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| **SERCC Executive Team Meeting**  **Date and Time: February 11, 21, 3:30pm-5:00pm**  **Location: Teams Virtual Room** |

**Agenda**

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| **Time CDT** | **Topic** | **Proponent(s)** | **Attachment** |
| 3:30 pm | Welcome | Chair-Dr. Sutor |  |
| 3:35 pm | Minutes | All |  |
| 3:40 pm | Certifications/License Updates | Margaret/Nicole/All |  |
| 3:50 pm | Hiring Status | Margaret/Nicole |  |
| 3:55 pm | Committee updates   * Policy Manual * Admin/Practices * Clinical Oversight * Communications * Outcomes/Measures | Tim/Amy/Margaret/Nicole |  |
| 4:20 | Governance agreement | Amy/All |  |
| 4:45 | Executive Director Notes   * Standing item? | Nicole |  |
| 5:00 pm | Adjourn | All |  |
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| Attendance: **Must have quorum to vote** |

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| **Member** |  | **Member** |  | **Voting Member** |  |
| Amy Becker |  |  |  | Dr. Sutor |  |
| Margaret Vimont |  |  |  | Heather Johnson |  |
| Nicole Mucheck |  |  |  | Nina Arneson |  |
| Ashley Rosival |  |  |  | Dr. Clements |  |
| Clare Larsen |  |  |  | Dr. Hoffman |  |
| Wendy Moore |  |  |  | Sean Kinsella |  |
| Leota Lind |  |  |  | Amy Thompson |  |
| Mika Baer |  |  |  |  |  |
| Erin Sexton |  |  |  |  |  |
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X= attending; 0 = absent

Minutes of the February 11, 2021 SERCC Executive Board meeting.

Meeting called to order at 3:32pm.

Minutes from the January 12th meeting motion to approve made by Dr. Hoffman moved and Heather Johnson and unanimously passed.

License/Credentialing Updates:

MDH is reviewing supervised living facility license – cannot be finalized/approved until building is complete. IRTS and Children Residential license have been submitted. Some credentialing and approval processes cannot be finalized until the building is completed. Starting conversations around starting services and billing sources being used while waiting for the credentialing and license processes to be completed. Executive Board is supportive of beginning services and look at how to handle the billing concerns. Will be discussing this idea with finance committee and looking at possible solutions. Also, will be looking into what services are MA funded and which services are not and can be billed for prior to completion of credentialing/license processes. Current timeline is that construction will be ready for move in by end of March/early April, Tim Hunter will connect with APX regarding timeline of when to get fire marshal into SERCC.

Hiring Update:

Positions are posted and setting up phone screens for some positions. Still struggling for clinical supervisor, RN supervisor and mobile crisis coordinator positions applicants. Have been networking with colleges and received greater access to possible applicants through Indeed. Looking into posting the job links to various websites/open boards such as MDH, DHS, etc.

Committee Updates:

Looking into shifting the committees from policy work into procedural work. Nicole Mucheck and Tim Hunter are working on an outreach presentation for regional community partners such as law enforcement and ambulance services for input into the procedures of SERCC. Forms will be developed and reviewed. Connected with nursing subgroup and Olmsted Medical Center staff joining nursing group since the OMC ED is so conveniently located for medical care. Also, must consider the ED that would be considered in-network when transporting whether for medical or mental health care. Regarding nursing committee, looking into screening tool and possibly shifting the meeting for better attendance. Clinical committee started risk and triage conversation looking at in-take to residential admission and what would qualify an individual moving into the residential part of SERCC. Modalities of treatment were discussed in a second small group. Function assessment (CAT) was reviewed and discussed in the third small group with further discussion needed regarding other tools that may need to be used along with the CAT. First Outcome and Measures meeting was held, established a broad perspective, and will begin looking at the structure of outcome and measures matrix. COVID discussion was tabled from the end of 2020 and do we need to begin having the COVID discussion and begin working on the COVID protocols for once SERCC opens. Infection prevention and control staff from Mayo would be willing to help, Dr. Clements will reach out to this staff for initial conversation with a possible walk-through maybe in March. Nexus staff will begin pulling together COVID policies/procedures from other facilities within their network.

Governance Agreement Update:

Minor changes to both the GA and Attachment A and the Executive Committee will review the changes and then email Amy Becker with concerns/questions and/or approval of changes. The Ex. Committee will table a vote on the changes until next meeting.

Director’s Update:

Thanks everyone for connections and most of the updates were provided as part of previous agenda items.

Motion to adjourn made by Dr. Clements and seconded by Dr. Hoffman and passed unanimously.

Meeting ended at 4:30pm.