

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING**

**June 10, 2010
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Myhr**
2. **Revisions to Agenda – Chair Myhr**
3. **Approval of Minutes– Chair Myhr motion #10-026**
 - **To review and approve the minutes May 13, 2010 5-9**
4. **Comments & Announcements from the Chair**
 - **Audio presentation on Wraparound project**
5. **Reports from Board Members**
6. **Comments from the Public**
 - **Ombuds Semi-Annual Report Tab 1**
7. **Report from the Advisory Board – Arthur Jackson, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
 - **Executive Session regarding the Executive Director’s performance review**
9. **Report from the Quality Management Oversight Committee – Anne Deacon, 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 2**
13. **Report from the Finance Committee – Ken Stark, Chair**
14. **Consent Agenda – Finance Committee**

<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 #10-027

To review and approve North Sound Mental Health Administration’s claims paid from May 1, 2010 through May 31, 2010 in the amount of \$4,904,804.70. Payroll for the month of May in the amount of \$107,297.74 and associated employer paid benefits in the amount of \$43,580.85.

15. Action Items

Medicaid Contracts; motions #10-028 through #10-036 will be moved with one motion

Motion #10-028

To approve NSMHA-Bridgeways-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Bridgeway's budget to \$1,225,926 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-029

To approve NSMHA-Catholic Community Services (CCS)-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust CCS's budget to \$5,273,955 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-030

To approve NSMHA-Compass Health-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Compass Health's budget to \$30,896,019 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-031

To approve NSMHA-Interfaith-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Interfaith's budget to \$637,287 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-032

To approve NSMHA-Lake Whatcom Center-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Lake Whatcom's budget to \$1,131,564 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-033

To approve NSMHA-Sea Mar-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sea Mar's budget to \$1,598,217 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-034

To approve NSMHA-Sunrise Services-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sunrise Service's budget by \$2,593,098 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-035

To approve NSMHA-Volunteers of America (VOA)-Medicaid-09-11 Amendment 1 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust VOA's budget to \$2,706,777 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-036

To approve NSMHA-Whatcom Counseling & Psychiatric Clinic (WCPC)-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment adjusts WCPC's budget to \$5,629,392 for the contract period of October 1, 2009 through June 30, 2011.

State Mental Health Contracts (SMHC); motions #10-037 through #10-045 will be moved with one motion

Motion #10-037

To approve NSMHA-Bridgeways-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment adjusts Bridgeway's budget to \$349,524 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-038

To approve NSMHA-Catholic Community Services (CCS)-SMHC-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment adjusts CCS's budget to \$594,537 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-039

To approve NSMHA-Compass Health-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust Compass Health's budget to \$14,614,626 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-040

To approve NSMHA-Interfaith-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust Interfaith's budget to \$151,548 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-041

To approve NSMHA-Lake Whatcom Center-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust Lake Whatcom's budget to \$2,325, for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-042

To approve NSMHA-Sea Mar-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sea Mar's budget to \$266,634 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-043

To approve NSMHA-Sunrise Services-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sunrise Service's budget to \$1,049,061 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-044

To approve NSMHA-Volunteers of America (VOA)-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust VOA's budget to \$900,205 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-045

To approve NSMHA-Whatcom Counseling & Psychiatric Clinic (WCPC)-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust WCPC's budget to \$2,095,609 for the contract period of October 1, 2009 through June 30, 2011.

Program for Assertive Community Treatment (PACT) Contracts; motions #10-046 and #10-047 will be moved with one motion

Motion #10-046

To approve NSMHA-Lake Whatcom Center-PACT-09-11 Amendment 1 for the provision of amending the contracted budget for PACT Services, this amendment will adjust Lake Whatcom's budget to *\$1,294,686 for the remainder of the contract period of July 1, 2010 through June 30, 2011.

*10/1/09 through 6/30/10 the maximum amount is \$525,000;

*7/1/10 through 6/30/11 the maximum amount is \$769,686.

Motion #10-047

To approve NSMHA-Compass Health-PACT-09-11 Amendment 1 for the provision of amending the contracted budget for PACT Services, this amendment will adjust Compass Health's budget to *\$2,356,576 for the remainder of the contract period of July 1, 2010 through June 30, 2011.

