



**Siouxland Human Investment Partnership (SHIP)
Board Meeting Minutes**

March 15, 2024

“Subject to Board Approval”

Siouxland Human Investment Partnership (SHIP) is the Early Childhood Iowa Board for Ida and Woodbury Counties, and the Decategorization Board for Woodbury County. The minutes document the transactions of the Board in their fulfillment of these roles and where possible, the minutes reflect the actions of the Board specific to their respective roles.

Board Member	Present:	Board Member	Present:
Jessica Ryan (Chair)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Karen Mackey	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Dan Bittinger (Vice-chair)	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Sheila Martin	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Leah Knapp (Treasurer)	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Jarod Mozer	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Dr. Kim Buryanek (Secretary)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Rex Mueller	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Tom Bouska	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Gary Niles	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Shelley Conover	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Matthew O’Kane	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Rocky DeWitt	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Allison Polley	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Rita Frahm	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	David Schmiedt	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Tim Kacena	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Barbara Small	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Treylla Lee	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Alex Watters	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

SHIP Staff	Present:
Matt Ohman	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Mindy Baylor	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Erin Binneboese	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Kerri Hall	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Joli Gehring	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Tami Nielsen	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Kim Jenkins	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Jenna Andrews	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Kim Brown	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

Guests:

- Anna Bertrand – Sky Ranch Behavioral Services
- Scotty Colt – BOOST GO
- Gary Fuentes – BOOST ReEntry
- Stacey Nelson – Eide Bailly
- Becky Shockley – Unity Point Health

1. Call to Order

Jessica Ryan

2. Action Items

A. Consensus Agenda

Jessica Ryan

- Board Minutes 2-16-24
- Executive Committee Minutes 2-16-24

Propose the Motion: Karen Mackey		Second Motion: Shelley Conover	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

B. SHIP Fiscal year 2023 Audit

Stacey Nelson

Stacey Nelson with Eide Bailly presented the FY 23 Audit

Matt noted that SHIP is in the process of writing a Management’s Response to the findings. SHIP will be reconvening the Finance Committee and recruiting more Board members with financial backgrounds, including a Treasurer to replace Leah when she terms off 6/30/24. The Treasurer will have more responsibilities moving forward in approving financial reports.

Propose the Motion – SHIP Executive Committee		Second Motion: Karen Mackey	
In Favor: 11	Opposed: 0	Abstaining: 1	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

C. Sky Ranch Behavioral Services – Consultation contract extension

Matt Ohman

**Sky Ranch Behavioral Services
Consultation Contract extension**

Sky Ranch Behavioral Services was awarded \$65,000 from DCAT via JCS in 2022-23. A portion of those funds were used to assist SRBS in attaining its Chapter 24 license for Behavioral Health Intervention Services (BHIS). This includes administration and clinical oversight with supervision that is required as part of the Chapter 24 license, as well as consultation and coaching, capacity-building and compliance. Consultant Heidi Kammer-Hodge, who was previously the Director of Family Access Center, has provided critical support and oversight for Executive Director, Anna Bertrand, and the organization. She has helped connect SRBS to all of the Managed Care Organizations for Substance Use and assisted in the attainment of the Chapter 24 license in 2023.

This proposal requests up to **\$30,000** from SHIP’s undesignated funds (currently at \$1,600,000) to continue these consultation services through June 30, 2025.

*other funding sources will be sought out for this project and, if awarded, will be utilized before the SHIP undesignated funds

Propose the Motion – Karen Mackey		Second Motion: Barb Small	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

D. BOOST GO lease

Matt Ohman/Scotty Colt

BOOST GO
Lease for 505 5th Street, Suite 520

The BOOST GO program would like to relocate their offices to the former Sky Ranch Behavioral Services office at 505 5th Street, Suite 520, which is 1,038 square feet. The annual rate for this space is \$9,000, or \$750 a month (the same as when Sky Ranch occupied the space). Utilities (electricity, heat, air conditioning, water service & garbage removal) are included.

The term of the lease is April 1, 2024 to March 31, 2026 – two years or \$18,000.

BOOST GO has the budget to afford this space for the term of the lease. The space would allow for more room for the three staff and the participants that utilize the space frequently. It would allow BOOST to also provide space for the Sky Ranch Violence Prevention specialists (2 staff) right in their own office, and only a few floors up from the main Sky Ranch office. It would provide needed confidentiality and would split the two BOOST programs so that they are not sharing limited space (when fully staffed they are on top of each other).

