

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
January 14, 2010
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Myhr**
2. **Revisions to Agenda – Chair Myhr**
3. **Approval of Minutes– Chair Myhr motion #10-001**
 - **To review and approve the minutes December 10, 2009 3-8**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – Arthur Jackson, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
9. **Report from the Quality Management Oversight Committee – Anne Deacon, Chair**
10. **Report from the Planning Committee – Regina Delahunt, Chair**
11. **Report from the Executive Director – Chuck Benjamin, Executive Director**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer Tab 1**
13. **Report from the Finance Committee – Chair to be determined**
14. **Consent Agenda – Finance Committee**

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| <p>All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one action of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.</p> |
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Motion #10-002

To review and approve North Sound Mental Health Administration’s claims paid from December 1, 2009 through December 31, 2009 in the amount of \$5,334,443.94. Payroll for the month of December in the amount of \$113,128.44 and associated employer paid benefits in the amount of \$42,954.59.

15. Action Items

Motion #10-003

To approve NSMHA-COMPASS HEALTH-GAU-09-10 for the provision of mental health services to people on General Assistance Unemployable. This program is in collaboration with Community Health Plan of Washington. The term of this Agreement is December 1, 2009 through December 31, 2010. Compass Health has been allotted 40 slots at a rate of \$200 per slot per month for \$8,000 per month.

Motion #10-004

To approve NSMHA-INTERFAITH CLINIC-GAU-09-10 for the provision of mental health services to people on General Assistance Unemployable. This program is in collaboration with Community Health Plan of Washington. The term of this Agreement is December 1, 2009 through December 31, 2010. Interfaith has been allotted ?# slots (to be provided at the meeting) at a rate of \$200 per slot per month for \$? (to be provided at the meeting) per month.

Motion #10-005

To approve NSMHA-SEA MAR-GAU-09-10 for the provision of mental health services to people on General Assistance Unemployable. This program is in collaboration with Community Health Plan of Washington. The term of this Agreement is December 1, 2009 through December 31, 2010. Sea Mar has been allotted ?# (to be provided at the meeting) slots at a rate of \$200 per slot per month for \$? per month (to be provided at the meeting).

Motion #10-006

To approve NSMHA-SUNRISE SERVICES-COMMUNITY SUPPORT-MEDICAID 08-09 AMENDMENT 1 for the provision of amending the hourly rate from 17.11 to 22.75 for the period between November 2008 through June 2009. The increase is \$22,501.96 for a maximum consideration of \$138,871.87.

Motion #10-007

To approve NSMHA-SUNRISE SERVICES-COMMUNITY SUPPORT-SMHC-08-09 AMENDMENT 1 for the provision of amending the hourly rate from 17.11 to 22.75 for the period between November 2008 through June 2009. The increase is 21,174.20 for this Agreement for a maximum consideration of \$130,677.57.

16. Introduction Items

None

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
December 10, 2009
1:30 PM**

MINUTES

Board Members Present:

Ken Dahlstedt, Skagit County Commissioner, NSMHA Chair Board of Directors
Bob Myhr, San Juan County Council member
Ward Nelson, Whatcom County Council member
Dave Gossett, Snohomish County Council member
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
Arthur Jackson, NSMHA Advisory Board Chair
June LaMarr, designated alternate for The Tulalip Tribes, Sheryl Fryberg
Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen
Jackie Henderson, designated alternate for Island County Commissioner, John Dean

NSMHA Staff:

Chuck Benjamin, Bill Whitlock, Annette Calder

Guests:

Otis Gulley, Sarah Gulley, Barbara LaBrash, Kathy Kershner, Mike Manley

1. Call to Order; Introductions

Chair Dahlstedt opened the meeting at 1:30 and welcomed everyone; introductions were made.

2. Revisions to Agenda

Chair Dahlstedt asked if there were any revisions to the agenda; under Action Items, in regards to the NSMHA 2010 operating budget, there will be a public hearing prior to approval.

3. Approval of Minutes– Chair Dahlstedt

Chair Dahlstedt asked if there were any changes to the minutes of November 12, 2009; there were none. Mr. Nelson moved approval, seconded by Mr. Gossett, all in favor, **motion carried (#09-185)**.

4. Comments & Announcements from the Chair

• **Presentation to Ward Nelson**

Ken Dahlstedt stated we have a very special presentation to one of the long, long, long standing members of this very prestigious board. Ken said it was his privilege and pleasure to present an engraved plaque to Ward Nelson for his dedicated service for the benefit of the citizens of Whatcom County and the Region. He noted that although they kid each other, Ken said he has enjoyed Ward's input and that he has been a real asset to the Board.

Ward said that he was excited and glad that Kathy was able to come down today because one of the things he has always had as a concern is the people in our communities in mental health and thinks that Kathy shares that same enthusiasm and desire to help out and find solutions to problems, not create more problems. Ward is excited to bring Kathy to her first meeting and he is hopeful that she will take his place on this board. Applause followed.

