



**Advisory Board**  
**Consumers Voices Are Born (CVAB)**  
**12:00**  
**Skagit REACH Center**  
**By**  
**Brad Barry & Jeff Reynolds**

## MEMORANDUM

DATE: April 24, 2012  
TO: NSMHA Advisory Board  
FROM: Joe Valentine, Executive Director  
RE: May 10, 2013, Board of Director's Agenda

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Please find for your review the following that will go before the NSMHA Board of Directors at the May 10, 2013, meeting:

To introduce the recommendations from Planning Committee to allocate the fund balance to the proposals identified in the matrix to the Board of Directors for approval.

cc: County Coordinators  
NSMHA Leadership Team

# NORTH SOUND MENTAL HEALTH ADMINISTRATION ADVISORY BOARD MEETING

## Agenda

**May 1, 2012  
1:00 PM**

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the April 2012 Meeting Minutes, Chair – 5 minutes
4. Ombuds Report
5. Correspondence and Comments from the Chair – 5 minutes
6. New Business
  - a. Brief Report on Healthcare Integration Efforts in Whatcom County – David Kincheloe
7. Old Business
8. Monthly Committee Reports
  - a. Executive Director's Report – 5 minutes
  - b. Finance Committee – 5 minutes
  - c. Executive Committee/Agenda Committee – 5 minutes
  - d. QMOC Report – 5 minutes
9. Items To Be Brought Forward To The Board of Directors
  - a. Consent Agenda
  - b. Action Items
  - c. Introduction Items
    - i. Fund Balance Recommendations – Margaret – 20 minutes
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
13. Adjournment

NOTE: The next Advisory Board meeting will be June 5, 2012, in the NSMHA Conference Room.

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

**April 10, 2012**

**1:00 – 3:00**

<b>Present:</b>	<b>Island:</b> <i>Candy Trautman</i> <b>Skagit:</b> <i>Jeannette Anderson, Joan Lubbe</i> <b>Snohomish:</b> <i>Fred Plappert (via phone)</i> <b>Whatcom:</b> <i>Mark McDonald, Russ Sapienza</i>
<b>Excused Absence:</b>	<b>Skagit:</b> <i>Susan Ramaglia</i> <b>Snohomish:</b> <i>Carolann Sullivan</i> <b>Whatcom:</b> <i>David Kincheloe</i>
<b>Absent:</b>	<b>Whatcom:</b> <i>Hill Cummings</i>
<b>Staff:</b>	<i>Greg Long, Margaret Rojas and Rebecca Pate, recording</i>
<b>Guests:</b>	<i>Chuck Davis</i>

**MINUTES**

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
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**CALL TO ORDER AND INTRODUCTIONS**

Chair Trautman	Candy convened the meeting at 1:02 and introductions were made. Margaret gave a PowerPoint presentation regarding “Dignity and Respect”.	Informational
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**REVISIONS TO THE AGENDA**

Chair Trautman	Candy asked for any revisions to the agenda and added under QMOC report importance of membership will be discussed.	Informational
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**APPROVAL OF MINUTES**

Chair Trautman	Candy asked for any revisions/corrections to the February minutes. Fred made a motion to approve as written, Mark seconded and motion carried.	Informational Motion carried
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**OMBUDS REPORT**

Chuck Davis	Chuck gave their semi-annual PowerPoint presentation covering October 2011 through March 31, 2012. The presentation and all supporting documents were included in members manila folders. Chuck said if anyone sees a trend or something they want addressed, please contact the Ombuds.	Informational
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**COMMENTS AND CORRESPONDENCE FROM THE CHAIR**

Chair Trautman	Candy stated she has nothing to report at this time.	Informational
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**NEW BUSINESS**

