

**Substance Abuse Services for Clayton County, Inc.**

*A private non-profit corporation  
serving the people of Clayton County*



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[www.sas4cc.com](http://www.sas4cc.com)



# *ANNUAL REPORT*

## *FY 2019*

*July 1, 2018– June 30, 2019*

**Substance Abuse Services for Clayton County, Inc.**  
**Here to Serve...Here to Help**

Substance Abuse Services for Clayton County, Inc. (SASCC) is a community based and operated substance abuse agency that was founded in December 1981 by a concerned group of county citizens.

SASCC is a private non-profit agency that is primarily funded by state and county grants. Additional monies come from municipalities, donations and service fees.

SASCC's primary purpose is to provide education and assistance to the residents of Clayton County to inspire them to make positive decision regarding substances and choices and to ultimately lead healthy lives. We do this by offering accurate information, proven programming and support services which best meet the needs of Clayton County.

**Information Programs** – Our professional staff provides presentations on a wide variety of substance abuse and related topics such as: low risk drinking choices, consequences associated with binge drinking, drug-free workplace, how substance abuse impacts other areas of functioning, effects of substance abuse on families, recovery from chemical dependency, and interpersonal communications. Presentations are developed to meet the needs of the audience.

**Evaluation and support** – SASCC program director performs substance abuse evaluations for those charged with OWI or other substance related offenses. Evaluations are also available for work-related issues and for those who feel they may need help. Information and resources are available for family members and appropriate treatment referrals are made through our cooperative relationships with other agencies. Ongoing recovery services are available for those who have already received primary treatment and are in need of support.

**Education** – SASCC staff facilitates evidence-based programs for youth to provide accurate information and assist them in making positive choices. Examples include All-Stars, Life Skills and Draw the Line/Respect the Line. Other programs, such as Peer Helping, or specialty courses are available upon request.

**Consultation and collaboration** – Our staff are available for consultation and collaboration with businesses, healthcare agencies and community coalitions. We provide current resources, information and technical assistance to help communities and other entities more effectively address choices and problems associated with substance use and abuse. We are available to assist family members who are seeking help for their loved ones. SASCC staff also provides assistance in policy development.

Since its inception, SASCC has provided assistance and educational programs to thousands of people. We look forward to working with others to reduce this serious public health problem.

Behavioral Health is Essential to Health  
Prevention Works – People Recover – Treatment is Effective.

## SASCC Philosophy

It is the **mission** of Substance Abuse Services for Clayton County, Inc. to provide education and assistance to the residents of Clayton County to inspire them to make positive decision regarding substances and choices and to ultimately lead healthy lives.

It is our **vision** that SASCC will make a positive impact on the residents of Clayton County by offering accurate information, proven programming and support services which best meet the needs of Clayton County and the surrounding area.

It is our philosophy that strong community leadership is necessary to build the momentum and encourage community investment in the solution of its social and health problems. This is particularly true in the struggle against substance abuse.

SASCC prevention strategies, goals and objectives are based in the assumption of this philosophy.

### SUBSTANCE ABUSE PHILOSOPHY FOR CLAYTON COUNTY, IOWA

1. Alcohol and other drug dependencies are health problems needing evaluation and treatment.
2. Lawful, responsible use of alcohol is a right and privilege, and abusers of alcohol and other drugs need to face the consequences of their behavior.
3. The 'pursuit of happiness' in regards to substance use includes social responsibility. This means respecting the rights and welfare of others and their property.
4. Alcohol and other drug use can be harmful; therefore preventative education is necessary, especially for young people.
5. Other affected by alcohol and other drug abuse, especially families, need and deserve help.
6. Alcohol, other drugs, and driving do not mix and should not be tolerated.
7. Prospective parents should abstain from alcohol and other drugs.
8. Those who choose to or need to abstain should not be pressured to use alcohol and other drugs.

*The Clayton County Board of Supervisors initially endorsed a philosophy statement regarding alcohol/drug abuse on September 15, 1982 and updated that endorsement on April 22, 2013. This philosophy represents a set of principles used to provide direction to all that must deal with the reality of substance abuse in community life.*

