



Behavioral Health Services

MEETING OF THE REGIONAL GOVERNING BOARD

Friday, January 27, 2023

9:30 a.m. - 12:00 p.m.

REGION 3 BEHAVIORAL HEALTH SERVICES
4009 6TH AVE., SUITE 65
KEARNEY, NE

The Mission of Region 3 Behavioral Health Services is to foster recovery and resiliency for individuals and their families who experience a behavioral health challenge.

MINUTES

- 1. Welcome and Introductions
• Tammy Kleeb welcomed everyone and called the meeting to order at 9:40 a.m. Introductions were made.
2. Review of Open Meetings Act
• Tammy Kleeb directed the Governing Board members to the Open Meetings Act sign posted in the room.
3. Roll Call
• Roll Call was taken by Jean Starman.

Present:

Adams – Lee Hogan
Buffalo – Bill Maendele
Clay – Ivan Fintel
Custer – Tammy Kleeb
Furnas – Dennis Tegtman
Greeley – Jordan Foltz
Hall – Gary Quandt
Hamilton – Richard Nelson
Howard – Jessie Urbanski
Merrick – Carolyn Kucera
Phelps – Theresa Puls
Sherman – Kenneth Kaslon
Valley – Helen Cullers
Wheeler – Travis Heinz

Excused:

Franklin – Joshua Johnson
Garfield – Jerome Zulkoski
Kearney – Larry Landstom
Loup – Donna Steckel
Nuckolls – Jerry Grove
Webster – Trevor Karr

Absent:

Blaine – Craig Thompson
Harlan – Anthony Gulizia

Also Present:

Beth Baxter – Region 3 Behavioral Health Services (Region 3 BHS)
Kerry Slaymaker – Region 3 BHS
Melinda Dulitz – Region 3 BHS
Kayl Dahlke – Region 3 BHS
Jean Starman – Region 3 BHS

4. Approval of Agenda
 - Beth Baxter explained that Agenda Item 11, FY22 Independent CPA Audit, will be postponed to the March 24, 2023 meeting, as the CPA report is not yet completed. Beth Baxter requested that Agenda Item 13, FY22 Agency Audit and Review Report, be presented before Agenda Item 12, FY22 Region 3 Annual Impact Report. Motion by Carolyn Kucera to approve the agenda with the changes mentioned by Beth Baxter, seconded by Bill Maendele, motion carried.
5. Comments from the Public
 - There were no comments from the public.
6. Approval of October 28, 2022 Meeting Minutes
 - Motion by Ken Kaslon to approve the October 28, 2022 meeting minutes, seconded by Helen Cullers, motion carried. A roll call vote commenced:
Lee Hogan - Yes
Craig Thompson - Absent
Bill Maendele - Yes
Ivan Fintel - Yes
Tammy Kleeb - Abstained
Joshua Johnson - Excused
Dennis Tegtman - Abstained
Jerome Zulkoski - Excused
Jordan Foltz - Abstained
Gary Quandt - Abstained
Rich Nelson - Yes
Anthony Gulizia - Absent
Jessie Urbanski - Abstained
Larry Landstom - Excused
Donna Steckel - Excused
Carolyn Kucera - Abstained
Jerry Grove - Excused
Theresa Puls - Abstained
Kenneth Kaslon - Yes
Helen Cullers - Yes
Trevor Karr - Excused
Travis Heinz - Abstained
7. Executive Committee Report
 - a. 1-27-23 Meeting Report
 - Tammy Kleeb reported that the Executive Committee met on January 27, 2023 at 8:30 a.m. The committee reviewed and approved the following Region 3 polices:
 - H&S 12: Transportation Safety
 - H&S 15: Drug-Free Workplace
 - Reasonable Cause or Suspicion Documentation Form
 - Reasonable Suspicion Checklist (New Document)
 - HR V-2: Workers' Compensation/Injury Leave
 - HR V-17: Family Military Leave

- b. Nebraska Association of Regional Administrators and Governing Board Executive Committee Members Meeting on January 23, 2023