Chair Trautman	<b><u>BEHAVIORAL HEALTHCARE CONFERENCE (BHC)</u></b> Candy mentioned BHC and stated 12 scholarships were approved at February’s meeting. Russ made a friendly amendment to the original motion to up attendees from 12 to 15, Jeannette seconded and motion carried. Requirements will be Advisory Board first, people that have never gone second and first-come, first-served last. When Rebecca sends out email to the public distribution list for this conference, she will	Informational Motion carried Send out email about room
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	<p>request individuals let her know if the if they are willing to share a room and who they are willing to share with so those arrangements can be made.</p> <p><b><u>NATIONAL ALLIANCE FOR MENTALLY ILL (NAMI) NATIONAL CONFERENCE</u></b></p> <p>The NAMI National Conference was discussed and was decided to restrict attendance of the eight (8) scholarships to Advisory Board members. The consensus of the group was to attend on Friday, June 29<sup>th</sup>. Rebecca will send out announcement to Advisory Board members seeking out individuals that wish to attend the one-day session. Transportation details will be announced once it is discovered who will be going.</p> <p><b><u>MEETING SCHEDULE</u></b></p> <p>Margaret mentioned the Board of Directors (BOD) voted to begin monthly meetings beginning in May. Margaret suggested the Advisory Board change to monthly to begin building relationship with new Executive Director coming aboard April 23<sup>rd</sup>. Jeannette made a motion for the Advisory Board to begin meeting monthly, Fred seconded and motion carried. The next meeting will be May 1<sup>st</sup>. Rebecca will send notification out to all members. Mark stated the date change was not updated on the website calendar. Rebecca suggested Mark try to refresh on his computer. She stated sometimes changes will not appear until you refresh the page per Michael White.</p> <p><b><u>HEALTHCARE INTEGRATION IN WHATCOM COUNTY</u></b></p> <p>Postponed to next month due to David's absence.</p>	<p>sharing to the public</p> <p>Rebecca send out email about NAMI National Conference</p> <p>Motion carried Changed meeting schedule to monthly</p>
<b>OLD BUSINESS</b>		
<p>Chair Trautman</p>	<p><b><u>PLANNING SITE VISITS</u></b></p> <p>Margaret will contact Skagit Valley Hospital Care Center for site visit. Candy mentioned they are having an Open House April 30<sup>th</sup> from 10 to 1 and she will ask about a site visit. Mark made a motion to attend the Open House and transportation be covered, Fred seconded and motion carried. Margaret stated they do not contract with NSMHA so are not obligated to allow a site visit but she will contact them to see if they will.</p> <p>Rebecca mentioned she has contacted Novartis Pharmaceutical and REACH Peer Center about conducting pre-meetings. Scheduling was postponed until after today's meeting due to possible change in schedule. She also mentioned a site visit for the REACH Peer Center.</p> <p>Margaret mentioned Sunrise, Whatcom Counseling and Psychiatric Center (WCPC), Skagit Crisis Center, Compass North and Whatcom Crisis Center. Russ mentioned Island,</p>	<p>Informational</p> <p>Motion carried Margaret contact SVH Care Ctr.</p> <p>Rebecca contact sites regarding visits</p>

	<p>San Juan and Lake Whatcom Silver Beach Center facilities. Consensus was to try and schedule Whatcom and Skagit locations. Rebecca will contact sites and request dates.</p> <p><b><u>PLANNING BOARD RETREAT</u></b></p> <p>Candy mentioned scheduling a date for the retreat. Margaret suggested August and Candy mentioned considering July 10<sup>th</sup> or August 7<sup>th</sup> for meeting/retreat. Joan made a motion to have retreat on July 10<sup>th</sup> or August 7<sup>th</sup>, Russ seconded and motion carried. Rebecca will check into some locations. The Burlington Library and Educational School District (Anacortes) were mentioned as possibly locations from 9 to 3. A committee will be formed to discuss development of retreat agenda.</p>	<p>Motion carried</p> <p>Rebecca check on locations for retreat</p>
<b>MONTHLY COMMITTEE REPORTS</b>		
<b>Interim Executive Director's Report</b>		
<p>Greg Long</p>	<p>Greg acknowledged the new Executive Director, Joe Valentine, will be on board April 23<sup>rd</sup>.</p> <p>He mentioned NSMHA has a fund balance remaining and two meetings have been held to discuss how this funding will be allocated: 1) Providers and Counties and 2) Stakeholders. Several proposals were suggested/submitted. Final proposals are due to NSMHA by April 17<sup>th</sup>. Proposals will go to the Planning Committee for recommendations, to Advisory Board for approval of recommendations and the Board of Directors May 10<sup>th</sup> for final approval.</p> <p>He mentioned two wards at Western State Hospital (WSH) will be closing but he does not believe this will greatly impact NSMHA. WSH has charged Regional Support Networks (RSN) entities for over census. The RSNs requested WSH redo this to be averaged over six months and the state came back stating they would average over three month option. NSMHA has received notification from two hospitals in Snohomish County that want to open psych units. Discussions have occurred regarding dual eligible consumers. The State has talked about turning them over to national healthcare plans which could result in reduction of funding to RSNs. He said the way healthcare is going to be paid is changing but unclear how at this time. Hospitals have been contacting NSMHA.</p>	<p>Informational</p>
<b>Finance Committee</b>		
<p>Fred Plappert</p>	<p>Fred said they met this morning and one recommendation coming from committee was expenditures to go before Board of Directors for approval. The full Board accepted the recommendation.</p> <p>The committee recommended to send Lillian Ogilvie to 2012 Tribal Conference. The full Board approved the recommendation.</p>	<p>Informational</p> <p>Recommendation accepted</p> <p>Recommendation accepted</p>

