

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
September 8, 2005
1:30 PM**

AGENDA

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1. Call to Order; Introductions – Chair Shelton
2. Revisions to Agenda – Chair Shelton1-3
3. Approval of August Minutes – Chair Shelton 4-8
Motion # 05-062
4. Comments & Announcements from the Chair
 - ♦ Poster Contest Awards
5. Reports from Board Members
6. Comments from the Public
7. Report from the Advisory Board – Marie Jubie, Chair
8. Report from the Executive/Personnel Committee – Dave Gossett, Chair
9. Report from the Quality Management Oversight Committee – Gary Williams, Chair.....
 - ♦ Committee recommending approval of revised clinical guidelines – Motion # 05-063
10. Report from the Planning Committee – Dave Gossett, Chair
11. Report from the Executive Director – Chuck Benjamin, Executive Director
12. Report from the Finance Officer – Bill Whitlock, Fiscal Officer..... TAB
13. Report from the Finance Committee
14. Consent Agenda – Chair Shelton

<p>All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one action of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.</p>

Motion # 05-064

To review and approve North Sound Mental Health Administration’s claims paid from August 1, 2005 through August 31, 2005 in the amount of \$(will be available at the meeting). Payroll for the month of August in the amount of \$(will be available at the meeting) and associated employer paid benefits in the amount of \$(will be available at the meeting).

15. Action Items Not Yet Reviewed by the Board

Motion # 05-065

To review and approve amendment #4 to contract number NSMHA-APN-04-05. This amendment removes responsibilities for inpatient certification and includes a carve out from APN funding to pay for the services to be provided by another vendor.

Motion # 05-066

To review and approve amendment #3 to contract number NSMHA-VOA-04-05. This amendment adds responsibilities and funding for the provision of inpatient certification services.

Motion # 05-067TAB

To review and approve the amended NSMHA Advisory Board Bylaws.

Motion # 05-068

To review and approve NSMHA-Skagit County-Mediation-2006 contract. This was originally approved in August 2005 under motion # 05-057 as an amendment to the current Skagit County contract. Since that time Skagit County has requested a separate contract. The maximum total consideration is \$51,419 for September 1, 2005 to December 31, 2006.

Motion # 05-069

To authorize NSMHA Executive Director to enter into contract 0569-81757 between NSMHA and DDD effective 10/01/05 to 6/30/07. This contract continues the Department of Social and Health Services Division of Developmental Disabilities (DDD) and Mental Health Division Collaborative Work Plan – improve short-term, episodic crisis prevention, interventions and stabilization mental health services to registered DDD clients. Via this contract DDD is purchasing enhanced services for DDD clients. The funding breaks down as follows:

- Crisis stabilization services = 19,013.89/month
- Medication monitoring = \$5,505.56/ month
- Psychiatric/medication consultation services = \$5,105.56/month

Motion # 05-070

To review and approve NSMHA-APN-DD contract between NSMHA and APN effective 10/01/05 to 06/30/07. This contract continues the Department of Social and Health Services Division of Developmental Disabilities (DDD) and Mental Health Division Collaborative Work Plan – improve short-term, episodic crisis prevention, interventions and stabilization mental health services to registered DDD clients. Via this contract DDD is purchasing enhanced services for DDD clients.

Motion # 05-071

To review and approve NSMHA-VOA-DD contract between NSMHA and Volunteers of America effective 10/01/05 to 06/30/07. This contract continues the Department of Social and Health Services Division of Developmental Disabilities (DDD) and Mental Health Division Collaborative Work Plan –

improve short-term, episodic crisis prevention, interventions and stabilization mental health services to registered DDD clients. Via this contract DDD is purchasing enhanced services for DDD clients.

Motion # 05-072

To review and approve the Interlocal Agreement # 0569-82559 Transition From Homelessness (PATH) contract between North Sound Mental Health Administration and the Department of Social and Health Services.

Motion # 05-073

To review and approve NSMHA-Compass Health-PATH 04-05, Amendment #2, extending the term of the contract and funding for the contract through 9/30/2006.

Motion # 05-074

To review and approve NSMHA-Whatcom Counseling & Psychiatric Clinic-PATH 04-05, Amendment #1, extending the term of the contract and funding for the contract through 9/30/2006.

16. Introduction Items

None.

