



**NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS  
(OCTOBER 29, 2019) (WEEK 44 OF 2019)**

Live streaming at:  
<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:  
[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

Rocky L. De Witt 253-0421 <a href="mailto:rdewitt@woodburycountyiowa.gov">rdewitt@woodburycountyiowa.gov</a>	Marty J. Pottebaum 251-1799 <a href="mailto:mpottebaum@woodburycountyiowa.gov">mpottebaum@woodburycountyiowa.gov</a>	Keith W. Radig 560-6542 <a href="mailto:kradig@woodburycountyiowa.gov">kradig@woodburycountyiowa.gov</a>	Jeremy J. Taylor 333-1714 <a href="mailto:jtaylor@woodburycountyiowa.gov">jtaylor@woodburycountyiowa.gov</a>	Matthew A. Ung 490-7852 <a href="mailto:matthewung@woodburycountyiowa.gov">matthewung@woodburycountyiowa.gov</a>
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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held October 29, 2019 at **4:30 p.m.** in the basement of the courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board.

1. Anyone may address the Board on any agenda item after initial discussion by the Board.
2. Speakers will approach the microphone one at a time and be recognized by the Chair.
3. Speakers will give their name, their address, and then their statement.
4. Everyone will have an opportunity to speak. Therefore, your remarks may be limited to three minutes on any one item.
5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the first or final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please silence cell phones and other devices while in the Board Chambers.

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## **AGENDA**

**4:30 p.m.** Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

- |                           |             |
|---------------------------|-------------|
| 1. Citizen Concerns       | Information |
| 2. Approval of the agenda | Action      |

### **Consent Agenda**

**Items 3 through 6 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.**

3. Approval of the minutes of the October 22, 2019 meeting
4. Approval of claims
5. County Auditor – Patrick Gill  
Receive County Recorder's Report of Fees Collected
6. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process
  - c. Approval of the date and financial impact of the 2019 Annual Fall Safety Day.

## End Consent Agenda

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|---|-------------|
| 7. Communication Center – Glenn Sedivy<br>Approval of First Amendment to the Public Service Radio System Governance Agreement “StarComm”  | Action      |
| 8. Board Administration – Dennis Butler<br>Approval to set date for hearing on Issuance of Urban Renewal Tax Increment Revenue Bonds for November 12, 2019 at 4:45 p.m.                                 | Action      |
| 9. Secondary Roads – Mark Nahra<br>Approval to set November 19, 2019 at 4:45 p.m. for a public hearing for consideration of granting an access easement to the Haddock Farm in Section 15, T-86N, R-45W | Action      |
| 10. Reports on Committee Meetings   | Information |
| a. Children’s Behavioral Health System Meeting Minutes  |             |
| b. Intensive Residential Service Bed Task Force Meeting Minutes   |             |
| c. Rolling Hills Community Services Region Access Center Task Force Minutes   |             |
| d. Mobile Crisis Task Force Minutes   |             |
| e. Rolling Hills Community Services Region FY 2019 Annual Report  |             |
| 11. Citizen Concerns  | Information |
| 12. Board Concerns  | Information |

## ADJOURNMENT

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

- MON., NOV. 4**      **6:00 p.m.**    Board of Adjustment meeting, First Floor Boardroom
- TUES., NOV. 5**      **4:45 p.m.**    Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., NOV. 6**      **9:00 a.m.**    Loess Hills Alliance Protection Committee Meeting, Pisgah, Iowa
- 10:30 a.m.**    Loess Hills Alliance Stewardship Committee Meeting
- 12:00 p.m.**    District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.**    Loess Hills Alliance Executive Meeting
- THU., NOV. 7**      **10:00 a.m.**    COAD Meeting, The Security Institute
- WED., NOV. 13**     **8:05 a.m.**    Woodbury County Information Communication Commission, First Floor Boardroom
- 6:30 p.m.**    911 Service Board Meeting, Public Safety Center, Climbing Hill
- 8:00 p.m.**    County's Mayor Association Meeting, Public Safety Center, Climbing Hill
- THU., NOV. 14**     **12:00 p.m.**    SIMPCO Board of Directors, 1122 Pierce St.
- 4:00 p.m.**    Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
- WED., NOV. 20**     **12:00 p.m.**    Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
- 10:00 a.m.**    Siouxland Center for Active Generations Board of Directors Meeting, 313 Cook St.
- THU., NOV. 21**     **4:30 p.m.**    Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
- MON., NOV. 25**     **6:00 p.m.**    Zoning Commission Meeting, First Floor Boardroom
- WED., NOV. 27**     **2:30 p.m.**    Rolling Hills Community Services Region Governance Board Meeting
- THU., NOV. 28**     **11:00 a.m.**    Siouxland Regional Transit Systems Board Meeting, SIMPCO Office, 1122 Pierce St.
- MON., DEC. 2**      **6:00 p.m.**    Board of Adjustment meeting, First Floor Boardroom
- TUE., DEC. 3**      **4:45 p.m.**    Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
- WED., DEC. 4**      **9:00 a.m.**    Loess Hills Alliance Stewardship Meeting, Pisgah, Iowa
- 10:30 a.m.**    Loess Hills Alliance Executive Meeting,
- 12:00 p.m.**    District Board of Health Meeting, 1014 Nebraska St.
- 1:00 p.m.**    Loess Hills Alliance Full Board meeting
- THU., DEC. 5**      **10:00 a.m.**    COAD Meeting, The Security Institute

**The following Boards/Commission have vacancies:** Commission to Assess Damages - Category A, Category B, Category C and Category D

**Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.**

*Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.*

**OCTOBER 22, 2019, FORTY-THIRD MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Tuesday, October 22, 2019 at 4:00 p.m. Board members present were De Witt, Taylor, Radig, Pottebaum and Ung. Staff members present were Karen James, Board Administrative Assistant, Dennis Butler, Budget/Tax Analyst, Melissa Thomas, Human Resources Director, Patrick Jennings, County Attorney, and Patrick Gill, Auditor/Clerk to the Board.

Motion by Radig second by De Witt to go into closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on a roll-call vote;

Motion by Radig second by Pottebaum to go out of closed session per Iowa Code Section 21.5(1)(i). Carried 5-0 on a roll-call vote;

The regular meeting was called to order at 4:30 p.m. with the Pledge of Allegiance to the Flag and a Moment of Silence.

1. There were no citizen concerns.
2. Motion by Radig second by Taylor to approve the agenda for October 22, 2019. Carried 5-0. Copy filed.

Motion by Radig second by Taylor to approve the following items by consent:

3. To approve minutes of the October 15, 2019 meeting. Copy filed.
4. To approve the claims totaling \$375,896.91. Copy filed.
- 5a. To approve the lifting of tax suspension for Beulah Pierce. Copy filed.
- 5b. To approve the lifting of tax suspension for Cindy Trobaugh. Copy filed.
6. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date of parcel #894730281005, 1904 W 4th St.

RESOLUTION # 12,911  
**NOTICE OF PROPERTY SALE**  
 Parcel #894730281005

**WHEREAS** Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**Lot Two (2) in Block Twelve (12), Hornick's Addition to Sioux City, in the County of Woodbury and State of Iowa (1904 W. 4<sup>th</sup> Street)**

**NOW THEREFORE,**

**BE IT RESOLVED** by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **5<sup>th</sup> Day of November, 2019 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **5<sup>th</sup> Day of November, 2019**, immediately following the closing of the public hearing.



3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$752.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 22<sup>nd</sup> day of October 2019  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 7a. To approve the appointment of Christopher Tritz, P/T Youth Worker, Juvenile Detention, effective 10-23-19, \$19.30/hour. Job vacancy posted 08-7-19, Entry Level Salary: \$19.30/hour; the appointment of Daniel Young, Motor Grader Operator, Secondary Roads, effective 10-23-19, \$23.73/hour. Job vacancy posted 08-21-19, Entry Level Salary: \$23.73/hour; the separation of Conner Roos, Civilian Jailer, County Sheriff, effective 10-28-19; the Reclassification of Rachael Edmundson, Assistant County Attorney, County Attorney's Office, effective 11-9-19, \$94,299/year, 3% = \$3,172/yr. Per AFSCME Asst. County Attorney Contract agreement, from Step 10 to Step 11; and the reclassification of Deborah McDermott, Motor Vehicle Clerk II, County Treasurer, effective 11-11-19, \$18.50/hour, 5% = \$.88/hr. Per AFSCME Courthouse Contract agreement, from Grade 3/Step 2 to Grade 3/Step 3. Copy filed.
- 7b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, County Sheriff, CWA: \$19.86/hour, and P/T Youth Worker, Juvenile Detention, AFSCME: \$19.30/hour. Copy filed.  
  
Carried 5-0.
8. Motion by Radig second by Pottebaum to create a new Sergeant position in the jail. Carried 5-0. Copy filed.
10. Dawn Kimmel, SIMPCO, presented information to provide an update on the Regional Hazard Mitigation Plan and notice was given of open period of public comment from October 28<sup>th</sup> through November 27<sup>th</sup>, 2019. Copy filed.
- 11a. Motion by Radig second by Ung for Woodbury County to participate in the Community Partnership and Engagement program for the 2020 Census. Carried 4-1; Taylor opposed. Copy filed.
- 11b. Motion by Radig second by Pottebaum to appoint the Community & Economic Development Director as the county liaison for the 2020 Census. Carried 4-1; Taylor opposed. Copy filed.
- 11c. Motion by Pottebaum second by Radig to approve and authorize the Chairperson to sign the resolution in support of the 2020 Census. Carried 4-1; Taylor opposed.

**WOODBURY COUNTY, IOWA  
RESOLUTION NO. 12,913**

**A RESOLUTION IN SUPPORT OF AN ACCURATE 2020 CENSUS**

**WHEREAS**, the U.S. Census Bureau is required by the U.S. Constitution to conduct a complete count of the population and provides a historic opportunity to help shape the foundation of our society and play an active role in American democracy; and

**WHEREAS**, the Woodbury County Board of Supervisors is committed to ensuring every resident is counted; and

**WHEREAS**, federal and state funding is allocated to communities, and decisions are made on matters of national and local importance based, in part, on census data and housing; and

**WHEREAS**, census data helps determine how many seats each state will have in the U.S. House of Representatives and are necessary for an accurate and fair redistricting of state legislative seats, county and city councils, and voting districts; and

**WHEREAS**, information from the 2020 Census and American Community Survey is vital for economic development and increased employment; and

**WHEREAS**, the information collected by the census is confidential and protected by law; and

**WHEREAS**, a united voice from business, government, community-based and faith-based organizations, educators, media and others will enable the 2020 Census message to reach more of our residents; and

**WHEREAS**, the 2020 Census count requires extensive work, and the Census Bureau requires partners at the state and local level to insure a complete and accurate count; and

**WHEREAS**, Woodbury County is committed to partnering with the U.S. Census Bureau and desires to establish a Complete Count Committee to bring together a cross section of community members who will utilize their local knowledge and expertise to reach out to all persons in our County;

**NOW, THEREFORE IT BE RESOLVED BY THE BOARD OF SUPERVISORS THAT WOODBURY COUNTY** does hereby demonstrate its full support for the 2020 Census and will:

1. Support the goals for the 2020 Census and disseminate 2020 Census information;
2. Encourage all County residents to participate in events and initiatives that will raise the overall awareness of the 2020 Census and increase participation;
3. Provide Complete Count Committee members and Census advocates to speak to County and Community Organizations;
4. Support census takers as they help our County complete an accurate count; and,
5. Strive to achieve a complete and accurate count of all persons within our County.

Dated this 22<sup>nd</sup> day of October 2019  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

11d. Motion by Pottebaum second by Radig to authorize the Chairman to sign the 2020 Census Community Partnership & Engagement Program letter. Carried 4-1; Taylor opposed. Copy filed.

9a. A public hearing was held at 4:45 p.m. for the proposed urban renewal plan amendment.

Jeff Wright, Sergeant Bluff-Luton Community School District Board Member, expressed concerns as to the impact the amendment would have on the school district,

Motion by Radig second by De Witt to close the public hearing. Carried 5-0.

9b. Motion by Radig second by Pottebaum to approve and authorize the Chairperson to sign the resolution for the 2019 amendment to the Urban Renewal Plan for the Grow Woodbury County Urban Renewal Area. Carried 5-0.

RESOLUTION NO. 19,912

A resolution to approve 2019 Urban Renewal Plan Amendment for the Grow Woodbury County Urban Renewal Area

WHEREAS, the Board of Supervisors of Woodbury County, Iowa (the "County") has created the Grow Woodbury County Urban Renewal Area (the "Urban Renewal Area") and has approved an urban renewal plan for the Urban Renewal Area; and

WHEREAS, Chapter 403 of the Code of Iowa requires that, before a county approves any new urban renewal project, or adds property to an urban renewal area, a county must amend the existing urban renewal plan to include that new project or new property; and

WHEREAS, an amendment to the urban renewal plan for the Urban Renewal Area (the "2019 Amendment") has been prepared, which describes an urban renewal project consisting of improvements to all right-of-way of County Roads, bridges and culverts to be financed with Urban Renewal Tax Increment Revenue Bonds or Notes in the maximum amount of \$10,000,000; and

WHEREAS, notice of a public hearing by the Board on the proposed 2019 Amendment was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Board has conducted said hearing; and

WHEREAS, copies of the 2019 Amendment, notice of public hearing and notice of a consultation meeting with respect to the 2019 Amendment were sent to the Sergeant Bluff-Luton Community School District, the consultation meeting was held; comments were received from the Superintendent of the School District and a response was submitted on behalf of the County; and

WHEREAS, the Iowa Urban Renewal Law provides that a county may exercise urban renewal powers, with respect to property that is located within two miles of the boundary of any city, including using incremental property tax revenues to improve public property, only if the county and city have entered into a joint agreement in which the city acknowledges that the county may implement its urban renewal powers within this designated area; and

WHEREAS, an Urban Renewal Agreement (the "Urban Renewal Agreement") has been prepared for consideration by each city in the County, pursuant to which each city would agree to the exercise by the County of its urban renewal powers to improve County roads, bridges and culverts located within two miles of each city's boundaries;

NOW, THEREFORE, It Is Resolved by the Board of Supervisors of Woodbury County, Iowa, as follows:

Section 1. It is hereby determined by this Board as follows:

A. The 2019 Amendment conforms to the general plan of the County.

B. Constructing improvements to County Roads, bridges and culverts as described in the 2019 Amendment is necessary and appropriate to facilitate the proper growth and development of the County in accordance with sound planning standards and local community objectives.

Section 2. The 2019 Amendment, in the form attached to this Resolution and made a part hereof, is hereby in all respects approved, subject to action by each city in the County to enter into the Urban Renewal Agreement.

Section 3. The Urban Renewal Agreement, in the form attached to this Resolution and made a part hereof, is hereby approved, and the Chairperson and County Auditor are hereby authorized to execute copies of the Urban Renewal Agreement on behalf of the County, and a copy of the executed Urban Renewal Agreement, along with a copy of the 2019 Amendment, shall be submitted to each city in the County for consideration by each city council.

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Dated this 22<sup>nd</sup> day of October 2019  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

9c. Motion by Radig second by De Witt to approve and authorize the Chairperson to sign the Urban Renewal Agreement for all cities in Woodbury County. Carried 5-0. Copy filed.

12a. Motion by Radig second by De Witt to approve and authorize the Chairperson to sign the resolution establishing weight limits on county bridges. Carried 5-0.

WOODBURY COUNTY  
BRIDGE EMBARGO RESOLUTION

RESOLUTION NO. 19,914

WHEREAS: The Board of Supervisors is empowered under authority of Sections 321.236 Sub. (8), 321.471 to 321.473 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

WHEREAS: the Woodbury County Engineer has caused to be completed the Structure Inventory and Appraisal of certain bridges according to accepted Bridge Inspection Standards and has determined that the bridges below, require revision to their current load ratings,

NOW, THEREFORE, BE IT RESOLVED by the Woodbury County Board of Supervisors that the following vehicle and load limit be established and that signs be placed advising of the permissible maximum weights thereof on the bridge listed herein.

<u>Bridge No.</u>	<u>FHWA No.</u>	<u>Section Township Range</u>	<u>Posted Limit</u>
B-6	354709	02-89-43	One truck on bridge
C-274	354750	07-89-43	3 Tons
C-278	354740	07-89-43	6 Tons
D-42	355137	17-89-45	3 Tons
H-203	353851	28-88-45	Close until replacement
H-266	353910	28-88-45	Close until replacement
K-203	353400	36-88-43	15, 19, 19 Tons
V-117	350840	25-86-43	24, 37, 40 tons

Dated this 22<sup>nd</sup> day of October 2019  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

12b. Motion by De Witt second by Pottebaum to award the cab chassis truck quote to Barry Ford for \$51,421.00. Carried 5-0. Copy filed.

12c. Motion by De Witt second by Radig to award the pickup truck quote for the ¾ ton 4-wheel drive pickup truck to Barry Motors for \$29,068.00 Carried 5-0. Copy filed.

12d. Motion by De Witt second by Radig to award the pickup truck quote for the ¾ ton extended cab pickup truck to Knoefler Chevrolet for \$30,998.00. Carried 5-0. Copy filed.

12e. Motion by De Witt second by Radig to award the quote to S & S Equipment of Lawton, IA for \$66,500.00. Carried 5-0. Copy filed.

13a. Motion by Radig second by Ung to accept D.A. Davidson as the financial advisor for the potential Justice Center project as recommended by Larry Goldberg architect, Dennis Butler, Finance Director, and Kenny Schmitz, Building Superintendent. Carried 5-0. Copy filed.

13b. Motion by Radig second by De Witt to authorize the chair to sign the contract with D.A. Davidson after review by the Board's legal counsel. Carried 5-0. Copy filed.

13c. Motion by Radig second by De Witt to approve the Engagement Agreement with Ahlers & Cooney Attorneys regarding the potential Justice Center. Carried 5-0. Copy filed.

13d. Motion by Radig second by De Witt to approve the Chairperson to sign the Engagement Agreement. Carried 5-0.  
Copy filed.

14. The Board heard reports on committee meetings.

15. Monty McCoy, Climbing Hill, addressed the Board about a claim for damages to a pump in front of a county maintenance garage in Climbing Hill.

16. Board concerns were heard.

The Board adjourned the regular meeting until October 29, 2019.

Meeting sign in sheet. Copy filed.

