



Holiday Potluck

*December 6th at 11:45 am prior to
the Regular Meeting*

Bring your favorite Potluck dish

MEMORANDUM

DATE: November 18, 2005
TO: NSMHA Advisory Board
FROM: Chuck Benjamin, Executive Director
RE: December 8, 2005 Board of Director's Agenda

Please find for your review and comment the following that will be discussed with the Board of Directors and brought forth at the December 8, 2005, NSMHA Board of Directors Meeting.

Consent Agenda

Action Items

To review and approve contract number NSMHA-APN-MEDICAID-06. The contract is for Medicaid covered mental health services to Medicaid enrollees. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$21,622,230.

To review and approve contract number NSMHA-APN-SMH-06. The contract is for the provision of mental health services to the non-Medicaid population and for the provision of non-Medicaid covered mental health services Medicaid enrollees. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$11,658,335.

To review and approve contract number NSMHA-SEA MAR-MEDICAID-06. The contract is for Medicaid covered mental health services to Medicaid enrollees. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$500,000.

To review and approve contract number NSMHA-SEA MAR-SMH-06. The contract is for the provision of mental health services to the non-Medicaid population and for the provision of non-Medicaid covered mental health services Medicaid enrollees. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$100,000.

To review and approve contract number NSMHA-VOA-MEDICAID-06. The contract is for crisis line and inpatient certification services to Medicaid enrollees. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$529,894.

To review and approve contract number NSMHA-VOA-SMH-06. The contract is for crisis line and inpatient certification services to the non-Medicaid population. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$759,618.

To review and approve contract number NSMHA-SNOHOMISH-MEDICAID-06. The contract is for Medicaid covered administrative services. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$226,248.

To review and approve contract number NSMHA-SNOHOMISH-SMH-06. The contract is for involuntary crisis services and non-Medicaid covered administrative services. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$1,628,482.

To review and approve contract number NSMHA-ISLAND-ADMIN-06. The contract is for administrative services. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$60,288.

To review and approve contract number NSMHA-SKAGIT-ADMIN-06. The contract is for administrative services. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$64,805.

To review and approve contract number NSMHA-WHATCOM-ADMIN-06. The contract is for administrative services. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$73,982.

To review and approve contract number NSMHA-SAN JUAN-ADMIN-06. The contract is for administrative services. The term of the contract is January 1, 2006 to December 31, 2006. Total consideration is \$52,024.

To review and approve the NSMHA operating budget for 2006.

NSMHA-APN-FBG-06

NSMHA-SEA MAR-FBG-06

NSMHA-WHATCOM-FBG-06

NSMHA-SNOHOMISH-FBG-06

NSMHA-TULALIP-FBG-06

To review and approve contract number NSMHA-McCALLUM-PSC-06-07. The contract is for human resources consulting services for 2006 and 2007. The term of the contract is January 1, 2006 to December 31, 2007. Total consideration is \$8,350 for 2006 and \$8,350 for 2007 for a total maximum consideration of \$16,700.

To review and approve contract number NSMHA-REHABCO-PSC-06-07. The contract is for janitorial services for 2006 and 2007. The term of the contract is January 1, 2006 to December 31, 2007. Total consideration is \$_____ for 2006 and \$_____ for 2007 for a total maximum consideration of \$_____.

Action Items Not Yet Reviewed by the Advisory Board

To review and approve the NSMHA-MHD Contract #0569-79567, amendment 1 whereby NSMHA agrees to provide mental health services to Medicaid enrollees for the period 9-1-05 to 8-31-06. One purpose of the amendment is to correct errors and clarify ambiguous terms. The allowable risk reserve is reduced from 5.9% to 4.5%. Financial reports are due quarterly. Financial consideration is unchanged.

To review and approve the NSMHA-MHD Contract #0569-79682, amendment 1 whereby NSMHA agrees to provide state funded mental health services for the period 9-1-05 to 8-31-06. One purpose of the amendment is to correct errors and clarify ambiguous terms. The previous Telesage incentive is eliminated and a new incentive for state hospital utilization is added. Financial reports are due quarterly. Financial consideration is unchanged.

