

**Executive Board**

* **Mayo**

Dr. Bruce Sutor \*

Dr. Casey Clements \* (Chair)

Erin Sexton \*\*

Clare Larsen

Wendy Moore

* **Olmsted Medical Center**

Dr. James Hoffmann \*

* **Olmsted County**

Amy Rauchwarter \*\*

Amy Becker

Amy Thompson \*

* **SE MN NAMI**

Jennifer Becker \*

* **SE AMHI**

John Pugleasa

Tara Reich

Laura Sutherland

Wanda Berg

Eric Musungayi

* **UCARE**

Rob Burkhardt

Lynn Price

Michelle Luehring

* **SCHA**

Leota Lind

Ruth Boubin

* **Blue Plus**

Beth Nelson

Jennifer Jiang

Ashley Rosival

Foua Khang

* **NEXUS Leadership**

Margaret Vimont, Vice President

Nicole Mucheck, Executive Director

Mindi Zamzow, Finance Director

Ken Varble, Controller

Jamie Swift, Clinical Supervisor

\* Voting Member

\*\*Alternative Voting Member

**Executive Board Minutes**

**August 22, 2024**

Meeting called to order at 3:32 pm by Chair Casey Clements.

All those in attendance introduced themselves.

Voting Members: Non-Voting Members:

Amy Thompson Amy Becker

Jennifer Becker James Johnson

Casey Clements Ruth Boubin

Bruce Sutor John Pugleasa

James Hoffman Maggie Fort

 Nicole Mucheck

 Mindi Zamzow

 Leota Lind

 Candace Dammen

 Carly White

 Jamie Swift

 Erin Sexton

 Amy Rauchwarter

Approval of Agenda – no quorum so no vote was taken.

Approval of minutes – no quorum so no vote was taken.

Finance Committee – Nicole Mucheck reported that the finance committee charter has been sent and should be reviewed by the Ex Board. A vote on the charter will take place once quorum has been updated. Casey Clements asked a clarifying question around what updates were added and Nicole confirmed that membership language matches what the OPC charter states and what is in the current governance agreement. Both Bruce Sutor and James Hoffmann think the charter looks reasonable. The budget for 2025 will come forward at the September finance committee meeting.

Operational Practices Committee – Carly White updated that the OPC met earlier in August and while attendance was down due to changes in membership and vacations the committee did begin looking at the admissions process. The committee is wondering who should be co-chairs since the previous individuals are no longer participating in this committee. Casey Clements remembers the co-chairs still coming from the sponsoring agencies and is wondering if this is reasonable or not. So, if the new NAMI rep stays on as co-chair then someone from one of the remaining sponsoring agencies should be the other co-chair. Nexus will look for another co-chair from the remaining sponsoring agencies. Carly White will bring this to the committee next month and also noted that there is no representative from OMC on this committee. Casey Clements commented on if OMC psychiatry would be interested in participating. James Hoffmann asked that the details be sent to him to get a name for next month’s meeting.

Advisory Committee – There has not been meeting, next meeting will be September 11th but Nexus staff did draft a charter that the Advisory Committee will review in September and anticipate the charter will come the Ex Board also in September.

Finance Director’s Report – Mindi Zamzow presented the finance report starting with staffing and there are still open positions (13 in total) and then moved into the funding reports. The census reports indicate residential is close to budget for both adult and children. Bruce Sutor had a question around staffing and if being understaffed impacts the budget via overtime – Mindi indicated yes and can get the actual figures if needed. Bruce Sutor wonders if it will be better to shoot for over-staffing to account for this ongoing staffing shortage? Nicole Mucheck states that Nexus can review the data around over-staffing to counter overtime and how the financials of that look – will have that for the next meeting to review. IRTS update – Nicole Mucheck that they are waiting on one last health plan contract and anticipate operationalizing this hopefully in October. Nicole

Mucheck updated regarding the philanthropy report – did receive a grant specific to workplace safety such as additional cameras and some safety training for staff. There has been outreach to the faith communities in the area and explored opportunities to increase visibility in Olmsted. The Building Connections event went well even if attendance was less than anticipated due to competing events in the area. Amy Thompson and James Hoffmann commented on the positiveness of the grants received and the outreach events. Casey Clements had a question around the expenses since July was higher than previous months – is this something that will continue? Nicole Mucheck commented that the increased children residential rate will help once that goes into effect and Nexus has met with the food vendor regarding the additional costs. Nexus will monitor expenses going forward. Question around the nursing placement fee and does that include a time commitment to the job – Mindi commented that the time commitment is usually 90 days but would need to review the contract to confirm.

Director’s Report – Nicole Mucheck began her update with staffing and stated that the team is excited to have the new nursing supervisor on board and how she is taking charge early. Have hired 2 mental health practitioners – one has come back after completing their bachelor's degree. There are still gaps in staffing. So far there has been a decrease in census at SERCC including the front end clinic services which has translated to a decrease in adult residential. Staff is still anticipating an increase to children residential once school starts. Nexus did anticipate the children residential drop within the budget and maybe should look at the adult residential late summer drop as part of the budget for next year. Nexus received a corrective action order from DHS regarding timely reporting of critical incidents as defined by DHS and all five of the critical incidents involved youth. Nicole assured the Ex Board that all youth involved received care after the critical incidents and parents/guardians were contacted for each youth and critical incident. Nexus is appealing two of the critical incidents that were part of the corrective action order on recommendation of DHS. Follow up regarding the administrative process does need to be updated/reviewed – as of now Nexus has started retraining staff regarding the critical incident process. Nicole Mucheck did speak with Casey Clements as chair upon receipt of the corrective action order and then again when the corrective action order made the news. Bruce Sutor asked about how many critical incidents have occurred that have been timely reported – Carly White commented that there have been 637 incidents documented but not all have been critical incidents. Is there room for education for front desk staff when taking calls from media? – Nicole confirmed that yes there has been conversations with the staff who answered the media call. Casey Clements commented that all facilities have these type of corrective action orders and James Hoffmann confirmed that. Amy Thompson commented about getting the awareness out as soon as possible to allow for help with messaging when the media is involved. Casey Clements did acknowledge that Nicole Mucheck did tell him, and he did not anticipate media so did not inform the rest of the Ex Board. Should there be some thought around communicating with community partners in a situation like this when the media becomes involved? Amy Thompson commented on how Olmsted has a standing SERCC item on targeted case management meetings to keep communication flowing with regards to highlight successes and also work through pain points. Bruce Sutor wonders what Jennifer Becker’s response to this situation is – Jennifer wonders about if there is an opportunity to educate media or have a follow up conversation with the media. Is there a way to communicate within the Ex Board to get a head of situations similar in the future? Casey Clements commented that he and/or Nicole Mucheck can bring this to the Ex Board’s attention as soon as they are made aware of the corrective actions and critical incidents. Bruce Sutor does think that the Ex Board should be made aware of critical incidents and corrective action orders as soon as possible. Erin Sexton and Amy Thompson agree that getting the information out sooner is better so partners can get a head of the messaging around the issue. Nicole Mucheck is wondering what notification will look like going forward since SE AMHI is no longer part of the governance structure and Amy Thompson confirmed that the new Olmsted County purchase of service agreement does include updated notification language. Nicole Mucheck brought up billing regarding mobile crisis response services and Nicole Mucheck will forward the original article regarding Ramsey County billing.

Governance Agreement Discussion - Amy Becker updated that there will be an amendment extending the original Governance Agreement by another 6 months ending 12/31/24. The current partners are discussing what this will look like going forward, most likely moving toward an advisory workgroup with more to come around that as meetings happen.

Meeting adjourned 4:58pm.