

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
March 12, 2009
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Vice Chair Myhr**
2. **Revisions to Agenda – Vice Chair Myhr**
3. **Approval of Minutes– Vice Chair Myhr (09-028)**
 - **To review and approve the minutes of February 12, 2009.....3-10**
4. **Comments & Announcements from the Chair**
 - **Moment of Silence**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – Andrew Davis, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
9. **Report from the Quality Management Oversight Committee – June La Marr, Chair**
10. **Report from the Planning Committee – Regina Delahunt, 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 – Ward Nelson, Chair**
 - **Motion #09-029**
14. **Consent Agenda – Bob Myhr, Vice Chair**

<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 #09-030

To review and approve North Sound Mental Health Administration’s claims paid from February 1, 2009 through February 28, 2009 in the amount of \$4,280,500.93. Payroll for the month of February in the amount of \$112,154.98 and associated employer paid benefits in the amount of \$46,232.63.

15. Action Items

16. Introduction Items

None

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
February 12, 2009
1:30 PM**

MINUTES

Board Members Present:

Ken Dahlstedt, Skagit County Commissioner, NSMHA Board Chair
Bob Myhr, San Juan County Council member
Dave Gossett, Snohomish County Council member
June La Marr, The Tulalip Tribes
Ken Stark, designated alternate for Snohomish County Executive Aaron Reardon
John Dean, Island County Commissioner
Andrew Davis, Advisory Board Chair
Arthur Jackson, Advisory Board Vice Chair
Regina Delahunt, designated alternate for Whatcom County Executive Pete Kremen
Anne Deacon, designated alternate for Whatcom County Council member Ward Nelson

Staff Present:

Chuck Benjamin, Bill Whitlock, Annette Calder, Greg Long

Guests:

Brad Furlong, Barbara La Brash, Andy Byrne

1. Call to Order; Introductions

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

2. Revisions to Agenda

Chair Dahlstedt announced that the Board of Directors will enter into Executive Session for approximately 20 minutes to discuss potential litigation. Executive Session began at 1:32 p.m. It was announced that the Executive Session would take approximately 10 minutes more at 2:08 p.m. The Board meeting reconvened at 2:12 p.m.

3. Approval of Minutes

- To review and approve the minutes of December 11, 2008, motion #09-001
- To review and approve the minutes of January 29, 2009, motion#09-002

Mr. Gossett moved approval of motions **09-001** and **09-002**, seconded by Mr. Myhr, all in favor, **motion carried.**

4. Comments & Announcements from the Chair

Chair Dahlstedt said the summit was very productive and appreciated the participation of the providers.

5. Reports from Board Members

Chair Dahlstedt asked if any members had comments. Ken Stark said he felt it was a good work session and enjoyed the discussion on major policies sections such as outcomes and information systems.

6. Comments from the Public

Chair Dahlstedt asked if there was any comment from the public. Barbara La Brash noted she felt it was a great retreat.

7. Report from the Advisory Board

Andrew Davis reported:

The Advisory Board met on February 3rd.

- The December 2008 minutes were approved
- Andrew announced that Executive and Finance committees would merge and stated the new time
- County Coordinators reported
- Ombuds provided a snapshot of their recent activities
- Andrew noted the appointment of Marie Jubie as Parliamentarian for the Executive/Finance Committee
- The Advisory Board will ask Whatcom and Snohomish counties to fill their vacancies on our board
- Employment Services presentation by Compass Health will be requested for a future meeting
- Site visits will be scheduled to Sea Mar in Bellingham and either Lummi or Tulalip health programs
- Chuck Benjamin addressed the group about the budget reductions and contingency planning that NSMHA is conducting
- The group received reports from member county advisory boards and NSMHA committees
- The group reviewed and approved all claims before the Board of Directors today

Mr. Davis was thanked for his report.

8. Report from the Executive/Personnel Committee

Dave Gossett reported:

- Met today and discussed a letter from Yakima County regarding our region using the Yakima County E&T and asked for \$400 per placement in their facility. Executive Committee directed Chuck to tell Yakima that we would not send anyone to their facility.

