

Executive Committee (EC) Members Present:

North Sound Behavioral Health Organization (BHO) Staff Present:

Guests:

1. **Call to Order and Introductions – Chair Johnson**
2. **Revisions to the Agenda – Chair**
3. **Approval of the November 9th, 2017 Minutes, Motion #17-97 – Chair Johnson.....Tab 1**
4. **Comments & Announcements from the Chair**
5. **Reports from Members**
6. **Comments from the Public**
7. **Report from the Advisory Board.....(Available at Meeting).....Tab 2**
8. **Committee Report.....(Available at Meeting).....Tab 3**
 - **QMOC**
9. **Report from the Executive Director(Available at Meeting).....Tab 4**
10. **Report from the Finance Officer(Available at Meeting).....Tab 5**
11. **Report from the Governance Operations Committee**

All matters listed with the Consent Agenda have been distributed to each Member for reading and study, are considered to be routine, and will be enacted by one action of the Executive Committee with no separate discussion. If separate discussion is desired, the item may be removed from the Consent Agenda and placed on the Regular Agenda by of a Member.

To review and approve the North Sound Behavioral Health claims paid from November 1st, 2017 through November 30th, 2017 in the amount of \$11,728,110.60. Payroll for the month of in the amount of \$289,223.90 and associated employer benefits in the amount of \$187,342,90.

- Consent Agenda – Ken Mann – Motion #17-98Tab 6**

12. Action Items

For Executive Committee Approval

Request for Proposals Addendum

Review stakeholder survey results to inform the development of questions for MCO RFP Addendum.

Motion #17-99

- Delegate authority to the Executive Director and/or his designee to develop the Addendum questions based on stakeholder feedback for submission to the Health Care Authority for inclusion in the North Sound MCO RFP.

* * *

Behavioral Health Admirative Services Organization (BH ASO) Plan

North Sound BHO has identified four (4) areas for delegation to propose to the Health Care Authority (HCA) during transition and post 2020. The four (4) areas encompass:

- Crisis Continuum of Care
- Community and Local Allied System Connections
- Community Capacity Building
- Provider/Stakeholder Support

The details of each proposal area are being narrowed and refined for submission.

Motion #17-100

- To approve North Sound BHO's Behavioral Health Admirative Services Organization (BH ASO) plan for submission to HCA.

* * *

County Administrative Contracts

The county contracts are effective, January 1, 2018 through December 31, 2018. The funding provided is to delegate administrative services to the Counties for allied system coordination, transition planning and other local coordination efforts. Snohomish County contract will be amended in January 2018, their contract runs on a different cycle than the other county administrative contracts.

Motion #17-101

- North Sound BHO-Island County-Administration-18-19 for the purpose of providing administrative dollars in the amount of \$649,662 for a term of January 1, 2018 through December 31, 2018.
- North Sound BHO-San Juan County-Administration-18-19 for the purpose of providing administrative dollars in the amount of \$648,234 for a term of January 1, 2018 through December 31, 2018.
- North Sound BHO-Skagit County-Administration-18-19 for the purpose of providing administrative dollars in the amount of \$954,304 for a term of January 1, 2018 through December 31, 2018.
- North Sound BHO-Whatcom County-Administration-18-19 for the purpose of providing administrative dollars in the amount of \$957,459 for a term of January 1, 2018 through December 31, 2018.

Professional Service Contract

Sea Mar is in the process of developing a 10 slot WISE team in Snohomish County. This funding will cover the costs of recruitment and infrastructure costs to build the team and program.

Motion # 17-102

- North Sound BHO-Sea Mar-PSC-17-18 for the purpose of providing startup funding to develop and implement a 10 slot WISE team in Snohomish County. The maximum consideration on this contract is \$63,743 with a term of December 1, 2017 through March 1, 2018.

Wraparound with Intensive Services (WISE)

Compass Health is expanding its WISE program to include 50 additional slots to be allocated by need in the region. The additional funding for this contract is calculated for a 12-month cycle, it includes additional funds for the Island and Snohomish WISE teams to extend funding for the new end date of December 31, 2018.

Motion #17-103

- North Sound BHO-Compass Health-WISE-Amendment 4 for the purpose of increasing funding by \$7,850,700 for the additional WISE slots for a new maximum consideration of \$20,871,300 with the term being amended from, April 1, 2016 through March 31, 2018 to April 1, 2016 through December 31, 2018.

Transition Age Youth Wraparound with Intensive Services (TAY WISE)

Sea Mar and Therapeutic Health Services (THS) were both awarded contracts for TAY WISE. Sea Mar will be implementing a 10-slot team and THS a 20-slot team, both in Snohomish County. This funding is for WISE services.

Motion #17-104

- North Sound BHO-Sea Mar-WISE-18 for the purpose of providing TAY WISE services in Snohomish County. The maximum consideration on this contract is \$408,000 with a term of January 1, 2018 through December 31, 2018.
- North Sound BHO-THS-WISE-18 for the purpose of providing TAY WISE services in Snohomish County. The maximum consideration on this contract is \$816,000 with a term of January 1, 2018 through December 31, 2018.

Facilities Planning

North Sound BHO is working with an architectural firm BCRA in the location/relocation of three (3) behavioral health facilities, two of which will be located in Skagit County and one (1) of which will be located in Island County or West Skagit County. This agreement covers the 1st phase of the work.

Motion #17-105

- North Sound BHO-BCRA Inc.-Agreement-17-18 for the purpose of preconstruction planning for a maximum consideration of \$139,500 for a term of December 1, 2017 through June 30, 2018.

Flexible Spending Arrangements/Health Reimbursement Arrangement

The motion allows the BHO to combine reimbursement accounts for our third-party administrator, BSI to withdraw funds for employee Flexible Spending Arrangement (FSA) expenditures and for our new Health Reimbursement Arrangement (HRA) for out of pocket medical expenses. With the new higher deductible medical plans, the BHO has budgeted \$10,000 per employee for reimbursable medical expenses. The account will not exceed \$100,000 at any one time, but will be replenished to ensure reimbursements are covered as they are processed by BSI.

Motion #17-106

- To convert our Flexible Spending Arrangements (FSA) petty cash account into a combined Flexible Spending Arrangement (FSA) and Health Reimbursement Arrangement (HRA). The maximum amount of the account will be set at \$100,000 starting January 1, 2018.

Recommended North Sound BHO 2018 Operating BudgetTab 7

Public Hearing on the Recommended North Sound BHO 2018 Operating Budget

http://northsoundbho.org/Assets/PDFs/Budget/2018_Proposed_Budget.pdf

Motion #17-107

- To approve the Recommended North Sound BHO 2018 Operating Budget

Public Hearing adjourned

For Executive Committee Ratification

Transition Age Youth (TAY) Wraparound with Intensive Services (WISe)

Compass Health responded to the Transition Age Youth WISe Request for Proposals and was awarded 20 WISe slots in Whatcom County. Currently Compass Health is running WISe teams in Snohomish and Island Counties, the additional 20-slot funding (\$936,000) for this contract is calculated for a 12-month cycle. The end date of the contract is being amended in Amendment #4, listed above, to coincide with the 12-month funding allocation.

Motion # 17-108

- North Sound BHO-Compass Health-WISe-16-18 Amendment 3 for purpose of increasing funding by \$936,000 for 20 TAY WISe slots in Whatcom County for a new maximum consideration of \$13,020,600 with the term remaining the same, April 1, 2016 through March 30, 2018.

