

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

Agenda

December 3, 2013

1:00 PM

1. Call to Order - Introductions, Chair (2 min)
2. Revisions to the Agenda, Chair (1 Min)
3. Comments from the Public (5 min)
4. Approval of the November Meeting Minutes, Chair (1 min) TAB 1
5. Executive/Finance Committee Report (10 min) TAB 2
 - a. Expenditures
 - b. 2014 Budget Approval
6. Standing Board of Directors Committee Reports (5 min)
 - a. Planning Committee (No November Meeting)
 - b. Quality Management Oversight Committee
7. Old Business (10 min) TAB 3
 - a. 2014 Pre-Meeting Topics
8. Executive Director Report (10 min)
 - a. Governor Inslee's Approach to Behavioral Health Care Purchasing
9. Action Items Being Brought To The Board of Directors (5 min) TAB 4
 - a. Memorandum (available at meeting)
 - b. NSMHA 2014 Budget
10. New Business (3 min)
11. Comments from County Advisory Board Representatives (5 min)
 - a. Island
 - b. San Juan
 - c. Skagit
 - d. Snohomish
 - e. Whatcom
12. Other Business (3 min) TAB 5
 - a. Introduction of new NSMHA staff
 - b. NSMHA's 2014 Meeting Calendar
13. Adjournment

NOTE: The next Advisory Board meeting will be January 7th, in the NSMHA Conference Room.

North Sound Mental Health Administration (NSMHA)
MENTAL HEALTH ADVISORY BOARD
November 5, 2013
1:00 – 3:00

Present:	Island: Candy Trautman San Juan: Peg Leblanc (joining by phone) Skagit: Joan Lube Snohomish: Jennifer Yuen, Marie Jubie, Joan Bethel, Fred Plappert, Carolann Sullivan Whatcom: David Kincheloe, Mark McDonald, Michael Massanari and Russ Sapienza
Excused Absence:	Island: San Juan: Skagit: Snohomish: Jeff Ross Whatcom:
Absent:	Island: San Juan: Skagit: Snohomish: Megan Anderson Whatcom: Larry Richardson
Staff:	Joe Valentine, Margaret Rojas, Joanie Williams recording
Guests:	Brad Berry, CVAB (Consumer Voices are Born)

MINUTES

TOPIC	DISCUSSION	ACTION
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<p>CALL TO ORDER AND INTRODUCTIONS Candy called the meeting to order at 1:08 and initiated introductions. She thanked Brad Berry for the Pre-meeting presentation on the Peer Counselor training session. Candy asked Joan Lubbe to share with the group regarding her son’s recent hospitalization and her concerns about the mental health care he received.</p> <p>a. Last Month’s Pre-Meeting Tulip Tribes: discussed below under New Business</p>
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REVISIONS TO THE AGENDA		
Chair	<ul style="list-style-type: none"> ➤ Candy asked Russ and Mark to speak about the recent conferences they attended. They will present during the discussion: Reports from Members. ➤ Exec/Finance Committee Report: 2014 Committee Composition was added to the Executive Committee Report. 	Informational

COMMENTS FROM THE PUBLIC : none
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APPROVAL OF MINUTES

Chair	David had a revision under Whatcom county, no additional revisions were requested, October minutes were approved.	October minutes approved with one revision.
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EXECUTIVE/FINANCE COMMITTEE

	<ul style="list-style-type: none"> ➤ Fred gave an overview of the Advisory Board Budget. A motion was made to forward the expenditures to the Board of Directors for approval. Motion was seconded and all were in favor, none opposed. ➤ Candy asked David to present a draft regarding the SAMHSA (Substance Abuse & Mental Health Services Administration) conference scholarship applications. David will present his draft 	<p>Expenditures forwarded to Board of Directors</p> <p>David presenting Draft at Jan. meeting</p>
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<p>2014 Executive Finance Committee Composition</p>	<p>at the January meeting for the group to review.</p> <ul style="list-style-type: none"> ➤ 2014 Exec Finance Committee Composition Candy said December is election month. Mark will be chairing next month's meeting in her absence, and he will be the new Chair in 2014. She referenced the articles in the bylaws. Group discussion followed. ➤ She also talked about NSMHA's Planning and QMOC (Quality Management Oversight Committee). She asked the group to decide if they would like to be part of the committees in 2014. NSMHA will follow up with the respective Counties about expired Board Member terms which are noted on the roster. ➤ Candy requested paper ballots be used at next month's meeting, verses verbal votes. Joanie will have the ballots ready for the next meeting. 	<p>Informational</p> <p>NSMHA will follow up with expired AB member terms</p> <p>Joanie bringing ballots to next meeting</p>
<p>STANDING BOARD OF DIRECTORS COMMITTEE REPORTS</p>		
	<p>Planning Committee</p>	
	<p>Quality Management Oversight Committee (QMOC) Report</p>	
	<p>Candy directed the Board's attention to the Committee Briefs in the binders for review.</p>	<p>Informational</p>
<p>EXECUTIVE DIRECTOR'S REPORT</p>		
	<p>2014 Budget: Joe said that each year the Board of Directors adopts the operating budget for the following year. He referenced the Power Point Presentation handouts in the Board Members binders. He said the budget is posted on the website. He gave a PowerPoint presentation on the budget which covered the key budget issues, accomplishments, policy and program challenges, as well as strategies. Joe answered questions from the Advisory Board members. Additional conversation took place regarding the number of people served with State funds. Joe said we will have Dennis generate a report to determine the exact numbers.</p> <p>CMS (Centers for Medicare and Medicaid Services)/State Agency Stakeholder meetings: Joe gave an overview regarding the CMS letter and talked about the options presented to the State. He said the State Agencies are holding Stakeholder meetings and gathering opinions. He referred to the meeting agenda handout (Planning for the Behavioral Health System) and discussed the Pros and Cons with the group. They discussed the integration model. Joe told the Board the State is open to ideas.</p> <p>Verbal Update: Joe stated NSMHA had two proposals fully funded: \$2.1 million was funded to enhance NSMHA Triage Centers; \$1million was funded to establish an Intensive Geriatric Care Transitions Team.</p> <p>Verbal Update: Joe talked about the RHA (Regional Health Alliance) focusing on the issue of boarding persons in community hospitals. A recent RHA meeting which took place on October 31st. He said NSMHA will have an Advisory Board Pre-Meeting in 2014 to discuss the RHA progress.</p> <p>DSHS Mental Health Updates: Joe referenced the handout for the group to look over and noted most of the information was discussed in the previous topics.</p>	<p>Informational</p> <p>Dennis will run a report identifying number of individuals served with State funds</p> <p>Informational</p> <p>2014 Pre-Meeting topic/RHA</p>
<p>ACTION ITEMS BEING BROUGHT TO THE BOARD OF DIRECTORS</p>		
	<p>ACTION ITEMS: Joe stated NSMHA is amending the contract with</p>	<p>Informational</p>

