

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 December 2017, Minutes, Motion # 18-01** – 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 request of a Member.

To review and approve the North Sound Behavioral Health claims paid from [redacted] 2017 through [redacted] 2017 in the amount of \$. Payroll for the month of [redacted] in the amount of \$ and associated employer benefits in the amount of \$.

- Consent Agenda – **Motion # 18-02** ...(Available at meeting).....**Tab 6**

12. Action Items

For Executive Committee Approval

Professional Service Contracts

SVY Consulting (Shelli Young) will continue her work on the regional opioid plan. Tasks include collaborating with regional stakeholders to coordinate efforts, convene quarterly meetings to discuss and develop strategies identified at the Opioid Summit and explore additional resources for continuing the work on the opioid crisis.

Phoenix Recovery is receiving an additional \$30,000 to clean up the data submissions being submitted to the BHO. Previously, Phoenix received \$50,000 for their electronic health record implementation.

Motion# 18-03

- North Sound BHO-SVY Consulting-PSC-16-17 Amendment 3 to extend the contract to continue the work identified in the opioid plan and opioid summit findings. The increase to the contract is \$75,000 for a new maximum of \$150,000 with the term of the contract being extended from November 14, 2016 through December 31, 2017 to November 14, 2016 through December 31, 2018.
- North Sound BHO-Phoenix Recovery Services-PSC-16 Amendment 3 for the purpose of cleaning up their data readying for submission to the BHO and extending the end date of the contract. The additional funding is \$30,000 for a new maximum consideration of \$80,000 for an extended term from February 15, 2016 through June 30, 2017 to February 15, 2016 through June 30, 2018.

For Executive Committee Ratification

DBHR Housing Subsidies

This contract is a pass through for Department of Commerce Housing funds for individuals eligible for Housing and Recovery through Peer Support (HARPS) funding. To be eligible for HARPS funds the individual must be exiting Western State Hospital, community psychiatric hospital or an intensive inpatient substance use disorder facility. The housing subsidies are directed for use by the HARPS Team.

Motion #18-04

- DSHS-DBHR-North Sound BHO-BH Housing Subsidy-18 for the purpose of providing additional subsidies to individuals eligible for HARPS services. The maximum consideration on this contract is \$165,243 with the term of the contract January 1, 2018 through June 30, 2018.

- 13. Introduction Items**(Available at meeting).....**TAB 7**
- Health Care Authority/North Sound BHO Interagency Agreement

14. Adjourn

Next meeting: February 8th, 2018

DRAFT

Executive Committee (EC) Members Present:

- Jill Johnson, Chair, Island County Commissioner; Board of Island County Commissioners
- Robert Knoll, Snohomish County Council; designated alternate for Council Member Brian Sullivan
- Darcy Cheesman, Snohomish County; designated alternate for Snohomish County Council Member Sam Low
- Geoffrey Thomas Snohomish County; designated alternate for Snohomish County Council Member Stephanie Wright
- Cammy Hart–Anderson, Snohomish County Human Services; designated alternate for County Executive Dave Somers
- Anne Deacon, Whatcom County Human Services Manager/County Coordinator; designated alternate for County Executive, Jack Louws, Whatcom County
- Ken Mann, Whatcom County Council; Vice-Chair North Sound BHO County Authorities Executive Committee
- Ken Dahlstedt, Skagit County Commissioner, Skagit County
- Jamie Stephens, County Council Member, San Juan County Council

North Sound Behavioral Health Organization (BHO) Staff Present:

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

Guests:

None present

Call to Order and Introductions – Chair Johnson

Chair Johnson called the meeting order and initiated introductions.

Revisions to the Agenda – Chair

Chair Johnson asked if there were any revisions to the December 2017 Agenda, there were none.

Approval of the November 9th, 2017 Minutes, Motion #17-97 – Chair Johnson

Chair Johnson asked if there were any revisions to the November 9th Minutes. There were no revisions.

Geoffrey Thomas moved the motion for approval, Jamie Stephens seconded, all in favor, motion #17-97 carried.

Comments & Announcements from the Chair

Chair Johnson said she would be giving a report from the Governance and Operations Committee later in the meeting.

Reports from Members

Chair Johnson asked if there were any reports from members. Below are the responses:

- Jill Johnson said that the Oak Harbor site (Tri-County Stabilization Facility) is moving along, but \$4,000,000 is needed from the legislature. She noted that funding from other counties is welcomed.
- Jamie Stephens noted today is Ken Mann's last meeting, as he is leaving his elected office by his own choice, not the people's choice.
Jamie thanked him for his time and work on the council. Chair Johnson noted that Ken is very good with budgets and numbers.
Ken Mann replied that it has been good working with the BHO, especially because of the effective leadership and engaged Board Members who are currently involved during a complex period. He gave Joe and county staff credit for navigating leaders state-wide on the current government issues.
Anne Deacon said it was very impressive that Ken learned and committed himself to the issues with focused attention on topics that impact the community.

Jill Johnson said that she hopes Ken enjoys his time away, and noted that the committee would like to have him back some day. Ken responded, saying thank you and that he would come and visit.
- Joe Valentine noted in February the Committee will need to determine who will be Chair and Vice-Chair. The determination will take place after county council individuals are assigned for 2018.

Comments from the Public

Chair Johnson asked if there were any comments from the public, there were none, as no public was present.

Report from the Advisory Board

Joe Valentine gave the Advisory Board Report, as the Advisory Board Chair was not in attendance. He spoke about the upcoming Visual Art and Poetry Contest. The theme will be "Coming Out of the Darkness into the Light". Entries will be solicited, and prizes will be awarded.

