

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

November 14, 2013
1:30 PM

AGENDA

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1. Call to Order; Introductions – Chair Gossett	
2. Revisions to Agenda – Chair Gossett	
3. Approval of Minutes, Motion #13-065	4-9
4. Comments & Announcements from the Chair	
5. Reports from Board Members	
6. Comments from the Public	
7. Report from the Advisory Board – Candy Trautman, Chair	
8. Report from the Executive/Personnel Committee – Chair Gossett	
9. Report from the Quality Management Oversight Committee – Rebecca Clark, Chair	
10. Report from the Planning Committee	
11. Report from the Executive Director	1
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13. Report from the Finance Committee – Ken Stark, Chair	
14. Consent Agenda – Finance Committee Motion #13-066	

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.
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To review and approve North Sound Mental Health Administration’s claims paid from October 1, 2013 through October 31, 2013 in the amount of \$6,213,016.99. Payroll for the month of October in the amount of \$129,817.44 and associated employer paid benefits in the amount of \$61,707.40.

15. Action Items

Motion #13-067

Medicaid

NSMHA-WCPC-MEDICAID-13-15 Amendment 1 for the provision of increasing funding for children's mental health services in Whatcom County. The amount of the increase is \$254,496 for a new maximum consideration of \$6,371,640; the term of this Agreement remains the same, October 1, 2013 through September 30, 2015.

Motion #13-068

Whatcom County is providing this funding for the Rainbow Recovery Center. The funding is passed through our state funded outpatient contract with Whatcom Counseling & Psychiatric Clinic (WCPC).

State

NSMHA-WCPC-SMHC-13-15 Amendment 1 for the provision of increasing funding for the Rainbow Recovery Center in Whatcom County. This funding is a pass through from Whatcom County in the amount of \$87,012.79 for a new maximum consideration on this Agreement of \$1,955,340.79; the term of this Agreement remains the same, October 1, 2013 through September 30, 2015.

Motion #13-069

Professional Service Agreement

NSMHA-CHS-PSC-13 Amendment 2 for the purpose of adding \$10,000 for consultation services to complete the requirements of implementing an Electronic Health Record for the provision of child/youth/family mental health services in South Snohomish County. The term of this agreement expires on December 31, 2013 with the new maximum consideration of \$158,936.

Motion #13-070

To pay Volunteers of America \$4,250 to have their I.S. vendor, Raintree Systems Inc., make changes to their data system to allow Access, ICRS, and Next Day Appointment data to be made available to non-Raintree provider agencies.

This is a sole source Agreement meeting the State Auditor definition of "sole source" and in accordance with NSMHA policy #3028.00 Section 1.2.2 "Exceptions to Competitive Bidding Process".

Competitive bidding may be waived or is not required for the following:

d. Purchases involving special facilities or market conditions. (RCW 39.04.280) (Board resolution required.)

e. Purchases that are clearly and legitimately limited to a single source of supply. (RCW 39.04.280) (Board resolution required.)

Motion #13-071

NSMHA-INTERFAITH-MEDICAID-13-15 for the purpose of providing outpatient Medicaid funding for adult services in Whatcom County. The maximum consideration for this Agreement is \$1,051,224 with the term of this Agreement October 1, 2013 through September 30, 2015.

This is a \$9,827 monthly increase in their current budget starting October 1, 2013. The total Interfaith annual budget will be \$576,000 annually. History: In the last 12 months Interfaith earned \$481,768 in outpatient services. They added an additional therapist and an Advanced Registered Nurse Practitioner (ARNP). We calculated 50% of the therapist time at \$63,621 and 10 hours a month from the ARNP at \$31,200.

Motion #13-072

Move to pay providers for \$721,435 in services earned but not compensated because they were over their monthly budget cap during the period 7/1/11 to 6/30/13. See attached report.

Motion #13-073

This motion is proposed to replace motion #12-059 from December 13, 2012

The NSMHA Board of Directors moves to assign \$11 million dollars (\$8 million Medicaid and \$3 million state funds) for a fund balance RFQ in the following areas:

- 1) Implementation of Children’s mental health redesign including expansion of children services, wraparound team services and/or children’s crisis response teams;
- 2) Expansion of mental health crisis services; and
- 3) Health care reform including enhancing care coordination services through health homes, enhance workforce training on evidence based practices, and information systems and technology enhancements.