	<p>WCPC for Children’s Mental Health Services. Margaret said the Rainbow Recovery Center is a pass through from Whatcom County who funds part of the Peer Center, (the money passes through NSMHA and is forwarded to WCPC/\$87,000). NSMHA funded an additional \$10,000 to Center for Human Services for their IT system.</p> <p>A motion was made to pass the action items collectively, all were in favor, and none were opposed.</p>	<p>Action items approved</p>
<p>NEW BUSINESS</p>		
<p>Chair</p>	<p>2012-2013 Pre-Meeting Review: Candy referenced the handouts in the packets pertaining to the past Pre-Meetings.</p> <p>2014 Meeting Topics: Candy deferred to Joe who talked about having a Pre-Meeting in January covering the topics currently being discussed by the RHA (Regional Health Alliance). He gave an overview of the RHA projects and said he would like ideas from the Advisory Board. He also spoke about having additional Peer Support model presentations; this will assist in the next steps toward building the Peer Support Network. Candy asked to meet Dr. Brown who contracts with NSMHA. She said the Board could benefit from information pertaining to his role with NSMHA.</p> <p>Joe suggested having Julie provide a recap on the key presentations from the Systems of Care Conference. Candy suggested the Tulalip Tribe (or another tribe) come and present to the Board. Joe talked about the State working with the tribes to develop a Tribal-Centric Behavioral Health System and suggested this as a potential topic. Candy talked about the group having site visits to Triage Centers. Joe suggested the visits take place late 2014 or early 2015, which will leave time for the new changes to be implemented. Candy talked about having a presentation on the school based mental Health Programs.</p> <p>Joe said we will put together a list of the Pre-Meeting Site Visit ideas and talk about it at the next meeting. This will be under the heading; Old Business, he said.</p> <p>REPORTS FROM BOARD MEMBERS: Russ talked about the ACA (Affordable Care Act) presentation at the COD (Co-Occurring Disorders Conference) in September. He said there was a comedian who performed standup comedy as a tool for recovery.</p> <p>In addition, he spoke about a children’s program (Child Behavioral Health & Drug Abuse) which received an award during the ceremony.</p> <p>Mark said he attended three events recently. The first was a NAMI event regarding children. Another presented tele-video information on the TR Lawsuit. He and Marie attended the Mental Health Aging forum, which Marie expounded regarding seniors with mental health concerns. She said they talked about the ACA online access, as well. Marie also talked about the smoking shelter issue by the bus stop in front of Compass, and her attempts to resolve the issue.</p> <p>Fred, Marie and Joan attended a public meeting regarding a potential 75 bed psychiatric facility in Smokey Point. Group discussion followed.</p>	<p>-RHA pre-meeting/discussion in January</p> <p>-Additional Peer Support Model presentations (first 6 months of 2014)</p> <p>-Dr. Brown presentation</p> <p>-Julie/SOC Conference in the summer, provide highlights</p> <p>-Tulalip or another Tribe give a presentation (late 2014 or early 2015)</p> <p>-Triage Center site visits (late 2014 or 2015)</p> <p>-School based MH programs</p> <p>-Joanie to make a list of pre-meeting/site visits</p>
<p>COMMENTS FROM COUNTY ADVISORY BOARD REPRESENTATIVES</p>		
<p>Island</p>	<p>Candy talked about two “grass roots grown programs” regarding the 1/10th funds. One program is for a Crisis Mental Health Worker to assist with a Mobile Outreach Team to impact individuals in pre-crisis situations. She said an intern has been added as part of the school based</p>	<p>Informational</p>

DRAFT not yet approved by Advisory Board

	mental health counselor program. She talked about a new program housing homeless people (NSMHA funded). She gave details.	
San Juan	none	Informational
Skagit	Mentioned above under reports from Board Members	Informational
Snohomish	Mentioned above under reports from Board Members	Informational
Whatcom	Russ spoke about a symposium he recently attended on the topic of verbal abuse, which he said offered very useful information. He mentioned two upcoming events with NAMI Whatcom County and education forums, in addition to a potluck. David talked about an upcoming event with a presenter who is part of the National Story Teller's Convention, Thursday, November 14 th , 7-9pm at the Health Education Center in Bellingham. He said he would get the information to Joanie, who would forward it to the out to Board members.	Informational Joanie to forward information to group
OTHER BUSINESS: Mark requested NSMHA spending left over Advisory Board money on catered food for the holiday pre-meeting. Group discussion followed. Joanie will send out a list to the group letting them know the food item(s) NSMHA will provide for the potluck and have the group bring additional items.		
ADJOURNMENT: the meeting adjourned at 3:01 pm.		

**2013 Advisory Board Budget
January 1 - November 30, 2013**

		1.)	2.)	3.)	4.)
		All Conferences	Board Development	Advisory Board Expenses	Consumer Transportation
	Total	Project # 1	Project # 2	Project # 3	Project # 4
Budget	\$ 28,590.00	\$ 14,197.00	\$ 1,565.67	\$ 12,227.33	\$ 600.00
Expense	(20,754.16)	(7,429.40)	(1,565.67)	(11,555.69)	(203.40)
Under / (Over) Budget	\$ 7,835.84	\$ 6,767.60	\$	\$ 671.64	\$ (396.60)







<ul style="list-style-type: none"> ➤ BHC ➤ NAMI ➤ COD ➤ Other 	<ul style="list-style-type: none"> ➤ Board Summit (Retreat) 	<ul style="list-style-type: none"> ➤ Travel Costs for Board Members <ul style="list-style-type: none"> ▪ Food ▪ Mileage 	<ul style="list-style-type: none"> ➤ Non-Advisory Board Members <p>To attend AB meetings and special events</p>
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North Sound Mental Health Administration
Warrants Paid
November 2013

Type	Date	Num	Name	Memo	Amount
Bill	11/06/2013	October2013	AA Dispatch	Batch # 102797	556.75
Bill	11/06/2013	Oct/Nov2013	Kincheloe, David	Batch # 102797	62.15
Bill	11/06/2013	September2013	LeBlanc Peg	Batch # 102797	310.27
Bill	11/06/2013	November2013	McDonald, Mark	Batch # 102797	63.28
Bill	11/06/2013	Sept/Oct2013	McDonald, Mark	Batch # 102797	218.97
Bill	11/06/2013	November2013	Trautman, Candy	Batch # 102797	85.88
Bill	11/06/2013	November2013	Yuen, Jennifer	Batch # 102797	47.46
Bill	11/12/2013	September2013Addl	McDonald, Mark	Batch # 102866	394.94
Total - Travel					<u>1,739.70</u>
Total Advisory Board					<u>1,739.70</u>
					<u>1,739.70</u>
					<u>1,739.70</u>

Advisory Board Budget 2014 Proposed Budget

	Total	All Conferences Project # 1	Board Development Project # 2	Advisory Board Expenses Project # 3	Stakeholder Transportation Project # 4
Budget	\$ 28,590.00	\$ 13,900.00	\$ 1,600.00	\$ 12,490.00	\$ 600.00
Expense					
Under / (Over) Budget	<hr style="border-top: 3px double #000;"/> <div style="display: flex; justify-content: space-around; align-items: center;">     </div>				
		BHC , NAMI, COD, OTHER	BOARDS SUMMIT (RETREAT)	Travel Costs for Board Members (food & mileage)	Non- Advisory Board Members, to attend meetings and special events