COUNTY RECORDER'S REPORT OF FEES COLLECTED  
(See Chapter 342, Code)

#5

State of IOWA ) SS:  
County of WOODBURY )

To the Board of Supervisors of WOODBURY County:

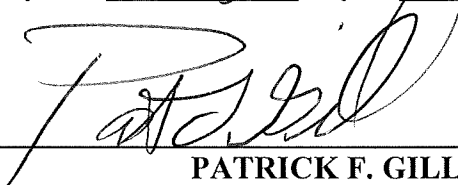
I, DIANE SWOBODA PETERSON, Real Estate/Recorder Deputy of the above-named County and State, do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the period of 7/01/2019 through 9/30/2019 and the same has been paid to the County Treasurer.

	Fees Collected
R.E. Transfer Tax State-Monthly	40,224.44
County Share R.E. Transfer Tax—Quarterly	32,532.54
Auditor Transfer Fee—Quarterly	6,000.00
Records Management Fees—Quarterly	4,024.00
Recording of Instruments—Quarterly	90,859.00
Elec Tran Fee State Untransferred (July, Aug & Sept)	4,024.00
Copy Money-Quarterly	836.50
Vitals Stats State-Monthly	10,228.00
Vitals Stats County-Quarterly	10,732.00
Accts. Receivable Payment-Quarterly	2,920.00
Transfer to Checking Account	500.00
Previous Qtr. Acct. Receivable Balance	(6,752.00)
Bad Check Adjustment—Quarterly	(45.00)
Recorder Over/Short--Quarterly	212.30
Vitals Over/Short--Quarterly	45.00
Refunds--Quarterly	86.00
Total	196,426.78

All of which is respectfully submitted.

  
DIANE SWOBODA PETERSON Real Estate/Recorder Deputy

Subscribed and sworn to before me by DIANE SWOBODA PETERSON, Woodbury County Real Estate/Recorder Deputy this 22 day of October, 2019.

  
PATRICK F. GILL County Auditor

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: October 29, 2019

\* PERSONNEL ACTION CODE:  
 A- Appointment                      R-Reclassification  
 T - Transfer                            E- End of Probation  
 P - Promotion                         S - Separation  
 D - Demotion                         O - Other

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Fitch, Jill	County Sheriff	10-16-19	P/T Courthouse Safety & Security Officer	\$19.51/hour	0%	O	Scheduled hours change to 20 hours per week.
Barnes, Darius	County Sheriff	10-22-19	Civilian Jailer			S	Separation.
Shinkunas, Alan	County Sheriff	11-14-19	P/T Courthouse Safety & Security Officer	\$19.51/hour	5.4%=\$1.01/hour	R	Per Wage Plan comparability with AFSCME Courthouse Contract, from Grade 3/Step 3 to Grade 3/Step 4.

APPROVED BY BOARD DATE: \_\_\_\_\_

MELISSA THOMAS, HR DIRECTOR: *Melissa Thomas*

**WOODBURY COUNTY**  
**HUMAN RESOURCES DEPARTMENT**

**TO:** Board of Supervisors and the Taxpayers of Woodbury County  
**FROM:** Melissa Thomas, Human Resources Director  
**SUBJECT:** Memorandum of Personnel Transactions  
**DATE:** October 29, 2019

For the October 29, 2019 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

1. County Sheriff P/T Courthouse Safety & Security Officer, Scheduled hours change.
2. County Sheriff Civilian Jailer, Separation.
3. County Sheriff P/T Courthouse Safety & Security Officer, from Grade 3/Step 3 to Grade 3/Step 4.

Thank you



HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA

DATE: October 29, 2019

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$19.86/hour		
County Sheriff	Jail Sergeant	CWA: \$29.44/hour		

\_\_\_\_\_  
Chairman, Board of Supervisors



## Woodbury County Sheriff's Office

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LAW ENFORCEMENT CENTER  
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@woodburycountyiowa.gov](mailto:ddrew@woodburycountyiowa.gov)  
FAX: 712.279.6522

22 October 2019

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a Correctional Officer position, on October 30th, 2019. We request this be placed on the agenda for the Tuesday, October 29th, 2019, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file



# Woodbury County Sheriff's Office

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LAW ENFORCEMENT CENTER  
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@woodburycountyiowa.gov](mailto:ddrew@woodburycountyiowa.gov)  
FAX: 712.279.6522

10-23-19

To: Human Resources

Re: New Sgts. Position

Can we please be put on the agenda Tuesday, October 29<sup>th</sup>, to start the hiring process for the new Sgts position that was approved yesterday by the board.

Thank you,

A handwritten signature in black ink, appearing to read "Tony Wingert".

Chief Deputy Tony Wingert

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/22/2019 Weekly Agenda Date: 10/29/2019

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Melissa Thomas

**WORDING FOR AGENDA ITEM:**

Approval of the date and financial impact of the 2019 Annual Fall Safety Day

**ACTION REQUIRED:**

- Approve Ordinance
- Approve Resolution
- Approve Motion
- Public Hearing
- Other: Informational
- Attachments

**EXECUTIVE SUMMARY:**

Woodbury County provides annual Safety training to Secondary Roads and Conservation. It will be held on October 31, 2019.

**BACKGROUND:**

This annual event has been approved in the past for the benefit of the employees and to further County goals.

**FINANCIAL IMPACT:**

Breakfast and lunch provided for the Safety training will be approximately \$840. The breakfast will be paid for from the health fund and the lunch will be paid by Secondary Roads and Conservation.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Approve the motion

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the Annual Fall Safety date and the financial impact.

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

**#7**

Date: 10/23/19 Weekly Agenda Date: 10/29/19

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Glenn Sedivy, Communications Director

**WORDING FOR AGENDA ITEM:**

Motion to approve First Amendment to the Public Service Radio System Governance Agreement "STARCOMM"

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

The Starcomm Executive Board recommends to the County Supervisors to approve the First Amendment to the Public Service Radio System Governance Agreement

**BACKGROUND:**

On April 21st, 2006 an Executive Board was formed to govern said interoperability radio network referred to as Starcomm. The Starcomm Executive board desires to amend the original agreement in the areas of Section 2-Executive Board, Section 4 Meetings, Section 6- Cost Sharing, Section 9 Description of Radio System and Section 11 Ownership of property.

**FINANCIAL IMPACT:**

None

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Approve Ammenment

**ACTION REQUIRED / PROPOSED MOTION:**

Authorize the Chairman to sign the 1st. Amendment to the Public Service Radio System Governance Agreement

**FIRST AMENDMENT  
TO THE PUBLIC SERVICE RADIO SYSTEM  
GOVERNANCE AGREEMENT**

This First Amendment is made and entered into by and between Woodbury County, Iowa; Dakota County, Nebraska; Union County, South Dakota; the City of Sioux City Iowa; the City of Sergeant Bluff, Iowa; the City of North Sioux City, South Dakota, and the City of South Sioux City, Nebraska, (herein "Parties") to be effective on the \_\_\_\_ day of \_\_\_\_\_, 2019

R E C I T A L S

WHEREAS, the Siouxland Tri-State Radio Communications System or STARCOMM was established to oversee a new interoperability public radio systems; and

WHEREAS, on April 21, 2006, an Executive Board was formed to govern said interoperability radio network and provide a funding source for the on-going maintenance and operational costs associated with the system; and

WHEREAS, the Parties desire to amend said Public Service Radio System Governance Agreement.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Section 2 – Executive Board is amended to read as follows:

**Section 2 – Executive Board:** There is hereby created an executive board to operate the communications system whose official name shall be The STARCOMM Public Service Radio System (hereinafter "the System). The Executive Board shall be comprised of the following persons or designee: *It is expressly understood by all parties, however, that the Governance Board will not in any way have control over any aspect of the operation of any dispatch center, or the policies adopted by any dispatch center. Such control will rest solely and exclusively with each Communications Center and their governing bodies.*

- The Mayor of the City of Sioux City;
- The Fire Chief of the City of Sioux City;
- The Police Chief of the City of Sioux City;
- A representative of Woodbury County Supervisors;
- The Sheriff of Woodbury County;
- The Sheriff of Dakota County;
- A representative of Union County Supervisors;
- The Sheriff of Union County;
- The Police Chief of Sergeant Bluff;
- The Police Chief of South Sioux City;

- The Police Chief of North Sioux City;

2. Section 4 – Meetings of Executive Board is amended to read as follows:

**Section 4 – Meetings of Executive Board:** The Executive Board shall meet quarterly, at a location to be determined by the Board, on the second Wednesday of January, April, July and October commencing the first applicable month after the approval of this Agreement. Additional meetings may be called at any time by at least two Executive Board members. Notice of additional meetings shall be in writing and mailed to all Executive Board members seven days prior to the date of the meeting. The notice shall be signed by the two board members calling the special meeting, and shall state the time, date and location of the meeting. All meetings shall be held in Sioux City, Iowa; South Sioux City, Nebraska; or North Sioux City, South Dakota. The administrative secretary/assistant shall be appointed by the Executive Board and, as such, shall attend, and keep a record of the minutes of, all meetings of said Board. The administrative secretary/assistant shall maintain a record of all business conducted by the Governance Board. All meetings of the Board shall comply with the “open meetings” laws of the Parties.

3. Section 6 – Cost-Sharing Agreement is amended to read as follows:

**Section 6 – Cost-Sharing Agreement:** The Operating Budget costs associated with the STARCOMM Public Service Radio System (hereinafter “the System”), as more specifically described in Section 10 below, would be shared as follows:

- City/County Law Enforcement Center for the Dakota County Board of Commissioners and the City of South Sioux City – 15%;
- Union County - 4%;
- City of North Sioux City - 2%
- Woodbury County - 23%
- City of Sioux City - 53%
- City of Sergeant Bluff - 3%

This cost-sharing arrangement applies to all operations of STARCOMM. The Woodbury County Communications Center, P.O. Box 447 Sioux City, Iowa 51102 shall pay any operating expenses of the System. The billing will be done on a quarterly basis beginning in July of each year not to exceed the set operating budget. In emergency situations if any claim exceeds the set operating budget the Board will meet to evaluate the need for a budget amendment. All operating budgets and budget amendments will be assessed to the percentages listed in each bullet point above. Dakota County’s percentage is determined by combining South Sioux City’s population and rural Dakota County’s population. This percentage is then listed under Dakota County and their portion of the STARCOMM operating budget is then paid under their current agreement between the City of South Sioux City and Dakota County’s LEC agreement. Woodbury



County and the City of Sioux City's percentages are determined by calculating the combination of County rural population of 12% and Sioux City population of 64%, totaling the population of 76% of the communities under this Agreement. The percentage of 76% will then be divided up between Woodbury County and the City of Sioux City under the same percentage set forth under the Woodbury County Information and Communications Commission/Communications division (hereinafter "WCICC Communications). This percentage will automatically be adjusted under this Agreement at any time the WCICC/Communications 28E Agreement percentage is adjusted up or down. Union County's percentage is determined by the population of the southern half of Union County excluding North Sioux City; the northern half of Union County is outside of the STARCOMM radio system coverage. These percentages will be re-evaluated in December of 2006 after evaluating the usage of the radio system by the participating agencies, for the preparation of the FY2008 operating budget. If it is determined that these percentages are to be increased or decreased, this Agreement will be amended.

Each Party's share of the operating budget and any capital improvement expenditures shall be paid to the Woodbury County Communications Center on a quarterly basis within fifteen days following a receipt from the Woodbury County Communications Center.

If any Party fails or refuses to pay over the Party's share of the operating costs or capital improvement costs, the Executive Board shall have the power to suspend the defaulting Party's use of the System

4. Section 9 – Description of Public Service Radio System is amended to read as follows:

**Section 9 – Description of Public Service Radio System:** The Public Service Radio System consists initially of:

1. Five locations with radio towers, each of which will hold antennas and microwave dishes that include transmitting and receiving equipment for each of the six frequency channels. Each of these locations also has a support building in which the equipment can be stored.
2. The five towers, buildings and associated communications equipment are constructed at the following locations: two are in Sioux City, one at Western Iowa Tech Community College, one at 3301 West 19<sup>th</sup> Street; two are in the rural area of Woodbury County, one at 2267 O'Brien Avenue rural Anthon, one at 2028 Jasper Avenue rural Merville, and one in Dakota County at 2100 Platt Road, rural Homer, Nebraska. (All are equipped with emergency power generators)
3. 1 Mobile Communications Bus



4. In 2017 Woodbury County Communications, Dakota County Law Enforcement Center and Union County Sheriff's Department purchased new Motorola MCC 7500 radio console equipment. This equipment will be maintained as part of the STARCOMM Operating Budget.
5. Section 11 – Ownership of Property is amended by adding the following new numbered paragraph after paragraph 1:
  - 1A. The grant agreement which allowed for purchase of the equipment listed in attachment (A) of the Governance Agreement is now completed. The property will be transferred to STARCOMM upon ratification of this First Amendment.
6. Section 13 – Miscellaneous is amended by adding the following new numbered paragraph:
  9. This agreement is to be reviewed by the Executive Board on an annual basis.
7. In all other respects, the Public Service Radio System Governance Agreement creating the Tri-State Area Radio Communications System or STARCOMM Public Service Radio System effective the 21<sup>st</sup> day of April, 2006 shall remain in full force and effect.

IN WITNESS WHERE OF, the parties hereto have caused this instrument to be executed on the day and year first above written.

Attest: City of Sioux City Iowa

By: \_\_\_\_\_ By: \_\_\_\_\_

Lisa L. McCardle Robert E. Scott  
City Clerk Mayor

Date: \_\_\_\_\_

Attest: Woodbury County, Iowa

By: \_\_\_\_\_ By: \_\_\_\_\_

Patrick Gill Keith Radig, Chairperson  
Woodbury County Auditor Woodbury County Board of Supervisors

Date: \_\_\_\_\_

Attest:

By:

*Joan Spencer*  
Joan Spencer, County Clerk  
Dakota County, Nebraska

By:

*Martin Hohenstein*  
Dakota County, Nebraska  
Martin Hohenstein, Chairperson  
Dakota County Commissioners

Date:

7/29/19



Attest:

By:

*Nanci Walsh*  
Nanci Walsh  
City Clerk

By:

*Rod Koch*  
City of South Sioux City, Nebraska  
Rod Koch  
Mayor

Date:

8-23-19

Attest:

By:

*Michelle Colvert*  
Michelle Colvert  
City Clerk

By:

City of Sergeant Bluff, Iowa  
*Jon Winkel*  
Jon Winkel  
Mayor

Date:

7.23.19

Attest:

By:

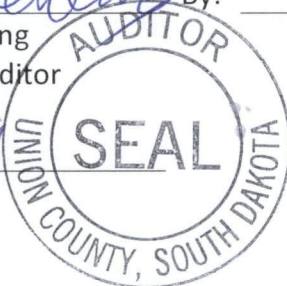
*Jackie Sieverding*  
Jackie Sieverding  
Union County Auditor

By:

Union County, South Dakota  
*Milton Ustad*  
Milton Ustad, Chairperson  
Union County Commissioners

Date:

10-22-19



Attest:

By:

*Mike Hamm*  
Mike Hamm  
Financial Officer

By:

City of North Sioux City, South Dakota  
*Randy Fredericksen*  
Randy Fredericksen  
Mayor

Date:

10-8-19

SET DATE FOR HEARING ON  
ISSUANCE OF URBAN RENEWAL TAX  
INCREMENT REVENUE BONDS

424093-19

Sioux City, Iowa

October 29, 2019

A meeting of the Board of Supervisors of Woodbury County, Iowa, was held at \_\_\_\_\_ o'clock \_\_.m., on October 29, 2019, at the Woodbury County Courthouse, Sioux City, Iowa, pursuant to the rules of the Board.

The Chairperson presided and the roll was called, showing members present and absent as follows:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

Supervisor \_\_\_\_\_ introduced the resolution next hereinafter set out related to setting a hearing on the issuance of urban renewal tax increment revenue bonds, and moved its adoption, seconded by Supervisor \_\_\_\_\_; and after due consideration thereof by the Board, the Chairperson put the question upon the adoption of said resolution, and the roll being called, the following named Supervisors voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Chairperson declared said resolution duly adopted, as follows:

RESOLUTION NO. \_\_\_\_\_

To fix a date of meeting at which it is proposed to take action for the issuance of not to exceed \$10,000,000 Urban Renewal Tax Increment Revenue Bonds

WHEREAS, the Board of Supervisors (the “Board”) of Woodbury County, Iowa (the “County”), pursuant to and in strict compliance with all laws applicable to the County, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an urban renewal plan for the Grow Woodbury County Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the Board also approved a recent amendment to the urban renewal plan for the Urban Renewal Area, which provides for the use of incremental property tax revenues to finance certain improvements to all County roads, bridges and culverts located in the Urban Renewal Area (the “Projects”); and

WHEREAS, the Board has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa, which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the County for the payment of the principal and interest on bonds issued under the authority of Section 403.9 of the Code of Iowa; and

WHEREAS, it is necessary to make provision for the payment of the costs of the Projects and to authorize the issuance of bonds in an amount not to exceed \$10,000,000 (the “Bonds”), under the authority of Section 403.9 of the Code of Iowa; and

WHEREAS, it is necessary to fix a date of meeting of the Board at which it is proposed to take action to issue the Bonds, and to give notice thereof as required by Section 403.9 of the Code of Iowa;

NOW THEREFORE, IT IS RESOLVED by the Board of Supervisors of Woodbury County, Iowa, as follows:

Section 1. This Board shall meet on November 12, 2019, at \_\_\_\_\_ o’clock \_\_.m., at the Woodbury County Courthouse, at which time and place a hearing will be held and action taken for the issuance of the Bonds.

Section 2. The County Auditor is hereby directed to give notice of the proposed action for the issuance of the Bonds, setting forth the amount and purpose thereof, the time when and place where the meeting will be held, by publication at least once not less than four days and not more than twenty days before the meeting in a legal newspaper of general circulation in the County. The notice shall be in substantially the following form:

NOTICE OF MEETING FOR ISSUANCE OF URBAN RENEWAL  
TAX INCREMENT REVENUE BONDS

The Board of Supervisors of Woodbury County, Iowa, will meet at the Woodbury County Courthouse on November 12, 2019, at \_\_\_\_\_ o'clock \_\_.m., at which time and place a public hearing will be held and proceedings will be instituted and action taken for the issuance of not to exceed \$10,000,000 Urban Renewal Tax Increment Revenue Bonds (the "Bonds"), authorized by Section 403.9 of the Code of Iowa, for the purpose of planning, undertaking and carrying out urban renewal projects within the Grow Woodbury County Urban Renewal Area, consisting of financing the construction of certain improvements to all County roads, bridges and culverts located in the Urban Renewal Area.

