

EASTERN NEBRASKA REGIONAL AGENCY ON HUMAN SERVICES AND REGION 6 BEHAVIORAL HEALTH GOVERNING BOARD MEETING MINUTES

April 12, 2023

Chair, Mary Ann Borgeson 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: Pat Tawney (Dodge County); Mary Ann Borgeson (Douglas County); and Angi Burmeister (Sarpy County); and Lisa Kramer (Washington County)

The following staff members were present: Sarah Graham (Duet); Trish Bergman (ENOA); Patti Jurjevich (Region 6 Behavioral Healthcare); and Clint Reid (Alpha)

2. Pledge of Allegiance

The Chair led the Pledge of Allegiance

3. Comments & Correspondence - Governing Board

There were no Comments & Correspondence from the Governing Board Members.

4. Approval of March 8, 2023, Governing Board Minutes

A motion was made by Angi to approve the March 8, 2023, Governing Board Meeting Minutes. The motion was seconded by Pat and passed by a unanimous roll call vote with the exception of Lisa Kramer from Washington County who abstained.

5. Review of ENHSA financial statements – Hope Houessoukpe

Hope reported on the documentation that was provided in the Board’s packets.

6. Approval of Resolution for Sale of 30% Ownership Interest in and to ENHSA Headquarters Property by Region 6 Behavioral Healthcare and authorization for ENHSA Board Chair to execute the necessary closing and financial documents to accomplish same. – Chris Jerram

- a. Purchase Agreement
- b. Tenants in Common Agreement
- c. Associated First National Documents

A motion was made by Pat to approve the Resolution for Sale of 30% Ownership Interest in and to ENHSA Headquarters property by Region 6 Behavioral Healthcare and authorization for ENHSA Board Chair to execute the necessary closing and financial documents to accomplish same. The motion was seconded by Lisa and passed by a unanimous roll call vote.

7. Approval of Resolution for Pension Plan Contact Change- Sarah Graham

Sarah requested to remove former CFO, Nancy Chase, as Pension Plan Administrator and Designated Trustee for Plan Investments and Appoint Debbie Herbel, Duet Executive Director, as Pension Plan Administrator and Designated Trustee for Plan Investments.

A motion was made by Angi to Approve the Resolution for Pension Plan Contact Change. The motion was seconded by Pat and passed by a unanimous roll call vote.

8. Attorney Comments – Chris Jerram
There were no Attorney Comments
9. Report from Lobbyist – Sean Kelley
The Report from the Lobbyist was sent out in advance for review
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 Alpha
A motion was made by Lisa to adjourn out of ENHSA Admin and enter Alpha. The motion was seconded by Angi and passed by a unanimous roll call vote.

Alpha

13. Approval of (6) six Student Contracts– Clint Reid
 - a. Council Bluffs (4)
 - b. Millard Public (1)
 - c. Omaha Public (1)Clint requested Approval of (6) six Student Contracts.

A motion was made by Pat to approve the (6) six Student Contracts. The motion was seconded by Angi and passed by a unanimous roll call vote.
14. Approval of (1) Staff Contract – Clint Reid
Clint requested approval of (1) Staff Contract.

A motion was made by Lisa to approve (1) Staff Contract. The motion was seconded by Angi and passed by a unanimous roll call vote.
15. Request for Executive Session
The Chair moved the Request for Executive Session to the end.
16. Director's Report – Clint Reid
Clint reported that there are 31 days left of School. He reported that there are currently 58 Students enrolled, with 8 referrals, and 3 intakes scheduled. Currently, students are working on State Testing, Nebraska is complete, and Iowa will soon follow.
17. Comments from the Public (please limit to 3 minutes each person)
There were no Comments from the Public.
18. Motion to Adjourn out of Alpha and enter ENOA

A motion was made by Lisa to Recess out of Alpha and enter ENOA. The motion was seconded by Angi and passed by a unanimous roll call vote.

ENOA

19. Approval of ENOA's Annual Area Plan and budget – Trish Bergman

Trish reported that the ENOA's Annual Area Plan and budget are completed and included in the Board's packets for review. This included the 4-year plan, she mentioned that the budgeting was difficult due to the ARPA funding.

