

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

March 13, 2014

1:30 PM

AGENDA

Page/Tab#

1. Call to Order; Introductions – Chair Dahlstedt
2. Revisions to Agenda – Chair Dahlstedt
3. Approval of Minutes of February 13, 2014, Motion #14-011
4. Comments & Announcements from the Chair
5. Reports from Board Members
6. Comments from the Public
7. Report from the Advisory Board – Mark McDonald, Chair
8. Report from the Executive/Personnel Committee – Chair Dahlstedt
9. Report from the Quality Management Oversight Committee – Rebecca Clark, Chair
10. Report from the Planning Committee – Anne Deacon, Chair
11. Report from the Executive Director1
12. Report from the Finance Officer 2
13. Report from the Finance Committee – Ken Stark, Chair
14. Consent Agenda – Finance Committee Motion #14-012

<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>

To review and approve North Sound Mental Health Administration’s claims paid from February 1, 2014 through February 28, 2014 in the amount of \$5,888,694.53. Payroll for the month of February in the amount of \$130,477.61 and associated employer paid benefits in the amount of \$71,496.70.

15. Action Items

Motion #14-013

This is to approve the payment of services that went over the agency's total budget cap and not paid by NSMHA. The payment is for the last three months of the fee for services contracts.

Move to pay Sunrise Services \$193,466 for services earned but not compensated. They were over their budget cap during the period 7/1/13 to 9/30/13. See attached report. Prior over the cap payment motion 13-072 for the period 7/1/11 to 6/30/13.

Motion #14-014

Medicaid

The following amendments are for the purpose of amending the budgets to increase Medicaid funding for the period of 10/1/11 through 9/30/13. The providers have already incurred the costs and provided the services, the funding is raising their cap to account for the over service.

This is to adjust the fee for service part of the following contracts. During the last contract period we treated the providers Medicaid and state budgets as one total budget amount. We did not pay over the total available budget cap without Board approval.

The total budget increases below come from allowing transfer between state and Medicaid budgets and Board authorized payment for uncompensated services. See Motion 13-072 authorized payment of \$721,435 for uncompensated services to four agencies.

The fees for service process used on these contracts have a three month reconciliation process. The September 2013 services were reconciled in December 2013.

NSMHA-CCSNW-MEDICAID-11-13 Amendment 3 for the purpose of increasing Medicaid funding by \$136,000 for services that occurred during the contract period of 10/1/13 through 9/30/13. The new maximum consideration for this Agreement is \$4,685,042.

NSMHA-CCSNW-WRAPAROUND-11-13 Amendment 2 for the purpose of increasing Medicaid funding by \$20,000 for services that occurred during the contract period of 10/1/13 through 9/30/13. The new maximum consideration for this Agreement is \$3,868,117.17.

NSMHA-LAKE WHATCOM-MEDICAID-11-13 Amendment 4 for the purpose of increasing Medicaid funding by \$365,000 for services that occurred during the contract period of 10/1/13 through 9/30/13. The new maximum consideration for this Agreement is \$3,127,190.

NSMHA-SEA MAR-MEDICAID-11-13 Amendment 3 for the purpose of increasing Medicaid funding by \$698,000 for services that occurred during the contract period of 10/1/13 through 9/30/13. The new maximum consideration for this Agreement is \$2,671,422.

NSMHA-WCPC-MEDICAID-11-13 Amendment 3 for the purpose of increasing Medicaid funding by \$214,000 for services that occurred during the contract period of 10/1/13 through 9/30/13. The new maximum consideration for this Agreement is \$5,757,181

SMHC

The following amendments are for the purpose of amending the budgets to increase State funding for the period of 10/1/11 through 9/30/13. The providers have already incurred the costs and provided the services, the funding is raising their cap to account for the over service.

NSMHA-INTERFAITH-SMHC-11-13 Amendment 2 for the purpose of increasing state only funding by \$29,000 for services that occurred during the period of 10/1/11 through 9/30/13. The new maximum consideration on this Agreement is \$108,704.

NSMHA-WCPC-SMHC-11-13 Amendment 4 for the purpose of increasing state only funding by \$1,043,000 for services that occurred during the period of 10/1/11 through 9/30/13. The new maximum consideration on this Agreement is \$12,649,419.

Motion #14-015

The following amendments are for the purpose of enhancing the three regional Triage facilities to include an increase in medical staffing, such as Registered Nurses. The nurses will provide medical screening to increase utilization at the Triage Centers and deter individuals from Emergency Departments. This funding is a direct result from a Request for Proposals (RFP) released by DBHR.