Mr. Gossett was thanked for his report.

9. Report from the Quality Management Oversight Committee

June La Marr reported:

- Met January 28th, discussed mortality review summary
- Approved seven policies for passage
- Recommendations from the practice guidelines work group
- Decided that a Children's Mental Health Specialist no longer required to do children's assessments as it is not required by law; brief explanation to the Board of Directors by Greg Long who said this was agreed to with reluctance by NSMHA considering the current economic situation; followed by brief discussion by the Board of Directors.

Ms. La Marr was thanked for her report.

10. Report from the Planning Committee

Regina Delahunt reported:

- Met on February 6th and discussed and reviewed the service reduction plan and passed a motion to recommend approval of the reductions to the Board today
- Federal Block Grant priorities and criteria were presented and the Planning Committee passed a motion to recommend approval of the FBG priorities and RFQ to the Board today
- State Plan services policies revised due to decreased funding

Ms. Delahunt was thanked for her report.

11. Report from the Executive Director

Chuck Benjamin reported:

- Pleased with the Board summit and participation by the board and providers. Also appreciated that the policy discussion took place this morning.
- Contract revision from MHD stops the requirement for the Telesage assessment, which was an unfunded mandate, no longer required as of February 1st
- Also putting in language that written consent from consumer prior to using their picture or story
- Regarding Grievance, Appeal or Fair Hearing language in contracts with providers will be changed

Mr. Benjamin was thanked for his report.

12. Report from the Finance Officer

Bill Whitlock reported:

- No report this month due to working on budgets cuts and with the Stakeholders meetings and Board of Directors Summit
- Will present year end accruals next month

Mr. Whitlock was thanked for his report.

13. Report from the Finance Committee

Ms. Deacon stated the Finance Committee met today but had nothing to report.

14. Consent Agenda

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 #09-003

To review and approve North Sound Mental Health Administration’s claims paid from December 1, 2008 through December 31, 2008 in the amount of \$4,364,654.30. Payroll for the month of November in the amount of \$116,123.21 and associated employer paid benefits in the amount of \$47,404.10.

Motion #09-004

To review and approve North Sound Mental Health Administration’s claims paid from January 1, 2009 through January 31, 2009 in the amount of \$5,800,568.74. Payroll for the month of January in the amount of \$115,990.46 and associated employer paid benefits in the amount of \$47,462.28.

Mr. Stark moved approval of the Consent Agenda motions **09-003** and **09-004**, seconded by Mr. Gossett, all in favor, **motion carried.**

15. Action Items

Motion #09-005

To approve DSHS-MHD-NSMHA-PIHP-07-09 AMENDMENT 3 for the provision of the Prepaid Inpatient Health Plan. This Amendment provides for the reduction in Medicaid rates as follows:

State Plan Rates:

Eligible Rates	Oct. 07 to June 08	July 08 to Sept. 08	Oct. 08 to Jan. 09	Feb. 09 to June 09
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Non-Disabled Children	\$10.96	\$11.22	\$11.22	\$10.81
Disabled Children	\$74.05	\$75.90	\$77.06	\$77.01
Non-Disabled Adults	\$13.88	\$14.19	\$14.19	\$13.90
Disabled Adults	\$113.45	\$115.71	\$115.71	\$114.57

Washington Medicaid Integration Project Rates:

WMIP Rates	Oct. 07 to June 08	July 08 to Sept. 08	Oct. 08 to Jan. 09	Feb. 09 to June 09
Disabled Adults	\$111.65	\$113.56	\$113.56	\$112.42
Non-Disabled Adults	\$13.69	\$13.96	\$13.96	\$13.67

There is no reduction in B-3 Waiver Rates.

Delete sections to remove all requirements to complete and report Consumer Outcomes with the use of the Telesage Outcome Assessment Instrument as of February 1, 2009.