The Bonds will not be general obligations of the County, but will be payable solely and only from incremental property tax revenues generated within the Grow Woodbury County Urban Renewal Area.

At the meeting, the Board will receive oral or written objections from any resident or property owner of the County. Thereafter, the Board may, at the meeting or at an adjournment thereof, take additional action for the issuance of the Bonds.

This notice is given by order of the Board of Supervisors of Woodbury County, Iowa, in accordance with Section 403.9 of the Code of Iowa.

Pat Gill  
County Auditor

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved October 29, 2019.

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Chairperson

Attest:

---

County Auditor

• • • •

On motion and vote the meeting adjourned.

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Chairperson

Attest:

---

County Auditor

STATE OF IOWA

SS:

WOODBURY COUNTY

I, the undersigned, County Auditor of Woodbury County, hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Supervisors of the County relating to the adoption of a resolution to fix a date of meeting at which it is proposed to take action for the issuance of not to exceed \$10,000,000 Urban Renewal Tax Increment Revenue Bonds.

I do further certify that the notice of hearing, to which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the County.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
County Auditor

(Attach here the publisher's original affidavit with clipping of the notice as published.)



October 23, 2019

Dennis Butler  
Woodbury County Courthouse  
620 Douglas  
Sioux City, Iowa 51101

Re: \$10,000,000 Urban Renewal Tax Increment Revenue Bonds  
Our File No. 424093-19

Dear Dennis:

I have prepared a resolution that may be adopted by the Board of Supervisors of Woodbury County on October 29 in order to set November 12 as the date for a public hearing on the proposed issuance of not to exceed \$10,000,000 Urban Renewal Tax Increment Revenue Bonds related to the construction of County road, bridge and culvert improvements in the Grow Woodbury County Urban Renewal Area.

The notice of public hearing on the issuance of the bonds must be published once, not less than four days prior to the Board meeting at which the hearing will be held. Please email or fax a copy of the published notice to our office at (515) 283-1060.

As soon as possible after the Board meeting, please return one fully executed copy of these proceedings.

Very truly yours,

Robert E. Josten

Cc by email: David Gleiser

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/24/2019 Weekly Agenda Date: 10/29/2019

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Mark J. Nahra, County Engineer

**WORDING FOR AGENDA ITEM:**

Consider setting a public hearing for granting an access easement across county property

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/>    |

**EXECUTIVE SUMMARY:**

The Haddock family has requested an easement across county property near Holly Springs for access to a landlocked farm field.

**BACKGROUND:**

The Haddock farm south of Holly Springs has been isolated by work on the Woodbury Monona Drainage district and the closure of the former Humbolt Avenue right of way south of town. The landowner has been accessing the farm along the old right of way and has requested a permanent easement across county property to assure continued access to the farm.

**FINANCIAL IMPACT:**

No financial impact except for the cost of publication of a notice of public hearing. Chapter 331.361 of the Code of Iowa requires public notice for the issuance of an easement of this type.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

I recommend that the Board set a public hearing date of November 19, 2019 for consideration of granting an easement to the Haddock farm property.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to set November 19, 2019 at 4:45 PM for a public hearing for consideration of granting an access easement to the Haddock Farm in section 15, T-86N, R-45W.

**EASEMENT AND RIGHT-OF-WAY AGREEMENT**  
**Recorder's Cover Sheet**

**Preparer Information:** Robert F. Meis, 501 Pierce Street, Sioux City, IA 51101, Phone: (712) 252-0020

**Taxpayer Information:** Manon F. Haddock, 10535 Norfolk Dr. Unit 1, Johnston IA 50131

**Return Address:** Robert F. Meis, 501 Pierce Street, Sioux City, IA 51101

**Grantor:** Woodbury County, Iowa

**Grantees:** Manon F. Haddock, Lyndon K. Haddock and Roslyn C. Haddock

**Legal Description:** See Page 2

**Document or instrument number if applicable:** N/A

The West Seventy Feet (W.70') of the North Nine Hundred Forty One and Seventy Seven Hundredths feet (N.941.77') of the West half of the Southwest Quarter (W ½ SW ¼) of Section 15, Township 86 North, Range 45 West of the 5<sup>th</sup> P.M., Woodbury County, Iowa, excepting therefrom all that part previously reserved as easement for public roadway. Track contains 1.51 acres, more or less, including 0.71 acres, more or less, subject to a previously existing easement for public roadway.

Manon F. Haddock owns real estate situated in Woodbury County, Iowa and legally described as:

The West half of the Northwest Quarter (W1/2 NW1/4) of Section Twenty-two (22), Township Eighty-six (86) North, Range Forty-five (45) West of the 5<sup>th</sup> P.M., in Woodbury County, Iowa.

Haddocks desire to obtain an easement on, over, along, upon, through and across a portion of Woodbury County's real estate for the purpose of ingress to and egress from their real estate. Woodbury County has agreed to grant a permanent easement to Haddocks for access to their property.

In consideration of one dollar and other good and valuable consideration and in consideration of the mutual covenants and promises of the parties hereto, receipt of which is hereby acknowledged, the parties agree as follows:

1. **GRANT OF EASEMENT.** Woodbury County hereby grants and conveys to Haddocks, and their tenants, business invitees, guests, successors and assigns, a perpetual easement and right-of-way on, over, along, upon, through, under and across the following described real estate:

The West 103.00 Feet of a 2.00 acre parcel described on a plat of survey recorded on Roll 461, Image 663 in the Woodbury County Recorder's Office, subject to and together with any and all easements, restrictions, and covenants.

2. **PURPOSE OF EASEMENT:** This Easement shall be for the purposes of ingress to and egress from property owned by Haddocks.

3. **USE OF EASEMENT:** Haddocks shall use this Easement for access to: The West half of the Northwest Quarter (W1/2 NW1/4) of Section Twenty-two (22), Township Eighty-six (86) North, Range Forty-five (45) West of the 5<sup>th</sup> P.M., in Woodbury County, Iowa. The easement area shall be kept free of all personal property items and Haddocks shall not allow storage of personal property items. Haddocks shall

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared Lyndon K. Haddock and Roslyn C. Haddock, husband and wife, to me known to be the identical persons named in and who executed the within and foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

\_\_\_\_\_  
Notary Public in and for said State

STATE OF IOWA :  
 : ss  
COUNTY OF \_\_\_\_\_ :

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared Manon F. Haddock, to me known to be the identical person named in and who executed the within and foregoing instrument, and acknowledged that she executed the same as her voluntary act and deed.

\_\_\_\_\_  
Notary Public in and for said State

STATE OF IOWA, COUNTY OF WOODBURY

This record was acknowledged before me on \_\_\_\_\_,  
by \_\_\_\_\_,  
as \_\_\_\_\_ of Woodbury  
County, Iowa.

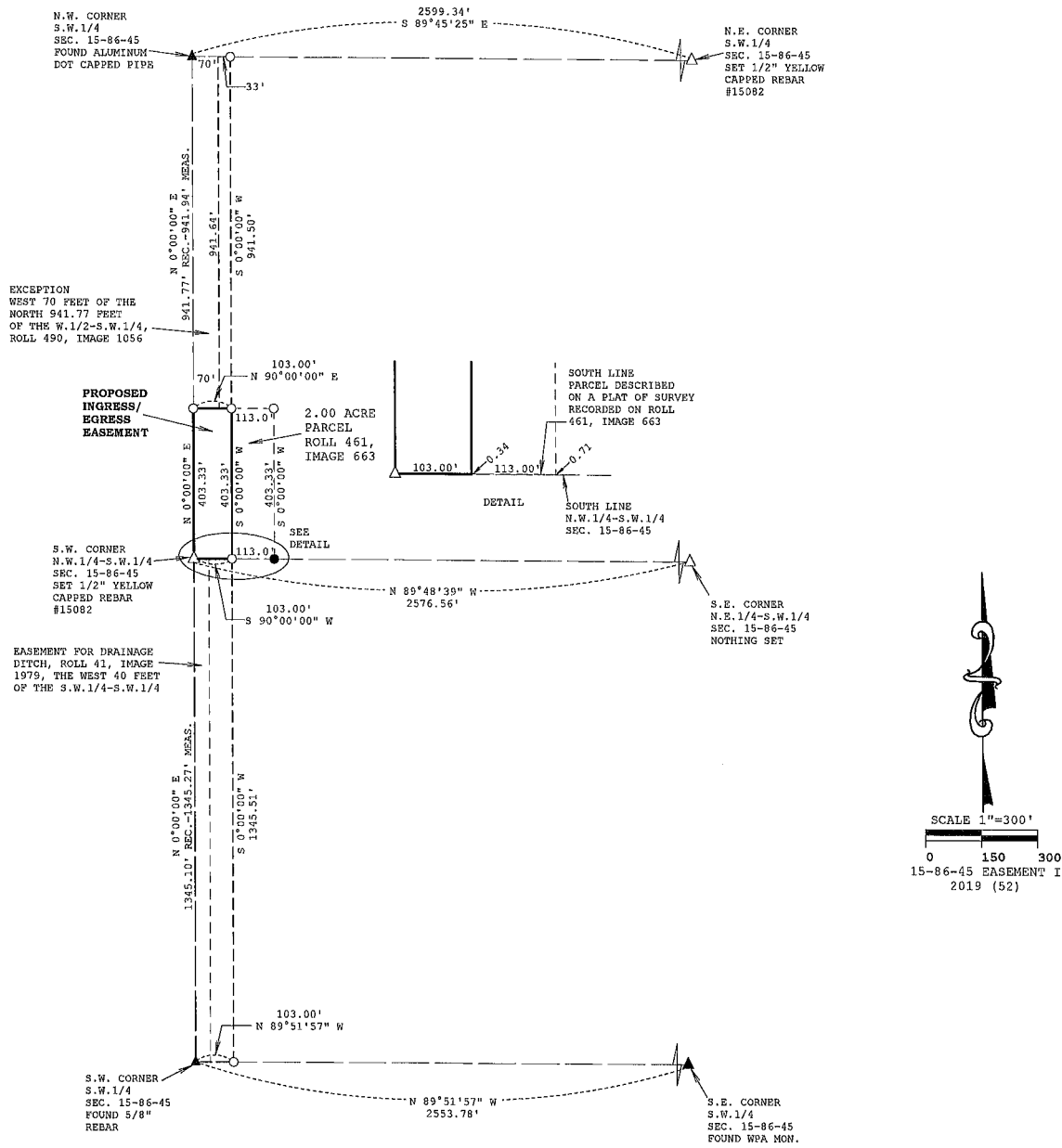
\_\_\_\_\_  
Signature of Notary Public

INDEX LEGEND	
SURVEYOR:	ALAN L. FAGAN 712 539-1471
MAIL TO:	AL FAGAN LAND SURVEYING, P.C. P.O. BOX 858 - MERRILL, IA 51038
COUNTY:	WOODBURY
SECTION(S):	15 T. 86 N., R. 45 W.
ALIQUOT PART:	PART OF THE N.W.1/4-S.W.1/4
CITY:	
SUBDIVISION:	
BLOCK(S):	
LOT(S):	
PROPRIETOR(S):	COUNTY OF WOODBURY, IN THE STATE OF IOWA
REQUESTED BY:	ROBERT F. MEIS & LYNDON K. HADDOCK

**AL FAGAN LAND SURVEYING P.C.-P.O. BOX 858-MERRILL, IOWA 51038-PH. (712) 539-1471**

**PLAT OF SURVEY**

PLAT OF SURVEY SHOWING A PROPOSED INGRESS/EGRESS EASEMENT, BEING THE WEST 103.00 FEET OF A 2.00 ACRE PARCEL DESCRIBED ON A PLAT OF SURVEY RECORDED ON ROLL 461, IMAGE 663 IN THE WOODBURY COUNTY RECORDER'S OFFICE. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.



DATE OF SURVEY: FEBRUARY & MAY 2019

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

ALAN L. FAGAN

DATE

LICENSE NUMBER 15082

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2019

PAGES OR SHEETS COVERED BY THIS SEAL: ONE



**MONUMENTS**

- = FOUND 5/8" PIN
- = 1/2" YELLOW CAPPED REBAR #15082 SET

Children's Behavioral Health System

Meeting Minutes

August 27, 2019

10:00 am

Boulders Inn and Conference Center, Holstein

**1. Welcome and Introductions – Dawn Mentzer, Rolling Hills Regional CEO**

Attendees: Cindy Duhrkopf, Partnerships for Families; Kelli Wood, Mid-Sioux; Annette Koster, BVCS Early Childhood Iowa; Krista Bakke, Rae Miller, Child Health Specialty Clinics; Lori Bush, Melissa Drey, Kim Keleher, Plains Area Mental Health Center; Heidi Hansen, Deidre Brown, Wesco; Leisa Mayer, Lisa Bringle, Louise Galbraith, Theresa Jochum, Julie Albright, Rolling Hills; Annie Fridh, Jackson Recovery; Elizabeth Stanek, Linking Families and Communities; Sharon Nieman, Sioux Rivers; Sandra Pingel, Genesis Development; Kerri Hall, Siouland Human Investment Partnership; Bailey Hill, Child Care Resource and Referral; Patti Andrews, Horn Memorial Public Health; Matt Ohman, SHIP; Karla Manternach, Counseling Services, LLC; Rebecca McCrackin, Seasons Center; Steve Kremer, Juvenile Court Services; Dennis Bush, Cherokee County Supervisor/Rolling Hills Governance Board member; Deb Bush, Interested public representative; Sheila Martin, Siouland Mental Health; Kristal Phillips, Assistant County Attorney; Brenna Franken, Northwest AEA; Teresa Magnussen, Crossroads, Jan Heikes, DHS

**2. Brief Overview of Regional System structure – Dawn Mentzer**

Dawn Mentzer gave a brief overview of the Regional adult mental health system, and provided a map of the regions in Iowa. Rolling Hills Region is comprised of 8 counties, Buena Vista, Carroll, Calhoun, Crawford, Ida, Sac, Cherokee and Woodbury. A governance board governs the region, and is made of a supervisor from each of the 8 counties, Dawn as CEO reports to this board. There are 5 Disability Coordinators located within the counties.

An explanation of recent legislation requiring core service development for adults was provided.

**3. Children's Mental Health Legislation – Jan Heikes, Iowa Department of Human Services**

Jan Heikes, from the Department of Human Service gave the history of HF690 which merges the Children's system with the adult system (regions). The adult system was developed in part to provide State Standards, merging counties into regions which are administered by a region but services are delivered locally. The children's system will be similar, regional administration with local services. A state board was appointed by the governor and HF690 was based on the recommendation of the children's strategic plan – this has been under development for about 10 years.

The Children's Behavioral Health State Board is appointed by the governor and meets 4 times per year with the first meeting being held today. Duties of this board are to advise the MHDS administration, provide consultation to agencies regarding development of administrative rules,

identify behavioral health outcomes and indicators. The board is required to submit a report before December 1 of each year to the Governor and General Assembly.

Regional Responsibilities: primary role is setting up (creation of) and coordinating the system, and funding a very small portion of services.

Who is eligible: under the age of 18 and reside in Iowa, Diagnosed with a serious emotional disturbance, family income equal or less than 500% of the poverty income guidelines, if family income is between 150% but not more than 500% of the poverty level, a copayment for services or a single state wide sliding fee or other cost sharing requirements approved by DHS.

\*The law does not mandate that the regions have to pay for those between 150 – 500% with high deductibles.

The Regional Governance Board structure will change to add new voting members of: one adult person who uses mental health services or an actively involved relative of an adult who does; representation of the education system in the region; a parent of a child accessing behavioral health services in the region. Non-voting members shall include: adult provider in the region; children's behavioral health service provider in the region.

New core services for Children: dates of when these services have to be available will be determined by legislation.

Dawn asked what is available now and current issues:

- There are prevention and early prevention for early childhood in each county, however it does not help higher income families. Early Childhood Iowa funds this prevention service. Screening and diagnosis are an issue as doctors are not always available.
- Schools do not need a diagnosis so schools are not always encouraging families to seek the diagnosis. Screens are lacking.
- Sioux City – Handle with Care program with the Sioux City police department in \which schools are notified of a trauma or event with a child involved (DHS removal – etc.)
- Remember there are different diagnosis for children than adults which can be a problem when transitioning into adult services.
- Insurance does not cover academic testing and there is a shortage of those to do assessments and diagnosis which causes a delay.

Jan – there is a group that is meeting to look at needs assessments, implementation issues and they will make a recommendation to the Children's State Board. The panel has been looking at the level of the tools being used, the costs, ages, who should get the screenings and where should it be done, schools, doctors office?

Process of the Rules: HF690 passed – rules will be coming out. This has to be approved by MHDS commission, DHS will prepare a draft, which will be looked at by several groups, the commission has to give approval in conjunction with the State Children's Behavioral Health Board – then it goes on from there. It is hoped to be finalized by January 2020.



Dawn – regions have to have a plan to the State by April 1, 2020. There is a capped level of funding in the regions, with the development of new adult services, we also have to have them available for children. The regional levy had to be reduced down to spend reserve balances, and we will have around a 30% fund balance. There is no money for the Children’s system so it will be somewhat fiscally limited as to the development of the system.

Dawn provided an overview of the regional budgeting system and discussion of the access center development which is for the adult population.

Jan – working with regions to make sure accreditations are in place, contacts with IME and MCO’s in place, if the contracts and payments are not working Dawn has a channel to help with MCOs.

Dennis Bush explained the rules process as per the Commission, he stressed that public input on the proposed rules is very much needed and appreciated.

A discussion of crisis services for adults that are already in place within the region. These services will also be core for children. PAMHC, SLMHC and Jackson Recovery provided an overview of services they provide. Jan has heard that Crisis community based will be a program looked at by regions to start to provide crisis services in home rather than sending children to inpatient/residential units. This is a similar program to BHIS services.

#### **4. Discussion of Next Steps for Plan Development**

Dawn – would like to set workgroups to ensure that all aspects of the development will be met. Are there others that need to be invited to participate?

First steps:

- Creation of advisory board

- Workgroups to address core services for children:

- Dawn will send an email asking for participation for the different groups and designating a team lead for each group. Look at service gaps to access and implementing services.

- a. Identify additional representatives to be invited**

- i. BHIS providers

#### **5. Schedule Future Meeting Dates**

How often should this group meet? October – rules may be available to look at. The first Thursday of each month are adult task forces and this group could meet in the afternoon for those who attend all meetings.

Next Meeting: October 3, 2019 at 1:00 pm for next meeting for work group designation. Dawn asked for the group to send email addresses and names for those who should or could be involved.

