

COUNTY RURAL OFFICES OF SOCIAL SERVICES
CROSS MHDS

CHILDREN'S BEHAVIORAL HEALTH SERVICES
IMPLEMENTATION PLAN

PREPARED BY:

CROSS MHDS
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SUBMITTED
03/31/2020

GEOGRAPHIC AREA: *Clarke, Decatur, Lucas, Marion, Monroe, Ringgold, Wayne*

APPROVED BY ADVISORY BOARD: 02/07/2020

APPROVED BY GOVERNING BOARD: 03/31/2020

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CHILDREN’S BEHAVIORAL HEALTH SERVICES IMPLEMENTATION PLAN

Each mental health and disability services region shall submit to the department of human services an implementation plan to implement the children’s behavioral health services described under section 331.397A, as enacted in HF690, no later than April 1, 2020.

A. Creating A Regional Children’s Advisory Committee

The Region values community stakeholder input and is in the planning stages of developing a plan to establish a Regional Children’s Behavioral Health Services Advisory Committee.

1. Process and Time Frames

Targeted Completion Date	Activity
July–December 2019	Region staff attend local children stakeholder groups/meetings already taking place within the region. Meetings may include but not be limited to; <ul style="list-style-type: none"> • Clarke County Prevent Child Abuse Council (4th Thursday of each month) • Clarke County Community Partner Meeting (4th Thursday of each month) • Clarke County Care Coordination Meeting (1st Thursday of each month) • Decatur County Interagency Meeting (1st Tuesday of each month) • Lamoni Safe Coalition (3rd Thursday of each month) • Lucas County Human Resource Exchange Council (1st Thursday or every other month) • Children and Families First of Lucas County (4th Thursday of each month) • Wayne County Interagency and Prevent Child Abuse Council (1st Thursday of each month) • Monroe County CPPC and Community Partner Meeting (3rd Wednesday of each month) • Marion County Community Partner Provider Meeting (1st Monday of each month) • Marion County Wellness Coalition (1st Thursday of each month) • Ringgold County Interagency Meeting (1st Monday of every other month)
October 2019	The Technical Assistance Committee (TAC) comprised of region staff meet to identify stakeholders the Region can partner with to develop the committee and plan.
October – November 2019	TAC team engage prospective members of the children’s advisory committee via phone, in person and email.
December 2019	Send personalized invites to prospective members of the children’s advisory committee for first meeting to be held January 2020.
February 2020	Children’s Advisory Committee Meeting. Agenda and discussion may include but not be limited to; <ul style="list-style-type: none"> • Completion of committee membership form to be submitted to governing board • Current service system and needs • Legislation and Rules • Planning and implementation for services July 1, 2020.
March 2020	The CROSS Governing board will be presented the committee membership forms to formally designate representatives to the Children’s Advisory Committee.
May 2020	Children’s Advisory Committee Meeting. Agenda and discussion may include but not be limited to; <ul style="list-style-type: none"> • Current service system and needs • Legislation and Rules • Planning and implementation for services July 1, 2020.

May 2020	The regional children's behavioral health services advisory committee will designate Governing Board representation for: (a) a parent/actively involved relative of a child who utilizes children's behavioral health services; (b) the educational system; and (c) a regional children's behavioral health services provider. These representative recommendations will be presented for governing board approval May 2020 to begin service to the board July 2021.
FY2021	The Children's Advisory Committee will meet at minimum quarterly during FY21.

2. Regional Children's Advisory Committee

Member	Representing
TBD	Parents/Actively Involved Relatives of a Child who Utilizes Children's Behavioral Health Services
Angela Nelson Student Service Coordinator, Knoxville Community Schools Kimberly Elsberry School Counselor, Central Decatur School District Alan Schwarte, Great Prairie AEA Regional Director	The Education System
Vicki Sickels ECI Director, Kids First Communities and Quad Counties 4 Kids	Early Childhood Advocates
Patricia PJ West MIECHV Program Manager Community Health Consultant, IDPH	Child Welfare Advocates
TBD	Children's Behavioral Health Service Providers
Kristi Dodson, Juvenile Court Officer	The Juvenile Court System
Dr. Wilson	Pediatricians
TBD	Child Care Providers
Rob Haley Ringgold County Sheriff Kyle Keller Resource Officer, Knoxville Police Department	Local Law Enforcement
Marvin McCann	Regional Governing Board

B. Regional Governance Board Changes

The Regional Governing Board is ultimately responsible for: (a) the advancement of a regional management plan; (b) the development of access to a regional service system for adults with mental illness, intellectual disabilities, and developmental disabilities as well as to children with serious emotional disturbances; and (c) the administration of the non-Medicaid funded Mental Health Disability Services (MHDS) and children's behavioral health services as outlined in Iowa Code. The Region is in the planning stages of identifying the time frames to change the Regional Governance Board composition.

1. Process and Time Frames

Targeted Completion Date	Activity
September 24, 2019	The CROSS Governing Board voted to approve to amend the Regional 28E agreement and bylaws. A full explanation of changes can be found in the attached document. Summary of changes made to the 28E are listed in table C.1 of this document.

October–May 2020	The CROSS Region will develop and form a Children’s Advisory Committee as outlined in table A 1. of this document. The Children’s Advisory Committee will recommend in May 2020 to the governing board members of the advisory committee that fulfill the following roles on the governing board; <ul style="list-style-type: none"> • Parents/Actively Involved Relatives of a Child who Utilizes Children’s Behavioral Health Services (voting member). • The Regional Education System (voting member). • Regional Children’s Behavioral Health Service Providers (non–voting member).
July 2020	The newly appointed members of the Governing Board will officially begin serving the board July 2020 thru December 2020.
November–December 2020	To align with the appointment of the adult advisory members the Children’s Advisory Committee will review the governing board recommendations and either recommend reappointed for the full two–year term or recommend new membership to the governing board.
January 2021	The Governing Board will appoint the aforementioned representatives for the Children’s Behavioral Health system to the governing board for the full term of their appointment.

