

**EASTERN NEBRASKA HUMAN SERVICES AGENCY
AND REGION 6 GOVERNING BOARD MEETING MINUTES
November 13, 2019**

Vice Chair, Lisa Kramer called the meeting to order at 3:30pm. 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); Jim Warren (Sarpy County); and Lisa Kramer (Washington County)

The following Board Members were not in attendance: David Saalfeld (Dodge County) and Mary Ann Borgeson (Douglas County)

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

Also present: Sarah Graham (ENCOR); Chris Jerram, Sean Kelly and Mark McQueen (Attorneys)

2. Comments & Correspondence - Governing Board

Lisa welcomed the Clarkson Nursing Students.

3. Approval of the October 9, 2019 Governing Board Meeting and October 15, 2019 Special Meeting Minutes

Motion was made by Janet to Approve the October 9, 2019 Governing Board Meeting and October 15, 2019 Special Meeting Minutes. Motion was seconded by Jim and passed by unanimous roll call vote.

4. Approval of the Updated ENHSA Human Resources Policies and Procedures – Mark McQueen

A copy of the Updated ENHSA Human Resources Policies and Procedures was emailed to the Board prior to the meeting for their review. Mark advised that they have been working on this update for a year. He summarized the policies and procedures that had substantial revision changes.

Motion was made by Jim to Approve the Updated ENHSA Human Resources Policies and Procedures. Motion was seconded by Janet and passed by unanimous roll call vote.

5. Approval of ENHSA Bank Account Reconciliation of Outstanding Check Amount – Jodi Prewitt

Debbie advised that an explanation was emailed to the Board for review and is in the packet. The auditors noticed that a certain amount of unreconciled checks had been carried over each month for a number of years. Jodi recommended writing off this amount as it had been carried over for a long time. Some of the uncashed checks go back to 2003. Jodi suggested giving back 63% to ENCOR and 37% back to ENOA.

Motion was made by Janet to Approve the ENHSA Bank Account Reconciliation of Outstanding Check Amount. Motion was seconded by Jim and passed by unanimous roll call vote.

6. Approval of Agency Holiday Closure – Patti Jurjevich

Patti requests additional holiday time for Region 6 with December 24 being closed. Debbie advised that it is not cost effective for ENCOR to close. Dennis was temporarily away from the meeting. It was decided to wait until Dennis returns to decide on the holiday closure for all agencies.

7. Attorney Comments – Chris Jerram

There were no comments from the attorney.

8. Report from Lobbyist – Sean Kelley

Sean stated that the Legislature will reconvene on January 8, 2020. He advised that the tax incentive failure and the property tax reform will be two main issues discussed during the next session. He met with the Health and Human Services Committee where the Developmental Disabilities Waiver and the Medicaid expansion were discussed. He feels the fiscal outlook looks better. The summary was in the packet for the Board to review.

9. Executive Session

There was no request for an Executive Session.

10. Director's Report

There was no Director's Report.

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

There were no comments from the Public.

12. Motion to Adjourn out of ENHSA Admin and enter Region 6 Behavioral Healthcare

Motion was made by Jim to Adjourn out of ENHSA Admin and enter Region 6 Behavioral Healthcare and return to Item # 6 after Region 6 when Dennis returns. Motion was seconded by Janet and passed by unanimous roll call vote.

REGION 6 BEHAVIORAL HEALTHCARE

13. Approval of Dental and Health Insurance Plans for 2020 - Scott Stevens, Dodge Partners

a. Dental Insurance-UNUM

Scott advised that UNUM has proposed a 5% increase for the January 1, 2020 renewal. His recommendation is to take the 5% increase and shop around next year. Patti agreed to this.

A market analysis is in the packet for the Board to review.

Motion was made by Jim to Approve the UNUM Dental Insurance Plan for 2020. Motion was seconded by Janet and passed by unanimous roll call vote.

b. Health Insurance-United Healthcare

Scott reported that Region 6 has moved into a 51+ person plan. The market analysis is in the packet for the Board to review. He highlighted the two plans that most resemble their current plan. The Plan ABDR offers the least amount of benefit interruption to the staff with a 4.2% increase.

Motion was made by Jim to Approve the United Healthcare Plan ABDR with the least amount of interruption. Motion was seconded by Janet and passed by unanimous roll call vote.

