



North Sound Behavioral Health Organization

Advisory Board

Agenda

December 4th, 2018

1:00 p.m. – 3:00 p.m.

Call to Order and Introductions

Revisions to the Agenda

Approval of November MinutesTAB 1

Announcements

- January 2019 Meeting Change Reminder
- David Kincheloe Resignation

Brief Comments or Questions from the Public

Standing Committee Reports

- Postponement of the North Sound BHO QMOC

Executive/Finance Committee Report

- Approval of November ExpendituresTAB 2
- Approval of October Expenditures.....TAB 3

Executive Director’s ReportTAB 4

Executive Director’s Action ItemsTAB 5

Old Business

- Draft 2019-2020 Work PlanTAB 6
- 2019-2020 Vice-Chair VoteTAB 7

New Business

- Draft Legislative Session Speaking Points.....TAB 8
- 2019 Site Visits.....TAB 9

Report from Advisory Board Members

Reminder of Next Meeting

Adjourn



North Sound Behavioral Health Organization

Advisory Board

November 6, 2018

1:00 – 3:00

Advisory Board Meeting Minutes

Members Present:

- Island County: Candy Trautman, Christy Korrow (Phone), Chris Garden
- San Juan County: Theresa Chemnick
- Skagit County: Ron Coakley, Duncan West
- Snohomish County: Marie Jubie, Fred Plappert, Joan Bethel, Pat O'Maley-Lanphear, Jim Bloss, Jennifer Yuen, Ashley Kilgore (Phone), Carolann Sullivan, Jack Eckrem (Phone)
- Whatcom County: Arlene Feld, Mark McDonald

Members Excused:

- Island County:
- San Juan County:
- Skagit County: Joan Lubbe
- Snohomish County:
- Whatcom County: Michael Massanari

Members Absent:

- Island County:
- San Juan County:
- Skagit County:
- Snohomish County:
- Whatcom County: David Kincheloe

Staff: Betsy Kruse; Deputy Director, Margaret Rojas; HR/Contracts Manager, Maria Arreola; Advisory Board Coordinator, Michael McAuley; Inpatient/Crisis Quality Specialist

Guests: Katelyn Morgan; Behavioral Health OMBUDS Specialist, Boone Sureepisarn; Behavioral Health OMBUDS Specialist, Marci Bloomquist; Community Health Plan of Washington North Sound Regional Manager

Call to Order and Introductions

The meeting was called to order by the Chair at 1:04 p.m.

Revisions to the Agenda

The Chair inquired regarding revisions to the Agenda. None mentioned.

Approval of Minutes from the Previous Meeting Minutes

Motion made to approve the October minutes as written. Motion seconded. All in Favor.

Standing Committee Reports

— Quality Management Oversight Committee (QMOC)

- The November 14th meeting has been cancelled.
- The next scheduled meeting is October 10th, 2018.

Executive/Finance Committee Report

Motion made to approve the Advisory Board 2019 proposed operating budget. Motion seconded. Ron acknowledged two opposed. Motion carried.

Announcements

- Kara Mitchell from Whatcom County was introduced to the Board during the October meeting. Kara has expressed interest in serving on the Board. The Chair called for a vote for Kara Mitchell's membership to the Board. All in Favor.

Brief Comments from the Public

Boone Sureepisarn North Sound Regional OMBUDS announced Amanda Sloan's resignation.

Executive Director Report

Betsy reported the following

- Integration Planning
- Behavioral Health Facilities update
- Update on IMD Issue

Action Items

Margaret reviewed each of the Actions Items with the Advisory Board

- A motion was made to move the Action Items to the County Authorities Executive Committee for approval. Motion was seconded. All in favor.
- Motion approved to forward the Action Items to the County Authorities Executive Committee for approval.

Mental Health and Substance Abuse Block Grant 2019

- Motion made to approve the 2019 Mental Health and Substance Abuse Block Grants. Motion seconded. All in Favor. Motion carried.

Old Business

Draft 2019 – 2020 Work Plan

- Discussion ensued regarding the top three focus areas. Members prioritized selected focus area plans for action.

2019-2020 Chair and Vice-Chair Nominees

- Candy; Chair of the Nominating Committee announced nominees as Pat for Chair. Ron and Fred are on the ballot for Vice-Chair. Members were advised if they have other nominees to let Candy know before the end of the day. Vote will take place during the December meeting.

New Business

- North Sound BHO Quality Management Oversight Committee (QMOC) Role in 2019
 - No contract has been made with the Managed Care Organizations (MCOs) regarding partnership of this committee. Members were advised to continue to attend the scheduled meetings until further notice.
- 2019 Pre-Meetings
 - Members selected January and February presentation topics. Remainder of 2019 year presentations will be determined during the December meeting.
- Community and Family Member Discussion – Governor Jay Inslee
 - Event took place on October 16th. Marie, Ashley, and Pat spoke of their participation at this discussion. Members shared of Governor Jay Inslee was engaged and listed to the challenges within the behavioral health system. The roundtable was an open conversation between a small group to allow everyone the opportunity to share their concerns and stories.
- Advocacy Series: Telling Your Story with a Purpose
 - Event occurred October 18th. Marie, Jim, and Pat attended. Members shared of what they learned at the event.
- 2018 Co-Occurring Disorders and Treatment Conference
 - Occurred October 15-16. Mark reported back of the meaningfulness of the conference and what he learned by attending this conference. Maria will send a link of the conference presentation.
- 2019 Legislative Session
 - Members that will be attending this year are Marie, Ron, Chris, Arlene and Christy
 - Dates were determined to be January 14-15
 - Marie will begin scheduling the appointments
 - Members discussed top three speaking points. A draft legislative position document will be brought back to the Board in December.

APPROVED by Advisory Board

— 2018 Holiday Potluck

- The potluck will be December 4th from 11:30 – 1:00. Extended invitation will be made to the North Sound BHO staff, County Coordinators and the Board of Directors. Members are to notify Maria of the dish they would like to bring. Maria will send out weekly menu updates.

Report from Advisory Board Members

None

Reminder of Next Meeting

The next Advisory Board meeting is December 4th, 2018 in Conference Room Skagit.






Adjournment

The Chair adjourned the meeting at 2:56 p.m.

APPROVED

**North Sound BHO Advisory Board Budget
November 2018**

		All Conferences	Board Development	Advisory Board Expenses	Stakeholder Transportation	Legislative Session
	Total	Project # 1	Project # 2	Project # 3	Project # 4	Project # 5
Budget	\$ 42,000.00	\$ 16,000.00	\$ 3,545.00	\$ 20,200.00	\$ 255.00	\$ 2,000.00
Expense	(26,353.88)	(5,468.26)	(3,545.00)	(15,090.62)	(250.00)	(2,000.00)
Under / (Over) Budget	\$ 15,646.12	\$ 10,531.74	\$ -	\$ 5,109.38	\$ 5.00	\$ -

BHC , NAMI, COD, OTHER	BOARD SUMMIT (RETREAT)	Costs for Board Members (meals mileage, misc.)	Non- Advisory Board Members, to attend meetings and special events	Shuttle, meals, hotel, travel
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**North Sound Behavioral Health Organization, LLC
Warrants Paid
November 2018**

Type	Date	Name	Memo	Amount
Advisory Board				
		Travel		
Dep	10/17/2018	Adv Travel	Deposit	-113.00
Bill	11/06/2018	AA Dispatch	Batch # 125884	743.25
Bill	11/19/2018	City Cab, Inc.	Batch # 126059	560.70
Bill	11/19/2018	Yuen, Jennifer	Batch # 126059	49.05
Total · Travel				<u>1,240.00</u>
Total · Advisory Board				<u><u>1,240.00</u></u>

North Sound BHO Advisory Board Budget October 2018

		All Conferences	Board Development	Advisory Board Expenses	Stakeholder Transportation	Legislative Session
	Total	Project # 1	Project # 2	Project # 3	Project # 4	Project # 5
Budget	\$ 42,000.00	\$ 16,000.00	\$ 3,545.00	\$ 20,200.00	\$ 255.00	\$ 2,000.00
Expense	(25,113.88)	(5,468.26)	(3,545.00)	(13,850.62)	(250.00)	(2,000.00)
Under / (Over) Budget	\$ 16,886.12	\$ 10,531.74	\$ -	\$ 6,349.38	\$ 5.00	\$ -

BHC , NAMI, COD, OTHER	BOARD SUMMIT (RETREAT)	Costs for Board Members (meals mileage, misc.)	Non- Advisory Board Members, to attend meetings and special events	Shuttle, meals, hotel, travel
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North Sound Behavioral Health Organization, LLC

Warrants Paid

October 2018

	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Advisory Board					
			Travel		
	Bill	10/02/2018	AA Dispatch	Batch # 125438	612.25
	Bill	10/09/2018	Chemnick, Theresa	Batch # 125544	117.68
	Bill	10/09/2018	COD Advance Travel Meals	Batch # 125544	206.00
	Bill	10/16/2018	Trautman, Candy	Batch # 125640	120.99
	Bill	10/16/2018	Yuen, Jennifer	Batch # 125640	98.10
Total · Travel					1,155.02
			Miscellaneous		
	Bill	10/16/2018	Panera Bread	Batch # 125640	431.31
Total · Miscellaneous					431.31
					1,586.33

1. TRANSITION TO INTEGRATED MANAGED CARE

a) Readiness Review

- With the changed timeline for our transition to Integrated Managed Care [IMC] on July 1, our entire focus for the next couple of months will be on completing the work necessary to pass our Readiness Review with the Health Care Authority [HCA].
- All of the additional and/or revised documents must be submitted to HCA by **January 28** [see attached schedule **Green Tab**].
- HCA will follow up with an “on-site” review on February 21 and provide us a final report on **March 8**.
- However, we have the opportunity to submit drafts of the required documents on either December 12 or January 2 in order to get feedback on whether we’ve met the requirement.
- These submittal dates would be followed by “Technical Assistance” calls with HCA. We intend to take full advantage of this opportunity for early feedback and have divided all of the planned documents into one of these 2 dates for early submittal.
- Attached is the detailed “scoring sheet” from HCA summarizing the work that we have to do. **[Red Tab]**

b) Joint Operating Committee

- For the next couple of months, we will work with the MCOs on the Joint Operating Committee to focus primarily on those tasks that must be completed to pass the readiness review. This includes:
 1. Developing protocols to coordinate with MCOs care coordinators for Medicaid persons receiving Crisis Services;
 2. Developing joint protocols to develop plans to address the needs of “high utilizers”;
 3. Finalizing data sharing agreements and protocols.
- Once the readiness review tasks are completed, we need to resume our negotiations with the MCOs regarding their contracting with us to purchase other administrative services, such as Western State Hospital discharge planning, workforce training, and allied system coordination.
- Starting in January, we will be hosting monthly meetings with our contracted providers and the MCOs to jointly develop coordination protocols.

c) BH-ASO Legislation

- We understand that Rashi Gupta in the Governor's office is still working on a Governor's request bill that would simply amend the existing statutes related to BHOs to now reference BH-ASOs and include some of the provisions we requested.

d) Coordinated Care Contract for Behavioral Health Services to Foster Children

- Coordinated Care, who holds the state-wide contract for Integrated Managed Care for all Foster Children, has requested to contract back with us for the behavioral health services. We are now in the process of negotiating the details of this arrangement.

2. WISe EXPANSION

We are continuing to expand the number of contracted WISe slots and are now close to meeting our state target.