17. Executive Session

18. Adjournment – Chair

NOTE: The next Board of Directors meeting October 13, 2005, at 1:30 p.m. in the NSMHA Conference Room, 117 N. 1st Street, Suite 8, Mount Vernon, WA

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
August 11, 2005
1:30 PM**

MINUTES

Members Present:

Janelle Sgrignoli, designated alternate for Snohomish County Executive, Aaron Reardon
Gary Williams, designated alternate for Whatcom County Council Member, Ward Nelson
Chris Tobey, designated alternate for Skagit County Commissioner, Ken Dahlstedt
Marie Jubie, Chair of NSMHA Advisory Board
John Manning, designated alternate for San Juan County Commissioner, Rhea Miller
Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen
Sharie Freemantle, designated alternate for Snohomish County Council Member, Dave Gossett
James Del Cielo, designated alternate for Snohomish County Council Member, John Koster
Kirke Sievers, Snohomish County Council Member

Staff Present:

Chuck Benjamin, Annette Calder, Deirdre Ridgway, Margaret Rojas, Chuck Davis, Deborah Moskowitz,
Debra Jaccard, Deirdre Ridgway, Wendy Klamp

Guests Present:

Mike Manley, Andy Byrne, Jess Jamieson, Barbara LaBrash,

1. Call to Order; Introductions – Chair

In the absence of Chair Shelton and Vice Chair Gossett, Janelle Sgrignoli chaired the meeting. She opened the meeting at 1:30 p.m. and welcomed those present. Introductions were made.

2. Revisions to Agenda – Chair

Chair Sgrignoli asked if there were any changes to the agenda; there were none.

3. Approval of July Minutes – Chair

Chair Sgrignoli asked if there were any changes or revisions to the July 2005 minutes. Motion to approve as written by Mr. Sievers, seconded by Mr. Williams, all in favor, **motion carried.**

4. Comments & Announcements from the Chair

None.

5. Reports from Board Members

None.

6. Comments from the Public

None.

7. Report from the Advisory Board – Marie Jubie, Chair

Ms. Jubie reported on the August meeting of the NSMHA Advisory Board. The Advisory Board approved the minutes of their July meeting, had a presentation from Sea Mar, discussed the moving of the Ombuds out of the NSMHA offices, heard a report from the Quality Management Oversight Committee, discussed the NSMHA Scorecard Survey, Ms. Jubie and Mr. Mead are the representatives from the Advisory Board on the NSMHA Contracting Team, approved the items before the Board of Directors today, heard from the local county advisory boards, and reported on the NSMHA Poster Contest. Ms. Jubie was thanked for her report.

8. Report from the Executive/Personnel Committee – Dave Gossett, Chair

None.

9. Report from the Quality Management Oversight Committee – Gary Williams, Chair

Mr. Williams reported that QMOC had four items to recommend the Board of Directors approve today. The first one is Exhibit P, regarding Complaint, Grievance and Appeals Six Month Report. Mr. Williams said QMOC is recommending acceptance of Exhibit P, motion by Mr. Tobey, seconded by Mr. Manning, brief discussion, Chair Sgrignoli called for the vote, all in favor, **motion carried.**

Mr. Williams stated QMOC is recommending approval of the Continued Stay and Criteria for Closing an Episode of Care. Motion to approve by Mr. Williams, seconded by Mr. Tobey, all in favor, **motion carried.**

Mr. Williams stated QMOC recommended approval of the ADHD and Dementia Clinical Guidelines. Motion to approve by Mr. Williams, seconded by Ms. Freemantle, no discussion, all in favor, **motion carried.**

Mr. Williams said QMOC is recommending approval of the Integrated Report for the January – June 2005 and reviewed the highlights with the group. Motion to approve by Mr. Manning, seconded by Ms. Freemantle, all in favor, **motion carried.**

Mr. Williams reported that June LaMarr from The Tulalip Tribes agreed to be the second Board of Directors representative on the QMOC.

10. Report from the Planning Committee – Dave Gossett, Chair

None.

11. Report from the Executive Director – Chuck Benjamin, Executive Director

Mr. Benjamin reported that the External Quality Review Organization audit would be taking place soon. He said last time this RSN came in second highest in scores in the State. NSMHA is still waiting for the state to let the RFQ and stated that NSMHA would respond to the RFQ. Chuck said that discussions are taking place with Skagit County regarding the mandatory moving of the Ombuds from our offices. It looks like this is going well and NSMHA is glad to have the county as a partner.

Chuck distributed a cover letter that would be attached to the signed contracts that are going to be sent to MHD and reviewed it with the group. Mr. Benjamin said there is a clause in the new contract that indemnifies DSHS/MHD for something that a non-contractor may do; NSMHA is opposed to this language. Regarding the WMIP, there is language in both the State and Medicaid contracts regarding

WMIP stating we are in agreement and fully authorize the project. NSMHA's legal counsel suggested other language to replace it and NSMHA is writing it in, striking the DSHS/MHD contract language.

Regarding the Crisis Project Pilot; Mr. Benjamin stated that Pioneer Center North is absorbing some of the renovation costs as well as supplying staff for the court work. He reviewed the project with the group. DASA has said that they would not contract with NSMHA for the pilot project. Then after discussions, DASA has said that they would not contract with the NSMHA for the detox facility; only directly with the county. A meeting between NSMHA, Pioneer Center North, DASA and MHD is scheduled for August 24th in Olympia to brainstorm about making this project work better.