13. Adjourn

Next meeting: January 11th, 2017

Executive Committee (EC) Members Present:

- Jill Johnson, Chair, Island County Commissioner; Board of Island County Commissioners
- Rebecca Clark, Skagit County Health Services; designated alternate for Jennifer Johnson; designated alternate for Commissioner Ken Dahlstedt
- Barbara LaBrash, San Juan County Coordinator; designated alternate for Council Member Jamie Stephens
- Cammy Hart–Anderson, Snohomish County Human Services; designated alternate for County Executive Dave Somers
- Robert Knoll, Snohomish County Council; designated alternate for Council Member Brian Sullivan
- Ken Mann, Whatcom County Council; Vice-Chair North Sound BHO County Authorities Executive Committee
- David Kincheloe, Chair; North Sound Behavioral Health Organization Advisory Board
- Regina Delahunt, Whatcom County Health Department Director; designated Alternate for County Executive Jack Louws

North Sound Behavioral Health Organization (BHO) Staff Present:

- Joe Valentine, Executive Director; North Sound Behavioral Health Organization (BHO)
- Betsy Kruse; Deputy Director; North Sound BHO
- Bill Whitlock, Fiscal Officer; North Sound BHO
- Joanie Williams, Administrative Manager; North Sound BHO (recording)

Guests:

- Phil Buri

Call to Order and Introductions – Chair Johnson

Chair Johnson called the meeting to order and initiated introductions.

Revisions to the Agenda – Chair Johnson

Chair Johnson asked if there were any revisions to the agenda, there were none.

Approval of October 5th and October 12th, 2017, Minutes, Motion #17-90 – Chair Johnson

Chair Johnson asked the CAEC members if there were any revisions to the October 5th and/or the October 12th Meeting Minutes. Robert Knoll moved the motion for approval, Cammy Hart-Anderson seconded the motion, all in favor, motion #17-90 carried.

Comments & Announcements from the Chair

Chair Johnson said Island County has a purchase and sale agreement on seven (7) acres of property that can site a triage center and supported housing unit. Joe looked at the site and believes it is appropriate for the triage center. Jill noted the county is waiting on legislative allocation.

Reports from Members

Cammy said Snohomish County is allocating \$190,00 to Sunrise Services Enhanced Services Facility.

The project will house and care for individuals leaving psychiatric hospitals such as Western State Hospital who are returning to the region. She added that she would like to encourage other counties to use un-allocated 2017 dollars to support the project as well.

Joe Valentine noted that the BHO is also supporting mental health related costs. The facilities are designed for individuals with long term care needs that are difficult to place.

Ken Mann announced that the Whatcom jail tax on the ballot failed by 58%. This was the second attempt for jail tax. Next steps will be determined.

He noted he believes Whatcom County desires to put a larger emphasis on incarceration reduction and prevention. They are making great strides in that area. Building a jail could be viewed as counter-productive if incarceration reduction is the focus.

The failed ballot provides an opportunity to be innovative and forwarding thinking regarding criminal justice. The current facility needs renovation. During construction individuals will be moved to other jails.

Comments from the Public

Chair Johnson asked if there were any comments from the public, there were none.

Report from the Advisory Board

David noted following activities taking place with the Advisory Board:

- Elections for the new Chair and Vice-Chair are coming up next month
- Current and future advocacy priorities are being determined
- Currently finalizing the details of the Visual Art and Poetry Contest
- A 12-page calendar will be developed to publish the Art and Poetry displaying 12 entries, versus two
- The Advisory Board Annual Holiday Potluck is taking place on December 5th at 12:00 p.m.
David invited the County Authorities Executive Committee members to the potluck and the meeting which will directly follow.

Committee Report

- **Quality Management Oversight Committee (QMOC)**
 - *No meeting in November, no report available, next meeting is meeting is 12/13/17*

Chair Johnson noted the QMOC topic would be skipped since the meeting did not take place in November.

Report from the Executive Director

The North Sound BHO Executive Director gave a report on the topics below and referenced accompanying documents. Conversation followed.

- 1) Integration Planning Update
 - a. Health Care Authority (HCA)-North Sound Memorandum of Understanding (MOU)
 - b. Mid-Adopter
 - c. Inter-local Leadership Structure
- 2) Opioid Summit
 - a. Behavioral Health Facilities Update
 - b. Next Steps
- 3) Behavioral Health Facilities Update
- 4) Implementation of the North Sound Tele-Psych Network

Report from the Finance Officer

Bill gave the Finance Officer's Report and referenced the documents provided in member binders. Discussion followed.

Cammy moved **Motion #17-95** (from the Governance and Operations meeting) to amend the 2017 North Sound BHO Operating Budget, and to increase the revenue use of the Beginning Fund Balance by \$14,000,000.00, and to increase the expenditures of Agency County and other services by \$10,000,000.00, and increase the In-Patient Expenditure by \$4,000,000.00.

Barbara LaBrash seconded the motion, all in favor, motion#17-95 carried.

Report from the Governance Operations Committee

All matters listed with the Consent Agenda have been distributed to each Member for reading and study, are considered to be routine, and will be enacted by one action of the Executive Committee with no separate discussion. If separate discussion is desired, the item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Member.

Consent Agenda – Ken Mann

Motion # 17-91

To review and approve the North Sound Behavioral Health claims paid from October 1st, 2017 through October 31st, 2017 in the amount of **\$11,728,110.60**. Payroll for the month of October in the amount of **\$282,801.57** and associated employer benefits in the amount of **\$198,095.04**.

Ken Mann said he reviewed the bills and moved the motion for approval, Regina Delahunt seconded, all in favor, Motion #17-91 carried.

Governance and Operations Committee Update

Chair Johnson said there was discussion during the Governance and Operations Committee regarding one of the tabled items from last month; Skagit County Prosecuting Attorney Motion #17-74. She stated the Governance and Operations Committee is prepared to discuss their recommendation regarding the motion (when it is time for it to be discussed; now, or in an Executive Session).

She also spoke about the Executive Director's 360 Review (performance evaluation) which will include input by his subordinates, cohorts and superiors. She noted that Joe will be completing a self-assessment and she will be meeting with him to discuss the results of the review. She invited the CAEC to give feedback that will be shared with Joe regarding his performance. She noted it is healthy for Joe's professional development to take part in this kind of review, and healthy for the organization as well.

Action Items

<i>For Executive Committee Approval</i>
--

Skagit County Prosecuting Attorney

Following an Executive Session during the October 12th County Authorities Executive Committee meeting, it was determined this motion would be tabled until the November 9th meeting to allow another month of research by the North Sound BHO Legal Counsel.

The PA's office is asking the BHO to cover the costs of temporary staffing costs due to an Assistant PA out on maternity leave. North Sound reimburses the counties on a case rate basis, not on an hourly rate for ITA court services. This ask is in addition to the case rate we pay for ITA court services.

Motion #17-74

- Approve payment in the amount of \$4,859.44 for the temporary staffing costs to cover leave for the ITA court services personnel.

Chair Johnson noted Motion #17-74 was tabled last month and could be tabled again, or other supplemental motions could be considered by the Governance and Operations Committee.

Cammy Hart-Anderson moved a motion to adjust Motion #17-74 as follows:

Skagit County, as well as any of the other four (4) counties, can incorporate any unanticipated extraordinary

expenses from the current year in the calculation of the next year's calculation for the court cost fee reimbursement, and incorporate this case.

Chair Johnson noted this is consistent with what can be reimbursed; consistent with reimbursement policies for all counties; and will make Skagit County whole; if there is in fact a \$4,859.44 shortfall in the budget.

Barbara LaBrash seconded the motion, all in favor, adjusted motion #17-74 carried.

Evaluation and Treatment Center

During the October 12th meeting, the CAEC determined this motion would be tabled until the November 9th meeting.

The Committee Members asked Bill Whitlock, North Sound BHO Fiscal Officer, to bring back specific information after consulting with Compass.

Funding is being increased for the Snohomish County Evaluation & Treatment (E&T) Center to reflect actual costs for the capacity funded program. The funding is provided to add three FTE personnel for data entry and correction for a budgetary error on the pass-through funding for Snohomish County to pay for facility improvements.

Motion #17-85

- North Sound BHO-Compass Health-E&T-16-18 Amendment 5 for the purpose of increasing funding by **\$1,159,440** for a new maximum consideration of **\$10,729,916** with the term remaining the same April 1, 2016 through March 31, 2018.

Joe Valentine stated this motion was tabled from the October meeting and asked Bill Whitlock to give additional detail.