She recapped a few key items ARPA funding will be utilized on including the increase for providers, a one-time payment with ARPA funding, a .60 meal increase for cater, implementing case management program, bringing back grab and go meals, hired another fiscal position, more ombudsman volunteers, looking to purchase two more meals on wheels vans, Leadership Training, increasing Diner's Choice, 50th Anniversary Planning

A motion was made by Pat to Approve the ENOA Annual Area Plan and Budget. The motion was seconded by Angi and passed by a unanimous roll call vote.

20. Approval of the FY24 ENOA Contracts/Amendments/Agreements – Trish Bergman

- a. Approval of the FY24 ENOA Legal Services Contract
- b. Autumn Pointe Contract (HDM)
- c. Jewish Federation Contract (HDM)
- d. PACE Amendment (HDM Meal cost)
- e. Immanuel Contract (Congregate)
- f. North Bend Area Senior Center Contract (Congregate)
- g. Nebraska Urban Indian Health Coalition Contract (Congregate)
- h. Approval of Enterprise Media Group Agreement
- i. Approval of Chore Agreement for Edgar Rockwood
- j. Approval of Chore Provider Addendum for Scott Nelson

Trish requested approval of the FY24 ENOA Contracts/Amendments/Agreements.

A motion was made by Angi to Approve the FY24 ENOA Contracts/Amendments/Agreements. The motion was seconded by Lisa and passed by a unanimous roll call vote.

21. Approval of ENOA Policies – Trish Bergman

- a. (13) Nutrition Services Policies
- b. (3) Homemaker Policies
- c. (3) Personal Care Policies
- d. (1) Chore Policy
- e. (1) Technology & Equipment Policy
- f. (1) Legal Assistance Policy
- g. (1) ADRC Policy
- h. (1) I&A Policy
- i. (24) Home Delivered Meals Policies
- j. (1) Title IIIB Case Management Policy

Trish requested approval of 49 policies and a lot were updated in conjunction with the State Plan.

A motion was made by Lisa to Approve the 49 ENOA Policies. The motion was seconded by Angi and passed by a unanimous roll call vote.

22. Approval of Out of State Travel for Abigail Wyman and Kailey Edelman – Arlington, Virginia – Trish Bergman
Trish requested Out of State Travel for Abigail Wyman and Kailey Edelman to attend the Growing Together: Uniting America Through Service in Arlington, VA on 5/24/23-5/26/23.

A motion was made by Pat to Approve the Out of State Travel for Abigail Wyman and Kailey Edelman. The motion was seconded by Angi and passed by a unanimous roll call vote.

23. Approval of Resolution to Change signers on Nutrition bank accounts from Susan Davern to Allison Adrian – Trish Bergman

Trish requested approval to change signers on the Nutrition bank accounts. Trish stated that with Susie's retirement, she'd like to add Allison Adrian and remove Susie Davern.

A motion was made by Pat to Approve the Resolution changing signers on the Nutrition bank accounts from Susan Davern to Allison Adrian. The motion was seconded by Lisa and passed by a unanimous roll call vote.

24. Approval of Resolution for the Aging with Spirit Foundation to acquire a separate bank account at FNBO – Trish Bergman

Trish stated that since obtaining a 501 (c) (3), the Aging with Spirit Foundation wishes to acquire a separate bank account at FNBO.

A motion was made by Pat to approve the Resolution for the Aging with Spirit Foundation to acquire a separate bank account at FNBO. The motion was seconded by Angi and passed by a unanimous roll call vote.

25. Director's Report – Trish Bergman

Trish reported that the normal reports are included in the packets, she mentioned 3 different ENOA events that are happening over the next few months.

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

There were no Comments from the Public

27. Motion to Adjourn out of ENOA and enter Duet

A motion was made by Angi to Adjourn out of ENOA and enter Duet. The motion was seconded by Pat and passed by a unanimous roll call vote.

Duet

28. Approval of DocuSign lease renewal- Sarah Graham

Sarah requested approval of the DocuSign renewal agreement.

A motion was made by Pat to approve the DocuSign renewal. The motion was seconded by Lisa and passed by a unanimous roll call vote.

29. Approval of Lease Addendum for 11111 M Street, Omaha, NE – Sarah Graham

Sarah requested Approval of the Lease Addendum for 11111 M Street, stating that Duet would like to continue the lease for another 3 years.

A motion was made by Lisa to Approve the Lease Addendum for 11111 M Street Omaha, NE. The motion was seconded by Angi and passed by a unanimous roll call vote.