Rich Nelson explained that the Nebraska Association of Regional Administrators and the Governing Board Executive Committee has been meeting quarterly via Zoon. Legislative bills relating to behavioral health were discussed at the January 23, 2023 meeting. Rich explained that LB433 deals with the flexibility of moving some behavioral health funds at the regional level rather than requiring approval from the Division of Behavioral Health (DBH). Beth Baxter added that, previously, the Behavioral Health Regions were able to move 20% of our funding and apply it to needed areas. Beth explained that we are asking for the ability to apply funds where needed and a reinstatement of what was the process as stated in contract as late as FY17. As our system has moved more electronic, DBH has taken more of a micro-managing role of the behavioral health regions. Beth stated that the process of approving new services and proposals needs improvement. Currently, the process does not happen in a timely or efficient manner. A handout, *Meeting of NARA and Governing Board Leadership, January 23, 2023*, provides additional information regarding LB433.

Rich added that there are many unknown facts with the new governor's proposed budget. The Nebraska Association of Regional Administrators are working closely with the Nebraska Association of County Officials to align efforts.

8. Election of 2023 Regional Governing Board Officers

- a. Comments by Current Officers

Tammy Kleeb – Tammy shared that she is willing to continue to serve as Chairperson but is willing to let someone else serve in the role if interested.

Rich Nelson – Rich stated that his time serving on the Executive Committee has been a great experience and that he is willing to continue to serve as Vice Chairperson unless someone else is interested in the position.

Theresa Puls – Theresa shared that she is willing to continue to serve as Secretary unless someone else is interested.

- b. Regional Governing Board Members to Express Interest in Serving as an Officer

No other Governing Board members expressed an interest in serving as an officer.

- c. Nominations from the Floor

No nominations were made from the floor.

- d. Election of Officers

Bill Maendele made a motion to re-appoint Tammy Kleeb as Chairperson, Rich Nelson as Vice Chairperson and Theresa Puls as Secretary, seconded by Ivan Fintel, motion passed. No opposed and no abstentions.

9. Conflict of Interest Policy Review and Statement

Beth Baxter reviewed a handout, *Conflict of Interest Statement for Region 3 Governing Board Members and Region 3 Behavioral Health Advisory Committee Members*. The intent of the statement is for members to declare any potential conflicts of interest. If a conflict of interest exists for an agenda item, a board member can abstain from commenting or voting on the agenda item. All Region 3 Governing Board members are asked to sign the *Conflict of Interest Statement* on an annual basis. Beth asked that each Governing Board member review the form, sign, date and return it to Region 3.

10. Region 3 Fiscal Reports

a. FY23 Year-to-Date Network Expenditures

Kerry Slaymaker reviewed a handout, *Region 3 Behavioral Health Services Network Expenditures July 1, 2022 – December 31, 2022*. An asterisk beside a service denotes that it is a Medicaid eligible service. Mental Health services expended 32% of the budgeted amount for FY23 with 50% of the fiscal year elapsed. Mental Health Respite, a one-bed service, has expended 91% of the budgeted amount. Funds will be transferred to this service. Secure Residential Room and Board expended 84% of the budget and funds will be transferred to this service.

Unallocated Available has a budgeted amount of \$402,786. Two new proposals have been submitted to the Division of Behavioral Health. The Unallocated Available funds are set aside for use of the proposed programs if approved.

Substance Use Disorder services expended 36% of the budgeted amount for FY23 with 50% of the fiscal year elapsed.

Other Reinvestment Projects include Supplemental American Rescue Plan Act grant funds and some Region 3 funds.

The Recovery Supported Housing Assistance Program is being widely utilized. Plans are in place to provide continued funding for the service.

The Sequential Intercept Model is being explored.

Mobile Translation Devices – All Network Providers have the opportunity to receive two Mobile Translation Devices per location to use in the field for translation purposes.

Contingency Management is a Behavior Management Program with incentives to help individuals meet their treatment goals. American Rescue Plan Act grant funds will be added to this area.

Mental Health First Aid (MHFA) has utilized 100% of the budgeted funds. The funds were dedicated to increase our pool of MHFA trainers. Region 3 receives many requests for MHFA Training.

Signs of Suicide (SOS) Curriculum and Outreach/Education for Faith Partners are areas that Region 3 staff are developing.