Chair Johnson said the operating shortfall is about \$75,000 per month. The BHO is being asked to increase their funding for operations, with the knowledge that the money sent to them for building is in another fund, and will transfer to Snohomish County. It is completely unrelated to the operating shortfall, and they did not utilize any of the pass-through funds to back fill operations.

Additional discussion followed.

Ken Mann moved the motion for approval, Robert Knoll seconded the motion, all in favor, motion #17-85 carried.

It was noted that Bill Whitlock will be re-calculating the E&T Bed Rate.

American Behavioral Health Services and Lifeline Connections

American Behavioral Health Services (ABHS) is being awarded a Substance Use Disorder (SUD) outpatient contract in the North Sound, which will take effect on January 1, 2018. The service area will encompass Everett/surrounding area, South Whidbey and Stanwood. ABHS is currently under contract for SUD Residential Services. This funding is being provided for startup costs such as, rentals, small tools, etc.

Lifeline Connections is being awarded a Substance Use Disorder outpatient contract in the North Sound, which will take effect on January 1, 2018. The service area will encompass Mount Vernon, Anacortes, Bellingham/surrounding area. Lifeline is currently under contract for SUD Residential services. This funding is being provided for startup costs, such as rentals, small tools, etc.

Motion # 17-92

North Sound BHO-ABHS-PSC-17-18 for the purpose of establishing outpatient facilities and staffing for SUD outpatient services in the North Sound Region. The maximum consideration is \$218,856 with the term of the contract October 1, 2017 through June 30, 2018.

North Sound BHO-Lifeline Connections-PSC-17-18 for the purpose of establishing outpatient facilities and staffing for SUD outpatient services in the North Sound Region. The maximum consideration is \$191,475 with the term of the contract October 1, 2017 through June 30, 2018.

Cammy Hart-Anderson moved the motion for approval, Rebecca seconded, all in favor, motion #17-92 carried.

For Executive Committee Ratification

Program Assistance to Transition from Homelessness

Program Assistance to Transition from Homelessness (PATH) is an outreach program focused on individuals/families who are homeless and in need of treatment. There is a PATH grant for both Snohomish & Whatcom Counties, both grants performed by Compass Health.

- The total PATH grant for both counties is \$213,498

Compass Health is the provider of PATH services in both counties. Along with the Grant funds of \$213,498, additional funds are for 33% required match and funding to cover the actual costs of the programs.

- Snohomish County has a grant of \$164,501 with \$54,834 of 33% match and additional funds in the amount of \$141,000 to cover the actual costs of the program, for total of \$360,335.
- Whatcom County has a grant of \$48,997 with \$16,332 of 33% match and additional funds in the amount of \$59,137 to cover the actual costs of the program for a total of \$124,446.

Motion # 17-93

DSHS-DBHR-North Sound BHO-PATH-17-18 for the purpose of providing homeless outreach in Snohomish County. The maximum consideration on this contract is \$164,501 with a term of October 1, 2017 through September 30, 2018.

DSHS-DBHR-North Sound BHO-PATH-17-18 for the purpose of providing homeless outreach in Whatcom County. The maximum consideration on this contract is \$48,997 with a term of October 1, 2017 through September 30, 2018.

North Sound BHO-Compass Health-PATH-17-18 for the purpose of providing homeless outreach in both Snohomish and Whatcom Counties. The maximum amount on this contract is \$484,801 with a term of October 1, 2017 through September 30, 2018.

Ken Mann moved the motion for approval, Regina Delahunt seconded, all in favor, motion #17-93 carried.

We have worked with the Snohomish and City of Everett's legislative liaisons to develop a letter to the Governor requesting that he include in his 2018 Supplemental Budget Request the \$17 million for Behavioral Health Facilities that had also been included in the stalled 2017 Capital Budget. This funding was earmarked for the Denny Juvenile Justice Center SUD Treatment facilities and the Whatcom County Triage and Detox Facilities.

Motion #17-94

Approve sending the letter behind Tab 7 to Governor Inslee requesting that he include in his 2018 Supplemental Budget Request the \$17 million for Behavioral Health Facilities that had also been included in the stalled 2017 Capital Budget.

Ken Mann moved the motion for approval, Barb LaBrash seconded the motion, all in favor, motion #17-94 carried. Joanie gathered signatures from the respective County Authorities Executive Committee members. The letter will be forwarded to the Governor's office.

New Motion; (#17-96)

Chair Johnson asked that a letter be drafted regarding Island County, as well.

Cammy moved a new Motion; # 17-96, stating Chair Johnson is authorized to sign a letter, on behalf of the BHO, to go to the Governor's staff in support of \$4,000,000 to support the Island County/Tri-County Triage Center. Robert Knoll seconded the motion, all in favor, motion #17-96 carried.

Joe Valentine noted that the money was already in the overall facility plan that the CAEC Board approved last year.

Review of the 2018 North Sound BHO Budget

[http://northsoundbho.org/Assets/PDFs/Budget/2018 Proposed Budget.pdf](http://northsoundbho.org/Assets/PDFs/Budget/2018_Proposed_Budget.pdf)

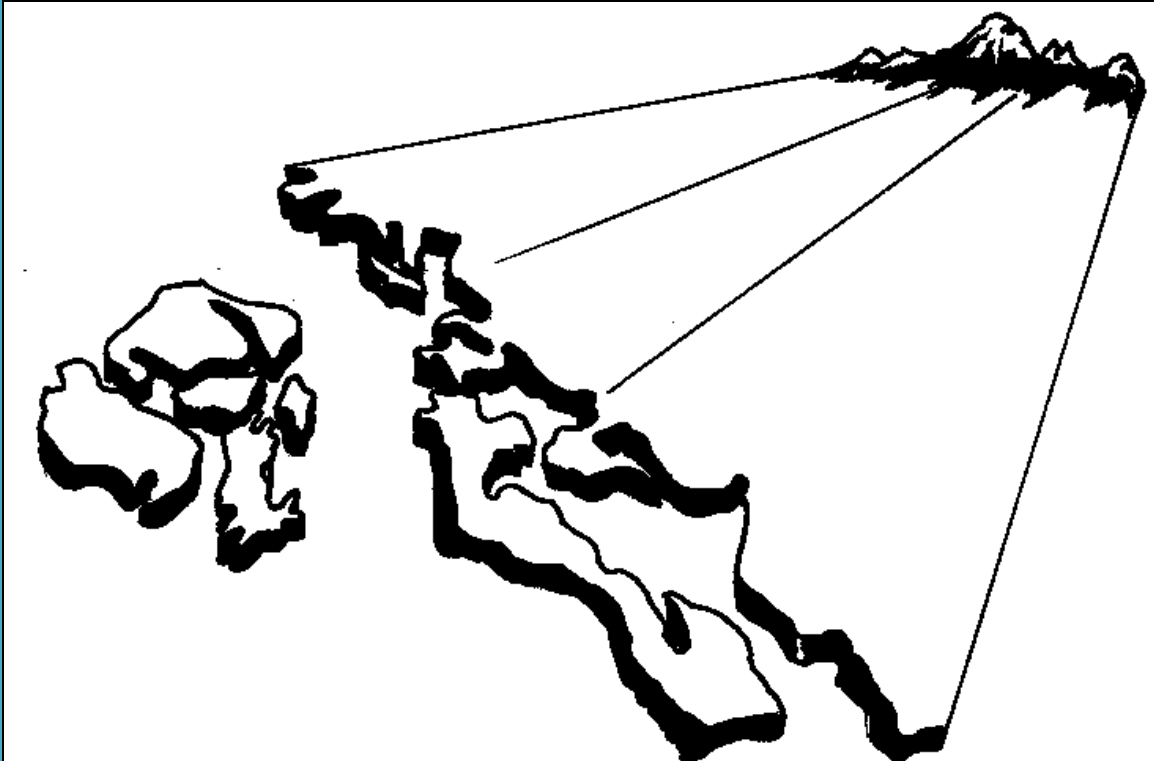
Joe Valentine said the annual budget process consists of posting the budget on the website in October, introducing it in November, and voting on it in December.