	The committee recommended chartering 36 passenger bus for the BHC. The full Board accepted the recommendation.	Recommendation accepted
	<b>Executive/Agenda Committee</b>	
Chair Trautman	<p>Candy stated they met and approved QMOC membership of David Kincheloe and Jeannette Anderson.</p> <p>Candy stated Greg will talk about importance of attendance after the report is given.</p> <p>Greg stated this is the most important meeting for Advisory Board representation to attend. In order to achieve a quorum, one more non-provider than providers <b>must</b> be present to conduct official business, be able to vote and move issues forward. Candy stated “Go to Meeting” events have not gone well in the past; however, it has been encouraged that individuals attend in person whenever possible. An additional change is that a Chair will be present at all meetings (and not just on the phone). Greg mentioned in the past NSMHA met with Advisory Board people about 30 minutes before the meeting to discuss issues. The Advisory Board members said this might be something worth trying. Rebecca will send out an email for QMOC representatives.</p>	<p>Informational</p> <p>Rebecca send out email regarding QMOC membership</p>
	<b>Quality Management Oversight Committee (QMOC) Report</b>	
Mark McDonald	<p><b><u>FEBRUARY BRIEF</u></b></p> <p><b>Risk Assessment Documents</b> – North Sound Mental Health Administration (NSMHA) requested from all providers their risk assessment and management documents to combine and share among providers to lead to quality improvements by providers around assessing risk.</p> <p><b>Early Periodic Screening, Diagnosis and Treatment (EPSDT) Follow-up</b> – All providers whether they serve kids or not are required to show that they have the ability to handle a referral if it comes in. There is a timeline attached; providers must log the referral and contact consumer within 10 working days to attempt engagement and close the loop. This is audited by NSMHA in chart reviews and will next be done in May 2012.</p> <p><b>Co-Occurring Performance Measure</b> – To increase the identification rate is one of the regional performance measures and as discussed at QMOC, there was a consensus to change the impairment kind definition and broaden criteria beyond dependence to include abuse. An attachment was distributed and is the draft from this recommendation which will capture more individuals to improve treatment.</p> <p><b>Customer Satisfaction Survey</b> – A report on the outcome of the survey was presented that measured satisfaction with outpatient services and how helpful services have been. The</p>	Informational

