

**EASTERN NEBRASKA HUMAN SERVICES AGENCY
AND REGION 6 GOVERNING BOARD MEETING MINUTES
July 17, 2019**

Chair Mary Ann Borgeson called the meeting to order at 3:30 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: Janet McCartney (Cass County); David Saalfeld (Dodge County); Mary Ann Borgeson (Douglas County); Jim Warren (Sarpy County); and Lisa Kramer (Washington County)

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

Also present: Sarah Graham (ENCOR), Trish Bergman (ENOA), Mark McQueen (Attorney) and Chris Jerram (Attorney)

2. Comments & Correspondence - Governing Board

There were no comments.

3. Approval of June 12, 2019 Governing Board Meeting Minutes

Motion was made by David to Approve the June 12, 2019 Governing Board Meeting Minutes. Motion was seconded by Janet and passed by unanimous roll call vote.

4. Approval to Outsource the Administration of ENHSA’s Pension Plan to Silver Stone – Debbie Herbel

Debbie advised that ENHSA and Region 6 each have a HR person who advise staff about the retirement package. Silverstone met with the Directors and explained how they could explain all aspects of the retirement benefits to the employees. Silverstone’s fee would be approximately \$8.00 per employee per quarter to explain the retirement package.

Motion was made by David to Approve Outsourcing the Administration of ENHSA’s Pension Plan to Silver Stone. Motion was seconded by Jim and passed by unanimous roll call vote.

5. Approval to Change ENHSA Employees into Agency Employees – Debbie Herbel
 - a. Building Manager – ENOA
 - b. HR/Finance – ENCOR

Debbie advised that they discussed this with Chris Jerram about the requirement of having ENHSA employees. He advised that there are no requirements. These staff members will be divided among the agencies in order to follow their insurance. She advised that this will also be more beneficial for accounting

Motion was made by Jim to Approve Changing the ENHSA Employees into Agency Employees as noted. Motion was seconded by David and passed by unanimous roll call vote.

6. Approval of Educational Reimbursement Rates FY 19/20 – Debbie Herbel

Debbie advised that this is brought to the Board each year. They would like approval to continue this into the next budget year.

Motion was made by Jim to Approve the Educational Reimbursement Rates FY 19/20. Motion was seconded by Lisa and passed by unanimous roll call vote.

7. Approval of Addendum to Quality Government Solutions, LLC Agreement – Dennis Loose

Dennis advised that this is an addendum to the agreement that was approved earlier in the year. The agency decided to make the Deputy Director a permanent position and Trish Bergman was hired to be the permanent Deputy Director. The addendum reduces the amount to be paid to QGS because she will no longer be a QGS employee.

Motion was made by Lisa to Approve the Addendum to Quality Government Solutions, LLC Agreement. Motion was seconded by Jim and passed by unanimous roll call vote.

8. Attorney Comments – Chris Jerram

There were no comments from the Attorney.

9. Report from Lobbyist – Sean Kelley

Sean did not attend the meeting. Legislature was not in session.

10. Executive Sessions –

c. Mark McQueen

d. Building Directors - Debbie Herbel, Dennis Loose and Patti Jurjevich

Motion was made by David to Adjourn out of ENHSA and move into Executive Session for a Personnel Matter with possible litigation. Motion was seconded by Lisa and passed by unanimous roll call vote at 3:35pm.

Motion was made by Jim to Adjourn out of Executive Session with no action taken. Lisa authorized contacting DHHS to set up a meeting to discuss ENCOR service provider rates. Motion was seconded by David and passed by unanimous roll call vote at 4:10pm.

11. Director's Report

For the record, Patti congratulated Mary Ann for being sworn in as the President of the National Association of Counties.

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

There were no comments from the Public.

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

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

ALPHA SCHOOL

14. Approval for a Staff Contract – Clint Reid

Clint advised that this is a full-time teaching position.

Motion was made by Jim to Approve the Staff Contract. Motion was seconded by David and passed by unanimous roll call vote.

15. Director’s Report – Clint Reid

Clint reported that they have filled three teaching positions. He is working on the budget and will have it at the next Board meeting. They are working on getting the building ready for approximately 65 students. Staff start training on August 2.

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

There were no comments from the Public.

17. 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 Jim and passed by unanimous roll call vote.

ENCOR

18. Ratification of Approval to Purchase 3704 Summit Plaza – Debbie Herbel

Debbie sent this to the Board earlier in the month for approval.

Motion was made by Jim to Ratify the Approval to Purchase 3704 Summit Plaza. Motion was seconded by David and passed by unanimous roll call vote.

