

MEMORANDUM

TO: NSRSN Advisory Board Members and
All Interested Parties

FROM: Rae A. Benjamin, NSRSN Office Manager

RE: **Meeting Information**

DATE: June 8, 1999

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

Tuesday June 15, 1999
Public Utility District Office – Meeting Room
1415 Freeway Drive
Mount Vernon, WA
9:15 a.m.

The Advisory Board Packet is attached for your review. I look forward to seeing you there.

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**

**PUBLIC UTILITY DISTRICT OFFICE – MEETING ROOM
1415 FREEWAY DRIVE, MOUNT VERNON, WA 98273
JUNE 15, 1999
9:15 a.m.**

AGENDA

1. Call to Order; Introductions - Chair
2. Revisions to the Agenda - Chair
3. Approval of May 1999 Minutes - Chair
4. Comments from the Public - Chair
5. Correspondence - Chair
6. Comments from the Chair
7. Old Business
 - a. MICA Presentation – To be determined
 - b. APS Presentation – James Mead, Everett APS Supervisor
 - c. Executive Director's Report – Merle Adrian, NSRSN Executive Director
 - i. Advisory Board 1999 Budget
 - ii. Ombuds Quarterly Report – Sharri Dempsey, NSRSN Tribal Liaison/Consumer Affairs Manager
 - iii. Action items: Board Motions Presentation
 - d. Provider statistics requested by Dan Bilson
 - e. Request for information regarding court rulings and provider confidentiality (salaries) by Advisory Board
8. New Business – Merle Adrian, NSRSN Executive Director
 - a. Consent Agenda
 - b. Motions Not Yet Reviewed by the Advisory Board
9. Other Business
10. Adjournment

ATTACHMENTS:

Blue Sheets – APN Monthly Payment Report
NSRSN Financial Statement – April 1999
NSRSN Calendar
Newspaper Article

NOTE: The next Advisory Board meeting will be July 13, 1999 at 10:00 a.m. The meeting is scheduled to be held in Snohomish County, location will be announced at the June 15, 1999 meeting.

**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**

MINUTES

Members Present:

Jim King, Chair

Mary Good, Vice Chair
Charles Albertson
Dave Ashton
Dan Bilson
Joan Bowers
Connie Buckley

Laura Crawford

Kay Day
Pat Littlewood
Joan Lubbe
Hy Rosenfeld
Eileen Rosman
Josselyn Winslow

Members Absent:

Amy Ayers
Mae Covert
Lorelei Coy
John Patchamatla
Dean Stupke
Chris Walsh

NSRSN Staff Present:

Merle D. Adrian, Rae Benjamin, Sharri Dempsey, Marcia Gunning, Cathey Heighton, Dolores Holtcamp, Greg Long, Sandy Lucero

Guests:

Fran Collison, Gregory Gerst, Russ Hardison, Steve Henigson, Nancy Jones, Kris Laaninen, Bob LeBeau, Janet Lutz-Smith, Vicki McCarty, Robbie McManus, Terri Noggle, Steve Reineg, Betsy Rogers, Paul Vanderveen

1. Call to Order; Introductions

Vice Chair Mary Good called the meeting to order at 9:17 a.m. Introductions were made around the room.

2. Revisions to the Agenda

Jim King announced that an APN report to be given by Bob LeBeau, APN, should be added after item six, Comments from the Chair.

3. Approval of April 1999 Minutes

Dan Bilson asked that the word "against" the Mayor on Page 7 be corrected to "per" the Mayor of Mountlake Terrace.

A motion was made, seconded and carried to approve the April 13, 1999, minutes with this correction.

