



# **Pre-meeting Advisory Board**

**April 1, 2008**

**Presentation**

**12:15 pm**

**Drop-In Center and Clubhouse**

**Compass Health**

By: Tom Sebastian

## MEMORANDUM

DATE: April 28, 2008  
TO: NSMHA Advisory Board  
FROM: Chuck Benjamin, Executive Director  
RE: May 8, 2008 Board of Director's Agenda

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Please find for your review and comment the following that went before the Board of Directors at the May 8, 2008, NSMHA Board of Directors Meeting.

### **Action Items for the BOD in May**

\*\*To approve DSHS-DCFS-NSMHA-WRAPAROUND-08-09 for the provision of Children's Wraparound Services in Skagit County. The term of this agreement shall be April 1, 2008 through December 31, 2008. Maximum funding for this Agreement is \$50,000.

\*\***NOTE:** This item was brought to your attention as an action item for the Board of Director's in April; however, NSMHA did not have the final copy of the contract so it was introduced instead. The final contract will be an action item for the Board of Director's in May.

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  
May 6, 2008  
1:00 PM**

Agenda

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the April 2008 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
7. New Business:
  - a. Washington Behavioral Health Conference Registrations
  - b. Gary Williams Recognition
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 – Charles Albertson – 5 minutes
  - d. QMOC Report – Mary Good – 5 minutes
  - e. Ombuds Snapshot
9. Items To Be Brought Forward To The Board of Directors – Chuck 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 May 6, 2008, in the NSMHA Conference Room.

**North Sound Mental Health Administration (NSMHA)  
MENTAL HEALTH ADVISORY BOARD**

**April 1, 2008**

**1:00 to 3:00**

<b>Present:</b>	Mary Good, Marie Jubie, James Mead, Andrew Davis, Joan Lubbe, Charles Albertson, Tom Richardson, Otis Gulley, Arthur Jackson and Candy Trautman
<b>Excused Absence</b>	Russ Sapienza, Catherine Ellis and TerryAnn Gallagher
<b>Absent:</b>	Chris Walsh
<b>Staff:</b>	Margaret Rojas and Rebecca Pate, recording
<b>Guests:</b>	Darcy Hocker, Chuck Davis and Rebecca Clark

**MINUTES**

<i>TOPIC</i>	<b>DISCUSSION</b>	<i>ACTION</i>
<b>CALL TO ORDER, INTRODUCTIONS</b>		
Chair Mead	The Chair called the meeting to order at 1:13 pm. Introductions were made. Tom Yost gave a pre-meeting presentation on the proposed NSMHA 2008 Housing Plan.	Informational
<b>REVISIONS TO THE AGENDA</b>		
Chair Mead	Chair Mead asked if there were any revisions to the agenda and the County Coordinator report will be moved up. Tom has a motion he would like to present regarding the Housing Plan.	Informational
<b>APPROVAL OF MINUTES</b>		
Chair Mead	The March minutes were reviewed. A motion was made to approve the minutes as written, seconded and motion carried.	Informational Motion carried
<b>COUNTY COORDINATOR REPORT</b>		
Rebecca Clark	<p>Rebecca said Gary Williams will be retiring the end of April.</p> <p>A discussion was raised regarding an increase in violence against mentally ill.</p> <p>Skagit is trying to organize Peer Counselor training at Skagit Valley College. It is hoped to make it a region wide program with a pilot to begin.</p> <p>Associated Counties Human Services (ACHS) meetings were discussed and Anne Deacon will replace Gary. It is hoped to have a summit with the public mental health system, regional mental health system and Criminal Justice to create a way to cross-system these agencies.</p> <p>Rebecca asked what kind of information the Advisory Board would like to receive.</p> <p>Marie asked for information regarding the Mental</p>	Informational

