOA has received some federal funds.

15. Approval of Rust Removal Bids for Home Delivered Meals – Dennis Loose

Dennis advised that three of the Home Delivered Meals vans have developed rust on the door panel jams and the undercarriage. Due to the vans otherwise being in good shape they found it more feasible to repair the rust damage instead of replacing the vans. Arlis Smidt, Director, researched and found that there are only two auto body shops that will repair rust damage. She proposed using Cars R Us to repair the three vans at a total cost of \$20,372.80. These funds will come out of the Home Delivered Meals cash fund. She also advised that you cannot buy all-wheel drive full size vans any longer.

Motion was made by Lisa to Approve the Rust Removal Bid for the Home Delivered Meals vans to Cars R Us. Motion was seconded by Janet and passed by unanimous roll call vote.

16. Approval to Purchase Stove for the Bellevue Senior Center - Dennis Loose

Dennis advised that this is a proposal from the Bellevue Senior Center Board. He explained that the center is owned by Bellevue but managed by ENOA. The Bellevue Senior Center Board received a donation of \$15,000.00 with a requirement that it be used for the center. They decided that they would like to replace the stove that they currently use. They would like ENOA to purchase the stove because ENOA can get it cheaper and they would reimburse ENOA. The cost of the stove is \$9,993.35.

Motion was made by Gary to Approve the Purchase of the Stove for the Bellevue Senior Center. Motion was seconded by Brian and passed by unanimous roll call vote.

17. Approval of Revision to the Homemaker and Personal Care Contractor Reimbursement Policy – Dennis Loose

Dennis advised that this revision is only for review this month and would request the approval at next month's meeting.

18. Approval of Providers for Homemaker, Personal Care and Durable Medical Equipment Programs for FY 17/18 – Dennis Loose

Dennis advised that the list is in the packet for Governing Board to review. He advised that they have all met the requirements. He recapped the programs for the new Board members.

Motion was made by Lisa to Approve the Providers for Homemaker, Personal Care and Durable Medical Equipment Programs for FY 17/18. Motion was seconded by Gary and passed by unanimous roll call vote.

19. Approval of the Rural Transportation Grant FY 17-18 – Dennis Loose

Dennis advised that a copy of this grant is in the packet for the Governing Board to review. Dennis was asked what the breakdown of the grant would be for each county. He advised that he will have that breakdown at the next meeting. He also advised that ENOA received more money than last year.

Motion was made by Brian to Approve the Rural Transportation Grant FY 17-18. Motion was seconded by Gary and passed by unanimous roll call vote.

20. Approval of Capital Business Systems Lease for 4780 South 131 Street – Dennis Loose

Dennis advised that this is the lease for three new copiers for the new building. The machines are more efficient and will cost less.

Motion was made by Janet to Approve the Capital Business Systems Lease for 4780 South 131 Street. Motion was seconded by Gary and passed unanimously without Brian who abstained due to having a business relationship with Capital Business Systems.

21. Directors' Report – Dennis Loose

Dennis advised that the report is in the packet for the Governing Board to review. He reported that the Directors have been working on and completed the FY 18 budgets and will be presented next month for the Board to review.

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

There were no comments from the public.

23. 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 Lisa and passed by unanimous roll call vote.

## **ENCOR**

### 24. Review of Strategic Plan – Debbie Herbel

Debbie advised that she has been reporting to the Board that she and a committee of staff members have been working on a strategic plan. Today she brought some of the committee to report on this plan. A copy of the plan is in the packets for the Governing Board members to review. She explained the composition of the committee and advised that this is a draft plan that they will be presenting today. The goals are focused on technology, communication, environment, staff development and financial/marketing.

The Chair congratulated the committee on their presentation and the goals. Brian advised that they should stick to their goals as sometimes this does not happen with long term plans. Discussion followed. The Chair requested a future presentation on Item 1A from page 11 with regards to where the homes are located and also do an inventory on these homes so as to assist with meeting these goals. Discussion followed.

Debbie advised how impressed she is with her staff and this committee.

### 25. Request to Fund Large Projects through Asset Funds Rather than Operational Budgets – Debbie Herbel

Debbie explained the rationale behind the accounting practice and how the large purchase of computers affected their budget. She would like permission to fund the large projects from the assets funds instead of the operations funds. The Chair advised her that she may do that.