4. Comments from the Public

- Connie Buckley stated that she had received the packet of information for the last Consumer-Oriented Projects RFP meeting and was taken aback by the lunch memo on the first page. She did not feel it was appropriate to spend money in this way. Greg Long stated that it was the last meeting, it was scheduled for three hours and it was decided that the most efficient way to get everything accomplished was to have a working lunch. Greg Gerst stated that the lunch was not extravagant and as a consumer, he appreciated having a sandwich.
- Josselyn Winslow stated that she had been notified by the State regarding an upcoming White House conference in June and wondered if the NSRSN was aware of it. Jim King asked Ms. Winslow to forward the e-mail to Mr. Adrian.
- Hy Rosenfeld stated that he was glad more and more people were attending the Advisory Board meetings, but asked for people to speak up as it was difficult to hear them. Kay Day concurred.
- Greg Gerst stated he believed there was little in the way of MICA care in the NSRSN and wondered if anything was being done. Specifically, in his case, he wondered why the QRT had not been brought in to help mitigate the circumstances with Compass Health. He stated that he wants an individualized plan and quality care. He does not expect the Ombuds to act as case managers, but wanted to know how the RSN provides for case management for people in between providers?

Jim King asked Merle Adrian if the Ombuds, QRT, and OCA could get involved. Mr. Adrian responded that they could and stated that MICA services have been addressed in the new contracts. Additionally, Mr. Adrian suggested that DSHS representatives be invited to the next Advisory Board meeting to make a presentation on where the State is going with inpatient MICA services.

Laura Crawford stated that she understood a State MICA representative spoke at the RCC meeting held in Everett on May 17 and would like a summary of that meeting. Dan Bilson requested that any information be forwarded ahead of time so it could be reviewed before the next Advisory Board meeting. A motion was made, seconded and carried to invite State MICA representatives to the next Advisory Board meeting and that board packets include a summary from the May 17 RCC meeting.

- Laura Crawford stated that she believed an Adult Protective Services (APS) referral regarding against Kay Day were egregious and that they boiled down to Kay not providing case management for her son, which is not her role anyway. She stated the need to support Kay as a fellow Board member and to make providers do their job.

Dan Bilson requested an explanation from APS. Josselyn Winslow stated she believed APS provides good service if people are actually exploited, but that good families are not getting the support they need. She suggested asking APS to come to the next Advisory Board meeting to hear their concerns. A motion was made, seconded and carried to invite APS to the next Advisory Board meeting.

5. Correspondence

Jim King stated that he had received correspondence critical of Community Mental Health Services (CMHS) administrative salaries and staff reductions from David Torretta, a Skagit County citizen, and passed out copies. Mr. King stated he had spoken with both Kris Laaninen, Executive Director of CMHS, and Mr. Torretta about the letter.

Regarding Mr. Torretta's concern about staffing and funding reductions, Mr. King stated that the NSRSN is providing the same if not more dollars to APN over time. Kay Day stated that during a family meeting last night, it was noted that one person's son has had a constant turnover of case managers. The family is paying \$400 each month for medications because it seems there has not been a case manager who can get some funds to help in this area. Laura Crawford stated she wanted to know if the salary increase referenced in the letter was accurate. Mr. King stated that the NSRSN could verify the Executive Director's salary and CMHS's plans to cut 45 FTEs.

Regarding Mr. Torretta's concern about property acquisition, Dan Bilson noted that administrative funds were being diverted to property acquisition in Whatcom County also, and voiced his opinion that contracts contain language that restricts how administrative funds can be used.

Merle Adrian suggested that he, Jim King and Mary Good meet with Jere LaFollette, Bob LeBeau, Kris Laaninen and the chair of the CMHS Board to discuss the letter and ask for CMHS input regarding the allegations.

Robbie McManus, CMHS employee and SEIU 1199 Union Delegate, stated that he was prohibited to speak as an employee, but as a Union Delegate wanted it noted that the items brought up today are major concerns and reasons the clinical staff of three counties have decided to organize.

Vicki McCarty, CMHS Board Chair, stated that she expected Ms. Laaninen would like to respond to these issues in writing and that it was CMHS's goal to provide more services. Mr. King stated that Mr. Torretta told him he could not get the information he requested from Ms. McCarty or the Board. Ms. McCarty replied that he had been given everything he was legally entitled to.

It was decided that Mary Good, Jim King and Merle Adrian would meet with Jere LaFollette and Bob LeBeau to discuss these issues. Dan Bilson suggested that Mr. Torretta be invited to the next Advisory Board Meeting.

