

## MEMORANDUM

**TO:** NSRSN Advisory Board Members and  
All Interested Parties

**FROM:** Rae A. Benjamin, NSRSN Office Manager

**RE:** **Meeting Information**

**DATE:** April 7, 1999

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Please note the next meeting of the NSRSN Advisory Board will be held on:

**Tuesday April 13, 1999**  
**SKAGIT VALLEY COLLEGE**  
**Administration - Annex Board Room**  
**2405 E. College Way**  
**Mount Vernon, WA**  
**9:15 a.m.**

Please place the enclosed postcards on your dashboards and park in areas designated as "**SP**" (Student Parking) as indicated on the enclosed maps. I look forward to seeing you there.

Attached is the following:

Advisory Board Packet

**For Special Disability accommodation needs, please call Rae at (360)416-7013 ext, 22 at least 48 hours in advance.**

**NORTH SOUND REGIONAL SUPPORT NETWORK  
ADVISORY BOARD MEETING  
SKAGIT VALLEY COLLEGE – BOARD ROOM  
ADMINISTRATIVE ANNEX  
2405 EAST COLLEGE WAY  
Mount Vernon, WA 98273  
April 13, 1999  
9:15 a.m.**

**AGENDA**

1. Call to Order; Introductions
2. Revisions to the Agenda
3. Approval of March 1999 Minutes
4. Comments from the Public
5. Correspondence
6. Comments from the Chair
7. Executive Director's Report
  - a. Framework Report – Merle Adrian, NSRSN Executive Director
  - b. MIS Status Report - Bernie Hilgart, NSRSN MIS Interim Manager
  - c. Current Board Motions - Marcia Gunning, NSRSN Contract Compliance/Fiscal Manager
  - d. QRT Biannual Report – Francene Thompson, NSRSN OCA Manager
  - e. RFP Committee Update – Greg Long, NSRSN Assistant Director/Planner
  - f. 7.01 Plan Presentation – Sharri Dempsey, Native American Liaison
8. Advisory Board Budget
9. Other Reports
10. Other Business
11. Adjournment

**NOTE:** The next Advisory Board meeting is May 18th at the **Public Utility District Office**-Meeting Room, 1415 Freeway Drive in Mount Vernon beginning at 9:15 a.m.

**NORTH SOUND REGIONAL SUPPORT NETWORK  
ADVISORY BOARD MEETING  
Skagit Valley College - Board Room  
Administrative Annex  
2405 East College Way  
Mount Vernon, WA 98273  
March 16, 1999**

**MINUTES**

**Members Present:**

Jim King, Chair	Laura Crawford
Mary Good, Vice Chair	Kay Day
Dave Ashton	Pat Littlewood
Amy Ayers	John Patchamatla
Dan Bilson	Hy Rosenfeld
Joan Bowers	Chris Walsh
Connie Buckley	Josselyn Winslow

**Members Excused:**

Joan Lubbe

**Members Absent:**

Mae Covert  
Lorelei Coy

**NSRSN Staff Present:**

Merle D. Adrian, Rae Benjamin, Sharri Dempsey, Robin Grupper, Marcia Gunning, Cathey Heighton, Bernie Hilgart, Dolores Holtcamp, Judy Kennedy, Greg Long, Francene Thompson

**Guests:**

Steve Adams, Linda Ford, Gregory Gerst, Nancy Jones, Karen Kipling, Kris Laaninen, Jere LaFollette, Vicki McCarty, Steve Reinig

**1. Call to Order; Introductions**

Chairman King called the meeting to order at 9:16 a.m. Introductions were made around the room.

**2. Revisions to the Agenda**

There were none.

**3. Approval of February 1999 Minutes**

A motion was made, seconded and carried to approve the minutes as presented.

**4. Comments from the Public**

Steve Adams, a concerned citizen and advocate, spoke on behalf of a friend that was in need of assistance. The complexity of the situation was such that unless his friend could request/ask for help, authorities could not offer assistance. However, due to the family's abuse of this person, his friend was not aware of needing help. Mr. Adams stated that this was a frequent occurrence concerning Adult Protective Services and a problem in the system.

Gregory Gerst, consumer, spoke regarding problems associated with having a mental health condition and an addiction problem. He also felt that consumers needed to be treated with respect and dignity from Case Managers. This might open the door for individuals really needing help but afraid to take that first step.

**5. Correspondence**

It was reported that the weekly "Legislative Meeting Schedule" was the only correspondence received.

**6. Comments from the Chair**

Chair King asked that consumers, advocates and interested parties continue to contact their legislators or Senators, as the session was approximately half completed. This was in reference to the Governor's Budget and insurance parity. Mr. Adrian informed the Advisory Board that there was a meeting with MHD on March 18, 1999, and he would get the information out from that meeting as soon as possible.

Kris Laaninen, Executive Director from Community Mental Health, advised the Board of a bulletin they had received from the Washington Community Mental Health Council of further cuts in the mental health field.