	<p>results were very positive overall and the results will be used to compare to surveys in the future.</p> <p><b>Policy 1516.00 – Mental Health Professional (MHP) Exceptions and Waivers</b> – This policy was rewritten to clarify where exceptions and waivers can occur and now meets Division of Behavioral Health &amp; Recovery (DBHR) requirements.</p> <p><b>Policy 1541.00 – Use of Seclusion and Restraints</b> – This policy was rewritten as a result of the External Quality Review Organization (EQRO) audit as they requested that outpatient providers have a policy stating that seclusion and restraint are not used by them.</p> <p><b>Policy 1551.00 – Individual Service Plans (ISP)</b> – This policy was rewritten as a result of revision to another policy as it relates to special population consults. Duplicative information was removed.</p> <p><b>Policy 1725.00 – Mobile Outreach Team (MOT)</b> – This policy was rewritten to address the issue of under utilization of the teams. Calls can now come directly to the team instead of only through VOA; though VOA will still track each request and monitor for team safety.</p> <p>Candy mentioned there was not a quorum for the February meeting so all action was postponed to March meeting.</p> <p><b><u>MARCH BRIEF</u></b></p> <p><b>Fund Balance Proposal</b> Mark M requested that a proposal to fund additional psychiatrist hours from the fund balance be considered. This proposal will be taken to the April 10<sup>th</sup> stakeholder meeting to discuss.</p> <p><b>Co-Occurring Performance Measure</b> – To increase the identification rate is one of the regional performance measures and as discussed at QMOC there was a consensus to change the impairment kind definition and broaden criteria beyond dependence to include abuse. This change will capture more individuals to improve treatment. A numbered memoranda was sent out to providers to start this change and the old codes will be retired by June 30<sup>th</sup>.</p> <p><b>All four of these policies were approved.</b></p> <p><b>Policy 1516.00 – MHP Exceptions and Waivers.</b> This policy was rewritten to clarify where exceptions and waivers can occur and now meets DBHR requirements.</p>	
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	<p><b>Policy 1541.00 – Use of Seclusion and Restraints.</b> This policy was rewritten as a result of the EQRO audit as they requested that outpatient providers have a policy stating that seclusion and restraint are not used by them.</p> <p><b>Policy 1551.00 – Individual Service Plans.</b> This policy was rewritten as a result of revision to another policy as it relates to special population consults. Duplicative information was removed.</p> <p><b>Policy 1725.00 – Mobile Outreach Team.</b> This policy was rewritten to address the issue of under utilization of the teams. Calls can now come directly to the team instead of only through VOA; though VOA will still track each request and monitor for team safety.</p> <p>Candy requested all members received brief. Rebecca will send via email attachment and make available in manila folders at future meetings.</p>	<p>Rebecca send out briefs &amp; put in folders for future meetings</p>
<b>ITEMS BROUGHT TO THE BOARD OF DIRECTORS</b>		
<b>Introduction and Action Items</b>		
Greg Long	Greg stated there are no items going before the Board of Directors and their April meeting was canceled.	Informational
<b>COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS</b>		
Island	Candy said they met on the 27 <sup>th</sup> . They conducted reviews of their very successful school-based mental health programs. On March 28 <sup>th</sup> she attended the review for Camano Island. On April 25 <sup>th</sup> they will review all programs involved in the 1/10 funding to discuss future uses.	Informational
San Juan	<p>In the rather extraordinary state budget process, another version of the budget was released yesterday by the House. Rashi Gupta reports that it bodes fairly well for our programs, coming in at the level of the first Senate budget that was supported by ACHS and WSAC. Restores Disability Lifeline and Medical and Chemical Dependency Treatment for ADATSA. Reduces Housing and Essential Needs (HEN) funding, which is reportedly underspent and was reduced in an earlier iteration of the budget. A minimum of a 7% cut is expected to all federal programs.</p> <p>County mental health coordinators have been working on proposals for the fund balance at North Sound Mental Health Administration. There is a stakeholders meeting next Tuesday to discuss the \$7.5 million. Emphasis is on infrastructure, capital projects, and housing supports.</p> <p>Attended the Association of County Human Services meeting via phone. There was a lot of discussion about health care reform among the chemical dependency and mental health</p>	Informational