14. FY20 Prevention Federal Block Grant Funds-Crystal Fuller

a. Review of Coalitions' Additional Activities

Crystal reported that they received notice that the LiveWise Coalition was dissolving their organization and ended their contract with Region 6 on October 31, 2019. They requested \$16,758.70 in reimbursements which left \$118,241.30 in funds to reallocate. The Omaha Collegiate Consortium and Coalition RX stated that they could continue with the initial programming activities. The Omaha Collegiate Consortium requested \$76,948 and the Coalition RX requested \$29,608.15. Region 6 has reached out to the Division of Behavioral Health to discuss options for the remaining \$11,685.15. A summary is in the packet for the Board to review.

b. Approval of Funding

Motion was made by Janet to Approve the FY20 Prevention Federal Block Grant Funds. Motion was seconded by Jim and passed by unanimous roll call vote.

15. Psychiatric Emergency Services (PES) Request for Proposal (RFP)-Taren Petersen

a. Review of the RFP Process and Funding Recommendations

Taren advised that there is a copy of the summary in the packet for the Board to review. Region 6 issued a Request for Proposal seeking an interested provider to develop a Psychiatric Emergency Service program for this area. She discussed the RFP process. It was unanimously decided that a one-time \$700,000 fund would be provided to Nebraska Medicine to start up this program.

b. Approval of Funding

Motion was made by Jim to Approve the Funding for the Psychiatric Emergency Services project. Motion was seconded by Janet and passed by unanimous roll call vote.

16. Approval of Out-of-State Travel-Patti Jurjevich

a. Vicki Maca, Tulsa, OK, November 20-November 22, 2019

b. Patti Jurjevich, Washington, DC, February 28-March 4, 2020

Motion was made by Janet to Approve the Out-of-State Travel for Vicki Maca for November 20-November 22 and for Patti Jurjevich for February 28-March 4. Motion was seconded by Jim and passed by unanimous roll call vote.

17. 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.

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

18. Director's Report-Patti Jurjevich

Patti discussed the regional biennium budget cuts. Region 6 has been notified that their portion of the cuts will be approximately \$1,300,000. They should receive notice from the Division of Behavioral Health in mid-December of their preliminary allocation information. They use that information to start their budgeting process.

She has been talking with senators about the impact that the reduction will have on programs and if they have the ability to put that money back in the budget.

She advised that the usual reports are in the packet for the Board to review.

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

There were no comments from the Public.

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

Motion was made by Jim to Adjourn out of Region 6 Behavioral Healthcare and enter Alpha School. Motion was seconded by Janet and passed by unanimous roll call vote. Dennis had not returned to the meeting as of this adjournment.

ALPHA SCHOOL

Clint introduced himself to the students and explained Alpha School.

21. Approval of 3 Public School Contracts – Clint Reid

Clint reported that he had two contracts for the Westside Community Schools and one for the Millard Public Schools to be approved.

Motion was made by Jim to Approve the 3 Public School Contracts. Motion was seconded by Janet and passed by unanimous roll call vote.

22. Director's Report – Clint Reid

Clint reported that they made \$750 from the Barnes and Noble book fair. All the students received the books that they chose.

He passed out the Thanksgiving meal invitations and talked about the event. They have 69 students enrolled and 11 on the waitlist.

Clint discussed a new program that they created this year, "The Ambassadors Committee." It is like a student council program in a regular public school. The members are involved in social, environmental and educational activities. They started out with 30 students and are down to 18 students. They have to adhere to some very strict rules to be a member. This involvement will help them transition back into public schools.

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

There were no comments from the Public.

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

Motion was made by Jim to Adjourn out of Alpha School and enter back into Region 6. Motion was seconded by Janet and passed by unanimous roll call vote.

Patti introduced herself to the students and explained the Region 6 Behavioral Healthcare program.

The Vice-Chair advised that the agenda is returning to Item #6 and asked for Dennis's response. He stated that he has no problem with Region 6 asking for a holiday closure. ENOA has to deliver home delivered meals so he was considering an afternoon closure.

Motion was made by Jim to Approve the Agency Holiday Closure requests. Motion was seconded by Janet and passed by unanimous roll call vote.

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

OFFICE ON AGING

Dennis introduced himself to the students and explained ENOA.