2014 Pre-Meeting Topics/Site Visit

Potential Date	Topic	Note
January 7, 2014	RHA/Purpose/Goal and Current Status	
	Peer Support Model Presentation	
	Dr. Brown/ NSMHA Role/System Benefit	
	Tribal Centric Behavioral Health System	
	County Based School Based MH Programs	
	Crisis Redesign	
	System of Care Conference-Julie	
	NWESD (Northwest Educational School District)	New NSMHA Children's Provider
	Center for Human Services	New Children's Program
	SITE VISIT OPTIONS	
	Triage Centers/Site Tour	
*		

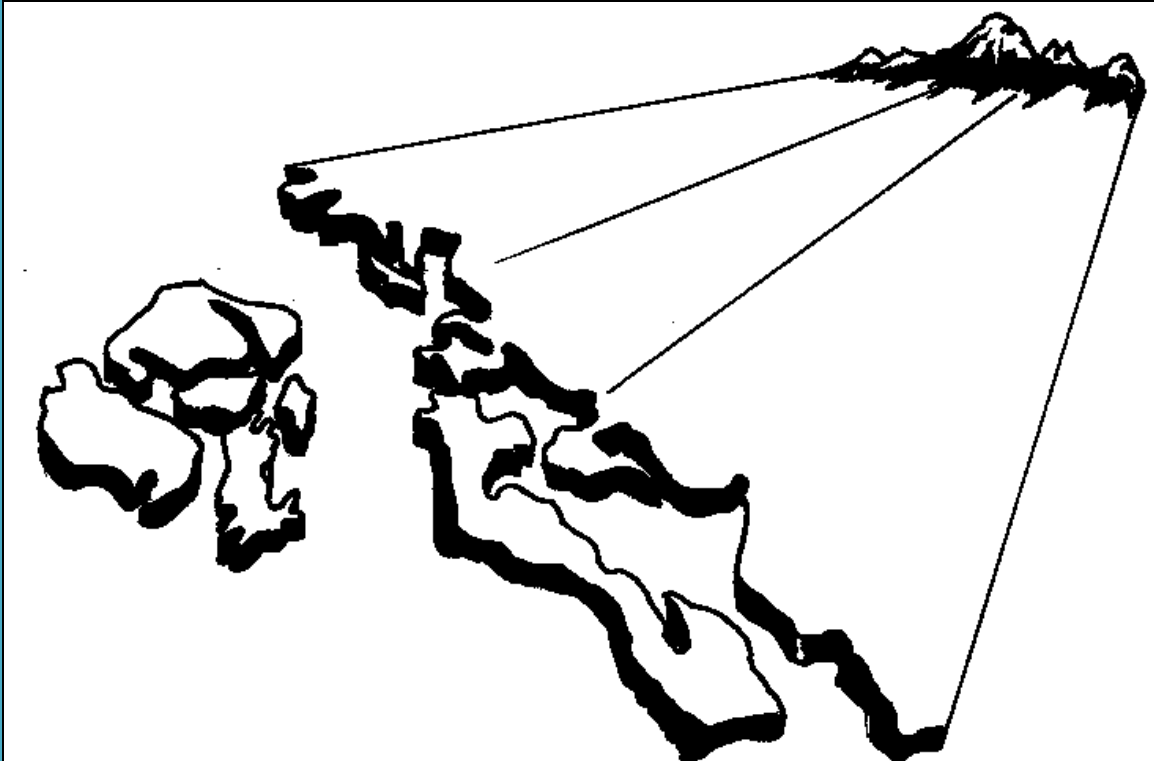
A New Approach to Behavioral Health Purchasing

Governor Jay Inslee has articulated a vision of full integration of mental health, chemical dependency and physical health care to improve health, advance care quality and control costs. The federal Centers for Medicare & Medicaid Services (CMS) has effectively required Washington to acquire Medicaid mental health services through competitive procurement.

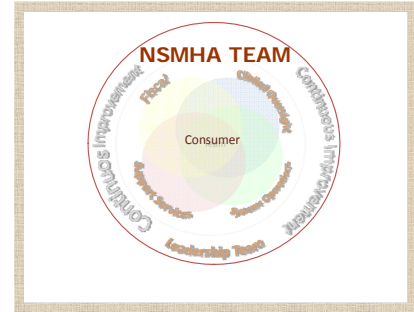
Washington will accordingly implement the following health care delivery initiatives to address CMS' concerns within Governor Inslee's larger vision for integrated care:

- ▶ Organize the state into seven to nine regional service areas that align with Medicaid procurement regions for physical health care.
- ▶ Implement a thorough consultation process with stakeholders, including local governments, to develop the key elements of a competitive procurement. Elements include:
 - Regional service area boundaries
 - Scope of services and interplay with county-provided services
 - Timelines
- ▶ Competitively procure behavioral health (mental health and chemical dependency) services either through:
 - Separate behavioral health organizations or
 - Fully integrated risk-bearing entities (physical and behavioral health services) in regions that elect and are ready to opt in voluntarily.
- ▶ In regions where behavioral health and physical health services are purchased from separate organizations:
 - Competitively procure physical health services (Healthy Options) and behavioral health services in the same procurement regions, with the same performance measures, on the same schedule.
 - Require and provide incentives for care coordination and health information sharing among all risk-bearing entities in the region.
- ▶ Create a strategy to reach full financial and delivery system integration over time.

North Sound Mental Health Administration



2014 Proposed
Operating Budget
October 10, 2013
Revised



NSMHA 2014 PROPOSED OPERATING BUDGET

TABLE OF CONTENTS

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 - A. Budget Highlights, Accomplishments, Challenges
 - B. Personnel Changes
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 - D. 2014 NSMHA Operating Budget Specifics
 - E. Revenue and Expenditure Approval Process
 - F. Concluding Remarks
- II. Revenue Forecast
- III. NSMHA Operating Budget
 - A. Summary
 - B. Operating Budget Details
 - C. Salary & Benefits Worksheet
- IV. NSMHA Organizational Chart

I. NSMHA 2014 PROPOSED OPERATING BUDGET NARRATIVE

A. BUDGET HIGHLIGHTS

This budget proposal reflects the intent of the NSMHA to continue to develop and enhance its capabilities as a regional Prepaid Inpatient Health Plan (PIHP) and Regional Support Network (RSN). NSMHA is continuing to implement its 3 year 2013-2016 Strategic Plan while at the same time responding to a number of significant planned or proposed changes in the state's funding and organization of behavioral health services.

NSMHA has expanded its network of providers, providing more choices for consumers, expanding services in rural areas, and increasing the availability of school based mental health services.

Medicaid expansion in 2014 will increase the availability of Medicaid funded mental health services for low-income adults, but reductions in state funding will further restrict the ability of NSMHA funded services for non-Medicaid persons and Medicaid services that require the addition of state funds.