Grand Total paid out for FY23 - \$5,167,419 or 33% of the budgeted amount.

Kerry noted that for Region 3 Coordination and other expense reimbursement services, several insurance premiums are due in the spring of 2023 so funds will be expended to pay the premium amounts due.

Unpaid Due to Budget Shifts:

Plan for One includes \$1,219. This involves the transitioning of an individual from the Lincoln Regional Center to another placement. Payment will be made upon submission of next budget shift.

Unpaid Due to Contract Not Signed: \$52,197

The Network Provider has since signed the contract and payment will be made with next month billing.

b. FY23 Contract and Shift Ratifications

Kerry Slaymaker referred to a handout, *Region 3 Behavioral Health Services Contract Ratifications by Regional Governing Board*, which includes contracts signed by Beth Baxter since the last Regional Governing Board (RGB) meeting on October 28, 2022. Beth Baxter receives the contracts electronically, signs and returns them to the Department of Health and Human Services/Division of Behavioral Health. The contracts are then signed by the RGB Chairperson and brought to the Regional Governing Board for ratification. This is the process approved by the RGB.

- FY23 DHHS DBH Contract Amendment 1- \$14,739,617
Kerry stated that the FY23 DHHS DBH Contract Amendment puts federal funds into the Region 3 contract. The fiscal year for Behavioral Health Regions is July 1 – June 30 and the federal fiscal year is October 1 – September 30 so the federal dollars are not totally awarded until our first quarter or later.
- SPF-PFS Prevention Grant - \$130,147
The federal SPF-PFS Prevention Grant awards funds to designated counties for the prevention of underage drinking.
- BHECN - \$50,000
The Behavioral Health Education Center of Nebraska (BHECN) requested a budget increase from \$35,000 to \$50,000. BHECN provides many trainings in Region 3 including Trauma Informed Care and Compassion Fatigue.
- FY23 Budget Shift 1/20/23 – \$62,379
The Budget Shift allows applying some funds into services needing funding. Beth Baxter, the Division of Behavioral Health (DBH) and Tammy Kleeb sign off on approved Budget Shifts. Beth Baxter added that DBH allows Region 3 to shift funds to needed areas four times per year unless it is an emergency situation. Beth added that this process is inefficient because we cannot pay providers until the funds have been approved by DBH.

c. FY23 Regional Budget Planning Timeline

Kerry Slaymaker stated that the Regional Budget Planning requires much preparation and involves several discussions with Network Providers. Kerry reviewed a handout, *FY24 Regional Budget Plan Timeline and Approval Process*, and noted the following dates on the timeline.

January 13, 2023 – Network Providers submit FY24 funding requests by service.

January 13, 2023 – February 14, 2023 – Region 3 receives input from Network Providers regarding preliminary FY24 funding allocations and individual meetings are held with Network Providers as needed.

February 15, 2023 – March 3, 2023 – Region 3 will provide assistance to Network Providers in developing the FY24 Budget Plan.

March 22, 2023 – Region 3 FY24 Regional Budget Plan in draft form is submitted to the Division of Behavioral Health.

March 23, 2023 – Region 3 Behavioral Health Advisory Committee Review of the FY24 Regional Budget Plan.

March 24, 2023 – Presentation of FY24 Regional Budget Plan to the Region 3 Governing Board for approval.

July 10, 2023 – Network Provider contracts sent to Providers for signature.

Motion by Carolyn Kucera to approve the Region 3 Fiscal Reports as presented, seconded by Jordan Foltz. A roll call vote commenced.

Lee Hogan - Yes

Craig Thompson - Absent

Bill Maendele - Yes

Ivan Fintel - Yes

Tammy Kleeb - Yes

Joshua Johnson - Excused

Dennis Tegtman - Yes

Jerome Zulkoski - Excused

Jordan Foltz - Yes

Gary Quandt - Yes

Rich Nelson - Yes

Anthony Gulizia - Absent

Jessie Urbanski - Yes

Larry Landstom - Excused

Donna Steckel - Excused

Carolyn Kucera - Yes

Jerry Grove - Excused

Theresa Puls - Yes

Kenneth Kaslon - Yes

Helen Cullers - Yes

Trevor Karr - Excused

Travis Heinz - Yes

11. FY22 Independent CPA Audit

The FY22 Independent CPA Audit Review will take place at the March 24, 2023 Governing Board meeting.