**2018-2019**  
***Board of Directors***

- President:** Zach Herrmann, County Attorney, 16515 Cty. Rd. St. Olaf IA 52072  
Employed by Clayton County
- Vice – President:** Megan Schellhorn, Teacher, 308 N Page St. Monona IA 52159  
Employed by MFL MAR MAC School District &  
Outdoor Creations Landscape & Garden Ctr. & Floral
- Secretary:** Laurie Klosterboer, Retired., 619 C St. McGregor IA 52157
- Clayton Co. Supervisor:** Sharon Keehner, Clayton County Supervisor, 28636 Miners Creek Rd,  
Guttenberg, IA 52052 Employed by Clayton County
- Board Member: Maggie Tucker, Teacher, 202 Mechanic Street, Strawberry Point, IA  
52076 Employed by Starmont School District
- Board Member: Vickie Schmidt, Retired, 511A Westwood Dr, Strawberry Point, IA 52076
- Board Member: Laura Manson, Retired, 130 N. River Park Dr. Guttenberg IA 52052
- Board Member: Cathy Beck, Registered Nurse, 105 Kristine Ave. NE, Elkader, IA 52043  
Employed by Elkader Care Center
- Board Member: Tricia Koeller, Community Member, 131 Center St. McGregor IA 52157
- Outgoing Members:** Jay Moser, Retired, 908 Carter Street, Elkader IA 52043  
Ray Peterson, Clayton County Supervisor & Business owner,  
32126 Evergreen Rd, Elkader, IA 52043 Employed by Clayton County &  
owner of Ray’s Excavating LLC

No board members have a family relationship with any staff member.  
There are no owners or controlling parties.  
Conflict of interest –None reported/known

***Staff***

Program Director	Merry French
Prevention Coordinator	Adam Sadewasser
Admin Asst/Fiscal Specialist	Milly Stewart

**Board President's Message – FY19**

It was a challenging year, but another successful year of SASCC is in the books, my first as board president.

The infrastructure of SASCC was well-serviced by the auditing team of Hacker, Nelson & Co., P.C., out of Decorah, Iowa. SASCC received positive marks from the firm, as well as numerous helpful recommendations to strengthen the day-to-day operations, security, and reliability of the organization. The changes made have had a beneficial impact that should help further SASCC's long-term goals.

Staffing was an issue this year, as Patti Mittelstadt, the IPFS Coordinator, resigned in May 2019. The position remains unfilled, as well as the DFC Coordinator position. Adam Sadewasser continues to do an excellent job "in the field," and Merry French and Mildred Stewart have done an admirable job of keeping the organization strong behind the scenes.

It would be remiss of me if I did not mention the difficulties encountered as SASCC and the Clayton County Community Collaboration Council ("5C") have attempted to define their respective roles in the fiscal sponsorship agreement between the two organizations. Many meetings have been held without a clear delineation moving forward. It continues to be a challenge, but with both sides working towards the same goal of educating the community, I am confident that things will work out in the end.

Many thanks to the SASCC staff and the other members of the board for their continued hard work and support, as well as the Clayton County Board of Supervisors for the helpful resources they provide. Let's all work together to make 2020 a great year!

Sincerely,

Zach Herrmann  
SASCC Board President

**Program Director's Report - FY19**

This year Substance Abuse Services for Clayton County, Inc. (SASCC) underwent our first ever complete audit by an outside entity. Previously, SASCC has always remained under the income level needed to require such an audit. However, changes in the Iowa Department of Public Health (IDPH) general conditions made a yearly audit a requirement. Hacker-Nelson & Co. P.C. worked with agency staff to perform the audit. No material/severe deficiencies were noted as a result of the audit, though a significant deficiency regarding segregation of duties was noted. This is due, in part, to the fact that SASCC is a small agency. Hacker-Nelson provided a list of recommendations to address the issues and the Board of Directors and I have discussed the recommendations and taken additional measures to ensure the appropriate checks and balances are in place.

Once again, funding sources are changing. Since the 1990s, SASCC has been a recipient of the Comprehensive Substance Abuse Prevention grant, which allowed us to provide curriculum in schools and programming in the community. IDPH has been working for some years to integrate this funding with similar grants for treatment and prevention and this was finally accomplished in January 2019. The new Integrated Provider Network (IPN) grants pools funding for substance misuse prevention and treatment with gambling prevention and treatment in an effort to provide comprehensive services across service areas. Treatment agencies were required to take the lead in the new funding source and the grant was awarded to Northeast Iowa Behavioral Health (NEIBH) covering five counties, including Clayton. For several reasons, NEIBH chose to subcontract prevention services to Helping Services for Youth and Family for the entire area, rather than subcontracting with multiple agencies. SASCC staff will continue to provide prevention programming under other funding sources but Helping Services will also be providing some prevention services within Clayton County. Staff from all three agencies continue to meet on a regular basis to ensure there is no duplication or gaps in services.

This has been another unsettled year for the IPFS (Iowa Partnerships for Success) grant. Our IPFS Coordinator, Patti Mittelstadt resigned in May. With the grant projected to end in September 2019, the Iowa Department of Public Health (IDPH) worked with us to come up with a plan to finish the project. Rather than hiring a new coordinator with only months left, IDPH allowed SASCC to continue the project with our three current staff members. Adam and Milly were both willing to take on extra duties under the grant as they thought it was important to complete the work. I cannot thank them enough for rising to the task and being willing to work outside their comfort zones to further the objectives. Their dedication is greatly appreciated!