6. Comments from the Chair

Jim King passed out an Advisory Board draft budget and reviewed the document, noting an estimated funding of \$80,000 from Inpatient Savings for 1998 and 1999. Estimated expenditures total \$63,450.

Mary Good stated that some money had already been allocated to Marla Elder-Koplitz for the CAT proposal. Marcia Gunning stated that the Advisory Board had approved \$10,000 for the proposal and asked if it should be included as a line item on this budget. Mr. King stated that actual expenses since January would be reallocated accordingly.

Regarding item 4, Microphones and PA System, Josselyn Winslow asked if the system would meet the needs of the near deaf. Mr. King stated that it would not, but that the NSRSN could provide those services if notice was received that it would be needed.

Regarding item 5, Independent Consumer Satisfaction Survey, Laura Crawford stated that she believed it could be determined if consumers were satisfied with services for less than \$4,500. Bob LeBeau questioned the need for conducting a third survey, as APN and the QRT surveys were already required. Greg Gerst asked how much consumer input was used in building the

satisfaction survey. The answer was that one consumer participated in the process. Dolores Holtcamp stated that there had been many changes in the QRT and that they wanted as much consumer voice and participation as possible.

Ms. Crawford asked if J.D. Powers would use any consumers and stated that she would like to see results of the other two surveys. It was noted that the results of the APN survey be presented to the Advisory Board at the same time as presented to the Board of Directors.

Merle Adrian commented on the integrity benefits of having an independent entity develop and administer the survey. He stated these surveys could involve consumers and the NSRSN and that they could be structured to meet the varying objectives of providers, MHD and the Advisory Board. Dave Ashton stated that any survey should also include Ombuds comments. It was decided that this item would be tabled for further discussion.

Regarding item 6, Consumer/Family Flexible Funding Pool, Kay Day asked if money could be set aside for consumers who may want to hire their own attorneys. Mr. King stated his concern that the budgeted \$9,000 would be used up quickly. Hy Rosenfeld asked if this item was legal according to Advisory Board bylaws. Mr. King stated it was legal. Dan Bilson suggested changing the item heading to "floating legal fund." Steve Reinig cautioned that the State Examiner could throw out this item and that it may leave the NSRSN open to findings.

A motion was made, seconded and carried to approve the draft budget with the deletion of item 5, Independent Consumer Satisfaction Survey, and the addition of the CAT proposal.

7. Report from APN

Bob LeBeau presented statistics addressing numbers of clients served, hours of service and the relationship between this data and quality of care. He stated that significant changes in data reporting criteria account for the perceived decline in service.

Pat Littlewood stated there is a problem regarding accessibility of services in San Juan County. Two consumers had complained in the last month that they can't get into the system and asked Mr. LeBeau how soon someone could get into the system. Mr. LeBeau stated that assessments were done by a person in San Juan County and that if someone needed services, they were assigned to a staff member at the next staff meeting.

Dave Ashton stated he has a client that can't re-enter the system until he is evaluated, but can't get an appointment for two weeks. Mr. LeBeau responded that regular entry into the system is 10 working days. He suggested that if this was not acceptable, the issue could be taken to the local oversight committee.

Merle Adrian stated that the presentation Mr. LeBeau was giving was the same presentation Jere LaFollette gave at last month's Board meeting. The NSRSN and APN will be meeting to determine how the information will be reported so that it is accurate.

8. Executive Director's Report

- a. Merle Adrian, NSRSN Executive Director, made the following report:
 - Contracts—Eleven contracts had been negotiated and will enter the public process next week; contracts are for a 2-year period, through June 2001.
 - Staff changes: Michele Hare and Cathy Nelson are no longer part of the Quality Review Team. Sharri Dempsey is now Interim Office of Consumer Affairs Manager; Francene Thompson is now responsible for the Quality Assurance/Clinical Department.
 - Consumer confidentiality statements: These statements will be mailed to Advisory Board members. Please sign and return them.