12. FY22 Agency Audit and Review Report

Melinda Dulitz reviewed the handouts listed below and explained the purpose of each handout during an agency audit and review.

Region 3 Behavioral Health Services FY22 Annual Service Purchased Verification (SPV) Unit Audit Report – Lists all Network Providers, services provided, and audit scores for FY21 and FY22.

Units Needed to Audit/Audit Schedule – Formulas FY22. Melinda stated that Network Providers are held to high expectations.

Example Letter to a Network Provider regarding an upcoming Services Purchased Verification Unit Audit.

Two Example Audit Worksheets are completed during an agency audit. Melinda completes one worksheet and Tammy Fiala, Region 3 Consumer Specialist, completes the other worksheet. The worksheets are different because Melinda and Tammy review different areas.

Services Purchased Verification Audit Worksheet – Melinda reviewed an example worksheet.

Agency – Programmatic Review Checklist, Chapter 5-000: Requirements for Providers Contracting with RBHAs (5-001 through 5-006) – The checklist includes Nebraska Administrative Codes that Network Providers are required to follow.

Substance Abuse Prevention and Treatment Block Grant Program Fidelity Review – The worksheet is used with organizations that use Substance Abuse Prevention and Treatment Block Grant funds.

Interim Waitlist Packet – The Interim Waitlist Packet contains information and resources and is given to individuals who are waiting to receive services.

Substance Use Disorder Assessment Checklist – Hospitals use the Substance Use Disorder Assessment Checklist.

Provider Enrollment Checklist – Information on the Provider Enrollment Checklist is taken from various regulations.

Network Provider Enrollment Minimum Standards Documentation Checklist – Melinda reviewed the Checklist.

Program Plan Verification Checklist – Melinda reviewed the Checklist.

Example Letter sent to Network Providers following an audit, including Commendations and Overall Follow-up – Melinda reviewed the example letter.

Example Overall Scores – The document includes overall scores for a Network Provider and any areas to improve upon.

Beth Baxter shared that Melinda does an excellent job with agency audits and monitoring the public dollars assigned to Region 3. Beth added that we take oversight and stewardship of state dollars seriously as it is part of our responsibility as a regional authority.

13. FY22 Region 3 Annual Impact Report

Beth Baxter reviewed a handout, *Region 3 Behavioral Health Services 2022 Annual Impact Report July 1, 2021 - June 30, 2022*. A total of \$11,301,805 was expended by Region 3 in FY22 where 83.78% was expended on Direct Services, 11.19% on System Coordination and Enhancements and 5.03% on Regional Administration and Network Management.

Region 3 Behavioral Health Services (Region 3) is one of six Regional Behavioral Health Authorities in Nebraska responsible for the coordination and delivery of behavioral health services across 22 counties. Region 3 manages fifteen Community-Based Network Providers and seven Community Coalitions for prevention activities. Region 3 is nationally accredited for the Professional Partner Program, Emergency Community Support and Network Management.

An unduplicated count 4,716 individuals were served. Of that, 86.1% were adults 19 years of age and older and 13.9% were youth 18 years of age and younger. Beth reviewed the individuals served by Level of Care. Beth noted that an individual or family is often involved in several areas because of their needs. The Duplicated Count is 8,878 as some individuals participated in more than one service in our service array.

Prevention Coalitions served a total of 49,389 individuals of all ages representing a 31% increase from FY21. Prevention Coalitions worked to improve the health of Region 3 communities through Mental Health Promotion, Substance Abuse Prevention, and Suicide Prevention. A total of 293 individuals were trained in Mental Health First Aid/Youth Mental Health First Aid, 74 in Suicide Prevention, and 2,028 in Restorative Trauma Informed Care.

Region 3 collaborated with Community Coalitions to implement strategies to prevent the illicit use of opioids through Drug Take-Back and Safe Drug Disposal Events. A total of 728 Narcan kits were distributed to first responders. Narcan is used to prevent overdose deaths by opioids.