30. Approval to list and sell 1223 Fairfax Rd. – Sarah Graham

Sarah requested approval to list and sell 1223 Fairfax Rd, she would like permission to sell this house. Sarah stated that the sale of this house would provide funds for the Duplex to be built.

A motion was made by Lisa to approve the listing subject to the approval of the contract to sell the home. The motion was seconded by Angi and passed by a unanimous roll call vote.

31. Approval of Access Systems lease for Grand Island – Sarah Graham

Sarah requested approval of the Access Systems Lease for Grand Island. She stated the program is growing and it is necessary to have more than a small desk top printer at that location.

A motion was made by Pat to Approve the Access Systems lease for Grand Island. The motion was seconded by Lisa and passed by a unanimous roll call vote.

32. Approval of Addendum for Access Systems – Sarah Graham

Sarah requested Approval of an Addendum for Access Systems, she stated that this Addendum will not cost Duet any extra funding, it is simply Access Systems switching funding firms.

A motion was made by Angi to Approve the Addendum for Access Systems. The motion was seconded by Lisa and passed by a unanimous roll call vote.

33. Approval of lease for Care Recycling Skid Steer – Sarah Graham

A motion was made by Lisa to Table the Lease for Care Recycling Skid Steer. The motion was seconded by Angi and passed by a unanimous roll call vote.

34. Approval of Insurance Service Agreement – Sarah Graham

35. Request for Executive Session

A motion was made by Lisa at 4:09 p.m. that the Board with Attorney Chris Jerram, Attorney Mark McQueen, Sarah Graham move into Executive Session to discuss Labor and Negotiations and to reconvene in open session. The motion was seconded by Pat and passed by unanimous roll call vote.

A motion was made by Pat at 4:14 p.m. that the Board with Attorney Chris Jerram, Attorney Mark McQueen, and Sarah Graham reconvene and reopen the meeting to the public. The motion was seconded by Lisa and passed by unanimous roll call vote. The Chair stated that no action was taken while in executive session.

36. Director's Report – Sarah Graham

Sarah reported that Duet's Critical Incident Report (CIR) is in the Governing Board packets for review. Sarah was excited to announce that Duet's screen-printing shop, Kaleidoscope, is up and running.

Sarah also reported that the State of NE will be in the South area doing their Annual Recertification next week.

37. Comments from the Public (please limit to 3 minutes each person)
There were no Comments from the Public.

38. Motion to Adjourn out of Duet and enter Region 6 Behavioral Healthcare.
A motion was made by Angi at 4:21p.m. to adjourn out of Duet and enter Alpha School and that the Board with Attorney Chris Jerram and Attorney Mark McQueen, move into Executive Session to discuss a personnel matter and to reconvene in open session. The motion was seconded by Pat and passed by unanimous roll call vote.

A motion was made by Lisa at 4:41 p.m. that the Board with Attorney Chris Jerram and Attorney Mark McQueen, reconvene and reopen the meeting to the public and enter Region 6 Behavioral Healthcare. The motion was seconded by Angi and passed by unanimous roll call vote. The Chair stated that no action was taken while in executive session.

Region 6 Behavioral Healthcare

39. Approval of Region 6 Behavioral Healthcare's Purchase of 30% Ownership Interest in and to ENHSA Headquarters Property and authorization for Governing Board Chair to execute the necessary closing and financial documents to accomplish same – Chris Jerram and Patti Jurjevich
- a. Purchase Agreement
 - b. Tenants in Common Agreement
 - c. Associated First National Documents

A motion was made by Angi to Approve the of Region 6 Behavioral Healthcare's Purchase of 30% Ownership Interest in and to ENHSA Headquarters Property and authorization for Governing Board Chair to execute the necessary closing and financial documents to accomplish same. The motion was seconded by Lisa and passed by a unanimous roll call vote.

40. Review and Approval of Tobacco Free Nebraska (TFN) Plan and Budget, FYs 24 and 25 – Crystal Fuller

Crystal reviewed the Tobacco Free Nebraska Plan and Budget for FYs 24 and 25 that was provided in the Board's packets, stating that based on the collaborative workplan, each interested community partner created a budget; these submissions were reviewed by the MOTAC Executive Committee and Region 6. Based on the maximum allocation of the funding the MOTAC Executive Committee chose to move all five submissions forward with reduced budgets.