*10/1/09 through 6/30/10 the maximum amount is \$922,155;

*7/1/10 through 6/30/11 the maximum amount is \$1,434,421.

County ITA Contract

Motion #10-048

To approve NSMHA-Whatcom County-Civil Commitment Agreement-2010 for the provision of payment for Involuntary Treatment Act Civil Commitment Hearings in Whatcom County. The amount per hearing is \$200, any adjustment to the rate will follow the formula delineated in the Agreement. The expiration of this Agreement is June 30, 2011, but shall be extended as long as the North Sound Mental Health Administration is an RSN contracted with the State of Washington.

HR Consult Contract

Motion #10-049

To approve NSMHA-Turner Services-PSC-10 Amendment 1 for the provision of HR Consultation Services. This amendment will increase the Agreement by \$8,000 for a maximum on this Agreement of \$13,000. The term of this Agreement is extended to December 31, 2010.

Wraparound Contracts; #10-150 and #10-151 will be moved with one motion

#10-150

To approve DSHS-HRSA-NSMHA-WRAPAROUND-10-11 for the provision of fidelity wraparound services in Skagit County. The term of this Agreement is July 1, 2010 through June 30, 2011. The maximum consideration for this Agreement is \$153,400.

#10-151

To approve SKAGIT COUNTY - NSMHA Interlocal Cooperative Agreement for the provision of a state grant match for fidelity Wraparound Services in Skagit County. The term of the Agreement is July 1, 2010 through June 30, 2011. The maximum consideration for this Agreement is \$35,000.

16. Introduction Items

None

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING**

Skagit Valley Casino Resort

5984 N Darrk Lane

Bow, WA

May 13, 2010

1:30 PM

MINUTES

Board Members Present:

Bob Myhr, San Juan County Council member, NSMHA Chair of the Board

Kathy Kershner, Whatcom County Council member, NSMHA Vice Chair of the Board

Dave Gossett, Snohomish County Council member

John Dean, Island County Commissioner

Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen

Jennifer Kingsley, designated alternate for Skagit County Commissioner, Ken Dahlstedt

Marie Jubie, NSMHA Advisory Board Vice Chair

Board Members Via Telephone:

Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon

Arthur Jackson, NSMHA Advisory Board Chair

Staff Present:

Chuck Benjamin, Greg Long, Bill Whitlock, Annette Calder

Guests:

Dale Jarvis, David Dickinson

1. Call to Order; Introductions

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

2. Revisions to Agenda

Chair Myhr asked if there were any revisions to the agenda. Chuck noted there were two motions; #10-024 MCPP Contract Revision, and #10-025 Federal Block Grant billing for TRIP. Chair Myhr asked that the Crisis System Review Presentation be moved up on the agenda and take place after the approval of the minutes.

3. Approval of Minutes

Chair Myhr asked if there were any revisions to the minutes of April 8, 2010; there were none. Mr. Gossett moved approval, seconded by Mr. Dean, all in favor, **motion carried. #10-020**

4. Crisis System Review Report Recommendations

Dale Jarvis made a comprehensive presentation on the Crisis System Review process that he led NSMHA and stakeholders through. He stated there were 73 recommendations in 13 areas of the report. He reviewed the recommendations with the committee and said the committee took the 73 recommendations and developed a budget for that. It was discovered there would be about an \$8 million dollar shortfall to be able to enact all the recommendations. Dale discussed how the workgroup modified the recommendations, the number of

Crisis Service Units in our Region, mobile crisis teams, inpatient services, phase in over 4 years, etc. Questions and answers took place throughout the presentation.

Recommendation to create a 4 year phased implementation plan to map out the transition to a new system, establish a 10-15 person implementation team that reports to the Planning Committee, review each of the recommendations and assign to one of four timeframes: FY2011, 2012, 2013, 2014; establish the key steps to implementation: What is to be done, by whom, by when, and how, etc.; and proceed with implementation pursuant to Planning Committee and Board of Directors oversight.