Brief discussion followed on the lawsuit against DSHS/MHD regarding the WMIP project. Mr. Benjamin was thanked for his report.

12. Report from the Finance Officer – Bill Whitlock, Fiscal Officer

Mr. Benjamin reported on behalf of Mr. Whitlock who is attending another meeting. He said the July financial statements show our revenue budget is in line with expectations. The Federal Grants are \$25,145 under budget and the DDD grant is \$10 under budget. These are timing differences. The Expanded Community Services (ECS) is \$56,878 under budget. The expenditures all have positive variances except for the miscellaneous expense. It has a negative variance of \$8,895. The agency, county and other service budget is over by \$98,981. The \$66,000 budget reduction passed at the May 2005 Board Meeting is shown in red as an administrative reserve on the NSMHA operating budget.

The ECS contracts have been changed. The Older Adults Contract has been cancelled as of June 30, 2005. The state's Aging and Adult Services are contracting directly with the providers for these services. The MHD ECS contract reduced the monthly payment from \$54,368 to \$15,630. The new amount represents the state only portion of ECS service. Some of the Medicaid portion of the ECS funding is in our Medicaid per member per month (PMPM) payment. However, the Actuary gave a range of rates and the state funded the range at the lower end of the rates. It appears that we did not receive full ECS funding.

The overall funding appears to be less than the prior year. The funding would be the same if we had an increase of about 6,000 Medicaid eligible clients. We have a preliminary estimate of \$1,110,527 overall reduction in funding. This does not include the Washington Medicaid Integration Partnership estimates. If all 6,000 clients were transferred to the WMIP program the North Sound Mental Health Administration would lose \$7,194,240 a year or 23.92% of the Medicaid funding for a 5.09% of the clients.

Ms. Sgrignoli asked if there were any questions for the Fiscal Officer (everyone laughed including Mr. Benjamin), there were no questions. Mr. Benjamin was thanked for his report.

13. Report from the Finance Committee

Mr. Williams made a motion to approve the Consent Agenda (**motion 05-053**), seconded by Mr. Del Ciello, all in favor, **motion carried**.

14. Consent Agenda – Chair

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Motion # 05-053

To review and approve North Sound Mental Health Administration's claims paid from July 1, 2005 through July 30, 2005 in the amount of \$3,489,450.71. Payroll for the month of July in the amount of \$71,759.20 and associated employer paid benefits in the amount of \$28,566.02.

15. Action Items Not Yet Reviewed by the Board

Motion # 05-054

To review and approve the NSMHA-MHD Contract #0569-79567, whereby NSMHA agrees to provide mental health services to Medicaid enrollees for the period 9-1-05 to 8-31-06. Financial consideration is reduced to fund the WMIP.

Motion by Mr. Tobey to approve the contracts (#0569-79567 and #0569-79682) as amended (**motions 05-054 and 05-055**), seconded by Mr. Del Ciello, brief discussion, Chair Sgrignoli called for the vote; all in favor, **motion carried**.

Motion # 05-055

To review and approve the NSMHA-MHD Contract #0569-79682, whereby NSMHA agrees to provide state funded mental health services for the period 9-1-05 to 8-31-06. Services include involuntary and voluntary crisis services, Medicaid Personal Care (MPC), residential programs, outpatient services, jail services and disaster planning and response. Financial consideration is reduced to fund WMIP by \$285,000.

Approved above with motion 05-054.

Motion # 05-056

To review and approve the revised NSMHA Policy #1003.00 to clarify that if a consumer is successful on appeal, services must be started within 60 days.

Motion to approve by Mr. Tobey, seconded by Mr. Williams, all in favor, **motion carried**.

Motion # 05-057

To review and approve amendment 4 to contract # NSMHA-Skagit 04-05. This amendment transfers Ombuds and Quality Review Team (QRT) staff to Skagit County and outlines duties and responsibilities for Skagit and NSMHA in managing Ombuds and QRT services. NSMHA is required to cover all appropriate costs of Ombuds/QRT services. This is pending approval of the Skagit County Commissioners.

Motion to approve by Mr. Sievers, seconded by Mr. Tobey, brief discussion, Chair Sgrignoli called for the vote, all in favor, **motion carried**.

16. Introduction Items

None. It was noted that there is a Stakeholder meeting on Monday, August 15, in Olympia at 3:00 for anyone interested in attending.

17. Adjournment – Chair

Ms. Sgrignoli adjourned the meeting at 2:18 p.m.

Respectfully submitted:

Annette Calder
Executive Assistant

NOTE: The next Board of Directors meeting September 8, 2005, at 1:30 p.m. in the NSMHA Conference Room, 117 N. 1st Street, Suite 8, Mount Vernon, WA