(For reference: Motion 12-059 dated 12-13-2012: The NSMHA Board of Directors moves to assign \$5.7 million dollars (\$4.7 million Medicaid and \$1 million state funds) for a fund balance RFQ in the following areas. Implementation of Children’s mental health redesign including expansion of children services, wraparound team services and or children’s crisis response teams. Health care reform including enhancing care coordination services through health homes, enhance workforce training on evidence based practices, and information systems and technology enhancements.)

16. Introduction Items

Presentation on Proposed 2014 NSMHA Operating Budget..... 3

17. Discussion Item..... 4

The Department of Social and Health Services and Washington State Health Care Authority are seeking input from stakeholders regarding the state’s proposed corrective action response to CMS describing how mental health services will be procured in the future.

Some of the key questions being posed to stakeholders are:

1. Should the state use a cost-reimbursement method for financing current RSN Services or conduct an open-procurement process.
2. If the state conducts an open procurement process, what should be included in the RFP;
 - Mental Health Services only with one risk-bearing organizing entity per region;
 - Mental Health and Chemical Dependency Services together in a single behavioral health organization [BHO within each regional service area; or
 - Risk bearing entities that would provide fully integrated services including physical health, mental health and chemical dependency in regional service areas.

It would be helpful to hear Board member perspectives on these questions.

18. Adjourn

Next Meeting: December 12, 2013

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

October 10, 2013

1:30 PM

MINUTES

Board Members Present:

Dave Gossett, Snohomish County Council member, NSMHA Board of Directors Chair
Jill Johnson, Island County Commissioner
Ken Stark, designated alternate for Snohomish County Executive, John Lovick
Rebecca Clark, designated alternate for Skagit County Commissioner, Ken Dahlstedt
Regina Delahunt, designated alternate for Whatcom County Executive, Jack Louws
Candy Trautman, NSMHA Advisory Board Chair
Mark McDonald, NSMHA Advisory Board Vice Chair

Staff Present:

Joe Valentine, Greg Long, Bill Whitlock, Annette Calder

Guests:

None

1. Call to Order; Introductions

Chair Gossett opened the meeting at 1:30 and welcomed everyone.

2. Revisions to Agenda

None

3. Approval of September Minutes

Ken Stark moved approval of the September 12th meeting minutes, seconded by Mark McDonald, all in favor, **motion carried, #13-058.**

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

Jill announced Island County is in negotiations with Sea Mar to do drug and alcohol treatment.

Ken Stark announced that the Snohomish County Mental Health Board has voted to abolish itself. One reason is that there is not a state requirement for a County mental health board since RSNs were created. The county is in the process of determining how they will appoint people to the NSMHA Advisory Board.

Regina announced that HCA will be in Whatcom County meeting with Whatcom Alliance for Healthcare Advancement on October 17th; NSMHA has been invited as well as various other stakeholders to find out where this is leading.

6. Comments from the Public

None

7. Report from the Advisory Board

Candy Trautman reported the Advisory Board met on October 1st and had a pre-meeting presentation from the Tulalip Tribes Canoe Journey and said it was a great presentation. The Advisory Board also received reports from QMOC, Planning Committee, counties, NSMHA Executive Director, revised the Advisory Board bylaws, and approved all action items before the board today. The Advisory Board brief is attached to the file copy as part of the official record. Candy was thanked for her report.

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

The Board will enter into an Executive Session to review personnel performance as allowed under the Open Public Meetings Act by RCW 42.30.110 (1)(g)

Dave Gossett reported the Executive/Personnel Committee met today, reviewed claims before the board, reviewed the budget and will have an Executive Session at the end of the meeting to review the performance evaluation of the Executive Director.

9. Report from the Quality Management Oversight Committee

Rebecca Clark reported QMOC met on September 25th, reviewed and approved policies #1563 - Program for Assertive Community Treatment (PACT), and #1532 – Residential Placement, and #1706 – Safeguarding of Property; also reviewed policy and procedure updates related to WAC changes, Care Transition Program, Future reductions in State funding, 2012 Quality Management Plan Summary and Care Management for specialized needs. The QMOC brief is attached to the file copy as part of the official record. Rebecca was thanked for her report.

10. Report from the Planning Committee

Lisa Grosso reported the Planning Committee met on September 20th and discussed the implementation of the TR Lawsuit Settlement, NSMHA's Strategic Plan Children's Goal and update on Crisis System Redesign. The Planning Committee brief is attached to the file copy as part of the official record. Lisa was thanked for her report.