Minutes submitted by Louise Galbraith, Coordinator



## *Rolling Hills*

Community Services Region

### INTENSIVE RESIDENTIAL SERVICE BED TASK FORCE

THURSDAY, OCTOBER 3, 2019 11:30 AM – BOULDERS INN, HOLSTEIN

#### Minutes

#### 1. WELCOME AND INTRODUCTIONS

Those in Attendance: Kim Keleher, Melissa Drey, Ashley Miller, Plains Area Mental Health Center; Lisa Rockhill, Sioux Rivers; Mindi Rotert, St. Anthony Hospital; Leisa Mayer, Louise Galbraith, Lisa Bringle, Julie Albright & Theresa Jochum & Dawn Mentzer, Rolling Hills; Clay Adams, Lisa Meyer, Donna Schurke, Wesco; Sandy Pingel, Genesis Development; Mark Monson, Siouxland Mental Health; Dennis Bush, Cherokee County Supervisor/Governance Board Member; Sarah Jackson, Pride Group; Annie Fridh, Rosecrance Jackson Centers; Kathy Norris, Cherokee Mental Health Institute

#### 2. CONTINUED DISCUSSION OF IRSH BED DEVELOPMENT PROPOSAL – CLAY ADAMS, WESCO

Clay Adams and Dawn Mentzer have met concerning the proposal. The proposal needs to go before the Governance Board for consideration.

##### \* SUBSTANCE ABUSE AGREEMENT UPDATE – CLAY

Manning Family Recoveyr, Plains Area Mental Health and Jackson Recovery can all be utilized for the substance abuse requirement

##### \* ASSERTIVE COMMUNITY TREATMENT COMPONENT

Seasons Center has been contacted and they are looking to expand and may be able to cover the ACT requirement

##### \* LICENSING REQUIREMENT FOR BED NUMBERS

Dawn has submitted formal questions to IME in regards to this concern and we are awaiting a response.

#### 3. DISCUSSION OF TIER RATES / NO EJECT NO REJECT ISSUE

Discussion:

- Looking at 1 ½ to 2 staff per person with an estimated cost of \$400 per day, the current U9 rate is \$315.
- Need to look at how to cover rate without subsidizing Medicaid.

- A concern raised is the no eject, no reject requirement. Concern is what will happen if a person is a U9 tier rate and MCO lowers the tier rate do they still have to serve the person in the IRSH home? Dawn has sent the question off for clarification. It came back that we would have to do what it takes to serve the person.
- Discussion of the ability to provide Habilitation funding for transitional services. Possibly the transitional program and help offset the IRSH program. Clay is looking into this as an option.
- Hope Wellness had an inspection for Habilitation funding for their transition program. they had three items to address to meet the HCBS settings rules, so Clay is confident that Stepping Stones will pass pretty easily.
- Discussion concerning waitlist for ID Waiver and the wait time for assessments for Waiver and Habilitation.

#### 4. DISCUSS NEXT STEPS TO BE COMPLETED BEFORE NEXT MEETING

Clay would like their questions answered and more clarity before going to the Board, however, we agreed that the proposal should be shared at the next Governance Board meeting so that they can be thinking about it prior to seeking approval at a later meeting.

#### 5. NEXT MEETING – NOVEMBER 7, 2019 11:30 AM AT BOULDERS IN HOLSTEIN

Respectfully submitted by Louise Galbraith, Coordinator

**Rolling Hills Community Services Region  
Access Center Task Force  
Cobblestone Inn, Holstein IA**

**October 3, 2019**

**Minutes**

**Welcome/Introduction:**

Those in Attendance: Kim Keleher, Melissa Drey, Ashley Miller, Plains Area Mental Health Center; Maggie Martinez, BVRMC; Lisa Rockhill, Sioux Rivers; Mindi Rotert, St. Anthony Hospital; Louise Galbraith, Leisa Mayer, Lisa Bringle, Julie Albright, Theresa Jochum, & Dawn Mentzer, Rolling Hills; Kevin Heineman, Jay Hoogendyk & Andrew Dutler, Sioux City Police Department; Dave Drew, Tony Wingert, Woodbury County Sheriff's Office; Kathy Norris, Cherokee Mental Health Institute; Karla Manternach, Counseling Services, LLC; Dennis Bush, Cherokee County Supervisor/Governance Board Member; Mark Monson, Siouxland Mental Health Center; Katie Stange, Sac County Sheriff's Office; Annie Friedh, Rosecrance Jackson Centers; Sarah Jackson, Pride Group

**Presentation on Rosecrance Triage/Access Center in Illinois:**

- Annie Friedh shared her experience and involvement in the development and implementation of a Triage Center in Rockford, IL
- The project began with the closing of the state run inpatient mental health unit.
- State gave Rosecrance money to develop the service in four weeks.
  - 7 chairs are available to triage the needs of individuals
  - Individuals are able to eat meals, wash clothes and shower
  - Worked closely with hospitals and law enforcement regarding the service
  - Originally didn't take individuals who were under the influence.
  - Provided 24/7 nursing
  - Offered crisis treatment in house
  - There was an easy transition from the Triage Center to Crisis Stabilization
    - 5% of the individuals were referred on to the emergency room for medical needs
    - 5% were referred to the emergency room for mental health
    - 40% were referred to crisis stabilization with an average stay of 7-10 days
    - Most went home with supports
    - Didn't track recidivism because they encouraged people to come back instead of returning to the emergency room.
  - Law Enforcement really liked it
    - Wanted detox services which they developed.
      - Had 4 detox beds and stayed 3-4 days then went home
    - Encouraged them to provide children's services
- The state cut funding to the Triage Center
  - Couldn't afford nursing 24/7 any longer
  - Bricks and mortar was the most expensive part of the program

- Funding came from other partners including city and hospitals
- Triage moved to one of the local hospitals without a behavioral health unit and was an entirely separate area. Hospitals could send individuals from the ER to the Triage for assessment.
- Officers preferred taking people to triage
- Law Enforcement would travel as far as 60 miles for triage depending on the county they were located in.
- Offered security at first but had to cut back to nights only due to funding limitations.
- Had one incident in 5 years where they had to call law enforcement.
- Mobile Crisis was added through partnership with the hospitals
  - Offered through in-person assessment and telehealth
  - Many different ways of doing it
    - One group had a team who would sit with dispatch and help take 911 calls related to mental health
    - Rural counties mostly used virtual mobile crisis

Annie offered the following advice in making decisions about Access Center development:

- Inquire about space at local hospitals to not have to pay for brick and mortar
- Offers an opportunity for individuals to get medical clearance
- Provides easier access for people being under the same roof and builds good partnerships between hospitals and mental health services.

#### **Southwest Iowa MHDS Region Virtual Access Development:**

- Suzanne Watson, CEO of Southwest Iowa MHDS joined us by Zoom to share their plans to develop a Virtual Access Center by using their Mobile Crisis.
  - Pottawattamie County has had Mobile Crisis for 10 years.
  - Their region has chosen a virtual model because of the success of their mobile crisis services and their ability to link individuals to services that are already developed.
  - The biggest challenge is building an access network and developing good communication in order for it to all work.
  - Pottawattamie County has in person mobile crisis and works very closely with their law enforcement on these calls.
  - The rural counties are using more of a telehealth model and officers have all the equipment for this with them.
  - Prescreenings are done at time of commitment through mobile crisis.
  - Judge can request mobile crisis to do screenings for appropriate service at time of commitment.
  - Southwest MHDS expends about \$228,000 for Mobile Crisis
  - Mobile Crisis has done assessment for emergency rooms.
  - Have master level therapist on their mobile crisis teams to do the necessary evaluations/assessments.
  - They already work with children but plan to expand to assess children in other schools.

- Assessments can be done anywhere
- Mobile Crisis will do warm hand offs to other agencies as needed.
- Mobile Crisis has been doing the follow up coordination but they will have service navigators who will follow up and get people connected to the follow up services.
- Already have one crisis stabilization home but may expand to another area in the Region for closer access to the service.
- Subacute is being provided through Assertive Community Treatment (ACT) teams.
- Two areas they are investing in to help with the continuum of care:
  - Added transportation through contract with a provider
  - Contracting for a prescriber for medications through a mental health provider.
- It will be important to work on outpatient wait times and share more crisis appointments between agencies.
- Suzanne answered some questions from the taskforce including:
  - Do they have a brick and mortar option? *Suzanne stated they are thinking about walk in services in Council Bluffs. Likely will be agencies co-located to provide the walk in service. Will look to the taskforce to make decision about walk in services. Suzanne also stated they really don't need brick and mortar access center because they have inpatient units available if needed. Ultimately the purpose is to triage people to appropriate services.*
  - How does SW MHDS handle substance abuse? *Mobile Crisis can do some substance abuse assessments as they are also a substance abuse provider. Suzanne stated some additional clarification on substance abuse services needs to happen. Mobile Crisis would still be able to make recommendations. Navigator can get services scheduled. Southwest Iowa doesn't have inpatient substance abuse available in the area.*

Following the end of the Zoom meeting, other discussion took place:

- Maggie Martinez stated they get mental health services with Plains Area Monday through Friday. The best time to get a service to people is when they are asking for help and needs addressed when they arrive in the ER. Substance Abuse services are the hardest piece to get in place for people.
- Regions developing a virtual model for Access has both mobile crisis and ACT.
- Kim Keleher stated their new medical director is against doing ACT because it's hard to get staff to do ACT.
- Annie Friedh stated there is a version of ACT that doesn't have psychiatrists and nurses and is just as successful.
- Season's Center is willing to expand ACT to Crawford County for IRSH requirement. There will be a follow up meeting with Season's Center to discuss this.

- There has been a lot of discussion all along regarding location of an Access Center should a brick and mortar structure be chosen. Sioux City would have specialized staff to do an Access Center yet rural counties need service too.
- Kim Keleher stated they will have master level therapists available for evaluation (MH and SA) if needed during Mobile Crisis calls.
- Our Region would need our own ACT team in order to meet fidelity and still will be costly.
- Dawn shared that she has reached out to Unity Point to talk about developing Access Center service in Sioux City but she hasn't heard back from them about a meeting.

**Discuss Next Steps to Be Completed Before Next Meeting:**

1. It was consensus that mobile crisis needs to be rolled out and used in order to see what the true need is for Access Center service.
2. Reach out to Season's Center again for more discussion on ACT.
3. Reach out to Unity Point to talk about an Access Center in Sioux City and how we could work with them.

**Next Meeting: November 7 (Thursday) at 10:00 am  
Cobblestone Inn, Holstein IA**

**Minutes submitted by Lisa Bringle, RHCS Coordinator**

## Mobile Crisis Task Force Minutes

October 3, 2019

## 1. Welcome and Introductions

Those in Attendance: Katie Stange, Sac County Sheriff's Office; Kim Keleher, Melissa Drey & Ashley Miller, Plains Area Mental Health Center; Louise Galbraith, Lisa Bringle, Leisa Mayer, Julie Albright, Theresa Jochum & Dawn Mentzer, Rolling Hills; Kevin Heineman, Jay Hoogendyk & Andrew Dutler, Sioux City Police Department; Tony Wingert & Dave Drew, Woodbury County Sheriff's Office; Chris Cole, Storm Lake Police Department; Bob Welte & Dawn Huntzman; Siouxland Paramedics; Mark Monson, Siouxland Mental Health Center; Jay Ricke, ITP; Sarah Jackson, Pride Group

## 2. Status of Mobile Crisis Response Development-Plains Area Mental Health Center and Siouxland Mental Health Center-Melissa Drey

Melissa shared they are still working on an 800 # for the agencies to market, there is a significant additional cost that wasn't in the initial proposal. Initial set up of the number is approximately \$3,000 and an unknown on-going, monthly cost. Dawn instructed them to add it to the initial proposal and will take it to the RHCS Governance Board for final approval. Dawn that the additional expense would be allowed because of the necessity of the uniform number between both agencies however, this is a decision of the Governance Board.

PAMHC/Turning Point Crisis Home are fully staffed now and will complete Mobile Crisis training mid-October with a "soft" roll out of the PAMHC Mobile Crisis Unit in November. For approximately the first month, Melissa and Ashley Miller, Director of Turning Point, will be involved in the mobile crisis responses in order to oversee how the calls are being received and handled to try and work out any initial concerns.

Dawn shared about a meeting she had with Seasons Center regarding their mobile crisis unit and the services they are already offering in Buena Vista County. Seasons Center is operating under a federal grant that requires standardized services in all of their counties. They must offer the mobile crisis service in each county in their catchment area. They are being utilized by the Storm Lake Police Department. This agency will work together with PAMHC and Siouxland MHC's mobile crisis teams to cover this area whenever needed. This will not be a barrier for any agency providing these services. The Sioux City Police Department shared a successful "soft" roll out of Siouxland Mobile Crisis team involving an individual and then a referral to the Siouxland Paramedicine program for on-going services.



3. Marketing Activities: Melissa shared handouts for the MCAT-Mobile Crisis Assessment Teams. There will be pamphlets and tri-fold cards with their specific number and also numbers of additional resources.
4. Next Mobile Crisis Task Force Meeting will be November 7<sup>th</sup>, 2019 at 9 a.m. at the Cobblestone Inn, Holstein.

Respectfully submitted,

Leisa Mayer

Rolling Hills  
Community  
Services Region

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# FY 2019 Annual Report

Geographic Area: Buena Vista, Calhoun, Carroll, Cherokee,  
Crawford, Sac and Ida Counties

*Report prepared by Dawn Mentzer, Chief Executive Officer*

*Due to the Iowa Department of Human Services: December 1, 2019*

*Approved by RHCS Governing Board: October 21, 2019*

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## *Preamble*

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Rolling Hills Community Services (RHCS) provides coordination and financial support for mental health and disability services to individuals located in the seven-county geographical area including Buena Vista, Calhoun, Carroll, Cherokee, Crawford, Ida and Sac counties.

During Fiscal Year 2019, a major focus for Rolling Hills was on the efforts required to ensure a smooth and seamless transition of Woodbury County into the Region by 7/1/19. Multiple meetings were held with Woodbury County stakeholders to engage them in the transition and ensure that they were a very important part of the process in terms of strategic planning and core service development. Budget projections were finalized during the budget process and contracting with all of the providers was executed prior to the beginning of Fiscal Year 2020.

Following is a snapshot of some of the transition activity needs specific to Woodbury County that were accomplished to ensure a successful transition:

Function	Timeline for completion
1. Meet with Woodbury County providers to discuss any non-core funding needs to inform them of the request deadline of October 31, 2018.	September 30, 2018
2. Governance Board non-core funding request decisions made prior to budget development.	December 15, 2018
3. Appoint Governance Board Chairman and Vice-Chairman for 2019 and designate central location for Governance Board meetings.	December 31, 2018
4. FY'20 Budget development which may include two projections consisting of one with Woodbury County and one without.	January 15, 2019
5. FY'20 rate negotiations and contract execution with Woodbury County providers.	March 31, 2019
6. Determination of Woodbury County financial position per the terms and conditions of the MOU.	April 1, 2019
7. FY'20 Annual Service and Budget plan to include Woodbury County.	April 1, 2019

8. Assist Governance Board in the assessment of staffing needs for Woodbury County and direct the hiring process.	April 30, 2019
9. Identification of claims volume and determination of Rolling Hills staffing needs for data entry and fiscal agent implications.	May 31, 2019
10. Management Plan amendment to designate Woodbury County as a member of Rolling Hills and access points which requires approval of the MH/DS Commission.	June 30, 2019
12. 28E to be revised to include Woodbury County by the Rolling Hills Region member counties.	June 30, 2019
13. Work closely with Sioux Rivers Region to transition all individuals into the Rolling Hills County Service Network.	June 30, 2019

Overall, the transition went very efficiently and Woodbury County became a member of the Rolling Hills Community Services Region on July 1, 2019.

In compliance with IAC 441-25, the RHCS Management Plan includes three parts: Annual Service and Budget Plan, Policies and Procedures Manual and the Annual Report.

RHCS Management Plans are available on the RHCS Website [www.bvcountyiowa.com](http://www.bvcountyiowa.com) and the DHS Website at <http://dhs.iowa.gov>. The Annual Report is due to the Department of Human Services by December 1, 2019.

This Annual Report will reflect the fifth official year of regionalization and the efforts of multiple entities and partners that have joined together to develop services that aim to serve individuals within integrated community-based settings. This report contains information on the availability of core services, additional core services, and the efforts and plans for expansion of services. Also reported are the statistical reports of individuals funded, expenditures, revenues and levy information. In the final section, information will be provided regarding the successful outcomes of our Regional Strategic Plan.