5. Reports from Board Members

Commissioner Dahlstedt stated that all counties met to discuss coordination of the use of the 1/10th of 1% tax and continue to coordinate with NSMHA. He wanted everyone to be aware these coordination meetings are taking place and there are no surprises or hidden agendas. He said supplanting was a large topic that was discussed and the challenges it poses. He asked if anyone else would like to comment; there were none.

6. Comments from the Public

Sarah Gulley from Lynnwood addressed the Board regarding her drug and alcohol problems and stated that she recently moved into an apartment from a homeless shelter and she wanted to thank Catholic Community Services and all this Board for help in getting into her own apartment.

Otis Gulley thanked the Board for having him as a member of our Advisory Board and said that he appreciates the opportunities he has being a member of our board and the Snohomish County mental health advisory board. He shared his experience of leading a bible study group with individuals with disabilities. He said he is looking forward to work with this board next year and continue his advocacy for persons with disabilities.

7. Report from the Advisory Board

Arthur Jackson reported:

- The Advisory Board met on December 1st and held their annual holiday potluck before the meeting.
- Minutes from November were approved as written
- At the November meeting it was discussed and approved that the County Coordinators would no longer provide a direct report but their report would be given via their respective county representatives. If the individual representative was unable to attend, either the County Coordinator or the representative would provide a report to Rebecca for the meeting. The County Coordinators stated they would still be available, if needed.
- Reports were received from:
 - Ombuds
 - Executive Director
 - Finance Committee
 - Executive Committee
 - Quality Management Oversight Committee
 - County Advisory Board members' reports
- Reviewed 2010 proposed budget going before the Board of Directors December 10th.
- Next meeting is January 5, 2010.

Arthur was thanked for his report.

8. Report from the Executive/Personnel Committee

Dave Gossett reported the Executive Personnel Committee met today but had nothing to report.

9. Report from the Quality Management Oversight Committee

Chuck Benjamin reported:

- The meeting was held November 25, 2009, and the October summary was approved as amended.
- The following announcements were made:
 - Compass Health recently did well on their licensing audit.
 - Chuck Davis mentioned Kim Olander is up as Susan Lange's replacement.
 - Snohomish County is preparing Request for Proposals (RFP) to be released for 1/10th of 1% sales tax.

- Sea Mar is moving to their new Everett location.
 - Chris Tobey will replace Rebecca Clark for Skagit County.
 - Provider One implementation has been postponed to March or April.
 - Cindy announced the External Quality Review Organization (EQRO) review went well and NSMHA received positive feedback.
 - Greg stated the Strategic Planning survey is complete with over 500 responses. A draft is being prepared to go before the Planning Committee.
 - Old Business:
 - Charissa updated the committee on the Re-authorization elements.
 - Mike Watson mentioned housing concerns and Greg mentioned NSMHA is considering a housing forum early next year.
 - The following Quality Issues were discussed:
 - Clinical Practice Guidelines links – the Advisory Board recommended approval as this document has been through the complete approval process
 - Quality Management Work Plan Report Summary – the Advisory Board recommended approval as this document has been through the complete approval process
 - Quality Management Plan 2010-2013 – the Advisory Board recommended approval as this document has been through the complete approval process
 - New Utilization Review Interpretive Guidelines Tool – the Advisory Board recommended approval as this document has been through the complete approval process
 - The December meeting is cancelled. The next meeting will be January 27, 2010, from 1-3.
- Chuck was thanked for his report.

10. Report from the Planning Committee

Regina Delahunt stated the Planning Committee did not meet this month.

11. Report from the Executive Director

Chuck Benjamin reported:

- A lot going on with the focus being on the budget the Governor released yesterday with a preliminary impact to mental health so far is a reduction of Medicaid rates by 1% or \$2.7million statewide. Chuck said that NSMHA will be approximately 16% of the total all amounts reduced.
 - Reduction to inpatient is \$2.9 million and our only concern with this one is if that is not correlated with the hospital rates for psychiatric inpatient care, it will have to be cut from other services we are spending it on. It is our hope that it is also reducing the hospital rates as well but we just don't know.
 - Non-Medicaid mental health outpatient services will be reduced by \$4.1 million,
 - jail services will be reduced by \$1.1 million, this is a large amount of the total funding,
 - RSN Administration reduction of \$1.1 million with concerns that this will end up being from services if this reduction is like the reduction imposed on Substance Abuse taking their administrative rate from 10% down to 8%. There are not any RSN's with an administrative rate over 7%. If this is the case then the reductions will come from services.
 - PALS will be reduced by \$3.2 million,
- This will now go to the legislature, RSN's need to educate the legislators about how these reductions will impact RSN's.

Chuck was thanked for his report.