	<p>Health Court and stated the Advisory Board would like to conduct a site visit. Tom stated he would like a report from each of the counties regarding the 1/10 of one percent sales tax. What is the progress of counties that have passed the tax and where the funding is being used? Where the counties stand that have not passed the tax.</p>	
<p><b>COMMENTS FROM THE PUBLIC</b></p>		
<p>Tom Richardson</p>	<p>Tom made a motion that the NSMHA Advisory Board enthusiastically supports the NSMHA initiative in developing a Housing Plan with stated goals and staffing support. However, given the conservatively stated scope of the growing need (currently, 917 homeless mentally ill folks in our region) and the recognized basic need for a stable residential setting as a pre-condition of recovery from Serious Mental Illness, we encourage the Governing Board and NSMHA leadership to increase the following specifically stated goals by a factor of 10 – to <b>700</b> new slots of supported housing services in the first 2 years, <b>250</b> additional slots each subsequent year for 3 years and <b>200</b> new mental health Adult Residential Treatment Facilities (ARTF) beds in the region. If we only plan to address the present need over the next 32 years (which the presented plan would suggest), we will not be sufficiently aggressive in our advocacy on behalf of those who depend on us taking up their cause, seconded and motion carried.</p> <p>James mentioned the residents of the old military base housing by Boeing Field have been given 90 days to move out in order to build a new high rise complex.</p> <p>Andrew mentioned the involuntary detention rates in Skagit and Whatcom Counties have always been high and a NSMHA committee will be meeting to discuss this. He distributed the statistics for all to review.</p> <p>Rebecca announced the Triage and Jail Diversion meeting occurring April 4<sup>th</sup> at the Burien Law and Justice Facility by the state and consultants from the Gains Institute. For detailed information, you can contact Gary Williams at gwilliam@co.whatcom.wa.us or 360-676-6724 x30693 and he will be happy to send you the flyer.</p>	<p>Informational</p> <p>Motion carried</p>
<p><b>COMMENTS AND CORRESPONDENCE FROM THE CHAIR</b></p>		
<p>Chair Mead</p>	<p>James mentioned handouts for Serenity Club, Cocoon House, Ombuds Presentation, news article from the Seattle PI about Dangerously Mentally Ill, Quality Management Oversight Committee (QMOC) <b>draft</b> minutes and a letter to Chuck Benjamin from Whatcom County Health Department expressing appreciation to NSMHA for their seeking both State</p>	<p>Informational</p>

	and Substance Abuse, Mental Health Systems Administration (SAMHSA) grants are in the Advisory Board's manila folders.	
<b>NEW BUSINESS</b>		
Chair Mead	<p>Tom mentioned the Action Items for Board of Directors (BOD) in April and asked for clarification on the Wraparound contracts and Margaret clarified.</p> <p>The BOD requested contracts be moved from introductory items to action agenda due to time constraints. Normally, the BOD has 30 days to review and they will continue to be given that time if possible.</p> <p>Margaret said LKI is a small entity that has worked with children for foster home placement. The LKI team will come in and work with the biological/foster/identified family for 90 days (this could be longer or shorter timeframe). This is intended to be a crisis team but they will also be providing some family/individual counseling and psychotherapy. The main purpose is to stabilize the home and keep the child in the home and get them into services. Margaret added that Joanne Norman will be overseeing the pilot. This contract is a huge undertaking for LKI and NSMHA will be providing technical assistance.</p> <p>Tom made a motion that the Advisory Board encourage the BOD to adopt the five action items listed and further commend the NSMHA staff for whatever efforts were made to bring in the funding that allowed this program, seconded and motion carried.</p>	<p>Informational</p> <p>Motion carried</p>
<b>MONTHLY COMMITTEE REPORTS</b>		
	<b>Executive Director's Report</b>	
Margaret Rojas	<p>The Mental Health Planning Advisory Council (MHPAC), which is part of the Mental Health Division (MHD), is meeting this month at SeaTac and they will be looking at Federal Block Grant (FBG) funding for 2009-2010. They will explore targeting the funding in a way that will publicly be more evenly spread, targeting populations, targeting areas of need throughout the state and meeting the needs of the counties. Tom asked if there are areas not providing services well. Margaret said there is not an exemplary program for the elderly population, and children are underserved. She said there are some little pockets in counties that are working well but not any shining program.</p> <p>Margaret said various non-profit agencies have been</p>	Informational

