

HEART OF IOWA COMMUNITY SERVICES REGION

FY21 ANNUAL SERVICE & BUDGET PLAN



**SUBMITTED
03/16/2020**

GEOGRAPHIC AREA: *Audubon, Dallas, Guthrie*
APPROVED BY GOVERNING BOARD: 03/16/2020

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Introduction

Heart of Iowa Community Services Region (HICS) was formed under Iowa Code Chapter 28E to create a Mental Health and Disability Service (MHDS) Region in compliance with Iowa Code 331.390. The annual service and budget plan is a component of the Management Plan which includes three parts: Annual Service and Budget Plan, Annual Report and Policies and Procedures Manual in compliance with Iowa Administrative Code 441.25.

The FY2021 Annual Service and Budget Plan covers the period of July 1, 2020 to June 30, 2021. The Annual Service and Budget Plan includes local access points, targeted case management providers, crisis services, intensive mental health services, a description of the scope of services to be provided including core services, budget and financial provisions, and provider reimbursement provisions.

The counties in the Heart of Iowa Community Services Region include Audubon, Guthrie and Dallas. The population in Audubon and Guthrie Counties remains relatively consistent while the population in Dallas County continues to grow at an average rate of 3,000 new citizens per year. HICS has seen an increase in MHDS service utilization an average of 150 new users per year.

A. Governance

Heart of Iowa utilizes a Regional Governing Board made up of a Board of Supervisor member from each of the three counties that make up the region. With the addition of the children's system to the regions, three new voting members will be added to the Governing Board. Those members include an adult relative of a member who utilizes MHDS services, an individual representing the education system, and a parent of a child who utilizes children's behavioral health services. Two other members are a provider of MHDS services and a Children's Behavioral Health Service provider. The HICS Region holds Advisory meetings on a quarterly basis.

1. Regional Governing Board

<u>Member</u>	<u>Representing</u>	<u>Voting Member</u>
Brad Golightly, Vice Chair	Dallas County Board of Supervisors	Yes
Clifford Carney, Chair	Guthrie County Board of Supervisors	Yes
Rick Thompson, Secretary	Audubon County Board of Supervisors	Yes
Larry Loss	Adults/Actively Involved Relatives of an Adult who Utilizes Mental Health and Disability Services <i>(designated by the regional adult mental health and disability services advisory committee)</i>	Yes
TBD	Parents/Actively Involved Relatives of a Child who Utilizes Children's Behavioral Health Services <i>(designated by the regional children's behavioral health services advisory committee)</i>	Yes
TBD	The Regional Education System <i>(designated by the regional children's behavioral health services advisory committee)</i>	Yes
Laurie Cooley	Regional MHDS Adult Service Providers <i>(designated by the regional adult mental health and disability services advisory committee)</i>	No
TBD	Regional Children's Behavioral Health Service Providers <i>(designated by the regional children's behavioral health services advisory committee)</i>	No

2. Regional Children’s Advisory Committee

Member	Representing
TBD	Parents/Actively Involved Relatives of a Child who Utilizes Children’s Behavioral Health Services
Hanna Sander	The Education System
Shanell Wagler	Early Childhood Advocates
Deb Schrader	Child Welfare Advocates
Megan Hicks	Children’s Behavioral Health Service Providers
Sarah Jennings, Audubon County Attorney	The Juvenile Court System
Dr. Nate Noble	Pediatricians
TBD	Child Care Providers
Lt. Adam Infante	Local Law Enforcement
Clifford Carney	Regional Governing Board

3. Regional Adult Advisory Committee

Member	Representing
Larry Loss	Parents/Actively Involved Relatives of an Adult who Utilizes Behavioral Health Services
Cindy Peeler	Iowa Hospital Association
Laurie Coolie	Adult Service Provider
Collin Albaugh	Adult Service Provider
Michael Herbert	Guthrie County Jail Administrator
Erica Clark, Dallas County Attorney	5 th Judicial
Ann Cochran	Public Health
Jody Hollar	RN
Sgt. Tom Peterson	Local Law Enforcement
Brad Golightly	Regional Governing Board

B. Local Access Points

An access point is a part of the HICS service system trained to complete MHDS regional applications for persons with a disability. HICS has designated the following access points for mental health and disability services.