	<p>sections. DD was primary topics of interest were the small county mitigation strategy, contract allocations, and the 2012-2103 contracts which have been distributed for preliminary review by county Prosecuting Attorneys.</p> <p>DD budget – second round preliminary state budget allocations from the Division of Developmental Disabilities demonstrate a 10% overall reduction for San Juan County in 2012 – 2013. Concurrently, counties have agreed to a small county mitigation strategy based on FTEs for minimum staffing levels at the provider and county level. We are still negotiating our contract allocation, but the mitigation strategy rising to a formal level is a big step forward.</p> <p>Health Care Reform: Please see enclosed handouts re: health care reform and the State Dual Eligibles (Medicare/Medicaid) Proposal. Public comments are due by April 13<sup>th</sup>. We are working closely with Rashi Gupta, NSMHA, and counties on the health care reform conversation.</p> <p>Compass Health staffing on the chemical dependency treatment side is down to a .65 FTE CDP with two staff vacancies. They reportedly have an interview scheduled next week with a strong candidate who has mental health and CD certification. Area Director Lynn Retzer is leaving her position effective May 1<sup>st</sup>. We are monitoring Compass on April 26<sup>th</sup> with our monitoring consultant Sharon Robinson. Performance Based Contract outcomes are in compliance with state requirements which is good news.</p> <p>The driving-under-the- influence (DUI) law has been beefed up in Washington State with stiffer penalties going into effect August 1<sup>st</sup> of this year. Fees for ignition interlock devices are going up, along with stricter rules re: implementation of interlock devices, expansion of the definition of DUI to include inhaled (“huffed”) chemicals, and open public records on felony DUI convictions.</p> <p>We are nearing the end of the first state fiscal year of our contracts and as such it is necessary to do a utilization review of the ATOD grant. Compass’ utilization has been lower than budgeted due to staff vacancies. We are reviewing expenditures by fund source and will make adjustments as necessary in communication with staff at the Division of Behavioral Health and Recovery.</p> <p>All of the Community Wellness Program contracts have been signed. Demand for services on San Juan Island has increased and the program is close to capacity for 2012 according to Joyce Sobel, Director of the Island Family Resource Center.</p>	
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	<p>The period of performance for the RFP issued last year will end in August 2012, and we need to discuss programing for the 1/10<sup>th</sup> of 1% mental health sales tax.</p> <p>We have received a full year’s funding from North Sound Mental health Administration (NSMHA) for crisis stabilization services provided by off-duty Law Enforcement (LE) for 2012 in the amount of \$9996. The Memorandum of Understanding between the health Department and the Sheriff’s Office is being routed for signature.</p>	
<p>Skagit</p>	<p><u>Skagit Report for February</u>          Community Services Staff is continuing to develop new youth programming based upon Recovery Oriented Systems of Care. Jolene McEachran has been hired as the Youth Program Supervisor. Case manager candidates will be interviewed this week.</p> <p>Community Services has worked with North Sound Mental Health Administration (NSMHA) and Community Voices Are Born to launch the new Peer Center. Consumer Voices Are Born (CVAB) opened its doors to the Skagit REACH Center on February 6, 2012.</p> <p>The Community Wellness Program links individuals to mental health counseling and limited medication services if they do not qualify for public mental health services or have other benefits. We are currently serving approximately 250 individuals.</p> <p><u>Skagit Report April</u>          Community Services hosted a joint Skagit County Behavioral Health Provider Meeting Friday, March 9. Representatives from the following providers attended: Compass, Catholic Community Services, Sunrise, Pioneer Human Services, Skagit Recovery, and Phoenix Recovery. Participants provided program updates, informing one another of cross system opportunities. We plan to hold future meetings twice a year.</p> <p>Community Services staff attended an East County Skagit County Alliance for Healthcare Access (SCAHA) in early March to discuss ways to enhance services in the east county area.</p> <p>Community Services Care Coordination staff participated in Recovery Oriented Systems of Care training and Motivational Interview Training. The training was aimed at staff of the soon to be launched Linking Youth Needing Community Services (LYNCS) program but adult care coordinators also participated.</p>	<p>Informational</p>