3. DEVELOPMENT OF LONG-TERM PSYCHIATRIC TREATMENT BEDS

- We have been encouraging our local E&T providers and hospitals to contract with the state to develop long-term, i.e., 90 and 180-day, treatment beds as alternatives to placing North Sound persons at Western State Hospital.
- Telecare, who operates the E&T in Sedro Wooley has agreed to convert 3 of their beds for usage for long term care.
- Skagit Valley Hospital has now also agreed to provide 4 beds for long term psychiatric care, which will make a total of 7 beds in the region that can provide an alternative to Western State Hospital.

4. NEW SYSTEM FOR TRACKING AVAILABILTY OF PSYCHIATRIC TREATMENT BEDS

- Beginning late December, we will be working with Volunteers of America [VOA] to implement an enhanced system to manage and track the bed status of individuals who have been involuntarily detained.
- VOA currently tracks available beds in the state to support the work the Designated Crisis Responders [DCRs] do when trying to locate a bed. The DCR contacts VOA, then proceeds to look for beds based on the information that has been provided by VOA. This can take considerable time.
- We are going to revise this system to adopt the model used in King County who work across the region with each hospital to manage this placement in a more expedited manner.
- VOA will maintain a list of all of the hospitals that are available for involuntary placements, including any exclusionary criteria that would keep an individual from consideration for placement.
- Under the new system, when a DCR has determined an individual meets grounds for detention, they will contact the VOA placement coordinator for location of an available bed. VOA will then contact and work with the inpatient unit on that placement. DCRs will no

longer be calling these hospitals. Paperwork and hospital labs will still be the responsibility of the DCR and Emergency Departments to coordinate with the inpatient units.

- If there is no bed available, VOA will continue to manage that search, coordinating with the DCR and ED on that placement.
- In addition to the above change, VOA will begin to track all Involuntary Treatment Act [ITA] cases, and then notify each hospital to check on the status of the ITA as the ITA approaches the end of the 90-day placement authorization. VOA will relay that status to North Sound BHO Care Coordinators to assist coordination. This will better support and potentially mitigate longer stays and do it earlier in the inpatient stay. This is especially helpful with higher risk individuals.
- We anticipate these changes will expedite bed location, balance available bed use in the region, and monitor the ITA placement more closely

NS_ASO Readiness Review 2018 - 2019 Planner – 11/8/2018

Must be printed in color

	October	November	December	January	February	March	April	May	June	July	
Sat			1								Sat
Sun			2								Sun
Mon	1		3				1			1 ASO_Start	Mon
Tue	2		4	1 Holiday			2			2	Tue
Wed	3		5	2 ASO_sub2			3	1		3	Wed
Thu	4	1	6	3			4	2		4 Holiday	Thu
Fri	5	2	7	4	1	1	5	3		5	Fri
Sat	6	3	8	5	2	2	6	4	1	6	Sat
Sun	7	4	9	6	3	3	7	5	2	7	Sun
Mon	8	5	10	7	4	4	8	6	3	8	Mon
Tue	9	6	11	8	5	5	9	7	4	9	Tue
Wed	10	7	12 ASO_sub1	9 TA_Call	6	6	10	8	5	10	Wed
Thu	11	8	13	10	7	7	11	9	6	11	Thu
Fri	12	9	14	11	8	8 Final_Rpt	12	10	7	12	Fri
Sat	13	10	15	12	9	9	13	11	8	13	Sat
Sun	14	11	16	13	10	10	14	12	9	14	Sun
Mon	15	12 Holiday	17 TA_Call	14 Holiday	11	11	15	13	10	15	Mon
Tue	16	13	18	15	12	12	16	14	11	16	Tue
Wed	17	14	19	16	13	13	17	15	12	17	Wed
Thu	18	15	20	17	14	14	18	16	13	18	Thu
Fri	19	16 Initial rpt	21	18	15	15	19	17	14	19	Fri
Sat	20	17	22	19	16	16	20	18	15	20	Sat
Sun	21	18	23	20	17	17	21	19	16	21	Sun
Mon	22	19	24	21	18 Holiday	18	22	20	17	22	Mon
Tue	23	20	25 Holiday	22	19	19	23	21	18	23	Tue
Wed	24	21	26	23	20	20	24	22	19	24	Wed
Thu	25	22 Holiday	27	24	21 On_Site	21	25	23	20	25	Thu
Fri	26	23 Holiday	28	25	22	22	26	24	21	26	Fri
Sat	27	24	29	26	23	23	27	25	22	27	Sat
Sun	28	25	30	27	24	24	28	26	23	28	Sun
Mon	29	26 TA_Call	31	28 ASO_sub_FINAL	25	25	29	27 Holiday	24	29	Mon
Tue	30	27		29	26	26	30	28	25	30	Tue
Wed	31	28		30	27	27		29	26	31	Wed
Thu		29		31	28	28		30	27		Thu
Fri		30				29		31	28		Fri
Sat						30			29		Sat
Sun						31			30		Sun
	October	November	December	January	February	March	April	May	June	July	

Black = 2018 activities

Red = 2019 activities.

Initial Rpt - November 16 HCA Ltr to NS
 TA_Call - Technical Assistance call to NS

ASO_sub - NS Submission of updated documents

ASO_sub FINAL - NS final submission of updated documents

On_Site – On-site visit

Final_Rpt – Final Report

SCORE SUMMARY

2019 BH-ASO Readiness Review Report

**Review Pending or not done areas for required response to be submitted to
HCA by January 28, 2019
North Sound**

BH-ASO contract	Done	Pending	Not Done	Findings Summation
02 General ASO Information				
02-1 - Organizational Charts		X		02-1: An updated response is due to HCA by 12 pm January 28, 2019.
02-2 - Job Descriptions	X			

BH-ASO contract Contract section requirement	Done	Pending	Not Done	Findings Summation
03 Marketing and Information Requirements				
03-1 – Critical Factor – Describe your translation & interpretation processes for Medicaid and non-Medicaid clients. Cover written documentation, phone conversations and in person services. (Contract reference 3.3.1.1 for interpreter requirements; 3.3.2 for translation requirement.)		X		03-1: An updated response is due to HCA by 12 pm January 28, 2019.
03-2 – Provide policies and procedures that govern translation and interpreter services.		X		03-2: An updated response is due to HCA by 12 pm January 28, 2019.
03-3 -- Provide copies of materials given to clients and providers about how to request materials or help in the clients’ own language.		X		03-3: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO Contract Contract Section Requirement	Done	Pending	Not Done	
04 Service Area and Consumer Eligibility				
04-1 – Critical Factor – Provide protocols to be used to determine eligibility for non-crisis behavioral health services, including protocols addressing income verification, frequency of financial eligibility review, and identification of priority populations (Contract references 4.3.3.1 and 4.3.5). Note: On-site review will include a demonstration of systems in place to check for individual eligibility. If a delegated function, provide the provider contract(s) that includes these requirements.		X		04-1: An updated response is due to HCA by 12 pm January 28, 2019.
04-2 -- Provide process in place to assist a client with Medicaid enrollment if a client is eligible but not enrolled. Which staff are responsible to assist with this activity? Include requirements in provider contracts to require providers to assist clients with Medicaid enrollment if not already enrolled.	X			
04-3 -- Provide policies and procedures related to mid-month changes in AH-IMC MCO enrollment.	X			

BH-ASO Contract Contract Section Requirement	Done	Pending	Not Done	Findings Summation
05 Payment and Sanctions				
05-1 – Critical Factor - Provide policies and procedures on how the Contractor will verify and bill for Medicaid or other Third Party Liability/insurance.		X		05-1: An updated response is due to HCA by 12 pm January 28, 2019.
05-2 -- Provide policies and procedures addressing process to submit claims or receive payment from AH-IMC MCOs.	X			

SCORE SUMMARY

2019 BH-ASO Readiness Review Report

**Review Pending or not done areas for required response to be submitted to
HCA by January 28, 2019
North Sound**

BH-ASO Contract Contract Section Requirement	Done	Pending	Not Done	Findings Summation
05 Payment and Sanctions				
05-3 -- Provide sliding scale fee policies and protocols for non-Medicaid clients.		X		05-2 An updated response is due to HCA by 12 pm January 28, 2019.
05-4 -- Provide budget estimates for maintaining the administrative overhead to 10% and direct service support to 5%.		X		05-3: An updated response is due to HCA by 12 pm January 28, 2019.
05-5 -- Provide a timeline for being ready to pay psychiatric inpatient claims for non-Medicaid clients by 1/1/2020.		X		05-4: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO Contract Contract Section Requirement	Done	Pending	Not Done	Findings Summation
06 Access to Care and Provider Networks				
06-1 – Critical Factor - Submit signature pages of contracts that show capacity for the following critical network providers: a. Designated Crisis Responder (DCR)		X		06-1-a: An updated response is due to HCA by 12 pm January 28, 2019.
06-1.b – Evaluation and treatment (E&T)		X		06-1-b: An updated response is due to HCA by 12 pm January 28, 2019.
06-1.c – Substance use disorder residential beds		X		06-1-c: Final contract signature pages will be <u>due to HCA by May 1, 2019</u> .
06-1.d – Mobile crisis outreach		X		06-1-d: An updated response is due to HCA by 12 pm January 28, 2019.
06-1.e – Opiate dependency outreach providers		X		06-1-e: Final contract signature pages will be <u>due to HCA by May 1, 2019</u> .
06-1.f – Crisis Hotline		X		06-1-f: An updated response is due to HCA by 12 pm January 28, 2019.
06-2-a – Critical Factor - Provide policies and procedures on how the Contractor will maintain and monitor its network to address: a. The expected utilization of services, characteristics and health care needs of the population, the number and types of providers (training, experience and specialization) able to furnish services, and the geographic location of providers and individuals (including distance, travel time, means of Transportation ordinarily used by Consumers, and whether the location is ADA accessible) for all Contractor funded behavioral health programs and services based on Available Resources.		X		06-2-a: An updated response is due to HCA by 12 pm January 28, 2019.
06-2-b -- The anticipated needs of priority populations identified in this Contract.		X		06-2-b: An updated response is due to HCA by 12 pm January 28, 2019.
06-2-c -- The delivery of all services and activities provided under this Contract shall be designed and delivered in a manner sensitive to the needs of the diverse population;		X		06-2-c: An updated response is due to HCA by 12 pm January 28, 2019.
06-2-d -- Initiate actions to ensure or improve access, retention, and cultural relevance of treatment, prevention or other appropriate services,	X			