The RHCS Governance Board Members for FY'19 are listed as follows:

Rick Hecht – Governance Board Chairman and Sac County Supervisor (7/1/18- 12/31/18)

Brent Wilhelm Sac County Supervisor (1/1/19-6/30/19)

Paul Merten – Governance Board Vice Chairman (7/1/18- 12/31/18) and Buena Vista County Supervisor, Governance Board Chairman (1/1/19-6/30/19)

Scott Jacobs – Calhoun County Supervisor

Neil Bock – Carroll County Supervisor

Cecil Blum – Crawford County Supervisor

Dennis Bush – Governance Board Vice Chairman (1/1/19-6/30/19), Cherokee County Supervisor

Creston Schubert – Ida County Supervisor

Pat Laursen – Ex-officio Member

Pam Haberl – Ex-officio Member

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### ***Individuals Served in Fiscal Year 2019***

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This section includes:

- the number of individuals in each diagnostic category funded for each service
- unduplicated count of individuals funded by age and diagnostic category



FY 2019 Actual GAAP Persons Served by Primary Diagnosis	Rolling Hills Community Services MHDS Region	MI (40)		ID(42)		DD(43)		BI (47)		Other		Total
<b>Core</b>												
	<b>Treatment</b>											
42305	Psychotherapeutic Treatment - Outpatient	4										4
42306	Psychotherapeutic Treatment - Medication Prescribing	2										2
43301	Evaluation (Non Crisis) - Assessment and Evaluation	1										1
71319	State MHI Inpatient - Per diem charges	16	1									17
	<b>Basic Crisis Response</b>											
44301	Crisis Evaluation	175	57									232
	<b>Support for Community Living</b>											
32329	Support Services - Supported Community Living	11		8		4						23
	<b>Support For Employment</b>											
50362	Voc/Day - Prevocational Services			1								1
50367	Day Habilitation	1		4		2						7
50368	Voc/Day - Individual Supported Employment	11	1	13		2						27
50369	Voc/Day - Group Supported Employment	5		4		2						11
	<b>Recovery Services</b>											
45366	Peer Family Support - Peer Support Services	1										1
	<b>Service Coordination</b>											
	<b>Core Evidence Based Treatment</b>											
	<b>Core Subtotals:</b>	<b>227</b>	<b>59</b>	<b>30</b>		<b>10</b>						<b>326</b>
<b>Mandated</b>												
74XXX	Commitment Related (except 301)	192	23									215
75XXX	Mental health advocate	243	1									244
	<b>Mandated Subtotals:</b>	<b>435</b>	<b>24</b>									<b>459</b>
<b>Core Plus</b>												



	<b>Comprehensive Facility and Community Based Treatment</b>													
44313	Crisis Stabilization Residential Service (CSRS)	91	1											92
44346	Crisis Services - Telephone Crisis Service	1												1
	<b>Sub-Acute Services</b>													
	<b>Justice System Involved Services</b>													
25XXX	Coordination services	107	1											108
46305	Mental Health Services in Jails	28												28
	<b>Additional Core Evidence Based Treatment</b>													
42366	Psychotherapeutic Treatment - Social Support Services	1												1
	<b>Core Plus Subtotals:</b>	228	2											230
	<b>Other Informational Services</b>													
04372	Planning and/or Consultation Services (Client Related)	2												2
05373	Public Education Services	1												1
	<b>Other Informational Services Subtotals:</b>	3												3
	<b>Community Living Support Services</b>													
22XXX	Services management	382	11	42	1									436
31XXX	Transportation	3		3		1								7
33340	Basic Needs - Rent Payments	7												7
41306	Physiological Treatment - Prescription Medicine/Vaccines	2												2
42310	Psychotherapeutic Treatment - Transitional Living Program	1												1
42396	Psychotherapeutic Treatment - Community Support Programs	6												6
42399	Psychotherapeutic Treatment - Other			2										2
	<b>Community Living Support Services Subtotals:</b>	401	11	47	1	1								461
	<b>Congregate Services</b>													
64329	Comm Based Settings (6+ Beds) - Supported Community Living	31												31





## *Unduplicated Count Persons Served by Age Group and by Primary Diagnosis*

Disability Group	Children	Adult	Unduplicated Total	DG
Mental Illness	81	718	799	40
Mental Illness, Intellectual Disabilities	1	45	46	40, 42
Mental Illness, Intellectual Disabilities, Other Developmental Disabilities	0	2	2	40, 42, 43
Mental Illness, Other Developmental Disabilities	0	3	3	40, 43
Intellectual Disabilities	0	12	12	42
Intellectual Disabilities, Other Developmental Disabilities	0	11	11	42, 43
Other Developmental Disabilities	0	1	1	43
Total	82	780	862	99

## *Regionally Designated Intensive Mental Health Services*

The region has designated the following provider(s) as an **Access Center** which has met the following requirements:

- Immediate intake assessment and screening that includes but is not limited to mental and physical conditions, suicide risk, brain injury, and substance use.
- Comprehensive person-centered mental health assessments by appropriately licensed or credentialed professionals.
- Comprehensive person-centered substance use disorder assessments by appropriately licensed or credentialed professional.

- Peer support services.
- Mental health treatment.
- Substance abuse treatment.
- Physical health services.
- Care coordination.
- Service navigation and linkage to needed services.

<u>Date Designated</u>	<u>Access Center</u>
	None designated yet as of this report date. Access Center is in development.

The region has designated the following **Assertive Community Treatment (ACT)** teams which have been evaluated for program fidelity, including a peer review as required by subrule 25.6(2), and documentation of each team’s most recent fidelity score.

<u>Date Designated</u>	<u>ACT Teams</u>	<u>Fidelity Score</u>
June 2017	<i>Seasons Center for Behavioral Health - Spencer, IA</i>	

The region has designated the following **Subacute** service providers which meet the criteria and are licensed by the Department of Inspections and Appeals.

<u>Date Designated</u>	<u>Subacute</u>
	None designated yet as of this report date. Subacute Services are in development.

The region has designated the following **Intensive Residential Service** providers which meet the following requirements:

- Enrolled as an HCBS 1915(i) habilitation or an HCBS 1915(c) intellectual disability waiver supported community living provider.

- Provide staffing 24 hours a day, 7 days a week, 365 days a year.
- Maintain staffing ratio of one staff to every two and on-half residents.
- Ensure that all staff have the minimum qualifications required.
- Provider coordination with the individual's clinical mental health and physical health treatment, and other services and support.
- Provide clinical oversight by a mental health professional
- Have a written cooperative agreement with an outpatient provider.
- Be licensed as a substance abuse treatment program or have a written cooperative agreement.
- Accept and service eligible individuals who are court-ordered.
- Provide services to eligible individuals on a no reject, no eject basis.
- Serve no more than five individuals at a site.
- Be located in a neighborhood setting to maximize community integration and natural supports.
- Demonstrate specialization in serving individuals with an SPMI or multi-occurring conditions and serve individuals with similar conditions in the same site.

Date Designated	Intensive Residential Services
	None designated yet as of this report date. Intensive Residential Services are in development.

The following section includes: Funds expended for each service, Revenues and County Levies:

***Fiscal Year 2109 Expenditures***

Fiscal Year 2019	Rolling Hills Community Services MHDS Region	MI (40)	ID (42)	DD (43)	BI (47)	Admin (44)	Other	Total
<b>Core</b>								
	<b>Treatment</b>							
42305	Psychotherapeutic Treatment - Outpatient	\$ 2,010.70						\$ 2,010.70
42306	Psychotherapeutic Treatment - Medication Prescribing	\$ 156,836.48						\$ 156,836.48
43301	Evaluation (Non Crisis) - Assessment and Evaluation	\$ 10,000.00						\$ 10,000.00
71319	State MHI Inpatient - Per diem charges	\$ 92,884.94						\$ 92,884.94
73319	Other Priv./Public Hospitals - Inpatient per diem charges							\$ -
	<b>Basic Crisis Response</b>							
32322	Support Services - Personal Emergency Response System							\$ -
44301	Crisis Evaluation	\$ 119,087.50						\$ 119,087.50
44305	24 Hour Crisis Response							\$ -
	<b>Support for Community Living</b>							
32320	Support Services - Home Health Aides							\$ -
32325	Support Services - Respite Services							\$ -
32328	Support Services - Home/Vehicle Modification							\$ -



32329	Support Services - Supported Community Living	\$ 56,884.66	\$18,537.25	\$16,348.10			\$ 91,770.01
42329	Psychotherapeutic Treatment - Intensive Residential Services						\$ -
	<b>Support For Employment</b>						
50362	Voc/Day - Prevocational Services		\$ 1,790.00				\$ 1,790.00
50364	Voc/Day - Job Development						\$ -
50367	Day Habilitation	\$ 7,806.69	\$14,381.81	\$13,818.43			\$ 36,006.93
50368	Voc/Day - Individual Supported Employment	\$ 17,413.08	\$371,016.96	\$7,895.30			\$ 396,325.34
50369	Voc/Day - Group Supported Employment	\$ 5,196.40	\$ 7,211.65	\$1,230.02			\$ 13,638.07
	<b>Recovery Services</b>						
45323	Peer Family Support - Family Support	\$ 5,470.33					\$ 5,470.33
45366	Peer Family Support - Peer Support Services	\$ 7,000.00					\$ 7,000.00
	<b>Service Coordination</b>						
21375	Case Management - 100% County						\$ -
24376	Health Homes Coordination - Coordination Services						\$ -
	<b>Core Evidence Based Treatment</b>						
04422	Consultation - Educational and Training Services						\$ -
32396	Supported Housing						\$ -
42398	Assertive Community Treatment (ACT)						\$ -
45373	Peer Family Support - Family Psycho-Education						\$ -
	<b>Core Subtotals:</b>	\$ 480,590.78	\$412,937.67	\$39,291.85			\$ 932,820.30
	<b>Mandated</b>						

46319	Iowa Medical and Classification Center (Oakdale)						\$ -
72319	State Hospital Schools - Inpatient per diem charges						\$ -
74XXX	CommitmentRelated (except 301)	\$ 54,418.95					\$ 54,418.95
75XXX	Mental health advocate	\$ 70,082.52					\$ 70,082.52
	<b>Mandated Subtotals:</b>	\$ 124,501.47					\$ 124,501.47
<b>Core Plus</b>							
	<b>Comprehensive Facility and Community Based Treatment</b>						
44302	23 Hour Observation and Holding						\$ -
44307	Mobile Response						\$ -
44312	Crisis Stabilization Community Based Services (CSCBS)						\$ -
44313	Crisis Stabilization Residential Service (CSRS)	\$ 575,831.00					\$ 575,831.00
44346	Crisis Services - Telephone Crisis Service	\$ 213,830.00					\$ 213,830.00
44366	Warm-Line						\$ -
	<b>Sub-Acute Services</b>						
63309	Sub Acute Services (1-5 Beds)						\$ -
64309	Sub Acute Services (6+ Beds)						\$ -
	<b>Justice System Involved Services</b>						
25XXX	Coordination services	\$ 71,052.12					\$ 71,052.12
46305	Mental Health Services in Jails	\$ 11,507.50					\$ 11,507.50
46306	Prescription Medication (Psychiatric Medications in Jail)						\$ -
46399	Justice System - Involved Services - Other						\$ -



46422	Crisis Prevention Training						\$ -
46425	Mental Health Court related expenses						\$ -
74301	Civil Commitment Prescreening						\$ -
	<b>Additional Core Evidence Based Treatment</b>						
42366	Psychotherapeutic Treatment - Social Support Services	\$ 53,000.00					\$ 53,000.00
42397	Psychotherapeutic Treatment - Psychiatric Rehabilitation						\$ -
	<b>Core Plus Subtotals:</b>	\$ 925,220.62					\$ 925,220.62
<b>Other Informational Services</b>							
03371	Information and Referral Services						\$ -
04372	Planning and/or Consultation Services (Client Related)	\$ 58,570.00					\$ 58,570.00
04377	MHDS Contract Provider Incentive Payment						\$ -
04399	Consultation						\$ -
04429	Planning and Management Consultants (Non-Client Related)						\$ -
05373	Public Education Services	\$ 59,500.00					\$ 59,500.00
	<b>Other Informational Services Subtotals:</b>	\$ 118,070.00					\$ 118,070.00
<b>Community Living Support Services</b>							
06399	Academic Services						\$ -



22XXX	Services management	\$ 285,292.16	\$ 28,442.38			\$ -	\$ 313,734.54
23376	Crisis Care Coordination - Coordination Services	\$ 28,351.63	\$ -				\$ 28,351.63
31XXX	Transportation	\$ 1,560.25	\$ 1,716.88	\$ 3,985.41			\$ 7,262.54
32321	Support Services - Chore Services						\$ -
32326	Support Services - Guardian/Conservator						\$ -
32327	Support Services - Representative Payee						\$ -
32335	Consumer-Directed Attendant Care						\$ -
32399	Support Services - Other						\$ -
33330	Mobile Meals						\$ -
33340	Basic Needs - Rent Payments	\$ 13,121.70					\$ 13,121.70
33345	Basic Needs - Ongoing Rent Subsidy						\$ -
33399	Basic Needs - Other						\$ -
41305	Physiological Treatment - Outpatient						\$ -
41306	Physiological Treatment - Prescription Medicine/Vaccines	\$ 13,061.97					\$ 13,061.97
41307	Physiological Treatment - In-Home Nursing						\$ -
41308	Physiological Treatment - Health Supplies and Equipment						\$ -
41399	Physiological Treatment - Other						\$ -
42309	Psychotherapeutic Treatment - Partial Hospitalization						\$ -

42310	Psychotherapeutic Treatment - Transitional Living Program	\$ 2,520.00					\$ 2,520.00
42363	Psychotherapeutic Treatment - Day Treatment Services						\$ -
42396	Psychotherapeutic Treatment - Community Support Programs	\$ 12,157.50					\$ 12,157.50
42399	Psychotherapeutic Treatment - Other		\$55,215.91				\$ 55,215.91
44304	Crisis Services - Emergency Care						\$ -
50361	Vocational Skills Training						\$ -
50365	Supported Education						\$ -
50399	Voc/Day - Day Habilitation						\$ -
63310	Comm Based Settings (1-5 Bed) - Assisted Living						\$ -
63329	Comm Based Settings (1-5 Bed) - Supported Community Living						\$ -
63399	Comm Based Settings (1-5 Bed) - Other						\$ -
63XXX	ICF 1-5 beds						\$ -
63XXX	RCF 1-5 beds						\$ -
	<b>Community Living Support Services Subtotals:</b>	\$ 356,065.21	\$ 85,375.17	\$ 3,985.41		\$ -	\$ 445,425.79
<b>Congregate Services</b>							
50360	Voc/Day - Sheltered Workshop Services						\$ -
64310	Comm Based Settings (6+ Beds) - Assisted Living						\$ -

64329	Comm Based Settings (6+ Beds) - Supported Community Living	\$ 497,196.96						\$ 497,196.96
64399	Comm Based Settings (6+ Beds) - Other							\$ -
64XXX	ICF-6 and over beds							\$ -
64XXX	RCF-6 and over beds	\$ 76,820.48						\$ 76,820.48
	<b>Congregate Services Subtotals:</b>	\$ 574,017.44						\$ 574,017.44
<b>Administration</b>								
11XXX	Direct Administration					\$224,748.60		\$ 224,748.60
12XXX	Purchased Administration					\$ 69,029.38		\$ 69,029.38
	<b>Administration Subtotals:</b>					\$293,777.98		\$ 293,777.98
	<b>Regional Totals:</b>	\$2,578,465.52	\$498,312.84	\$43,277.26		\$293,777.98		\$3,413,833.60



## FY'19 Revenues

FY 2019 Accrual	Rolling Hills MHDS Region		
	<b>FY18 Annual Report Ending Fund Balance</b>		\$ 4,253,685
	<b>Adjustment to 6/30/18 Fund Balance</b>		\$ 57,152
	<b>Audited Fund Balance as of 6/30/18</b>		\$ 4,310,837.00
	<b>Local/Regional Funds</b>		\$ 2,310,344.81
10XX	Property Tax Levied	\$2,081,757.81	
5310	Client Fees		
12XX	Other County Taxes	\$2,329	
16XX	Utility Tax Replacement Excise Taxes	\$53,550	
4XXX-5XXX	Charges for Services		
60XX	Interest	\$30,713	
6XXX	Use of Money & Property	0	
25XX	Other Governmental Revenues	\$141,995	
8XXX	Miscellaneous	0	
92XX	Proceeds /Gen Fixed assests sales		
	<b>State Funds</b>		\$ 187,221.82
21XX	State Tax Credits	\$145,384.82	
22XX	Other State Replacement Credits	\$41,837	
2250	MHDS Equalization		
24XX	State/Federal pass thru Revenue		
2644	MHDS Allowed Growth // State Gen. Funds		
2645	State Payment Program		
29XX	Payment in Lieu of taxes		
	<b>Federal Funds</b>		\$ -
2344	Social services block grant		
2345	Medicaid		
	<b>Total Revenues</b>		\$ 2,497,566.63

<b>Total Funds Available for FY19</b>	\$ 6,808,403.63
<b>FY19 Accrual Regional Expenditures</b>	\$ 3,413,833.60
<b>Accrual Fund Balance as of 6/30/19</b>	\$ 3,394,570.03

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### ***FY'19 County Levies***

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County	2016 Est. Pop.	Regional Per Capita Target	FY19 Max Levy	FY19 Actual Levy	Actual Levy Per Capita
Buena Vista	20,332	42.79	870,006	487968	24.00
Calhoun	9,846	42.79	421,310	200000	20.31
Carroll	20,437	42.79	874,499	525907	25.73
Cherokee	11,508	42.79	492,427	319526	27.77
Crawford	16,940	42.79	724,863	422055	24.91
Ida	6,985	42.79	298,888	146702	21.00
Sac	9,876	42.79	422,594	164000	16.61
<b>Region</b>	<b>95924</b>		<b>4,104,587</b>	<b>2,266,158.00</b>	<b>23.62</b>

For Fiscal Year 2019, all counties within Rolling Hills contributed an equal \$24.00 per capita to the Regional Fiscal Agent for service expenditures.

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## ***Rolling Hills Regional Outcomes***

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The Rolling Hills Community Services Region is in a solid financial position to strategize the development of the new core services as required in House File 2456 that was passed during the 2018 legislative session. We have begun the process of collaborating with neighboring regions to identify priority services and make decisions based on provider and individual input as well as assessment of our region's needs. All service investment decisions will need to be made based on long-term sustainability, which unfortunately is uncertain at this time. Coupled with the HF691 requirement that the Regions needs to spend fund balances down to 40% by July 2022, we are approaching the additional core services with prudence. The next section contains multiple outcomes that have been achieved in alignment with our Strategic Plan.

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## ***Rolling Hills Strategic Plan Goal/Objectives***

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Many stakeholders across the region have attended multiple meetings, focus groups and advisory meetings during year four to move our region in the direction of community-based service provision and development of additional services that were identified as key priority needs during the strategic planning process. Several initiatives have been launched by these committees after many hours of roundtable discussions, advocacy and commitment to making our region a better system for the individuals whom we serve. Following is a progress summary of these initiatives as identified in our Three Year Regional Strategic Plan. *(A FULL COPY OF THE STRATEGIC PLAN CAN BE FOUND ON OUR WEBSITE @ [bvcountyowa.com](http://bvcountyowa.com))*

**Goal 1. Rolling Hills Community Services Region wants to ensure access to community-based services within our communities that maintain individuals in the highest level of independence and integration.**

**Objective 1:** Rolling Hills Community Services Region will establish transitional housing for MI, ID, and Dual Diagnosis individuals.

Baseline: **Over the past two years, Rolling Hills Regional Staff and providers have recognized a gap in services for individuals to acquire community housing, employment and resources to support themselves. Many of these individuals were deemed essentially homeless and lacked the supports to obtain these on their own. Hence, hospitals and Integrated Health Services Agencies were often times requesting congregate living in Residential Facilities as opposed to**

arranging supports within an individual's home community. In the spring of 2016, St. Anne's Catholic Church Council members contacted the Executive Director of Wesco Industries to determine if they would have use for their vacant rectory located in Vail, IA. Regional and Wesco staff toured the building and identified this as an opportunity to fill this gap. The Governance Board approved the financing of the Transitional Home at their April 2016 Board Meeting.

