

**POLK COUNTY MENTAL HEALTH AND DISABILITY SERVICES
REGION GOVERNING BOARD AGENDA
POLK COUNTY ADMINISTRATIVE OFFICE BUILDING
111 COURT AVENUE – ROOM 120
August 22, 2023, 9:00 A.M.**

1. Introductions – RGB Board Member List
2. Approval of June 20, 2023 Meeting Minutes

PUBLIC COMMENTS

ACTION ITEMS

3. MH/ID/DD service approvals and authorizing expenditures from the MHDS services fund.
4. Intensive Residential Services Home (IRSH) Designation
5. Candeo Agreement Amendment
6. Broadlawns Agreement Amendment

DISCUSSION ITEMS

7. Board of Supervisors Proclamations
 - a. Overdose Awareness Day – 8/22
 - b. Direct Support Professionals Recognition Week – 9/5
8. FY 23/24 Meeting Schedule
9. Next Meeting: Tuesday, September 19, 2023, 9:00 A.M. – 9:30 A.M.
10. Adjournment

Join Zoom Meeting

<https://polkcountyiowa-gov.zoom.us/j/87074972880?pwd=VVRORVJPUVhyclFrdSs1ZG5HaTk5Zz09>

Meeting ID: 870 7497 2880

Passcode: 172153

Dial by Phone:

1-312-626-6799

Meeting ID: 870 7497 2880

Passcode: 172153

Polk County Mental Health and Disability Services Regional Governing Board**Minutes****June 20, 2023 9:30 a.m.****Members Present:**

Robert Brownell, Tom Hockensmith, Steve Van Oort, Matt McCoy, Angela Connolly, Mardi Deluhery, Christina Smith, Steve Johnson

Members Absent:

Lorna Garcia, Nikki Syverson, Jadie Boens

Also present: Annie Uetz, CEO, Behavioral Health and Disability Services (BHDS)

Moved by Brownell, Seconded by Connolly to approve the May 9, 2023 minutes.

ACTION ITEMS

Moved by Brownell, Seconded by Van Oort to recommend to the Board of Supervisors to approve payment of the out of county MHDS expenses (MH-ID-DD service approvals, Item #3 on agenda).

Moved by Connolly, Seconded by McCoy to approve the appointment of Judge Lynn Poschner to the Polk County Mental Health and Disability Services (MHDS) Region Governing Board (Item #4 on agenda).

Moved by Van Oort, Seconded by Brownell to approve the Polk County Mental Health and Disability Services (MHDS) Region Governing Board Bylaws (Item #5 on agenda).

Annie and Andrea Petrovich, County Attorney's Office, reviewed changes and updates made to the bylaws.

Moved by Brownell, Seconded by Connolly to approve the Polk County Mental Health and Disability Services Region Management Plan Policy and Procedures Manual and FY 23/24 Annual Service and Budget Plan (Item #6 on agenda).

Annie reviewed changes and updates to the manual and the Annual Service and Budget Plan.

Moved by Connolly, Seconded by McCoy to recommend to the Board of Supervisors to approve distribution of the Community Based Employment Value-Based incentives (Item #7 on agenda).

Moved by Brownell, Seconded by Connolly to recommend to the Board of Supervisors to approve amendments to agreements with Broadlawns Medical Center, Community Support Advocates, Unity Point Health-Eyerly Ball Community Health Services and Orchard Place (Item #8 on agenda).

DISCUSSION ITEMS

IRSH (Intensive Residential Services Home) - Candeo purchased a house located in Urbandale for IRSH. We have requested additional money through the Incentive Fund Application for IRSH startup money. We hope to hear soon regarding the application. This should allow the Polk Region to have intensive residential services (IRSH) in Polk County soon. Candeo will start with four clients at the house. Steve Johnson asked about the process for admission for IRSH and that this is specifically to serve the homeless with a serious mental health illness, people coming out of jail with a serious mental health illness and people stuck in hospitals with a serious mental health illness. Candeo will be in charge of admissions. BHDS will be involved in making sure the criteria meet the law. BHDS will also look at how individuals under court order will be served by IRSH.