SCORE SUMMARY

2019 BH-ASO Readiness Review Report

**Review Pending or not done areas for required response to be submitted to
HCA by January 28, 2019
North Sound**

BH-ASO Contract Contract Section Requirement	Done	Pending	Not Done	Findings Summation
06 Access to Care and Provider Networks				
for ethnic minorities and other diverse populations in need of services under this Contract as identified in their needs assessment.				
06-3 – Provide the process that will be followed to ensure the toll-free number will be adequately staffed. Include the actions that will be taken to address unexpected staffing issues. For example, staff illness, or staff loss. (6.4)		X		06-3: An updated response is due to HCA by 12 pm January 28, 2019.
06-4 – Provide the process that will be used to monitor customer service performance standards to include the actions that will be taken to address any issues of non-compliance. (6.4.2)		X		06-4: An updated response is due to HCA by 12 pm January 28, 2019.
06-5 – Critical Factor - Provide policies and procedures on how services will be administered to individuals according to SAPT Block Grant prioritized populations. (6.4.3)	X			
06-6 – Provide protocols for maintaining waiting lists and providing interim services for members of SAPT priority population, who are eligible to receive services but for whom SUD treatment services are not available due to limitations in provider capacity or Available Resources. (6.5.3)	X			
06-7 – Documentation that efforts to improve the delivery network meets the contractual and regulatory obligation to provide services, and is focused on the needs of the enrollees, and improvements are realized.		X		06-7: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO Contract Contract Section Requirement	Done	Pending	Not Done	Findings Summation
07 Quality Assessment and Performance Improvement				
07-1 – Critical Factor – Provide a copy of the Contractors Quality Management program that address GFS/FBG requirements and meets Crisis Services standards. (7.1)			X	07-1: An updated response is due to HCA by 12 pm January 28, 2019.
07-2 – Critical Factor – Provide a brief description of how critical incidents are identified, reported on and followed up on. (7.4)			X	07-2: An updated response is due to HCA by 12 pm January 28, 2019.
07-3 – Provide the basis in which the Contractors practice guidelines are established. (7.5)			X	07-3: An updated response is due to HCA by 12 pm January 28, 2019.
07-4 – Provide the Contractors process used to ensure the Subcontractors maintain a health information system that complies with the requirements of HCA Information Security Policy and Standards 6.16, and OCIO Security Standard 141.10, and provides the information necessary to meet the Contractor’s obligations under this Contract. (7.6)			X	07-4: An updated response is due to HCA by 12 pm January 28, 2019.
07-5 – Describe any planned changes to your current information systems.	X			
07-06-- Describe any support you are planning to offer providers to assist with transition to 2019, specific to information systems required in this section of the contract.	X			

SCORE SUMMARY

2019 BH-ASO Readiness Review Report

**Review Pending or not done areas for required response to be submitted to
HCA by January 28, 2019
North Sound**

BH-ASO contract Contract section requirement	Done	Pending	Not Done	Findings Summation
08 Policies and Procedures				
08-1 – Critical Factor - Provide a list of all applicable policies and procedures related to the contract.	X			
08-2 – Critical Factor – Provide the process in place that identifies how often policies and procedures are updated and how HCA is notified of updates. How will current policies and procedures be adapted and approved for the BH-ASO?	X			

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
09 Subcontracts				
09-1 – Critical Factor – Policies and procedures related to the monitoring of Subcontractor’s performance in accordance with the contract, including oversight of the crisis line subcontract.	X			
09-2 -- Provide evidence of contract language that requires providers to ensure client eligibility is verified each time a client comes for services and a financial eligibility screen for clients who are not currently enrolled in Medicaid.			X	09-2: An updated response is due to HCA by 12 pm January 28, 2019.
09-3 – Critical Factor – Describe plan for third party liability to ensure State and federal programs are the payer of last resort.	X			
09-4 -- Provide the timeline/ status of the data sharing agreements with MCOs to support care coordination activities for high-risk individuals.		X		09-4: An updated response is due to HCA by 12 pm January 28, 2019.
09-5 -- Provider subcontracts will be reviewed on site for compliance with requirements in 9.5 and 9.7.			X	09-5: The required BH-ASO subcontracts were not available for review at the on-site October Readiness Review visit. HCA will review subcontracts at the next on-site visit.
09-6 -- Describe the plan for informing providers about changes to contracts, service provision, etc. for 2019 in compliance with Section 9.8.			X	09-6: An updated response is due to HCA by 12 pm January 28, 2019.
09-7 -- Provide a description of the corrective processes for encounters that do not pass the MMIS validation process, and the plan for working with providers to correct encounters.	X			

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
10 – Consumer Rights and Protections				
10-1 – Critical Factor – ON SITE ACTIVITY – Signature pages viewed onsite for a qualified Ombuds.		X		10-1: An updated response is due to HCA by 12 pm January 28, 2019.
10-2 – Critical Factor – Submit a narrative and any other related documentation that describes how the Contractor will monitor the Ombuds contract.	X			

SCORE SUMMARY

2019 BH-ASO Readiness Review Report

**Review Pending or not done areas for required response to be submitted to
HCA by January 28, 2019
North Sound**

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
11 Utilization Management – Coverage and Authorization				
11-1 – Critical Factor – Provide policies and procedures that describe the oversight of the Contractor’s Utilization Management (UM) program for Contracted Services used by Consumers.			X	11-1: An updated response is due to HCA by 12 pm January 28, 2019.
11-2 -- Critical Factor – Provide policies and procedures related to the process used to ensure compliance with the timeframes for authorization and the actions that would be taken when non-compliance is identified.		X		11-2: An updated response is due to HCA by 12 pm January 28, 2019.
11-3 – Provide policies and procedures related to the process used to ensure compliance with the Notification of Coverage and Authorization Determinations and the actions that would be taken when non-compliance is identified.		X		11-3: An updated response is due to HCA by 12 pm January 28, 2019.
11-4 -- Provide the process that will be used to address required 24/7 UM authorizations for inpatient admissions.			X	11-4: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
12 Program Integrity				
12-1 – Critical Factor – Submit a narrative and any other related documentation that describes how the Contractor will establish its Fraud and Abuse program that ensures contract compliance.			X	12-1: An updated response is due to HCA by 12 pm January 28, 2019.
12-2 -- Provide a narrative that describes who the compliance officer reports and how will the ASO will ensure checks and balances are maintained under this role.			X	12-2: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
13 Grievance System				
13-1 – Critical Factor – Submit policies and procedures for the Contractor’s Grievance System that includes: a. Grievance Process b. Appeal Process c. Expedited Appeals Process d. Access to Administrative Hearings	X			

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
14-1 Care Management and Coordination				
14-1 – Critical Factor - Provide Policies and Procedures that address the process of the coordination with the contracted Apple Health IMC MCOs, including continuity of care when client moves between eligibility for services.			X	14-1: An updated response is due to HCA by 12 pm January 28, 2019.
14-2 – Critical Factor – Provide draft or signed contracts with Apple Health IMC MCOs, for reimbursement when Medicaid services are provided to Medicaid enrollees.		X		14-2: An updated response is due to HCA by 12 pm January 28, 2019.

SCORE SUMMARY

2019 BH-ASO Readiness Review Report

**Review Pending or not done areas for required response to be submitted to
HCA by January 28, 2019
North Sound**

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
14-1 Care Management and Coordination				
14-3 – Provide policies and procedures regarding crisis planning for high-risk clients.	X			
14-4 -- Provide updated policies and procedures between BH-ASO and tribal entities, including providing crisis services on tribal lands.		X		14-4: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
15 General Requirements and Benefits				
15-1 – Critical Factor – Provide a narrative description on the staffing plan to ensure sufficient staffing levels, for the following: a. crisis calls; b. warm-line transfer and triage; c. SUD involuntary commitment services; and a. Mental Health ITA services.	X			
15-2 – Provide a narrative description on the staffing plan to ensure sufficient staffing levels, for the following: a. denial and appeal reviews; b. clinical consultation on complex cases; c. clinical consultation on treatment plan issues; and d. clinical consultation on other treatment needs.		X		15-2: An updated response is due to HCA by 12 pm January 28, 2019.
15-3 – Provide policies and procedures related to applying medical necessity criteria and expending available resources to priority populations for the services listed in 15.3.3.		X		15-3: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
16 Crisis Systems				
16-1 – Critical Factor – Give a narrative description, workflow and provide protocols describing how the crisis line is being prepared for the region (including differences by county, if applicable, hours of operation, and phone numbers).		X		16-1: An updated response is due to HCA by 12 pm January 28, 2019.
16-2 – Provide a written a description of activities undertaken to ensure appropriate staffing levels and staff training.		X		16-2: An updated response is due to HCA by 12 pm January 28, 2019.
16-3 – Provide written policies and procedures that describe your registration processes for non-Medicaid Consumers utilizing crisis services, including: maintaining demographic and clinical information; and for manage their crisis care, referrals to other available services, and utilization through a medical record/tracking system.			X	16-3: An updated response is due to HCA by 12 pm January 28, 2019.
16-4 -- Provide an update on the data sharing agreements in place with MCOs to prepare for the transfer of crisis call notes, etc.		X		16-4: An updated response is due to HCA by 12 pm January 28, 2019.
16-5 -- Provide updated policies and procedures describing how you will coordinate and collaborate with MCOs on care coordination strategies for high-risk Consumers who have accessed crisis services, and are enrolled in an integrated managed care plan. Include a description of how you will notify MCOs each time their members access crisis services.	X			

SCORE SUMMARY

2019 BH-ASO Readiness Review Report

**Review Pending or not done areas for required response to be submitted to
HCA by January 28, 2019
North Sound**

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
16 Crisis Systems				
16-6 -- Provide updated policies and procedures between BH-ASO and tribal entities, including providing crisis services on tribal lands.		X		16-5: An updated response is due to HCA by 12 pm January 28, 2019.

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
17 Criminal Justice Treatment Account				
17-1 – Critical Factor – Provide a policy and procedure that describes the BH-ASO collaboration and role in supporting CJTA and any other drug courts or criminal justice related services (i.e. jail transition services) within their region.	X			

BH-ASO contract Contract section requirement	Done	Pending	Not done	Findings Summation
18 Mental Health Block Grant				
18-1 – Critical Factor – Provide evidence of Mental Health Block Grant and Substance Abuse Block Grant sub-contracts for January 2019 – June 2019 period (18.1.2).	X			
18-2 – Provide evidence for ensuring your contracting follows the region’s block grant plans, as approved by the BHAB.	X			
18-3 -- Describe how the BH-ASO will provide transition services for clients with mental illness (19.3).	X			

For County Authorities Executive Committee Approval:

Mental Health/Substance Use Disorder Outpatient Contracts

- These amendments extend the contract end date through June 30, 2019 and provide funding for six months, January 1, 2019 through June 30, 2019.

Motion #

North Sound BHO-American Behavioral Health Systems (ABHS)-Medicaid-18 Amendment 1 to extend the contract through June 30, 2019 for a maximum consideration of \$462,768 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-American Behavioral Health Systems (ABHS)-BHSC-18 Amendment 1 to extend the contract through June 30, 2019 for a maximum consideration of \$10,800 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Asian Counseling & Treatment Services (ACTS)-Medicaid-17-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$289,226 and a new term of October 1, 2017 through June 30, 2019.

North Sound BHO-Asian Counseling & Treatment Services (ACTS)-BHSC-17-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$6,000 and a new term of October 1, 2017 through June 30, 2019

North Sound BHO-Bridgeways-Medicaid-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$183,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Bridgeways-BHSC-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$8,400 and a new term of April 1, 2016 through June 30, 2019

North Sound BHO-Catholic Community Services NW-Medicaid-16-18 Amendment 4 to extend the contract through June 30, 2019 for a maximum consideration of \$4,983,090 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Catholic Community Services NW-BHSC-16-18 Amendment 5 to extend the contract through June 30, 2019 for a maximum consideration of \$67,500 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Center for Human Services-Medicaid-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$642,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Center for Human Services-BHSC-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$6,630 and a new term of April 1, 2016 through June 30, 2019

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North Sound BHO-Compass Health-Medicaid-16-18 Amendment 12 to extend the contract through June 30, 2019 for a maximum consideration of \$15,300,724 and a new term April 1, 2016 through June 30, 2019

North Sound BHO-Compass Health-BHSC-16-18 Amendment 14 to extend the contract through June 30, 2019 for a maximum consideration of \$1,620,414 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Evergreen Recovery Centers-Medicaid-16-18 Amendment 7 to extend the contract through June 30, 2019 for a maximum consideration of \$3,270,444 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Evergreen Recovery Centers-BHSC-16-18 Amendment 8 to extend the contract through June 30, 2019 for a maximum consideration of \$977,994 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Ideal Balance-Medicaid-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$240,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Ideal Balance-BHSC-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$6,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Lake Whatcom Center-Medicaid-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$1,754,826 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Lake Whatcom Center-BHSC-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$168,900 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Lifeline Connections-Medicaid-16-18 Amendment 1 to extend the contract through June 30, 2019 for a maximum consideration of \$230,268 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Lifeline Connections-BHSC-16-18 Amendment 1 to extend the contract through June 30, 2019 for a maximum consideration of \$11,790 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-NW Regional Council-Medicaid-16-18 Amendment 1 to extend the contract through June 30, 2019 for a maximum consideration of \$312,000 and a new term of October 1, 2018 through June 30, 2019.