The Youth System of Care served 1,236 individuals in low intensity services, middle intensity services and crisis services.

A total of 467 individuals were served in contracted Peer Support. Peer Support Providers include Families CARE, South Central Behavioral Services and Lutheran Family Services.

The Emergency System provides an array of trauma-informed crisis services promoting resiliency and recovery. A total of 4,403 individuals engaged with a crisis service. Of those, 89% were age 19 and older and 11% were individuals under the age of 18.

The Region 3 Housing Assistance Program provides rental assistance for safe, secure and affordable housing, which is combined with support services to allow consumers to work towards recovery. All consumers receiving Region 3 housing assistance have a serious mental illness and/or substance use disorder. A total of 120 individuals received housing assistance. The average yearly income of an individual receiving housing assistance is \$8,045. A total of 45 individuals received one-time assistance.

The Region 3 Quality Improvement: Performance Measurement and Reporting Plan is designed to improve and sustain satisfaction, access and performance across all services provided by the Network.

Satisfaction and performance measures are reported for all services, excluding emergency and assessment services. Access measures are tracked and reported for selected services including Housing Assistance, Supported Employment, Short Term Residential and Medication Management. Beth shared that satisfaction with services is important because that is what keeps people engaged and coming back.

Individuals reported:

- Satisfied with Access – 91%
- Satisfied with Services – 92%
- Recommend to Others – 93%

The Emergency Community Support Program (ERCS) is designed as a voluntary case management program for adults and transition age youth who have experienced a behavioral health crisis. A total of 117 individuals were served. The program continues to support individuals who experience a behavioral health disorder and are incarcerated at the Buffalo County Jail or Phelps County Jail as they transition from incarceration to the community.

The Professional Partner Program (PPP) utilizes the Wraparound Approach to coordinate services and supports for youth and young adults between the ages of 3 and 26 with behavioral health needs. A total of 165 individuals were served. Referral Sources include Human Service Providers, Schools, and Family/Caregivers. Males represented 53% of individuals served, females 45.8%, and Transgender 1.2%.

14. Quality Improvement Report
 - a. 2023 Region 3 Stakeholder Survey

Kayl Dahlke asked everyone to complete the *Stakeholder Satisfaction Survey January 2023*. Paper copies were available at the meeting. Surveys were also sent electronically which can be completed and submitted via the Survey Monkey link. The Stakeholder Survey is conducted annually. It is a way for us to receive feedback from various stakeholders across our region and it helps us identify where people see gaps in our service array.

b. Region 3 Quality Improvement 1st Quarter Report

Kayl Dahlke reviewed all areas of a handout, *FY2023 Network Quality Improvement Plan: Performance Measurement and Reporting – 1st Quarter Report ending 09-30-2022*. This tool is designed to improve and sustain identified satisfaction, access and performance measures for the Region 3 Behavioral Health Services Network. The “N” number shows the number of individuals applicable for each of the measures.

A Performance Measure included on the report includes ValiData. Kayl explained that ValiData is a new post discharge tracking service designed to reduce recidivism that can put consumers back in crisis. ValiData uses technology, such as texting, to improve contact and engagement with individuals.

15. Region 3 Risk Management Plan

Kerry Slaymaker explained that the Region 3 Risk Management Team is comprised of staff members representing all areas of our organization. Kerry reviewed a handout, *Region 3 Behavioral Health Services Organizational Risk Management Plan November 2022*. Print in red font indicates updated information from last year’s plan. The handout includes identified risk/loss exposure, action steps to reduce or eliminate the loss/risk exposure, progress made, person(s) responsible, and person responsible to monitor. The Risk Management Plan is reviewed annually by the Risk Management Team. Region 3 has implemented various policies, procedures, trainings, and drills to help mitigate risks. Kerry stated that an updated, comprehensive policy is in place in the event that Region 3 has a closure due to a cyber-security issue.

Motion by Theresa Puls to approve the Region 3 Risk Management Plan, seconded by Rich Nelson. A roll call vote commenced.

Lee Hogan – was not available to vote as he had to leave the meeting early.