Opioid Settlement Update – BHDS applied for technical assistance through the SAMHSA Gains Center. We were awarded the technical assistance and representatives met with around fifty stakeholders in May to complete Sequential Intercept Mapping. Stakeholders discussed what services are currently available in Polk County and what the gaps are related to substance abuse issues for adults. A priority list was created of the gaps. They will be sending a report this fall which will outline the three priorities. At that time, we will decide how to spend the settlement money. Health and Human Services was included in the stakeholders to make sure there is no duplication. We also wanted their input to meet guidelines and criteria. We are also looking at sustainability as the funding is being utilized.

Next meeting July 18, 2023. Meeting adjourned.

Minutes submitted by B. Dewey, Auditor's Office (audio on file)

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, the persons on the attached Memorandum of MH/ID/DD Service Approval have legal residence in Polk County, Iowa; and

WHEREAS, these persons are in need of the services as described in the attached Memorandum of MH/ID/DD Service Approval; and

WHEREAS, no Polk County network providers of such services are able to meet the needs of these persons at this time; and

WHEREAS, the Board of Supervisors in the counties where the out-of-county providers are located have approved the proposed rates; and

WHEREAS, the rates for out-of-network providers in Polk County have been established by the Iowa Department of Health and Human Services; and

WHEREAS, these services were reviewed and approved by the Polk County Service Appeal Board; and

WHEREAS, these services and expenditures were reviewed and approved by the Polk County Mental Health and Disability Services (MHDS) Region Governing Board; and

WHEREAS, Polk County Service Appeal Board and Polk County MHDS Region Governing Board has determined that it is in the best interests of the clients and the County for the providers listed to provide the services needed by the clients.

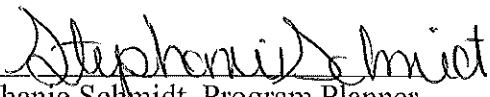
NOW THEREFORE BE IT RESOLVED, Polk County, Iowa hereby approves the attached Memorandum of MH/ID/DD Service Approval and authorizes the necessary expenditures from the Polk County MHDS Region Services Fund for these individuals.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

By: 
Stephanie Schmidt, Program Planner
Polk County Behavioral and Disability Services Department

FISCAL NOTE: \$46,736.00 from the Polk Region Mental Health and Disability Services Fund

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution approving MH/ID/DD service approvals and authorizing expenditures from the MHDS Services Fund.

Agenda Date: 08.22.2023

Contact Individual: Stephanie Schmidt, Program Planner Polk County Behavioral Health and Disability Services Dept. (515) 286-3581

Previous Action taken by the Board: None

Board/Commission Actions: The recommendations contained within have been approved by the Polk County Service Appeal Board and Polk County MHDS Region Governing Board.

Comply with Policy: Yes

Background: Polk County contracts with selected providers within the Polk County MHDS Region to provide services to persons with mental illness, intellectual disability, or a developmental disability. If those providers are unable to meet the needs of a client the Region seeks to use an out-of-county provider or a local provider with whom the County does not have a contract but who meets the criteria adopted by the Region Governing Board as set forth in the Polk County Management plan. The Polk County Board of Supervisors has appointed the Polk County Service Appeal Board to review each request for services outside of Polk County or for services by local providers with whom the County does not have a contract, to determine whether the service request is in the best interest of the client and the County. The use of the Service Appeal Board also maintains client confidentiality.

Action Impact: The Polk County Service Appeal Board has determined that the services requested in the attached resolution are in the best interests of the client and the County. The Board of Supervisors in the counties where the providers are located have approved the proposed reimbursement rates. The attached cost summary outlines the services and the proposed costs that were reviewed and approved by the Service Appeal Board and the Polk County MHDS Region Governing Board.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	N/A	\$46,736.00	0			
24/25	Y	N/A	0	0			

Additional Fiscal Note Information (optional):