North Sound BHO-Phoenix Recovery-Medicaid-16-18 Amendment 5 to extend the contract through June 30, 2019 for a maximum consideration of \$607,806 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Phoenix Recovery-BHSC-16-18 Amendment 6 to extend the contract through June 30, 2019 for a maximum consideration of \$59,352 and a new term of April 1, 2016 through June 30, 2019.

CAEC Motions
12/13/18

North Sound BHO-Sea Mar-Medicaid-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$3,126,624 and a new term of April 1, 2016 through June 30, 2019

North Sound BHO-Sea Mar-BHSC-16-18 Amendment 4 to extend the contract through June 30, 2019 for a maximum consideration of \$85,278 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Snohomish County-BHSC-16-18 Amendment 4 to extend the contract through June 30, 2019 for a maximum consideration of \$1,537,848 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Sunrise Services-Medicaid-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$3,807,312 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Sunrise Services-BHSC-16-18 Amendment 6 to extend the contract through June 30, 2019 for a maximum consideration of \$43,104 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Therapeutic Health Services -Medicaid-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$2,136,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Therapeutic Health Services-BHSC-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$193,700 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Unity Care NW-Medicaid-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$432,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Unity Care NW-BHSC-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$21,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-WCHS Canyon Park-Medicaid-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$252,000 and a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-WCHS Canyon Park-BHSC-16-18 Amendment 2 to extend the contract through June 30, 2019 for a maximum consideration of \$21,000 and a new term of April 1, 2016 through June 30, 2019.

Substance Use Disorder Residential Contracts

- These amendments extend the contract end date through June 30, 2019. The 2018 residential rates will remain the same for the first six months of 2019. Two providers, Evergreen Recovery and Pioneer Human Services, have actual budgets due to the BHO buying bed capacity at the two facilities.

Motion #

North Sound BHO-American Behavioral Health Services-Residential-16-18 Amendment 6 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

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North Sound BHO-Daybreak Youth Services-Residential-16-18 Amendment 3 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Evergreen Recovery Centers-Residential-16-18 Amendment 7 to extend residential services through June 30, 2019 for a maximum consideration of \$2,282,850 with a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Lifeline Connections-Residential-16-18 Amendment 5 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

North Sound BHO-New Horizons-Residential-16-18 Amendment 3 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Olalla Recovery-Residential-16-18 Amendment 3 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Pioneer Human Services-Residential-16-18 Amendment 8 to extend residential services through June 30, 2019 for a maximum consideration of \$2,960,282 with a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Prosperity Wellness-Residential-16-18 Amendment 1 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Sea Mar-Residential-16-18 Amendment 3 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Sundown M Ranch-Residential-16-18 Amendment 3 to extend residential services through June 30, 2019 for new term of April 1, 2016 through June 30, 2019.

Triage Centers

- These amendments extend the contract end date through June 30, 2019 and provide funding for six months, January 1, 2019 through June 30, 2019

North Sound BHO-Compass Health-Triage-16-18 Amendment 5 to provide the funding for the Triage Centers in Snohomish and Whatcom Counties for a maximum consideration of \$5,343,588 with a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Pioneer Human Services-Skagit Crisis Center-16-18 Amendment 4 to provide the funding for the Skagit Crisis Center in Skagit County for a maximum consideration of \$2,000,628 with a new term of April 1, 2016 through June 30, 2019.

Geriatric Transition Services (GTS)

- These amendments extend the contract end date through June 30, 2019 and provide funding for six months, January 1, 2019 through June 30, 2019. The funding for the six-month period includes \$456,334 of ESSB 6032 funds for additional ARNP hours to the team.

CAEC Motions

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Motion#

North Sound BHO-Sunrise Services-GTS-16-18 Amendment 2 for a maximum consideration of \$906,334 with a new term of April 1, 2016 through June 30, 2019.

Integrated Dual Disorder Treatment (IDDT)

- This amendment extends the contract end date through June 30, 2019 and provides funding for six months, January 1, 2019 through June 30, 2019.

Motion#

North Sound BHO-Sunrise Services-IDDT-16-18 Amendment 2 for a maximum consideration of \$180,000 with a new term of April 1, 2016 through June 30, 2019.

WISe Contracts

- These amendments extend the contract end date through June 30, 2019 and provide funding for six months, January 1, 2019 through June 30, 2019. CCS NW is providing WISe services in Whatcom and Skagit Counties; CHS is providing WISe services in South Snohomish County; Compass Health is providing WISe services in Island, San Juan, Snohomish and Transition Age Youth in Whatcom County; Sea Mar is providing Transition Age Youth WISe services in Snohomish County; THS is providing Transition Age Youth services in Snohomish County.

Motion

North Sound BHO-Catholic Community Services NW-WISe-16-18 Amendment 3 to extend the contract through June 30, 2019 and increase funding by \$1,317,600 for a new maximum consideration of \$11,580,400 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Center for Human Services-WISe-17-18 Amendment 3 to extend the contract through June 30, 2019 and increase funding by \$476,000 for a new maximum consideration of \$1,224,000 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Compass Health-WISe-16-18 Amendment 6 to extend the contract through June 30, 2019 and increase funding by \$5,311,800 for a new maximum consideration of \$26,183,100 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Sea Mar-WISe-18 Amendment 2 to extend the contract through June 30, 2019 and for a maximum consideration of \$204,000 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Therapeutic Health Services -WISe-18 Amendment 2 to extend the contract through June 30, 2019 and increase funding by \$408,000 for a new maximum consideration of \$1,224,000 and a new term of January 1, 2018 through June 30, 2019.

PACT Contracts

- These amendments extend the contract end date through June 30, 2019 and provide funding for an additional six months, January 1, 2019 through June 30, 2019. The Compass PACT in Skagit

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and Snohomish County is receiving additional funds for an additional 50 slots for Skagit County and additional funding for the inclusion of forensic staff on the team. LWC is receiving a six-month budget for January -June 2019.

Motion #

North Sound BHO-Compass Health-PACT-16-18 Amendment 3 to extend the contract through June 30, 2019 and increase funding by \$2,685,329 for a new maximum consideration of \$11,967,976 and a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Lake Whatcom Center-PACT-16-18 Amendment 3 to extend the contract through June 30, 2019 for a maximum consideration of \$718,884 and a new term of January 1, 2018 through June 30, 2019.

Housing Assistance through Recovery Peer Supports (HARPS) Contract

- These amendments extend the contract end date through June 30, 2019 and provide funding for six months, January 1, 2019 through June 30, 2019. The funding is for the team and housing subsidies for the six-month period.

Motion #

North Sound BHO-Compass Health-HARPS-16-18 Amendment 4 to extend the contract by six months and provide the funding from January 1, 2019 through June 30, 2019. The maximum consideration for the six-month period is \$203,922 with a new term of July 1, 2016 through June 30, 2019.

Substance Abuse Block Grant (SABG)

- These amendments extend the contract end date through June 30, 2019 and provide funding for six months, January 1, 2019 through June 30, 2019. The total funding for the SABG contracts is for the grant period of July 1, 2018 through June 30, 2019.

SABG PPW Housing Support

Motion #

North Sound BHO-Brigid Collins-SABG Housing-17-19 Amendment 2 to increase funding by \$50,000 for a new maximum consideration of \$66,000 with a new term of July 1, 2017 through June 30, 2019.

North Sound BHO-Evergreen Recovery Centers-SABG Housing-17-19 Amendment 2 to increase funding by \$30,000 for a new maximum consideration of \$57,163 with a new term of July 1, 2017 through June 30, 2019.

North Sound BHO-Catholic Community Services NW-SABG Housing-17-19 Amendment 2 to increase funding by \$90,000 for a new maximum consideration of \$156,000 with a new term of July 1, 2017 through June 30, 2019.

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SABG Opiate Outreach

North Sound BHO-Island County-SABG Outreach-17-19 Amendment 2 to increase funding by \$63,126 for a new maximum consideration of \$106,252 with a new term of July 1, 2017 through June 30, 2019.

North Sound BHO-Skagit County-SABG Outreach-17-19 Amendment 2 to increase funding by \$50,000 for a new maximum consideration of \$100,000 with a new term of July 1, 2017 through June 30, 2019.

North Sound BHO-Snohomish County-SABG Outreach-17-19 Amendment 2 to increase funding by \$60,000 for a new maximum consideration of \$120,000 with a new term of July 1, 2017 through June 30, 2019.

North Sound BHO-Whatcom County-SABG Outreach-17-19 Amendment 2 to increase funding by \$57,864 for a new maximum consideration of \$117,728 with a new term of July 1, 2017 through June 30, 2019.

Mental Health Block Grant (MHBG)

- This amendment extends the contract end date through June 30, 2019 and provides funding for six months, January 1, 2019 through June 30, 2019.

Motion

North Sound BHO-Tulalip Tribes-MHBG-18 Amendment 3 to extend the contract by six months and provide the funding from January 1, 2019 through June 30, 2019. The maximum consideration for the six-month period is \$37,000 with a new term of April 1, 2016 through June 30, 2019.

Jail Transition Services (JTS)-

- These amendments extend the contract end date through June 30, 2019 and provide funding for six months, July 1, 2018 through June 30, 2019. The budgets for JTS are a continuation from previous legislative proviso budget allocations.

Motion

North Sound BHO-Island County-JTS-16-18 Amendment 4 to extend the contract by six months and provide the proviso funding from July 1, 2018 through June 30, 2019. The increase to the contract is \$11,620 with a new maximum consideration of \$23,240.28 with a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Skagit County-JTS-16-18 Amendment 3 to extend the contract by six months and provide the proviso funding from July 1, 2018 through June 30, 2019. The increase to the contract is \$23,860.02 with a new maximum consideration of \$47,720.04 with a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Snohomish County-JTS-16-18 Amendment 4 to extend the contract by six months and provide the proviso funding from July 1, 2018 through June 30, 2019. The increase to the contract is \$104,935.50 with a new maximum consideration of \$209,871 with a new term of April 1, 2016 through June 30, 2019.

CAEC Motions
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North Sound BHO-Whatcom County-JTS-16-18 Amendment 3 to extend the contract by six months and provide the proviso funding from July 1, 2018 through June 30, 2019. The increase to the contract is \$35,687.40 with a new maximum consideration of \$71,374.80 with a new term of April 1, 2016 through June 30, 2019.

Volunteers of America (VOA)

- The amendment will extend the end date through June 30, 2019 and provide funding for six months of services, January 1, 2019 through June 30, 2019.

Motion#

North Sound BHO-VOA-Medicaid-16-18 Amendment 3 to extend the contract by six months and provide the funding from January 1, 2019 through June 30, 2019. The maximum consideration for the six-month period is \$1,225,572 with a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-VOA-BHSC-16-18 Amendment 3 to extend the contract by six months and provide the funding from January 1, 2019 through June 30, 2019. The maximum consideration for the six-month period is \$328,140 with a new term of April 1, 2016 through June 30, 2019.