Mr. Benjamin provided explanations for motions **09-005** and **09-006**. Ms. Deacon moved approval of **09-005** and **09-006**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-006

To approve DSHS-MHD-SMHC-07-09 AMENDMENT 3 for the provision of decreasing the amount of state only funding the NSMHA receives. The total reduction for this contract Amendment is \$1,156,686 for a reduced total maximum on this contract of \$40,944,866.

Delete all requirements related to the Integrated Crisis Response Pilot Program as of March 1, 2009.

Delete Integrated Crisis Response from Exhibit E. Beginning on the first business day of March 2009, the Integrated Crisis Response Program is eliminated.

Delete the following sections to remove all requirements to complete and report Consumer Outcomes with the use of the Telesage Outcome Assessment Instrument as of February 1, 2009.

Mr. Benjamin provided explanations for motions **09-005** and **09-006**. Ms. Deacon moved approval of **09-005** and **09-006**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-007

To approve NSMHA-ISLAND-ADMIN-09 AMENDMENT 1 for the purpose of a funding reduction of 5.42% to Island County's mental health administrative services contract. For State Fiscal year 2009 reductions, February 1 through June 30, 2009, this Agreement is reduced by \$3,268 for a total maximum of \$57,020.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-008

To approve NSMHA-SAN JUAN-ADMIN-09 AMENDMENT 1 for the purpose of a funding reduction of 5.42% to San Juan County's mental health administrative services contract. For State Fiscal year 2009 reductions, February 1 through June 30, 2009, this Agreement is reduced by \$2,820 for a total maximum of \$49,204.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-009

To approve NSMHA-SKAGIT-ADMIN-09 AMENDMENT 1 for the purpose of a funding reduction of 5.42% to Skagit County's mental health administrative services contract. For State Fiscal year 2009 reductions, February 1 through June 30, 2009, this Agreement is reduced by \$3,512 for a total maximum of \$61,293.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-010

To approve NSMHA-SNOHMISH-SMHC-09 AMENDMENT 1 for the purpose of a funding reduction of 5.42% to Snohomish County's State mental health contract Administrative Services. For State Fiscal year 2009 reductions, February 1 through June 30, 2009, this Agreement is reduced by \$7,432 for a total maximum of \$2,941,266.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-011

To approve NSMHA-WHATCOM-ADMIN-09 AMENDMENT 1 for the purpose of a funding reduction of 5.42% to Whatcom County's mental health administrative services contract. For State Fiscal year 2009 reductions, February 1 through June 30, 2009, this Agreement is reduced by \$4,010 for a total maximum of \$69,972.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-012

To approve NSMHA-ISLAND-JAIL SERVICES-07-09 AMENDMENT 1 for the purpose of a fund reduction in the amount of \$15,000, to reduce the maximum consideration to \$75,000 for the remaining term of this Agreement.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-013

To approve NSMHA-SAN JUAN-JAIL SERVICES-07-09 AMENDMENT 1 for the purpose of a fund reduction in the amount of \$15,000, to reduce the maximum consideration to \$75,000 for the remaining term of this Agreement.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-014

Pursuant to the requirements of RCW 4.96, NSMHA appoints Charles R. Benjamin, Executive Director as Agent to Receive Claims for Damages on behalf of North Sound Mental Health Administration located at 117 N 1st Street, Suite 8, Mount Vernon, WA; office hours 8 a.m. to 5 p.m. Monday-Friday. This information shall be recorded with the Skagit County Auditor.

Mr. Myhr moved approval, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-015

To authorize NSMHA to reduce Medicaid services between February 1 and June 30, 2009 by \$299,000, and Non-Medicaid services by \$1,151,706 in accordance with spreadsheet provided.

Mr. Benjamin provided explanations **09-007 – 09-013** and **09-015**, Mr. Stark moved approval of motions **09-007-09-013** and **09-015**, seconded by Mr. Myhr, all in favor, **motion carried**.

Motion #09-016

To authorize NSMHA to evaluate where to make future reductions in adults program for adaptive living (PALS), adults non-Medicaid Outpatient Services and to terminate Clubhouse funding effective July 1, 2009 in addition NSMHA is directed to evaluate the reduction of costs regarding mandated services in the following areas: Emergency and Crisis Services in the Region, Access, Crisis Triage, and Inpatient Certification programs.

