

**Present via WebEx:** Angela Youngerberg, Phil Claussen, Barb Dietz, Suzi Nerison, Sue Rynda, Cassie Sassenberg, Mark Shaw, Klea Rettmann, Naomi Ochsendorf

**Others Present:** Amy Haas, Jamie Hayes, Teri Herder-Blahnik

Mark Shaw called the meeting to order at 9:07 a.m.

**Approval of Minutes:** Klea Rettmann moved to approve the minutes of the July 17, 2020 meeting. Naomi Ochsendorf seconded. Motion carried.

**Approval of Agenda:** Additions to the agenda: Tamra Rovney Award, data privacy security officer clarification. Sue Rynda moved to approve the agenda with additions. Cassie Sassenberg seconded. Motion carried unanimously.

**Public Comment:** None.

**July Vendor Report:** Included in the vendor report were payments for equipment purchases related to BEC technology request and Equityworks training for three staff. Sue Rynda moved to approve the July vendor payments. Phil Claussen seconded. Motion carried.

**DHS Report:** Helen Ghebre was not present to give the DHS report. Mark Shaw reported that he has not heard back from DHS whether fiscal hosts will receive a Year Two advance of funds. Jamie is requesting a contract amendment.

**August RMT Report:** Amy Haas reported on the August 13<sup>th</sup> RMT meeting held via GoToMeeting. Most of the information covered during the meeting is included in the JPB meeting agenda. The meeting started with countywide updates (clubhouse, county, LAC) which replace the LAC updates since many LACs haven't been meeting regularly due to COVID. Most counties continue to observe the same COVID safety practices and restrictions. There was no DHS report. Jamie presented budget grant updates and Q2 budget reviews. The results of the DHS Needs/Barriers survey were discussed, and it was noted that fewer people with lived mental health experience completed the survey due to the COVID closure of clubhouses. The 2021 Stakeholder Meeting dates were reviewed. Committee reports (Integrated Services and Crisis Committee) were given. The June and July 2020 Crisis Services Utilization fact sheets and Jamie's detailed crisis services reports were reviewed. Julie Moniz reported that there were changes to civil commitment laws. She will email the NAMI MN *Summary of New Laws Affecting Children and Adults with Mental Illnesses and Their Families* that came out of the 2020 Minnesota Legislative Session.

**Grant Updates and Approval of the 2021-2022 Crisis Grant/Crisis Appropriation Budgets:** Jamie shared a graphic showing the current 2020 budgets, the draft 2021-22 budgets submitted with the grant application, and the final 2021-2022 budgets, revised to reflect the actual grant funds awarded. The current Crisis Grant (Mobile Crisis) budget is \$500,000. The proposed budget in the grant application was \$1,506,978 for both 2021 and 2022. DHS awarded \$700,000 for 2021 and \$750,000 for 2022. To accommodate the \$1,563,956 difference between the requested amount and the actual funds awarded, the 2021-2022 budgets were revised to remove the peer support specialist and return to 1-person mobile response (but able to increase the MHP staffing), on-call staffing reduced to reflect actuals with increased MHP staffing, went from 2.8 FTE administrative support staff to .5 FTE in 2021 and 1.0 in 2022, the 3% fiscal host admin fee based on the grant amount translates to less money, removed some expenses for marketing and electronic data management, and moved 1.0 FTE outreach position to Crisis Appropriation. Jamie added that she decreased line item totals (using actuals) to allow space for the outreach position. She moved as much as possible to the Appropriation to create room in Crisis Mobile. Naomi Ochsendorf moved to approve the 2021-2022 Crisis Grant and Crisis Appropriation budgets. Cassie Sassenberg seconded. Motion carried unanimously. JPB Chair, Mark Shaw thanked Jamie for the amount of work she put into creating the budgets and their revisions.

**2020 Q2 Budget Reviews (AMHI, Crisis Grant, Crisis Appropriation):** Jamie provided an overview of what the budgets look like midway through the year.