Access Point	Address	Phone number
Adel Mental Health	309 S. 7 th Street, Suite C, Adel, IA 50003	(515) 993-1919
Heart of Iowa Community Services	318 Leroy Street, Audubon, IA 50025	(515) 494-8588
Audubon County Memorial Hospital	515 Pacific Avenue, Audubon, IA 50025	(712) 563-2611
Audubon County Jail	318 Leroy St. Ste. 4, Audubon, IA 50025	(712) 563-2631
Heart of Iowa Community Services	52747 N Avenue, Suite D, Adel, IA 50003	(515) 993-5869

Dallas County Hospital	610 – 10 th Street, Perry, IA 50220	(515) 465-3547
Dallas County Jail	201 Nile Kinnick Dr. N, Adel, IA 50003	(515) 993-5815
Eyerly Ball Community Mental Health Services	1301 Center Street, Des Moines, IA 50139	(515) 243-5181
SW Iowa Mental Health Center	610-10 th Street, Perry, IA 50220	(515) 642-1023
Heart of Iowa Community Services	200 N. 5 th Street, Guthrie Center, IA 50115	(515) 494-8588
Guthrie County Hospital	710 N. 12 th Street, Guthrie Center, IA 50115	(641) 332-2201
Guthrie County Jail	200 N. 5 th Street, Guthrie Center, IA 50115	(641) 747-2214
Safe Harbor Crisis Stabilization Center	706 Cedar Avenue, Woodward, IA 50076	(515) 642-4125
Zion Recovery	309 S. 7 th Street, Ste. B, Adel, IA 50003	(515) 993-5243

HICS has designated the following access points for children’s behavioral health services.

Access Point	Address	Phone number
Adel Mental Health	309 S. 7 th Street, Suite C, Adel, IA 50003	(515) 993-1919
Heart of Iowa Community Services	318 Leroy Street, Audubon, IA 50025	(515) 494-8588
Audubon County Memorial Hospital	515 Pacific Avenue, Audubon, IA 50025	(712) 563-2611
Audubon Community Schools	318 Leroy St. Ste. 4, Audubon, IA 50025	(712) 563-2631
Heart of Iowa Community Services	52747 N Avenue, Suite D, Adel, IA 50003	(515) 993-5869
Dallas County Hospital	610 – 10 th Street, Perry, IA 50220	(515) 465-3547
Heartland AEA	201 Nile Kinnick Dr. N, Adel, IA 50003	(515) 993-5815
Eyerly Ball Community Mental Health Services	1301 Center Street, Des Moines, IA 50139	(515) 243-5181
SW Iowa Mental Health Center	610-10 th Street, Perry, IA 50220	(515) 642-1023
Heart of Iowa Community Services	200 N. 5 th Street, Guthrie Center, IA 50115	(515) 494-8588
Guthrie County Hospital	710 N. 12 th Street, Guthrie Center, IA 50115	(641) 332-2201

ACGC Community Schools	200 N. 5 th Street, Guthrie Center, IA 50115	(641) 747-2214
Zion/SWIAMHC Mobile Crisis	706 Cedar Avenue, Woodward, IA 50076	Local Dispatch
West Central Valley School District	309 S. 7 th Street, Ste. B, Adel, IA 50003	(515) 993-5243

C. Service Coordination, Targeted Case Management, Integrated Health Homes

The following agencies provide service coordination and/or targeted case management for Heart of Iowa Community Services Region.

Service Coordination Provider	Adult/Child/Both	Location	Contact Information
Heart of Iowa Community Services Service Coordination	Both	Dallas, Audubon, Guthrie	(515)993-1722
SW IA Mental Health Integrated Health Home	Adult	Audubon, Dallas, Guthrie	(515) 642-1023
Eyerly Ball Integrated Health Home	Adult	Dallas	(515) 241-0993
Community Support Advocates Integrated Health Home	Both	Dallas	(515) 883-1776

D. Crisis Planning

The following accredited crisis services are available to residents of the region for crisis prevention, response and resolution.