- State auditors: They have completed the audit. No findings, recommendations, or management letter were issued. The Finance Group has done a wonderful job.
 - MHD's integrated review audit: Three or four MIS findings are still in negotiation. The final document will be distributed when it is received.
- b. Marcia Gunning, NSRSN Contract Compliance/Fiscal Manager, made the following report:
- Action Items going to the Board this month:
 - Motion #99-016 to approve the use of the NSRSN Executive Director Signature Stamp. A motion was made, seconded and carried to approve #Motion 99-016.
 - Motion #99-017 to approve suicide prevention training for the Tribes (revised motion).
Mr. King asked if Scott Graham could provide this training throughout the region. Ms. Gunning stated that it may be possible, but that it may need to be modified because the current training emphasizes the requested tribal and cultural considerations. Sharri Dempsey explained that the training was open to tribal members and tribal mental health professionals with a limited number of openings for APN mental health professionals. LivingWorks materials would be used. Scott Graham is not a Native American but has worked with the tribes for many years and they are very comfortable with him. A motion was made, seconded and carried to approve Motion #99-017.
 - Motions not yet reviewed by the Advisory Board:
Ms. Gunning stated that 11 new contracts were being introduced. She stated that the contract negotiations had gone well. Jim King stated that Chuck Albertson and he had participated on the negotiation team.
- c. Greg Long, NSRSN Assistant Director/Planner, stated that the Consumer-Oriented Projects RFP sub-committee had concluded its work of developing an RFP process and draft RFP. He stated that this information would be presented to the Planning Committee meeting for approval later that afternoon. He then reviewed a handout describing the recommend process.

9. Other Business

- Kris Laaninen, CMHS Executive Director, proposed a special meeting before the next Advisory Board meeting to address the CMHS concerns raised earlier. (She had not been in the meeting during the earlier discussion.) Mr. King informed her that two decision had been made: (1) Vicki McCarty would ensure a written response was provided and (2) Mary Good, Merle Adrian, Jere LaFollette, Bob LeBeau and he would meet to discuss the issues. Ms. Laaninen again encouraged a separate meeting and stated that she had been in contact with Mr. Torretta.
- Dan Bilson suggested that since a tentative Advisory Board budget had now been approved, standing committees should be established to respond to consumer complaints and form study groups to inform/educate Advisory Board members.
- Dan Bilson also requested a new category on the agenda, "Unfinished Business," to remind the Advisory Board of business that has not yet been completed. Chair King and the Advisory Board agreed with the recommendation.
- Hy Rosenfeld asked if the Advisory Board meetings were going to be held in other areas. Mr. King stated that the bylaws require that at least two meetings be held throughout the region. He stated that the Advisory Board meeting locations have been scheduled through June and that he would keep this in mind as he works with Rae Benjamin of the NSRSN to schedule the remainder of the meetings for 1999.

10. Adjournment

As there was no other business, Chair King adjourned the meeting at 11:25 a.m.

Respectfully submitted,

Merle D. Adrian
Executive Director

1999 Advisory Board Budget
in BARS and project format

DRAFT

Regional & County Conference	Statewide Conference	Training / Conference Stipend \$250 per person	Public Address system	Satisfaction Survey	Consumer / Family Flex Funding	Advisory Board Member Participation Expenses	Consumer Participation Expenses	Consumer Advocate Team (CAT)	Ending Balance
Project # 1	Project # 2	Project # 3	Project # 4	Project # 5	Project # 6	Project # 7	Project # 8	Project # 9	Project # 10
			1,500			1,000			
						700	4,000	9,860	
						12,000	16,000		
					9,000	1,000			
									16,190
4,000	4,500	5,250	1,500	-	9,000	14,700	20,000	9,860	16,190

BARS Budget

Revenue	
Fund Balance	42,500
Inpatient Revenue	42,500
TOTAL	85,000
Expenditure	
Salaries Wages	0
Benefits	0
Supplies	1,000
Small Tools	1,500
Professional Services	13,860
Communications	16,700
Travel	24,750
Advertising	0
Rentals	0
Insurance	0
Utilities	0
Repairs & Maintenance	0
Miscellaneous	11,000
Machinery & Equip.	0
Ending Fund Balance	16,190
TOTAL	85,000

