

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
February 8, 2007
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Gossett**
2. **Revisions to Agenda – Chair Gossett**
3. **Approval of Minutes– Chair Gossett (motion #07-011)3-7**
 - To review and approve the minutes of the January 11, 2007
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – James Mead, Chair**
8. **Report from the Executive/Personnel Committee – Mike Shelton, Chair**
9. **Report from the Quality Management Oversight Committee – Gary Williams, Chair**
10. **Report from the Planning Committee – Janelle Sgrignoli, Chair**
11. **Report from the Executive Director – Chuck Benjamin, Executive Director**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer.....Tab 1**
13. **Report from the Finance Committee – Kirke Sievers, Chair**

14. Consent Agenda – Dave Gossett, Chair

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.

Motion # 07-012

To review and approve North Sound Mental Health Administration's claims paid from January 1, 2007 through January 31, 2007 in the amount of \$(will be available at the meeting). Payroll for the month of January 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

None

16. Introduction Items

Motion # 07-013

To introduce for review the Program for Assertive Treatment (PACT) contract NSMHA-COMPASS HEALTH-PACT-07-09 with maximum funding of \$2,866,465.

Motion # 07-014

To introduce for review NSMHA-APN-FBG-06-07 AMENDMENT 2, this amendment allows the APN to provide the second part of the Criterion, Goal and Objective in Island, San Juan, Skagit and Whatcom Counties and defines the hourly rates per agency for the FBG Grant. There is no fiscal impact of this amendment.

17. Adjourn

NOTE: The next Board of Directors meeting will take place on March 8, 2007 at 1:30 p.m. in the NSMHA Conference Room

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
January 11, 2007
1:30 PM**

MINUTES

Board Members Present:

Dave Gossett, Snohomish County Council member, Chair of NSMHA Board of Directors
Ken Dahlstedt, Skagit County Commissioner
Mike Shelton, Island County Commissioner
Kirke Sievers, Snohomish County Council member

Members Present Via Conference Call:

Ward Nelson, Whatcom County Council member
Bob Myhr, San Juan County Council member
Janelle Sgrignoli, designated alternate for Snohomish County Executive, Aaron Reardon
Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen
James Mead, NSMHA Advisory Board chair

Staff Present:

Chuck Benjamin, Greg Long, Bill Whitlock, Annette Calder

Guests:

Chuck Davis

1. Call to Order; Introductions – Chair Gossett

Chair Gossett opened the meeting at 1:30 and welcomed everyone; introductions were made.

2. Revisions to Agenda – Chair Gossett

None

3. Approval of Minutes– Chair Gossett

Mr. Shelton made a motion to approve the December 14, 2006 minutes as presented, seconded by Mr. Dahlstedt, all in favor, **motion carried (07-001)**.

4. Comments & Announcements from the Chair

Chair Gossett stated he was glad to see weather cleared up enough to be able to have the Board meeting today.

5. Reports from Board Members

None

6. Comments from the Public

None

7. Report from the Advisory Board – James Mead, Chair

James Mead reported:

- The Advisory Board met on January 9th
- Received report from the Executive Director on the PACT program
- NSMHA is still searching for facility for the Children's E&T
- Motion passed to approve all expenditures before the Board of Directors today
- The Advisory Board is going to purchase a DVD on suicide for educational purposes
- Marie Jubie discussed the legislative dinner/legislative forum and Advisory Board members will have a bus to take them to Olympia for legislative session
- Jail Services contracts amendments were recommended for approval to the Board of Directors
- County Advisory Boards reports received
- Advisory Board members are going to their County Advisory Boards to recommend appointing members to the NSMHA Advisory Board
- Advisory Board thanked Jim King for chairing the Contracting and Funding subcommittee
- Thanked Charles Albertson for his service as Chair of the Advisory Board

Mr. Mead was thanked for his report.

8. Report from the Executive/Personnel Committee – Mike Shelton, Chair

Mike Shelton stated the Executive Personnel Committee met today but had nothing to report.

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

None; QMOC did not meet last month.

10. Report from the Planning Committee – Janelle Sgrignoli, Chair

Janelle Sgrignoli reported:

- The Planning Committee met last Friday and discussed the Children's E&T issue, plan on working on Children's Services issues this year.
- Discussed the increasing census at Western State Hospital and data analysis will be done by a workgroup consisting of Greg Long, Nancy Jones and Gary Williams was formed to work on this.
- Discussed the PACT proposals received and heard the recommendations from the PACT Evaluation Team to award the PACT Program to Snohomish County. Ms. Sgrignoli made a motion (**#07-002**) to approve the Planning Committee's recommendation for the Program for Assertive Community Treatment (PACT) award to the Snohomish County Consortium of Compass Health, bridgeways and Sunrise Services. NSMHA will develop a contract in collaboration with the provider for start up costs and an ongoing annual award. The contract will be with the lead agency, Compass Health. Seconded by Mr. Shelton, and opened for discussion. Ms. Sgrignoli said had there been enough funds both programs would have been funded and NSMHA will advocate for more funding for PACT. Chair Gossett called for the vote, all in favor, **motion carried (07-002)**.

Ms. Sgrignoli was thanked for her report.