He spoke on various components in the 2018 Recommended Budget; discussion followed.

Adjourn: Meeting adjourned at 2:35 p.m.

Next meeting: December 14th, 2017

North Sound Behavioral Health Organization



2018 Proposed
Operating Budget
October 12, 2017



North Sound Behavioral Health Organization, LLC

301 Valley Mall Way, Suite 110, Mount Vernon, WA 98273
<http://northsoundbho.org> • 360.416.7013 • 800.684.3555 • F 360.416.7017

NORTH SOUND BEHAVIORAL HEALTH ORGANIZATION, LLC (NORTH SOUND BHO) 2018 PROPOSED OPERATING BUDGET

TABLE OF CONTENTS

- I. 2018 Proposed Operating Budget Narrative**
 - A. Budget Highlights, Accomplishments, Challenges
 - B. Summary of 2018 Versus 2017 Revenues and Expenditures
 - C. 2018 North Sound BHO Operating Budget Specifics
 - D. Revenue and Expenditure Approval Process
 - E. Concluding Remarks
- II. Revenue Forecast**
- III. North Sound BHO Operating Budget**
 - A. Summary
 - B. Operating Budget Details
 - C. Salary & Benefits Worksheet
- IV. Organizational Chart**



North Sound Behavioral Health Organization, LLC

301 Valley Mall Way, Suite 110, Mount Vernon, WA 98273
<http://northsoundbho.org> • 360.416.7013 • 800.684.3555 • F 360.416.7017

I. 2018 PROPOSED OPERATING BUDGET NARRATIVE A. BUDGET HIGHLIGHTS

This budget proposal reflects the intent of North Sound Behavioral Health Organization (North Sound BHO) to continue to strengthen the integration of mental health and substance use disorder (SUD) services and expand the network of SUD services. It also continues our effort to increase the capacity of the BHO funded network to improve services in rural areas, support the implementation of tele-psychiatry services, continue to expand the WISe caseload – including services to “Transition Age Youth”; continue to support the opening of new Detox and SUD treatment facilities, and continue to procure land and/or buildings to meet the projected future need for behavioral health crisis stabilization and treatment facilities.

We are also beginning to prepare our contractors and counties for the transition to integrated health and behavioral health care. As a “mid-adopter” of integrated care in January 2019, significant staff time will be devoted to planning an integrated system that preserves the strengths of the existing BHO network while taking advantage of the improved access to physical health care that is promised under the integrated care model.

It also lays the groundwork for the BHO to transition to a “Behavioral Health Administrative Services Organization” [BH-ASO]. However, this transition poses risks to the ability of the BHO to retain qualified staff. Consequently, most of the existing vacant positions will be frozen and the resulting salary savings used to provide financial support to staff that will enable them either to take an early retirement and/or remain with the BHO during the transition period. The details of the staff retention proposals are still being developed, but should be for the meeting of the County Authorities Executive Committee (CAEC) in January or February 2018.

The BHO will also continue to participate actively in the work of the North Sound Accountable Community (ACH) of Health supporting new models of bi-directional integration of care and care coordination. The BHO will also continue to play a lead role in coordinating regional efforts to respond to the Opioid Crisis.

North Sound BHO administrative staff will also be working to support the development of “*value-based payment strategies*” for behavioral health services as well as to continue to support the development of more robust Information Technology Systems. Finally, the North Sound BHO will continue to play a lead role in supporting workforce development and training activities for behavioral health agency staff.



North Sound Behavioral Health Organization, LLC

301 Valley Mall Way, Suite 110, Mount Vernon, WA 98273
<http://northsoundbho.org> • 360.416.7013 • 800.684.3555 • F 360.416.7017

2017 Accomplishments Included:

- Continuing the integration of mental health and SUD services at the clinical level
- Expanding the network of SUD providers
- Supporting the development of a new Acute Detox Facility in Lynnwood and two new SUD residential treatment facilities in Mount Vernon and Bellingham
- Continuing to provide training and technical assistance to SUD agencies to strengthen both their clinical and administrative processes
- Significantly improving the collection and reporting of behavioral health service data
- Implementing an “Open Access” system in behavioral health agencies significantly decreasing the wait time for appointments
- Implementing a regional “tele-psych” network
- Securing tentative legislative approval for new capital funds for new crisis and treatment facilities
- Developing a plan to boost the capacity of behavioral health services in extreme rural areas such as San Juan County
- Completing a “risk assessment” and strengthening internal controls and processes to protect the integrity of data
- Migrating internal information technology systems to more efficient, updated platforms
- Continuing to work with the counties on the development of an Opioid Addiction plan that will include both regional strategies and support of county specific initiatives
- Continuing to provide significant support to the North Sound Accountable Community of Health and assisting it in preparing to take on the responsibility of health care transformation waiver projects
- Successful implementation of new Performance Improvement Projects
- Beginning the planning for moving towards value based payments



North Sound Behavioral Health Organization, LLC

301 Valley Mall Way, Suite 110, Mount Vernon, WA 98273
<http://northsoundbho.org> • 360.416.7013 • 800.684.3555 • F 360.416.7017

Looming Challenges for 2018:

- Achieving true “clinical integration” of mental health and SUD services by continuing with training, technical assistance, and quality management activities focused all of our behavioral health agency contractors (BHA’s)
- Developing and implementing new models for “co-occurring” services
- Continuing to work with BHAs so that they are successfully transmitting 100% of service data
- Helping the newly contracted SUD providers successfully begin operation
- Supporting the success of the new SUD residential treatment facilities opening up in Mount Vernon and Bellingham
- Implementation of the new “capacity model” for behavioral health services in San Juan County.
- Implementation of the Opioid Addiction reduction strategies for which the North Sound BHO will be the lead
- Continuing to strengthen internal controls to reduce risk and maintain our existing high level of compliance with federal and state regulations
- Playing a lead role in working with the Interlocal Leadership Structure to plan for an effective transition to the integrated care model
- Supporting staff to prepare for the 2019 and 2020 transitions
- Continuing to advocate with the state and the legislature to ensure that the new Managed Care Organization (MCO) Medicaid contracts don’t lead to a reduction in service level or quality for persons with serious mental illness and substance use disorders
- Continuing to develop an approach to value based payments that is realistic and supportable by behavioral health agencies
- Continued expansion of WISE caseloads in order to meet our target
- Continued expansion of the tele-psyche system
- Continuing with an effective “spend-down” plan of BHO reserves to ensure that all of the funds that have been allocated to the North Sound are reinvested in local capacity building



North Sound Behavioral Health Organization, LLC

301 Valley Mall Way, Suite 110, Mount Vernon, WA 98273
<http://northsoundbho.org> • 360.416.7013 • 800.684.3555 • F 360.416.7017

B. SUMMARY OF 2018 VERSUS 2017 REVENUES AND EXPENDITURES

	REVENUES	EXPENDITURES
2017 Budget	\$154,784,119	\$154,784,119
2017 Projected	\$154,889,540	\$159,687,890
2018 Budget	\$147,775,296	\$147,775,296

2018 Projected Revenues Include:

PIHP Medicaid Funding	\$110,569,500
State Funds	22,223,678
PATH Grant	\$142,332
Federal Block Grant Funding SAPT	\$3,289,437
Federal Block Grant Funding – Mental Health	\$1,098,520
WISe	\$9,336,839
PACT Team Funding	\$358,212
Jail Services	\$382,746
Other funds	\$374,032
Total	\$147,775,296