Propose the Motion – Tom Bouska		Second Motion: Karen Mackey	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

E. DCAT recommendation

Erin Binneboese

Woodbury County DCAT Committee Recommendations March 2024

- Amend contract DCAT1 24-004, Native Unit Wraparound, adding \$5,000 to support the need for increased services. The contract total will be \$25,000.

Propose the Motion – Karen Mackey		Second Motion: Tom Bouska	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

- Accept a transfer of funds from the Mahaska and Wapello Decategorization Project Governance Board to the Woodbury County Decategorization Project Governance Board. See next page...

Propose the Motion – Tom Bouska		Second Motion: Barb Small	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

- Amend contract DCAT1 24-014, Functional Family Therapy, increasing the value by \$24,000 to expand services into the 4th Judicial District. The contract total will be \$256,561. The costs are projected for Q4 of the fiscal year:

Salary/benefits: \$19,457
 Training/TA: \$1,900
 Office supplies/hardware: \$450
 IT services: \$80
 Phone: \$120
 Mileage: \$1,400
 Total: \$23,407

Dr. Kim Buryanek questioned the amount requested compared to the projected total.
 Erin Binneboese stated the difference for incidentals.

Propose the Motion – Gary Niles		Second Motion: Tom Bouska	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

- Approve a mini grant request up to \$2,800 for the purchase of food, water, snacks, and paper products needed to support nourishment for Native Youth Programming participants. Each Monday, Tuesday, and Wednesday the Urban Native Center hosts approximately 20 youth, ages 5-17yrs from 3:30pm-6:00pm. Staff and volunteers offer tutoring, mentoring, culturally enriching activities, as well as both evidence based and custom written curriculum. To finish the evening everyone enjoys a meal together, experiencing the richness of celebrating culture as a community.

Propose the Motion – Shelley Conover		Second Motion: Alex Watters	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

- Accept a transfer of funds from 3rd Judicial District to the Woodbury County Decategorization Project Governance Board.



ACTION ITEM - TOF
 FY24 dollars from 3rd

Propose the Motion – Karen Mackey		Second Motion: Alex Watters	
In Favor: 12	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

Tom Bouska left at 1:00pm

SHIP is applying for an Iowa Judicial Branch grant to continue providing Juvenile Court Care Coordination services to clients in the 3rd Judicial District

SHIP is applying for an Iowa Judicial Branch grant to continue providing Functional Family Therapy services for Juvenile Court clients in the 3rd Judicial District

SHIP is applying for an Iowa Judicial Branch grant to continue Education Transition services to Juvenile Court clients in the 3rd Judicial District.

Propose the Motion – Karen Mackey		Second Motion: Alex Watters	
In Favor: 11	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

F. Beyond the Bell Advisory Committee

Jenna Andrews

**Beyond the Bell
Advisory Committee**

Beyond the Bell is requesting that the SHIP Board of Directors designate a new Committee of the Board specifically for the Beyond the Bell program. The **Beyond the Bell Advisory Committee** would be composed of up to 2 SHIP Board members, representatives of the School Districts served by Beyond the Bell (currently Sioux City Community School District and Bishop Heelan Catholic Schools), program partners and potentially parents of students in Beyond the Bell.

The Advisory Committee would make recommendations on all issues relating to Beyond the Bell for approval by the SHIP Board. Current standing committees of the SHIP Board:

- Executive Committee
- DCAT Committee
- Early Childhood Iowa Committee – Ida County
- Early Childhood Iowa Committee – Woodbury Count

Propose the Motion – Karen Mackey		Second Motion: - Shelley Conover	
In Favor: 11	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

3. Discussion Items

- a. Beyond the Bell update
none

Jenna Andrews

- b. Director’s Report
Director’s Report – March 2024

Matt Ohman

New SHIP Team member

This month we welcomed Kim Brown to the SHIP office team! Kim has actually worked for SHIP for nearly 10 years at the Beyond the Bell location. We’ve moved Kim over to the SHIP office and under the direction of our Finance Director (Mindy). This will provide efficiencies and streamline our financial and accounting processes.

SHIP Mental Health Forum

SHIP had its second mental health forum at the Sioux City Public Museum on Friday, February 23rd. Kerri planned and coordinated this event, and hosted it, with assistance from Kim Jenkins and I, and support from the rest of the team. The panel of experts presented to our local legislators / policymakers on the current mental health crisis in our community, state and nation as well as specific gaps in services in our community. This is the second forum we've held on this topic, and Kerri and I are currently meeting with the Chamber to plan a third event hosted in collaboration with the Chamber, to take place in May.



