

Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
December 17, 2015

Members Present: Brent Schleisman, Sue Frice, Hans Trousil, Mark Huston, and Gary Folluo

Staff Present: Mike Norris, Jeff Hanan, Zach James, Nicole Baker, Lori Gilpin, and Debbie Laughlin

Call to order at 12:03 p.m.

Agenda Approval

Motion by Frice to approve the December 17, 2015 agenda, second by Trousil. All Ayes, motion carried.

CONSENT AGENDA APPROVAL

Norris highlighted his directors report and stated that warm weather has put SEIRPC ahead in regard to utility costs. Norris attended the Mid-America Economic Development Consortium (MAEDC) conference in Chicago which was focused on site selection, economic development trends, and networking with peers. Regional issues were discussed with economic developers in our region, and opportunities were highlighted. SEIRPC recently received delivery of the first of four new buses. Our financials are on track, however, reimbursements will be down between now and March. SEIRPC staff decided to do a joint gift project for the Burlington Care Center. Gilpin headed it up and stated that the Burlington Care Center Director said this was the first time in 28 years that every resident received a gift for Christmas. Motion by Trousil to accept the consent agenda, second by Huston. All Ayes, motion carried.

Old Business:

1. Facility Update: Norris stated that in following the board's directive in October, staff issued Requests for Interest (RFI), interviewed candidates, and we are moving forward with Poepping, Stone, Bach and Associates (PSBA) to do the preliminary design and planning work for a new SEIBUS facility. The idea is to do a feasibility analysis with alternatives for a facility on the SEIRPC grounds. Many planning inputs will be discussed with the engineer/architect, such as present and future system size and proximate units to SEIRPC home office; present and future maintenance and washing needs; expandability options; street access; budget and available sources; and other design considerations. Alternatives and cost estimate of the most efficient option will be presented to the SEIRPC board in February. No action Necessary.
2. Housing, Inc. Update: Norris stated that Southeast Iowa Housing, Inc. is moving forward on its first project in southeast Iowa. Housing, Inc. plans to enter into an

agreement with the City of Mount Pleasant to develop a 1,400 square foot single family home on a vacant, city-owned lot. Using available resources and bidding out new construction of a home to be sold to a low-to-moderate income family. A family of four making \$49,450 would qualify to purchase the three bedroom, ranch style home with an attached garage, the low bid was \$139,600. Great River Housing, Inc. has agreed to help us with \$25,000 development assistance. No action Necessary.

New Business:

1. Medicaid Update: Norris stated that SEIBUS is a Medicaid provider for transportation services. SEIBUS provides both waiver and non-waiver services. The Medicaid services account for 35% of total revenue and over half of total expenses. The State of Iowa has decided to privatize Medicaid services through a Request for Proposal process. There are four Managed Care Organizations (MCO's) that were awarded equal parts of the Medicaid pie. SEIRPC will be expected to work with all four MCO's, and we have three contracts signed so far. The impact on SEIRPC is expected to be higher expenses to provide Medicaid services; and an unknown demand for future services. A Manpower employee has been engaged to assist with data input to the various portals, etc. Other added expenses include implementing new driver trainings; background checks; carefully negotiating rates to be competitive, yet consider additional costs; and added data collection procedures for billing and tracking purposes. Schleisman asked of there were any problems with the union on this. Baker said the main concern was that they require signatures from clients, and she is working on waiving the signature request. One company has agreed to do that. No action necessary.
2. Transit Assistant Job Description: Norris stated that the upcoming Medicaid changes will require more work than is possible to complete with current staff. Additional pieces of information are required through the new Medicaid contracts describing every ride and the performance of every ride provided. A new position description, which is an administrative position working with the Transit Scheduler, Transit Director, and Finance Director to collect and enter statistical and billing information on Medicaid primarily, and other duties as assigned in the future. To start with, we have engaged with a temporary staffing agency to secure an employee to begin training in the near future. The temporary engagement will last about 500 hours at 25 hours per week. After the initial learning phase for all involved, it will be clearer what actual hours this position will require. Brent questioned if the cost would be absorbed with fees, and Norris agreed that they would. Trousil made a motion to approve the Transit Assistant Job Description, second by Huston. All ayes, motion carried.

MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by Trousil.

Second by Frice. All Ayes

Meeting adjourned at 12:33 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____