- **AMHI (Base Budget)** – Six months into the year, the AMHI budget is 55% spent (primarily due to paying three clubhouses their entire budgets in January). Technology is underspent at 15%, but more expenses are anticipated. Regional Manager and Strategic Planning appear overspent at 77% and 120% respectively, but some of those charges will be reimbursed by the counties that had spent them out of CARES funding. Flex funds are 37% spent. More money was invested in Public Education than budgeted for this year. It is 364% spent; however the budgeted amount was only \$600. Total expenditures at the end of June were \$2,185. IRTS is overspent at 134% following the payment of an IRTS bill for \$33,459. Jamie also has a \$29,500 bill on her desk. She is due to receive a revised bill for \$27,000 after removing \$2,500 in Housing Supports that should not have been billed. There are no conference expenses this year, but there are no conference revenues either. Administration is slightly overbudget at this time due to some program-related expenses.
- **Crisis Grant (Mobile)** – The budget report only shows expenditures through the end of April. Even so, the grant is already 48% spent when 3<sup>rd</sup> party payments (MA & Insurance payments) are subtracted. Rapid Access Psychiatry for children/teens is 10% spent, and it will likely be underspent now that Rochelle Perry is leaving Open Door Health Center. She is the only provider who saw children under age 15. The Crisis Grant will be fully spent, and funds will need to be drawn from the Appropriation. Discussion followed about the inclusion of 3<sup>rd</sup> party payments in the revenues section. It is confusing to include 3<sup>rd</sup> party payments in our budget because they are not SCCBI revenue. They are payments made to Horizon Homes. Jamie said that she is open to meeting with Mark Shaw and Lisa Stadler to see if the 3<sup>rd</sup> party payments can either be removed or noted and/or clarified in a separate section.
- **Crisis Appropriation (Crisis Residential)** – The budget report shows that the Appropriation is 17% spent, but it only includes payments for expenses incurred through the end of March. Jamie will have more accurate numbers closer to the end of the year. As the grant will be underspent this year, Crisis Mobile will be drawing underspent funds from the Appropriation to cover overspending in Mobile. There will be underspending within this grant for unmet needs considerations.

**2020 Q2 Psychiatric Allocation Review:** We are now 75% through the budget cycle (Q4 2019 + Q1&2 2020). Overall, the entire grant is 65.06% spent. Slot utilization overall is at about 65% with Sioux Trails and BECMHC around 60% and FCMHC at 80%. Regular Psychiatry is slightly underspent at 70.19% overall. Freeborn County regular psych is 100% spent, leaving \$7,041.44 of their last invoice unpaid. Jamie requested a meeting with Freeborn County to discuss their allocation. Urgent Care is underspent at 43.31% spent overall. Sioux Trails is at 77.66% spent. BECMHC & FCMHC are underspent at 36.31% and 60.43% respectively. We are waiting on some admin expense information, and then the Psych Formula Subcommittee will reconvene and discuss if this could/should be a factor to consider in dispersing the funds.

**SCCBI Prepetition Screening Survey (Jan.-June 2020):** Jamie reported that prepetition screening surveys are now submitted every time a petition is filed. The results reported in Jamie's prepetition screening survey look at the first six months of 2020. The total number of screenings was broken down by county and by month. The monthly prepetition screening chart also looked at and compared 2019 numbers with 2020. There was a noticeable increase in screenings in 2020, coinciding with the COVID outbreak and social distancing. There were 83 total screenings January-June 2020 versus 72 screenings during the same months in 2019. Rule 20 cases remain about the same. The report also included a chart showing the types of petitions, petitioners, and outcomes. The region is seeing an increase in the non-support of petitions. Twelve of the 14 Chemical Dependency petitions (86%), 13 of the 21 MI/CD petitions (62%), and 14 of the 47 MI petitions (29.8%) led to a stay of commitment.

**SCCBI Telepresence Update:** There has still been no word on the USDA grant application submitted on July 13. SCCBI and Blue Earth County both contracted with Morris Electronics for consulting services to assist in researching different telepresence platforms. Jamie, Angie and Shawn Larsen (Morris Elect. Consultant) are working together to identify and test platforms. Jamie reported that she is currently testing seven different platforms, trying them out at different times of day, on different devices, and at different locations around the region. It was suggested that since Shawn works with other counties, we may want to work together and do some cost sharing for Shawn's services. Dave Lee (Region 3) is also researching and narrowing down platforms. He would like to work with other regions, suggesting that if we all can agree on one platform, then we could combine our purchases into one large-volume purchase, reducing the price of the platform licenses.