25. Approval of ENOA Policies – Dennis Loose

- a. Contract/Subaward Monitoring
- b. Congregate Meal Sites Closings
- c. Rural Transportation Weather Closings
- d. Procurement

Dennis advised that these policies were emailed out in advance for the Board to review. The Congregate Meal Site closing is due to the Omaha Public Schools changing their bad weather procedure policy which the centers follow for weather closings. The Rural Transportation closure policy is going to be at the discretion of the program director. The procurement policy has been required for several of the grants that ENOA is receiving. The policy is following what the Board had dictated in the past. If the amount to be approved is under \$5,000, the approval of the expenditure is up to the agency director, \$5,000-\$25,000, three quotes will be required and over \$25,000, a Request for Proposal will be issued.

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

26. Approval of Amendment to the City of Plattsmouth Congregate Meal Contract of July 1, 2019 – Dennis Loose

Dennis advised that the City of Plattsmouth Senior Center will no longer offer Home Delivered Meals. They will instead offer takeout meals for a fee so an amendment to the original contract was needed.

Motion was made by Jim to Approve the Amendment to the City of Plattsmouth Congregate Meal Contract of July 1, 2019. Motion was seconded by Janet and passed by unanimous roll call vote.

27. Approval of PACE Provider Agreement – Dennis Loose

Dennis advised that PACE is an all-encompassing program for seniors through Immanuel. The Pace program purchases their home delivered meals from ENOA for \$6.64 a meal. ENOA has requested an increase in cost for the meals to \$6.97.

Motion was made by Janet to Approve the PACE Provider Agreement. Motion was seconded by Jim and passed by unanimous roll call vote.

28. Approval of Rural Transportation Vehicle Budget for FY 2019-2020 – Dennis Loose

Dennis advised that this is approval to purchase a replacement wheelchair van for a van that was totaled in an accident. The insurance company paid for the totaled van. ENOA's portion of purchasing the van will be covered by the insurance check.

Motion was made by Janet to Approve the Rural Transportation Vehicle Budget for FY 2019-2020. Motion was seconded Lisa and passed by unanimous roll call vote.

29. Approval of Out of State Travel for Mary Parker, Sandy Blackman, Elizabeth Paleogos and Abigail Wayman to Kansas City, MO for November 20, 2019 – Dennis Loose

Dennis advised that these Coordinators and their Director are with the Corporation for National and Community Services. They will be attending an open house for the newly opened Senior Corps Regional Office. The correct date for the open house is November 25.

Motion was made by Jim to Approve Out of State Travel for Mary Parker, Sandy Blackman, Elizabeth Paleogos and Abigail Wayman to Kansas City, MO for November 25, 2019. Motion was seconded by Janet and passed by unanimous roll call vote.

30. Directors' Report – Dennis Loose

Dennis talked about the Caregiver Support Resource Fair that was held in the building on November 2. He said that it was very well attended and Mary Ann Borgeson attended the fair. The vendors were pleased with the turnout.

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

There were no comments from the Public.

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

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

ENCOR

Debbie introduced herself to the students and explained the ENCOR program and advised that they are changing their name to DUET.

33. Approval to Sell the Home at 4302 Fort Street and List with PJ Morgan Real Estate – Debbie Herbel

Debbie advised that they would like to sell this home as the DHHS Home and Community Services survey showed some areas that needed improvements for access. It is going to be too costly to bring the house up to their requirements. ENCOR has owned the home for 33 years.

Motion was made by Janet to Approve Selling the Home at 4302 Fort Street and List with PJ Morgan Real Estate. Motion was seconded by Jim and passed by unanimous roll call vote.

34. Ratification of Approval for the Acceptance of Sales Agreement for 1314 Washington Street, Blair, NE – Debbie Herbel

Debbie advised that this is the Day Program site in Blair. They are getting ready to close on the sale of the property and need this resolution for the title company.

Motion was made by Janet to Ratify the Approval for the Acceptance of Sales Agreement for 1314 Washington Street, Blair, NE amending the resolution to correcting the address to 1327 Washington Street, Blair, NE. Motion was seconded by Jim and passed by unanimous roll call vote.

35. Approval to Authorize the Governing Board Chair or Vice-Chair to Sign the Necessary Paperwork to Close on the Sale of 1314 Washington Street, Blair, NE – Debbie Herbel

Debbie advised that the title company is requiring this document to close on the property located at 1327 Washington Street, Blair, NE.

