



## **Pre-meeting Advisory Board**

# **Update on the Requests for Qualifications Presentation**

**12:15 pm**

**By: Chuck Benjamin**

## MEMORANDUM

DATE: May 22, 2007  
TO: NSMHA Advisory Board  
FROM: Chuck Benjamin, Executive Director  
RE: May 31, 2007 Board of Director's Agenda

---

**NOTE:** NSMHA is waiting for their bridge contracts from Mental Health Division before contract language changes/amendments can be made in existing contracts. There will be language provided to you through a **Revised Memorandum** at the Advisory Board meeting for the Amendments that will be reviewed by the Board of Directors May 31<sup>st</sup>.

cc: Charles R. Benjamin  
County Coordinators  
NSRSN Management Team

## **REVISED MEMORANDUM**

DATE: May 31, 2007  
TO: NSMHA Advisory Board  
FROM: Chuck Benjamin, Executive Director  
RE: May 31, 2007 Board of Director's Agenda

---

Please find for your review and comment the following that has been/will be discussed with the Board of Directors and brought forth at the May 31, 2007, NSMHA Board of Directors Meeting.

### **Consent Agenda**

### **Action Items Not Yet Reviewed by the BOD**

#### **Introduction Items Reviewed by the BOD**

**NOTE:** The motions listed below are introduction items for the BOD but it will be asked that the BOD take action on them at the meeting.

#### **Motion # 07-033**

To introduce for review NSMHA-ISLAND COUNTY-JAIL SERVICES-06-07 Amendment 2 for an extension of the contract period for a new contract end date of September 30, 2007 for an additional \$11,250 for a total maximum on this contract of \$67,265. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

#### **Motion # 07-034**

To introduce for review NSMHA-SAN JUAN COUNTY-JAIL SERVICES-06-07 Amendment 2 for an extension of the contract period for a new contract end date of September 30, 2007 for an additional \$11,250 for a total maximum on this contract of \$88,632.68. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

#### **Motion # 07-035**

To introduce for review NSMHA-SKAGIT COUNTY-JAIL SERVICES-06-07 Amendment 3 for the extension of the contract period for a new contract end date of September 30, 2007 for an additional \$17,836 for a total maximum on this contract of \$118,032.04. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

#### **Motion # 07-036**

To introduce for review NSMHA-SNOHOMISHCOUNTY-JAIL SERVICES-06-07 Amendment 2 for an extension of the contract period for a new contract end date of September 30, 2007 for an additional \$102,557 for a total maximum on this contract of \$864,824.79. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

**Motion # 07-037**

To introduce for review NSMHA-WHATCOM COUNTY-JAIL SERVICES-06-07 Amendment 2 for an extension of the contract period for a new contract end date of September 30, 2007 for an additional \$94,135 for a total maximum on this contract of \$323, 692. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

**Motion # 07-038**

To introduce for review NSMHA-APN-FBG-07 Amendment 3 this amendment is reducing the contract amount by \$34,035.16, from the original contract amount of \$472,645. The reduction amount was provided by the APN as identified FBG funds that would not be allocated under the provisions of this contract, by the contract end date, September 30, 2007. The monetary reduction will result in a reduction of 237.07 hours of services for adults and a reduction in 205.53 hours of service for children. This will deduct \$12,784.16 in adult services and \$21,251 in children's services from their FBG allocation. For a total reduced maximum consideration for this contract of \$438,609.84.

**Motion # 07-039**

To introduce for review NSMHA-NORTHWEST EDUCATION SERVICE DISTRICT 189-FBG-07 Amendment 1 is being funded through the reallocation of under-spent funds by current FBG grantees, this will allow NSMHA to fully fund the planning and development of a school based Day Treatment Program. Financial consideration for this amendment is \$14,767 for a total maximum on this contract of \$40,000.