Introduction Items

cc: Charles R. Benjamin
County Coordinators
NSRSN Management Team

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
ADVISORY BOARD MEETING**

North Sound Mental Health Administration
Conference Room
117 North First St., Suite 8
Mt. Vernon, WA 98273
December 6, 2005
1:00 PM

Agenda

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the November 2005 Minutes, Chair – 5 minutes
4. Comments from the Public –5 minutes
5. Correspondence and Comments from the Chair – 5 minutes
6. Monthly Committee Reports
 - a. Executive Director's Report - Chuck Benjamin – 5 minutes
 - b. Finance Committee – Mary Good – 5 minutes
 - c. Executive Committee/Agenda Committee – Tom Richardson – 5 minutes
 - d. QMOC Report – Mary Good – 5 minutes
7. Items To Be Brought Forward To The Board of Directors – Charles Benjamin, Executive Director
 - a. Consent Agenda
8. New Business
9. Comments from County Advisory Board Representatives – 15 minutes
 - a. Island
 - b. San Juan
 - c. Skagit
 - d. Snohomish
 - e. Whatcom
10. County Coordinator Report
11. Comments from Public – 5 minutes
12. Other Business
 - a. Request for Agenda Items
13. Adjournment

NOTE: The next Advisory Board meeting will be January 3, 2006 in the NSMHA Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

**North Sound Mental Health Administration
MENTAL HEALTH ADVISORY BOARD**

November 1, 2005

Present: Marie Jubie, Mary Good, Russ Sapienza, James Mead, and Marianne Elgart
Absent: Chris Walsh and Laurel Britt
Excused: Jack Bilsborough, Andrew Davis, Charles Albertson, Joan Lubbe, Pat Whitcomb, Jim King, Tom Richardson and Jim Sizemore
Staff: Chuck Benjamin, Margaret Rojas, and Rebecca Pate
Guests: Ellen Roberts (San Juan), Barbara LaBrash, and Chuck Davis

MINUTES

TOPIC	DISCUSSION	ACTION
CALL TO ORDER, INTRODUCTIONS		
Chair Jubie	Chair Jubie convened the meeting at 12:30 pm and welcomed those present. Introductions were made. There was not a pre-meeting presentation due to travel to the new San Juan Facility for a visit/tour.	Informational
REVISIONS TO THE AGENDA		
Chair Jubie	Marie asked for revisions to the agenda. None mentioned.	Informational
APPROVAL OF MINUTES		
Chair Jubie	The October 2005 minutes of the Advisory Board meeting were reviewed. Marie made a motion to approve the minutes as written, the motion was seconded and motion carried.	Motion carried
COMMENTS FROM THE PUBLIC		
James Mead Margaret Rojas Mary Good	James said the Myers Clinic in Bothell now has the winning poster hanging in their facilities. Margaret said that a lot of positive comments have been made and requests for more posters are also coming in. Mary said that the Vintage Apartments has a poster hanging in their office. Margaret took some posters last Friday to the Rainbow Center and some consumers helped to package them for mailing/distribution.	Informational
CORRESPONDENCE AND COMMENTS FROM THE CHAIR		
Chair Jubie	Marie said she has done some traveling recently to provide input at various locations regarding the Region's concerns on all the changes coming forth.	Informational

She learned that not all legislators are informed of Mental Health consumer circumstances. She attended the Mental Health Taskforce meeting and stated that several individuals gave testimonies concerning mental health. She stated the taskforce is now aware of consumers and mental health due to all the visibility that providers, advocates and consumers have shown in recent times. She attended a Strategic Planning meeting at Volunteers of America to provide input on the operations, the ARC legislative forum and held an Advocacy Training workshop at NSMHA that went well.

MONTHLY COMMITTEE REPORTS

Executive Director's Report

Chuck Benjamin

Chuck stated that he attended some of the same meeting as Marie, as well as, other meetings. He had discussions with legislators regarding North Sound Mental Health Administration (NSMHA) concerns. He reported that he received congratulations from Robin Arnold-Williams and Kari Burrell from the Governor's office for bringing mental health consumers to the meetings.