Memorandum of MH/ID/DD Service Approval
Polk County Service Appeal Board

Proposal #	Provider	Service	Start Date	End Date	Units	Unit Type	Unit Rate	Region Portl	Maximum Monthly Cost	Maximum Cost of Approval
1	Bright Start Care	Homemaker/Home Health Aid	7/1/2023	6/30/2024	10	Month	\$ 45.00	100%	\$ 450.00	\$ 5,400.00
2	Premier Payee	Supported Community Living	7/6/2023	6/30/2024	5	Month	\$ 121.68	100%	\$ 608.40	\$ 7,300.80
3	Comfort Keepers	Consumer-Directed Attendant Care	7/1/2023	6/30/2024	40	Month	\$ 23.12	100%	\$ 924.80	\$ 11,097.60
4	Comfort Keepers	Consumer-Directed Attendant Care	7/1/2023	6/30/2024	40	Month	\$ 23.12	100%	\$ 924.80	\$ 11,097.60

FY24= \$ 34,896.00

Submitted By: Stephanie Schmidt, Program Planner

Stephanie Schmidt

Service Appeal Board Report Monday August 7th, 2023										
Proposal #	Provider	Service	Start Date	End Date	Units	Unit Type	Unit Rate	Region Portion	Maximum Monthly Cost	Maximum Cost of Approval
1P	Mary Greeley Medical Center	Sub Acute Services	3/31/2023	4/4/2023	5	Approved Time	\$ 400.00	100%	\$ 2,000.00	\$ 2,000.00
2P	Mary Greeley Medical Center	Sub Acute Services	5/24/2023	5/25/2023	2	Approved Time	\$ 400.00	100%	\$ 800.00	\$ 800.00
3P	Mary Greeley Medical Center	Sub Acute Services	5/3/2023	5/10/2023	8	Approved Time	\$ 400.00	70%	\$ 2,240.00	\$ 2,240.00
4P	Mary Greeley Medical Center	Sub Acute Services	8/19/2022	8/25/2022	7	Approved Time	\$ 400.00	100%	\$ 2,800.00	\$ 2,800.00
5P	Mary Greeley Medical Center	Sub Acute Services	11/23/2022	12/2/2022	10	Approved Time	\$ 400.00	100%	\$ 4,000.00	\$ 4,000.00
Summary for client =									\$ -	
Summary for Proposal Type									\$ 11,840.00	
Grand Total									\$ 11,840.00	

Submitted By: Stephanie Schmidt, Program Planner

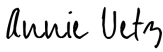
Stephanie Schmidt



August 22, 2023

RE: Intensive Residential Services Designation

In Accordance with IAC 441—25.6(8) the Polk County Mental Health and Disability Services Region has conditionally designated Candeo as the regional Intensive Residential Services provider. Designation was approved on August 22, 2023 by the Polk County Mental Health and Disability Services Region Governing Board as the provider demonstrated all requirements set forth in the table below, relevant to an Intensive Residential Services.

DocuSigned by:

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Annie Uetz, CEO
Polk County Mental Health and Disability Services Region

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, effective July 1, 2022, Polk County, Iowa, by and through the Polk County Mental Health and Disability Services Region, entered into an Agreement for Services with Candeo, which expires June 30, 2025; and

WHEREAS, Polk County, Iowa and Candeo wish to amend their Agreement to add Intensive Residential Services, a core mandated service for Mental Health and Disability Service Regions, the purchase of which includes start-up funding, and fee for service rate and units; and

WHEREAS, the total amount of start-up funding for this Amended Agreement shall be \$500,000; and

WHEREAS, the total amount of services purchased through this Amended Agreement shall increase 49.6% from \$1,076,794 to \$1,611,162; and

WHEREAS, funds are available in the Polk County Mental Health and Disability Services Region Budget for FY23/24 to provide these levels of services; and

WHEREAS, the Polk County Mental Health and Disability Services Region Administrator shall continue to administer the Agreements with providers and oversee services to certain persons with mental illness and intellectual and/or developmental disabilities; and

WHEREAS, the Polk County Mental Health and Disability Services Region Governing Board recommends approval of this Amended Agreement.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the Amended Agreement with Candeo, for mental health services for FY23/24 and authorizes the Chair of the Polk County Board of Supervisors to sign said Amended Agreement.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

By: _____
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
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Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

FISCAL NOTE: \$500,000 one-time start-up funding; \$1,611,162 total service costs

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Amended Agreement for Services with Candeo.