	<p>trying to get involved with the school systems. James said the 1/10 of one percent stipulates that funding will be used to provide a MH counselor in each school in each county. James said the older adult situation has existed for some time. James said ongoing problems with Adult Family Home (AFH), Adult Residential Treatment Facility (ARTF) and nursing homes are to fill the beds of individuals who are sent to the Evaluation and Treatment (E&amp;T) Facilities or hospitals. James said a pilot project was done by Sunrise Services, Sue Closser that won awards because she took people out of Western State Hospital and put them in the AFH and told the consumers this is your home and no one will kick you out. If the consumers did not get along with the caregiver, Sue would bring in a new caregiver from another area of her agency to work with the consumers. James said he had spoken with Sue since arriving in Snohomish County and she told him Sunrise was no longer doing this type of project and he said this was a project that needed to be built upon.</p> <p>Margaret said with the Wraparound in Skagit County and LKI project not everyone will have to meet Access to Care Standards. The majority will be on Medicaid but 10 children in this Wraparound program will not have to meet economic eligibility or Access to Care Standards. Margaret added that NSMHA is looking at starting the same type of program in Whatcom County.</p> <p>Otis asked if the 1/10 of one percent could go to public vote in Snohomish County. James said the way the bill was written the County Council can approve it but Snohomish County Executive Reardon wants to put it up for a vote. James said a way to express your desires is to send a letter to the editor; however, letters to the editor could result in more problems and this is why the County is trying to handle this in an appropriate manner.</p> <p>Margaret mentioned the NSMHA staff is performing audits and recently audited Whatcom Counseling with two findings. One was not having a Mental Health Specialist consult for ethnically diverse consumers. One thing that is being worked on is to organize the region so other region providers can assist others with needs for consultation. Margaret said if an Advisory Board member wanted to attend an entrance or exit interview of an audit they are welcome. Andrew stated he would like to attend and Otis volunteered to be back up.</p> <p>James suggested NSMHA look into the areas of individuals who might have Bachelor's degrees and these needed skills and perhaps set aside some funding</p>	
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	<p>to assist them in obtaining their Master’s degree. He added perhaps he and Chuck could talk to the “powers that be” regarding this issue when they visit. Margaret mentioned providers are seeking people with special skills during application/hiring processes.</p> <p>Margaret said NSMHA conducts an Integrated Provider meeting with providers every quarter to talk about what is received in data, what services are/are not being provided well and a time for providers to ask questions regarding payment issues. Currently, providers are receiving 25% fee-for-service funding and 75% capacity funding. This will soon change to 50-50. Margaret said NSMHA has some concerns about utilization of certain programs and is looking into this discrepancy. NSMHA is looking at ways to increase the number of people within certain programs and plans to manage the placement people into these programs. NSMHA does not want to micro-manage the programs but wants to see the numbers increase. One program falling short is the Intensive Outpatient. Margaret emphasized NSMHA’s job is to monitor the programs and ensure consumers receives the proper level of care.</p> <p>Margaret said Compass Health (CH) is under Corrective Action (CA) in Snohomish County for the Drop-In Center and Clubhouse. The Drop-In Center CA resulted from a grievance. NSMHA is looking at the number of hours of service being provided, where/who is providing the service and the amount of payment they are receiving for the intended service hours. Currently, CH receives \$28,000/month to run a Drop-In Center and it is only open four hours a day. CH has staffed up and hired consumers, which meets requirements. They are under Corrective Action (CA) have 30 days to respond to the CA.</p> <p>NSMHA has received their plan and it is under review. Margaret stated Bill is looking at the fiscal piece and she is looking into the hours of service, etc. She indicated NSMHA knows the money is not being spent on anything else but it should be spent on the services contracted. She added NSMHA’s opinion is the money should have been spent on the Drop-In Center and it should be a full-time center. She emphasized the Drop-In Center should be operating full-time. The Corrective Action for the Clubhouse is the same scenario as the Drop-In Center. Margaret said they must submit a plan for a fully operational program for both the Drop-In Center and the Clubhouse by the end of April. Margaret emphasized she wants to know what they consider fully operational so she can compare to what was contracted. Arthur asked how long this has been going on and Margaret</p>	
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	<p>said Compass Health has been running a Drop-In Center partially through funding from their PATH grant, which is a grant that helps the homeless. They were doing this without NSMHA funding until October. As of October, they started receiving the \$28,000/month. The Clubhouse funding started in July and Margaret said, other than the location, Compass Health is doing a better job of running the Clubhouse. Discussion followed. Tom asked if any similar issues exist in Whatcom and Margaret said no their program has been running longer and is functioning well. Tom said NSMHA has a contract they are working under and he encouraged NSMHA to look at the programs because it is not just another here is what we have come and get it if you want it. He emphasized it much more of it is ours kind of thing. He said for future contract negotiations program operators should include criteria that encourages and takes into consideration, at least, of the membership and getting people involved. Arthur said it appears CH has failed to meet the requirements. James said he made a motion at the Board of Directors meeting regarding this issue. James said he requested NSMHA to take funding back and apply it to other areas. A friendly amendment was made for NSMHA to perform an audit on both facilities and see what Corrective Action is taken before the full Board says to take some money back. James suggested since the address appears to be in question that Margaret check with the Post Office to see if such an address exists. Some discussion followed.</p> <p>Joan Lubbe said Peer Connections in Skagit is growing and doing very well. She said her son goes and thinks the place is fantastic.</p>	
	<p><b>Finance Committee</b></p>	
<p>Mary Good</p>	<p>Mary gave the committee report and brought a motion forward for approval by the full Board to take January 1<sup>st</sup> through March 31<sup>st</sup> expenditures to the Board of Directors for approval. Mary asked if there was a second and it was stated one was not needed because the motion comes from the committee. Charles asked if there were any consumer participation coming up or if the \$5,000 dollars was just sitting untouched. Tom called the question and motion carried.</p> <p>Charles said he brought up the consumer participation because of a Canadian Native American who works diligently at Rainbow Center. She is not recognized as a local Tribal member; therefore, she cannot get funding to attend the Tribal Conference. She would like to attend and Charles made a motion to sponsor Native Americans that are not otherwise sponsored to attend the Tribal Conference with the funds from the</p>	<p>Informational</p> <p>Motion carried</p>