Iowa Workforce Development Re-Entry Simulator

I joined SHIP's BOOST Program Directors (Scotty Colt and Gary Fuentes) on Monday, February 19th at Iowa Works for a Re-Entry simulator. The IWD staff were the participants going through the simulation, and the three of us were posing as service providers. My job was as the social services agency – I worked with individuals applying for food stamps, rent assistance, social security and vocational rehab. My table wasn't very busy, as very few of the participants had the three required forms of ID, and most of them weren't eligible for any assistance either, as they had felony charges. It was a fun and educational experience.

Beyond the Bell SWOT Analysis

I met with the Beyond the Bell leadership team on February 21st and led them in a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis with them on their program, breaking it out into strategic categories and getting their brainstorming on how we can improve the program for the future. In the past, we have hired facilitators to do this work, but I have been through enough of them to feel comfortable leading our programs in this process. It is a really great opportunity for me to get feedback and input from staff, and foster a better relationship with each individual. I will continue this process with BTB, and will also start the process with our other programs in the next quarter.

Reading to Beyond the Bell students



On Friday, March 1st, Joli and I volunteered to read to students at Beyond the Bell programs. I entertained the kids at Sunnyside Elementary (the program is a combined site for Sunnyside and Nodland) and Joli entertained kids at South Sioux City's BTB site. I read Hubert's Hair-Raising Adventure interactively with the kids. At the end, I left two of my childhood books with the students and they gave me hand-written/drawn thank-you cards. This was a great opportunity, and I hope to do it again!

Grade Level Reading Presentation

Kerri and I presented to a Grade Level Reading collaborative with members from all over the country about our experiences facilitating the 0-3: Prime Age to Engage initiative on February 26th. Most of these professionals are working on starting initiatives in their own communities, and asked us some great questions about the opportunities and challenges that we faced.

BOOST Re-Entry Advisory Meeting

I attended a BOOST Re-Entry Advisory meeting on February 29th. Program partners from the Woodbury County Jail, RTF, Electronic Monitoring, Iowa Workforce, and Terry Medina all attended also. The program is in about its 8th month and is doing very well – we have 52 participants enrolled (of 100), 37 of which are currently employed and 20 of those employed over 90 days or more. 23 participants have earned training credentials, and 22 have transitioned out into independent living (apartment or home). Additionally, the program recently brought on two new staff as Lead Case Manager and Case Manager, respectively.

Meeting one on one with SHIP Board members

Every year, one of my goals is to meet with each SHIP Board member one on one, whether that's over lunch, coffee or just an in-person meeting. Over the last month, I've met with SHIP's Treasurer, Leah Knapp, and Becky Shockley, her co-worker at Unity Point who is a potential future SHIP Board member. Mindy and I also met with another candidate for the SHIP Board on March 11th.

c. Payroll Services Platform / RFP

Joli Gehring

Joli advised the Board of continued problems with corrupted files within our QuickBooks payroll system. We are looking at another platform to compare programs and costs.

d. Finances

Mindy Baylor



March Board meeting financials 2

e. Sky Ranch Behavioral Services – Line of Credit review

Mindy Baylor

Mindy and Anna presented an updated financial report and a list of progress and achievements for Fiscal Year 2024 to the Board. The line of credit extended to SRBS has not been used so far this Fiscal Year.



Sky Ranch Behavioral Services FY24.pdf

f. ECI & DCAT realignment update

Kerri Hall/Erin Binneboese



Iowa Legislative Updates 3-14-24 (1).

4. Future Agenda Items

a. There will be no April Board meeting – Matt and Kerri will be traveling to Washington D.C. with the Siouxland Chamber of Commerce to meet with legislators.

5. Communications and Other Audiences

SHIP was featured in the magazine Expand “Nonprofit Spotlight” volume 6 issue 2. Matt and Kerri were also interviewed on their live Facebook Spotlight.

Matt announced that Senator Joni Ernst will be visiting one of our Beyond the Bell sites and our SHIP office Friday, March 22nd 3pm-5pm. All are welcome to join us at the SHIP office.

6. Adjourn

Upcoming SHIP meetings & events:

Friday, May 17, 2024

SHIP Executive Committee Meeting	11:00 AM – 12:00 PM	SHIP office
SHIP Board Meeting	12:00 PM – 1:00 PM	SHIP office