NSMHA will be negotiating additional costs with the providers to determine the maximum funding; the full funding amount will be available at the April Board of Directors meeting.

NSMHA-COMPASS HEALTH-TRIAGE-13-15 Amendment 1 for the purpose of increasing state and Medicaid funding by \$600,000 to enhance the services provided at the Whatcom County Triage Center. The new maximum consideration on this Agreement is under negotiation. The term of the Agreement remains the same October 1, 2013 through September 30, 2015.

NSMHA-PIONEER HUMAN SERVICES-TRIAGE-13-15 Amendment 1 for the purpose of increasing state and Medicaid funding by \$600,000 to enhance the services provided at the Whatcom County Triage Center. The new maximum consideration on this Agreement is under negotiation. The term of the Agreement remains the same October 1, 2013 through September 30, 2015.

NSMHA-WCPC-TRIAGE-13-15 Amendment 1 for the purpose of increasing state and Medicaid funding by \$600,000 to enhance the services provided at the Whatcom County Triage Center. The new maximum consideration on this Agreement is under negotiation. The term of the Agreement remains the same October 1, 2013 through September 30, 2015.

Motion #14-016

Professional Services Agreement

NSMHA is contracting with Compass Health to provide the instructors/trainers and logistics for regional trainings in the following areas: Assessing and Managing Suicide Risk (AMSR), Youth Mental Health First Aid (YMHFA) and Program Assertive Community Treatment (PACT) 101 training for the Snohomish County PACT team. The trainings will take place in Skagit , Snohomish and Whatcom Counties with the exception of the PACT training. All NSMHA providers throughout the region have priority registration.

NSMHA-Compass Health-PSC-14 for the purpose of providing the instructors/trainers and logistical support for regional trainings. The maximum consideration on this contract is \$30,972, with the term of the Agreement March 14, 2014 through June 30, 2015.

Motion #14-017

Per Purchasing Policy # 3028.00, Purchases and Leasing of Equipment, Materials, Supplies and Routine Services

1.1.2 Exceptions to Obtaining Competitive Bids (\$2,500- \$25,000)

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

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

The following contract is a single source contract with Practicewise LLC for the training on Managing and Adapting Practice (MAP) System. Regional providers serving children/youth/families will be invited to the training. This training will also provide two train the trainers for ongoing needs. The MAP System is a unique system and owned by Practicewise LLC, it has copy write protection.

NSMHA-PRACTICEWISE LLC-PSC-14 for the purpose of regional training in the MAP system increasing clinical expertise in monitoring tools and clinical protocols in relation to Evidence Based Practices (EBPs). The maximum consideration on this Agreement is \$25,000 with the term of this Agreement March 14, 2014 through December 31, 2014.

16. Introduction Items

Medicaid

The following amendments are for the purpose of amending budgets to increase Medicaid funding to the following providers. An increase in those eligible for Medicaid has created the need for additional funding to build capacity to serve a greater number of people.

This is to increase provider Medicaid budgets starting in March 2014 to the end of the contract in September 2015. We received more Medicaid eligible clients than anticipated and the providers need to have additional funds to provide the additional service.

Compass Health will have an additional increase in services due to the ending of the Washington Medication Integration Project (WMIP) on June 30, 2014. We increased the Snohomish County adult outpatient, adult intensive outpatient and residential services starting July 1, 2014. The state funds contract increase is to account for additional room and board costs associated with the residential treatment facility for the transition of the WMIP clients.

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 2 for the purpose of increasing Medicaid funding by \$4,232,520. The new maximum consideration for this Agreement is \$33,151,668 with the term of this Agreement remaining the same, 10/1/13 through 9/30/15.

NSMHA-INTERFAITH-MEDICAID-13-15 Amendment 1 for the purpose of increasing Medicaid funding by \$210,476. The new maximum consideration for this Agreement is \$1,252,700 with the term of this Agreement remaining the same, 10/1/13 through 9/30/15.

NSMHA-SEA MAR-MEDICAID-13-15 Amendment 2 for the purpose of increasing Medicaid funding by \$475,000. The new maximum consideration for this Agreement is \$2,581,840 with the term of this Agreement remaining the same, 10/1/13 through 9/30/15.

NSMHA-SUNRISE SERVICES-MEDICAID-13-15 Amendment 1 for the purpose of increasing Medicaid funding by \$684,000. The new maximum consideration for this Agreement is \$8,495,712 with the term of this Agreement remaining the same, 10/1/13 through 9/30/15.

NSMHA-WCPC-MEDICAID-13-15 Amendment 2 for the purpose of increasing Medicaid funding by \$1,235,000. The new maximum consideration for this Agreement is \$7,606,640 with the term of this Agreement remaining the same, 10/1/13 through 9/30/15.