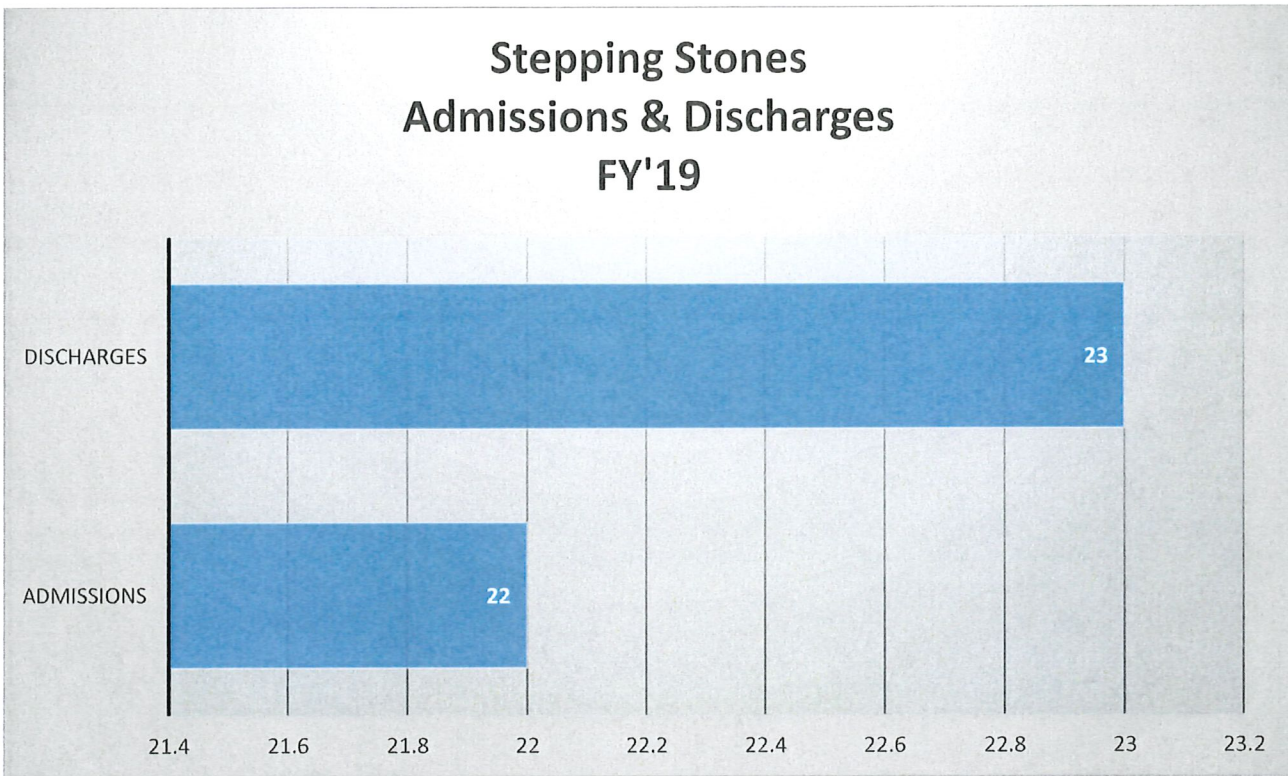
Action Steps	Responsible Party	Targeted Completion Date
Wesco completes renovation project of the rectory in Vail, IA.	Wesco, RHCS Region	7/31/16
Wesco will develop policies and procedures admission/discharge criteria.	Wesco, RHCS Region	7/31/16
Wesco will open the Transitional Home with referrals made in advance by Regional Staff and other entities.	Wesco, RHCS Region	8/1/16
Wesco will track referrals/admissions/discharges, and outcomes with a quarterly report advanced to the region. Denial of service will be documented in this report.	Wesco	Ongoing quarterly report to CEO/Governance Board
Wesco will provide transitional services to RHCS individuals only until a later date as determined by the Governance Board.	Wesco	
Research Evidenced Based Practice -Permanent Supportive Housing Model as a service	Regional Staff	6/30/17



option for individuals served by RHCS Region.		
Regional Governance Board and CEO will consider funding needs for the provider(s) to implement Permanent Supportive Housing.	Regional Governance Board; CEO	6/30/19

**Progress:**

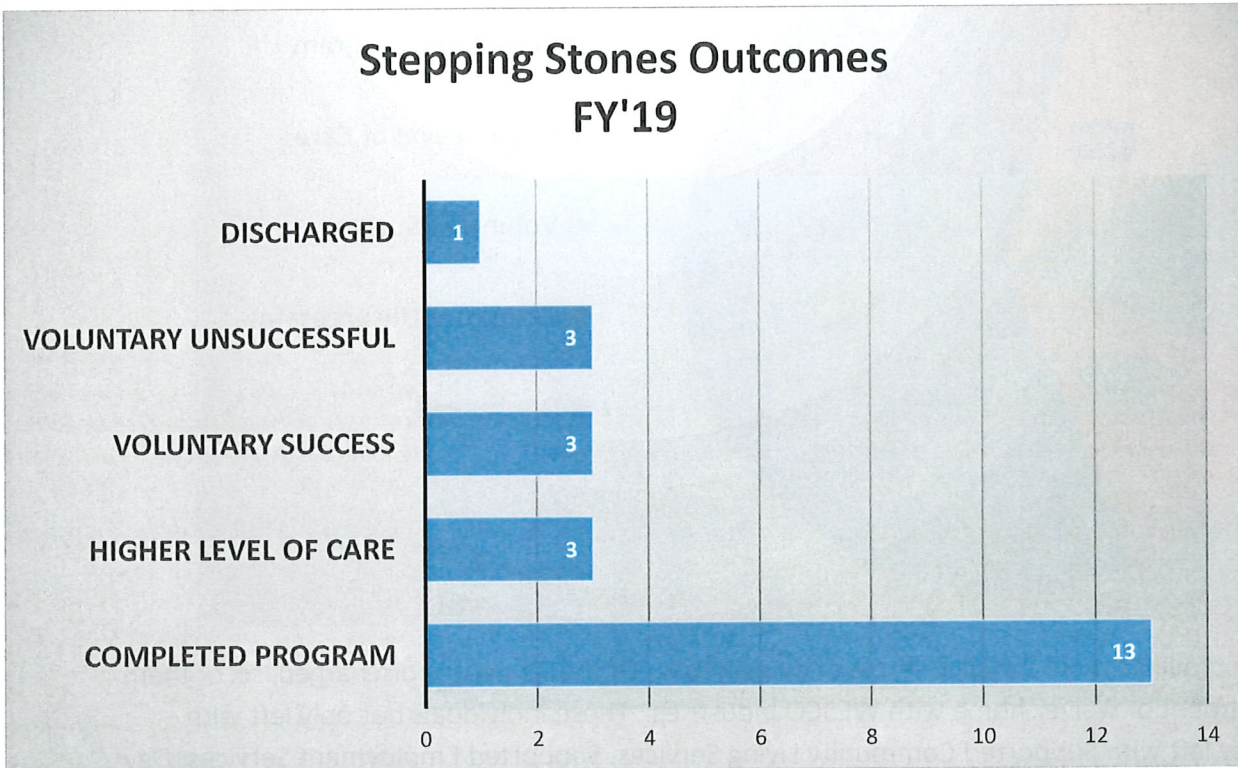
Wesco opened our Transition home (Stepping Stones) in Vail, IA on August 1, 2016 and admitted the first individuals on August 16, 2016.



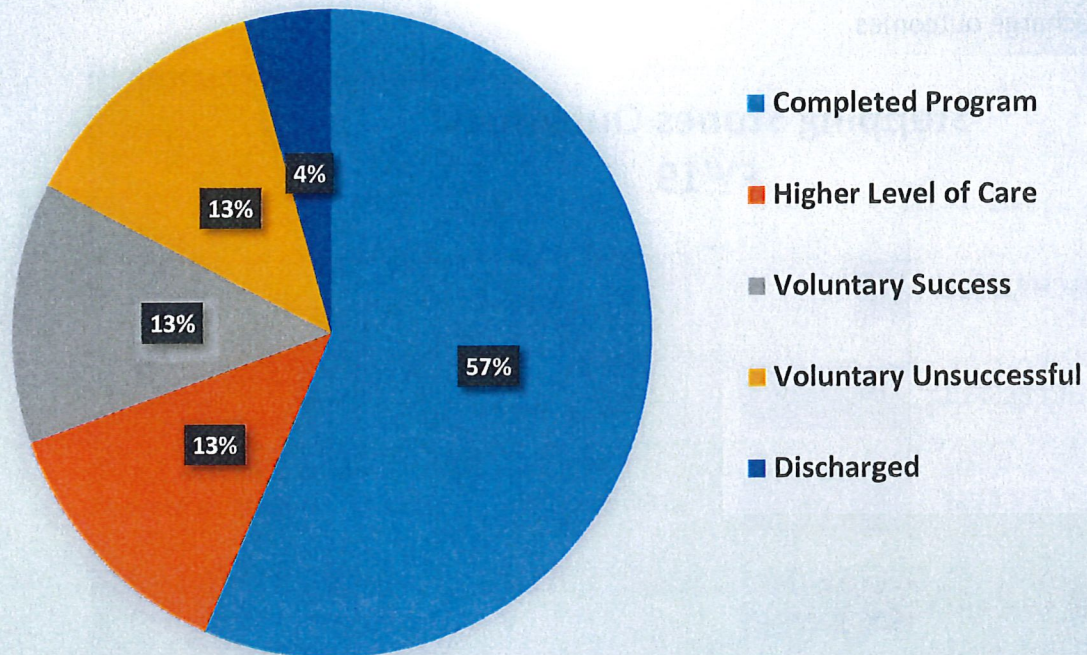
Throughout FY'19, Stepping Stones admitted 22 individuals and discharged 23. From the 23 discharges, 13 people successfully completed the program and an additional 3 that successfully left voluntarily. The 13 individuals stayed at Stepping Stones through the whole time recommended, worked their program and left with housing and services in place. The 3 people that left were considered a voluntary success. This means they voluntarily left the program earlier than recommended but they still had housing and



services in place when they left. Wesco had 3 people that were a voluntary unsuccessful/unknown as they voluntarily left the program against their advice without any services in place. Wesco had 3 people that was placed in a higher level of care due to needing services from a hospital. Wesco also had 1 individual that were discharged from the program due to non-compliance. Please refer to the charts below regarding discharge outcomes.



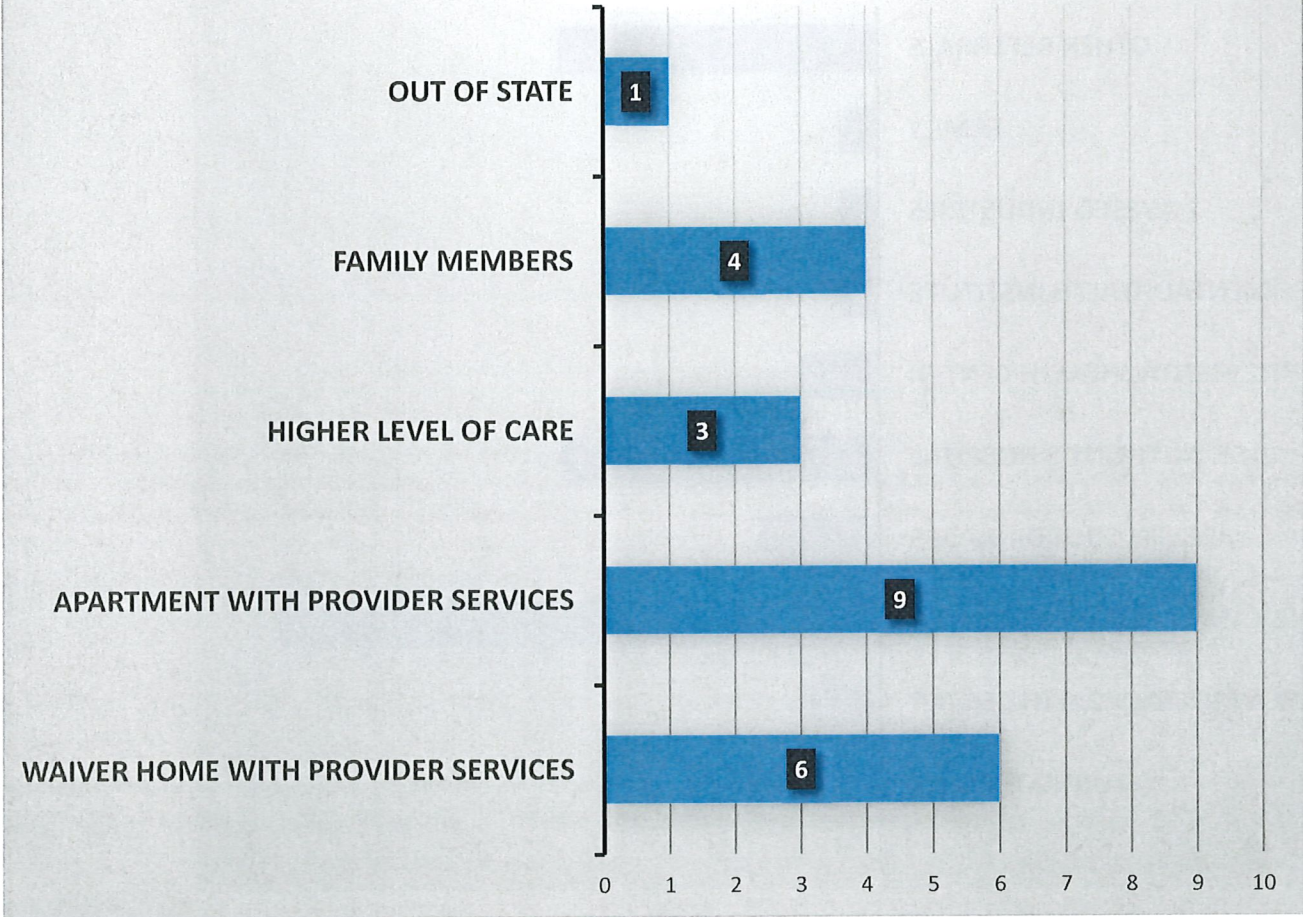
## Stepping Stones Outcomes FY'19



The chart below provides more detail in terms of placements. Of the 23 people discharged, six of them went to an apartment or waiver home with WESCO Industries. These individuals not only left with housing, but they left with Supported Community Living Services, Supported Employment Services, Day Habilitation Services or Adult Day Services in place. Nine people left with housing in place that either received services from other providers or had employment already in place.

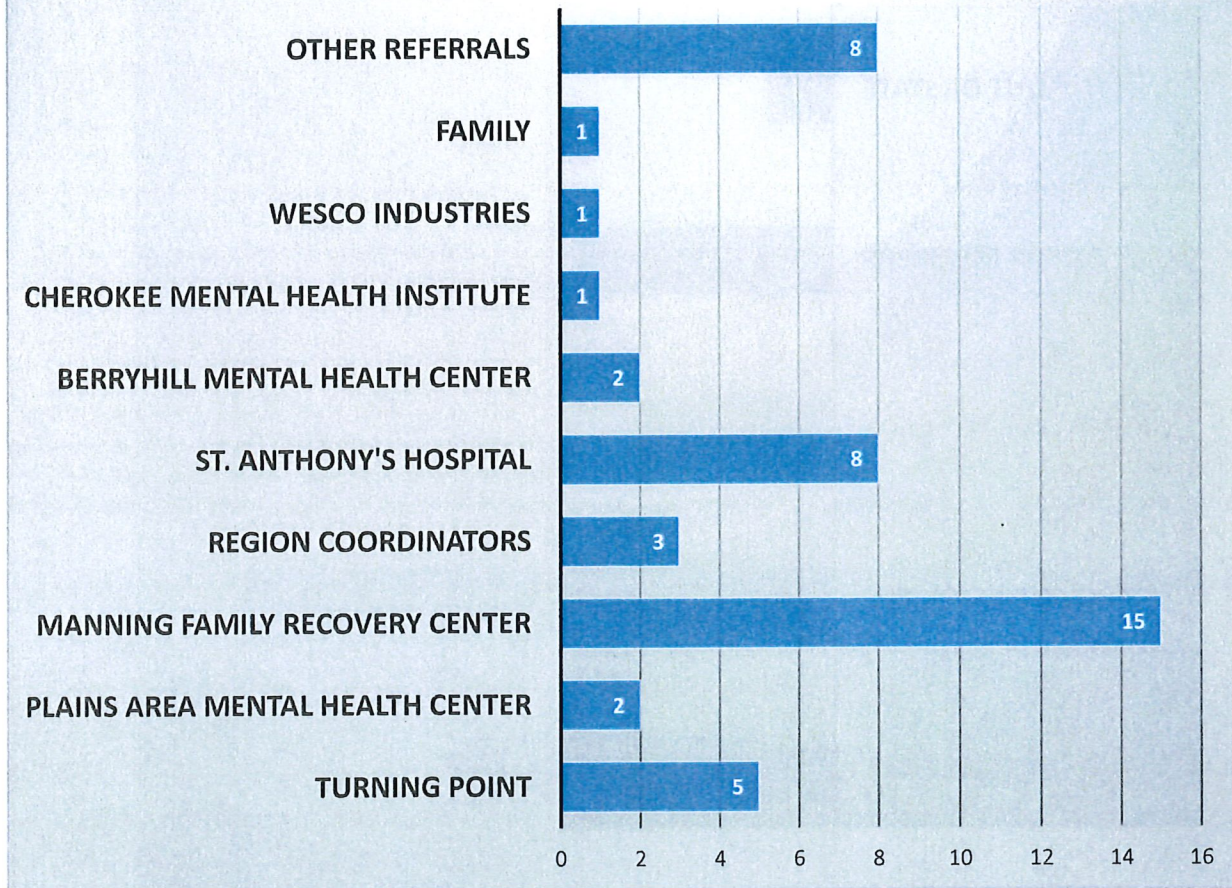


## Stepping Stones Placement Outcomes FY'19



Stepping Stones received 46 referrals during Fiscal Year 2019. The chart below provides information pertaining to referral sources.

## Stepping Stones Referrals FY'19



During FY'19, Stepping Stones provided 2,006 bed days as compared to 2221 in FY'18. The average length of stay was 68 days.