Craig Thompson - Absent

Bill Maendele - Yes

Ivan Fintel - Yes

Tammy Kleeb - Yes

Joshua Johnson - Excused

Dennis Tegtman - Yes

Jerome Zulkoski - Excused

Jordan Foltz - Yes

Gary Quandt - Yes

Rich Nelson - Yes

Anthony Gulizia - Absent

Jessie Urbanski - Yes

Larry Landstom - Excused

Donna Steckel - Excused

Carolyn Kucera - Yes

Jerry Grove - Excused

Theresa Puls - Yes

Kenneth Kaslon - Yes

Helen Cullers - Yes

Trevor Karr - Excused

Travis Heinz - Yes

16. Regional Administrator Report

a. FY24 County Match

Beth Baxter reviewed a handout, *County Match Return on Investment: Maximizing Local Funds*. Beth explained that each Region 3 member county provides county match funding for the operation of the Region 3 Behavioral Health Authority and the provision of behavioral health services in the Region. The Regional Governing Board establishes the formula based on population. On an annual basis, the Division of Behavioral Health certifies the amount of county matching funds provided by each Region.

For every \$7.50 of State General Funds requiring match the Regional Behavioral Health Authority provides \$1.00 in county funds. Certain State General Funds are exempt from county match requirements. The Regional Governing Board utilizes the most recently posted estimated U.S. census data to determine per capita county match.

During FY2022, 4,716 individuals were served through the Region 3 Behavioral Health Provider Network at the cost of \$11,301,805 averaging \$2,396.48/person. The per person average includes all costs and services including Emergency Protective Custody, hospitalization, outpatient services, and residential services. The majority of individuals served participate in multiple services due to the complexity of their behavioral health needs.

Beth referred to a handout, *Region 3 Behavioral Health Services FY24 Potential County Tax Match, Based on July 1, 2021 Estimated U.S. Census Population Figures*. The handout includes two FY24 County Match potential scenarios. Region 3 will not know our final allocation until the budget is fully passed through the Nebraska legislature.

Scenario 1

The potential FY24 County Match Allocation is based on the 2021 census. The positive and negative figures are related to population changes. In this scenario, the County Match remains at \$650,971.

Scenario 2

Beth explained that going into FY23, the Nebraska Legislative allowed for the carry-over of funds to provide for a 15% rate increase to help shore up the workforce and help providers pay for the cost of doing business due to high inflation. The carry-over funds did not require new match as they had been in matched in FY22. However, if the funds to cover the rate increase are added into the FY24 budget they will require additional match.

Scenario 2 is based on our preliminary allocation from the Division of Behavioral Health, which included the restoration of the \$1.55 million for Region 3.

The Division of Behavioral Health requested that Governor Pillen reinstate the approximately \$10.3 million for the rate increase for the six Behavioral Health Regions (\$1.55 million for Region 3). The reinstatement of those dollars would increase county match overall by \$161,871. As of January 25, 2023, the governor did not reinstate the funds. We are required to maintain the rate increase, however, it decreases the capacity for services. The Nebraska Association of Behavioral Health Organizations stated that they will work with the legislature to get those funds reinstated.

We will not know the final outcome by our March 24, 2023 Regional Governing Board meeting but we will know more with the information from the efforts of the Nebraska Association of Behavioral Health organizations working with the Appropriations Committee.

b. Regional Administrator Transition Update

Beth Baxter referred to a handout, *Regional Administrator Transition Process – Applying Change-Capable Leadership Principles – January 27, 2023*. Beth explained that Tiffany Gressley has been selected as the Network Project Director and is scheduled to transition into the Regional Administrator position June 30, 2023. Beth reported that the Succession Plan is going very well.

17. Other Business

No Other Business was discussed.

18. Date of Next Meeting

Regional Budget Plan Presentation

March 24, 2023

9:30 a.m. – 12:00 p.m.

Region 3 Behavioral Health Services

4009 6th Avenue, Suite 65

Kearney, NE

Remaining 2023 Meeting Schedule

- May 26
- August 25
- October 27

Meetings are 9:30 a.m. – 12:00 p.m.

19. Adjourn

Motion by Gary Quandt to adjourn the meeting, seconded by Jordon Foltz, motion carried. Meeting adjourned at 11:45 a.m.