State

The following amendment is to increase state funding to Compass Health for residential services in Snohomish County for individuals previously enrolled in the Washington Medicaid Integration Project (WMIP).

NSMHA-COMPASS HEALTH-SMHC-13-15 Amendment 1 for the purpose of increasing state funding by \$249,660. The new maximum consideration for this Agreement is \$7,405,180 with the term of this Agreement remaining the same, 10/1/13 through 9/30/15.

17. Adjourn

Next Meeting: April 10, 2014

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

February 13, 2014

1:30 PM

MINUTES

Board Members Present:

Ken Dahlstedt, Skagit County Commissioner, NSMHA Board of Directors Chair
Jill Johnson, Island County Commissioner, NSMHA Board of Directors Vice Chair
Jamie Stephens, San Juan County Council
Ken Mann, Whatcom County Council
Ken Stark, designated alternate for Snohomish County Executive, John Lovick
Regina Delahunt, designated alternate for Whatcom County Executive, Jack Louws
Sharie Freemantle, designated alternate for Snohomish County Councilmember, Stephanie Wright
Mark McDonald, NSMHA Advisory Board Chair
David Kincheloe, NSMHA Advisory Board Vice Chair

Staff Present:

Joe Valentine, Bill Whitlock, Greg Long, Margaret Rojas, Annette Calder

Guests:

Anne Deacon

1. Call to Order; Introductions – Chair Dahlstedt

Chair Dahlstedt opened the meeting at 1:35 p.m. and welcomed everyone; introductions were made. Chair Dahlstedt welcomed new members and announced that Ken Mann will be serving on the Executive/Personnel Committee.

2. Revisions to Agenda – Chair Dahlstedt

None

3. Approval of Minutes of January 9, 2014

Jill Johnson moved approval of the minutes of January 9, 2014 by motion **#14-005**, seconded by Ken Stark, all in favor, **motion carried.**

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

Ken Stark mentioned that Snohomish County advocated for legislation, HB2627 and SB6345, based on current law that allows law enforcement to divert someone with mental illness away from jail into different treatment services. HB2627 and SB6345 would cover people with chemical dependency issues as well. Ken Stark discussed the differences between the House and Senate versions of the bill. The Senate version makes it a pilot only in Snohomish County with report deliverables and a sunset date of 2019.

Jamie Stephen said that John Manning, Director of Health and Community Services has announced his pending retirement. He has been with the county for 22 years and his leaving will be a loss to San Juan County. Jamie also mentioned his services on WSAC and said that he believes Joe as well as our county representatives all have helped to educate the legislature on current issues.

Ken Dahlstedt also discussed people who end up in jail lose their Medicaid benefits and said maybe our counties and region should write a letter about the impacts of people losing coverage; noting that there will be more impact with all involved. Ken Stark mentioned a broader strategy might be that since Jill is on the task force, maybe this group could draft a letter for the task force to sign; group discussion followed. Joe agreed to help write a letter.

6. Comments from the Public

None

7. Report from the Advisory Board – Mark McDonald, Chair

Mark McDonald reported the Advisory Board met on February 4th, received a presentation on the Dignity and Respect Campaign and conference being held on March 4th at McIntyre Hall, noted the reports received, action items reviewed and approval recommend to the Board. The Advisory Board brief is attached to the file copy as part of the official record.

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

Jill Johnson reported the Executive/Personnel Committee met prior to this meeting, received the Executive Directors report, reviewed the action items before the board today, as well as a reclassification request for the Quality Specialist Coordinator of the Clinical Oversight Team and read the following motion:

Motion #14-010

Due to an expansion of duties and increased responsibilities we recommend the reclassification of the Quality Specialist Coordinator of the Clinical Oversight Team from pay grade 21E to 20D effective February 15, 2014.

Jill moved approval of **motion #14-010**, seconded by Ken Stark, all in favor, **motion carried**.

9. Report from the Quality Management Oversight Committee – Rebecca Clark, Chair

Greg Long reported that QMOC met on January 22nd, reviewed the results of the Customer Satisfaction Surveys, ICRS Policy 1702 on Outreach Safety Screening for Dispatch, Autism Spectrum Disorder, State Funding Policy Changes, Group Therapy and Medication Formulary Changes. Discussion took place throughout and a copy of the QMOC meeting brief is attached to the file copy as part of the official record. Greg was thanked for his report.