Agenda Date: August 22, 2023

Contact Individual: Annie Uetz, Director
Behavioral Health and Disability Services Dept.
286-3580

Previous Action taken by the Board: Polk County, Iowa has an agreement for services with the above listed provider. The agreement is administered by the Polk County Mental Health and Disability Services Region.

Board/Commission Actions: The Polk County Mental Health and Disability Services Region Governing Board recommends approval.

Comply with Policy: Yes

Background: The amendment adds Intensive Residential Services, a core mandated service for Mental Health and Disability Service Regions. The costs for the purchase of the services, as set forth in the Amended Agreement, includes both start-up funding and fee for service rate/units.

Action Impact: The total amount of services purchased through this Amended Agreement for Services consists of one-time start-up funding in the amount of \$500,000 and the addition of the fees for Intensive Residential Services to the original Agreement. The Amended Agreement increases the costs of all purchased services from Candeo - \$41,076,794 to \$1,611,162 - and is contemplated in the FY23/24 budget to provide this level of services.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	Y	N/A	\$2,111,162	\$0	N	- 100444040.84042 .379.4279a - 100444040.84042 .379.4229a	N/A

Fiscal	New	# of New	Anticipated	Anticipated	Budget	If Amendment is Required,	
24/25	N	N/A	\$1,611,162	\$0	N	100444040.84042.379.42 29a	N/A

RESOLUTION

Moved by _____, Seconded by _____ that the following Resolution be adopted:

WHEREAS, effective July 1, 2022, Polk County, Iowa, with the Polk County Mental Health and Disability Services Region, entered into an Agreement for Services with Broadlawns Medical Center, which expires June 30, 2025; and

WHEREAS, Polk County, Iowa and Broadlawns Medical Center wish to adjust units, unit types, and rates based on cost reporting information for the Residential Care Facility, Mobile Crisis Response Team, Crisis Stabilization Center, and Crisis Observation Center; and

WHEREAS, the total amount of services purchased through this Amended Agreement shall decrease 12.4% from \$4,767,859 to \$4,174,523; and

WHEREAS, funds are available in the Polk County Mental Health and Disability Services Region Budget for FY23/24 to provide these levels of services; and

WHEREAS, the Polk County Mental Health and Disability Services Region shall continue to administer the Agreements with providers and oversee services to certain persons with mental illness and intellectual and/or developmental disabilities; and

WHEREAS, the Polk County Mental Health and Disability Services Region Governing Board recommends approval of this Amended Agreement.

NOW, THEREFORE BE IT RESOLVED that Polk County, Iowa approves the Amended Agreement with Broadlawns Medical Center, for mental health services for FY23/24 and authorizes the Chair of the Polk County Board of Supervisors to sign said Amended Agreement.

Approved this _____ day of _____, 2023.

POLK COUNTY, IOWA

By: _____
Tom Hockensmith, Chair
Polk County Board of Supervisors

RECOMMENDED FOR APPROVAL:

DocuSigned by:
By: Annie Uetz
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Annie Uetz, Director
Polk County Behavioral Health and Disability Services Dept.

APPROVED AS TO FORM:

KIMBERLY GRAHAM
POLK COUNTY ATTORNEY

By: _____
Assistant County Attorney

FISCAL NOTE: decrease 12.4% from \$4,767,859 to \$4,174,523

POLK COUNTY BOARD OF SUPERVISORS

Tuesday Agenda Memorandum

Item Type & Title: Resolution Approving Amended Agreement for Services with Broadlawns Medical Center.

Agenda Date: August 22, 2023

Contact Individual: Annie Uetz, Director
Behavioral Health and Disability Services Dept.
286-3580

Previous Action taken by the Board: Polk County, Iowa has agreements for services with the above listed provider. The agreements are administered by the Polk County Mental Health and Disability Services Region.

Board/Commission Actions: The Polk County Mental Health and Disability Services Region Governing Board recommends approval.

Comply with Policy: Yes

Background: The amendment adjusts units, unit types, and rates based on cost reporting information for the Residential Care Facility, Mobile Crisis Response Team, Crisis Stabilization Center, and Crisis Observation Center.