Evaluation & Treatment Centers (E&T)

- The amendment will extend the end date through June 30, 2019 and provide funding for six months of services, January 1, 2019 through June 30, 2019.

Motion#

North Sound BHO-Compass Health-Mukilteo E&T-16-18 Amendment 7 to extend the contract by six months and provide the funding from January 1, 2019 through June 30, 2019. The maximum consideration for the six-month period is \$2,845,612 with a new term of April 1, 2016 through June 30, 2019.

North Sound BHO-Telecare-North Sound E&T-16-18 Amendment 7 to extend the contract by six months and provide the funding from January 1, 2019 through June 30, 2019. The maximum consideration for the six-month period is \$2,427,004 with a new term of April 1, 2016 through June 30, 2019.

Professional Service Contracts (PSC)

- Center for Human Services (CHS) is expanding to Silver Lake in Snohomish County and is requesting funding to help with the start costs of new office space/staffing.

Motion#

North Sound BHO-CHS-PSC-18 to pay for expenses related to the expansion of services into the Silver Lake area of Snohomish County. The maximum consideration on this contract is \$56,920 with a term of

County Administrative Contracts

- These administrative contracts are being provided to pass through HARPS subsidies for the respective counties and extending the contract through June 30, 2019.

Motion#

North Sound BHO-Island County-Admin-18 Amendment 2 to pass through the HARPS subsidies for the six-month period of January 1, 2019 through June 30, 2019 for an increase of \$7,878 for a new maximum consideration of \$763,147 with a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Skagit County-Admin-18 Amendment 3 to pass through the HARPS subsidies for the six-month period of January 1, 2019 through June 30, 2019 for an increase of \$11,700 for a new maximum consideration of \$992,630.20 with a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-San Juan County-Admin-18 Amendment 3 to pass through the HARPS subsidies for the six-month period of January 1, 2019 through June 30, 2019 for an increase of \$18,313.74 for a new maximum consideration of \$678,255.48 with a new term of January 1, 2018 through June 30, 2019.

North Sound BHO-Whatcom County-Admin-18 Amendment 3 to pass through the HARPS subsidies for the six-month period of January 1, 2019 through June 30, 2019 for an increase of \$125,022 for a new maximum consideration of \$1,247,670 with a new term of January 1, 2018 through June 30, 2019.

NORTH SOUND BEHAVIORAL HEALTH ORGANIZATION ADVISORY BOARD

2019-2020 Work Plan

Focus Areas

→ Accountability

- What are the Accountable Community of Health measures?
- MCOs living up to the standards Washington Administrative Code and Revised Code of Washington
- Did integrated care live up to the promise?
- Actively monitoring Behavioral Health (BH) impact through indicators
 - Working with leadership to develop metrics
 - Ratings scorecard
- Stoplight – Early Warning Signs

→ Communication

- Members feedback to counties
- County relationships
- County communication to members regarding issues within the community
 - Community based public education issues
- Lack of communication between systems. How will communication take place with the five MCOs?

→ Crisis System – Supporting System Delivery

- Continuity of care
- Care coordination
- Funding to serve everyone/regional
- Unified street level care
 - Connecting with individuals that are in crisis in the community before they end up in the criminal system or in the hospitals
 - Advocate for these individuals with the MCOs to make sure they get the care they need
- Look at cross county needs advocate – support
- Working with justice system, law enforcement, correctional agencies to advocate behavioral healthcare services for incarcerated individuals

Positive Outcomes

- Care Is Improving
- Efficiencies In System Delivery
- Better Coordination Between Systems
- Lives Have Improved
- Healthier Communities
- Communities Are Holding MCOs Accountable



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Advisory Board 2019 - 2020 Official Election Ballot

Instructions: To vote for a candidate, make an X in the square box beside the name of the candidate you prefer.

Advisory Board Official Ballot

Vice-Chair

- Ron Coakley
- Fred Plappert

NORTH SOUND BEHAVIORAL HEALTH ADVISORY BOARD

2019 LEGISLATIVE PRIORITIES

1. Maintain Current Level of Funding for the Behavioral Health Crisis System

- With the transition to Integrated Managed Care, Medicaid funding and State General Funding [GF-S] for Crisis Services will come from two different sources: Medicaid funding from the Apple Health Managed Care Organization [MCOs] and GF-S from the Health Care Authority [HCA] based on legislative appropriation.
- New Behavioral Health Administrative Services Organizations [BH-ASOs] will replace the existing regional Behavioral Health Organizations and will be responsible for overseeing and funding Crisis Services.
- Maintaining the existing continuum of crisis services and expanding opportunities for diverting people from jails and hospitals will be critical. However, under the new model, there is no guarantee that the existing levels of Medicaid funding will still be available to the BH-ASOs.
- *Please ensure that enough GF-S is allocated to maintain the stability of the existing crisis system and to make sure that the ability to expand diversion opportunities is not solely dependent on the business decisions of the MCOs.*

2. Enforce Accountability Standards for the Managed Care Organizations

- *Please ensure that state agencies hold the MCOs accountable to meet the performance standards for the funding they are receiving to provide integrated managed care.*
- *Please ask the state agencies to work with local communities, including the regional Behavioral Health Advisory Boards, in monitoring the performance of the MCOs.*

3. Support the North Sound Counties' Request for the Additional Capital Funding to Complete the Projects Partially Funded in the 2018 Capital Budget.

- In 2017, the North Sound counties submitted a capital funding request to address the significant shortage of behavioral health treatment beds in the North Sound region.
- The 2018 Capital Budget provide partial funding to begin these projects. These included: Two Substance Use Disorder [SUD] Treatment Facilities in Everett, a new Mental Health Crisis Center and a new SUD Detox Center in Bellingham, a new Evaluation & Treatment Facility and a new SUD Detox Facility in Skagit County to replace the E&T and SUD treatment facilities in Sedro Wooley that will lose their leases, and a new Crisis Center in Island County.
- The necessary land sites have been procured and building designs have been completed for all these projects. *An additional \$22.5 million is needed to bring them to completion.*
- See attached summary.

North Sound Behavioral Health Organization

2019 Behavioral Health Facilities Capital Funding Request

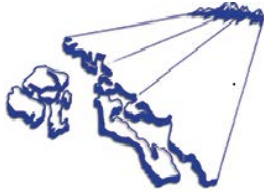
- In 2017, the North Sound Region Counties submitted a capital funding request to address the significant shortage of behavioral health treatment beds in the North Sound Region.
- The 2018 State Capital Budget provided enough funding to begin development of most of the projects prioritized for the 2017 – 2019 biennium.
- **Development of all the facilities that received funding are now underway: there are secured sites for each facility and the initial schematic designs, detailed cost estimates, and environmental assessments completed.**
- Three of the funded projects will need additional funding to complete construction.
- The Skagit Stabilization Campus projects received only partial funding in 2018 contingent on the procurement of land to locate the facilities. A parcel of land has now been purchased by Skagit County for these projects.
- An additional 8 bed wing of Substance Use Disorder [SUD] treatment and detox beds is proposed for the Skagit Stabilization Campus to be designed and partially funded in partnership with North Sound Tribes.
- The SUD Residential Treatment Centers that will occupy the re-purposed Denny Juvenile Justice Center will need an additional \$5.1 million but Snohomish County will be covering \$2.1 million with local millage dollars. The request for 2019 Capital Dollars would be for the remaining \$3 million.
- Even with the opening of the new facilities, the North Sound Region will still have an insufficient number of SUD residential treatment beds to meet current needs, and this need will grow over the next 5 years with the continued growth in population.
- Attached is an updated bed need projection based on the projections that two different planning consultants did in 2016 and 2017. Population growth has continued at a steady pace to support these projections. [see attached bed need projection].

The additional funding being requested is:

Project	Total Cost	Current Funding	Additional Funding Needed
1. Skagit Stabilization Campus a) Evaluation & Treatment b) Secure Detox c) North Sound/Tribal Treatment Facility Total	\$ 8.4 million \$ 8.4 million \$ 4.2 million \$ 21 million	\$ 4 million: • \$1.5 million State • \$2.5 million BHO	\$ 17 million
Island County Triage/Sub-Acute Detox Center	\$ 7.5 million	\$ 5 million: • \$4 million State • \$1 million BHO • Land purchased by Island County	\$ 2.5 million
Snohomish County SUD Residential Treatment	\$ 18 million	\$ 15 Million: • \$ 10 million State • \$ 3 million BHO • \$ 2 million Sno. County	\$3 million
Total 2019 Funding Request	\$ 46.5 million	\$ 24 million	\$22.5 million

Attachments:

- *North Sound BHO Inpatient Bed Needs Summary*
- *North Sound BHO Facility Plan Status Report*
- *Schematic Designs for Snohomish, Whatcom, Skagit, and Island County Facilities*



North Sound Behavioral Health
Organization

Advisory Board

PREVIOUS YEAR SITE TOURS

— 2016

- Lake Whatcom Treatment Center/Picnic
- Pioneer Center North
- North Sound Evaluation and Treatment Center

— 2017

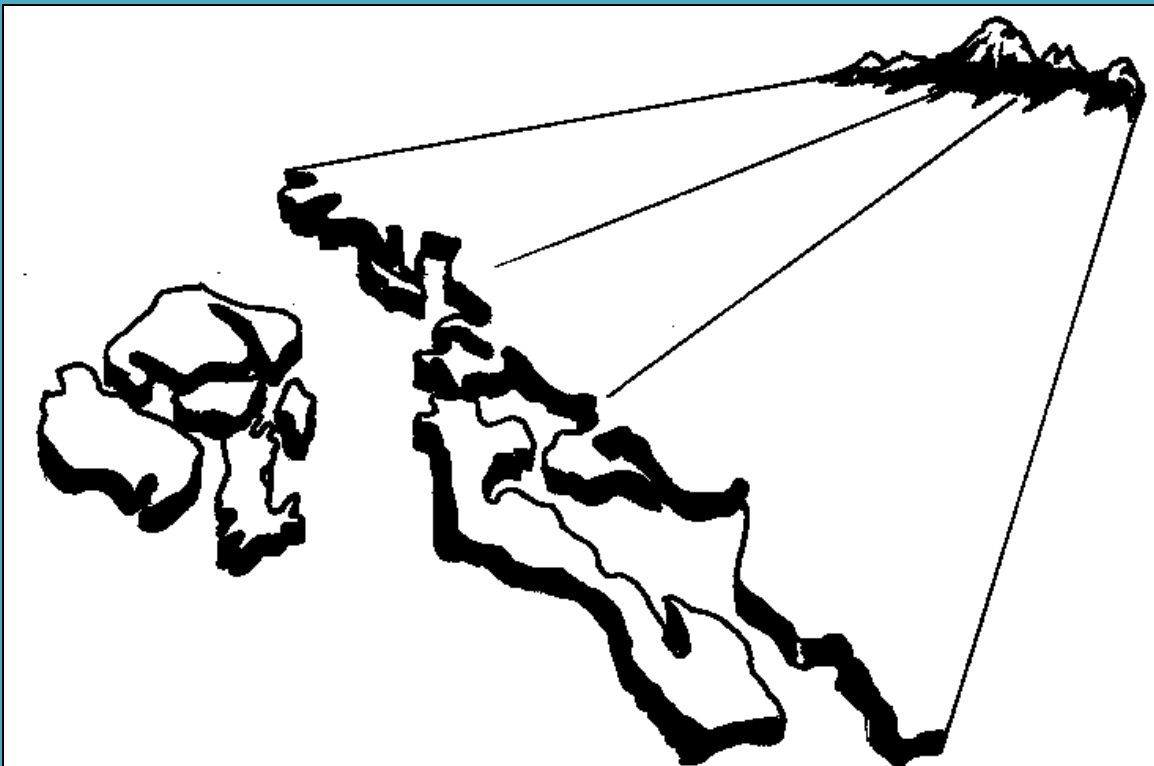
- Phoenix Recovery Center – Needle Exchange
- Therapeutic Health Services Methadone Clinic – Everett