Informational

Chuck discussed some contracts and thanked Marie and James for their assistance during the contract negotiations. He mentioned that there have been some changes since the initial meetings. The Jail Services money is being distributed through the counties, the Snohomish County contract is going to cost more money; however, he wished to let all know that Snohomish County has used some of their own funds in previous years and now would be receiving their share of money for services provided. He stated that Volunteers of America would have increased funding for providing crisis line services and Inpatient Certifications. Sea Mar will receive an increase of \$100,000 per year to provide services and part of this will go toward paying for a mental health therapist in Whatcom County being present with the doctor so diagnoses can be done on the first visit. Mary asked if NSMHA would be able to help Catholic Community Services and Chuck said they are part of the Associated Provider Network (APN) and NSMHA could not do anything for them beyond that contact. He also mentioned that the APN would be receiving less money, as well as NSMHA.

He emphasized that NSMHA is working hard on the RFQ submission and the APN Access Line has to be out of APN's control by December 1. He elaborated that a tentative and temporary arrangement has been made for NSMHA to lease all parts of the Access Line and that employees for the Access Line would now be employees of NSMHA.

He mentioned that APN has been out of compliance with their contract and NSMHA has sent a letter and this change is part of the result.

He added that as a result of some of the timeframes/changes, the Advisory Board might not be able to review everything.

Chuck indicated that he has talked with Jess Jamieson about the telemedicine tool. He emphasized that he is unhappy with how this has come about and that NSMHA was not included in the pre-planning discussions. He said that NSMHA should still conduct a meeting to discuss planning. Some discussion followed and Chuck asked for three representatives to sit on these committee meetings, which would possibly consist of three to four meetings and Marie, James and Marianne volunteered. He said this would be a major change for treatment in the future.

Finance Committee Report

Mary Good

Mary stated that the expenditures were reviewed and made a motion for the Advisory Board to recommend forwarding to the Board of Directors for approval. The motion was seconded and motion carried.

Informational

Motion carried

Executive Committee/Agenda Committee

Marie Jubie

Marie mentioned that Chuck Benjamin read a letter from Senator Hargrove to Robin Arnold-Williams dated 10/24/05. She stated that the Legislative Taskforce meeting was discussed. She added that Margaret Rojas told the committee that all members of the taskforce received framed copies of the winning poster. She stated that the Board of Directors requested that North Sound Mental Health Administration get with our legislators to discuss our concerns.

Informational

Mary Good

QMOC Report

Wendy noted that a new style of agenda was being tried at this meeting and welcomed comments on the change. Informational

The minutes from the previous meeting were reviewed and a motion was made, seconded, and carried to approve them with changes.

Terry Clarke announced that Compass Health has scheduled a number of community forums; she will email the list of dates to Shannon who will forward it to the rest of the committee.

Terry McDonough reviewed the Utilization Management Dashboard.

Wendy Klamp gave a Quality Management Department Report.

Wendy Klamp provided training on the Request for Qualification (RFQ) from the Mental Health Division, which the North Sound RSN is working to meet requirements for in order to remain a RSN.

Chuck Davis gave an Ombuds Report, reviewing data and bringing five points as action items. A motion to take the items to Quality Management Committee was made, seconded, and carried.

Wendy asked that the committee approve Restraint and Seclusion at the E&T's as the RSN's fourth Performance Improvement project. A motion was made, seconded and carried.

Terry McDonough asked all that could to attend the next QM Plan workgroup on Monday, October 31st from 9-12.

Wendy Klamp asked all to review Diana's Complaint, Grievance, and Appeal Policies.

Debra Jaccard asked that her revised Critical Incident policy be approved. A motion to accept the revised Critical Incident policy was made, seconded, and carried.

Terry McDonough passed out recommendations that came from the Trauma workgroup. He will be developing a trauma-training module to take to the next training committee meeting. A motion to approve the trauma workgroup recommendations to go forward to the Board of Directors (with some changes) was made, seconded and carried.