11. Report from the Executive Director

Joe Valentine directed the group to Tab 1 and reviewed his report with the group touching on the CMS letter, State Budget Reductions, ITA Diversion Proposals, ITA Court Costs, Rate Rebase Process, Settlement of the TR Lawsuit, Crisis Services System Redesign, Impact of the Government Shutdown, Seattle Times Articles on Boarding, and the USHealthVest Certificate of Need Hearing. The Executive Director report is attached to the file copy as part of the official record. Joe was thanked for his report.

12. Report from the Finance Officer

Bill Whitlock reviewed the Revenue and Expense Statement with the Board, discussed variances on line items and also discussed the 2 million fund balance for expansion of children's services. Bill also stated the NSMHA 2014 Operation Budget is being introduced today. A copy of the report is attached to the file as part of the official record. Bill was thanked for his report.

13. Report from the Finance Committee – Ken Stark, Chair

Ken Stark reported the Finance Committee met today, reviewed payroll and all claims before the Board today and moved approval of the Consent Agenda, motion #13-059, seconded by Rebecca Clark, all in favor, **motion carried, #13-059.**

14. Consent Agenda – Finance Committee Motion #13-059

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.

To review and approve North Sound Mental Health Administration's claims paid from September 1, 2013 through September 30, 2013 in the amount of \$5,655,535.84. Payroll for the month of September in the amount of \$127,545.49 and associated employer paid benefits in the amount of \$64,008.51.

15. Action Items

Medicaid

On August 8, 2013, the Board approved a motion to set aside an additional \$2 million from Medicaid fund balance to further enhance children's mental health outpatient services. NSMHA solicited proposals from it children's mental health service providers and compared these with the current geographic distribution for children's mental health services, especially school-based mental health services. The goal was to expand school-based children's mental health services without duplicating existing providers within school districts. A matrix was developed [attached] that was used to coordinate existing and proposed NSMHA funded school based mental health services with similar county funded services. The proposed contract amendments below will increase children's mental health services both in areas where the allocated budget is being fully utilized and to additional schools.

Motion #13-060

To approve the following contracts:

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 1

NSMHA-CCSNW-MEDICAID-13-15 Amendment 1

NSMHA-SEA MAR -MEDICAID-13-15 Amendment 1

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 1 for the provision of increasing funding for children's mental health services in Island, San Juan, Skagit and Snohomish Counties. The amount of the increase is \$447,584 for a new maximum consideration of \$28,919,132 with the term of this Agreement remaining the same, October 1, 2013 through September30, 2015.

NSMHA-CCSNW-MEDICAID-13-15 Amendment 1 for the provision of increasing funding for children's mental health services in Skagit, Snohomish and Whatcom Counties. The amount of the increase is \$636,240 for a new maximum consideration of \$5,526,624 with the term of this Agreement remaining the same, October 1, 2013 through September30, 2015.

NSMHA-SEA MAR -MEDICAID-13-15 Amendment 1 for the provision of increasing funding for children's mental health services Skagit, Snohomish and Whatcom Counties. The amount of the increase is \$127,248 for a new maximum consideration of \$3,659,592 with the term of this Agreement remaining the same, October 1, 2013 through September30, 2015.

Joe provided an overview of motion #13-060 and reviewed the funding allocation spreadsheets with the Board.

Ken Stark moved approval of motion #13-060, seconded by Jill Johnson, all in favor, **motion carried.**

Projects for Assistance in Transition from Homelessness (PATH)

The proposed contracts below will continue State and NSMHA funding to the PATH [“Projects for Assistance in Transition from Homelessness”] programs in Snohomish and Whatcom counties. The first two contracts allow NSMHA to accept the state funding, and the 2nd two contracts pass on this state funding along with the NSMHA funded match requirement to the PATH providers.

Motion #13-061

DBHR-NSMHA-PATH-13-15

DBHR-NSMHA-PATH-13-15

NSMHA-COMPASS HEALTH-PATH-13-15

NSMHA-WCPC-PATH-13-15

DBHR-NSMHA-PATH-13-15 for the provision of PATH services in Snohomish County. The term of this Agreement is October 1, 2013 through June 30, 2015 for a maximum consideration on this Agreement of \$138,820.