The role and structure of Regional Support Networks may undergo significant changes as the state moves ahead with a comprehensive array of Health Care Reform and Health Care Integration initiatives which will continue to create uncertainty for how NSMHA will plan, fund, and operate public mental health services in the future.

2013 Accomplishments Include:

- Continued implementation of the 2013-16 Strategic Plan objectives. The expansion of NSMHA initiatives and activities will require the unfreezing of a vacant administrative support position to support data management and tracking.
- Implementation of the 2013 Outpatient Services RFQ which expanded children's mental health outpatient services, including adding a second adult and children provider in Island County, expansion of school based services through the region, and the addition of two new providers specializing in children's mental health services.
- Increased participation in coordinating care with Managed Care Organizations, Hospitals, and the new Health Home Networks.
- Actively participated in the state's planning activities for the implementation of the "T.R. Lawsuit" and began planning for the conversion of the North Sound's existing "wrap-around" programs to the new wrap-around model – "WiSe".
- Provided continued support to the North Sound Regional Health Alliance which is expanding participation to focus on the issue of reducing the boarding of psychiatric patients in community hospitals.
- Conducted an extensive review of the mental health crisis services system, including numerous "key informant interviews" with key stakeholders.
- Continued development and expansion of the use of certified Peer Counselors, including funding regionally based training for Peer Counselors.

- Implemented procurement activities for new technology tools including an on-line learning management system and participation in the hospital system “Emergency Department Information System”, (EDIE).
- Continued providing training and support to provider staff to increase expertise in the use of Evidence Based Practices and to support improved coordination with Tribal Behavioral Health Programs.

Challenges:

- The large cuts in state funding combined with Medicaid expansion will require the RSN to contract and expand at the same time. This will reduce our ability to serve non-Medicaid persons. The requirement from CMS that the state restructure and/or re-procure its funding of public mental health services. This could possibly reduce the role of county oversight and/or require counties and RSNs to re-compete.
- The expansion of Involuntary Commitment criteria in July, 2014 resulting in an increased impact on DMHPs (Dedicated Mental Healthcare Professional) resources and hospital beds.
- The review of ITA (Inventory Treatment Act) court costs which may result in NSMHA having to pay a higher level of reimbursement to counties for these costs.
- Implementation of the TR lawsuit which will require re-training of children’s mental health professionals, implementation of a new funding structure, and training and implementation of a new assessment tool.
- Implementation of “Strategy 2” in Snohomish County which will carve out NSMHA Medicaid dollars and transfer responsibility for serving “Dual Eligibles” to Managed Care Organizations.
- Recruitment and retention of qualified staff – both for NSMHA and our providers – as we compete with Managed Care Organizations for persons with expertise in behavioral health services.
- Continued challenges to ensure persons in more geographically isolated areas of the region receive equal access to quality services.
- Continued increase in contractual requirements from DSHS.

B. NSMHA PERSONNEL CHANGES

The NSMHA staff will continue to work hard to fulfill our expanding contractual and monitoring responsibilities. NSMHA is proposing a budget that unfreezes an Administrative Assistant position. Since this position has been frozen our workload has increased significantly. This position will help update our consumer information system and support the increased administrative and clinical workload that comes with health care changes. NSMHA will continue to sponsor three conferences a year and many work force development trainings. This staffing plan provides the resources necessary to support our active participation in the implementation of health care reform and integration initiatives in the North Sound Region.

C. SUMMARY OF 2013 VERSUS 2014 REVENUES AND EXPENDITURES

	REVENUES	EXPENDITURES
2013 Budget	\$67,511,504	\$67,511,504
2013 Projected	\$70,320,000	\$66,718,000
2014 Budget	\$70,554,111	\$70,554,111

2014 Projected Revenues Include:

PIHP Medicaid Funding	\$50,620,779
PIHP State Funding	\$15,498,776
Federal Block Grant Funding	\$1,100,750
PACT Team Funding	\$347,496
PALS	\$1,154,328
Other funds	\$1,831,982
Total	\$70,554,111

D. 2014 NSMHA Operating Budget Specifics

2014 BUDGET AREA	Compared to 2013 Budget	Comments
Salaries	\$87,748 5.3% increase	Added 1 FTE, upgraded a position in 2013 and a 2% COLA
Personnel Benefits and Taxes	\$122,806, 13.4% increase.	Added 1 FTE, converted part time employees benefit to equivalent of full time , increase health care WCIF 7.5% Group Health 8.8%, wellness plan savings 4%, PERS increased 2.11%, 2% COLA
Office/Operating Supplies	\$2,743, 6.7% decrease	Decrease based on historical actual spending
Small Tools/Minor Equipment	\$2,367, 11.3% decrease	Anticipate less spending
Professional Services Contracts	\$67,625 24.8% decrease	Decrease in estimated legal services, temporary help, health care modeling
Communications	\$3,400, 6.1% decrease	Decrease in postage and cell phone costs
Travel	\$3,340, 5.9% increase	Added 1 FTE
Advertising	Same	Same
Space/Equipment Rentals	\$4,050, 2.7% increase	Small increase in rental costs
Insurance	\$1,000, 3.1% increase	Anticipate increase in costs
Repairs / Maintenance	\$10,400, 50.5% increase	\$5,000 increase in janitorial services & equipment repair
Utilities	Same	Same
Miscellaneous	\$2,800, 6.1% decrease	Systems of care conference moved to its own budget line increased training

Machinery / Equipment	Same	Same
NSMHA Total Operating Budget	\$150,359, 4.6% increase	Medicaid increase, state funds decrease
Advisory Board	Same	Same
Tribal Conference	\$15,000, 75% increase	Two day conference budget at actual costs, 2010 one day conference.
Systems of Care Conference	\$8,000, 100% increase	Budgeted under NSMHA operating last year
Agency/County and Other Services	\$2,369,248 increase, 4.2%	Slight increase
Inpatient Hospital Services	\$1,000,000 increase 4.5%	Increase in Medicaid and decrease in state funds

E. **REVENUE AND EXPENDITURE APPROVAL PROCESS**

1. Preliminary review & recommendation of Finance Committee 10/10/13
2. Introduction to the Board of Directors 10/10/13
3. Distribution to:
 - (i) Advisory Board, 10/11/13
 - (ii) Interested Public and Stakeholders 10/11/13
 - (iii) Available on NSMHA Website 10/11/13
4. Review and recommendation of the Advisory Board 11/05/13
5. Review at the Board of Directors meeting 11/14/13
6. Review and approval by Advisory Board 12/03/13
7. Review and recommendation of all stakeholders Up to 12/12/13
8. Recommended Budget presented for Board adoption 12/12/13

F. **CONCLUDING REMARKS**

The North Sound Mental Health system will undergo many changes in the next few years. The challenge of trying to seamlessly integrate mental healthcare services with physical healthcare systems and the emergency services systems will require a lot of hard work and flexibility from all systems and stakeholders. We are being asked to expand Medicaid services, children services and Involuntary Commitment services at the same time as we are required to reduce state funded services. We can only do this with the cooperation from our counties, providers, tribes, advocates and clients. Whatever changes happen going forward we need to ensure that the efforts to improve treatment services are balanced with an equal emphasis on recovery, consumer engagement and empowerment. Supporting paths to recovery will continue to be a core part of NSMHA's mission.