Action Impact: The total amount of services purchased through this Amended Agreement for Services will decrease 12.4% from \$4,767,859 to \$4,174,523 and is in the FY23/24 budget to provide this level of services.

Fiscal Note:

Fiscal Year	New Budget Item? (Y/N)	# of New Position(s) Required	Anticipated Expense	Anticipated Revenue	Budget Amendment Required? (Y/N)	If Amendment is Required,	
						Expense Account Code	Revenue Account Code
23/24	N	N/A	\$4,174,523	\$0	N	100444040.84044.313.42 04b 100444060.84064.316.64 16e 100444040.84044.302.44 01a 100444040.84044.307.42 99a	N/A



PROCLAMATION

Designation of September 10 - 16, 2023 as Direct Support Professionals Recognition Week

- WHEREAS,** Direct Support Professionals are dedicated, caring, and skilled at providing quality support and services to individuals who have mental health, intellectual, and other developmental disabilities to ensure they are living full and productive lives; and
- WHEREAS,** Direct Support Professionals provide a broad range of individualized support including employment, meal preparation, bathing, dressing, transportation, and the pursuit of personal interest and relationships; and
- WHEREAS,** Direct Support Professionals also participate in an individual's health care services to contribute to the ability of individuals with severe and persistent health conditions to live successfully in the community; and
- WHEREAS,** Direct Support Professionals, when necessary, help transition individuals from acute health care and justice-involved residential settings into community living settings to avoid the high costs of institutional care; and
- WHEREAS,** Direct Support Professionals are the heart and soul of supportive services for individuals with disabilities because they build close, respectful, and trusted relationships that help individuals lead meaningful and productive lives.

NOW, THEREFORE, LET IT BE PROCLAIMED that the Polk County Board of Supervisors proclaims September 10 - 16, 2023 as **Direct Support Professionals Recognition Week** in Polk County, Iowa, and urges all citizens to recognize and appreciate the important and meaningful work that Direct Support Professionals make in the lives of individuals with disabilities and their families.

BE IT FURTHER PROCLAIMED the Polk County Board of Supervisors continues its commitment to partner with community organizations to ensure that Direct Support Professionals are valued, well-trained, and supported within the community of Polk County, Iowa.

Proclaimed on this 5th day of September, 2023,

POLK COUNTY, IOWA

Tom Hockensmith, Chair
Polk County Board of Supervisors

Month	Advisory Date/Time/Location	Adult & Children Advisory Committee Topics	RGB Date/Time/Location	Regional Governing Board (RGB) Topics
July, 2023	July 18, 2023 1:30 - 3:00 pm Polk County River Place	Mission/Vission/ Values/Child & Adult Service Coordination	July 18, 2023 9:00 - 9:30 am ZOOM	Contract Amendments
August, 2023			August 22, 2023 9:00 - 9:30 am ZOOM	Service Appeal Board, FY23/24 Meeting Schedule
September, 2023			September 19, 2023 9:00 - 9:30 am ZOOM	Sub Acute Designation
October, 2023	October 18, 2023 1:30 - 3:00 pm Polk County River Place	FY 24/25 Strategies	October 3, 2023 9:00 - 9:30 am ZOOM	Outpatient Competency Restoration Contract
November, 2023			November 7th, 2023 9:30 - 11:30 am Polk County Administration Building Room #125	FY 24/25 Budget Recommendation, FY 22/23 Annual Report, Certify FY23 Accrual Fund Balance
December, 2023				
January, 2024	January 16, 2024 1:30 - 3:00 pm Polk County River Place	FY24/25 Annual Service and Budget Plan		
February, 2024			February, 2024 9:30 - 11:30 am Polk County Administration Building Room #125	FY 2024/2025 Annual Service and Budget Plan Outcome Evaluations - Value-Based Payments
March, 2024				
April, 2024	April 17, 2024 1:30 - 3:00 pm Polk County River Place	FY 23/24 Annual Strategy Update		
May, 2024			May, 2024 9:30 - 11:30 am Polk County Administration Building Room #125	FY24/25 Contract Amendments, HHS Contract, FY2023/2024 Strategy Update
June, 2024				

2023.08.16