**Motion # 07-040**

To introduce for review NSMHA-EVERETT HOUSING AUTHORITY HOPE PROJECT-FBG-07 is being funded through the reallocation of under-spent funds by current FBG grantees, this will fund additional FTE hours to provide in home intervention and clinical services to older adults in Snohomish County. Maximum financial consideration for this contract is \$16,224.

**Motion # 07-041**

To introduce for review NSMHA-JARVIS-PSC-07 Amendment 1 for an additional financial consideration of \$25,000 for a total maximum on this contract of \$45,000. This amount is to cover bills received after the expenditure of original contract amount and to cover the additional consultation services required for the ongoing implementation of the Request for Qualifications (RFQ).

**Motion # 07-042**

To introduce for review NSMHA-MAGILL-PSC-07 for the consultation and facilitation services of Sam Magill for the Board of Director's Retreat during the month of September, 2007. Maximum consideration for this contract is \$8,500. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

**Motion # 07-043**

To introduce for review NSMHA-APN-MEDICAID-06-07 Amendment 1 for the extension of the contract period for a new contract end date of September 30, 2007. The financial consideration for this amendment period is \$9,833,834.50. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

**Motion # 07-044**

To introduce for review NSMHA-APN-SMHC-06-07 Amendment 1 for the extension of the contract period for a new contract end date of September 30, 2007. The financial consideration for this amendment period is \$4,191,564. New language on the Co-Occurring GAIN SS screening, Incident Reporting and Crisis Intervention requirements of SB 1456, Marty Smith's law is added to the contract through this amendment.

**Motion # 07-045**

To introduce for review NSMHA-SEA MAR-MEDICAID-06 Amendment 2 for the extension of the contract period for a new contract end date of September 30, 2007. The financial consideration for this amendment period is \$125,000. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

**Motion # 07-046**

To introduce for review NSMHA-SEA MAR-SMHC-06 Amendment 2 for the extension of the contract period for a new contract end date of September 30, 2007. The financial consideration for this amendment period is \$25,000. New language on the Co-Occurring GAIN SS screening and Incident Reporting are added to the contract through this amendment.

**Motion # 07-047**

To introduce for review DSHS-NSMHA-PIHP-06-07 AMENDMENT 2 for the purpose of bridging the existing Medicaid contract for a new end date of September 30, 2007. The maximum consideration for this bridge amendment is undetermined at this time.

**Motion # 07-048**

To introduce for review DSHS-NSMHA-SMHC-06-07 AMENDMENT 3 for the purpose of bridging the existing Medicaid contract for a new end date of September 30, 2007. The maximum consideration for this bridge amendment is undetermined at this time.

**Motion # 07-049**

To introduce for review NSMHA-CCS-PSC-06-07 AMENDMENT 3 for the purpose of bridging the existing case management contract for the pilot project for a new end date of September 20, 2007. The maximum consideration for this bridge amendment is \$11,940.

cc: Charles R. Benjamin  
County Coordinators  
NSRSN Management Team

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

**North Sound Mental Health Administration  
117 North First St., Suite 8  
Mt. Vernon, WA 98273  
June 5, 2007  
1:00 PM**

Agenda

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the May 2007 Meeting Minutes, Chair – 5 minutes
4. County Coordinator Report
5. Comments from the Public –5 minutes
6. Correspondence and Comments from the Chair – 5 minutes
  - a.
7. New Business:
8. 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
  - e. Ombuds Monthly Update – Chuck Davis – 5 minutes
9. Items To Be Brought Forward To The Board of Directors – Charles Benjamin, Executive Director
  - a. Consent Agenda
  - b. Action Items
  - c. Introduction Items
10. Comments from County Advisory Board Representatives – 15 minutes
  - a. Island
  - b. San Juan
  - c. Skagit
  - d. Snohomish
  - e. Whatcom
11. Comments from Public – 5 minutes
12. Other Business
  - a. Request for Agenda Items
13. Adjournment

**NOTE:** The next Advisory Board meeting will be July 3, 2007, in the NSMHA Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