19. Approval of Amended Purchase Agreement for 3704 Summit Plaza – Debbie Herbel

Debbie advised that they had to make a change to the purchase agreement due to a finding with the title search. There were two titles for the building. This was clarified as being the same owner but different company names and the purchase agreement had to be rewritten.

Motion was made by Janet to Approve the Amended Purchase Agreement for 3704 Summit Plaza. Motion was seconded by Jim and passed by unanimous roll call vote.

20. Presentation from Povondra Construction – Michael Kemp

- a. Approval for Construction Cost Estimates for 3704 Summit Plaza, Bellevue – Debbie Herbel
- b. Approval for Construction Cost Estimates for 1935 E. Military Avenue, Fremont – Debbie Herbel

Michael discussed the plans for remodeling both buildings. The drawings for the remodeling of the buildings are preliminary ideas so they can get bid estimates and make changes. The scope of the Bellevue building will be reduced. The Fremont building will basically be gutted and remodeled. He discussed the contingency dollars built into the costs. The drawings were emailed to the Board for review prior to the meeting.

Motion was made by Jim to Approve Construction Cost Estimates for 3704 Summit Plaza, Bellevue and 1935 E. Military Avenue, Fremont. Motion was seconded by David and passed by unanimous roll call vote.

21. Approval to Use Linhart Construction Company to Replace a Retaining Wall at 5016 Copper Creek Road - Debbie Herbel

Debbie advised that this retaining wall has to be replaced due to it affecting the house behind the ENCOR property. The retaining wall is actually on the ENCOR property. The bids for the retaining wall were emailed out to the Board for their review.

Motion was made by Lisa to Approve Using Linhart Construction Company to Replace a Retaining Wall at 5016 Copper Creek Road. Motion was seconded by David and passed by unanimous roll call vote.

22. Approval to Sell Building at 1327 Washington Street, Blair, Pending Mutual Agreement to Contract Changes – Debbie Herbel

Debbie reported that Runza approached her a few months ago about purchasing this property so that they could demolish the building and build on the land. Runza agreed to the purchase price and the term that ENCOR can lease back the building until a replacement building is found. Debbie assured Lisa that the services will continue in the Blair area. The PJ Morgan Realty advised Debbie that there are available properties to look at.

Motion was made by Lisa to Approve Selling the Building at 1327 Washington Street, Blair, and Pending Mutual Agreement to Contract Changes. Motion was seconded by David and passed by unanimous roll call vote.

23. Approval to Purchase– Debbie Herbel

Debbie advised that this is the equipment for the training room at their new building.

Motion was made by Janet to Approve the Purchase of Audio-Visual Equipment for 9814 M Street. Motion was seconded by Jim and passed by unanimous roll call vote.

24. Ratification of Approval to Purchase Biometric Timekeeping Clocks and Software – Debbie Herbel

Debbie emailed this approval to the Board last week for approval.

Motion was made by Jim to Ratify the Approval to Purchase Biometric Timekeeping Clocks and Software. Motion was seconded by David and passed by unanimous roll call vote.

25. Approval of ENCOR Policies – Debbie Herbel

Debbie advised that this is the second of three batches of ENCOR policies that need to be updated. The policies have been updated due to new State regulations. The policies were emailed to the Board for their review prior to the meeting.

Motion was made by Lisa to Approve the ENCOR Policies. Motion was seconded by Janet and passed by unanimous roll call vote.

26. Director’s Report – Debbie Herbel

Debbie advised that the ribbon cutting ceremony for the new building at 9814 M Street will be July 18.

They are working on the ENCOR budget to be presented at the August Board meeting.

She discussed using the people that they support in more day programs such as creating a crew where they will be hired to do the landscaping in the summer and will take care of vending machines at some of the day program sites in the winter. They want to give the people that they support more opportunities.

Debbie will be participating on a panel discussion on NET on August 1 about people with Alzheimer’s and dementia.

ENCOR is set to acquire a home from another provider in Omaha. They will acquire 3 people who live there and the staff. ENCOR is experiencing considerable growth from people who have been unhappy with other providers.

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

There were no comments from the Public.

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

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

REGION 6 BEHAVIORAL HEALTHCARE

29. Approval of Carrier for Worker’s Compensation Coverage, 10/1/19-9/30/20 – Tyler Weinand, Lockton Insurance Company

The comparison of premium and exposure summarization document is in the packet for the Board to review. The current vendor premium is 7% higher than the proposed premium from Lockton.