## 7. Executive Director Report

- Mr. Adrian introduced Sharri Dempsey as the NSRSN's new contracted Tribal Liaison as approved by the Board of Directors. Ms. Dempsey's main focus will be to build a mental health tribal committee and to implement the 7.01 Plan. She was invited to give a presentation at the next Board of Directors meeting regarding this Plan.
- Bernie Hilgart, NSRSN MIS Interim Manager, provided an overview of Deloitte and Touche's presentation at the February Board of Directors meeting. This assessment of NSRSN's Management Information System and Behavioral Data Systems (BDS) found that BDS was fully capable of handling all of NSRSN's data requirements as defined by our contracts. They suggested five (5) major steps with the understanding that all involuntary treatment functions be outsourced.
  1. Establish organization infrastructure.
  2. Determine outsourcing requirements and specifications.
  3. Develop a business case for each outsourcing option.
  4. Develop a performance management reporting system.
  5. Acquire or create information technology services.
- Mr. Hilgart also reported on the MIS Quality Control/Quality Assurance Plan that was presented as an Item for Review. This Plan is required per the Integrated Contract with MHD and is used by the State to form legislative bills and budgets. This Plan will help insure that all information provided will be of uniform quality for these purposes.

Advisory Board members made several requests for specific information as follows: the percentage of the total RSN budget specified for MIS; 2) research into statute of limitation for consumer records; and where information goes after submission to MHD.

- Greg Long, NSRSN Assistant Director/Planner, reported on the Board Conference that was held on March 4th and 5th in La Conner. Attending this conference was the NSRSN Board of Directors, Advisory Board Chair and Vice Chair, County Coordinators and NSRSN Management Staff. The keynote speaker was Randy Revelle, former King County Executive. Mr. Revelle is a consumer and advocate for improved mental health services.

Mr. Long stated that the main outcome of this conference was increased understanding of the varying issues and concerns from a "consumer driven system". Recommendations for further development were created to help in attaining short and long range plans. Chair King stated that the elected officials at the conference became very informed as to the real nature of mental illness.

- Marcia Gunning, NSRSN Contract/Compliance Fiscal Manager, presented the Consent Agenda Items as follows:

1. To authorize Contract #NSRSN-PSC-Dempsey-99, Amendment #1 between NSRSN and Sharri Dempsey for Native American Liaison Services. This Amendment extends the current contract for an additional three (3) months. Total length of contract after Amendment is six (6) months. Maximum consideration for duration of contract shall not exceed \$29,987.00.
2. To authorize Contract #NSRSN-PSC-CAT-99 between NSRSN and the Consumer Advocate Team for warm line services, bimonthly newsletter, survival guide development, transportation and peer support for Snohomish County consumers. Maximum consideration shall not exceed \$9,860.00.
3. To authorize Contract #NSRSN-PSC-898/99-MCP, Amendment #1 between NSRSN and MCPP Healthcare Consulting, Inc., (prior name was Managed Care Performance Project) for Quality Assurance/Improvement Consultation Services. This Amendment extends the contract for four (4) months, changes the compensation from \$5,333.34 to \$3,000.00 per month, and modifies the Statement of Work. Maximum consideration of this Amendment is \$12,000.00.

- Motion for Review:

To review the NSRSN Management Information System Quality Assurance/Quality Improvement Plan.

There was no motion made for recommendation to the Board of Directors for the Consent Agenda or the Motion for Review.

- Ms. Gunning handed out the monthly NSRSN PHP Payment Analysis to APN and the Mental Health Services Report. She noted that an additional page had an error and would be included with the next month's report. Ms. Gunning explained the report and answered questions.

Laura Crawford requested an interpretation of the numbers shown for the last six (6) months for the decreasing Medicaid eligibles, as she and Amy Ayers felt there was a definite trend. Hy Rosenfeld said that these were people who were mentally ill and therefore, welfare reform could not account for these numbers. Kay Day noted that persons in jail/prisons are not being counted along with those who do not wish to continue in the system.

Mr. Adrian suggested that this report provided a "snapshot" of data and that equally important data will be received from the Concurrent Reviews and the Quality Control reports. A discussion followed resulting in a request for a comparison of total of revenue going to APN and other providers for 1998 and 1999. Mr. Adrian stated that this information would be provided in the monthly Financial Report and would also be provided to the Advisory Board at their next meeting.

## **8. Other Reports**

- Greg Long handed out a paper called "Case Manager Training Proposal" describing the background, training content and training format, along with a proposed budget for costs associated with this training. It was agreed by this Committee, after working on this for one (1) year, that the existing consensus is this training should be done through providers, not the RSN or Advisory Board. Additional concerns were raised regarding the need for separate training for individuals working with children, program funding, and the fact that varying caseloads which impact a case manager's ability to do the job well. It was also mentioned that Washington Institute provides this type of training.

A motion was made, seconded and carried for Merle Adrian, Jim King and Bev Miller to meet in order to recommend the best approach for this training. None were opposed.