II. Revenue Forecast

**REVENUE DETAIL
NORTH SOUND MENTAL HEALTH ADMINISTRATION
PROPOSED
2014 ANNUAL BUDGET**

SOURCE DESCRIPTION	Amount	RSN Operating Budget
<i>INTERGOVERNMENTAL REVENUE</i>		
33399 Federal Block Grant	\$ 1,100,750	
33399 PATH Grant	138,820	
33404 DDD Crisis services contract	359,055	\$ 359,055
33864 Prepaid Paid Health Care Funding Medicaid	50,620,779	50,620,779
2011 \$43,201,840		
2012 \$44,936,340, 4.01%		
2013 Annualized \$47,309,139, 5.28%		
2014 - 2013 (\$47,309,139) + 7.00%		
<i>Gross Medicaid payment, less estimated Dual Eligible</i>		
33864 Prepaid Paid Health Care Funding State Funds	18,233,844	18,233,844
<i>Estimated State Payment Budget Cuts</i>	<i>(2,735,068)</i>	<i>(2,735,068)</i>
33865 PACT	347,496	347,496
33865 PALS	1,154,328	1,154,328
33865 Jail Services	746,208	746,208
<i>State Cuts</i>	<i>(373,104)</i>	<i>(373,104)</i>
33865 Enhanced Community Service	187,500	187,500
33865 Wraparound contracts adjust to 50% of current	673,503	
33000 * INTERGOVERNMENTAL REVENUE	\$ 70,454,111	68,541,038
		4.991%
<i>CHARGES FOR SERVICE</i>		
34690 Charges for Conference	20,000	
34000 CHARGES FOR SERVICE	\$ 20,000	
<i>MISCELLANEOUS REVENUES</i>		
36110 Investment Interest	80,000	
36000 * MISCELLANEOUS REVENUES	80,000	
TOTAL REVENUE	\$ 70,554,111	

III. 2014 NSMHA OPERATING BUDGET

A. Summary Budget

<u>EXPENDITURES</u>	Total
Regular Salaries *	\$ 1,731,996
Personnel Benefits	1,037,958
Office, Operating Supplies	38,757
Small Tools	18,417
Professional Services	204,625
Communications	52,400
Travel	60,080
Advertising	6,000
Operating Rentals & Leases	155,950
Insurance	33,000
Utilities	8,000
Repairs & Maintenance	31,000
Miscellaneous	42,700
Machinery & Equipment	-
Subtotal - NSMHA Operations Budget	\$ 3,420,883
Tribal Conference	35,000
Advisory Board	28,590
Systems of Care Conferance	8,000
Agency County and Other Services	55,561,638
Inpatient Hospital Costs	11,000,000
Total NSMHA Budget	\$ 70,054,111

* (includes 2% COLA)

2011 BUDGET	2011 ACTUAL	2012 BUDGET	2012 ACTUAL	2013 BUDGET	2014 BUDGET	B. 2014 OPERATING BUDGET DETAILS
1,395,490	1,336,005	1,512,358	1,463,489	1,623,147	1,698,035	REGULAR SALARIES
0	0	0	0	21,101	22,075	COLA SALARY CONTINGENCY Cost of living adjustment budgeted 1.3%. Plus .7% use of Health Care Premium Savings. If the Board chooses to grant such an increase. (If the COLA not approved, this amount becomes zero)
(64,406)					11,886	Health savings converted to COLA. This increases the COLA to 2% 12 Furlough Days
1,331,084	1,336,005	1,512,358	1,463,489	1,644,248	1,731,996	REGULAR SALARIES
453,051	673,725	524,710	572,528	639,528	737,082	PERSONNEL BENEFITS
						HEALTH LIFE DENTAL Medical, WCIP increased 7.5%, Group Health increased 8.8% Dental, Vision and Life are the same.
					(25,571)	Savings from Wellness Plan 4 % of health care premiums
74,101		109,646		114,919	156,049	PERS RETIREMENT Based on 2014 rate of 9.19% for Public Employee Retirement Systems.
105,200		115,696		124,171	129,899	SOCIAL SECURITY The rate remains at 7.65% of FTE salaries.
16,456		14,145		16,383	17,085	UNEMPLOYMENT COMPENSATION The 2014 rate is 1.62% of FTE salaries, capped at \$38,200 per employee.
12,079		15,964		17,043	17,695	WORKERS COMPENSATION The 2014 rate is \$.3131 multiplied by the FTE annual hours.
0				3,108	5,719	COLA BENEFIT CONTINGENCY Cost of living adjustment budgeted 1.3%. Plus .7% use of Health Care Premium Savings. If the Board chooses to grant such an increase. (If the COLA not approved, this amount becomes zero)
(8,231)						12 Furlough Days
652,656	673,725	780,161	572,528	915,152	1,037,958	PERSONNEL BENEFITS
	19,917		40,466			OFFICE, OPERATING SUPPLIES
						For office supplies such as software, books, paper, pens, food.
22,000		22,000		23,000	23,000	Leadership
350		350		350	0	Fiscal
8,000		12,000		12,000		System Operations (software)
					12,757	ISIT (software)
1,500		1,500				Support Services (exemplary service awards)
				2,000	0	exemplary service awards - Leadership
750		750		1,000	1,000	Support Services
1,200		1,200		1,200	0	System Operations
1,945		1,946		2,000	2,000	Clinical Oversight
35,745	19,917	39,746	40,466	41,550	38,757	OFFICE, OPERATING SUPPLIES
	47,678		30,415			SMALL TOOLS & MINOR EQUIPMENT
						For operating equipment including desks, chairs, file cabinets, bookcases.
12,000		10,000		10,000	7,633	Leadership
10,000		10,000		10,000		System Operations (hardware)
					10,000	IS/IT
200		200		200	200	Support Services
584		584		584	584	Clinical Oversight
22,784	47,678	20,784	30,415	20,784	18,417	SMALL TOOLS & MINOR EQUIPMENT
58,941	110,651	35,000	122,089	65,000	35,000	PROFESSIONAL SERVICES
						LEGAL SERVICES
						Tribal Liaison
				2,000		Translators - Support Services
					2,000	Translators - Leadership
30,000		30,000		30,000	30,000	TREASURER & ACCOUNTING SERVICES \$2,500 a month for charges of processing voucher and payroll, issuing warrants by Skagit County and investing, accounting and budget services.
						MEDICAL SERVICES
20,625		20,625		20,625	25,000	System Operations
20,625		20,625		20,625	20,625	Clinical Oversight
						AUDIT SERVICES
						For annual NSMHA financial audit by WA State Examiner.
21,000		23,000		25,000	25,000	Leadership
						HUMAN RESOURCES SERVICES EXECUTIVE DEPARTMENT
15,000		15,000		15,000	15,000	Leadership
						TEMPORARY HELP Admin. Services
6,613		8,240		20,000	5,000	Support Services
10,000		10,000		25,000	0	Health care modeling consulting
						QM
						IS/IT
						PACT Contingency
					10,000	Crisis Redesign
					17,000	Peer Support Network Development
					5,000	Performance Improvement Project consultant - System Operations
		27,165		49,000	15,000	Health Care Alliance consulting
		111,776				Motivational Interviewing
182,804	110,651	301,431	122,089	272,250	204,625	PROFESSIONAL SERVICE