C. 2018 NORTH SOUND BHO OPERATING BUDGET SPECIFICS

2018 BUDGET AREA	Compared to 2017 Budget	Comments
Salaries	(\$154,783), 4% decrease	Expecting less employees in 2018
Personnel Benefits and Taxes	(\$592,601), 22.8% decrease	Expecting less employees in 2018 and new health plan
Office/Operating Supplies	(\$20,500), 17.4 % decrease	Decrease based on not adding more new employees.
Small Tools/Minor Equipment	(\$30,500), 23.9% decrease	Anticipate spending less for adding new equipment for the building
Professional Services Contracts	\$295,600, 67.8% increase	Increase in legal fees, IS/IT, HR, audit fees and BHO contracting costs.
Communications	(\$5,000), 5.26% decrease	Estimated decrease due to less employees
Travel	\$6,291, 5.1% increase	Less staff and a little more travel
Advertising	(\$3,000), 27.3 % decrease	The addition of less new staff than prior year
Space/Equipment Rentals	\$22,000 7.6% increase	Rent increases in space, copiers and IS equipment.
Insurance	\$19,000, 15.4% increase	Estimated increase inflation, historical
Utilities	\$10,000, 50% increase	Increase based on actual cost of new space
Repairs/Maintenance	\$20,000, 33% increase	Estimated increase based on maintenance contract, added additional days of service
Miscellaneous	\$113,045, 47% increase	Increase in dues and subscriptions, and training budgets



North Sound Behavioral Health Organization, LLC

301 Valley Mall Way, Suite 110, Mount Vernon, WA 98273
<http://northsoundbho.org> • 360.416.7013 • 800.684.3555 • F 360.416.7017

C. 2018 NORTH SOUND BHO OPERATING BUDGET SPECIFICS (Continued)

Machinery/Equipment	Same	Same
North Sound BHO Total Operating Budget	(\$329,948), 4.2% decrease	Decrease based on Medicaid clients and rates, a full year of substance use funding
Tribal Conference	Same	Same
Advisory Board	Same	Same
Systems of Care Conference	\$23,000, 100% decrease	No conference in 2018
Peer Network	(\$7,000) 100% decrease	Program ended in 2017
Provider Training	\$100,000, 28.6% increase	Planned increase in provider training
Agency/County and Other Services	(\$6,758,875), 5.1% decrease	Decrease in Medicaid clients and rates
Inpatient Hospital Services	Same	Same
Total Budget	(\$7,018,823), 4.5% decrease	Decrease in Medicaid clients and rates

D. REVENUE AND EXPENDITURE APPROVAL PROCESS

1. Preliminary review & recommendation of Finance Committee 10/12/17
2. Introduction to the Executive Committee 10/12/17
3. Distribution to:
 - a. Advisory Board 10/13/17
 - b. Interested Public and Stakeholders 10/13/17
 - c. Available on North Sound BHO Website 10/13/17
4. Review and recommendation of the Advisory Board 11/07/17
5. Review at the Executive Committee meeting 11/09/17
6. Review and approval by Advisory Board 12/05/17
7. Review and recommendation of all stakeholders Up to 12/14/17
8. Recommended Budget presented for Executive Committee adoption 12/14/17

E. CONCLUDING REMARKS

The proposed 2018 operating budget will ensure the North Sound BHO will be able to meet its contractual obligations to operate an integrated behavioral health system as well as to continue to develop the foundation for a sustainable and coordinated “integrated” system of health and behavioral health services in the future.

II. Revenue Forecast

REVENUE DETAIL
NORTH SOUND BEHAVIORAL HEALTH ADMINISTRATION
Estimated
2018 ANNUAL BUDGET

SOURCE DESCRIPTION	Amount	2018 BHO Operating Budget
<i>INTERGOVERNMENTAL REVENUE</i>		
33399 Federal Block Grant	\$ 1,100,750	
33399 Federal Block Grant SAPT	3,289,437	
33399 PATH Grant	142,332	
FYSPRT	75,000	

TOTAL INTERGOVERNMENTAL SERVICE	\$ 4,607,519	
<i>CHARGES FOR SERVICE</i>		
34640 Prepaid Health Care Funding Medicaid MH	110,569,500	110,569,500
34640 Medicaid WISE Kick payments 254 Slots	9,336,839	9,336,839
34640 State Funds Mental Health & Substance Use Diso	22,223,678	22,223,678
34640 PACT	347,496	347,496
34640 Jail Services	382,764	382,764
34640 Enhanced Community Service	187,500	187,500

TOTAL CHARGES FOR SERVICE REVENUE	\$ 143,047,777	143,047,777
		5.250%
<i>MISCELLANEOUS REVENUES</i>		
36110 Investment Interest	100,000	FYSPRT
36990 Charges for Conference	20,000	75,000

36000 * MISCELLANEOUS REVENUES	120,000	\$ 7,585,008

TOTAL REVENUE	\$ 147,775,296	

III. 2018 NORTH SOUND OPERATING BUDGET

2018

A. Summary Budget

<u>EXPENDITURES</u>	Total
Regular Salaries	\$ 3,680,528
Personnel Benefits	2,000,251
Office, Operating Supplies	97,000
Small Tools	97,000
Professional Services	745,000
Communications	90,113
Travel	128,466
Advertising	8,000
Operating Rentals & Leases	310,500
Insurance	63,500
Utilities	30,000
Repairs & Maintenance	81,000
Miscellaneous	213,650
Machinery & Equipment	40,000
Debt Service	-
Subtotal - North Sound Operations Budget	\$ 7,585,008
Tribal Conference	35,000
Advisory Board	42,000
Provider Training	450,000
Agency County and Other Services	124,663,288
Inpatient Hospital Costs	15,000,000
Total North Sound Budget	\$ 147,775,296

2015 BUDGET	2015 ACTUAL	2016 BUDGET	2016 ACTUAL	2017 BUDGET	2018 BUDGET	B. 2018 OPERATING BUDGET DETAILS
2,100,750	2,030,878	3,168,788	2,689,406	3,839,295	3,573,328	REGULAR SALARIES <i>this does not take into account any salary scale adjustments from salary survey</i>
48,317		32,519		76,786	107,200	COLA SALARY CONTINGENCY Cost of living adjustment budgeted 3%. (If the COLA not approved, this amount becomes zero)
29,986		46,828 83,136 (249,841)		(80,770)		Health savings converted to COLA. This increases the COLA 1.44% 2016 New Salary Grid starting April 1, 2016 Phase in reduction for 2017 staff
2,179,053	2,030,878	3,081,430	2,689,406	3,835,311	3,680,528	REGULAR SALARIES
	1,175,914		1,749,369			PERSONNEL BENEFITS
932,333 (35,036)		1,571,079 (55,646)		1,858,388	1,206,533	HEALTH, LIFE, DENTAL, VISION Savings from Wellness Plan 4 % of health care premiums
193,059		354,271		429,233	453,812	PERS RETIREMENT <i>Based on 2017 rate of 12.7% for Public Employee Retirement Systems.</i>
160,707		242,412		293,706	273,359	SOCIAL SECURITY The rate remains at 7.65% of FTE salaries.
7,446		11,490		13,378	11,805	UNEMPLOYMENT COMPENSATION <i>The 2017 rate is .54% of FTE salaries, capped at \$44,000 per employee.</i>
20,656		33,680		37,536	32,926	WORKERS COMPENSATION <i>The 2017 rate is \$.3166 multiplied by the FTE annual hours.</i>
8,137		6,124		14,459		COLA BENEFIT CONTINGENCY Cost of living adjustment budgeted 3%.
5,050		8,818 16,170 (166,560)		(53,848)	21,816	1.44% use of Health Care Premium Savings (If the COLA not approved, this amount becomes zero) New Salary Grid starting April 1, 2016 Phase in reduction for 2017 staff
1,292,352	1,175,914	2,021,838	1,749,369	2,592,852	2,000,251	PERSONNEL BENEFITS
	72,173		282,749			OFFICE, OPERATING SUPPLIES For office supplies such as software, books, paper, pens, food.
30,000		45,000		55,000	60,000	Leadership
12,000		25,000		58,500	35,000	ISIT (software)
1,500		2,000		2,000	0	Support Services
2,000		4,000		2,000	2,000	System Operations
						Clinical Oversight
45,500	72,173	76,000	282,749	117,500	97,000	OFFICE, OPERATING SUPPLIES
	266,893		191,027			SMALL TOOLS & MINOR EQUIPMENT For operating equipment including desks, chairs, file cabinets, computers.
9,000		11,000		25,000	25,000	Leadership
20,000		20,000		95,000	70,000	ISIT (hardware)
2,500		4,000		4,000	0	System Operations
1,000		7,000		3,500	2,000	Clinical Oversight
32,500	266,893	42,000	191,027	127,500	97,000	SMALL TOOLS & MINOR EQUIPMENT
	267,475		398,987			PROFESSIONAL SERVICES
65,000		65,000		65,000	339,000	LEGAL SERVICES
2,000		4,000		4,000	4,000	Translators - Leadership
30,000		42,000		42,000	42,000	TREASURER & ACCOUNTING SERVICES \$3,500 a month for charges of processing voucher and payroll, issuing warrants by Skagit County and investing, accounting and budget services.
						MEDICAL SERVICES
29,000		75,000		75,000	60,000	System Operations DR Brown and peer review, second opinions, etc.
20,625		60,000		60,000	60,000	Clinical Oversight
						AUDIT SERVICES
25,000		25,000		30,000	35,000	For annual NSBHO financial audit by WA State Examiner. Leadership
						HUMAN RESOURCES SERVICES
15,000		15,000		15,000	30,000	Leadership Contracts HR
						TEMPORARY HELP Admin. Services
15,000		17,000		20,400		Support Services System Operations
0		0		0	25,000	Admin
7,000					0	Crisis Redesign
5,000						Peer Support Network Development HR
100,000		83,000		63,000	100,000	Performance Improvement Project consultant - System Operations
5,000		5,000		5,000		BHO consulting - LT
		40,000		60,000		Contracts HR training
310,204						FYSPT Contracting - CL Budget Reserve
					50,000	ISIT In house training
628,829	267,475	431,000	398,987	449,400	745,000	PROFESSIONAL SERVICE