NSRSN Ombuds Report

1st Quarter Report -January thru March 1999

New Cases	68
Male	28
female	40
Child 0-17	6
Adults 18-59	58
older adults 60+	4

Contacts	3495
January	981
February	1031
March	1483

331	Complaints
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Violation of Rights

52	Right to be treated with respect and dignity
41	Right to help develop a plan of care and services
22	Right to refuse any proposed treatment
13	Right to receive care which does not discriminate
3	Right to be free of sexual exploitation or harassment
11	Right to receive an explanation of all meds
6	Right to review care record
6	difficulty accessing record
4	Excessive
8	Right to confidentiality
2	Right to providers grievance policy
2	Right to lodge complaint/grievance with Ombuds or RSN
10	Right to be free of retaliation or the threat of retaliation
	Access to Services
29	Denied
10	Reduced
4	Unavailable

Services do not meet needs (in the following area):

3	Cultural	5	Health Care	Other (specify)	
9	Social/Recreational	8	Financial	15	Continuity of Care
14	Residential	10	Legal	18	trust
5	Work		Support System	7	access too long
3	Education	4	Inadequate discharge planning	3	Access to medication
6	Staff unfamiliar w/policy	4	Access to Crisis Services		

302	Complaint Resolution
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32	Not pursued
12	Not pursued due to fear of retaliation
21	Not resolved to client's satisfaction
27	Resolved by client
159	Resolved with staff/supervisor
	Resolved through Provider's In-House policy
42	Resolved through outside agency
7	Unfounded
2	other (specify)

12	Formal Grievance Resolution
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5	Resolved with agency			
	Resolved at County level			
7	Resolved at NSRSN level			
	other dispositions (specify)			
	Client withdrew grievance			
	Client did not pursue (unavailable/no follow through)			
	Not pursued due to fear of retaliation			
Fair Hearing	Denied	Favorable	Unfavorable	Appealed

Comments & Recommendations: (see attachment)

Ombuds
North Sound Regional Support Network
419 S. First Street #200
Mount Vernon, WA 98273-3806
Toll Free (888) 336-6164 ❖ Local (360) 416-7008 ❖ Fax (360) 416-7017

Ombuds 1st Quarter Report January-March 1999

Trends:

- ❖ Clients still coming to Ombuds angry and resentful that providers frequently complain they are unable to provide requested services due to financial/time constraints.
- ❖ Several complaints regarding lack of response by medical staff in regards to concerns over medications and medication side effects.
 - Clients unable to access prescriptions on an emergency basis or if they run out before they can get an appointment.
 - Clients voiced concern that they were not well informed as to what to expect or watch for in regards to medications. When they voiced concerns to the medical staff they were told to call a pharmacist or their case manager.
 - If clients were in crisis regarding their medications they were unable to get quick (24 hour or less) response any time during the week or weekend.
 - Several clients received responses from these providers that the reasons for the lack of response was budget.
 - Some clients were told to contact the VOA Crisis Line if they had crisis medication concerns.
- ❖ While working on several juvenile cases recently the Ombuds has encountered providers who believe that ongoing services are not their responsibility to clients who are incarcerated at Denny Youth Center. Reasoning given by provider was budget based. Denny Youth Center stated that Compass Health provides wonderful Children's Crisis Services when contacted.
- ❖ It has also been noted that jailed clients regularly do not receive ongoing services. They have received some discharge planning.
- ❖ Housing remains a strong issue.
 - Lack of aggressive follow through in obtaining stable housing for clients.
 - Several individuals' housing depended on arbitrary and inconsistent policies.
 - Several clients called regarding what was perceived as an arbitrary policy in regards to Crisis bed stays and placement.
 - An individual placed in a crisis bed was discharged to the street and the provider refused to place in any other setting, as they perceived the individual to be an arsonist. No formal charges were made by any authority. The individual was last reported as homeless and can not be contacted.
 - Two clients who were jailed due to behaviors attributable to their mental illness were discharged to homeless shelters. The rationale given:

- Needs more structure than intensive case management can offer for independent living.
- Determined that behaviors too inappropriate for residential treatment or crisis bed programs. Concerned for safety of other residents.
- Did not meet criteria for housing per application process.
- No housing available for clients in crisis who had already been in crisis bed for five days or more.
- Lack of information given regarding housing options.
- No notification that Section 8 HUD list had opened March 99.
- Incomplete information regarding housing choices and effects of those choices.
- Complaints regarding provider owned housing: repairs, safety, tenant disturbances & other various complaints.
- ❖ Clients frequently complain that the provider attitude seems to be “CAN’T” oriented rather than solution or “Positively focused”. This is supported by the number of clients whose complaints included that they were being denied services.
- ❖ Ombuds has found that client complaints are taking far too long to resolve. Response time for records has generally been two to three weeks, matching up schedules with providers and clients can take several weeks. The time the Ombuds has available for individual cases has been decreased due to higher demands of caseload and fewer hours.
- ❖ Many complaints regarding the lack of MICA services.
- ❖ Several complaints that providers are discriminating against consumers who are Developmentally Disabled.
 - Several clients’ services were threatened with termination due to their problems being attributed to their developmental disability, despite history of mental illness.
 - Several complaints that the mental health case manager was not collaborating with the developmental disability caseworker.
 - The services in an inpatient facility did not account for the person’s developmental disability, which was detrimental to their care.
- ❖ Many complaints from clients and family members regarding lack of alternatives of providers throughout the region if dissatisfied with the provider agency in their county, i.e. Compass in Snohomish County, Community Mental Health Services in Skagit etc.
- ❖ Many calls with questions regarding Least Restrictive Orders:
 - Could they be changed?
 - Were they available to minors?
 - How were they enforced? By whom?
 - Why were they not enforceable?
- ❖ Several complaints regarding discharge from Evaluation and Treatment Centers and Western State Hospital.

Recommendations:

- ❖ Provide Housing Forums to explain various programs, availability, waiting lists, how the various lists operate, and focus.
- ❖ Reinforce to providers that budget concerns should not affect client service.
- ❖ Contract with more providers to provide clients with alternatives, especially when they are dissatisfied.
- ❖ Verify responsibilities of providers to jailed clients. Expand service to provide continuity of care to clients while incarcerated.
- ❖ Provide residential setting for the truly “difficult” to place clients. Both temporary and long term placements. This would entail higher staffing demands.
- ❖ Provide for clients who need medication-related questions answered or urgent prescriptions (within 24 hours). This would need to address the weekend, night and part time status of many of the ARNP’s.
- ❖ Expand MICA services.
- ❖ Provide brochure or pamphlet on Least Restrictive Order (LRO) to educate clients, family members and the general public.
- ❖ Provide assistance to increase “positive” focus for clients. Encourage all parties to work with a “CAN DO” attitude.
- ❖ Reinforce to providers the need to assist clients in finding affordable housing.
- ❖ Ensure that providers furnish consumers with maximum support to assist consumers to live in the least restrictive setting.
- ❖ Ensure that staff members are sufficiently trained when they are working with clients who are also developmentally disabled.
- ❖ Expand discharge planning.

Respectfully yours,

Cathey Heighton and Robin Grupper
 Ombuds Ombuds
 North Sound Regional Support Network

MEMORANDUM

DATE: June 8, 1999
TO: NSRSN Advisory Board
FROM: Marcia Gunning
Contracts Compliance/Fiscal Manager
RE: June 24, 1999 NSRSN Board Motions

Attached please find for your review and comment the following that will be brought forth at the June 24, 1999 NSRSN Board Meeting:

CONSENT AGENDA

Approval of bills paid in May.