2. Regional Governing Board

<u>Member</u>	<u>Representing</u>	<u>Voting Member</u>
Marvin McCann	Clarke County Board of Supervisors	Yes
Bob Bell	Decatur County Board of Supervisors	Yes
Dennis Smith	Lucas County Board of Supervisors	Yes
Mark Raymie	Marion County Board of Supervisors	Yes
Denny Amoss	Monroe County Board of Supervisors	Yes
Ron Landphair	Ringgold County Board of Supervisors	Yes
Don Seams	Wayne County Board of Supervisors	Yes
Terrance Horn	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
Conni Dunsmore	Optimae Life Services–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

C. Regional 28E Agreement Amendment

There is an existing regional 28E agreement between the counties in The Region.

1. Process and Time Frames

Targeted Completion Date	Activity
September 24, 2019	<p>The CROSS Governing Board voted to approve to amend the Regional 28E agreement. A full explanation of changes can be found in the attached document. Summary of changes made include:</p> <ul style="list-style-type: none"> • <i>Page 1 heading: change language of third to fourth</i> • <i>Page 1 Section 2 Heading: Add verbiage of children to the paragraph under heading section 2 "purpose and goals"</i> • <i>Page 2 Section 4.1 (b): Remove at least and ex-officio language.</i> • <i>Page 2 Section 4.1 (c): Remove at least and add verbiage "adult" to service provider descriptor.</i> • <i>Page 2 Section 4.1: Add letter d, describing addition of the ex-officio children's provider representative on the governing board.</i> • <i>Page 3 Section 4.1: Add letter e, describing addition of the education member representative on the governing board.</i> • <i>Page 3 Section 4.1: Add letter f, describing addition of the parent or family member of a child representative on the governing board.</i> • <i>Page 3 Section 4.3: strike language of county and county appointed. Change quorum number from 4 to 6 voting members.</i> • <i>Page 4 Section 4.4: Inserted language identifying only elected officials may serve as the chair and vice chair of the governing board.</i> • <i>Page 5 Section 4.7: specify adult advisory committee, change wording from individuals to adults. Strike ex-officio language. Add description of membership of the children's advisory committee</i> • <i>Page 6 -7 Section 5.2: Add decisions that require member votes to include; permission of new member counties, remove member county, terminate or amend the 28E, dissolution of the region.</i> • <i>Page 9 Section 6.3: Add children's behavioral health coordinator position to staff of the region.</i>
September-October 2019	Obtain all required approvals/signatures from member county Board of Supervisors and filed with county recorder.
November 2019	File the Regional 28E agreement with the Secretary of State.

D. Regional Staff Changes

The Region is in the planning stages of identifying staffing needs by the Region to implement the new children's behavioral health services coordinator requirements and other anticipated staffing needs, including timeframes.

1. Process and Time Frames

Targeted Completion Date	Activity

September 24, 2019	The CROSS Governing Board reviewed the job description, job posting and approved hiring of a Children's Coordinator.
October 8, 2019	Children's Behavioral Health Coordinator position posted.
October- November 2019	Interview committee convenes and reviews applicants, schedules and holds interviews.
November 2019	Offer position to selected candidate based on aforementioned activity.
January 13, 2020	Start date of Children's Coordinator.

E. Regional Management Plan Changes

The Region is in the planning stages of identifying the timelines and integration of the new children's behavioral health services requirements into the Regional Policies and Procedures Manual and the Regional Annual Service and Budget Plan.

1. Process and Time Frames – Regional Policies and Procedures Manual

<u>Targeted Completion Date</u>	<u>Activity</u>
February 2020	Amend the Regional Policies and Procedures Manual. Changes include; <ul style="list-style-type: none"> • <i>Application and enrollment procedures including diagnostic and financial eligibility (including copayments, statewide sliding scale) for children requesting behavioral health services.</i> • <i>Changes in the information technology and data management system to incorporate children.</i> • <i>Addition of "education" to performance and outcome measures for targeted case management and service coordination services.</i> • <i>Review and update regional waiting list policy.</i> • <i>Update terms and definitions.</i>
March 2020	Submit Amended Regional Policies and Procedures to Advisory Boards for approval.
March 2020	Submit Amended Regional Policies and Procedures to Governing Board for approval.
April 2020	Submit Amended Regional Policies and Procedures to DHS for approval. (Rules require Regions to submit the amendments to DHS 45 days prior to implementation.)

2. Process and Time Frames – Annual Service and Budget Plan

<u>Targeted Completion Date</u>	<u>Activity</u>	<u>Resources (Low-Medium-High Staff Time, Funding, Etc.)</u>
April 1, 2020	Update the Annual Service and Budget Plan framework and submit completed plan. <i>The following information will be added to the Region's FY21 Annual Service and Budget Plan:</i> <ul style="list-style-type: none"> • <i>Identify the local access points for the children's behavioral health services.</i> • <i>Identify service coordination entities for the children seeking services regardless of funding source.</i> • <i>Identify Regional children's behavioral health core services and planned implementation time frames.</i> • <i>Identify and budget for required core children's behavioral health services</i> • <i>Identify the children's behavioral health services provider network.</i> 	Low-Medium