24 Hour Crisis Response

Provider	Location	Contact Information
SW Iowa Mental Health Center	Perry, IA	(844) 428-3878

24 Hour Crisis Hotline

Provider	Location	Contact Information
Your life Iowa	Online: https://yourlifeiowa.org/	(855)581-8111

Crisis Evaluation

Provider	Adult/Child/Both	Location	Contact Information
Zion Mobile Crisis	Both	Audubon, Dallas, Guthrie	Local Dispatch/911
Safe Harbor	Adult	Woodward, IA	(515)642-4125

Mobile Response

Provider	Location	Contact Information
Zion Mobile Crisis (Both Adult & Child)	Audubon, Guthrie, Dallas	Local Dispatch/911

Crisis Stabilization Community-based Services

Provider	Adult/Child	Location	Contact Information
Exploring Options			

Crisis Stabilization Residential Services

Provider	Adult/Child	Location	Contact Information
Safe Harbor	Adult	Woodward, Iowa	(515)642-4125

23-Hour Observation

Provider	Location	Contact Information
Safe Harbor	Woodward, Iowa	(515)642-4125

Heart of Iowa Community Services Region will honor the host Region contract in any region an individual with Residency in HICS accesses services.

E. Intensive Mental Health Services

The region has designated the following provider(s) as an **Access Center** that meet the requirements according to IAC 441—25.6(1) in a coordinated manner in one or more locations:

Provider	Location	Contact Information
Safe Harbor – anticipate designating July 1, 2020	Woodward, Iowa	(515)642-4125

The region has designated the following **Assertive Community Treatment (ACT)** teams which have been designated and meet the requirements in IAC 441—25.6(2).

Provider	Location	Contact Information
To be Determines		

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

Provider	Location	Contact Information
Anticipate designation 8/1/2020		

The region has designated the following **Intensive Residential Service** providers which have been designated and meet the requirements in IAC 441—25.6(8):

Provider	Location	Contact Information
Exploring Options		

F. Scope of Services & Budget and Financing Provisions

The table below identifies the scope of services offered by HICS. All core services are available. If there is not funding identified in a core service column, it is because it has not been needed historically. If an individual needs funding for a core service and meets eligibility requirements found in section E of the Heart of Iowa Region’s policy and procedure manual, funding will be made available. Core services for children’s behavioral health are identified by (**) after the service name. Eligibility guidelines for children’s behavioral health services are located in section E, page 12 of the Heart of Iowa Region’s policy and procedure manual. The Policy and procedure manual can be found online 7/1/2020 at: HICSIowa.org.

The region will utilize braided funding that includes county, regional, state and other funding sources as necessary and available to meet the service needs within the region.

Table A. Expenditures

FY 2021 Budget	HICS MHDS Region	MI (40)	ID(42)	DD(43)	BI (47)	Admin (44)	Total
Core Domains							
COA	Treatment						
42305	Mental health outpatient therapy **	20,000					\$20,000
42306	Medication prescribing & management **						\$ -
43301	Assessment, evaluation, and early identification **						\$ -
71319	Mental health inpatient therapy-MHI	75,000					\$75,000
73319	Mental health inpatient therapy **	30,000					\$30,000
	Crisis Services						
32322	Personal emergency response system	836	6,764				\$ 7,600
44301	Crisis evaluation	100,000					\$100,000
44302	23 hour crisis observation & holding						\$ -
44305	24 hour access to crisis response	1,000					\$1,000
44307	Mobile response **	10,000					\$10,000
44312	Crisis Stabilization community-based services **						\$ -
44313	Crisis Stabilization residential services **	100,000					\$100,000
44396	Access Centers: start-up / sustainability						\$ -
	Support for Community Living						
32320	Home health aide	200					\$200
32325	Respite	2,500					\$2,500
32328	Home & vehicle modifications						\$ -
32329	Supported community living	172,000	20,000		8,000		\$200,000
42329	Intensive residential services						\$ -
	Support for Employment						
50362	Prevocational services						\$ -
50364	Job development	4,000	1,000				\$5,000
50367	Day habilitation	34,400	4,000	800	800		\$40,000
50368	Supported employment	76,500	8,500				\$85,000
50369	Group Supported employment-enclave						\$ -
	Recovery Services						
45323	Family support						\$ -
45366	Peer support						\$ -
	Service Coordination						
21375	Case management						\$ -
24376	Health homes						\$ -
	Sub-Acute Services						
63309	Subacute services-1-5 beds						\$ -
64309	Subacute services-6 and over beds						\$ -
	Core Evidenced Based Treatment						
04422	Education & Training Services - provider competency						\$ -