— 2018

- Swinomish Wellness Center
- Lynnwood Detox Center

North Sound Behavioral Health Organization

(For the 2019 North Sound Behavioral Health
Administrative Services Organization LLC)



2019 Proposed
Operating Budget
October 11, 2018



North Sound Behavioral Health Organization, LLC

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New Organization Name in 2019

NORTH SOUND ADMINISTRATIVE SERVICES ORGANIZATION, LLC

2019 PROPOSED OPERATING BUDGET

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I. 2019 PROPOSED OPERATING BUDGET NARRATIVE

A. BUDGET HIGHLIGHTS

We are in the process of transitioning to integrating physical health care and behavioral health care. We have chosen to become a Behavioral Health Administrative Services Organization (BH-ASO) in July 2019. We have spent a significant amount of staff time and resources in planning and contracting for this conversion. The Health Care Authority (HCA) will contract all Medicaid funding with the five Managed Care Organizations (MCOs) in 2019. The Behavioral Health Administrative Services Organization will become a subcontractor of the MCO for the Medicaid Crisis Services. The Behavioral Health Administrative Services Organization will still have direct contracts with the Health Care Authority for state funded services, block grants and other non-Medicaid services.

The Behavioral Health Administrative Services Organization 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 ASO will also continue to play a lead role in coordinating regional efforts to respond to the Opioid Crisis.

In 2019 the duties of the Behavioral Health Administrative Services Organization will go through some major changes related to the Medicaid services. We will continue to have a state crisis service contract with HCA. The second half of the year we will be a subcontractor for Medicaid crisis services with the five MCO's in our region.

The BH-ASO will also have a six-month process where we close out the operations of the North Sound Behavioral Health Organization. We have submitted the spend down and close out plan to the Health Care Authority. We will pay the final obligations, complete the compliance and grant reporting, get audited by the State Auditor's Office and get an audit from the Health Care Authority. Once that is done we will return any unspent funds to the Health Care Authority.

2018 Accomplishments Included:

- Continuing the integration of mental health and SUD services at the clinical level
- Expanding the network of SUD providers
- Supported the development and opening of a new Acute Detox Facility in Lynnwood and a new SUD residential treatment facility in Mount Vernon. Still working on opening a new SUD residential treatment facility in Bellingham
- Significantly improving the collection and reporting of behavioral health service data
- Implementing a regional "tele-psych" network



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- Securing legislative approval for new capital funds for new crisis and treatment facilities and supporting the initiation of planning for these facilities
- Developing a plan to boost the capacity of behavioral health services in extremely rural areas such as San Juan County
- 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 with the health care transformation waiver projects and the regional Opioid Addiction plan
- Securing a federal grant to expand Medication Assisted Treatment to rural areas.
- Receiving approval for a plan to allocate the new “Behavioral Health Enhancement Funds” allocated by the 2018 Legislature
- Partnering with the North Sound Tribes to host a successful 2018 Tribal Behavioral Health Conference
- Significantly expanding the number of Wraparound with Intensive Services (WISe) slots



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Looming Challenges for 2019:

- Developing protocols and process that ensure people in the region receive behavioral health care services in a changing environment
- Working with the Managed Care Organizations (MCOs) on the new system of integration and all of the changes that are planned in 2019
- Working with the behavioral health care providers to insure they can operate effectively in the new system and make sure they report data correctly and timely
- 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 Opioid Addiction reduction strategies for which the North Sound 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
- Retaining sufficient knowledgeable staff to support the 2019 and 2020 transitions
- Continuing to advocate with the state, legislature and Managed Care Organizations to insure Medicaid quality behavioral health care services are delivered to the people in our region
- Continued expansion of WISE caseloads in order to meet our target
- Continuing to support the planning and construction of the newly funded behavioral health facilities
- Developing a legislative request to obtain the rest of the funding needed to complete construction of the planned behavioral health facilities
- Developing a regional Strategic Behavioral Health plan and actively engaging the MCOs in supporting capacity building
- Supporting legislative efforts to formalize the role of a BH-ASO in statute



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B. SUMMARY OF 2019 VERSUS 2018 REVENUES AND EXPENDITURES

	REVENUES	EXPENDITURES
2018 Budget	\$175,775,296	\$175,775,296
2018 Projected	\$156,800,000	\$175,700,000
2019 Budget	\$138,927,456	\$138,927,456

C. REVENUE AND EXPENDITURE APPROVAL PROCESS

1. Preliminary review Governance and Operations Committee 10/11/18
2. Introduction to the Executive Committee 10/11/18
3. Distribution to:
 - a. Advisory Board 10/12/18
 - b. Interested Public and Stakeholders 10/12/18
 - c. Available on North Sound BHO Website 10/12/18
4. Review and recommendation of the Advisory Board
5. Review at the Executive Committee meeting
6. Review and approval by Advisory Board 12/04/18
7. Review and recommendation of all stakeholders Up to 12/12/18
8. Recommended Budget presented for Executive Committee adoption 12/13/18

D. CONCLUDING REMARKS

The 2019 operating budget is based on a plan that is going through a lot of changes. The Washington Health Care Authority was placed in charge of governing the behavioral health system in the state of Washington July 2018. The five contracted Managed Care Organizations have received the Medicaid services contract starting July 2019. Our mission to deliver high quality behavioral health services to the people in our region will remain the same.

II. Revenue Forecast

REVENUE DETAIL
NORTH SOUND BEHAVIORAL HEALTH ORGANIZATION
Estimated
2019 ANNUAL BUDGET

SOURCE DESCRIPTION	Amount	2019 BH-ASO Operating Budget
30800 <i>USE of FUND BALANCE</i>	\$ 10,000,000	
<hr style="border-top: 1px dashed black;"/>		
TOTAL CHARGES FOR SERVICE	\$ 10,000,000	
<i>GRANT REVENUE</i>		
331000 Federal Block Grant	\$ 1,105,480	
331000 Federal Block Grant SAPT	3,288,000	
331000 FYSPRT	75,000	
<hr style="border-top: 1px dashed black;"/>		
TOTAL GRANT REVENUE	\$ 4,468,480	
<i>CHARGES FOR SERVICE</i>		
34640 Medicaid First Six Months	88,370,788	88,370,788
34640 Medicaid Crisis Subcontracting Six months	6,218,248	6,218,248
34640 Medicaid WISe Kick Payments Six Months	6,739,670	6,739,670
34640 State Funds Mental Health & Substance Use Disorder	18,080,270	18,080,270
34640 Accountable Community of Health	5,000,000	
<hr style="border-top: 1px dashed black;"/>		
TOTAL CHARGES FOR SERVICE	\$ 124,408,976	119,408,976 7.62%
<i>MISCELLANEOUS REVENUES</i>		
36110 Investment Interest	50,000	FYSPRT
36990 Charges for Conference	-	75,000
<hr style="border-top: 1px dashed black;"/>		
* MISCELLANEOUS REVENUES	50,000	\$ 9,173,964
TOTAL REVENUE	\$ 138,927,456	Total Maximum Budget

III. 2019 NORTH SOUND OPERATING BUDGET

A. Summary Budget

<u>EXPENDITURES</u>	Total
Regular Salaries	\$ 3,704,467
Personnel Benefits	1,666,207
Office, Operating Supplies	96,000
Small Tools	86,000
Professional Services	494,000
Communications	87,629
Travel	113,510
Advertising	8,000
Operating Rentals & Leases	344,000
Insurance	50,000
Utilities	35,108
Repairs & Maintenance	89,000
Miscellaneous	113,700
Machinery & Equipment	40,000
Reserve	100,000
Subtotal - North Sound Operations Budget	\$ 7,027,621
Tribal Conference	35,000
Advisory Board	22,000
Provider Training	250,000
Agency County and Other Services	116,092,835
Inpatient Hospital Costs	15,500,000
Total North Sound ASO Budget	\$ 138,927,456

III B. Operating Budget Details

2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2019 NORTH SOUND OPERATING BUDGET DETAILS
2,030,878	2,689,406	3,520,409	3,573,328	3,596,570	REGULAR SALARIES this does not take into account any salary scale adjustments from salary survey Additional QRT OVERTIME COLA SALARY CONTINGENCY Cost of living adjustment budgeted 3%. (If the COLA not approved, this amount becomes zero)
2,030,878	2,689,406	3,520,409	3,680,528	3,704,467	REGULAR SALARIES
1,175,914	1,749,369	2,209,455	1,206,533	898,349	PERSONNEL BENEFITS HEALTH, LIFE, DENTAL, VISION Government Entity Pool, in conjunction with Skagit County becoming NSBH-ASO Treasurer and Auditor of Record.
			453,812	432,195	PERS RETIREMENT Based on 2018 rate of 12.83% for Public Employee Retirement Systems.
			273,359	275,138	SOCIAL SECURITY The rate remains at 7.65% of FTE salaries.
			11,805	10,782	UNEMPLOYMENT COMPENSATION The 2018 rate is .49% of FTE salaries, capped at \$47,300 per employee.
			32,926	27,378	WORKERS COMPENSATION The 2018 rate is \$.2925 multiplied by the FTE annual hours.
			21,816	22,365	COLA BENEFIT CONTINGENCY Cost of living adjustment budgeted 3%.
1,175,914	1,749,369	2,209,455	2,000,251	1,666,207	PERSONNEL BENEFITS
72,173	282,749	135,476	60,000	60,000	OFFICE, OPERATING SUPPLIES For office supplies such as software, books, paper, pens, food. Leadership
			35,000	35,000	IS/IT (software)
			2,000	1,000	Clinical Oversight
72,173	282,749	135,476	97,000	96,000	OFFICE, OPERATING SUPPLIES
266,893	191,027	195,249	25,000	25,000	SMALL TOOLS & MINOR EQUIPMENT For operating equipment including desks, chairs, file cabinets, computers. Leadership
			70,000	60,000	IS/IT (hardware)
			2,000	1,000	Clinical Oversight
266,893	191,027	195,249	97,000	86,000	SMALL TOOLS & MINOR EQUIPMENT
267,475	398,987	603,125	339,000	120,000	PROFESSIONAL SERVICES LEGAL SERVICES
			4,000	5,000	Translators - Leadership
			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.
			60,000	110,000	MEDICAL SERVICES System Operations DR Brown and peer review, second opinions, etc. Clinical Oversight
			60,000		AUDIT SERVICES For annual NSBH-ASO financial audit by WA State Examiner. Leadership
			35,000	35,000	
			30,000	17,000	HUMAN RESOURCES SERVICES Contracts HR
			25,000	35,000	TEMPORARY HELP Admin. Services Administrative Support
			100,000	100,000	BH-ASO Consulting - Leadership
			50,000	30,000	ISIT In house training
267,475	398,987	603,125	745,000	494,000	PROFESSIONAL SERVICE