2015 BUDGET	2015 ACTUAL	2016 BUDGET	2016 ACTUAL	2017 BUDGET	2018 BUDGET	B. 2018 OPERATING BUDGET DETAILS
10,000	48,372	12,000	51,693	19,000	19,000	COMMUNICATIONS POSTAGE Leadership Support Services (newsletter, posters, OCA mailings)
15,000		15,000		20,000	20,000	TELEPHONE Monthly telephone and internet Leadership
13,000		15,000		25,000	20,000	T1 Connection SO T1 & DSL Connection IT
2,400		1,740		1,345	1,345	CELLULAR PHONES Leadership
1,200		2,400		1,742	1,742	Contracts HR
4,800		6,000		4,355	1,742	System Operations
15,600		29,220		23,197	23,197	Admin Clinical Oversight
		540		474	2,216	IS/IT
62,000	48,372	81,900	51,693	95,113	90,113	COMMUNICATIONS
13,000	66,781	13,000	89,908	13,000	13,000	TRAVEL MILEAGE, FARES Reimbursement for NSBHO employees to use personal vehicles to attend meetings or perform work on behalf of the NSRSN.
2,000		5,000		5,000	10,000	Leadership Support Services
11,020		11,020		27,675	17,510	Contracts HR System Operations
52,000		74,132		65,000	65,646	Admin Clinical Oversight
2,500		4,000		4,000	4,000	Fiscal
4,000		7,500		7,500	8,310	IS/IT
84,520	66,781	114,652	89,908	122,175	128,466	TRAVEL
1,000	6,182	1,000	6,172	1,000	1,000	ADVERTISING Advertising of vacant positions, RFQ's, RFP'S, Board meetings, etc..
5,000		20,000		10,000	7,000	Leadership Contracts HR
6,000	6,182	21,000	6,172	11,000	8,000	ADVERTISING
205,000	252,837	284,192	302,463	250,000	260,000	OPERATING RENTALS For renting rooms, training, short term equipment rentals, etc. SPACE RENTAL OFFICE The 2017 estimated lease Leadership
23,000		25,000		30,000	32,000	COPY LEASE Lease of two copy machines. Leadership
2,800		8,500		8,500	8,500	POSTAGE METER LEASE Leadership
					10,000	IS/IT
230,800	252,837	317,692	302,463	288,500	310,500	OPERATING RENTALS
32,000	23,658	36,000	52,717	55,000	63,500	INSURANCE Endures formerly WGEP (Washington Gov't Entity Pool) membership fee. Leadership
32,000	23,658	36,000	52,717	55,000	63,500	INSURANCE
12,000	8,335	16,000	23,842	20,000	30,000	UTILITIES Leadership
12,000	8,335	16,000	23,842	20,000	30,000	UTILITIES
3,000	31,141	3,000	164,863	3,000	5,000	REPAIR & MAINTENANCE For repair of office equipment and maintenance of phone system. Leadership
10,000		10,000		10,000	10,000	Maintenance contracts and repairs IS/IT
30,000		36,000		47,000	66,000	Janitorial Services - Leadership
43,000	31,141	49,000	164,863	60,000	81,000	REPAIR & MAINTENANCE
3,000	27,637	3,000	44,290	3,000	3,000	MISCELLANEOUS PRINTING & BINDING For printing of forms, reports, brochure, letterhead stationary, envelopes, business cards etc. Leadership
2,000		4,000		4,000	4,000	NSBHO Brochures - Leadership
3,000		3,000		3,000	3,000	DUES AND SUBSCRIPTIONS For cost of periodical and other professional journals, hosting web page. Leadership
1,000		1,165		1,805	12,000	IS/IT
500		500		500	2,100	System Operations
					1,000	Contracts HR
10,000		20,000		20,000	20,000	REGISTRATION AND FEES To provide off site work related training WSAC dues - Leadership
12,000		10,000				Board Summit- Leadership Annual Recovery Conference - Support Services
800		800		800	800	Dignity and Respect Conference - leadership
2,000		5,500		6,000	21,400	Leadership Support Service Contracts HR
11,500		15,150		14,300	10,350	System Operations Numbers
21,550		22,400		24,000	9,200	Admin Clinical Oversight
2,400		3,200		3,200	3,200	Fiscal Training
4,000		10,000		10,000	34,800	IS/IT
					30,000	Leadership Training Contingency
73,750	27,637	98,715	44,290	100,605	213,650	MISCELLANEOUS

2015 BUDGET	2015 ACTUAL	2016 BUDGET	2016 ACTUAL	2017 BUDGET	2018 BUDGET	B. 2018 OPERATING BUDGET DETAILS
	0	61,331 15,320	293,239 6,512	0	0	Redemption of Long-Term Debt Interest on Debt Service
0	0	76,651	299,751	0	0	REDEMPTION OF LONG TERM DEBT
0	668,237	0	137,067	40,000	40,000	MACHINERY & EQUIPMENT IS/IT To purchase new Computers, software & equipment over \$7,500.
0	668,237	0	137,067	40,000	40,000	MACHINERY & EQUIPMENT
4,722,304	4,946,513	6,463,878	6,484,304	7,914,956	7,585,008	NSBHO BUDGET Budget Limit Calculation: (see revenue detail for explanation) \$7,585,008
4,722,304	4,946,513	6,463,878	6,484,304	7,914,956	7,585,008	TOTAL NSBHO OPERATING BUDGET
35,000	23,744	35,000	38,101	35,000	35,000	Tribal Conference Budget.
35,000	23,744	35,000	38,101	35,000	35,000	Total Tribal Conference
34,000	27,217	42,000	37,923	42,000	42,000	Advisory Board expenses; travel, training, conferences, supplies, etc.
34,000	27,217	42,000	37,923	42,000	42,000	Total Advisory Board Expenditures
	2,579	7,000	15,436	7,000	0	Peer Support Network
0	2,579	7,000	15,436	7,000	0	Total Peer Support Network
12,000	15,632	0		23,000	0	Systems of Care conference.
12,000	15,632	0	0	23,000	0	Total Systems of Care Conference
250,000	199,350	350,000	247,726	350,000	450,000	Provider Training - Relias learning system, WISe and CANS, WRAP motivational interviewing, mental health first aid, peer counselor development, CD/Mental Health cross training, Illness Management Recovery training
250,000	199,350	350,000	247,726	350,000	450,000	Total Provider Training Budget
79,266,544	81,836,848	107,421,857	129,404,195	131,422,163	124,663,288	AGENCY/COUNTY AND OTHER SERVICES TOTAL
84,319,848	87,049,304	114,319,735	136,227,685	139,794,119	132,775,296	Total NSBHO Budget without Inpatient Expense
8,000,000	13,864,095	11,000,000	13,623,795	10,000,000	10,000,000	Medicaid Inpatient Funding
3,500,000	1,188,776	1,500,000	1,332,779	5,000,000	5,000,000	State Only Inpatient Funding
95,819,848	102,102,175	126,819,735	151,184,259	154,794,119	147,775,296	TOTAL NSBHO Budget