Drug Free Communities (DFC) Coordinator, Tracy Yelden resigned in December and this has been a challenging year for the DFC grant. As of this writing, the position remains unfilled and the project moves forward slowly with current staff and 5C coalition members struggling to complete objectives, while trying to determine specific roles and responsibilities. While this has proved difficult at times, the agency and the coalition have a long history of working together to

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educate the people of Clayton County and I believe this will continue to be a productive partnership.

Client assessments more than doubled in FY19 and we were happy to serve the people who come to us for assistance. They are one of the reasons the agency exists, as stated in our mission and vision statements!

While we live in an unsettled world, SASCC tries to do its part to enrich and improve the lives of Clayton County residents and I am thankful for the opportunity to be part of that.

Submitted by - Merry French, Program Director

### **Prevention Coordinator's Report - FY19**

The 2018-19 school year was filled with continued programming and new challenges. Since I work under multiple grants, I divide my programming into four categories; (Comp) Comprehensive Substance Abuse Prevention, Tobacco, IPFS Iowa Partnerships for the Future and County.

Going into the 2018 school year the agency knew that the COMP grant would end in December and all goals needed to be completed by the end of the first semester. My COMP programming in the high school consisted of sections of Drivers Ed classes at MFL Mar-Mac, Central and Clayton Ridge. All high school classes focused on brain development and impact on their future. In the middle school, I taught the All-Stars program to the 6<sup>th</sup>-8<sup>th</sup> grades at St. Mary. All-Stars is a three-year class that forces student to think about their future and set goals for themselves. Since there were a limited number of students, I taught 6-8<sup>th</sup> as an entire group. I provide weekly substance abuse prevention classes at Starmont for 9<sup>th</sup> and 7<sup>th</sup> grade health classes at Starmont, as well as, a weekly class at the alternative school in Elkader. This class was open to any student and if they completed the nine class sessions, they earned given a health credit. I also offered community based education during several HIPS (Hidden in Plain Site) events, in conjunction with the local coalition throughout the county. Education and resources were provided to over 25 health care professionals at Elkader and Guttenberg Hospitals. Finally, I provided RBST (Responsible Beverage Server Training) for those who serve alcohol at area businesses.

Tobacco prevention is centered on youth groups at area schools. The only school in the county that had a youth group is MFL Mar-Mac. The group has over 60 active members; the goal of the program is to bring awareness to tobacco prevention. The groups made signs to promote our group and held street marketing events at the school. 20 students from Clayton County attended the annual EWALU leadership day. This was the first year that the event included education about alcohol and drugs as well as tobacco. Fourth graders from Postville, MFL Mar-Mac, Central Elkader, Ed-Co and Clayton Ridge attended the annual safety fair at National and were educated about tobacco, nicotine facts and prevention. Iowa Quitline was promoted throughout the year and packets were given to area health providers in November promoting the Great American Smoke Out.

During Red Ribbon Week I provided programming to 6<sup>th</sup>-8<sup>th</sup> grades at Central, Clayton Ridge, MFL Mar-Mac and St. Mary. I used the time to talk about brain development and showed students how companies use advertisement to sell products like tobacco and alcohol to middle school aged student.

Life Skills was taught with fidelity to 6<sup>th</sup> grade at Starmont and Central. The program has a variety of topics that help students make healthy decisions and explore options as they grow.

Another year that was filled with several surprises and new opportunities that will lead to more programming and collaboration in the future.

-Submitted by Adam Sadewasser, Certified Prevention Specialist

**Donations and Memorials**

**FY 2019**

July 1, 2018 – June 30, 2019

**Business and Private**

Mary Newbern  
St. Paul's Lutheran Church Guttenberg W.E.L.C.A.  
Norway Lutheran Church W.E.L.C.A.  
Giving Assistant, Inc.

**County and Municipalities**

Clayton County  
City of Edgewood  
City of Elkader  
City of Farmersburg  
City of Guttenberg  
City of Luana  
City of Marquette  
City of McGregor  
City of Monona  
City of Osterdock  
City of St. Olaf  
City of Volga

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SASCC Balance Sheet FY19

	<u>Jun 30, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Freedom Bank Checking #***898	36,611.73
Freedom Bank MMS #***070	<u>87,785.06</u>
<b>Total Checking/Savings</b>	124,396.79
<b>Accounts Receivable</b>	
Accounts Receivable	15,748.89
Accrued interest	<u>230.85</u>
<b>Total Accounts Receivable</b>	15,979.74
<b>Other Current Assets</b>	
Petty Cash	40.00
Undeposited Funds	<u>125.00</u>
<b>Total Other Current Assets</b>	<u>165.00</u>
<b>Total Current Assets</b>	140,541.53
<b>Fixed Assets</b>	
Accum Depr.	-5,099.00
Furniture & Equipment	<u>9,503.00</u>
<b>Total Fixed Assets</b>	4,404.00
<b>Other Assets</b>	
Central State Bank CD ***254	5,128.23
Citizen State Bank CD ***799	11,304.92
Edward Jones - Long Term **0817	12,244.87
Edward Jones - State Bk Indian	25,312.50
Farmers Savings Bank CD #***180	12,542.64
Luana Savings Bank CD ***183	11,129.17
SSB - Peoples State CD #***380	<u>7,671.65</u>
<b>Total Other Assets</b>	<u>85,333.98</u>
<b>TOTAL ASSETS</b>	<u><u>230,279.51</u></u>