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

**May 1, 2007**

**1:00 to 3:00**

**Present:** Mary Good, Laurel Britt, Marie Jubie, Russ Sapienza, Joan Lubbe, Andrew Davis, Mary Ann Slabaugh & Catherine Ellis  
**Absent:** Tom Richardson, Chuck Albertson and Chris Walsh  
**Staff:** Chuck Benjamin, Margaret Rojas, Greg Long and Barbara Jacobson, recording.  
**Guests:** Chuck Davis, Deborah Moskowitz,

**MINUTES**

<i>TOPIC</i>	<b>DISCUSSION</b>	<i>ACTION</i>
--------------	-------------------	---------------

**CALL TO ORDER, INTRODUCTIONS**

Vice Chair Davis	The Vice Chair called the meeting to order at 1:13 pm, Chair Mead was unable to attend today. There was a pre-meeting presentation by Chuck Davis of Ombuds services for a complaint--grievance update.	Informational
------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

**REVISIONS TO THE AGENDA**

Vice Chair Davis	The Vice Chair asked if there were any revisions to the agenda. None mentioned.	Informational
------------------	---------------------------------------------------------------------------------	---------------

**APPROVAL OF MINUTES**

Vice Chair Davis	The minutes from the April meeting were reviewed. Andrew noted that he was present at that meeting and the minutes will be changed to reflect this. A motion was made to approve the minutes with changes, seconded and motion carried.	Informational  Motion carried
------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------

**COMMENTS FROM THE PUBLIC**

Deborah Moskowitz, Mary Good, Joan Lubbe	Deborah wants to say thanks for the Wellness Recovery Action Plan (WRAP) training funds provided by the Advisory Board for James Mead and Betty Scott. She wants the Advisory Board to spread the word about this training. It is a comprehensive plan around a person's recovery; a document that you carry with you to your appointments to help set goals. A strong consumer voice is heard this way. The training is for both providers and consumers and it is free. She was very pleased with the training; it was the first in the state. Whatcom had the training and possibly Snohomish County will be next. James will be a good contact point about future trainings.  Mary is passing around a copy of an article from the Skagit Valley Herald on mental health court. It was a good article with a lot of information. Joan states that she received a call from a woman who was very upset about her son's picture in the paper with the article and what she thought were inaccuracies.	Informational
------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

## COUNTY COORDINATOR REPORT

None present.

Informational

## COMMENTS AND CORRESPONDENCE FROM THE CHAIR

Vice Chair Davis

Mary Ann Slabaugh joins us as a new member representing San Juan County so all their slots are now filled. Andrew brings up the vacancies still remaining and asks all to spread the word about these positions.

Informational

The planning committee has an opening since Jim King is no longer on committee and those interested should contact Greg Long. Chuck gave a short overview on planning committee duties.

## NEW BUSINESS

Vice Chair Davis

Andrew brings up the idea of having honorary members on this board such as legislators or maybe having Tom Richardson become an honorary member as his schedule prevents him from attending many meetings. It was opened for discussion though no motion will be made at this time. Andrew will discuss this with James and bring back the topic at the next meeting. It is also noted that we do have a quorum present today so this is an official meeting.

Informational

## MONTHLY COMMITTEE REPORTS

### Executive Director's Report

Chuck Benjamin

Chuck draws attention to our “Vision of Hope and Path to Recovery” message which we need to keep in mind.

Informational

He mentioned the tribal conference starts tomorrow.

The Planning Committee is meeting Friday to look over the Requests for Proposals (RFP) recommendations. It will go public on May 17 and to the full Board on May 31. The Board of Directors authorized the early public release.

The planning committee will also be looking at the Federal Block Grant (FBG) funding and the need to re-allocate some funding. Some providers are behind on spending and these funds must be spent by September 30. They will look at funding some previous projects not funded last time and some that were under funded. The meeting is from 11 to 1 pm with part of the meeting open to the public.