C. NSBHO SALARY & BENEFITS WORKSHEET

2018 ANNUAL BUDGET

POSITION	TEAM	FTE	MONTHLY		Months x Amount	ANNUAL SALARY	BENEFITS Health, Life etc Fixed Amount	PERS Retirement Salary x .127	Social Security Salary x .0765	Unemployment Compensation \$44,000 x .0054	Workers Compensation Hours x \$.3166	TOTAL BENEFITS	TOTAL SALARY AND BENEFITS			
			RANGE	STEP										SALARY	Amount	
			No. of Mths	Amount										Amount	Amount	
Executive Director	LT	1.00	N/A		12	\$11,900.00	\$142,800.00	\$142,800.00	15,635.76	18,135.60	10,924.20	237.60	658.53	45,591.69	188,391.69	
Deputy Director	CL	1.00	40	E	12	\$9,634.56	\$115,614.72	\$115,614.72	15,635.76	14,683.07	8,844.53	237.60	658.53	40,059.48	155,674.20	
Quality Specialist # 1	CL	1.00	35	D	10	\$5,964.11	\$59,641.10									
			35	E	2		\$6,262.32	\$12,524.64	\$72,165.74	15,635.76	9,165.05	5,520.68	237.60	658.53	31,217.62	103,383.36
Quality Specialist # 2	CL	1.00	35	E	12	\$6,139.51	\$73,674.12	\$73,674.12	15,635.76	9,356.61	5,636.07	237.60	658.53	31,524.57	105,198.69	
Quality Specialist # 3	CL	1.00	35	D	12	\$6,139.51	\$73,674.12	\$73,674.12	13,705.20	9,356.61	5,636.07	237.60	658.53	29,594.01	103,268.13	
Quality Specialist # 4	CL	1.00	35	A	3	\$5,277.68	\$15,833.04									
				B	9	\$5,409.63	\$48,686.67	\$64,519.71	13,705.20	8,194.00	4,935.76	237.60	658.53	27,731.09	92,250.80	
Quality Specialist # 5	CL	1.00	35	E	12	\$6,262.32	\$75,147.84	\$75,147.84	15,635.76	9,543.78	5,748.81	237.60	658.53	31,824.47	106,972.31	
Quality Specialist # 6	SO	1.00	35	E	12	\$6,262.32	\$75,147.84	\$75,147.84	13,705.20	9,543.78	5,748.81	237.60	658.53	29,893.91	105,041.75	
Quality Specialist # 7	CL	1.00	35	C	3	\$5,680.11	\$17,040.33									
				D	9	\$5,964.11	\$53,676.99	\$70,717.32	13,705.20	8,981.10	5,409.87	237.60	658.53	28,992.30	99,709.62	
Quality Specialist # 8	CL	1.00	36	A	4	\$5,699.89	\$22,799.56									
				B	8	\$5,842.39	\$46,739.12	\$69,538.68	13,705.20	8,831.41	5,319.71	237.60	658.53	28,752.45	98,291.13	
Quality Specialist # 9	CL	1.00	35	C	12	\$5,680.11	\$68,161.32	\$68,161.32	13,705.20	8,656.49	5,214.34	237.60	658.53	28,472.16	96,633.48	
Quality Specialist # 10	CL	1.00	35	B	4	\$5,409.63	\$21,638.52									
				C	8	\$5,680.11	\$45,440.88	\$67,079.40	13,705.20	8,519.08	5,131.57	237.60	658.53	28,251.99	95,331.39	
Quality Specialist # 11	CL	1.00	35	B	3	\$5,409.63	\$16,228.89									
				C	9	\$5,680.11	\$51,120.99	\$67,349.88	13,705.20	8,553.43	5,152.27	237.60	658.53	28,307.03	95,656.91	
Quality Specialist # 12	CL	1.00	35	A	4	\$5,277.68	\$21,110.72									
				B	8	\$5,409.63	\$43,277.04	\$64,387.76	13,705.20	8,177.25	4,925.66	237.60	658.53	27,704.24	92,092.00	
Quality Specialist # 13	CL	1.00	35	B	9	\$5,409.63	\$48,686.67									
				C	3	\$5,680.11	\$17,040.33	\$65,727.00	13,705.20	8,347.33	5,028.12	237.60	658.53	27,976.77	93,703.77	
Quality Specialist # 14	CL		35			freeze										
Quality Specialist # 15 Crisis	CL	1.00	35	B	3	\$5,409.63	\$16,228.89									
				C	9	\$5,680.11	\$51,120.99	\$67,349.88	13,705.20	8,553.43	5,152.27	237.60	658.53	28,307.03	95,656.91	
Quality Specialist # 16 Kids	CL	1.00	35	B	10	\$5,409.63	\$54,096.30									
				C	2	\$5,680.11	\$11,360.22	\$65,456.52	13,705.20	8,312.98	5,007.42	237.60	658.53	27,921.73	93,378.25	
QS Manager - Crisis	CL	1.00	37	E	12	\$7,372.10	\$88,465.20	\$88,465.20	15,635.76	11,235.08	6,767.59	237.60	658.53	34,534.56	122,999.76	
Quality Specialist Manager - Kids	CL	1.00	37	A	2	\$6,212.97	\$12,425.94									
				B	10	\$6,368.30	\$63,683.00	\$76,108.94	13,705.20	9,665.84	5,822.33	237.60	658.53	30,089.50	106,198.44	
Quality Specialist Manager - Adult	CL	1.00	37	B	8	\$6,368.30	\$50,946.40									
				C	4	\$6,686.71	\$26,746.84	\$77,693.24	13,705.20	9,867.04	5,943.53	237.60	658.53	30,411.90	108,105.14	