DBHR-NSMHA-PATH-13-15 for the provision of PATH services in Whatcom County. The term of this Agreement is October 1, 2013 through June 30, 2015 for a maximum consideration on this Agreement of \$45,452.

NSMHA-COMPASS HEALTH-PATH-13-15 for the provision of PATH services in Snohomish County. NSMHA is funding the match on this Agreement in the amount of \$126,655. The term of this Agreement is October 1, 2013 through June 30, 2015 for a maximum consideration on this Agreement of \$276,341.

NSMHA-WCPC-PATH-13-15 for the provision of PATH services in Whatcom County. NSMHA is funding the match on this Agreement in the amount of \$60,462. The term of this Agreement is October 1, 2013 through June 30, 2015 for a maximum consideration on this Agreement of \$109,459.

Joe provided an explanation for motion #13-061. Ken Stark moved approval, seconded by Mark McDonald, all in favor, **motion carried.**

Professional Service Contracts

Motion #13-062

NSMHA-OHSU-PSC-13 for the provision of additional Motivational Interviewing training in the region. The term of this Agreement is October 1, 2013 through January 31, 2014 for a maximum consideration of \$10,560.

Joe discussed motion #13-062. Jill Johnson moved approval, seconded by Ken Stark, all in favor, **motion carried.**

Motion #13-063

NSMHA-NWESD 189-PSC-13 Amendment 1 for the provision of adding \$82,152 to this Agreement to fund a month salary of two (2) mental health therapists, supporting electronic equipment and additional funding for the establishment for an electronic health record during the start-up of mental health services in Island, San Juan, Skagit and Whatcom Counties. The term of this Agreement is July 1, 2013 through December 31, 2013 for a new maximum consideration on this Agreement of \$220,742

Joe provided an explanation for motion #13-063. Jill Johnson moved approval, seconded by Ken Stark, all in favor, **motion carried.**

To allow NSMHA to enter into a contract with Center for Discovery to provide residential eating disorder treatment. The treatment will be authorized based on medical necessity and will be monitored by our Medical Director for continued necessity. The Center for Discovery is the only Community Mental Health Agency (CMHA) in the State that provides residential eating disorder treatment. Due to the nature of treatment, and lack of other providers in state, this is a sole source Agreement meeting the State Auditor definition of "sole source" and in accordance with NSMHA policy #3028.00 Section 1.2.2 "Exceptions to Competitive Bidding Process".

Competitive bidding may be waived or is not required for the following:

- d. Purchases involving special facilities or market conditions. (RCW 39.04.280) (Board resolution required.)*
- e. Purchases that are clearly and legitimately limited to a single source of supply. (RCW 39.04.280) (Board resolution required.)*

NSMHA has had two individuals enter the Center for Discovery Eating Disorder Treatment in the past three months. With the increased need for this specialized service NSMHA believes negotiating a contract with reduced rates would be a prudent business decision. NSMHA is monitoring utilization and is only using this level of service when medically necessary.

Motion #13-064

NSMHA-Center for Discovery-PSC-13-14 for the provision of residential eating disorder treatment and partial hospitalization program. This is a specialized treatment and sole source provider in the State of Washington. The term of this Agreement is September 1, 2013 through December 31, 2014. NSMHA is in the process of negotiating a rate for the specialized treatment modalities, currently the rates are \$1,285 per diem for eating disorder treatment service and \$700 per diem for the partial hospitalization program, the negotiated rate will be less than the rates listed.

Greg Long provided an explanation for motion #13-064. Ken Stark moved approval, seconded by Jill Johnson, all in favor, **motion carried.**

16. Introduction Items

Joe directed the group to Tab 4 and discussed the timeline for the approval of the 2014 NSMHA Operating Budget as well as reviewing some of the highlights with the Board.

17. Executive Session

Dave Gossett announced the Board would enter into Executive Session for 10 minutes to review the performance of the Executive Director and noted that they do not expect any action to follow, but there will be a discussion. Executive Session began at 2:43.

18. Resume the Meeting

Chair Gossett resumed the meeting at 2:53 and announced the evaluation was extremely positive and the board is very, very happy with the job Joe is doing. The board is in agreement with the work plan Joe outlined and when the Board acts on the Budget that Joe will get the same raise all other employees receive.

19. Adjourn

The meeting was adjourned at 2:55 p.m.

Respectfully submitted:

Annette Calder
Executive Assistant

Next Meeting: November 14, 2013