SEMI-ANNUAL OMBUDS REPORT

Chuck Davis

Chuck Davis gave a comprehensive PowerPoint report and handouts were distributed along with some historical information. The report covers the last six months.

Informational

Chuck complimented the efforts of Andy Byrne at Whatcom Counseling and Psychiatric Clinic, which has resulted in decreased Ombuds cases.

MEETING SEGMENTS

The meeting was temporarily adjourned at 1:40 for lunch reservations and resumed at 2:45 with the County Coordinators report from Barbara LaBrash before leaving San Juan Island. It was temporarily adjourned again at 2:55 to leave restaurant and get in line at the ferry. The meeting resumed at 4:05 pm aboard the ferry for the completion of the meeting.

Informational

ITEMS TO BE BROUGHT FORWARD TO THE BOARD OF DIRECTORS

Chuck Benjamin

Consent Agenda

The Skagit County Jail Services contract will be resubmitted for approval due to a change in effective date.

Informational

Board of Directors December Action Items Previously Reviewed by the Advisory Board

The Strategic Plan will be presented to the Board of Directors for approval.

Informational

Board of Directors January Action Items Not Yet Reviewed by the Advisory Board

None.

Informational

Board of Directors December Introduction Items

The contracts for our providers will be re-introduced, as the Board of Directors must be given 60 days to review the contracts before approval.

Informational

NEW BUSINESS

Marie Jubie	Mary Good asked about conducting an Advisory Board Retreat perhaps at the Skagit Valley Resort. Chuck Benjamin expressed that the suggestion of a Retreat is a very good idea for some of the funds remaining in the Advisory Board budget. Chuck recommended Sue Sharp for consideration as a consultant for the Advisory Board Retreat and Ellen Rogers from San Juan suggested Liz Illg from San Juan at 360-378-6104 or 317-4010 (cell). Ellen stated the Liz conducted the non-profit Board retreat for San Juan last year with much success. Margaret is going to go ahead and reserve the Skagit Resort for the Advisory Board retreat and contact both individuals who were recommended regarding fees they would charge and bring feedback to the Executive Committee for recommendation to the Advisory Board. It was suggested that the retreat to be held in February or March.	Informational
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COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS

Island	None present.	Informational
San Juan	None present.	Informational
Skagit	Mary Good had nothing to report.	Informational
Snohomish	Marie stated their meeting was held at the Public Utilities Department building and the Jail Services contract was discussed. She added that Compass Health would like to have all CDMHP's under them versus under the County. Marie mentioned that interviews for the new ITA coordinator have been completed but no selection has been made. It was announced that Snohomish County had two vacancies on the NSMHA Advisory Board and no volunteers stepped forward. Marie reminded everyone to vote on November 7.	Informational
Whatcom	Russ Sapienza stated there was not a meeting in Whatcom last month.	Informational

COUNTY COORDINATOR REPORT

Barbara LaBrash	Barbara stated that the Jail Services contracts were discussed. She mentioned that San Juan works with Island County for jail services and that she met with Jackie Henderson and Dee Dennis, Island County Jail Director, to discuss jail services. She stated that she was very impressed with Mr. Dennis and that Jackie hopes to hire an individual to provide mental health	Informational
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services at the jail. Marie Jubie said the Senator O'Brien is interested in jail services and Barbara indicated that she would send him some information.

COMMENTS FROM PUBLIC

Marie Jubie	Marie mentioned that she would be having discussions with Tom Sebastian concerning where PATH grant funds are being spent and requested copies of both grants for Compass Health and Whatcom Counseling and Psychiatric Clinic for review.	Informational
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OTHER BUSINESS

	None mentioned.	Informational
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AGENDA REQUESTS

Chuck Benjamin	Chuck Benjamin expressed he would be giving the pre-meeting presentation on the revenues and expenditures of all contracts.	Informational
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Discussion of the Advisory Board Retreat to inform more of the Advisory Board members who were unable to attend this meeting.

The Nominating Committee will be giving a report to the Advisory Board.

ADJOURNMENT

Chair Jubie	Chair Jubie adjourned the meeting at 4:45 pm.	Informational
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