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**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

Accounts Payable 2,296.64

**Total Accounts Payable** 2,296.64

**Other Current Liabilities**

Other Award\_Town Hall 12.2019 750.00

Other Award\_Town Hall 2016 49.89

**Payroll Liabilities**

941 -Fed w/h and FICA 470.19

Sick Accrual 33,794.85

Vacation & Personal Accrual 13,077.77

Payroll Liabilities - Other -29,871.45

**Total Payroll Liabilities** 17,471.36

**Total Other Current Liabilities** 18,271.25

**Total Current Liabilities** 20,567.89

**Total Liabilities** 20,567.89

**Equity**

Unrestricted Net Assets 197,254.92

Net

Income 12,456.70

**Total Equity** 209,711.62

**TOTAL LIABILITIES & EQUITY** 230,279.51

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SASCC Profit & Loss FY19

	<u>Jul '18 - Jun 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Government Grants</b>	
Contributions In Kind	126,707.55
Government Grants - Other	<u>174,348.34</u>
<b>Total Government Grants</b>	301,055.89
<b>Other Types of Income</b>	
Donations	75.79
Interest Earned	1,766.40
Municipality	8,934.00
Other Types of Income - Other	<u>230.85</u>
<b>Total Other Types of Income</b>	11,007.04
<b>Program Income &amp; Fees</b>	
Clients	15,875.00
Schools	<u>32.50</u>
<b>Total Program Income &amp; Fees</b>	15,907.50
<b>Reimbursed Expenses</b>	
Advertising	3,523.20
Conference, Mtg, Training Tools	2,114.00
Contract Services	33,036.04
Facilities & Equipment/ R & M	1,770.80
Insurance-Liability, D and O	1,978.00
Memberships & Dues	400.00
Postage, Mailing Service	106.85
Printing & Copying	2,391.15
Rent	2,100.00
Supplies	3,997.19
Telephone, Telecommunications	2,882.04
Travel	
Airfare, Bags, Parking	1,601.65
Food	1,875.50
Lodging	2,165.37
Travel - Other	<u>2,620.74</u>
<b>Total Travel</b>	<u>8,263.26</u>
<b>Total Reimbursed Expenses</b>	<u>62,562.53</u>
<b>Total Income</b>	<u>390,532.96</u>
<b>Gross Profit</b>	390,532.96

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<b>Expense</b>		
<b>Operations</b>		
<b>Advertising Expenses</b>		
Contribution In Kind		2,128.00
Advertising Expenses - Other		<u>3,553.20</u>
<b>Total Advertising Expenses</b>		5,681.20
Conference, Mtg, Training Tools		2,406.07
Contract Services		34,430.97
Contribut. In Kind STAF\$/Fringe		12,738.56
Contribution In Kind - 5C Membe		53,944.95
Depreciation Expense		1,101.00
Facilities & Equipment/ R & M		1,770.80
Insurance - Liability, D and O		1,978.00
Memberships and Dues		400.00
Postage, Mailing Service		126.70
Printing and Copying		2,391.15
<b>Rent</b>		
Contrib. In Kind - Utilities		2,618.75
Contribution In Kind		53,790.50
Rent - Other		<u>2,100.00</u>
<b>Total Rent</b>		58,509.25
<b>Supplies</b>		
Contribution In Kind		227.48
Supplies - Other		<u>4,069.94</u>
<b>Total Supplies</b>		4,297.42
Telephone, Telecommunications		3,049.74
<b>Travel</b>		
Airfare, Bags, Parking		3,260.44
Contribution In Kind		1,259.31
Food Expense		1,884.33
Lodging		2,019.77
Travel - Other		<u>5,220.57</u>
<b>Total Travel</b>		13,644.42
<b>Wages</b>		
Accrued Sick		-305.65
Accrued Vacation & Personal		-2,131.19
Payroll Expenses		<u>184,042.87</u>
<b>Total Wages</b>		<u>181,606.03</u>
<b>Total Operations</b>		<u>378,076.26</u>
<b>Total Expense</b>		<u>378,076.26</u>
<b>Net Ordinary Income</b>		<u>12,456.70</u>
<b>Net Income</b>		<u><u>12,456.70</u></u>