Chuck notes that we are in discussion with the Mental Health Division (MHD) about our next contract and bridge contract. On May 31 the jail services bridge contract goes before the Board of Directors. We need a bridge contract for now and the new contracts may be for two years in the future. This is just to extend the current contract with its funding.



Audits are currently being conducted at the provider agencies.

A presentation will be given at the next meeting June 5 regarding Requests for Proposals (RFP).

### **Finance Committee**

Mary Good

Mary said the expenditures were straight forward and it needed to be forwarded to the Board of Directors (BOD) for approval. The Advisory Board reviewed the expenditures and a motion was made to forward the expenditures to the BOD for approval, seconded and motion carried.

Informational

Motion carried

We are waiting to see how many extra scholarships we will receive for the Behavioral Health Conference and should know around May 18. We are hoping all on the waiting list will be able to attend.

Transportation for the new San Juan representative, Mary Ann Slabaugh was agreed to and Catherine will show her the ropes.

Chuck will have Shari look into the video equipment purchased to see where that stands at this time.

Have Shari look into video equipment purchase status.

Marie asks about approval for the funding of her trip for the SB5340 signing ceremony and Andrew says he will attend with her. There is a motion to fund mileage and meals for this trip, seconded and the motion carried.

Motion carried

### **Executive Committee/Agenda Committee**

Vice Chair Davis

The Board of Directors meeting has been moved from May 10 to May 31. Andrew states that a delegate is needed to attend the June 14 Board of Directors meeting in place of him and James Mead who will be at the Behavioral Health Conference. He asked for a volunteer and none came forward. It will be asked again at next month's meeting. If no one is able then Chuck can bring the Advisory Board's written report forward.

Informational

### **Quality Management Oversight Committee (QMOC) Report**

Mary Good

- Greg stated the Program for Assertive Community Treatment (PACT) is in startup phase and having hiring difficulty. They had their first Advisory Board meeting and the providers will be meeting with North Sound regarding Information System.
- The Requests for Proposals (RFP) are going forward to the Planning Committee and the

Informational

Board of Directors (BOD). There is a public comment period to come at the May BOD meeting.

- There may be a potential site for the kids E&T in King County and Greg will be meeting with them about this.
- There are LOCUS and CALOCUS trainings coming up in June in Everett and Mount Vernon.
- The Skagit County Crisis Center is open so the North Sound now has two triage facilities.
- A housing committee has been established per a request by the BOD with Gary Williams as the chair.
- The Policy Subcommittee brought forward policies 1511.00 & 1557.00 which were both approved.
- QMOC will now have a standing agenda item to review Western State Hospital (WSH) census due to concerns around census.
- Regional Training Committee charter has changed to include slots for two Advisory Board members (one a consumer and one a board member), a consumer and Tribal liaison. Mary Good has volunteered to fill the Advisory Board slot.
- The training module on American Indian Policy was accepted.
- Kurt summarized a critical incident report from the last two quarters of 2006.
- The QMOC charter will need to be reviewed and updated as we move to the new funding model and new providers are added. APN will be disbanded on September 30.

## **ITEMS BROUGHT TO THE BOARD OF DIRECTORS**

### **Consent Agenda**

Chuck Benjamin	The recommendations for the Requests for Proposals (RFP) are going forward to the Board of Directors on May 31, as well as, the jail bridge contract and our expenditure report.	Informational
----------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

## **COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS**

Island	No representation.	
San Juan	No report but they want to say how proud they are of Barbara LaBrash's hard work on the RFP in addition to everything she does for their county. Catherine introduced Mary Ann Slabaugh and welcomed her to the Advisory Board.	
Skagit	Mary said there were no public comments. They discussed the possibility of Maile Keli'ipio-Acoba and Jim King working with the North Sound Mental Health Administration on Supported Employment.	Informational

The opening of the new Behavioral Crisis Center was mentioned and over 100 people attended the opening including county member and officials.