C. NSBHO SALARY & BENEFITS WORKSHEET

2018 ANNUAL BUDGET

POSITION	TEAM	FTE	MONTHLY			ANNUAL SALARY	BENEFITS Health, Life etc Fixed	PERS Retirement Salary x .127	Social Security Salary x .0765	Unemployment Compensation \$44,000 x .0054	Workers Compensation Hours x \$.3166	TOTAL BENEFITS	TOTAL SALARY AND BENEFITS		
			RANGE	STEP	SALARY										
			No. of Mths	Amount	Months x Amount										
Quality Manager - Quality	CL		37			freeze									
Quality Specialist Manager - WSH	CL	1.00	37	C	12	\$6,686.71	\$80,240.52	\$80,240.52	13,705.20	10,190.55	6,138.40	237.60	658.53	30,930.27	111,170.79
Quality Specialist - WSH	CL	1.00	36	D	12	\$6,441.23	\$77,294.76	\$77,294.76	13,705.20	9,816.43	5,913.05	237.60	658.53	30,330.81	107,625.57
Quality Specialist - CD Manager	CL	1.00	37	E	12	\$7,372.10	\$88,465.20	\$88,465.20	13,705.20	11,235.08	6,767.59	237.60	658.53	32,604.00	121,069.20
Crisis QS	CL		35			freeze									
Contracts Manager	HR/C	1.00	38	D	6	\$7,652.84	\$45,917.04								
				E	6	\$8,035.48	\$48,212.88	\$94,129.92	13,705.20	11,954.50	7,200.94	237.60	658.53	33,756.77	127,886.69
Contracts Specialist	HR/C	1.00	33	E	12	\$5,368.91	\$64,426.92	\$64,426.92	15,672.12	8,182.22	4,928.66	237.60	658.53	29,679.13	94,106.05
HR Specialist	HR/C	1.00	33	B	8	\$4,637.87	\$37,102.96								
			33	C	4	\$4,869.76	\$19,479.04	\$56,582.00	13,705.20	7,185.91	4,328.52	237.60	658.53	26,115.77	82,697.77
Administrative Receptionist	Admin	1.00	29	D	3	\$3,793.54	\$11,380.62								
				E	9	\$3,983.21	\$35,848.89	\$47,229.51	13,705.20	5,998.15	3,613.06	237.60	658.53	24,212.53	71,442.04
Office Assistant	Admin	1.00	27	A	4	\$2,932.10	\$11,728.40								
			27	B	8	\$3,005.41	\$24,043.28	\$35,771.68	13,705.20	4,543.00	2,736.53	193.17	658.53	21,836.43	57,608.11
Administrative Manager	Admin	1.00	34	E	12	\$5,798.45	\$69,581.40	\$69,581.40	13,705.20	8,836.84	5,322.98	237.60	658.53	28,761.14	98,342.54
Administrative Assistant I	Admin					freeze									
Administrative Assistant II	Admin		32			freeze									
Administrative Assistant III	Admin	1.00	32	C	3	\$4,175.03	\$12,525.09								
				D	9	\$4,383.78	\$39,454.02	\$51,979.11	13,705.20	6,601.35	3,976.40	237.60	658.53	25,179.08	77,158.19
Administrative Assistant I	Admin	1.00	29	E	12	\$3,983.21	\$47,798.52	\$47,798.52	13,705.20	6,070.41	3,656.59	237.60	658.53	24,328.33	72,126.85
Administrative Assistant II	Admin	1.00	31	B	11	\$3,976.22	\$43,738.42								
			31	C	1	\$4,175.03	\$4,175.03	\$47,913.45	13,705.20	6,085.01	3,665.38	237.60	658.53	24,351.72	72,265.17
Administrative Assistant I	Admin	1.00	29	B	11	\$3,440.85	\$37,849.35								
			29	C	1	\$3,612.89	\$3,612.89	\$41,462.24	13,705.20	5,265.70	3,171.86	223.90	658.53	23,025.19	64,487.43
Administrative Assistant I	Admin	1.00	29	A	6	\$3,356.93	\$20,141.58								
				B	6	\$3,440.85	\$20,645.10	\$40,786.68	13,705.20	5,179.91	3,120.18	220.25	658.53	22,884.07	63,670.75
Administrative Assistant II	Admin	1.00	31	1	3	\$3,784.63	\$11,353.89								
			31	A	9	\$3,879.24	\$34,913.16	\$46,267.05	13,705.20	5,875.92	3,539.43	237.60	658.53	24,016.67	70,283.72
Operations Manager	SO	1.00	38	E	4	\$8,035.48	\$32,141.92								
			38	1	6	\$6,606.88	\$39,641.28								
			38	A	2	\$6,772.05	\$13,544.10	\$85,327.30	13,705.20	10,836.57	6,527.54	237.60	658.53	31,965.43	117,292.73
Data Support Analyst	SO	1.00	35	E	12	\$6,262.32	\$75,147.84	\$75,147.84	13,705.20	9,543.78	5,748.81	237.60	658.53	29,893.91	105,041.75
Q.I. Coordinator	SO		35			freeze									

C. NSBHO SALARY & BENEFITS WORKSHEET

2018 ANNUAL BUDGET

POSITION	TEAM	FTE	MONTHLY				ANNUAL SALARY	BENEFITS Health, Life etc Fixed Amount	PERS Retirement Salary x .127	Social Security Salary x .0765	Unemployment Compensation \$44,000 x .0054	Workers Compensation Hours x \$.3166	TOTAL BENEFITS	TOTAL SALARY AND BENEFITS	
			RANGE	STEP	SALARY	Months x Amount									
			No. of Mths	Amount	Amount	Amount									
Project Management	SO	1.00	37	1	6	\$6,061.44	\$36,368.64								
			37	A	6	\$6,212.97	\$37,277.82	\$73,646.46	13,705.20	9,353.10	5,633.95	237.60	658.53	29,588.38	103,234.84
IS/IT Administrator	IS/IT	1.00	39	1	6	\$7,201.46	\$43,208.76								
				A	6	\$7,381.49	\$44,288.94	\$87,497.70	13,705.20	11,112.21	6,693.57	237.60	658.53	32,407.11	119,904.81
IS Support Technician	IS/IT	1.00	35	1	6	\$5,148.96	\$30,893.76								
			35	A	6	\$5,277.68	\$31,666.08	\$62,559.84	13,705.20	7,945.10	4,785.83	237.60	658.53	27,332.26	89,892.10
IS Support Technician #2	IS/IT	1.00	35	B	6	\$5,409.63	\$32,457.78								
				C	6	\$5,680.11	\$34,080.66	\$66,538.44	13,705.20	8,450.38	5,090.19	237.60	658.53	28,141.90	94,680.34
Programmer/Developer Analyst	IS/IT	1.00	37	C	3	\$6,686.71	\$20,060.13								
			37	D	9	\$7,021.05	\$63,189.45	\$83,249.58	15,635.76	10,572.70	6,368.59	237.60	658.53	33,473.18	116,722.76
Data Integrity Analyst	IS/IT	1.00	35	D	6	\$5,964.11	\$35,784.66								
			35	E	6	\$6,262.32	\$37,573.92	\$73,358.58	15,635.76	9,316.54	5,611.93	237.60	658.53	31,460.36	104,818.94
Database Administrator	IS/IT	1.00	37	E	12	\$7,372.10	\$88,465.20	\$88,465.20	15,635.76	11,235.08	6,767.59	237.60	658.53	34,534.56	122,999.76
Provider Support IT	IS/IT	1.00	37	D	6	\$5,964.11	\$35,784.66								
			37	E	6	\$6,262.32	\$37,573.92	\$73,358.58	13,705.20	9,316.54	5,611.93	237.60	658.53	29,529.80	102,888.38
Network Security	IS/IT	1.00	37	A	2	\$6,212.97	\$12,425.94								
			37	B	10	\$6,368.30	\$63,683.00	\$76,108.94	13,705.20	9,665.84	5,822.33	237.60	658.53	30,089.50	106,198.44
Fiscal Officer	F	1.00	39	E	12	\$8,758.62	\$105,103.44	\$105,103.44	13,705.20	13,348.14	8,040.41	237.60	658.53	35,989.88	141,093.32
Accounting Specialist	F	1.00	33	E	12	\$5,368.91	\$64,426.92	\$64,426.92	15,635.76	8,182.22	4,928.66	237.60	658.53	29,642.77	94,069.69
Accounting Specialist	F	1.00	33	E	12	\$5,368.91	\$64,426.92	\$64,426.92	13,705.20	8,182.22	4,928.66	237.60	658.53	27,712.21	92,139.13
Accounting Specialist	F	1.00	33	D	4	\$5,113.25	\$20,453.00								
			33	E	8	\$5,368.91	\$42,951.28	\$63,404.28	13,705.20	8,052.34	4,850.43	237.60	658.53	27,504.10	90,908.38
COLA 3%												0.00	0.00		
HRA												0.00	0.00		
TOTAL						50	\$ 3,573,328	\$3,680,528.06	\$ 1,206,533	\$ 467,427	\$ 281,560	\$ 11,805	\$ 32,926	\$ 2,000,251	\$ 5,680,779

North Sound Behavioral Health Organization Staff Position Org Chart Organizational Chart – CY2018