Motion was made by Janet to Approve Authorizing the Governing Board Chair or Vice-Chair to Sign the Necessary Paperwork to Close on the Sale of 1314 Washington Street, Blair, NE. amending the resolution to correcting the address to 1327 Washington Street, Blair, NE. Motion was seconded by Jim and passed by unanimous roll call vote.

36. Approval to Lease 1327 Washington Street, Blair, NE – Debbie Herbel

Debbie advised that after they close on the sale of the property located at 1327 Washington, Blair, NE, they will be leasing the property back until the new property that they will be leasing is ready. This will take approximately six months to finish the improvements.

Motion was made by Jim to Approve the Leasing of 1327 Washington Street, Blair, NE. Motion was seconded by Janet and passed by unanimous roll call vote.

37. Approval to Accept the Purchase Agreement Offer for 4910 Chicago Street, Omaha – Debbie Herbel

Debbie advised that this home was just listed last month and received many offers on it. They accepted the best offer of \$165,500.

Motion was made by Janet to Approve Accepting the Purchase Agreement Offer for 4910 Chicago Street, Omaha including in the resolution the authorization for the Board Chair or Vice-Chair to sign the necessary paperwork to complete the transaction. Motion was seconded by Jim and passed by unanimous roll call vote.

38. Approval to Accept the Purchase Agreement Offer for 3701 Saratoga Street, Omaha – Debbie Herbel

Motion was made by Jim to Approve Accepting the Purchase Agreement Offer for 3710 Saratoga Street, Omaha including in the resolution the authorization for the Board Chair or Vice-Chair to sign the necessary paperwork to complete the transaction. Motion was seconded by Janet and passed by unanimous roll call vote.

39. Approval to Use Rife Construction for the Bellevue Construction Project Located at 3604 Summit Plaza Drive – Debbie Herbel

Debbie advised that there is a copy of the bid tabulations in the packet for review. Rife Construction's bid was somewhat higher than the lowest company. The lowest company was not recommended by the architect due to poor performance on other projects.

Motion was made by Jim to Use Rife Construction on the recommendation of the architect to work on the Bellevue Construction Project Located at 3604 Summit Plaza Drive. Motion was seconded by Janet and passed by unanimous roll call vote.

40. Approval to Award the Chosen Construction Bid for the Fremont Construction Project – Debbie Herbel

Debbie advised that these bids were just received prior to this meeting. There is a hand-written bid tabulation in the packet for the Board to review. They would like to go with the lowest bid from Ronco. The architect will talk to Ronco to see if the construction will be in line with 180 days or less. If Ronco cannot meet the 180 days for construction they recommend going with JFK Construction.

Motion was made by Jim to Award Ronco Construction for the Fremont Construction Project if they can meet the 180 day construction deadline. If Ronco cannot meet the 180 day deadline, ENCOR would like to award the project to JFK Construction. Motion was seconded by Janet and passed by unanimous roll call vote.

41. Approval of Camera Security System to be Installed at 1531 N. 18th Street, Omaha – Debbie Herbel

Debbie advised that this is the location where the saw shop will be moved to after the Bellevue flood. Debbie received three bids for the camera and installation. Cox was the lowest bid and they recommend going with them.

Motion was made by Janet to Approve the Camera Security System to be installed at 1531 N. 18th Street, Omaha by Cox Business Security Solutions. Motion was seconded by Jim and passed by unanimous roll call vote.

42. Director's Report – Debbie Herbel

Debbie announced that they hired a CFO. Her name is Nancy Chase and she starts on November 25th. Her time will overlap with Jodi Prewitt for a few weeks. Jodi's last day is December 20.

They have an update on the Sorensen buildings project. Chris summarized what was going on with the problematic restrictions and zoning issues. The recommendation from the real estate law experts that ENCOR hired is that ENCOR should not go forward with this project. Chris agrees with the recommendation. Debbie will be looking at a different location possibly further west.

She announced that they hired a licensed independent mental health professional and explained the reasoning behind it.

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

There were no comments from the Public.

44. Motion to Adjourn out of Meeting

Motion was made by Janet to Adjourn out of Meeting. Motion was seconded by Jim and passed by unanimous roll call vote. The meeting was adjourned at 5:00pm.

Respectfully Submitted by Lezlie McPherson