III B. Operating Budget Details

2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2019 NORTH SOUND OPERATING BUDGET DETAILS
48,372	51,693	78,596	19,000	20,000	COMMUNICATIONS POSTAGE Leadership
			20,000	20,000	TELEPHONE Monthly telephone and internet Leadership
			20,000	20,000	T1 & DSL Connection IS/IT
			1,345	1,345	CELLULAR PHONES Leadership
			1,742	1,742	Contracts HR
			1,742		System Operations
			871	1,742	Administrative Support
			23,197	20,584	Clinical Oversight
			2,216	2,216	IS/IT Project Management
48,372	51,693	78,596	90,113	87,629	COMMUNICATIONS
66,781	89,908	110,271	13,000	13,000	TRAVEL & LODGING MILEAGE, FARES, MEALS Reimbursement for NSBHO employees to use personal vehicles to attend meetings or perform work on behalf of the NSBH-ASO. For meals while attending meetings on behalf of the NSBH-ASO.
			10,000	10,000	Leadership
			17,510		Contracts HR
			10,000	10,000	System Operations
			65,646	65,700	Administrative Support
			4,000	3,500	Clinical Oversight
			8,310	3,000	Project Management
				8,310	Fiscal IS/IT
66,781	89,908	110,271	128,466	113,510	TRAVEL
6,182	6,172	5,512	1,000	1,000	ADVERTISING Advertising of vacant positions, RFQ's, RFP'S, Board meetings, etc..
			7,000	7,000	Leadership
					Contracts HR
6,182	6,172	5,512	8,000	8,000	ADVERTISING
252,837	302,463	264,738	260,000	290,000	OPERATING RENTALS RENTALS For renting rooms, training, short term equipment rentals, etc.
			32,000	33,000	SPACE RENTAL OFFICE The 2019 estimated lease Leadership
			8,500	11,000	COPY LEASE Lease of two copy machines. Leadership
			10,000	10,000	POSTAGE METER LEASE Leadership
					Contracts & Admin. Services IS/IT
252,837	302,463	264,738	310,500	344,000	OPERATING RENTALS
23,658	52,717	59,113	63,500	50,000	INSURANCE Endures formerly WGEP (Washington Gov't Entity Pool) membership fee. Leadership
23,658	52,717	59,113	63,500	50,000	INSURANCE
8,335	23,842	27,325	30,000	35,108	UTILITIES Leadership
8,335	23,842	27,325	30,000	35,108	UTILITIES
31,141	164,863	146,231	5,000	5,000	REPAIR & MAINTENANCE For repair of office equipment and maintenance of phone system. Leadership
			10,000	14,000	Maintenance contracts and repairs IS/IT
			66,000	70,000	Janitorial Services - Leadership
31,141	164,863	146,231	81,000	89,000	REPAIR & MAINTENANCE

III B. Operating Budget Details

2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2019 NORTH SOUND OPERATING BUDGET DETAILS
27,637	44,290	102,369			MISCELLANEOUS
					PRINTING & BINDING For printing of forms, reports, brochure, letterhead stationary, envelopes, business cards etc.
			3,000	3,000	Leadership
			4,000	4,000	NSBHO-ASO Brochures - Leadership
					DUES AND SUBSCRIPTIONS For cost of periodical and other professional journals, hosting web page.
			3,000	3,000	Leadership
			12,000	12,000	IS/IT
			2,100		System Operations
			1,000	1,000	Contracts HR
				1,500	Project Management
					REGISTRATION AND FEES To provide off site work related training
			20,000	20,000	WSAC dues - Leadership
			800	800	Leadership
			21,400	2,400	Contracts HR
			10,350		System Operations
			9,200	7,200	Administrative Support
				1,600	Project Management
			24,000	17,600	Clinical Oversight
			3,200	3,200	Fiscal Training
			69,600	6,400	IS/IT
			30,000	30,000	Leadership Training Contingency
27,637	44,290	102,369	213,650	113,700	MISCELLANEOUS
0	293,239				Redemption of Long-Term Debt
	6,512				Interest on Debt Service
0	299,751	0	0	0	REDEMPTION OF LONG TERM DEBT
668,237	137,067	158,823	40,000	40,000	MACHINERY & EQUIPMENT IS/IT To purchase new Computers, software & equipment over \$7,500.
					Contracts & Admin. Services
					IS/IT
					QM
					Leadership
668,237	137,067	158,823	40,000	40,000	MACHINERY & EQUIPMENT
				100,000	ADMINISTRATION RESERVE This is a reserve set aside to plan for budget cuts and reduced revenue in 2019.
					Leadership
0		0	0	100,000	ADMINISTRATION RESERVE
4,946,513	6,484,304	7,616,692	7,585,008	7,027,621	NSBHO BUDGET Budget Limit Calculation: <i>(see revenue detail for explanation)</i> \$9,098,964
4,946,513	6,484,304	7,616,692	7,585,008	7,027,621	TOTAL NSBHO OPERATING BUDGET
23,744	38,101	0	35,000	35,000	Tribal Conference Budget.
23,744	38,101	0	35,000	35,000	Total Tribal Conference
27,217	37,923	35,314	42,000	22,000	Advisory Board expenses; travel, training, conferences, supplies, etc.
27,217	37,923	35,314	42,000	22,000	Total Advisory Board Expenditures
2,579	15,436	0	0	0	Peer Support Network
2,579	15,436		0	0	Total Peer Support Network
15,632	0	0	0	0	Systems of Care conference.
15,632	0	0	0	0	Total Systems of Care Conference
199,350	247,726	322,640	450,000	250,000	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
199,350	247,726	322,640	450,000	250,000	Total Provider Training Budget
81,836,848	129,404,195	145,956,640	148,663,288	116,092,835	AGENCY/COUNTY AND OTHER SERVICES TOTAL
87,049,304	136,212,249	153,931,286	156,775,296	123,427,456	Total NSBHO Budget without Inpatient Expense
13,864,095	13,623,795	15,071,521	15,000,000	12,000,000	Medicaid Inpatient Funding
		298,111	2,500,000	1,500,000	IMD Costs
1,188,776	1,332,779	1,170,931	1,500,000	2,000,000	State Only Inpatient Funding & IMD
102,102,175	151,168,823	170,471,849	175,775,296	138,927,456	TOTAL NSBHO Budget

HC - NORTH SOUND SALARY & BENEFITS WORKSHEET

2019 ANNUAL BUDGET

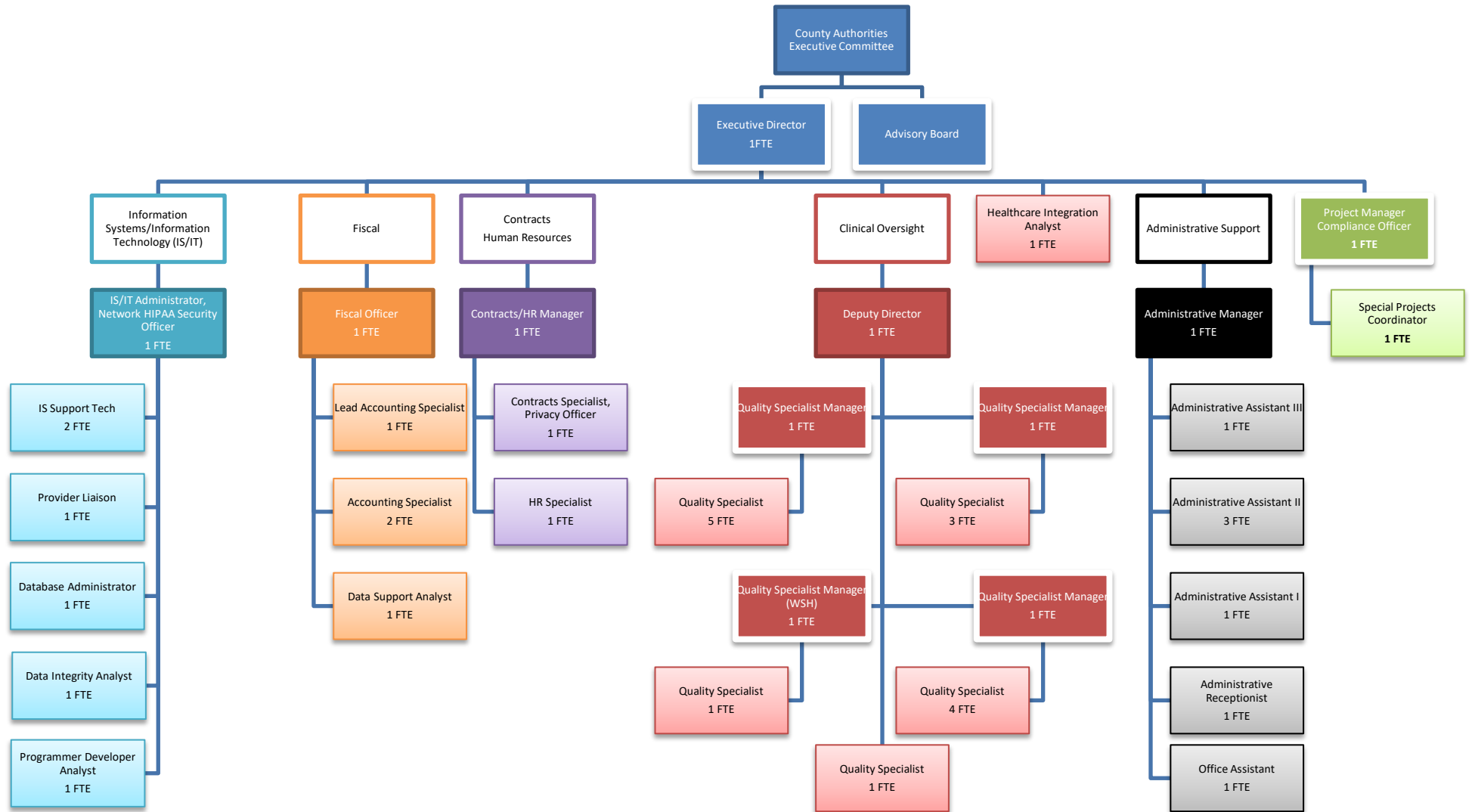
POSITION	TEAM	FTE	RANGE	STEP	MONTHLY		ANNUAL SALARY	BENEFITS Health, Life etc. Fixed Amount	PERS Retirement Salary x 12.83%	Social Security Salary x 7.65%	Unemployment Compensation \$47,300 x 49%	Workers Compensation Hours x \$2925	TOTAL	TOTAL	
					SALARY								BENEFITS	SALARY	
					No. of Mths	Amount							AND BENEFITS		
Executive Director	LT	1.00	N/A	12	\$12,257.00	\$147,084.00	16,811.76	do not contribute	11,251.93	231.77	608.40	28,903.86	175,987.86		
Deputy Director	CL	1.00	40	E	12	\$9,923.60	\$119,083.20	16,811.76	15,278.37	9,109.86	231.77	608.40	42,040.17	161,123.37	
Quality Specialist# 1	CL	1.00	35	E	12	\$6,450.24	\$77,402.88	16,811.76	9,930.79	5,921.32	231.77	608.40	33,504.04	110,906.92	
Quality Specialist# 2	CL	1.00	35	E	12	\$6,450.24	\$77,402.88	16,811.76	9,930.79	5,921.32	231.77	608.40	33,504.04	110,906.92	
Quality Specialist# 3	CL	1.00	35	E	12	\$6,450.24	\$77,402.88	14,624.28	9,930.79	5,921.32	231.77	608.40	31,316.56	108,719.44	
Quality Specialist# 4	CL	1.00	35	B	3	\$5,571.96									
				C	9	\$5,850.56	\$69,370.92	14,624.28	8,900.29	5,306.88	231.77	608.40	29,671.61	99,042.53	
Quality Specialist# 5	CL	1.00	35	E	12	\$6,450.24	\$77,402.88	16,811.76	9,930.79	5,921.32	231.77	608.40	33,504.04	110,906.92	
Quality Specialist# 6	CL	1.00	35	E	12	\$6,450.24	\$77,402.88	14,624.28	9,930.79	5,921.32	231.77	608.40	31,316.56	108,719.44	
Quality Specialist# 7	CL	1.00	35	D	3	\$6,143.08									
				35	E	9	\$6,450.24	\$76,481.40	14,624.28	9,812.56	5,850.83	231.77	608.40	31,127.84	107,609.24
Quality Specialist# 8	CL	1.00	36	B	4	\$6,017.62									
				C	8	\$6,318.50	\$74,618.48	14,624.28	9,573.55	5,708.31	231.77	608.40	30,746.31	105,364.79	
Quality Specialist# 9	CL		35	D	12	Open			0.00	0.00		0.00	0.00	0.00	
Quality Specialist# 10	CL	1.00	35	C	4	\$5,850.56									
				D	8	\$6,143.08	\$72,546.88	14,624.28	9,307.76	5,549.84	231.77	608.40	30,322.05	102,868.93	
Quality Specialist# 11	CL	1.00	35	C	3	\$5,850.56									
				D	9	\$6,143.08	\$72,839.40	14,624.28	9,345.30	5,572.21	231.77	608.40	30,381.96	103,221.36	
Quality Specialist# 12	CL	1.00	35	B	4	\$5,571.96									
				C	8	\$5,850.56	\$69,092.32	14,624.28	8,864.54	5,285.56	231.77	608.40	29,614.56	98,706.88	
Quality Specialist# 13	CL					frozen									
Quality Specialist# 14	CL		35												
Quality Specialist# 15 Crisis	CL	1.00	35	C	3	\$5,850.56									
				D	9	\$6,143.08	\$72,839.40	14,624.28	9,345.30	5,572.21	231.77	608.40	30,381.96	103,221.36	
Quality Specialist# 16 Kids	CL	1.00	35	C	10	\$5,850.56									
				D	2	\$6,143.08	\$70,791.76	14,624.28	9,082.58	5,415.57	231.77	608.40	29,962.60	100,754.36	
QS Manager - Crisis	CL	1.00	37	E	12	\$7,593.24	\$91,118.88	16,811.76	11,690.55	6,970.59	231.77	608.40	36,313.08	127,431.96	
Quality Specialist Manager - Kids	CL	1.00	37	B	2	\$6,559.32									
				C	10	\$6,887.29	\$81,991.54	14,624.28	10,519.51	6,272.35	231.77	608.40	32,256.32	114,247.86	
Quality Specialist Manager - Adult	CL					freeze									
Quality Manager - Quality	CL		37			freeze									
Quality Specialist Manager - WSH	CL	1.00	37	D	12	\$7,231.65	\$86,779.80	14,624.28	11,133.85	6,638.65	231.77	608.40	33,236.95	120,016.75	
Quality Specialist - WSH	CL	1.00	36	E	12	\$6,966.15	\$83,593.80	14,624.28	10,725.08	6,394.93	231.77	608.40	32,584.46	116,178.26	
Quality Specialist - CD Manager	CL	1.00	37	E	12	\$7,593.24	\$91,118.88	14,624.28	11,690.55	6,970.59	231.77	608.40	34,125.60	125,244.48	
Crisis QS	CL		35			freeze									
Contracts Manager	HR/C	1.00	38	E	12	\$8,276.59	\$99,319.08	14,624.28	12,742.64	7,597.91	231.77	608.40	35,805.00	135,124.08	
Contracts Specialist	HR/C	1.00	33	E	12	\$5,530.01	\$66,360.12	16,811.76	8,514.00	5,076.55	231.77	608.40	31,242.48	97,602.60	
HR Specialist	HR/C	1.00	33	D	8	\$5,266.68									
			33	E	4	\$5,120.37	\$62,614.92	14,624.28	8,033.49	4,790.04	231.77	608.40	28,287.99	90,902.91	