	<p>consumer participation section of the budget, the motion was seconded and discussion followed. Tom seconded but made a friendly amendment to clarify the rules for non-Board members’ participation in regards to Tribal members from non-recognized Washington Tribes to attend sponsored Tribal Conference. Margaret encouraged the Advisory Board to use caution because there are Tribal members who are not connected to their respective Tribes for whatever reason. Margaret said this would be a good topic for discussion and further clarification for next year’s Tribal Conference Committee on how to encourage these type individuals to attend the conference. James added the RCW for the state of Washington recognizes that “Native Americans can be those people who are members of a tribe or those who are recognized within their community and participate in Native American activities but are not registered members” are classified as Native Americans under state law. The question was called for three additional Native Americans to attend the Tribal Conference and motion carried with Candy and Andrew abstaining.</p>	<p>Motion carried</p>
	<p><b>Executive Committee/Agenda Committee</b></p>	
<p>Chair Mead</p>	<p>James said Gary Williams’ retirement was discussed and the committee voted to present him with a certificate and gift card in recognition of his service to the system.</p> <p>The Board Retreat committee was established to discuss the retreat and James, Otis, and Mary will be on the committee. James asked if any other Board members would like to be on the committee and Tom said if timing was right he would like to serve. James added the retreat would be sometime in July or August. Tom said the retreat should focus on what the Board plans to do during the next year.</p> <p>Site visits were discussed to decide so funding can be planned out. It was discussed to look at three sites for the future. James said if anyone has suggestions, let him know. Otis stated it would be nice to visit a place like Compass Health and see how they function for a day to help members understand how consumers are being cared for and where funding is going. Marie suggested the Mental Health Court in Skagit.</p> <p>The Tribal Conference was discussed and there are three on the waiting list for any Board member cancellations.</p> <p>Rebecca updated the Board about the Washington Behavioral Health Conference. She emphasized that all attending this conference need to <b>get their registrations to her</b> because the conference</p>	<p>Informational</p>

	<p>organizers requested all attendees be sent is as a group registration. She said she would accept 10 additional requests for scholarships on a first come first serve basis to accommodate the approved 20 rooms by the Advisory Board (one room is for the bus driver). Extra scholarships will not be available until after early registration deadline, May 16<sup>th</sup>. Rebecca said she would make her request for extra scholarships to conference organizers as soon as possible. If anyone has any questions, please feel free to contact Rebecca at rebecca_pate@nsmha.org, 360-416-7013 x233, or 800-684-3555 x233.</p> <p>Members that will be serving on or applying to serve on QMOC will be Mary, Joan, Arthur, Bruce Paquette, James and Arthur. James mentioned that NSMHA is working on combining Quality Management Committee and Quality Management Oversight Committee.</p> <p>The provider meeting will be attended by Andrew with Otis serving as alternate.</p>	
	<p><b>Quality Management Oversight Committee (QMOC) Report</b></p>	
Mary Good	Mary gave a brief report and told the Board to review the <b>draft</b> minutes included in their manila folder for details.	Informational
	<p><b>Ombuds/QRT Report</b></p>	
Chuck Davis	<p>Chuck Davis provided a PowerPoint presentation for October 2007 through December 2008. Chuck acknowledged complaints are beneficial because they present the consumer voice. Chuck acknowledged that NSMHA is the only RSN that looks at complaints this way to his knowledge.</p> <p>Tom asked for a copy of the detailed narrative Chuck presented. Chuck said he would send it to Rebecca for distribution.</p>	Informational
<p><b>ITEMS BROUGHT TO THE BOARD OF DIRECTORS</b></p>		
	<p><b>Introduction and Action Items</b></p>	
Margaret Rojas	<p><b><u>Introduction Items</u></b></p> <p><b>*Motion # 08-020</b> To introduce for review/approval NSMHA-JET COMPUTER SUPPORT-PSC-08 for the purpose of Information System Consultation and Analysis. The term of the contract is April 1, 2008 through December 31, 2008. The maximum consideration for the contract is \$49,000.</p> <p><b>*Motion #08-021</b></p>	Informational

