

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
June 14, 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 #07-052).....3-9**
 - **To review and approve the minutes of the May 31, 2007**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
 - **Ombuds Report**
 - **QRT Report**
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**
 - **NSMHA Integrated Biennial Report – 1st Quarter January-June 2006.....10-40**
 - **QMOC is recommending approval of the NSMHA Integrated Biennial Report - 1st Quarter, January – June 2006 (motion #07-053)**
10. **Report from the Planning Committee – Janelle Sgrignoli, Chair**
 - **Federal Block Grant Request For Proposals**
 - **FAST-like Summary 41**
 - **PALS Summary..... 43**

11. Report from the Executive Director – Chuck Benjamin, Executive Director
12. Report from the Finance Officer – Bill Whitlock, Fiscal Officer.....Tab 1
 - Annual NSMHA Financial Report
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 # 07-054

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

16. Introduction Items

Motion # 07-055

To introduce for review MHD-NSMHA-SMHC-0669-02157(04) Amendment. This amendment decreases the NSMHA bed allocation at Western State Hospital from 149 to 145 beds. King County has agreed to pay the Western RSNs liquidated damages for the transfer of 20 beds to King County.

17. Adjourn

NOTE: The next Board of Directors meeting will be held on July 12, 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
May 31, 2007
1:30 PM**

MINUTES

Members Present:

Ken Dahlstedt, Skagit County Commissioner, NSMHA Vice Chair of the Board of Directors
Ward Nelson, Whatcom County Council member
Mike Shelton, Island County Commissioner
Barbara LaBrash, designated alternate for San Juan County Council member, Bob Myhr
Janelle Sgrignoli, designated alternate for Snohomish County Executive, Aaron Reardon
Sharie Freemantle, designated alternate for Snohomish County Council member, Dave Gossett
Carri Schlade, designated alternate for Snohomish County Council member, Kirke Sievers
Gary Williams, designated alternate for Whatcom County Executive, Pete Kremen
Andrew Davis, NSMHA Advisory Board representative
James Mead, NSMHA Advisory Board Chair
June LaMarr, The Tulalip Tribes

Staff Present: Chuck Benjamin, Greg Long, Bill Whitlock, Margaret Rojas, Laura Davis, Annette Calder

Guests: Chuck Davis, Marco Sanchez, Deborah Moskowitz, Pat Morris, Marie Jubie, Mike Watson, Donna Konicki, Karen Kipling, Mike Price, Bob MacGilchrist, Anne Deacon, Rochelle Clogston, Janice George, Deborah Fowler

1. Call to Order; Introductions

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

2. Revisions to Agenda

Vice Chair Dahlstedt stated the Ombuds report would be delayed until the June meeting. Vice Chair Dahlstedt stated all introduction items would be moved to action items.

3. Approval of Minutes

Vice Chair Dahlstedt asked if there were any changes to the minutes; there were none. Motion by Mr. Nelson, seconded by Ms. Sgrignoli, all in favor, **motion carried (#07-029)**.

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

Janelle Sgrignoli introduced Anne Deacon as the new Division Manager of Snohomish County Human Services.

6. Comments from the Public

None

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

James Mead reported:

- Met on May 1st and approved April minutes
- Discussed the Wellness grant
- Mental Health Court
- No County Coordinators report at the May meeting
- Welcomed new member from San Juan, Maryanne Slaybaugh
- Chuck mentioned the NSMHA Planning Committee has an opening for an Advisory Board member
- Received the Executive Director's report
- Received the Finance Committee report
- San Juan requested a change in the pre-meeting time due to ferry schedules
- Discussed future site visits

Mr. Mead was thanked for his report.

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

Mike Shelton reported the committee met today but didn't have anything to bring forward.

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

Gary Williams reported:

- Met in May and approved policies 1701 and 1704 regarding the Integrated Crisis Response System
- Recommending approval of the NSMHA Quality Management Plan Integrated Report, 1st Biennial Quarter. Motion to approve by Mr. Williams, seconded by Ms. Sgrignoli, and opened for discussion, it was asked that the Board receive copies of the report and action will be taken in June.

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

Janelle Sgrignoli reported the Planning Committee met and has recommendations on the RFQ Awards and stated Chuck Benjamin would make a PowerPoint Presentation on the RFQ Process. Mr. Benjamin presented an overview of the process (copy attached to file as part of the official record). Mr. Benjamin stated that the Planning Committee is recommending Scenario 1 along with the requirement of a transition plan; a question and answer period followed.

- Ms. Sgrignoli made a motion on the RFQ Awards: “the NSMHA Board of Directors authorizes NSMHA to implement RFQ Scenario 1 effective October 1, 2007. With this motion, the Executive Director is charged with commencing provider discussions to assure ramp-up, ramp-down transition plans for each service provider that allows for fiscal and consumer service stability”; seconded by Mr. Nelson, all in favor, **motion carried (Motion # 07-030)**.
- Recommendation on RFP for future Federal Block Grant Funds-RFP for new FBG money that starts October 1, 2007, seconded by Mr. Nelson, all in favor, **motion carried (#07-050)**.
- Motions 07-039 and 07-040 are reallocating unexpended FBG funds and is urging the Board to approve those motions so we don't have to give the money back to the state.

Ms. Sgrignoli was thanked for her report.

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

Chuck Benjamin reported:

- With a heavy heart announced that Debra Jaccard, NSMHA Quality Manager is leaving NSMHA as she and her husband are relocating to New Mexico. Stated she would be missed and that she has done a great job as Quality Manager.
- Said the bridge contracts to the State need to be acted on and returned prior to the end of June and asked that the Board take action today.
- Thanked the RFQ Committees for their hard work and dedication to the project; briefly discussed the timelines involved.

Mr. Benjamin was thanked for his report.

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

Bill Whitlock reported:

- The revenues are in line with the budgets. However, the Federal Block Grants (FBG's) have a negative variance of \$290,912. The Program for Assertive Community Treatment (PACT) has a negative variance of \$2,924. All of these are timing variances at this time. The RSN Planning Committee and Providers have been working on the Federal Block Grant issues to ensure they are used by September 30, 2007. The Program for Assisted Living Skills (PALS) was not part of the original budget. The Agency/County/Other Service Providers expenditures have a budget variance of \$1,977,164. Most of the variance is due to inpatient expense from last year. We started the "pay as we go" inpatient system in September 2006. We did not receive any expenses until January 2007. We have paid out \$3,331,410 in inpatient expenditures this year.
- Some information is known about the state budget. However, MHD/DSHS is currently changing the distributions they handed out two weeks ago. We will have to wait to give the Board accurate information. Hopefully the information will be available by the next Board meeting.
- We have completed our annual review of Compass Health, Whatcom Counseling & Psychiatric Clinic and are currently auditing Catholic Community Services North West.
- Bill distributed the information on the requested 2006 Budget Amendment that will be moved by Mr. Nelson.

Mr. Whitlock was thanked for his report.

13. Report from the Finance Committee

Ward Nelson reported that the Finance Committee met today and is bringing forward a motion to adjust the 2006 Budget Amendment (Motion 07-031).

Mr. Nelson moved to transfer \$12,000 from professional services to personnel benefits. Also to increase Medicaid revenue by \$650,000 and increase agency/county/other services by \$650,000, seconded by Mr. Shelton, all in favor, **motion carried (07-031)**.

Mr. Nelson was thanked for his report.

14. Consent Agenda – Ken Dahlstedt, Vice Chair

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