Motion was made by David to Approve the Lockton Insurance Company to be the Worker's Compensation Coverage Carrier. Motion was seconded by Jim and passed by unanimous roll call vote.

30. Update on Stepping Up – Vicki Maca

Vicki advised that a copy of the Power Point presentation is in the packet for the Board to review. She discussed each county and how they are supporting the Stepping Up project. Topics she covered were the four key measures involving the mentally ill, explaining the Familiar Faces Project, medication assisted treatments and multi-agency release of confidential information consent forms.

31. Approval of Final FY19 Budget Shift – Patti Jurjevich

Patti explained that this is the final budget shift in moving money from a service category that does not need the money into a service category that does need the money. This final is based on the feedback from the Division on what they could approve and not approve.

Motion was made by Jim to Approve the Final FY19 Budget Shift. Motion was seconded by Lisa and passed by unanimous roll call vote.

32. Approval of Contracts and Amendments – Patti Jurjevich

Patti recapped the requests for contracts and amendments that are in the packet for review by the Board. The list of Network Provider amendments correspond to the budget shifts just discussed.

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

33. Approval of Out of State Travel – Patti Jurjevich

- a. Crystal Fuller, Chicago, IL – August 27 – August 29, 2019

Motion was made by Jim to Approve the Out of State Travel for Crystal Fuller. Motion was seconded by David and passed by unanimous roll call vote.

34. Director's Report – Patti Jurjevich

Patti advised that the usual reports are in the packet for review. She would like to bring to the Board's attention, Item 34F, the Network Services update. The Disaster Behavioral Health response update will be brought to the Board each month.

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

There were no comments from the Public.

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

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

OFFICE ON AGING

37. Presentation on Caregiver Support Program – Mike Osberg

Mike explained the Caregiver Support Program in that the primary focus of the program is on the caregiver. The program provides in-home respite for the caregiver in the amount of six hours per week or an option for the care receiver to attend an Adult Day program five days a month. His staff have contact with the caregivers at least once a month by home visits or phone calls. The program’s resources are limited so they cannot provide Chore services such as lawn care or snow removal. They can provide Personal Emergency Response System pendants and some durable medical equipment.

He discussed the satisfaction survey that they send out annually and distributed Volume 1 of the Care Giving Care Living quarterly newsletter. He also announced that there will be an upcoming caregiver resource fair on November 2 here at this building sponsored by Mary Ann Borgeson with the support from Eastern Nebraska Office on Aging.

38. Approval of Senior Center Contracts for FY 19/20 – Dennis Loose

Dennis advised that a list of the Senior Center Contracts is in the packet for review.

Motion was made by David to Approve the Senior Center Contracts for FY19/20. Motion was seconded by Janet and passed by unanimous roll call vote.

39. Approval of Policies - Dennis Loose

- a. Rural Transportation Post-Surgery Transportation Policy
- b. CHORE Service Extension
- c. Costs and Payment of Claims Policy and Procedure

Dennis advised that these policies were emailed out in advance for the Board to review. The State Auditor required that the term “cost” be added to the policy for Costs and Payment of Claims Policy and Procedure

Motion was made by Jim to approve the above listed policies. Motion was seconded by Lisa and passed by unanimous roll call vote.

40. Approval of Legal Services Contract for FY 2020 – Dennis Loose

Dennis advised that this is a contract with Legal Services Corporation of Nebraska for the ElderAccessline and the State Unit on Aging.

Motion was made by Jim to Approve the Legal Services Contract for FY 2020. Motion was seconded by Janet and passed by unanimous roll call vote.

41. Approval of Ne4A FY 2020 ADRC Contract – Dennis Loose

Dennis reported that that this is part of the funding from the State and approval to have an Aging and Disability Resource Center in each agency. All seven AAAs contribute to the hiring of a statewide coordinator. This is the same contract as last year's contract.

Motion was made by David to Approve the Ne4A FY 2020 ADRC Contract. Motion was seconded by Janet and passed by unanimous roll call vote.

42. Directors' Report – Dennis Loose

Dennis reported that he will be presenting at the statewide Elder Justice Training on August 20 on the "Role of the Aging Network in Nebraska."

Mary Ann welcomed Trish Bergman as being an ENOA employee now.

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

There were no comments from the Public.

42. Motion to Adjourn out of Meeting

Motion was made by Jim to Adjourn out of Meeting. Motion was seconded by Lisa and passed by unanimous roll call vote. Meeting was adjourned at 5:53pm.

Respectfully Submitted by Lezlie McPherson