	<p>To introduce for review/approval MHD-NSMHA-WRAPAROUND-SMHC-07-09 for the provision of Wraparound services in Skagit County. The term of this agreement is April 1, 2008 through June 30, 2009. The maximum consideration for this contract is 325,270.</p> <p><b>*Motion #08-022</b> To introduce for review/approval NSMHA-SKAGIT COMMUNITY ACTION AGENCY-OMBUDS-08-09 for the purpose of regional Ombuds services. The contract is moving from Skagit County to Community Action for the remainder of its term, April 1, 2008 through June 30, 2009. The total maximum consideration for this contract is \$184,909, inclusive of a one time payment of \$4,183 for start up costs.</p> <p><b>*Note:</b> Action was taken on all of the above introduction items.</p> <p><b><u>Action Items</u></b> To approve NSMHA-CCSNW-SMHC-07-09 AMENDMENT 2 for the provision of Children's Wraparound Services in Skagit County. The term of this amendment shall be April 1, 2008 through June 30, 2009. Funding for this amendment is blended with NSMHA state funding, Children's Administration and Skagit County funding. Funding for fiscal year 2008 is \$55,211 and funding for fiscal year 2009 is \$336,931 for a maximum consideration for this amendment of \$392,142.</p> <p>To approve SKAGIT COUNTY-NSMHA-WRAPAROUND-08 for the provision of Children's Wraparound Services in Skagit County. The term of this agreement shall be April 1, 2008 through December 31, 2008. Maximum funding for fiscal year 2008 is \$25,000.</p> <p>To approve DSHS-DCFS-NSMHA-WRAPAROUND-08-09 for the provision of Children's Wraparound Services in Skagit County. The term of this agreement shall be April 1, 2008 through December 31, 2008. Maximum funding for this Agreement is \$50,000.</p> <p>To approve SNOHOMISH COUNTY-NSMHA-MEMORANDUM OF UNDERSTANDING (MOU) for the provision of a Children's Crisis Team in Snohomish County. The term of this MOU is May 1, 2008 through June 30, 2009. Maximum consideration for this Agreement (MOU) is \$125,000.</p> <p>To approve DSHS-DCFS-NSMHA-08-09 for the provision of a Children's Crisis Team in Snohomish County. The term of this Agreement is April 10, 2008</p>	
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	through June 30, 2009. The maximum consideration for this Agreement is \$606,662.	
	<p><b>ACRONYM KEY</b></p> <p>DSHS - DEPARTMENT OF SOCIAL AND HEALTH SERVICES  DCFS - DIVISION OF CHILD AND FAMILY SERVICES  CCSNW - CATHOLIC COMMUNITY SERVICES  NORTHWEST WRAPAROUND - IS WRAPAROUND  SMHC- STATE MENTAL HEALTH CONTRACT  NSMHA- NORTH SOUND MENTAL HEALTH ADMINISTRATION</p>	
<b>COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS</b>		
Island	No report.	Informational
San Juan	No one present.	Informational
Skagit	No report because their last meeting was joint with Substance Abuse.	Informational
Snohomish	James said they had a retreat and it was excellent. He added they got a lot done but still have more work to do. Otis said the retreat was enjoyable and he learned a lot and looks forward to serving and helping others.	Informational
Whatcom	Andrew said they are working on the sales tax initiative. They are hoping the Council will pass it in May or June and hoping it will not go to a vote.	Informational
<b>COMMENTS FROM THE PUBLIC</b>		
Tom Richardson	Tom acknowledged Darcy's presence and said she is considering serving on the Board. James acknowledged the Board was glad to have her presence and looked forward to her working with the Board. Darcy said she is active a Rainbow Center and she likes what she saw today.	Informational
<b>OTHER BUSINESS</b>		
Chair Mead`	James asked if there were any agenda items for the next meeting and none were mentioned.	Informational
<b>ADJOURNMENT</b>		
Chair Mead	<p>Candy made a motion to adjourn the meeting, seconded and motion carried. The meeting was adjourned at 3:15 pm.</p> <p>The next meeting will be held on Tuesday, May 6, 2008, in the NSMHA Conference Room.</p>	Informational Motion carried