10. Report from the Planning Committee – Anne Deacon, Chair

Anne Deacon reported the Planning Committee met on January 17 and reviewed changes to the State Only Funding Policy #1574, an update on the Crisis System Redesign, as well as the transition at the State level from Wraparound to Wraparound with Intensive Services (WISe) as a result of the TR Lawsuit. Brief discussion followed and a copy of the Planning Committee brief is attached to the file copy as part of the official record. Anne was thanked for her report.

11. Report from the Executive Director

Joe directed the group to Tab 1 and reviewed the Executive Director's report with the Board. Joe provided a legislative update regarding bills related to mental health, an update on the CMS letter, discussed the Behavioral Health Integration Analysis requested by the Board of Directors and the recommendations of the group, Medicaid expansion, Crisis Services Redesign, Triage Facility Enhancements, the Recovery Innovations Seminar, an update on the North Sound Regional Health Alliance and the NSMHA Staff Planning Session. Discussion took place throughout and Joe was thanked for his report.

Margaret Rojas passed out the brochure for the North Sound Dignity and Respect Conference being held on Tuesday, March 4, 2014 at McIntyre Hall at Skagit Valley College and discussed the different speakers that will be at the conference and who we are targeting, asking the Board members to share with their counties staff and advisory boards. Margaret was thanked for her report.

12. Report from the Finance Officer

Bill directed the group to Tab 2 and reviewed the Fiscal Officer's report with the Board.

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

Ken Stark reported the Finance Committee met today with the Executive Personnel Committee, reviewed all claims before the board today and moves approval of the Consent Agenda, motion #14-006, seconded by Jamie Stephens, all in favor, **motion carried**.

14. Consent Agenda – Finance Committee Motion #14-006

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 January 1, 2014 through January 31, 2014 in the amount of \$5,739,729.06. Payroll for the month of January in the amount of \$142,217.65 and associated employer paid benefits in the amount of \$78,861.17.

15. Action Items

The increase in funding for Volunteers of America (VOA) is a result of Snohomish County Human Services no longer taking calls directly on Involuntary Treatment Act (ITA) service requests. The calls are now routed to VOA which is increasing call volume leading to the need for more staffing.

Medicaid

To approve NSMHA-VOA-MEDICAID-13-15 Amendment 1 for the purpose of increasing the funding by \$158,634.93 for the additional capacity to triage calls once handled by Snohomish County Human Services. The new maximum consideration for this Agreement is \$3,872,243.73 with the term remaining the same.

SMHC

To approve NSMHA-VOA-SMHC-13-15 Amendment 1 for the purpose of increasing the funding by \$18,864.93 for the additional capacity to triage calls once handled by Snohomish County Human Services. The new maximum consideration for this Agreement is \$478,591.89 with the term remaining the same.

Motion #14-007

To approve following contract amendments:
NSMHA-VOA-MEDICAID-13-15 Amendment 1
NSMHA-VOA-SMHC-13-15 Amendment 1

Joe provided an explanation of motion #14-007. Jill Johnson moved approval, seconded by Ken Stark, all in favor, **motion carried.**

Professional Service Agreement

Motion #14-008

To approve NSMHA-COMPASS HEALTH-PSC-12 Amendment 1 for the purpose of increasing the funding by \$243,969 to continue progress toward an Electronic Health Record (EHR) system. The new maximum consideration of \$1,053,926, the term of the Agreement is extended through June 30, 2014.

Joe provided an explanation of motion #14-008, noting that he was asked in Executive Personnel Committee today that if we are going to take on chemical dependency services that we ask Compass Health to start looking at how to integrate the chemical dependency services information into the EHR. Discussion took place on the requirements for data submission and transmission. Jill Johnson moved approval of motion #14-008, seconded by Ken Stark, all in favor, **motion carried.**

Motion #14-009

Approve the Recommendations from the North Sound County Human Service and Behavioral Health Coordinators regarding the position the NSMHA Board of Directors should take on the Governor's proposal to integrate the procurement of mental health and chemical dependency treatment services. These recommendations will be forwarded to the Governor, State Agencies, the Washington State Association of Counties and other officials as directed by the Board.

Joe directed the group to Tab 3 and discussed the recommendations of the group to the NSMHA Board of Directors. Ken Stark and Regina Delahunt added that it was a good meeting that resulted in good recommendations.

Ken Stark moved approval of motion #14-009, with additional comments from the Advisory Board to be added, seconded by Regina Delahunt, all in favor, **motion carried.**

16. Introduction Items

None

17. Adjourn

Chair Dahlstedt welcomed the new members and noted the next meeting will be March 13, 2014. The meeting was adjourned at 2:40 p.m.

Respectfully submitted,

Annette Calder
Executive Assistant

Next Meeting: March 13, 2014