Regina stated the Planning Committee is making a motion to accept the Crisis System Review Report and authorize the NSMHA Executive Director to establish an Implementation Committee to develop a 4 year phase-in plan; seconded by Dave Gossett, and opened for discussion. John Dean asked that the smaller counties be kept in mind and perhaps a modified model for the islands as we move through the implementation plan. Chair Myhr called for the vote, all in favor, **motion carried (#10-022)**.

5. Comments & Announcements from the Chair

None

6. Reports from Board Members

Chair Myhr asked if there were any reports from Board members; there were none.

7. Comments from the Public

Chair Myhr asked if there were any comments from the public. David Dickinson said he was happy to join the Board for the meeting and was very interested to hear of the Crisis Services System Report, and sorry he wasn't here for the entire presentation, noting he looks forward to reading the full report. Chuck offered that NSMHA would be happy to present this report to DSHS if they are interested in hearing it. David said he would be reviewing the report and he was interested in

David said he attended Greater Lakes Mental Health in Pierce County last night and heard a presentation by Dr. Lori Ashcraft of Recovery Innovations and she discussed her own recovery with multiple mental illnesses. He said it was an extraordinary testimony to recovery, mental health recovery in particular. He shared that it is great to keep people closer to home, in their own communities, and that he is really excited to hear about any innovated approaches that support early intervention opportunities, reduce visits to the hospital, make it less traumatic, keeps people closer to home, etc. David thanked the Board for the invitation to the meeting and said that if the Board would like him or other DSHS staff to attend and present on anything, to let him know and they would be happy to come to our meeting.

David said the DSHS Secretary has asked that he participate in the Governor's Healthcare Cabinet; brief discussion ensued and on the Healthcare Cabinet. More information is available on the Governor's website. The Board thanked David for attending and participating in this discussion.

8. Report from the Advisory Board

Arthur Jackson reported:

- The Advisory Board met on May 4th and had a presentation by Pat Morris of Volunteers of America
- Minutes of the April meeting were approved as amended
- Reports were received from:
 - Ombuds and Quality Review Team (QRT) Snapshot Report
 - Executive Committee
 - Finance Committee
 - Quality Management Oversight Committee

- County Advisory Board members' reports
- Data requested by the Board of Directors regarding Advisory Board expense reimbursement was reviewed during Finance Committee.
- Book published by a NAMI Skagit member, Welcome to the Jungle is available for sale on Amazon and details the experience of a person with bi-polar
- 2010 Federal Block Grant proposals and recommendations were made for Planning Committee to review and recommend approval to the Board of Directors.
- Chuck Benjamin reviewed the highlights of the Crisis Review Report.
- NAMI Walk on May 15th at Magnuson Park.
- The next meeting will be held on June 1st.

Arthur was thanked for his report.

9. Report from the Executive/Personnel Committee

Dave Gossett reported:

- The Executive Personnel Committee met today
- At the next meeting there will be an executive session to discuss the appraisal of the Executive Director. The summary will be distributed.
- County reimbursement rates will be reviewed along with the request of the Advisory Board to modify the reimbursement rates and this will be an action item next month.

Dave was thanked for his report.

10. Report from the Quality Management Oversight Committee

Greg Long reported:

- The meeting was held April 28, 2010, and the March summary was approved as amended
- Bill Brackin was present to provide some information and education about the 211 system.
- The following Quality Issues were discussed:
 - Clinical Policy 1550.00 – Early Periodic, Screening and Diagnostic Treatment (EPSDT) was presented for approval but tabled due to some concerns raised. Will be presented again next month for approval.
 - Clinical Policy 1576.00 – Medicaid Personal Care (MPC) was presented for approval. It was approved as amended.
 - Integrated Crisis Response System (ICRS) Policy 1722.00 – Inpatient Involuntary Treatment (Detention) Placement was presented for approval. It was approved as amended.
 - A letter received from provider Quality Managers was presented and discussed.
- The next meeting will be May 26, 2010, from 1-3.

Greg was thanked for his report.