The elections for 2018 Advisory Board Chair and Vice-Chair are completed. Pat O'Maley-Lanphear from Snohomish County will be the 2018 Chair and Ron Coakley from Skagit County will be the Vice-Chair.

February 22nd and 23rd an Advisory Board delegation will be visiting the Legislatures on legislative priorities. The three top advocating priorities are:

1. Behavioral Health Facilities Plan
2. Additional Funding to address the Opioid Crisis
3. Adequate Funding for the Behavioral Health Administrative Services Organization (BH-ASO)

Committee Report

- Quality Management Oversight Committee (QMOC)

Joe referenced the QMOC Report and spoke to the large number of policies that are currently being reviewed by the committee prior to BHO/BH-ASO transition.

Report from the Executive Director

North Sound BHO Compliance Report: Lisa Grosso, Compliance Officer

Lisa Grosso gave the Compliance Report, in addition to providing a handout utilized for annual training for the CAEC members titled Practical Guidance for Health Care Governing Boards on Compliance Oversight, provided by: Office of Inspector General, U.S. Department of Health and Human Services, Association of Healthcare Internal Auditors, American Health Lawyers Association, Health Care Compliance Association.

She also covered the Office of the Inspector General (OIG), 7 Elements of an Effective Compliance Program, as well as Quarterly Reports from 2017.

Joe Valentine gave the Executive Director's Report and covered the topics below:

- Integration Planning
- HCA's Response to North Sound Mid-Adopter Conditions
- Integrated Care RFP Addendum-Stakeholder Survey
- Opioid Summit Follow-up
- Behavioral Health Facilities Update
 - It was determined that an additional letter will be drafted and sent to Senator Barbara Bailey regarding funds for facilities
- 911 and Regional Crisis Line
- Update and SUD Data Transmittal

Report from the Finance Officer

Bill Whitlock reported on the BHO financial matters for the previous month, referencing the documents provided to members.

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 #17-98

Ken Mann noted the bills were reviewed that were paid last month.

Ken Mann moved the motion for approval, Ken Dahlstedt seconded, all in favor, Motion 17-98 carried.

Report from the Governance and Operations Committee:

Chair Johnson spoke about Joe Valentine’s 2017 Performance Evaluation that was discussed in the Governance and Operations meeting. She stated the recommendation is to keep Joe for another year and ensure he receives a Cost of Living Adjustment (COLA) just as the rest of the North Sound BHO staff. Ken Mann moved approval, Jamie Stephens and Robert Knoll seconded, all in favor.

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 Addendum.

Ken Mann moved the motion for approval, Cammy Hart-Anderson and Jamie Stephens seconded, all in favor, Motion #17-99 carried.

Behavioral Health Administrative 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 Administrative Services Organization (BH ASO) plan for submission to HCA.

Anne gave additional input regarding section 2.1.2.06 and 2.1.2.08 on the document regarding the courts and county government, and asked that specific wording be added to the document.

Joe noted he will ensure that the words “county governments” and “courts” be added. He referred to Joanie who will add both requests prior to submission to Health Care Authority.

Ken Mann moved approval of the motion, Jamie Stephens seconded, all in favor, Motion #17-100 carried, with the additions mentioned above.

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.

Geoffrey Thomas moved the motion for approval, Jamie Stephens seconded, all in favor, Motion #17-01 carried.

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.

The Chair asked that Motions # 17-102, 17-103 and 17-104 be discussed prior to collective request for action. Geoffrey Thomas moved the motions for approval, Jamie Stephens and Ken Mann seconded, all in favor, Motions 17-102, 17-103 and 17-104 carried.

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.

The Chair asked that Motions # 17-102, 17-103 and 17-104 be discussed prior to collective request for action. Geoffrey Thomas moved the motions for approval, Jamie Stephens and Ken Mann seconded, all in favor, Motions 17-102, 17-103 and 17-104 carried.

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.

The Chair asked that Motions # 17-102, 17-103 and 17-104 be discussed prior to collective request for action. Geoffrey Thomas moved the motions for approval, Jamie Stephens and Ken Mann seconded, all in favor, Motions 17-102, 17-103 and 17-104 carried.

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. 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.

Geoffrey Thomas moved the motion for approval, Jamie Stephens seconded, all in favor, Motion #17-105 carried.

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.

Jamie Stephens moved the motion for approval, Ken Dalhstedt seconded, all in favor, Motion #17-06 carried.

Recommended North Sound BHO 2018 Operating Budget

❖ Public Hearing now opened concerning the Recommended North Sound BHO 2018 Operating Budget
The Public Hearing began at 2:42 p.m.

Joe noted the Medicaid Spend-Down Plan will be brought back to the committee after he and Bill discuss it further.

The North Sound BHO will bring back information regarding retention bonuses, and professional development.

Motion #17-107

- To approve the Recommended North Sound BHO 2018 Operating Budget
- ❖ Any questions from the public?

There were no public present and no questions.

Ken Mann moved the motion for approval, Anne Deacon seconded, all in favor, Motion 17-107 carried.

- ❖ Public Hearing on the 2018 North Sound BHO Budget adjourned

The Public Hearing adjourned at: 3:46 p.m.

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.

Ken Mann moved the motion for approval, Jamie Stephens seconded, all in favor, Motion 17-108 carried.

Snohomish County suggested adding a table to the front of the “public” chairs so the guests can have a place to set their binders when speaking over the microphone. All in favor, set up approved. Joanie will ensure Admin Staff accommodate the request month over month.

Betsy noted that Compass Health awarded the North Sound BHO a partnership award.

Adjourn: 2:50 p.m.

Next meeting: January 11th, 2017