In addition to the above information that was provided by Wesco for this report, they included the following success stories per Lisa Meyer, Program Director:

*We have had many successful stories to tell over the past year. We had a 56 year old female that needed emergency placement. She had been living with her mother and father her entire life. When her father fell and was injured, he was put into the nursing home where his wife was at in the Alzheimer's unit. She was unable to live on her own and we were able to bring her into our program and literally set up services in a matter of 26 days. While in our placement we set up habilitation funding, food stamps, employment, housing and a dual signature checking account with WESCO as the representative payee. She lacked in all activities of daily living and we were able to work with her to improve these skills. She*

now lives in a WESCO waiver home with 4 other ladies where she has been successful. She attends Day Habilitation 5 days per week and likes to go on outings with her roommates. This is a huge success as she never used to leave the home she lived in with her mother and father. We are very proud of all her accomplishments.

We also had a 40 year old male with numerous mental health and substance abuse issues come into the program. We were able to set up outpatient treatment at Manning Family Recovery Center. Therapy, psychiatric, and IHH services at Plains Area Mental Health. We were also able to assist him in gaining employment, Day Habilitation services, housing and a dual signature checking account with WESCO. He is currently living in a waiver home with 3 other individuals. He has employment in the deli at Hy-Vee where he was recently given the "Helpful Smile in Every Aisle" award. He has is driver's license and saved money to purchase a vehicle. He also continues to attend AA and NA meetings. We are very proud of all his accomplishments.

<b>Objective 2:</b> Rolling Hills Region will recruit a Behavior Support Specialist to keep members in the community as opposed to more restrictive environments.		
<b>Action Steps</b>	<b>Responsible Party</b>	<b>Targeted Completion Date</b>
Task Force will be appointed to determine structure of such position.	Task Force	10/31/16
Task Force will complete a needs assessment among all providers within the region, identify financial costs and staffing needs to provide the service.	Task Force; Regional Staff	12/31/17
Task Force will research the I-Start program that is being implemented in other regions to determine if this would be feasible.	Task Force	3/31/18
Task Force will report to the full Advisory Board at least quarterly on their progress.	Task Force	ongoing



Regional Governance Board and CEO will consider funding needs for the provider(s).	Regional Governance Board; CEO	ongoing
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Progress: Rolling Hills continued contracting with County Social Services for I-Start Services in Fiscal Year 2019. Data and outcomes provided by Felicia Bates, Clinical Team Lead are listed below:

## DATA Summary: Rolling Hills

### Section 1: Census Summary

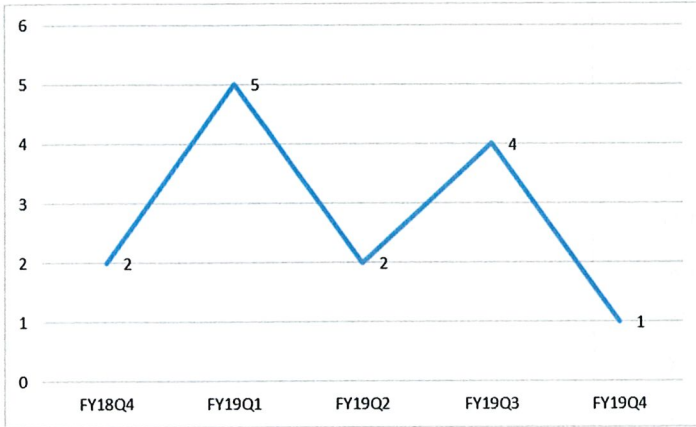
This report reflects activity through September 17, 2019. Current active census on 9/17/2019 is 14.

Total served to date: 14

<b>Rolling Hills</b>	
<i>Total Served during reporting period</i>	<b>14</b>
Individuals inactivated	<b>0</b>
Stable functioning	-
Moved out of START region	-
No longer requesting services	-
<i>Active Caseload at the end of reporting period</i>	<b>14</b>

**Note:** There is one additional case served in this region that is not included in this report as their legal county of residence is County Social Service and not Rolling Hills. Thus, their I-START Services are funded by CSS.

**Figure 1: Enrollment by Fiscal Quarter**



**Table 1: Current Caseload by County**

Rolling Hills	
Buena Vista	1
Carroll	4
Crawford	6
Sac	2
Webster	1
<b>Total Active Caseload</b>	<b>14</b>

\*Supported by Rolling Hills

**Table 2: Referral Source**

Rolling Hills (n=14)	
<i>Referral Source (%)</i>	
Case Manager/Service Coordinator	29%
Provider (residential)	71%

**Table 3: Presenting Problems at Enrollment** (can have more than one)

Rolling Hills (n=14)	
<i>Most Common Reasons for Enrollment (%)</i>	
Aggression	93%
Risk of losing placement	29%
Dx & treatment planning	36%
Decreased functioning	71%
Mental health symptoms	71%
Suicidality	21%
Self-Injurious Behavior	36%
Sexualized behavior	21%

## **Section 2: Enrollee Characteristics**

**Table 4: Demographics**

Rolling Hills (n=14)	
<i>Mean Age (Range)</i>	37 (20-58)
<i>Gender (% male)</i>	50%
<i>Level of Intellectual Disability (%)</i>	
No ID/Borderline	14%
Mild	64%
Moderate	21%
<i>Living Situation (%)</i>	
Family	7%
Group Home	50%
Supported living	43%

**Table 5: Mental Health and Medical Characteristics**

Rolling Hills (n=14)
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<i>Mental Health Conditions (%)</i>	
At least 1 diagnosis	86%
Mean Diagnoses	2.7
<i>Most Common MH Conditions (%)</i>	
Anxiety Disorders	29%
ADHD	14%
ASD	14%
Bipolar Disorders	36%
Depressive Disorders	43%
Disruptive Disorders	29%
OCD	7%
Personality Disorders	14%
Schizophrenia Spectrum Disorders	29%
Trauma/Stressor Disorders	14%
<i>Medical Diagnosis (%)</i>	
At least 1 diagnosis	71%
Mean Diagnoses	2.7
<i>Most Common Medical Conditions (%)</i>	
Cardiovascular	21%
Endocrine	36%
Gastro/Intestinal	36%
Genitourinary	7%
Immunology/Allergy	14%
Musculoskeletal disorders	7%
Neurologic	7%
Obesity	14%
Pulmonary disorders	0%
Sleep Disorder	7%

**Table 6: Emergency Psychiatric Service Use**

Rolling Hills (n=14)	
<i>Psychiatric Hospitalization</i>	
<b>Prior to enrollment, N (%)</b>	4 (29%)
Mean Admissions (range)	1.8 (1-3)
<b>During START, N (%)</b>	5 (36%)
Mean (range)	1.4 (1-3)
Average length of stay	14 days*
<i>Emergency Department Visits</i>	
<b>Prior to enrollment, N (%)</b>	4 (29%)
Mean Visits (range)	5.3 (1-10)
<b>During START, N (%)</b>	6 (43%)
Mean (range)	2.3 (1-4)

\*One individual had a stay of 70 days. All other stays were less than 5 days

### Section 3: START Clinical Services

**Table 7: Provision of Planned START Clinical (Coordination) Services**

Rolling Hills (n=14)	
<i>Utilization of Planned Services (% of Individuals)</i>	
Outreach	100%
Intake/Assessment	100%
CSCPIP	100%
Clinical Consultation	100%
Medical Consultation	64%
Crisis Follow-Up	64%

**Table 8: Completion of START Clinical Tools (active individuals only)**

<b>Rolling Hills (n=14)</b>	<b>Tool is Complete</b>	<b>Tool is Up-to-date</b>
ABC Assessments	100%	93%
RSQ Assessments	100%	N/A
START Action Plans	100%	100%
CSCPIP	100%	100%

**Table 8: Provision of Emergency/Crisis Intervention Services**

<b>Rolling Hills</b>	
<i>Crisis Contacts</i>	
Number of Individuals	6
Number of Crisis Contacts	15
Range of Contacts	(1-4)
<i>Type of Intervention</i>	
In-Person	5 (33%)
Phone Consultation	10 (67%)
<i>Average Length of In-Person Intervention</i>	6.7 hours

<i>Crisis Disposition</i>	
Maintain Setting	11 (73%)
Psychiatric Hospital Admission	1 (7%)
Emergency Department Visit	1 (7%)
Medical Hospital Admission	
Crisis Stabilization Bed	2 (13%)
Other (Incarcerated, Referral to services, "Other")	-
Missing	

## **Rolling Hills Community Services Region; I-START Testimonials reported by Felicia Bates, Program Director**

“ I began working with the I-Start program in February 2019 with a member who had just moved to the Carroll area. When it started, we met and collaborated as much information as we could about the member. I-Start then came up with a plan for my team so we understood the member better.

When we began the plan, Morgan our I-Start provider, came to our staff meeting to talk about the plan and what to do when a behavior starts. The program has been so helpful with our member. We have had to call the on-call number and they have come at times when we were desperate for help. Morgan has come to the Emergency Room to ensure that the plan is being followed by the ER staff, making sure that they were taking care of the member as they should. We also learned from I-Start that our member’s medical diagnosis could present as the member being psychotic and out of control when in reality, we needed to treat the medical problem instead. Before I-Start, the member was taken multiple times to a behavioral unit where she would be medicated and sent home, only for the same issue to arise soon after she returned. Now that we have I-Start in place, the member has been inpatient one time for depression.

Something that I-Start offers that has been helpful, is the collaboration with a medical provider. This has been helpful in many of our situations when we have had to talk with our member’s medical provider. We can give the medical provider ideas along with asking the medical provider questions. These questions may have not been as easy to ask if we didn’t have a conversation with the I-Start provider first.

Morgan continuously reaches out and regularly comes to visit the members. She makes sure that all staff understand the plan and reassures staff that I-Start is available 24/7 if we need them. Morgan also makes sure that the plan is up to date and changes are made if necessary.

Not only has I-Start helped myself and the staff, our members feel like someone cares about them and is looking out for them when they feel they have no one else. “

“I am grateful for the partnership with iSTART! Their dedication to serving individuals in Rolling Hills is appreciated. Morgan was innovative in bringing ideas to the table and her communication to a large group of people was so important to make sure everyone was on the same page. In a very stressful time for so many people, Morgan and the entire iSTART team spent countless hours working on behalf of the member and came together to find a solution. Thank you iSTART for the work you do and for your dedication to people and their needs.”

“Morgan has been great to work with and has been very caring helpful with the member.”

“Morgan has been a huge help in helping with our clients, helping during crisis and coming in for trainings. She truly cares about her members”

“I have never been more impressed with a program! WOW - they assist with training staff, think outside the box, are understanding about things, continually work with providers through learning experiences.”

<b>Objective 3:</b> Implement Quality Improvement Processes with respect to regionally supported services.		
<b>Baseline:</b> The first two years of regional operations has been very positive overall with many collaborations formed and new initiatives put into motion and many that came to fruition. Reflecting on all of the accomplishments (as noted beginning on page two of the strategic plan) brings the realization that we as a region have rapidly progressed in the manner that the vision for the system re-design was intended. We believe that long-term sustainability will be crucial to our region’s success not only financially but systematically. In order to achieve this, we need to take some time to evaluate the programs that have been implemented for quality and outcomes. As one Strategic Planning participant stated, “You can implement Jail Diversion in a county within the region, but how do you know that it is a quality system of care?”		
Action Steps	Responsible Party	Targeted Completion Date
Quality Assurance processes will be researched, developed and implemented.	Regional Staff	6/30/17
CEO will review QA tools with the RHCS Advisory Board for selection.	CEO; Advisory Board	6/30/17
CEO and Advisory Board will determine staffing needs to implement QA processes for regionally supported services.	CEO; Advisory Board	12/31/17
CEO will make a recommendation to the Governance Board regarding the staffing needs and QA processes for the region.	CEO	6/30/18
Regional Governance Board and CEO will consider funding needs for the provider(s).	Regional Governance Board; CEO	ongoing
Quality Assurance Process will be implemented with all RHCS providers with outcomes tracked and reported back to the CEO and Governance Board.	CEO	ongoing

**Progress:** No progress has been made in this area over the past year as time and resources have been focused on the development of all core services per HF2456 and the successful transition of Woodbury County into Rolling Hills.

In January of 2019, Strategic Planning was conducted in response to HF2456 requiring Regions to meet all core requirements by July 2021. Based on the outcome of this planning meeting, the top three core service priorities for Rolling Hills were selected: Mobile Crisis Response, Access Center and Intensive Residential Services (IRSH). Following are the minutes from the Strategic Planning Meeting:

**Rolling Hills Community Services Region**  
**Core Services Strategic Planning Meeting**  
**January 10, 2019 - 10:00am**  
**Genesis Development, 1607 Lake Ave. Storm Lake**

**Minutes**

**Introductions**

Those present: Fitz Grant, Sanford Center; Patty Erickson-Puttmann, Julie Albright, Theresa Jochum, Woodbury County; Audrey Larson, Sheila Martin, Amy, Siouxland Mental Health Center; Rosie Stenwall, Maggie Harroun, Goodwill; Mattie Martinez, Laura Negrete BVRMC; Renae Blume, Dianna Ossman, Ida Services; Melissa Drey, Ashley Miller, Kim Keleher, Plains Area Mental Health; Lisa Bringle, Louise Galbraith, Dawn Mentzer, Rolling Hills; Jolie Corder, New Perspectives; Kris Dam, Shesler Hall; Kari Jones, Todd Harlow, Tony Wingert, Woodbury County Sheriff's Office; Kim Wilson, Kermit Dahlen, Jackson Recovery; Doug Wilson, ITP; Linda Mummert, Cherokee Mental Health; Karla Manternach, Counseling Services, LLC; Paul Merten, Buena Vista County Supervisor; Deidra Brown, Clay Adams, Lisa Meyer, Wesco; Sandra Pingel, Terry Johnson, Genesis Development; Pat Laursen, Howard Center

Goal: prioritize new and advanced service needs are for 2020. This will be a recommendation to the governance board.

Terry Johnson-HF2456 adds crisis services to core services. We want to make sure the services are provided and available within the region

**1. Identification of current core services available**

Crisis stabilization Residential– available in Sac City and Sioux City, covers the region

23-hour observation – available in Sioux City, may not be central to all counties

- ITP shared that the census in the Polk County unit is low.
- It is not called this, or following the rules, but it is being done in the ED units as people are held for bed availability, or lack of available beds.
- The rules require that it is available in the region or access to it by July 1, 2021.
- It is a voluntary service so Sheriff departments cannot transport.

Subacute – not available in the region

- Jackson recovery has a unit for children up to age 18
- You can be committed to subacute and it is a longer term (up to 15 days) stay

ACT Program – available by Seasons Center in Buena Vista

Access Center – not available in the region

Crisis Stabilization Community Based– not available in the region

Mobil response – In Development Proposal submitted by Plains Area Mental Health Center

## 2. Discussion of Unmet Service Needs

## 3. Prioritization of Core Service Development for Fiscal Year 2020

### 1. Mobile Response

PAMHC proposal includes staff based out of Turning Point, law enforcement will have contact information and staff will be dispatched. The proposal will cover the current region, but geographically Woodbury is too far. Siouxland Mental Health is willing to work with PAMHC. In Sioux City, the paramedics are working with law enforcement and hospitals and they can be involved in the service. The proposal will provide for a service start date of July 1, 2019.

Will law enforcement utilize it? It will take a tremendous amount of education to show why it should be used and not take the easy route of dropping people at the ED's.

Will law enforcement have to stay at the scene for a long period of time? If the scene is safe, and mobile response staff feel safe they should be able to leave. Response time from Sac City to Sioux City will be a longer transport time. Sioux City is ready for it, but time of the officer/deputy is a great consideration.

Staff will be the same requirement as the crisis home.

Starting with law enforcement but will expand out to schools and other access points.



## 2. Access Center

Dawn Mentzer gave an overview of what the service is. It can be viewed as a 'one stop shop' where law enforcement can drop someone off, and they will be evaluated for need/level of care to include 23- hour, crisis stabilization, substance abuse, detox, medical, and so forth. All these services will be provided at the center, or the person can be moved to an inpatient bed if that is what is needed.

There will be 6 in the state that have not been determined yet. There needs to be one within 120 miles of a location. CROSS Region is building one. Dawn Mentzer has been working with surrounding regions, however there is a difference of opinions on what it will look like – virtual access center or physical structure.

It has been discussed that Cherokee would be a good spot for an access center.

PAMHC is willing to explore development of an access center.

Siouxland Mental Health is also interested.

## 3. Intensive Residential Service Homes

Any provider interested?

Wesco would be more comfortable if transitional living could be expanded and the two programs were provided in conjunction. There are a few providers in our area and surrounding areas that are interested.

## 4. ACT

Dawn has heard that rural ACT programs is challenging. Staffing is difficult. Kim Keleher commented that some of these services are blended and possibly ACT could be provided out of an access center.

### **Money issues:** Dawn Mentzer

SF504 requires regions to deplete fund balances to 20 or 25%. We have had a good solid balance which has allowed us to plan and develop new services. The board has looked at a 30% threshold in hopes that the legislature will raise or delete the cap. So, we have to develop the services, while depleting the fund balance and hope that the MCO's will fund the services once they are started. If the funds are not depleted then it can go back as a tax savings to the counties.

There is \$600,000 set aside for development but it could go higher if needed.

**Next steps:**

Meet with Siouxland paramedics regarding mobile response and assess interest.

Talk with the advisory board at the next meeting and have them make recommendations to the governance board regarding service development.

*The Advisory Board designated three task forces to address the development of the three priority core services. These task forces have been meeting monthly since April 2019 and Rolling Hills is nearing implementation of our Mobile Crisis Assessment Teams that will be provided by Plains Area Mental Health Center and Siouxland Mental Health Center. We also have a provider who is interested in providing IRSH Services and a proposal has been given to the task force for consideration with a possible implementation date by the end of FY'20. Rollout of IRSH will be contingent on availability of funding and qualified staff to deliver high quality services.*

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**SUPPORTED EMPLOYMENT GRANT OUTCOMES:**

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In Fiscal Year 2019, the Rolling Hills Region extended grant funds for the fourth year to four vocational providers within our Region who work collectively to provide employment opportunities for individuals with disabilities. The four agencies included in the grant are Howard Center, Genesis Development, Crossroads of Western Iowa and Ida Services, Inc. and in total they were awarded \$348,087 for Job Placement, Employer Development and Adult Career Exploration Programs. We also added incentive payments for placement internals and have discontinued the grant funding for the incentives in FY20.

- Howard Center obtained enclave work for three individuals at various locations.