Motion #10-021 To accept the recommendations of the Quality Management Oversight Committee and approved 3 Performance Improvement Projects (PIPs). Approval moved by Regina Delahunt, seconded by Dave Gossett, all in favor, **motion carried.**

11. Report from the Planning Committee

Regina Delahunt reported:

- The Planning Committee has met twice since the last meeting of this board; the first focused solely on the Crisis System Review Report you heard today.
- The second meeting dealt with:
 - Forecasting for future funding in the capacity funded programs, and a meeting with the agency CEO's and CFO's is scheduled for tomorrow. The Planning Committee will report back at the next Board meeting.

- Future Federal Block Grant proposals were reviewed and the Planning Committee recommended that all current projects that plan to continue be funded. The recommendation was forwarded to the Advisory Board as required by the State and the Advisory Board approved it, and
- Regional Information System workgroup report was reviewed and declared the work on the IS work plan completed. NSMHA will decide how to move forward now that Sound Data will not be the regional repository for the data going forward and said Chuck would elaborate on that during his report.

Regina was thanked for her report.

12. Report from the Executive Director

Chuck Benjamin reported:

- Due to the High Tech Act and the HIPAA rules around it, this affects Sound Data as it is the data repository for providers in the Region and under the new laws would be liable for any inappropriate release of data. The new version of the software is working much better according to the other RSN that uses it. Raintree could take over what Sound Data does, is already housing the data and is liable anyway. In preliminary discussions, it was discovered that it could be cheaper to have Raintree perform the function that Sound Data currently does.
- Tribal Conference, only a one day conference this year and it is going great.

Chuck was thanked for his report.

13. Report from the Finance Officer

Bill Whitlock reported:

- The Federal Block Grant and PATH (Project for Assistance in Transition from Homelessness) grant were a little low, \$190,515 and \$19,017. We think these are timing variance. The DDD billings are also behind with a timing variance of \$59,842. State funds have a permanent negative variance of \$591,632. Interest revenue was lower than budgeted due to low interest rates. The negative variance was \$9,215. Overall, the revenues were a little higher in 2010 due to the low forecast of Medicaid funding in the NSMHA budget.
- A few minor variances on the expense side in operating leases, utilities and repair and maintenance. The Agency/County/Other Service line has a negative variance of \$338,737.
- The financial statements for 2009 are done. Attached are the Revenue and Expense report along with the Balance Sheet.
- Our Medicaid funding estimate is attached. This document reflects a change in rates and a shift in the foster children from the children category to the disabled children category.

Bill was thanked for his report.

14. Report from the Finance Committee

John Dean reported:

- The committee met today,
- Reviewed claims and payroll for April and is recommending approval of all.

John was thanked for his report.

15. Consent Agenda – Finance Committee

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Motion #10-023

To review and approve North Sound Mental Health Administration’s claims paid from April 1, 2010 through April 30, 2010 in the amount of \$5,922,384.77. Payroll for the month of April in the amount of \$108,833.20 and associated employer paid benefits in the amount of \$53,547.76.

Moved by Mr. Stark, seconded by Ms. Kershner, all in favor, **motion carried.**

16. Action Items

Motions #10-021 and #10-022 listed under agenda items 9 and 10 above.

Motion #10-024

To approve NSMHA-MCPP-PSC-09 AMENDMENT 2 for the provision of consultation services on the crisis system review implementation process. The amount of this amendment is \$10,000 to bring the maximum consideration on this Agreement to \$50,000. The term of this Agreement is extended to December 31, 2010.

Chuck provided an explanation for motion 10-024, and Dave Gossett moved approval, seconded by John Dean, all in favor, **motion carried.**

Motion #10-025

To approve TRIP (Training Resources In Partnership) Federal Block Grant billing as TRIP is 60 days behind in billing. Total for February and March billings are \$2556. Approval moved by Dave Gossett, seconded by John Dean, all in favor, **motion carried.**

17. Introduction Items

None

Chair Myhr asked if there were any comments for the good of the order. Marie discussed the North Star apartment fire, 37 displaced, all found alternate housing and doing pretty good. She asked that the Board write a letter to the PACT Team that went in and saved these people. Chuck will write the letter on behalf of the Board.

18. Adjourn

The meeting was adjourned at 3:16.

Respectfully submitted:

Annette Calder
Executive Assistant