### 26. Approval to Fund Furniture Purchase for 4715 S. 132 Street from Asset Funds – Debbie Herbel

She said this is part of the request from item 25. She will provide the costs for both furniture and computers when they get their final billing statement and ask for this approval to funds this amount from the asset fund.

### 27. Director's Report – Debbie Herbel

Debbie has just completed her second Town Hall meeting with staff to start better communications.

Robyn and Debbie have been working on the ADP electronic timekeeping program. They feel this will free up manpower. The program will start June 1 and will be implemented into the different staff areas in phases. It should take approximately two months to implement.

She has established a Direct Support Advisory group. This will give the direct support time to express their concerns. The first meeting will be at the end of the month.

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

There were no comments from the public.

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

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

**ALPHA SCHOOL**

30. Approval of School Contracts – Clint Reid

Clint advised that he has five school contracts to request for approval. Three contracts are with Council Bluffs Public Schools, one with Omaha Public Schools and one from Dennison, IA. He was asked how many students he has which he reported that they have 69 students. He advised that they have terminated two students since the last Board meeting, they have a student from Millard that they are waiting on a contract, a student from Red Oak, IA starts tomorrow and they have five on a waitlist.

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

31. Director’s Report – Clint Reid

Clint reported that he did a presentation last week at Creighton and discussed the Level 3 program. Discussion followed on expanding his program. He explained he does not have room in the current building to increase the number of students. He will be presenting to Grace University in a couple of weeks. There is 50 days left in the school year and he is currently working on next year’s curriculum. He explained that he has to return to school right now to address a student in crisis.

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

There were no comments from the public.

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

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

**REGION 6 BEHAVIORAL HEALTHCARE**

34. Presentation on Rental Assistance Program – Jennifer Determan

Jennifer advised that the handouts are in the packet for the Governing Board to review. She recapped the first program where the goal is to assist kids who have aged out of the Foster Care System. This will assist them in learning skills to live independently.

The second program is to assist consumers who are recovering from severe and persistent mental illness. This program would be comparable to a Section 8 housing program. The consumers do have to be enrolled in a community based support program. Discussion followed on the number of consumers enrolled in the program and the number of consumers on a waitlist.

35. Letters of Interest for Prevention Services – Crystal Fuller
  - a. Review of Process and Funding Recommendation
  - b. Approval of Funding

Crystal reported that the overview of this proposal is in the packets for the Governing Board to review. She then recapped the process to request letters of interest to seek coalitions to develop and provide prevention services for alcohol, tobacco and other drugs in the Region 6 county area. The total budget for these services is \$362,356. She summarized each coalition that submitted a letter of interest.

After reviewing the letters of interest, they request approval for Coalition RX with a budget allocation of \$107,669, LiveWise Coalition with a budget allocation of \$208,431 and the Omaha Collegiate Consortium with a budget allocation of \$46,256.

Motion was made by Gary to Approve the Coalitions with Budgets as Allocated. Motion was seconded by Brian and passed by unanimous roll call vote.

36. Approval of Tobacco Free Nebraska Application – Crystal Fuller

Crystal advised that the handout for this approval request is in the packet for the Governing Board to review. She recapped the grant application request from the Nebraska Department of Health and Human Services/Tobacco Free Nebraska program. This will be a community based program to reduce tobacco use and exposure to tobacco smoke in schools and communities. Douglas County is participating with the Metro Omaha Tobacco Action Coalition and will be submitting an application if approved by the Board. Region 6 Behavioral Healthcare is the Legal Fiscal Agent for the Douglas County Application. She then recapped the coalition organizations that will participate in the Douglas County program and the allotted amount from the grant budget.

Motion was made by Gary to Approve the Tobacco Free Nebraska application. Motion was seconded by Lisa and passed by unanimous roll call vote.

37. Request for Proposals for Mental Health Community Support, Medication Management, Mental Health Outpatient and Substance Use Assessments – Taren Petersen
  - c. Review of Process and Funding Recommendations
  - d. Approval of Funding

Taren reported that the overview of this proposal is in the packets for the Governing Board to review. This proposal is for some services that Catholic Charities vacated in 2016. She recapped the process of the RFPs. Region 6 received proposals for the programs of Community Support-Mental Health, Intensive Outpatient-Substance, Substance Use Assessments, Outpatient-Mental Health and Medication Management. It was noted that the both Center for Holistic Development proposals were disqualified due to not having budget narratives included in their submission.