ACTION ITEMS

1. **#99-022** to approve Contract #NSRSN-APN-99-10-MC-01, a managed care, full risk contract between NSRSN and Associated Provider Network for Outcome-Based Community Mental Health Program Services effective 7/1/99 – 6/30/2001.
2. **#99-023** to approve Contract #NSRSN-VOA-99-MC, contract between NSRSN and Volunteers of America for Outcome-Based Integrated Crisis Line, Crisis Triage and Crisis Outreach Dispatch Services effective 7/1/99 – 6/30/2001.
3. **#99-024** to approve Contract #NSRSN-SeaMar-99-MC-01, contract between NSRSN and SeaMar for Outcome-Based Community Mental Health Program Services specifically addressing the mental health needs of our Hispanic population effective 7/1/99 – 6/30/2001.
4. **#99-025** to approve Contract #NSRSN-Island-99-01, contract between NSRSN and Island County for Administration, planning, local oversight, etc., services effective 7/1/99 – 6/30/2001.
5. **#99-026** to approve Contract #NSRSN-San Juan-99-02, contract between NSRSN and San Juan County for Administration, planning, local oversight, etc., services effective 7/1/99 – 6/30/2001.
6. **#99-027** to approve Contract #NSRSN-Skagit-99-03, contract between NSRSN and Skagit County for Administration, planning, local oversight, etc., services effective 7/1/99 – 6/30/2001.
7. **#99-028** to approve Contract #NSRSN-Snohomish-99-04, contract between NSRSN and Snohomish County effective 7/1/99 – 6/30/2001 for:
 - Administration, planning, local oversight, etc., services
 - Snohomish County ITA Services
 - Snohomish County QA Utilization/Clinical Support/Services
 - Snohomish Evaluation and Treatment Facility Loan and Maintenance
 - Federal Block Grant Services – Community Team for Children

8. **#99-029** to approve Contract #NSRSN-Whatcom-99-05, contract between NSRSN and Whatcom County effective 7/1/99 – 6/30/2001 for:
 - Administration, planning, local oversight, etc., services
 - Federal Block Grant Services – Outreach to Geriatric Mentally Ill
9. **#99-030** to approve Contract #NSRSN-Tulalip-TT-FBG, contract between NSRSN and Tulalip Tribes for Traditional Healing Mental Health Services effective 7/1/99 – 6/30/2001.
10. **#99-031** to approve Contract #NSRSN-SA-99, contract between NSRSN and Service Alternatives for janitorial services at the NSRSN Mount Vernon Office effective 7/1/99 to 12/31/99.
11. **#99-032** to approve the consumer-oriented projects RFP process as developed and recommended by the NSRSN Planning Committee.
12. **#99-033** to approve NSRSN Executive to enter into a professional services contract for the purpose of providing technical assistance to consumers, family members, and advocates in the preparation of grant proposals to the NSRSN for consumer-oriented demonstration projects. Maximum consideration shall not exceed \$20,000.
13. **#99-034** to approve Contract #NSRSN-BDS-MIS-96-01, amendment (02) between NSRSN and Behavioral Data Systems for Management Information Services. This Amendment extends the current contract for one month, through July 31, 1999.
14. **#99-035** to approve Software License and Support Agreement, amendment (01) between NSRSN and Behavioral Data Systems for End-User (NSRSN) License and Software Support Services. Amendment (01) extends the current contract for one month, through July 31, 1999.
15. **#99-036** to approve Integrated Contract 98-69-13763, Amendment (3) between NSRSN and State of Washington MHD. Amendment 3 extends the current Integrated Contract through September 30, 1999.
16. **#99-037** to approve Gatekeeper Model Contract 9769-13307, Amendment (3) between NSRSN and State of Washington MHD. Amendment 3 extends the current Gatekeeper Model Contract for three (3) months, through September 30, 1999.

MOTIONS NOT YET REVIEWED BY ADVISORY BOARD

1. **#99-IN22** to introduce Contract #NSRSN-BDS-99-MIS, contract between NSRSN and Behavioral Data Systems for Management Information Services effective 8/1/99 – 6/30/2001.
2. **#99- IN23** to introduce Software License and Support Agreement between NSRSN and BDS for End-User (NSRSN) License and Software Support Services effective 8/1/99 – 6/30/2001.
3. **#99-IN24** to approve the Executive Director to enter into a lease for NSRSN office space at 117 West First Street, Suites 7, 8 and 9, Mount Vernon, WA 98273, effective 11/1/99 – 10/31/2004.

I look forward to discussing these items in detail with all of you at the June 15, 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