III. NORTH SOUND SALARY & BENEFITS WORKSHEET

2019 ANNUAL BUDGET

POSITION	TEAM	FTE	RANGE	STEP	MONTHLY		ANNUAL SALARY	BENEFITS Health, Life etc. Fixed Amount	PERS Retirement Salary x 12.83%	Social Security Salary x 7.65%	Unemployment Compensation \$47,300 x 4.9%	Workers Compensation Hours x \$2925	TOTAL	TOTAL
					SALARY	Amount							BENEFITS	SALARY
					No. of Mths								AND BENEFITS	
Administrative Receptionist	Admin	1.00	29	E	12	\$4,102.75	\$49,233.00	14,624.28	6,316.59	3,766.32	231.77	608.40	25,547.37	74,780.37
Office Assistant	Admin	1.00	27	B	4	\$3,095.56								
			27	C	8	\$3,250.34	\$38,384.96	14,624.28	4,924.79	2,936.45	188.09	608.40	23,282.01	61,666.97
Administrative Manager	Admin	1.00	34	E	12	\$5,972.43	\$71,669.16	14,624.28	9,195.15	5,482.69	231.77	608.40	30,142.29	101,811.45
Administrative Assistant I	Admin					freeze								
Administrative Assistant II	Admin					freeze								
Administrative Assistant III	Admin	1.00	32	D	2	\$4,876.55								
			32	E	10	\$5,120.37	\$60,956.80	14,624.28	7,820.76	4,663.20	231.77	608.40	27,948.40	88,905.20
Administrative Assistant I	Admin	1.00	29	E	12	\$4,102.75	\$49,233.00	14,624.28	6,316.59	3,766.32	231.77	608.40	25,547.37	74,780.37
Administrative Assistant II	Admin	1.00	31	C	11	\$4,300.33								
			31	D	1	\$4,515.35	\$51,818.98	14,624.28	6,648.38	3,964.15	231.77	608.40	26,076.98	77,895.96
Administrative Assistant I	Admin	1.00	31	B	11	\$4,300.33								
			31	C	1	\$4,515.35	\$51,818.98	14,624.28	6,648.38	3,964.15	231.77	608.40	26,076.98	77,895.96
Administrative Assistant I	Admin	1.00	32	B	8	\$3,995.66								
			32	C	4	\$4,095.55	\$48,347.48	14,624.28	6,202.98	3,698.58	231.77	608.40	25,366.01	73,713.49
Administrative Assistant II	PM	1.00	31	B	8	\$4,423.17								
			31	C	4	\$4,644.33	\$53,962.68	14,624.28	6,923.41	4,128.15	231.77	608.40	26,516.01	80,478.69
Operations Manager			38	E	4	frozen								
Data Support Analyst	F	1.00	35	E	12	\$6,450.24	\$77,402.88	14,624.28	9,930.79	5,921.32	231.77	608.40	31,316.56	108,719.44
Q.I. Coordinator			35			freeze								
Project Management/Compliance	PM	1.00	36	D	11	\$6,634.43								
			36	E	1	\$6,966.15	\$79,944.88	14,624.28	10,256.93	6,115.78	231.77	608.40	31,837.16	111,782.04
IS Administrator/Network Security	IS/IT	1.00	38	A	4	\$6,975.25								
			38	B	8	\$7,149.63	\$85,098.04	14,624.28	10,918.08	6,510.00	231.77	608.40	32,892.53	117,990.57
IS Support Technician	IS/IT	1.00	35	B	12	\$5,571.96	\$66,863.52	14,624.28	8,578.59	5,115.06	231.77	608.40	29,158.10	96,021.62
IS Support Technician #2	IS/IT	1.00	35	C	6	\$5,850.56								
			35	D	6	\$6,143.08	\$71,961.84	14,624.28	9,232.70	5,505.08	231.77	608.40	30,202.23	102,164.07
Programmer/Developer Analyst	IS/IT	1.00	37	E	12	\$7,593.24	\$91,118.88	16,811.76	11,690.55	6,970.59	231.77	608.40	36,313.08	127,431.96
Data Integrity Analyst	IS/IT	1.00	36	D	3	\$6,634.43								
			36	E	9	\$6,966.15	\$82,598.64	16,811.76	10,597.41	6,318.80	231.77	608.40	34,568.13	117,166.77
Database Administrator	IS/IT	1.00	37	E	12	\$7,593.24	\$91,118.88	16,811.76	11,690.55	6,970.59	231.77	608.40	36,313.08	127,431.96
Provider Support IT	IS/IT	1.00	35	E	12	\$6,450.24	\$77,402.88	14,624.28	9,930.79	5,921.32	231.77	608.40	31,316.56	108,719.44
Network Security	IS/IT					frozen								
Fiscal Officer	F	1.00	39	E	12	\$9,021.33	\$108,255.96	14,624.28	13,889.24	8,281.58	231.77	608.40	37,635.27	145,891.23
Accounting Specialist	F	1.00	33	E	12	\$5,530.01	\$66,360.12	16,811.76	8,514.00	5,076.55	231.77	608.40	31,242.48	97,602.60
Accounting Specialist	F	1.00	35	E	12	\$6,450.24	\$77,402.88	14,624.28	9,930.79	5,921.32	231.77	608.40	31,316.56	108,719.44
Accounting Specialist	F	1.00	33	E	12	\$5,530.01	\$66,360.12	14,624.28	8,514.00	5,076.55	231.77	608.40	29,055.00	95,415.12
6-month retention							\$775,851.00		99,541.68	59,352.60			158,894.28	934,745.28
Vacation & Sick Payout							\$80,859.60			6,185.76	396.21		6,581.97	87,441.57
HRA Deductibles								450,000.00					450,000.00	450,000.00
Partial Year Staffing Adjustment							(\$672,115.00)	(\$233,805.96)	(\$86,232.35)	(\$5,416.80)			(\$371,455.11)	(\$1,043,570.11)
Subtotal							\$3,596,569.34	\$898,348.92	\$432,194.69	\$275,137.55	\$10,782.18	\$27,378.00	\$1,643,841.34	\$5,240,410.68
COLA 3%							\$107,897.08		\$12,965.84	\$8,254.13	\$323.47	\$821.34	\$22,364.77	\$130,261.85
TOTAL		45.00					\$3,704,466.42	\$898,348.92	\$445,160.53	\$283,391.68	\$11,105.64	\$28,199.34	\$1,666,206.11	\$5,370,672.53

North Sound Behavioral Health Administrative Services Organization Org Chart



2019 Budget Building Process Original

January to June with MCO	July to September	October to December	January to June close out
Historical Client count times New Rates	Crisis costs plus Administration	Crisis costs plus Administration	Estimate of carry over bills
Less 10% MCO Administration	Intensive programs WISe, PACT, E&T, Detox plus Administration		Estimate of costs paid to BH-ASO
Less Estimated Inpatient Costs			Estimate of close out costs
Net Medicaid revenue to BH-ASO			
BHO state funds and Block Grant	BHO state funds and Block Grant	BHO state funds and Block Grant	

Proposed New 2019 Budget Process

January to June Regular Budget	July to December	July to December close out
Historical Client count times New Rates	Crisis costs plus Administration	Estimate of carry over bills
Estimate Fund Balance Spending		Estimate of costs paid to BH-ASO
Estimate six month regular costs		Estimate of close out costs
BHO state funds and Block Grant	BHO state funds and Block Grant	