32396	Supported housing						\$ -
42398	Assertive community treatment (ACT)						\$ -
45373	Family psychoeducation						\$ -
	Core Domains Total	\$626,436	\$40,264	\$800	\$8,800		\$676,300
Mandated Services							
46319	Oakdale						\$ -
72319	State resource centers						\$ -
74XXX	Commitment related (except 301)	105,000					\$105,000
75XXX	Mental health advocate	50,189					\$50,189
	Mandated Services Total	\$ 155,189	\$ -	\$ -	\$ -		\$155,189
Additional Core Domains							
	Justice system-involved services						
25xxx	Coordination services	129,390					\$129,390
44346	24 hour crisis line*						\$ -
44366	Warm line*						\$ -
46305	Mental health services in jails	81,650					\$ 81,650
46399	Justice system-involved services-other	250					\$250
46422	Crisis prevention training						\$ -
46425	Mental health court related costs						\$ -
74301	Civil commitment prescreening evaluation	1,000					\$1,000
	Additional Core Evidenced based treatment						
42366	Peer self-help drop-in centers	25,000	10,000				\$ 35,000
42397	Psychiatric rehabilitation (IPR)	500					\$500
	Additional Core Domains Total	\$ 237,790	\$10,000	\$ -	\$ -		\$247,790
Other Informational Services							
03371	Information & referral						\$ -
04372	Planning, consultation &/or early intervention (client related) **						\$ -
04377	Provider Incentive Payment						\$ -
04399	Consultation Other						\$ -
04429	Planning and Management Consultants (non-client related)	20,000					\$20,000
05373	Public education, prevention and education **	25,000					\$25,000
	Other Informational Services Total	\$ 45,000	\$ -	\$ -	\$ -		\$45,000
Community Living Supports							
06399	Academic services						\$ -
22XXX	Services management	290,926					\$290,926
23376	Crisis care coordination						\$ -
23399	Crisis care coordination other						\$ -
24399	Health home other						\$ -
31XXX	Transportation	64,500	7,500	1,500	1,500		\$75,000
32321	Chore services						\$ -
32326	Guardian/conservator	1,500					\$1,500
32327	Representative payee	1,500					\$1,500
32335	CDAC	5,000					\$5,000

32399	Other support	2,000					\$2,000
33330	Mobile meals			1,610	1,890		\$3,500
33340	Rent payments (time limited)	21,500	3,500				\$25,000
33345	Ongoing rent subsidy						\$ -
33399	Other basic needs	2,000	500				\$2,500
41305	Physiological outpatient treatment	1,000					\$1,000
41306	Prescription meds						\$ -
41307	In-home nursing	2,800					\$2,800
41308	Health supplies						\$ -
41399	Other physiological treatment						\$ -
42309	Partial hospitalization	150,000					\$150,000
42310	Transitional living program	200,000					\$200,000
42363	Day treatment						\$ -
42396	Community support programs	23,800	23,800	2,400			\$50,000
42399	Other psychotherapeutic treatment						\$ -
43399	Other non-crisis evaluation						\$ -
44304	Emergency care						\$ -
44399	Other crisis services						\$ -
45399	Other family & peer support						\$ -
46306	Psychiatric medications in jail	10,000					\$10,000
50361	Vocational skills training						\$ -
50365	Supported education						\$ -
50399	Other vocational & day services						\$ -
63XXX	RCF 1-5 beds (63314, 63315 & 63316)						\$ -
63XXX	ICF 1-5 beds (63317 & 63318)						\$ -
63329	SCL 1-5 beds	30,000					\$30,000
63399	Other 1-5 beds						\$ -
	Community Living Supports	\$806,526	\$35,300	\$5,510	\$3,390		\$850,726
Other Congregate Services							
50360	Work services (work activity/sheltered work)						\$ -
64XXX	RCF 6 and over beds (64314, 64315 & 64316)	200,000					\$200,000
64XXX	ICF 6 and over beds (64317 & 64318)						\$ -
64329	SCL 6 and over beds						\$ -
64399	Other 6 and over beds						\$ -
	Other Congregate Services Total	\$ 200,000	\$ -	\$ -	\$ -		\$200,000
Administration							
11XXX	Direct Administration					595,462	\$595,462
12XXX	Purchased Administration						\$ -
	Administration Total					\$595,462	\$595,462
	Regional Totals	\$2,070,941	\$85,564	\$6,310	\$12,190	\$595,462	\$2,770,467
(45XX-XXX)County Provided Case Management							
							\$ -
(46XX-XXX)County Provided Services							
							\$ -