### Other Items of Note:

- CISCO announced that a huge upgrade is coming up for WebEx. Jamie said that WebEx performs well, aside from not having a breakout room option, but that is built into the upcoming upgrade.
- Jamie, Angie and Shawn were on a call with MNIT, and MNIT added a lot of CISCO people to the call. MNIT is using WebEx. SCCBI and BEC are piloting the platform.
- GoToMeeting – Participants noted that the platform only allows 25 people on the screen at one time.
- Angie announced that Blue Earth County plans to move beyond telepresence technology for mental health services to all of Blue Earth County, and all departments. Additional County Directors at the meeting voiced interest in expanding telepresence to Human Services. It was suggested that if this becomes a regional collaboration, we will want to facilitate a meeting of the County IT Directors. Angie asked BEC IT Director (Karri Harvey) to get in touch with the other county IT Directors.
- Who is going to pay for this? – Currently, Vidyio licenses are free through DHS, but we do not know how long that will last. If the region moves away from Vidyio, then the counties will most likely be responsible for purchasing licenses. If DHS AMHI or USDA grant funds can be used, they will only pay for purchases tied to mental health and the Initiative. Human services and case management services are included as long as they are related to mental health. Areas outside of mental health will not receive AMHI grant funds.
- There may be a need for two platforms; one for client meetings and another for interoffice communication and/or use as a backup.
- Timeline – Angie plans to complete the telepresence platform research and testing by September. Contracts will need to reach County Boards for approval while CARES funds are still available. Amy Haas suggested reaching out to consumers to learn about their platform preferences.

**Contract Approval for Mayo Clinic Health System Event Center:** Jamie presented the contract with Mayo Clinic Health System Event Center, reserving the Banquet Hall and two meeting rooms for April 15, 2021 and September 9, 2021 for the 2021 Stakeholder meetings. Jamie mentioned that a deposit fee has been included in all contracts, but the event center has never requested payment of the fee. They also did not charge a cancellation fee for the three COVID-related cancellations this year or the April 2018 snowstorm cancellation. Naomi Ochsendorf moved to approve the contract with Mayo Clinic Health System Event Center reserving April 15 and September 9, 2021 for the 2021 Stakeholder meetings. Barb Dietz seconded. Motion carried.

### **Other Agenda Items:**

- Data Privacy & Security Officer – DHS added a new requirement for all contracts. They now need the name, phone number and email address of each grant's Data Privacy & Security Officer. It was decided that the Directors of Business Operations (or their equivalent) at each fiscal host county shall be identified as the Data Privacy & Security Officer.
- Tamra Rovney Award – The Award committee met last Friday. They decided to go ahead and confer the first Tamra Rovney Award this year. A slider will be added to the SCCBI website's homepage with a link to the nomination form. Nominations will be accepted until September 18<sup>th</sup>. The initial plan was to present the award during the fall conference, but due to its cancellation the committee would like the October 16<sup>th</sup> JPB meeting to be held at Sibley County where they will present the award at some point during the meeting. They are looking into livestreaming and/or recording the presentation and may reach out to KEYC. The award (photo included in proposal) will be presented at the fall conference in 2021 and going forward. The committee requested JPB approval for the purchase of the first five engraved awards to be presented at a total cost of \$422.00 for all five awards (plus any S&H fees and possible additional engraving of award recipient's name), funded out of AMHI grant funds. Klea Rettmann moved to approve the Tamra Rovney Award and the purchase of five engraved acrylic awards. Barb Dietz seconded. Motion carried.

As there was no further business, the meeting adjourned at 10:56 a.m.

### **Next JPB Meeting:**

Friday, September 18, 2020, 9:00 a.m. – 12:00 p.m.

### **Platform yet to be determined:**

Respectfully submitted, Teri Herder-Blahnik, Administrative Assistant, SCCBI