2011 BUDGET	2011 ACTUAL	2012 BUDGET	2012 ACTUAL	2013 BUDGET	2014 BUDGET	B. 2014 OPERATING BUDGET DETAILS
	41,078		41,751			COMMUNICATIONS
6,000		6,000		8,000	6,000	POSTAGE Leadership OCA - mailings
2,000		2,000				Support Services (newsletter, posters, OCA mailings)
11,500		11,500		12,000	13,000	TELEPHONE Monthly telephone use State Dept of Information Systems.
12,000		12,000		12,000		Leadership Review bills Phone 2, + Cable
					13,000	T1 Connection T1 Connection IT
1,440		1,400		2,800	2,400	CELLULAR PHONES Leadership
2,880		2,800		2,800	2,400	Support Services
3,380		4,200		4,200	3,600	System Operations
4,820		8,400		14,000	12,000	Clinical Oversight
		2,800				Clinical Oversight - liaisons
44,020	41,078	51,100	41,751	55,800	52,400	COMMUNICATIONS
	26,854		51,272			TRAVEL
						MILEAGE, FARES Reimbursement for NSMHA employees to use personal vehicles to attend meetings or perform work on behalf of the NSRSN.
500		500				Board
10,500		10,500		13,000	10,500	Leadership
3,000		3,000		4,000	4,000	Support Services
4,900		4,900		8,000	10,580	System Operations
15,333		10,564		29,740	31,000	Clinical Oversight
		18,648				Clinical Oversight liaisons
1,500		1,500		2,000	1,500	Fiscal
					2,500	IS/IT
34,233	26,854	54,612	51,272	56,740	60,080	TRAVEL
	2,401		2,563			ADVERTISING
4,000		6,000		6,000	6,000	Advertising of vacant positions, RFQ's, RFP'S, Board meetings, ect. Leadership
4,000	2,401	6,000	2,563	6,000	6,000	ADVERTISING
	142,986		148,577			OPERATING RENTALS
						For renting rooms, training, short term equipment rentals, etc.
123,428		123,500		130,000	133,350	SPACE RENTAL OFFICE The 2014 estimated lease and storage rental. Leadership
19,160		19,160		20,000	20,200	COPY LEASE Lease of two copy machines. Leadership
2,450		2,450		1,900	2,400	POSTAGE METER LEASE Leadership
145,038	142,986	145,110	148,577	151,900	155,950	OPERATING RENTALS
	27,540					INSURANCE
28,500		29,000	28,038	32,000	33,000	Enduris formerly WGEP (Washington Gov't Entity Pool) membership fee. Leadership
28,500	27,540	29,000	28,038	32,000	33,000	INSURANCE
	6,468		6,137			UTILITIES
7,500		7,500		8,000	8,000	Leadership
7,500	6,468	7,500	6,137	8,000	8,000	UTILITIES
	10,803		19,385			REPAIR & MAINTENANCE
5,100		5,100		5,100	1,000	For repair of office equipment and maintenance of phone system. Leadership
500		500		500		Phone machine repair contract and miscellaneous repair System Operations
13,014		14,315		15,000	9,000	IS/IT Maintenance Contracts and Repairs
					20,000	Janitorial Services - Leadership
18,614	10,803	19,915	19,385	20,600	31,000	REPAIR & MAINTENANCE