A motion was made by Pat to approve the Tobacco Free Nebraska Plan and Budget, FYs 24 and 25. The motion was seconded by Lisa and passed by a unanimous roll call vote.

41. Approval of Intermediate Psychiatric Residential-Adults Request for Proposal (RFP) – Taren Petersen
- a. Review of RFP Process and Funding Recommendations
 - b. Approval of RFP Recommendation

Taren recapped the Intermediate Psychiatric Residential-Adults Request for Proposal that was provided in the Board's packets. She reviewed the proposal submission process, stating that on Jan. 23, 2023, R6 initiated an RFP through a Bidder's Conference. She stated that the responses were due on March 17th and that R6 received one proposal from Capture Developmental and Community Services. On April 5th the review committee's recommendation was presented to the Behavioral Health Advisory Committee, on which they unanimously recommended that R6 Governing Board that Region 6 not accept Capture's proposal for the Intermediate Psychiatric Residential Service at this time.

A motion was made by Pat to approve the RFP Recommendation . The motion was seconded by Lisa and passed by a unanimous roll call vote.

42. Approval of Out of State Travel Requests – Patti Jurjevich
 - a. Miles Glasgow (Ratification)
 - b. Dominique Saldana

Patti requested ratification for Out of State Travel for Miles Glasgow to tour the Link, The Minnehaha County Crisis Center on April 22- April 3 in Sioux Falls, SD.

Patti also requested Out of State Travel for Dominique Saldana to attend the 2023 National Training & Technical Assistance Center Children's Mental Health Initiative Grantee Meeting in Baltimore, MD on July 12- July 14, 2023.

A motion was made to Approve the Out of State Travel requests for Miles Glasgow and Dominique Saldana. The motion was seconded by Lisa and passed by a unanimous roll call vote.

43. Approval of Updates to Policies and Procedures – Patti Jurjevich
 - a. 107 – Code of Ethics
 - b. 109 – Prohibition of Sexual Activity with Persons Served
 - c. 116 – Transportation Safety
 - d. 401 – Quality Records Review of Persons Served
 - e. 402 – Performance Improvement
 - f. 503 – Accessibility to Services
 - g. 505 – Screening and Access
 - h. 506 – Intake and Assessment
 - i. 507 – Professional Partner Youth Peer Support
 - j. 510 – Transitions and Discharge Planning
 - k. 513 – Standards of Care
 - l. 6.704 – Professional Appearance
 - m. 6.312 Telecommuting

Patti stated there are copies of all policies and changes in the folders for review, she mentioned R6 has the National Accreditation visit coming up this calendar year and needed to clean up a few policies.

A motion was made by Pat to approve the Updates to Policies and Procedures. The motion was seconded by Angi and passed by a unanimous roll call vote.

44. Approval of Third Quarter Budget Shifts– Patti Jurjevich

A motion was made by Angi to approve the Third Quarter Budget Shifts. The motion was seconded by Lisa and passed by a unanimous roll call vote.

45. Approval of Contracts and Amendments – Patti Jurjevich
Patti recapped the Contracts and Amendments

A motion was made by Lisa to approve the Contracts and Amendments. The motion was seconded by Pat and passed by a unanimous roll call vote.

46. Director's Report – Patti Jurjevich

Patti reported that all normal reports are in the Board's packets. She mentioned the Appropriations Committee hearing on the Division on Behavioral Health budget was March 22nd 5 of the 6 Administrators went and testified talked about the problems they experienced drawing down money and why it's been slow for a couple years, when prior to that it was all high at 98/99% draw down; Covid and slowness of the experience in the division trying to get approval on new projects, the division is anticipating a response this week on what the Appropriations Committee is doing with the budget 10.3M budget that the division will be losing next year.

Patti mentioned a meeting with the Division of Behavioral Health, Patti received the final version of the FY 24 contract, stating the budget shift was loosened up – stating a 20% shift was requested.

Patti, Taren, and Crystal attended a planning session in Kearney that DHHS held for Division of Behavioral Health to be used in a new strategic plan.

47. Comments from the Public (please limit to 3 minutes each person)
There were no Comments from the Public.

48. Motion to Adjourn out of meeting

A motion was made by Angi to Adjourn out of the meeting. The motion was seconded by Lisa and passed by a unanimous roll call vote.

Minutes respectfully submitted:

Amanda Stonys