12. Report from the Finance Officer

Bill Whitlock reported:

- The current year revenue and expense report has some variances. The state funds short fall of \$1,018,725 is a permanent variance caused by the budget cuts. The Detox pilot is a permanent variance of \$19,908 because the program was cancelled June 30, 2009. Federal Block Grant (FBG), PATH (Project in Assistance for Transition from Homelessness) and DDD (Division of Developmental Disabilities) variances are mostly timing differences. The interest variance of \$34,083 is a permanent variance. The Professional Services variance of \$125,560 is a permanent variance mostly due to legal costs. The utility variance of \$3,706 is a permanent variance along with the insurance budget variance of \$6,878.
- The inpatient variance is \$3.6 million to the positive. Our prior estimates were a year end amount of \$3.5 to \$4 million to the positive.
- We are presenting a motion to eliminate the capital reserve of \$350,000. This was set up for the Snohomish County E&T pay off. The E&T was paid off in June.
- We are presenting the recommended budget for 2010.

Ward Nelson asked why the insurance premium increase doubled; a brief discussion followed.

Bill was thanked for his report.

13. Report from the Finance Committee

Ward Nelson reported the Finance Committee met, reviewed all claims before the Board today and is recommending approval of the Consent Agenda, motion **09-168**, seconded by Dave Gossett, all in favor, **motion carried**.

14. Consent Agenda – Finance Committee

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Motion #09-168

To review and approve North Sound Mental Health Administration's claims paid from November 1, 2009 through November 30, 2009 in the amount of \$5,189,798.94. Payroll for the month of November in the amount of \$110,702.68 and associated employer paid benefits in the amount of \$41,459.71.

15. Action Items

Chair Dahlstedt opened the public hearing for the 2010 operating budget, there were no comments, and it was moved by Ms. Henderson, and seconded by Mr. Gossett to close the public hearing.

Motion #09-160

To approve the recommended 2010 NSMHA Operating Budget.

Moved by Mr. Nelson, seconded by Mr. Gossett, all in favor, **motion carried**. Ward Nelson stated that the administration needs to really watch the budget and when reductions come and reduce what we are doing instead of trying to continue everything with less money and staff; board members agreed.

Motion #09-187

To revise motion # 07-126 which set the capital reserve for the Mukilteo E&T payoff at \$350,000 to \$0. The E&T was paid off in June 2009 and we are putting \$100,000 of State-only funds for capital maintenance at the E&T facility.

Chuck provided an explanation for motions **09-187** and **09-189**. Mr. Stark moved motions **09-187** and **09-189**, seconded by Mr. Myhr, all in favor, **motions carried**.

Motion #09-188

To approve NSMHA-CCSNW-SMHC-09-11 AMENDMENT 1 for the provision of amending the budget for CCS to include the Fidelity Wraparound Services in Skagit County. The consideration on this amendment is an annual budget for Wraparound of \$414,700, beginning 7/1/09 through 6/30/10. This is an increase of \$238,400 of Non-Medicaid funding on this Agreement.

Mr. Gossett moved approval of motion **09-188**, seconded by Mr. Nelson, all in favor, **motion carried**.

Motion #09-189

To approve NSMHA-SNOHOMISH-SMHC-09-11 for the provision of allocating \$100,000 for Evaluation and Treatment Facility maintenance over the term of this Agreement. The maximum consideration for this Amendment is \$100,000 bringing the total consideration on this Agreement to \$3,298,361.

Chuck provided an explanation for motions **09-187** and **09-189**. Mr. Stark moved approval of motions **09-187** and **09-189**, seconded by Mr. Myhr, all in favor, **motions carried**.

Motion #09-190

To approve NSMHA-HR BALANCE-PSC-10 for the provision of Human Resources Consultation. The term of this Agreement is January 1, 2010 through December 31, 2010 with a maximum consideration of \$15,000.

Chuck provided an explanation of motion **09-190**; approval moved by Mr. Nelson, seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-191

To approve NSMHA-WHATCOM COUNTY-JAIL-07-09 AMENDMENT 3 for the provision of an additional payment allocation in the amount of \$27,271.19 for jail services provided in Whatcom County. The term of this Agreement has expired, however the services being reimbursed were provided under this Agreement. The total maximum paid on this Agreement is \$93,744.19.

Chuck provided an explanation for motion **09-191**, moved by Ms. Henderson seconded by Mr. Gossett, all in favor, **motion carried**.

Motion #09-192

To approve SKAGIT COUNTY-NSMHA-LEGAL SERVICES AGREEMENT-09-11 for the provision of Involuntary Civil Commitment Services. This Agreement is based on the Settlement Agreement approved by the Board of Directors on November 12, 2009. The term of this Agreement is November 16, 2009 through June 30, 2011.

Mr. Myhr moved approval, seconded by Mr. Gossett, all in favor, **motion carried**.

16. Introduction Items

None

17. Adjourn

Bob Myhr thanked everyone for all of their hard work and said it has been a hard year and we made it through it. He wished everyone happy holiday season.

Ken Dahlstedt said he wanted to thank everybody. He said that the work we do is critically important in that the people we represent don't always get a lot of support. He said he is also glad that the challenges we faced are behind us and we are still here, still doing good work and hope to do more.

Chair Dahlstedt adjourned the meeting at 2:04

Respectfully submitted:

Annette Calder
Executive Assistant