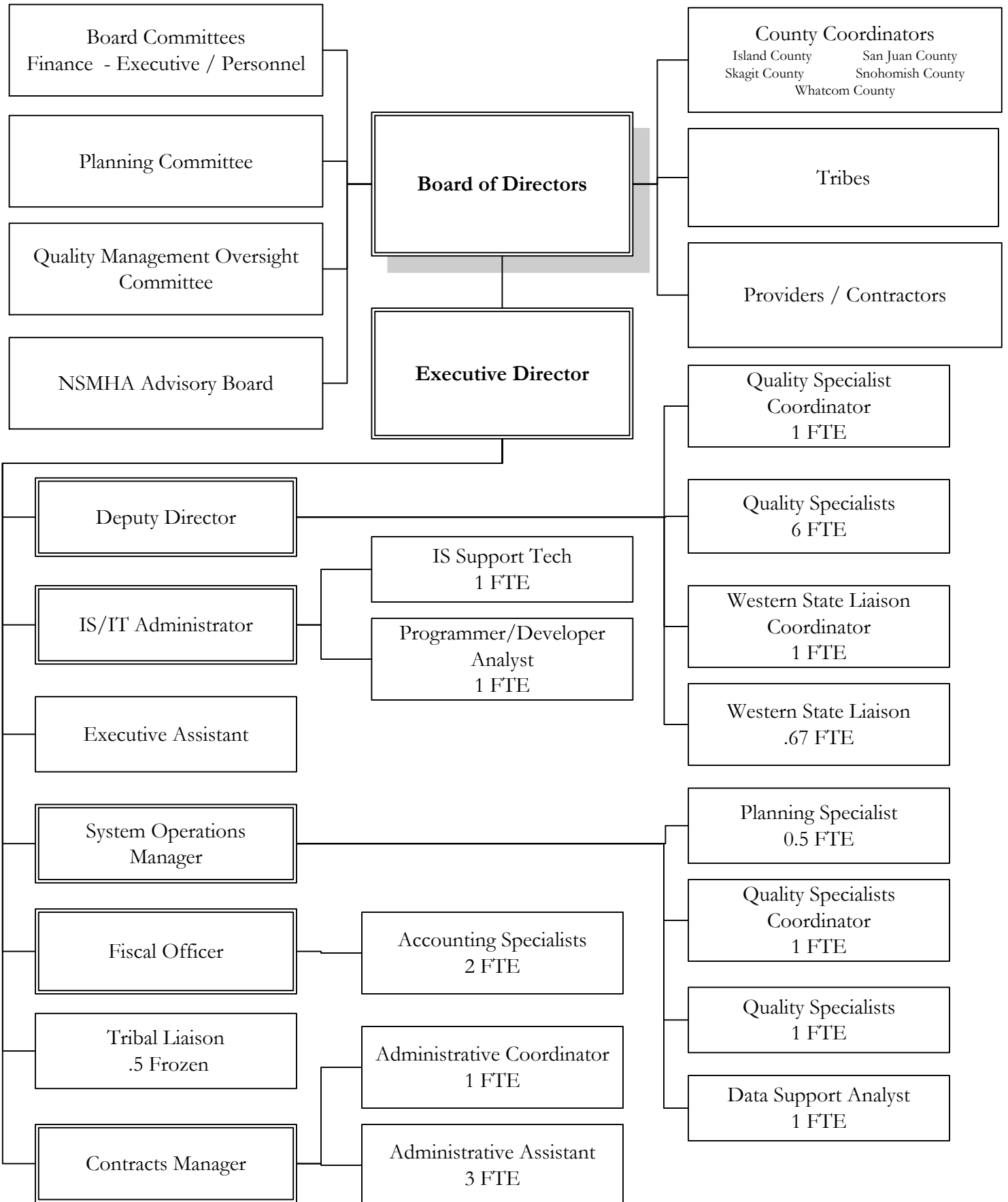
2011 BUDGET	2011 ACTUAL	2012 BUDGET	2012 ACTUAL	2013 BUDGET	2014 BUDGET	B. 2014 OPERATING BUDGET DETAILS
	11,520		17,107			MISCELLANEOUS
3,000		3,000		3,000		PRINTING & BINDING For printing of forms, reports, brochure, letterhead stationary, envelopes, business cards etc. Support Services Leadership
5,000		5,000		2,000	2,000	OCA Public Relations News Letter Support Service NSMHA Brochures - Leadership
1,000		1,000		1,000	1,000	DUES AND SUBSCRIPTIONS For cost of periodical and other professional journals, hosting web page. Leadership
5,000		10,000		10,000	5,000	REGISTRATION AND FEES To provide off site work related training Board Summit- Leadership
1,500		1,500		8,000	8,000	Annual Recovery Conference - Support Services Annual Recovery Conference - leadership
400		400		2,000	0	Exemplary Service Awards - Support Services Exemplary Service Awards - Leadership
2,400		2,400		7,000	800	System of care - System Operations - move \$4 k to come from interest earnings Leadership
2,400		2,400		3,000	4,800	Support Service
2,800		2,800		3,000	4,000	System Operations
800		800		4,500	8,000	Clinical Oversight
	1,200			1,500	2,400	Clinical Oversight - liaisons Fiscal Training
					2,400	IS/IT
24,300	11,520	30,500	17,107	45,500	42,700	MISCELLANEOUS
0		0	33,695	0	0	MACHINERY & EQUIPMENT To purchase new Computers, software & equipment over \$7,500. IS/IT Leadership
0	0	0	33,695	0	0	MACHINERY & EQUIPMENT
2,532,028	2,457,626	2,998,217	2,577,512	3,270,524	3,420,883	NSMHA BUDGET Budget Limit Calculation: (see revenue detail for explanation) \$3,420,883
2,532,028	2,457,626	2,998,217	2,577,512	3,270,524	3,420,883	TOTAL NSMHA OPERATING BUDGET
20,000	27,271	20,000	16,378	20,000	35,000	Tribal Conference Budget. Increase to Actual
20,000	27,271	20,000	16,378	20,000	35,000	Total Tribal Conference
25,518	22,009	28,590	17,741	28,590	28,590	Advisory Board expenses; travel, training, conferences, supplies, etc.
25,518	22,009	28,590	17,741	28,590	28,590	Total Advisory Board Expenditures
					8,000	Systems of care conference.
0	0	0	0	0	8,000	Total Systems of Care Conference
45,499,858	49,705,403	49,803,247	49,482,928	53,192,390	55,561,638	AGENCY/COUNTY AND OTHER SERVICES TOTAL
48,077,404	52,212,309	52,850,054	52,094,559	56,511,504	59,054,111	Total NSMHA Budget without Inpatient Expense
6,000,000	7,515,730	6,000,000	6,259,297	6,000,000	7,500,000	Medicaid Inpatient Funding
3,000,000	4,199,312	5,000,000	2,961,342	5,000,000	4,000,000	State Only Inpatient Funding
57,077,404	63,927,351	63,850,054	61,315,198	67,511,504	70,554,111	TOTAL NSMHA Budget