Region 6 is requesting approval to award funding for One World Community Health Centers for Medication Management with funding of \$59,000, Capstone Behavioral Health for Outpatient-Mental Health with funding of \$60,000, Douglas County Community Mental Health Center for Intensive Outpatient with funding of \$100,000 and Capstone Behavioral Health for SU Assessments with funding of \$75,000. This funding will begin July 1, 2017.

Motion was made by Gary to Approve Proposals for Mental Health Community Support, Medication Management, Mental Health Outpatient and Substance Use Assessments and Funding as Allocated. Motion was seconded by Brian and passed by unanimous roll call vote.

38. Letters of Interest for Mental Health Community Support – Taren Petersen
  - e. Review of Process and Funding Recommendations
  - f. Approval of Funding

Taren reported that the overview of this proposal is in the packets for the Governing Board to review. She reported that this is a request for current Region 6 Community Support – Mental Health providers to submit letters of interest if they would be interested in providing Community Support – Mental Health for Older Adults. This program was vacated by Catholic Charities in 2016. She recapped the process. After reviewing the submitted proposals they are requesting approval to grant funding to the Salvation Army for \$32,000 to begin July 1, 2017. This will be an expansion of their current program.

Motion was made by Gary to Approve Funding to the Salvation Army to provide Mental Health Community Support to Older Adults. Motion was seconded by Lisa and passed by unanimous roll call vote.

39. Review and Approval of County Match Contribution for FY 18 – Patti Jurjevich

Patti advised that this handout is in the packet for the Governing Board to review. She explained to the new Board members about the process of the County match request. This calculation request will be based on the Governor's recommendation for a reduction in State distributed funds. She will have to use this to prepare for Region 6's proposed budget plan that will be presented at next month's Board meeting. Region 6 will lose approximately \$391,000 in funds if the Governor's plan is passed. She explained how the County Match for FY17 was determined. She advised with the budget that they have to submit there will be a shortfall of \$57,000 from the counties. She advised that she could keep the county match the same as last year or reduce it for the budget. It was agreed by all county representatives that she can use last year's county match figures for the budget.

Motion was made by Lisa to Approve the County Match Contribution for FY18 as discussed. Motion was seconded by Gary and passed unanimously by roll call vote.

40. Approval of Budget Adjustment Request – Patti Jurjevich

Patti advised that this will be held over to next month.



41. Approval of Policy N504, Determination of Eligibility for Services – Patti Jurjevich

Patti advised that this handout is in the packet for the Governing Board to review.

Motion was made by Gary to Approve the Policy N504, Determination of Eligibility for Services. Motion was seconded by Janet and passed by unanimous roll call vote.

42. Contracts and Amendments for Approval – Patti Jurjevich

Patti advised that this handout is in the packet for the Governing Board to review. She recapped each contract. She advised that under the Amendments Section for the Women’s Center for Advancement, she has not heard from Chris Jerram. She requests approval for the Chair to sign after she receives his approval. She advised that the Shifts Amendments will be coming through.

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

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

Motion was made by Lisa to Approve Out-of-State travel for Becki Coleman, Kari Spangler and Stephen Fitzgerald. Motion was seconded by Brian and passed by unanimous roll call vote.

44. Quarterly Financial Statement for the Period Ending December 31, 2016 – Patti Jurjevich

Patti advised that this handout is in the packet for the Governing Board to review. They feel there are no concerns.

45. Director’s Report – Patti Jurjevich

Patti reviewed the summary of the System of Care Expansion and Sustainability Cooperative Agreement which is in the packet for the Governing Board to review.

She also advised that she will be testifying next week before the Appropriations Committee on behalf of the Region of Behavioral Healthcare authorities.

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

Jennifer Green from LiveWise Coalition was here to thank the Board for the opportunity to provide support and services.

47. Motion to Adjourn out of Meeting

Motion was made by Gary to Adjourn out of Meeting. Motion was seconded by Brian and passed by unanimous roll call vote. The meeting was Adjourned at 5:50pm.