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

Chuck Benjamin reported:

- Thanked the Planning Committee for their hard work on the contracting and funding workgroups. Regarding PACT, also thanked Skagit County Human Services, 1 WSH liaison, representative from the Department of Vocational Rehabilitation, 2 consumers, 3 advocates and 2 non-voting county coordinators; they did a great job.
- Releasing RFP on February 2 and respondents will have 6 weeks to respond.
- Lacking regional advisory board members, 3 vacancies in Island, 1 in San Juan, 1 Snohomish, 1 in Whatcom, noting the need to get those vacancies filled so the NSMHA Advisory Board can continue their good work.
- EQRO here on January 18th and then to the provider agencies. Staff worked hard on this.
- Integrated Crisis Response Secure Detox Pilot going well. NSMHA had joint meeting with Pierce County and discovered that Pierce County is doing their pilot much differently than we are doing ours. Pierce is allowing voluntary admissions and by doing so they are averting court costs.
- Friday, January 12, Senator Hargrove's committee will receive a 20 minute presentation from each pilot on statistics, how many served, etc. It is believed this is to promote continuing the pilots.
- NAMI day is January 15th and many Advisory Board members, consumers and advocates will be participating in Olympia. NSMHA is providing the transportation.
- January 16th there is a Mental Health Transformation Initiatives meeting in Olympia and the North Sound has people are attending that as well.

Mr. Benjamin was thanked for his report.

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

Bill Whitlock reported:

- We are not presenting December financial statements because we are waiting for the December accruals.
- The State has deducted \$3,354,707.41 during the life of the WMIP (Washington Medicaid Integration Partnership) project. The funds were deducted from October 2005 to December 2006. Committee discussion followed on WMIP and Janelle Sgrignoli updated the Board on how this is going in Snohomish County. Chair Gossett asked Janelle Sgrignoli to have a one page document prepared for Snohomish County Council members to use while in Olympia. Mike Shelton asked that the whole board receive the document and Ms. Sgrignoli agreed to do so.
- The North Sound Mental Health Administration is proposing changes to the Capital Reserve Policy to bring it inline with Federal and State guidelines. According to Medicaid policy we can not use Medicaid funds for Capital funding purposes.
- We are also asking to change the maximum meal reimbursement rates for the RSN. This will be coming from the Finance Committee.
- We passed the MHD fiscal review relating to the Federal Block Grants contract period October 1, 2004 to September 30, 2006.

Mr. Whitlock was thanked for his report.

13. Report from the Finance Committee – Kirke Sievers, Chair

Kirke Sievers reported:

- The Finance Committee met today and reviewed all payables, time cards, and expenses stating he has two motions to bring forward.

- Mr. Sievers reviewed the Capital Reserve Policy with the Board of Directors and made a motion to revise the Capital Reserve Policy as proposed, seconded by Mr. Shelton, all in favor, **motion carried (07-003)**.
- Mr. Sievers made a motion to increase the meal allowances, from \$8, \$10 and \$18 to \$13, \$16 and \$25 respectively effective January 1, 2007, seconded by Mr. Shelton, all in favor, **motion carried, (07-004)**.
- Still waiting to receive memorandum of understanding from Skagit County for court costs, and have not received it yet. Noted that NSMHA paid the first five months but will not pay future charges without the memorandum of understanding.

Mr. Sievers was thanked for his report.

14. Consent Agenda – Dave Gossett, Chair

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.

Motion # 07-010

To review and approve North Sound Mental Health Administration’s claims paid from December 1, 2006 through December 30, 2006 in the amount of \$3,683,926.83. Payroll for the month of December in the amount of \$80,712.03 and associated employer paid benefits in the amount of \$30,725.99.

Mr. Sievers moved approval of the Consent Agenda, seconded by Mr. Shelton, all in favor, **motion carried. (Motion #07-010)**

15. Action Items

None

16. Introduction Items

Chuck Benjamin said these amendments are just rolling over unexpended funds, that they have been reviewed and approved by the NSMHA Advisory Board and are recommended for approval by the Board of Directors. Mr. Nelson said he would recommend acting on these amendments today. Mr. Nelson moved to approve motions **07-005, 07-006, 07-007, 07-008, 07-009**, seconded by Mr. Sievers, all in favor, **motion carried.**

Motion #07-005

To introduce for review NSMHA-ISLAND-JAIL SERVICES-06-07 Amendment 1. For the advance of surplus funding from the previous contract period NSMHA-ISLAND-COUNTY-JAIL SERVICES-06 in the amount of \$18,515 for total maximum consideration of \$56,015 for the current contract period.

Motion #07-006

To introduce for review NSMHA-SAN JUAN-JAIL SERVICES-06-07 Amendment 1. For the advance of surplus funding from the previous contract period NSMHA-SAN JUAN-COUNTY-JAIL SERVICES-06 in the amount of \$41,513.40 for total maximum consideration of \$79,013.40 for the current contract period.

Motion #07-007

To introduce for review NSMHA-SKAGIT-JAIL SERVICES-06-07 Amendment 1. For the advance of surplus funding from the previous contract period NSMHA-SKAGIT-COUNTY-JAIL SERVICES-06 in the amount of \$40,743.04 for total maximum consideration of \$100,196.04 for the current contract period.

Motion #07-008

To introduce for review NSMHA-SNOHOMISH-JAIL SERVICES-06-07 Amendment 1. For the advance of surplus funding from the previous contract period NSMHA-SNOHOMISH-COUNTY-JAIL SERVICES-06 in the amount of \$420,409.79 for total maximum consideration of \$762,267.79 for the current contract period.

Motion #07-009

To introduce for review NSMHA-WHATCOM-JAIL SERVICES-06-07 Amendment 1. For the advance of surplus funding from the previous contract period NSMHA-WHATCOM-COUNTY-JAIL SERVICES-06 in the amount of \$135,422.00 for total maximum consideration of \$229,557.00 for the current contract period.

17. Adjourn

Chair Gossett thanked everyone for attending and adjourned the meeting at 2:08 p.m.

Respectfully submitted:

Annette Calder
Executive Assistant

NOTE: The next Board of Directors meeting February 8, 2007 at 1:30 p.m. in the NSMHA Conference Room