C. NSMHA SALARY & BENEFITS WORKSHEET

2014 ANNUAL BUDGET

POSITION	FTE	RANGE	STEP	MONTHLY		Months x Amount	ANNUAL SALARY	BENEFITS Health, Life etc. Fixed Amount	Pers Retirement Salary x .0919	Social Security Salary x .0765	Unemployment Compensation \$38,200 x .0162	Workers Compensation Hours x \$.3131	TOTAL BENEFITS	TOTAL SALARY AND BENEFITS
				SALARY										
				No. of Mths	Amount									
Executive Director	1.00		N/A	12	\$9,285.83	\$111,429.96	\$111,429.96	26,127.84	10,240.41	8,524.39	618.84	651.25	46,162.73	157,592.69
Deputy Director	1.00	13	EE	12	\$8,474.25	\$101,691.00	\$101,691.00	26,127.84	9,345.40	7,779.36	618.84	651.25	44,522.69	146,213.69
Contracts Manager	1.00	19	E	12	\$6,072.45	\$72,869.40	\$72,869.40	26,127.84	6,696.70	5,574.51	618.84	651.25	39,669.13	112,538.53
Tribal Liaison				this position frozen							0.00			
Executive Assistant	1.00	23	E	12	\$4,854.38	\$58,252.56	\$58,252.56	26,471.76	5,353.41	4,456.32	618.84	651.25	37,551.58	95,804.14
Administrative Assistant # 1	1.00	29	EE	12	\$3,585.52	\$43,026.24	\$43,026.24	26,471.76	3,954.11	3,291.51	618.84	651.25	34,987.47	78,013.71
Administrative Assistant # 2	1.00	29	B	6	\$3,021.76	\$18,130.56								
			BB	6	\$3,097.30	\$18,583.80	\$36,714.36	26,471.76	3,374.05	2,808.65	594.77	651.25	33,900.48	70,614.84
Administrative Assistant # 3	1.00	29	B	6	\$3,021.76	\$18,130.56								
			BB	6	\$3,097.30	\$18,583.80	\$36,714.36	26,471.76	3,374.05	2,808.65	594.77	651.25	33,900.48	70,614.84
Administrative - Coordinator	1.00	26	C	12	\$3,760.43	\$45,125.16	\$45,125.16	26,471.76	4,147.00	3,452.07	618.84	651.25	35,340.92	80,466.08
IS/IT Administrator	1.00	19	E	12	\$6,072.45	\$72,869.40	\$72,869.40	26,127.84	6,696.70	5,574.51	618.84	651.25	39,669.13	112,538.53
Data Support Analyst	1.00	21	E	12	\$5,355.69	\$64,268.28	\$64,268.28	26,471.76	5,906.25	4,916.52	618.84	651.25	38,564.63	102,832.91
IS Support Technician	1.00	25	E	12	\$4,361.81	\$52,341.72	\$52,341.72	26,127.84	4,810.20	4,004.14	618.84	651.25	36,212.27	88,553.99
Operations Manager	1.00	19	E	12	\$6,072.45	\$72,869.40	\$72,869.40	26,127.84	6,696.70	5,574.51	618.84	651.25	39,669.13	112,538.53
Quality Specialist # 1	1.00	22	EE	12	\$5,228.18	\$62,738.16	\$62,738.16	26,127.84	5,765.64	4,799.47	618.84	651.25	37,963.03	100,701.19
Quality Specialist # 2	1.00	22	E	12	\$5,100.66	\$61,207.92	\$61,207.92	26,127.84	5,625.01	4,682.41	618.84	651.25	37,705.34	98,913.26
Quality Specialist # 3	1.00	22	E	12	\$5,100.66	\$61,207.92	\$61,207.92	26,471.76	5,625.01	4,682.41	618.84	651.25	38,049.26	99,257.18
Quality Specialist # 4	1.00	22	B	9	\$4,406.15	\$39,655.35								
			C	3	\$4,626.45	\$13,879.35	\$53,534.70	26,471.76	4,919.84	4,095.40	618.84	651.25	36,757.09	90,291.79
Quality Specialist # 5	1.00	22	E	12	\$5,100.66	\$61,207.92	\$61,207.92	26,127.84	5,625.01	4,682.41	618.84	651.25	37,705.34	98,913.26
Quality Specialist # 6	1.00	22	E	12	\$5,100.66	\$61,207.92	\$61,207.92	26,471.76	5,625.01	4,682.41	618.84	651.25	38,049.26	99,257.18
Quality Specialist # 7	1.00	22	C	12	\$4,626.45	\$55,517.40	\$55,517.40	26,471.76	5,102.05	4,247.08	618.84	651.25	37,090.98	92,608.38
Quality Specialist Coordinator	1.00	21	E	12	\$5,355.69	\$64,268.28	\$64,268.28	26,471.76	5,906.25	4,916.52	618.84	651.25	38,564.63	102,832.91
Quality Specialist Coordinator	1.00	21	E	12	\$5,355.69	\$64,268.28	\$64,268.28	26,127.84	5,906.25	4,916.52	618.84	651.25	38,220.71	102,488.99
Programmer/Developer Analyst	1.00	21	BB	4	\$4,742.11	\$18,968.44								
			C	8	\$4,857.77	\$38,862.16	\$57,830.60	26,127.84	5,314.63	4,424.04	618.84	651.25	37,136.60	94,967.20
Quality Specialist Coordinator - WSH	1.00	21	E	12	\$5,355.69	\$64,268.28	\$64,268.28	26,127.84	5,906.25	4,916.52	618.84	651.25	38,220.71	102,488.99
Quality Specialist - WSH	0.67	22	D	12	\$4,857.78	\$39,056.55	\$39,056.55	26,471.76	3,589.30	2,987.83	618.84	436.34	34,104.06	73,160.61
Planning Specialist	0.50	25	E	12	\$4,361.81	\$26,170.86	\$26,170.86	26,471.76	2,405.10	2,002.07	423.97	325.62	31,628.52	57,799.38
Fiscal Officer	1.00	15	E	12	\$7,232.00	\$86,784.00	\$86,784.00	26,471.76	7,975.45	6,638.98	618.84	651.25	42,356.27	129,140.27
Accounting Specialist	1.00	24	E	12	\$4,608.10	\$55,297.20	\$55,297.20	26,471.76	5,081.81	4,230.24	618.84	651.25	37,053.90	92,351.10
Accounting Specialist	1.00	24	E	12	\$4,608.10	\$55,297.20	\$55,297.20	26,471.76	5,081.81	4,230.24	618.84	651.25	37,053.90	92,351.10
COLA 2.0% 2013						COLA 2.0%	33,960.70		3,120.99	2,597.99			5,718.98	39,679.68
TOTAL	27.17					\$ 1,698,035.03	\$ 1,731,995.73	\$ 737,082.24	\$ 159,170.41	\$ 132,497.67	\$ 17,084.51	\$ 17,694.41	\$ 1,063,529.24	\$ 2,795,524.97

North Sound Mental Health Administration
Organizational Chart - CY 2014



NORTH SOUND MENTAL HEALTH ADMINISTRATION 2014 MEETING DATES

Advisory Board 1:00-3:00/1st Tuesday monthly Lead Staff – Margaret Support Staff – Joanie	NSMHA Board of Directors 1:30-3:00/2nd Thursday monthly Lead Staff – Joe Support Staff – Annette	Planning Committee 11:00-12:30/3rd Friday monthly. These are both in-house & Go to Meetings Lead Staff – Lisa Support Staff – Barb	County Coordinators 11:30-2:30/4th Tuesday <u>Location Varies</u> Lead Staff – Joe Support Staff – Annette
January 7	January 9	January 17	January 28
February 4	February 13	February 21	February 25
March 4	March 13	March 21	March 25
April 1	April 10	April 18	April 22
May 6	May 8	May 16	May 27
June 3	June 12	June 20	June 24
July 1	July 10	July 18	July 22
August 5	August 14	August 15	August 26
September 2	September 11	September 19	September 23
October 7	October 9	October 17	October 28
November 4	November 13	November 21	November 25
December 2	December 11	December 19	December 23
Quality Management Oversight Committee 1:00-3:00/4th Wednesday monthly both “In House” & “Go to Meeting” Lead Staff – Greg Support Staff – Barb	CPET 1:00-3:00/3rd Wednesday bi-monthly Lead Staff – Julie Support Staff – Rebecca	NSMHA Regional Integrated Crisis Response System 2:00-4:00/4th Thursday bi-monthly Lead Staff – Greg/Sandy Support Staff – Rebecca	Tribal Meeting 1-3 pm/2nd Monday bi- monthly Lead Staff – Joe Support Staff – Barb
January 22	***January 15	January 23	January 13
February 26	February 19	March 27	March 10
March 26	***March 19	May 22	May 12
April 23	April 16	July 24	July 14
May 28	***May 21	September 25	September 8
June 25	June 18	November 27	November 10
July 23	***July 16		
August 27	August 20		
September 24	***September 17		
October 22	October 15		
November 26	***November 19		
December 24	December 17		
Hospital Inpatient Committee 1:00-3:00/Qtrly 3rd Thursday Lead Staff – Charissa Support Staff – Rebecca	DVR/Provider 11:00-12:30/Qtrly 4th Wednesday Lead Staff – Tom Support Staff – Rebecca	Integrated Provider Meeting 10:00-12:00/Qtrly 2nd Tuesday <u>Location Varies</u> Lead Staff – Joe Support Staff – Annette	ADSA/AAA/RSN 10:00 – 12:00/Qtrly 1st Thursday Lead Staff – Greg Support Staff – Rebecca
January 16	January 22	January 14	January 30
April 17	April 23	April 8	April 3
July 17	July 23	July 8	July 3
October 16	October 22	October 14	October 2
NSMHA CIS Workgroup 1:00-3:00/Qtrly 3rd Tuesday Lead Staff – Michael Support Staff – Rebecca	Department of Corrections/Mental Health Collaboration 9:00 – 11:00/Qtrly 3rd Wednesday Lead Staff – Tom Support Staff – Rebecca		
January 21	January 15		
April 15	April 16		
July 15	July 16		
October 21	October 15		

Note: Dates highlighted in Green either fall on a holiday or the day before/after a holiday and are subject to change. CHECK NSMHA WEBSITE CALENDAR FOR ANY CHANGES at www.nsmha.org/calendar.

*****CPET Committee will decide at the even month meetings whether to meet for the odd months. Please mark your calendars for the odd month meetings but be aware they may not occur.**