It was mentioned that Shelly Ibarra has been hired as Case Manager for the Community Wellness Program and she will be working on getting providers on board and referrals lined up.

It was mentioned Skagit County recently received housing funds for the jail transition program and has been working with the Housing Authority to negotiate the project. There are issues around the housing as the county does not want to be the lessee and responsible for the units so there is still work to be done.

Mary said Maile announced one position was open on their Board but it may have been filled.

NAMI is going to schools with their “Next Generation Teen Program” and has been seen by more than 290 students.

Provider reports were given by Catholic Community Services and Department of Vocational Rehabilitation.

The retirement celebration of Gini Johnson was held April 5.

Chair Lubbe stated she wants to see more board members present at the joint board meetings because of all the work needing to be done.

The Board voted to have the Substance Abuse Board alternate their meetings with each Board’s respective meeting date and their next meeting is tentatively scheduled for June 4.

Snohomish

Marie made corrections to the meeting minutes under the Legislative Report.

Informational

Marie reported on the Washington Health Empowerment Network (WHEN) stating this was the statewide consumer group which was to be established through the Transformation Grant. She stated she has participated from the beginning with disagreement within the group and the Mental Health Division (MHD) in terms of the organization and structure of the network. As a result of the disagreements, group membership has dropped from 25-30 people to 3 or 4. Marie said she resigned from the project and MHD has now contracted with an unknown entity “Consumer Voices are Born” to act as the network.

Marie gave a legislative update on passage of 1088 – Children’s Mental Health, 5340 (formerly 1322) definition of disability and Mental Health Parity (expansion to smaller businesses). She said the Marty Smith Bill 5563 providing for double staffing for crisis response visits in the community will probably pass.

Greg Long, James Mead and Marie provided a report from the North Sound Mental Health Administration.

A NAMI report was given acknowledging the NAMI Walk on May 19, picnic scheduled for August 6 and the newsletter will be out soon.

Mike Manley reported Snohomish County Human Services Department submitted three proposals for Federal Block Grant funds from Long-Term Care and Aging with two being funded. He announced the Human Services Department is hiring a new Division Manager for Mental Health, Chemical Dependency and DUI Program. He announced that Western State Hospital census is at 149 plus 3 Molina clients stretching staffing levels considerably. He mentioned that NSMHA is currently in negotiations to contract with a social worker from Pierce County to augment staffing from this region. He mentioned that a third Jail Transition Resource Manager has been hired due to client caseload.

Whatcom

Andrew notes that some Rainbow Center members went to a meeting in Ellensburg having to do with starting up clubhouses. Andrew stated there is a camp out in Ellensburg June 4-6 and to let him know if you would like to attend; he can be reached at 360-483-9277.

Informational

There is a NAMI walk on Saturday May 19th in Seattle at Magnuson Park. Andrew has the form for people to get sponsors if anyone is interested.

Russ mentioned a NAMI education meeting May 1 at St Luke’s education center with wellness activities and a Wellness Recovery Action Plan (WRAP) meeting on May 22 at St. Luke’s.

**COMMENTS FROM THE PUBLIC**

No comments given.

**OTHER BUSINESS**

Future agenda items:

Informational

Making the Requests for Proposals (RFP) presentation a pre-meeting presentation. San Juan would like the pre-meeting to start later so they can attend since the ferry schedule makes them arrive later.

DRAFT – Not yet approved by the Advisory Board.

Site visits should be looked at such as going to San Juan. Andrew states that he and Rebecca are planning two site visits maybe to Western State Hospital (WSH) or Delta Healthcare. Also, the Lake Whatcom Clinic (LWC) picnic is mentioned. This will be tabled until the next meeting when Rebecca returns.

Also reviewing the Bylaws and appointing a committee for this.

## **ADJOURNMENT**

Vice Chair Davis

The meeting was adjourned at 2:25 p.m.

Informational

The next meeting will be held on Tuesday, June 5, 2007, at 1:00 p.m.