<p>Snohomish</p>	<p>A contract has been executed with Catholic Community Services to provide Youth Outpatient Mental Health Treatment in both the Stanwood and Arlington School Districts. Funding for this program is from the County's .1% Sales Tax. CCS was selected as the winning proposal from the RFP that was issued in January 2012.</p> <p>District Court Judges are reconsidering a proposal to start a Mental Health Court. A Workgroup has revised the proposal to hopefully address the concerns of the Judges. If approved, it may start in October 2012.</p> <p>The Snohomish County Mental Health Advisory Board is now meeting jointly with the Snohomish County Alcohol and Other Drugs Advisory Board. These joint Board meetings occur every other month. The next meeting is scheduled for Tuesday, May 15<sup>th</sup> at 5 p.m.</p> <p>The Sales Tax Advisory Board is seeking ideas from the community regarding service gaps and innovative programs. The Sales Tax Advisory Board will be reviewing these ideas as it works on submitting a proposed 2013 Budget. Releasing funds from the Reserve Funds will be considered. See letter and form in manila folder for more information.</p>	<p>Informational</p>
<p>Whatcom</p>	<p>Our local Behavioral Health fund balance is greater than expected due to under expenditures in some newly established programs. The Behavioral Health Revenue Advisory Committee (BHRAC) held a Planning Session on February 16, 2012, to discuss and evaluate options for utilizing the fund balance. The committee voted to set aside approximately \$3 million in order to fund the construction of an enhanced Triage Facility. This allows for a minimal increase in programs and services.</p> <p>The Board reviewed and discussed a list of program proposals submitted by community providers that may be considered for funding with behavioral health funds. It was requested the Board make recommendations on the program/service priorities funded by local Behavioral Health Funds. Discussion regarding these recommendations was discussed at the March 12<sup>th</sup> meeting. BHRAC asked the community what gaps are present and how to address and fill those gaps. Programs ultimately considered <b>must be</b> evidence-based. Programs strongly suggested by attendees were: day care, permanent location for Rainbow, rapid access and Mental Health Court. A presentation was done regarding the need for project-based housing. Members of the Homeless Coalition put together a ten-year plan, utilizing the housing first model. Catholic Housing Services of Western Washington will be the developer, Whatcom County Homeless Service Center will screen and</p>	<p>Informational</p>

	<p>place clients and Whatcom Counseling and Psychiatric Clinic (WCPC) will provide the case management. This will be an addition of 20 beds.</p> <p>A presentation regarding “Adverse Childhood Experiences Study” was given March 13<sup>th</sup> at St. Luke’s Health Education Center.</p> <p>It was made known that NSMHA is working with counties and providers on allocation of approximately \$7 million in excess reserves.</p> <p>A National Alliance on Mental Illness (NAMI) “Family-to-Family” began March 28<sup>th</sup>.</p> <p>It was announced that WCPC has merged with Westcoast Counseling effective the end of March. This partnership will allow more complete integrated care.</p> <p>The next NAMI/Whatcom education meeting is Thursday, April 12<sup>th</sup> with Swil Kanim from Lummi Tribe will be doing a presentation.</p> <p>On Saturday, May 19<sup>th</sup>, Rainbow Recovery Center will be holding a fundraiser at the Sparks Museum of Electrical Invention on Bay Street in Bellingham from 6-10 pm. Tickets are \$20 in advance or \$25 at the door. You can call Rainbow Center for more details.</p>	
<p><b>COMMENTS FROM THE PUBLIC</b></p>		
<p>Chair Trautman</p>	<p>Mark gave a brief report on a seminar regarding Post Traumatic Stress Disorder (PTSD). He mentioned Hazelden’s Springbrook Campus in Newburg, Oregon, is a treatment site 25 miles southwest of Portland for substance abuse. Dr. Laura Ferguson, a psychiatrist/meeting organizer, talked to the attendees about co-morbidity. She stated people involved in co-morbidity have had some sort of trauma in their lives in the past. Mark mentioned Hazelden’s website has many useful tools. Cross-addiction was discussed at length. It was mentioned that PTSD does not just involve personal trauma but can also occur from national disasters and incidents occurring to individuals known by the person. A strong connection was made regarding addictions and cravings.</p> <p>Jeannette mentioned she attended Consumer Partnership at the Department of Behavioral Health and Recovery meeting and the need to have consumer run organizations was discussed. Peer Centers mentioned they needed money to run organizations. Attendees were from all over the State of Washington.</p>	<p>Informational</p>

<b>OTHER BUSINESS</b>		
Chair Trautman	On May 8 <sup>th</sup> there will be an Open House from 3:30 – 6:30 pm at the new REACH Center in Skagit County.  On April 20 & 27 the REACH Center having a workshop with Beth Gould from 3 – 5 pm.	Informational
<b>ADJOURNMENT</b>		
Chair Trautman	Mark made a motion was made to adjourn the meeting, seconded and motion carried. The meeting was adjourned at 3:20. <b>The next meeting will be May 1, 2012.</b>	Informational