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| **SERCC Executive Team Meeting**  **Date and Time: August 26th 3:30pm-4:30pm**  **Location:** [Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzMyZDQ5MGUtYTZjYi00YjZiLTllZTYtNGNhYWU2ZTQ4ZDcw%40thread.v2/0?context=%7b%22Tid%22%3a%223b13dafd-8985-4fad-8f2c-467a9832b60a%22%2c%22Oid%22%3a%22a8c3cb89-e6c8-4b3e-b4d4-1121107a3504%22%7d) |

**Agenda**

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| **Time CDT** | **Topic** | **Proponent(s)** | **Attachment** |
| 3:30 pm | Welcome | Chair-Dr. Sutor |  |
| 3:35 pm | Meetings-Hold on in-person? | All |  |
| 3:40 pm | SERCC Update   * Data * Overall, how have things been going so far? | Nicole |  |
| 4:00 pm | Case Scenarios   * Good Experiences * Pain Points * Transportation | Nicole |  |
| 4:20 pm | Finances   * July Revenue | All |  |
| 4:25 pm | General updates   * Outreach/tours * Facilities | Nicole/Tim |  |
| 4:30 pm | Adjourn | All |  |
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| Attendance: **Must have quorum to vote** |

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| **Member** |  | **Member** |  | **Voting Member** |  |
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X= attending; 0 = absent

Minutes of the June 24, 2021 SERCC Executive Board meeting.

Meeting called to order at 12:03 pm.

Since May 19th minutes were just sent will table approval of those minutes until next month in order for time to review.

If you and/or your staff want a tour of SERCC email Nicole. Tours will be provided by Nicole, Tim Hunter or other SERCC staff. Tours will start after July 4th. Think about not just your leadership but also the partner staff who will be making the actual referrals to SERCC. Maybe include some information regarding admission criteria, making referrals, walk-in process, etc. to hand out at tours. Nicole mentioned that similar information is in the process of being printed and can also go out in her next newsletter. Nicole Mucheck reported that we are looking at ribbon cutting and tour on July 20th. Some concern raised that the July 20th date is a conflict for multiple R10 Counties since Tuesday mornings are generally County Board meeting days. Tim connected back with the communications team about possible alternative date and/or time for the tour and ribbon cutting. Looking at July 22nd as a possible alternative date and/or stretching out the ribbon cutting ceremonies to accommodate schedules.

Hiring Update:

1 clinical supervisor position open – phone interview set for next week and also a back-up plan utilizing an internal staff person is in place if needed. Filled all full-time mental health practitioner and are looking at a couple part-time mental health practitioner positions/part-time DSP to cover time-off needs. Still looking for an over-night nurse position – looking for RN but thinking about using LPN for the over-night nurse. Will there be a lose of services using an LPN instead of RN? Can still admit and then would have 72 hours to complete the physical medical assessment. Nursing supervisor is a 24-hour on call access position – so the LPN could access the nursing supervisor – some concern regarding that on-call access. Will convene the nursing sub-committee to review the LPN v. RN idea and then make a recommendation to the Ex. Board. YSP are all filled – 16 staff onboarded on Monday. DSP – 7 hired with 5 offers out. Clinical case manager position filled. Nicole is very happy with the quality of hires, not only their experience but also their attitudes and excitement about the project. Thank you to Nicole and her team for the great news and energy around hiring. Another onboarding on July 6th which should then complete the SERCC team.

Standard Meeting:

In-person vs. virtually – knowing locations and time management virtual is easier for this group with some in-person meetings. Has been a good experience with this virtual platform. Possible having a quarterly meeting in-person to allow for presentation/data purposes? Still having virtual options at in-person meeting to allow for public participation. Discussing a possible evening meeting for the in-person quarterly meetings and or monthly virtual meetings. Tim will be sending out another poll regarding standard meeting date and time.

Building Update:

Full license certifications cannot go through until the final inspection has been signed. Facilities is pushing the contractor about the final inspection. The temporary inspection certification will be extended and will sign off on the DHS forms. Due to the possible government shut-down the timing of license depends on the fire marshal and inspection certification. Fire marshal will be in on June 30th. DHS will give verbal and written/email license based on our temporary certificate of occupancy and even if there is a shut down the license will be active when our temporary certificate of occupancy becomes permanent.

Transportation:

Concerns around how SERCC clients will get home once stabilized. Tim Hunter connected with Dakota County who is using Lyft in a pilot project for waiver clients. Should we add a line item to the budget for transportation using ride share such as Lyft? Then working with ride share parties to make this service billable. What about the liability concerns? SERCC would fund the ride but each client would set up their own ride-share ride so liability would be on the client themselves. Would like to track usage, distance, cost, etc. to determine if this could be used for other mental health transportation needs. There would be an age limit on using this service for children – unless there is a parent/guardian with the child at the time of needing a ride home. Would look into other funding options for transportation. Dr. Clements moves and Sean Kinsella seconds to add a transportation line item to the budget for a ride-share pilot, motion passed unanimously.

Motion to adjourn made my Nina Arneson and second by Sean Kinsella, passed unanimously and meeting ended at 1pm.