Chuck provided an explanation for **09-016** stating the “*in Snohomish County*” should be stricken and replaced with “*in the Region*”. Mr. Gossett moved approval with change for crisis services in region, seconded by Mr. Jackson, all in favor, **motion carried**.

Andy Byrne noted that WCPC runs a clubhouse in Whatcom County and is supportive of Clubhouses and is very aware of the current financial situations and will comply with the direction of this Board. Andy noted that he is thankful for the direction by the Board at this time.

Motion #09-017

To approve NSMHA-bridgeways-SMHC-07-09 AMENDMENT 1 to adjust non-Medicaid funding by an increase of the funding allocation by \$2,499 for a maximum consideration on this Agreement of \$317,300.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-018

To approve NSMHA-CCSNW-SMHC-07-09 AMENDMENT 4 to adjust non-Medicaid funding by a reduction the funding allocation by \$1,251 for a maximum consideration on this Agreement of \$435,061.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-019

To approve NSMHA-CCSNW-PIHP-07-09 AMENDMENT 1 to adjust Medicaid funding by an increase of the funding allocation by \$35,076 for a maximum consideration on this Agreement of \$5,156,910.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-020

To approve NSMHA-Compass Health-PIHP-07-09 AMENDMENT 1 to adjust Medicaid funding by a reduction in the funding allocation by \$65,165 for a maximum consideration on this Agreement of \$29,708,150.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-021

To approve NSMHA-Compass Health-SMHC-07-09 AMENDMENT 1 to adjust non-Medicaid funding by a reduction in the funding allocation by \$66,328 for a maximum consideration on this Agreement of \$15,222,980.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-022

To approve NSMHA-Sea Mar-PIHP-07-09 AMENDMENT 1 to adjust Medicaid funding by an increase of the funding allocation by \$26,250 for a maximum consideration on this Agreement of \$1,153,482.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-023

To approve NSMHA-Sea Mar-SMHC-07-09 AMENDMENT 1 to adjust non-Medicaid funding by an increase of the funding allocation by \$1,503 for a maximum consideration on this Agreement of \$239,192.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-024

To approve NSMHA-Sunrise Services-SMHC-07-09 AMENDMENT 1 to adjust non-Medicaid funding by a reduction in the funding allocation by \$249 for a maximum consideration on this Agreement of \$986,875.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-025

To approve NSMHA-WCPC-PIHP-07-09 AMENDMENT 1 to adjust Medicaid funding by a reduction in the funding allocation by \$33,576 for a maximum consideration on this Agreement of \$5,685,494.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-026

To approve NSMHA-WCPC-SMHC-07-09 AMENDMENT 1 to adjust non-Medicaid funding by a reduction in the funding allocation by \$501 for a maximum consideration on this Agreement of \$2,628,650.

Mr. Benjamin provided explanation of motions **09-017 – 09-026** and discussion followed. Mr. Stark moved approval of motions **09-017** through **09-026**, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-027

Mr. Gossett made a motion, **#09-027**, to prepare and file a declaratory action for judgment regarding whether the RSN is responsible to compensate the prosecuting attorney for civil commitment proceedings, seconded by Mr. Dean, Chair Dahlstedt called for the vote noting the Chair would be abstaining from voting, all in favor, **motion carried**.

Mr. Myhr stated his appreciation for staff in all their hard work with the budget reductions and the providers. Chuck said he would like to extend thanks the County Coordinators for their work in this process as well. John Dean thanked Chuck for including everyone in this process. Chair Dahlstedt also thanked Chuck and staff for this work.

16. Introduction Items

None

17. Adjourn

Chair Dahlstedt adjourned the meeting at 2:45.

Respectfully submitted:

Annette Calder
Executive Assistant

The next meeting of the NSMHA Board of Directors will take place on Thursday, March 12, 2009 at 1:30 p.m. in the NSMHA Offices, 117 N. 1st Street, Suite 8, Mount Vernon, WA 98273.