- Crossroads of Western Iowa grant data for FY 19 is as follows:

- 2- 2 week placements      \$2000
  - 1- 3 month placement      \$1500
  - 1- 6 month placement      \$2000

**\$5500 Total Region Incentives**

**Average wage \$8.00**

- Genesis Development grant data for FY19:

Members gaining employment from July 1, 2018 to June 30, 2019	14
Members gaining employment from July 1-2019 to current	5

Average starting wages from July 1, 2018 to June 30, 2019	\$8.41
Average starting wages from July 1, 2019 to current	\$8.30
Average starting hours from July 1, 2018 to June 30, 2019	16 hrs per week
Average starting hours from July 1, 2019 to current	14 hrs per week
Number of incentives at different levels requested from July 1, 2018 to June 30, 2019	20

- Ida Services, Inc. Grant Data: Members gaining employment from July 1, 2018 to June 30, 2019 - 2  
Average Wage of current jobs: \$9.36 with average hours worked per week 10-15.

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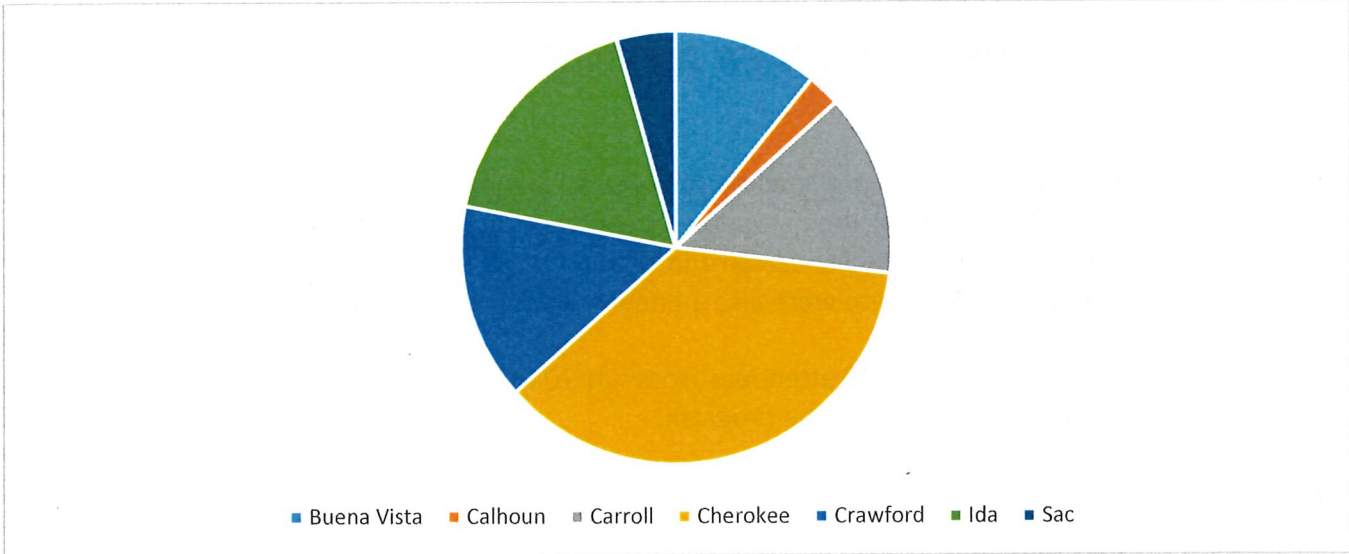
***MEDICATION MANAGEMENT/CONSULTATION  
PUBLIC EDUCATION SERVICES***

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Plains Area Mental Health Center provides services to residents of the Rolling Hills Region under a block grant for Crisis Services, Medication Management, Consultation and Public Education.

The block grant for Medication Management was billed on a Fee For Service basis up to \$80,000 for FY'19 and a summary of services provided is listed in the following chart:

COUNTY	NUMBER OF SERVICES	UNDUPLICATED PATIENTS SERVED
Buena Vista	269	118
Calhoun	61	28
Carroll	335	115
Cherokee	901	237
Crawford	363	139
Ida	432	105
Sac	109	52
<b>TOTAL:</b>	<b>2470</b>	<b>794</b>



The block grant for Consultation/Public Education was \$117,000 for FY'19 and a summary of services provided is listed in the following chart:

Educational Presentations to business, agencies and general public	<b>10</b>
Therapeutic consultations with Family Member/Friend of an individual with mental health needs	<b>356</b>
Outside Agency Consultations	<b>398</b>

The block grant for emergency services provided by staff and Foundation II was \$213,830 and a summary of services provided is listed below:

- Buena Vista: 70
- Calhoun: 3
- Carroll: 45
- Cherokee: 32
- Crawford: 34
- Ida: 21
- Sac: 15

TOTAL: 220

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## ***DROP IN CENTER SERVICES:***

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The Rolling Hills Community Services Region provided block grant dollars to Plains Area Mental Health Center in the amount of \$60,000 in FY'19 for the operational expenses of two Peer-Run Drop-In Centers. One of the Drop-in Centers is located in Carroll and total client visits to the center for the year were 906 with a monthly average of 76. There were also 14 new members during the year.

At the Den in Denison, there was a total of 528 attendees from July 2018-June 2019. The average was 44 per month. There were no new attendees to the program.

Testimonies:

Lisa- "The Clubhouse is a safe place I can go to hang out. I feel sheltered and at home when I go. I like talking to my peers and knowing everything is confidential. Groups are my favorite thing to do at the Clubhouse."

Bruce- "It's nice to come in and have someone to talk to that understands what I'm going through. I know the people here have similar struggles and they are nice to me. It gets me out of my home."

Mike- "I like coming in to play cards. It keeps my mind sharp. Group allows me to get out of my house and do things I wouldn't usually get to do. I don't isolate as much since I go to the Clubhouse."

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## ***CRISIS SERVICE ACCESS:***

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The Rolling Hills Community Services Region provided block grant dollars to Plains Area Mental Health Center in the amount of \$268,830 in FY'19 for crisis services to be provided throughout the region. This fee covers the following:

1. 24 hour Crisis Response
2. Emergency Service Access
  - a. Same day walk-in emergency/crisis prevention
  - b. Crisis Coordination/hospitalization assistance when appropriate
  - c. Crisis diversion/management
  - d. Crisis Evaluation

3. 24 Hour Crisis Hotline

4. Crisis Services Coordinator

- a. Responsible for coordinating the services listed above
- b. Development of crisis response procedures across the system
- c. Development of Mobile Crisis Response, Critical Incident Stress Management Team
- d. Pre-commitment screening process
- e. Jail Diversion implementation

Below is a listing of the total calls to Foundation II by county for Fiscal Year 2019 which is the subcontracted Crisis Line service for after hours:

<u>County</u>	<u>Calls</u>
Ida	37
Crawford	26
BV	20
Cherokee	17
Carroll	67
Sac	16
Calhoun	4
Total calls	187

Plains also provided Critical Incident Stress Debriefing in the following Counties; Carroll – 3 sessions, Ida- 2 sessions, Sac-1 session and Crawford-1 session.

Plains Area Mental Health Center also provides Crisis Stabilization Residential Services in a home-like setting in Sac City, IA. The following table lists the statistics, outcomes and a client testimonial regarding the effectiveness of the program.

Crisis Home Stats Fiscal Year 18-19	Total
Clients Served	84
<ul style="list-style-type: none"> <li>• Male</li> <li>• Female</li> </ul>	<ul style="list-style-type: none"> <li>• 41</li> <li>• 43</li> </ul>
Average Length of Stay	6.7 days
Diagnosis Served	<ul style="list-style-type: none"> <li>• Major Depressive Disorder</li> <li>• Generalized Anxiety Disorder</li> <li>• Posttraumatic Stress Disorder</li> <li>• Schizophrenia/Schizoaffective</li> <li>• Adjustment Disorder</li> <li>• Bipolar I</li> </ul>
Substance Use	40
Established Psychiatric Services on Admit	41
Referral Requested for Psychiatric Services on Discharge	42
Established Primary Care Physician on Admit	59
Referral for Primary Care Physician on Discharge	8
Completed the program successfully	75

Client testimonial:

*“Turning point was quite literally a turning point for me. I walked in there feeling lost and alone and I felt so helpless. My life was crumbling around me and I felt like I had no one to turn to. I was using unhealthy coping mechanisms to deal with past traumas and mental illnesses I didn’t understand. The staff was so caring and helpful and gave me all the tools I needed to face my problems head on. By doing so I have really changed my life around and for the first time in years I am happy and healthy and making positive changes. I really don’t know where I would be without them and I sincerely recommend their services to anyone struggling with crises.”*



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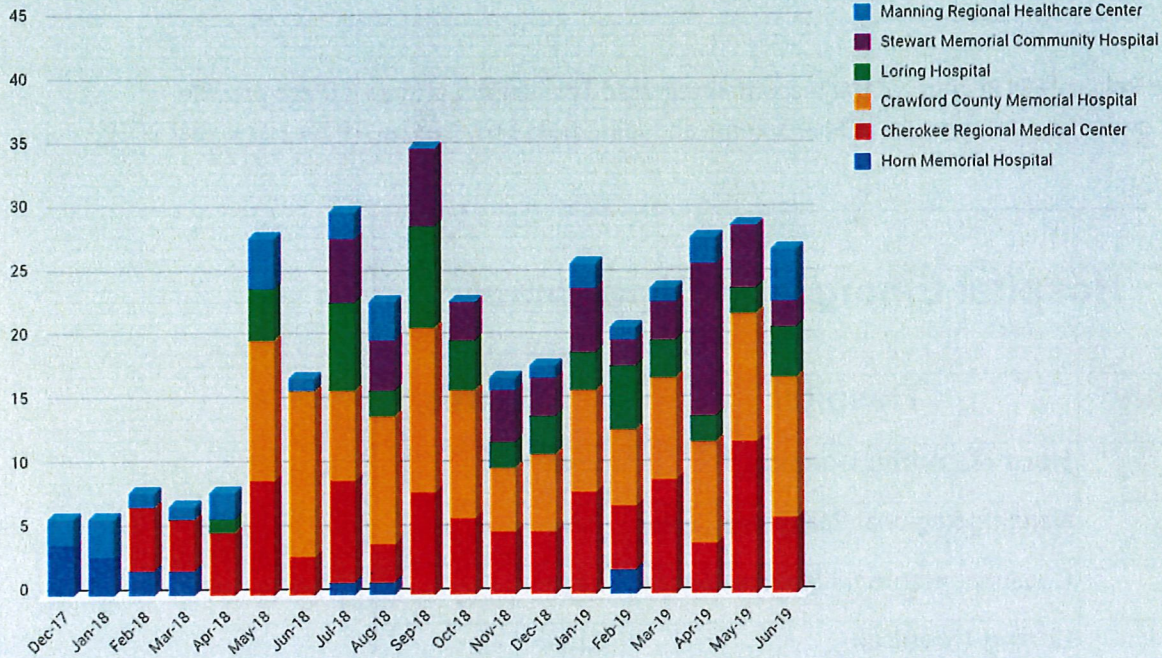
## **TELEHEALTH SERVICES**

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In October 2017, the Rolling Hills Region contracted with Integrated Telehealth Partners (ITP) to provide psychiatric evaluations within our Emergency Departments and Jails. Data provided by ITP for Fiscal Year 2019:

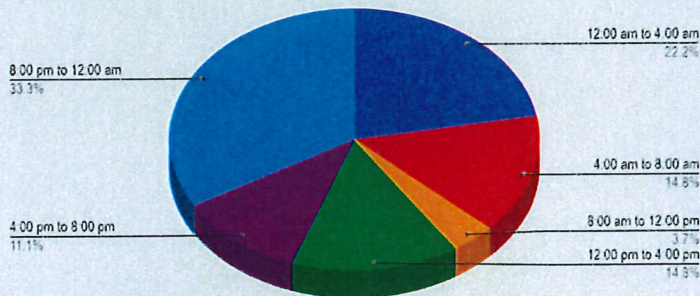
<b>Hospital Emergency Department</b>		
<b>County</b>	<b>Hospital</b>	<b>Updates</b>
<b>Ida</b>	<b>Horn Memorial Hospital</b>	<b>Live</b>
<b>Carroll</b>	<b>Manning Regional Healthcare Center</b>	<b>Live</b>
<b>Cherokee</b>	<b>Cherokee Regional Medical Senter</b>	<b>Live</b>
<b>Sac</b>	<b>Loring Hospital</b>	<b>Live</b>
<b>Crawford</b>	<b>Crawford County Memorial Hospital</b>	<b>Live</b>
<b>Calhoun</b>	<b>Stewart Memorial County Hospital</b>	<b>Live</b>

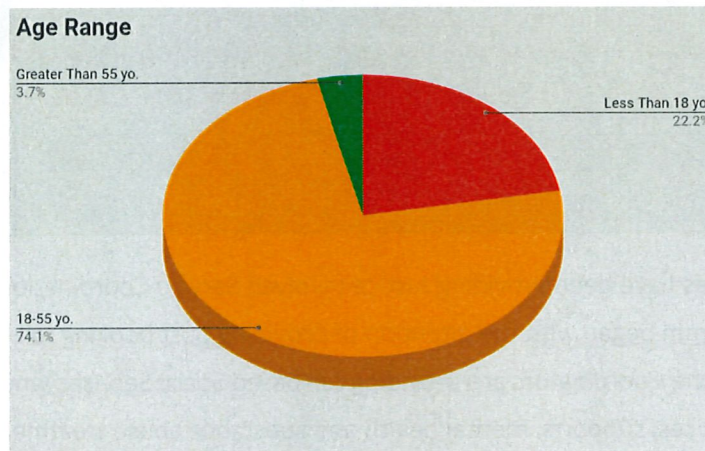
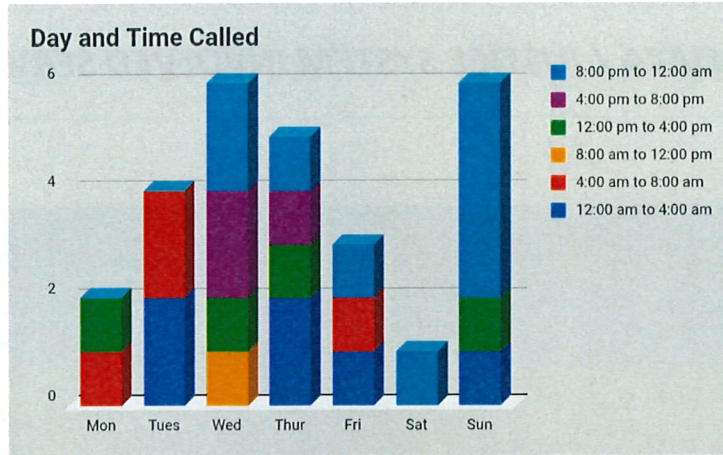
## Rolling Hills Region Overview



Hospital	Region	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Horn Memorial Hospital	Rolling Hills	1	1	0	0	0	0	0	2	0	0	0	0
Cherokee Regional Medical Center	Rolling Hills	8	3	8	6	5	5	8	5	9	4	12	6
Crawford County Memorial Hospital	Rolling Hills	7	10	13	10	5	6	8	6	8	8	10	11
Loring Hospital	Rolling Hills	7	2	8	4	2	3	3	5	3	2	2	4
Stewart Memorial Community Hospital	Rolling Hills	5	4	6	3	4	3	5	2	3	12	5	2
Manning Regional Healthcare Center	Rolling Hills	2	3	0	0	1	1	2	1	1	2	0	4

## Initial Call





**County Jail Services:**

**Jail Usage:**

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Carroll	0	1	1	2	1	2	0	1	0	1	0	
Cherokee				1	0	0	0	0	0	0	0	
Buena Vista	2	1	2	1	2	1	0	0	0	0	0	
Sac	0	2	4	2	1	0	1	2	0	1	0	2
Ida	0	0	1	1	0	0	0	0	1	0	0	2
<b>Total</b>	<b>2</b>	<b>4</b>	<b>8</b>	<b>7</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>4</b>

Integrated Telehealth Partners provided 342 evaluations within the hospitals in Rolling Hills during Fiscal Year 2019. Rolling Hills provided total funding of \$134,400 for the services that were provided. We also worked closely with the hospitals in the development of a joint cost-sharing strategy for longer term sustainability. Contracts were executed with all six hospitals during FY'19 for 50% cost-sharing of ITP services which began in July 2019.



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## **JAIL DIVERSION DATA / JUSTICE SYSTEM INVOLVED SERVICES**

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<b>FY'19 Number of Referrals to Coordinator of Disability Services</b>	<b>270 individuals</b>
<b>Disposition of cases</b>	Prison – 13 Individual released prior to CDS visit – 110 Turning Point – 2 Stepping Stones – 2 Residential Treatment Facility – 5 Transfers to other jails – 13 Nursing Home – 1 Homeless Shelter - 1

The Coordinators of Disability Services have been providing Justice Involved Service Coordination in the six county jails since July 2016. While the program began with the intention of providing post booking Jail Diversion, it has become evident that in many cases the Coordinators are providing Jail based Social Services whereby assessing an individual's needs for additional services, supports, mental health and substance abuse treatment services. There have been cases where individuals have not been diverted from prison, however ongoing communication with Social Worker led to release to the RHCS/Wesco Transition home for linkage with services to transition back out into the community.

In preparation for this report, the CEO requested feedback on Jail Services from one of the longest champions and task force representatives, Sac County Sheriff, Ken McClure, since the inception of the Regions in 2014. Sheriff McClure submitted the following input for this report:

*“Sac County jail diversion program in my opinion has been a success in many ways. Leisa Mayer is the coordinator assigned to Sac County jail diversion. Leisa is in our jail several times a week working with inmates who have agreed to enter the program and those who request to speak with her. Leisa’s presence and her willingness to listen to inmates and offer assistance in services has had a calming effect on those incarcerated and I believe this has diverted crisis’s in our facility.*

*Buy in with our prosecutor and inmate’s attorneys has been slow to come. However, in the last couple of months, we have been able to get face-to-face contact with these key players on court service days. I was part of a meeting about an inmate with underlying mental health issues during a court service day. His mental health issue was the underlying factor for his alleged criminal activity. In this face-to-face meeting, Leisa was able to convince our prosecutor to agree to a release him as long as he followed the program. This agreement included*

*going to outpatient counseling and following all the recommendations. This person has not re-entered our facility since his release. This person was destined for prison.*

*It may sometimes seem that our jail diversion programs are essentially jail social work, but I believe it has made a difference in many lives and has given many people options that were never there before or that they were never aware of. It really does depend on the inmate and what changes they want to make in life. The old saying "You can lead a horse to water, but can't make them drink", is what they deal with every day."*

*Ken McClure, Sheriff  
Sac County, Iowa*