- Dan Bilson reported on the Budget committee meeting. The committee recommends that the Advisory Board participate in a brainstorming session to determine what the committee would like to accomplish and who should pay for it. Chair King asked that this take place at next month's Advisory Board meeting.

## **9. Other Business**

- Nancy Jones, on behalf of the Snohomish County Mental Health Advisory Board, thanked the NSRSN Advisory Board for their help and support for Marla Elder-Koplitz's CAT proposal. The Advisory Board's action on this issued renewed their faith in the system.
- Josselyn Winslow asked for a summary report on the conference held March 4, 1999, on "Crisis Service to Nursing Home Residents". Chris Walsh gave a brief report on this conference.
- Dan Bilson asked for clarification regarding wages and classification of job titles for providers. Mr. Bilson has been requesting this information and would like a report on this by the next Advisory Board meeting.

**10. Adjournment**

As there was no other business, Chair King adjourned the meeting at 11:26 a.m.

Respectfully submitted,

Merle D. Adrian  
Executive Director



## MEMORANDUM

DATE: April 2, 1999  
TO: NSRSN Advisory Board  
FROM: Marcia Gunning  
Contracts Compliance/Fiscal Manager  
RE: April NSRSN Board Agenda

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Attached please find for your review and comment the following that will be brought forth at the April 22, 1999, NSRSN Board Meeting:

### CONSENT AGENDA

NONE

### ACTION ITEMS

1. To review and approve the NSRSN Management Information System Quality Assurance/Quality Improvement Plan.

*Per the Integrated Contract with Mental Health Division, the NSRSN is obligated to develop and implement an MIS Quality Assurance/Improvement Plan. The attached NSRSN Plan has been developed and, upon Board approval shall be implemented by NSRSN staff. This Plan was introduced (#99-IN02) at the March 1999 Board Meeting. (see attached)*

### INTRODUCTION ITEMS

1. To introduce NSRSN Policy and Procedure regarding use of the Executive Director's Signature Stamp.
2. To introduce contract between NSRSN and Scott Graham, CDS III, for up to four (4) suicide prevention trainings for the Tribes. A minimum of 20 tribal members per training is required. Maximum consideration shall not exceed \$3,960 per training or \$15,840.

In addition, attached please find the following:

- Monthly mental health services and funding report presented to the Board at their March 1999 meeting,
- Financial Report for the Months of January and February, 1999,
- Resolution brought forward by Board Member Councilman Ward Nelson. This resolution "Maintaining Current Level of State Funding for Mental Health Care" was unanimously approved by way of Motion #99-13, and

- 7/1/98-12/31/99 Contract Performance Review Reports for APN, Seamar and VOA.

*Please note NSRSN staff recommended that sanctions be imposed against APN for 1) under utilization of CHAP beds in Snohomish County, and 2) Compass failure to implement acceptable responses from the June 1998 on-site review. The Board moved to impose sanctions against APN for under utilization of CHAP beds in Snohomish County (#99-12) and instructed NSRSN Quality Assurance Manager meet with APN/Compass staff to resolve the on-site findings still outstanding.*

I look forward to discussing these items in detail with all of you at the April 13, 1999, Advisory Board Meeting. If you have any questions or concerns you would like to discuss prior to the meeting, please do not hesitate to contact me.

cc: Merle Adrian  
County Coordinators  
NSRSN Management Team

# RESOLUTION

## MAINTAINING CURRENT LEVEL OF STATE FUNDING FOR MENTAL HEALTH CARE

WHEREAS, mental health disorders can be very effectively treated; and

WHEREAS, the prevention and treatment of mental health disorders can be realized in savings to productivity and reduction in criminal justice; and

WHEREAS, the number of people served within our region has increased over the past five years by 57%, yet, our region's use of the state hospital has remained at 50% of the state average; and

WHEREAS, the number of mentally ill offenders at both state and local levels has increased the demand for chemical dependency treatment; and

WHEREAS, other disabled populations are requiring service in mental health facilities; and

WHEREAS, Governor's Locke's budget proposes a \$26.5 million reduction to community mental health; and

WHEREAS, this reduction includes a 2% cut to mental health regional support networks, totaling \$9.6 million and a \$16.9 million decrease related to projected "caseload" reduction in medicaid eligible population; and

WHEREAS, if the Governor's reductions are put in place, we could see a 43% increase in caseloads in our region, and, as an unfunded need, this could result in delayed access to services, limited choices of program, possible rationing of care,

NOW THEREFORE, BE IT RESOLVED, that the North Sound Regional Support Network strongly urges support of maintaining the current level of funding to avoid unfunded impacts to our local communities due to the State's commitment in reducing inpatient care.

BE IT FINALLY RESOLVED, that in addition, the legislature should consider a re-evaluation of the current funding model of community mental health that is solely based on medicaid eligibles.

APPROVED this 25 day of March, 1999

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Kirke Sievers, Chair, Board of Directors  
North Sound Regional Support Network