	Regional Grand Total							\$2,770,467
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Transfer Numbers (Expenditures should only be counted when final expenditure is made for services/administration. Transfers are eliminated from budget to show true regional finances)

13951	Distribution to MHDS regional fiscal agent from member county	\$2,770,467
14951	MHDS fiscal agent reimbursement to MHDS regional member county	\$978,979

*24 hour crisis line and warm line are transitioning from additional core to state wide core services with state funding.

**Core services for children with a serious emotional disturbance (SED)

Table B. Revenues

FY 2021 Budget	HICS MHDS Region		
Revenues			
	FY20 Projected Ending Fund Balance		1,046,971
	Local/Regional Funds		\$ 2,607,256
10XX	Property Tax Levied	2,607,256	
12XX	Other County Taxes	-	
16XX	Utility Tax Replacement Excise Taxes	-	
25XX	Other Governmental Revenues	-	
4XXX-5XXX	Charges for Services	-	
5310	Client Fees	-	
60XX	Interest	-	
6XXX	Use of Money & Property	-	
8XXX	Miscellaneous	-	
9040	Other Budgetary Funds (Polk Only)	-	
		-	
	State Funds		\$ -
21XX	State Tax Credits	-	
22XX	Other State Replacement Credits	-	
2250	MHDS Equalization	-	
24XX	State/Federal pass thru Revenue	-	
2644	MHDS Allowed Growth // State Gen. Funds	-	
29XX	Payment in Lieu of taxes	-	
		-	
	Federal Funds		\$ -
2344	Social services block grant	-	
2345	Medicaid	-	
	Other	-	
	Total Revenues		\$ 2,607,256
		-	

Total Funds Available for FY21	\$3,654,227
FY21 Projected Regional Expenditures	\$2,770,467
Projected Fund Balance as of 6/30/21	\$883,760

Table E. County Levies

County	2018 Est. Pop.	Regional Per Capita	FY21 Max Levy	FY21 Actual Levy	Actual Levy Per Capita
Audubon	5,506	25.84	144,136	0	0.00
Dallas	90,180	25.84	2,254,152	2,330,251	25.84
Guthrie	10,720	25.84	272,713	277,005	25.84
Total XXXX Region	106,406		2,674,001	2,607,256	

G. Financial Forecasting Measures

The following is a description of the financial forecasting measures used by Heart of Iowa Community Services in the identification of service need and funding necessary for services.

The major expense in the HICS Region continues to be Crisis Services. This is a Medicaid funded service but the Region continues to fill in the gap where the Managed Care Organizations (MCOs) fail to fund. It appears that mobile crisis will not have an appropriate mechanism to be funded by the MCOs due to not always being able to determine a diagnosis on scene with an individual in crisis. I don't believe that was the original intent as there was a workgroup to develop codes for the funding mechanism for this service.

HICS Region has had Crisis Stabilization Residential Services (CSRS) since August 2015. From August 2015 to October 2018, HICS fully funded the CSRS. This contributed to the depletion of the region's fund balance. Though MCOs did begin to pay in October 2018, the process is cumbersome and the crisis center is not fully funded by Medicaid/MCOs. We are however, seeing progress.

In FY21, we anticipate the budget needs to be approximately \$500,000 less than FY20. The Region reduced funding in areas of transportation to work, rent, etc., in order to meet what we are able to levy. HICS is able to levy approximately \$2.6 million and the budget need has been around \$3.4 million. Priorities within the region have been rearranged in order to adjust the budget needs to the amount the region is able to levy.

HICS has no plans to reduce services for FY21. Currently, the ACT team that serves HICS is only serving parts of Dallas County. HICS would like to work with SWIMHC to develop an ACT team to work with all of the Region. They are the Mental Health Center serving the entire region and feel they could assist in that area. This would require minimal additional funding if they were able to access the Community Mental Health Center Block Grant that has been designated to a different Mental Health Center outside of the Region.

HICS has been providing and funding children's behavioral health services for several years now. The region already has staff in place for resource, referral, and service coordination. At this point, HICS has spent on average less than \$100,000 per year for Children's services. It is unknown how the impact of the change to children being able to access funding if the family does cost sharing up to 500% of FPL as the region previously limited the family to 200% of FPL.

The region does have concerns about completely eliminating the fund balance. At times, it is necessary to assist a provider in moving into the region as services can be limited and accessing them can be delayed if they if there is no presence in an area. Utilizing regional funds to create that access can speed things up immensely or assist a provider when their funding has been delayed. It creates access where there hasn't been any. Regions can be extremely valuable at those times.

Levy concerns continue for HICS Region. HICS continues to be the lowest levy rate in the state and contains the fastest growing county in the state. HICS is hopeful that something can be done to give the ability to levy at a higher rate. From July 2014 to June 2018, HICS noted that on average 150 new utilizers accessed regional funding. From July 2018 to June 2019, it can be noted that HICS reached a new high of 400 new utilizers of regional funding. This is very concerning is the region cannot levy enough to keep up with funding needs.

H. Provider Reimbursement Provisions

The following is a description of the types of funding used by Heart of Iowa Community Services Region.

- **Fee for service:** This type of funding is utilized for mental health services, crisis services, community services, employment services, peer support services, etc., for anything involving an individual receiving a service. The Region will contract with MHDS providers whose base of operation is within the region. HICS may also honor contracts that other regions have with their local providers or may choose to contract with providers outside of the region. A contract may not be required with providers that provide one-time or as needed services. A fee for service approach will be utilized in most provider contracts outlining the services to be provided and the rate of reimbursement. All payments will be based on a pre-authorized request for service authorization with the exception of court ordered payments, such as civil commitment costs and crisis services.
- **Block grant payments:** HICS does not currently utilize this method of funding. All payments made by HICS are attributed to an individual unless it is an administrative cost.
- **Compensation for a “system of care” approach:** At this time, there is not provider utilizing this approach within HICS region.
- **Use of nontraditional providers:** This service is most often used when an individual is needing transportation or temporary housing. Transportation can be difficult in rural areas at odd hours and sometimes during daytime hours so the use of non-traditional providers is often necessary. Housing is sometimes needed in a hurry during a crisis. It is not always feasible to take someone to a homeless shelter in another region for a short term stay so a hotel or apartment in the region is needed for a short term stay. When a non-traditional provider arrangement is more appropriate than a fee for service approach with a contracted provider, the Coordinators of Disability Services will work with the region’s CEO to request such arrangements. A non-traditional provider may be an individual, organization and/or business who delivers services in the consumer’s home and/or other community setting. Non-traditional providers typically are individuals, organizations, or businesses which do not provide MHDS services as a part of their normal business. These services are not to provide treatment but are supportive and may be rehabilitative in focus, and are initiated when there is a reasonable likelihood that such services will benefit the consumer’s functioning, assist them in maintaining community tenure, and act as an alternative way to achieve the consumer’s stated goals or outcomes. A request for funding can be made by any consumer, or the consumer’s authorized representative, to utilize non-traditional providers for services as approved in the Regional Management Plan. Non-traditional providers may be subject to certain licensing, certification, accreditation or other state approval standards.
- **Incorporation of all funding sources for individuals including Medicaid:** Heart of Iowa Region is the funder of last resort. Whenever possible, service coordinators refer individuals to IHH to access Medicaid funding for services. At mental health centers, insurance is utilized prior to requesting funding from the region. If an individual is working with a service coordinator to access services, the coordinator assists the individual in applying for all benefits while accessing regional funding on a short term basis. The Region is responsible for ensuring that MHDS services are available to all residents of the region regardless of funding source. Heart of Iowa Region will ensure that individuals apply for all funding sources prior to accessing regional funding, including private insurance, Medicaid, Medicare and other funding mechanisms which ensure that individuals and their families are able to optimally live, work, and recreate in integrated communities of their choice.