



## **Advisory Board**

**Pre-meeting**

**November 3, 2009**

**12:15 - 1:00**

**NAMI Whatcom**

**Presented by**

**Outreach Specialists**

## MEMORANDUM

DATE: October 29, 2009

TO: NSMHA Advisory Board

FROM: Chuck Benjamin, Executive Director

RE: November 12, 2009, Board of Director's Agenda

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Please **NOTE** contracts will be going before the NSMHA Board of Directors at the November 12, 2009, meeting but the language is not yet complete. There will be a revised memorandum available at the meeting.

cc: Charles R. Benjamin  
County Coordinators  
NSRSN Management Team

# NORTH SOUND MENTAL HEALTH ADMINISTRATION ADVISORY BOARD MEETING

## Agenda

November 3, 2009

1:00 PM

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the October 2009 Meeting Minutes, Chair – 5 minutes
4. County Coordinator Report
5. Ombuds Report
6. Comments from the Public –5 minutes
7. Correspondence and Comments from the Chair – 5 minutes
8. New Business:
9. Monthly Committee Reports
  - a. Executive Director's Report – Chuck Benjamin – 5 minutes
  - b. Finance Committee – Mary Good – 5 minutes
  - c. Executive Committee/Agenda Committee – Charles Albertson – 5 minutes
  - d. QMOC Report – 5 minutes
10. Items To Be Brought Forward To The Board of Directors – Chuck Benjamin, Executive Director
  - a. Consent Agenda
  - b. Action Items
  - c. Introduction Items
11. Comments from County Advisory Board Representatives – 15 minutes
  - a. Island
  - b. San Juan
  - c. Skagit
  - d. Snohomish
  - e. Whatcom
12. Comments from Public – 5 minutes
13. Other Business
14. Adjournment

**NOTE:** The next Advisory Board meeting will be December 1, 2009, and **the annual holiday potluck**, in the NSMHA Conference Room.

**North Sound Mental Health Administration (NSMHA)  
MENTAL HEALTH ADVISORY BOARD**

**October 6, 2009**

**1:00 – 3:00**

<b>Present:</b>	<b>Skagit:</b> <i>Mary Good</i> <b>Island:</b> <i>Candace Trautman and Terry Ann Gallagher</i> <b>Whatcom:</b> <i>Russ Sapienza, Darcy Hocker, Larry Richardson and Charles Albertson</i> <b>Snohomish:</b> <i>Arthur Jackson, Marie Jubie, Otis Gulley and Fred Plappert</i> <b>San Juan:</b> <i>Mary Ann Slabaugh</i>
<b>Excused Absence:</b>	
<b>Absent:</b>	<b>Skagit:</b> <i>Joan Lubbe</i> <b>San Juan:</b> <i>Catherine Ellis</i>
<b>Staff:</b>	<i>Margaret Rojas and Rebecca Pate, recording</i>
<b>Guests:</b>	<i>Chuck Davis, Susan Lange, Carol Ann Sullivan and Diana Ash</i>

**MINUTES**

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
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<b>CALL TO ORDER AND INTRODUCTIONS</b>		
Chair Jackson	The Chair convened the meeting at 1:22. Dr. June LaMarr gave a PowerPoint presentation on Tulalip Tribal Programs.	Informational
<b>REVISIONS TO THE AGENDA</b>		
Chair Jackson	The Chair asked for any revisions to the agenda and none were mentioned.	Informational
<b>APPROVAL OF MINUTES</b>		
Chair Jackson	The Chair asked for any revisions to the minutes. Fred made a motion to approve the minutes as written, seconded and motion carried.	Informational
<b>COUNTY COORDINATOR REPORT</b>		
Barbara LaBrash	<p><b>San Juan</b> has a lot going on with 1/10 funds. They are moving forward with their school based mental health services and are in the final stages of contracts with all their school districts. A strategic planning meeting was held last week. They looked at how crisis services are delivered and discussions have been held with parties involved.</p> <p><b>Skagit</b> is continuing discussions with NSMHA and Compass Health regarding increasing access to and use of mental health beds at the Crisis Center. The Mental Health Advisory Board Allocations Committee met to discuss funding proposals.</p> <p><b>Snohomish</b> has developed their plan for 1/10 funds and it will be going to the Council. Through the reduction of “State Only” dollars, chemical dependency treatment will primarily be Medicaid with some offered via Federal Block Grant dollars.</p>	Informational
<b>OMBUDS REPORT</b>		
Chuck Davis Susan Lange	Chuck and Susan provided a PowerPoint presentation on their Semi-Annual report covering April – September 2009.	Informational

<b>COMMENTS AND CORRESPONDENCE FROM THE CHAIR</b>		
Chair Jackson	The Chair stated he had nothing at this time. However, the Chair mentioned a copy of a letter he received from a former Advisory Board member. He asked all to review and stated this letter addressed a concern regarding more intensive services needed by consumers. The process for dealing with similar situations at NSMHA has been refined. Discussion followed. Arthur asked for a report on how this is working/been addressed so a response can be prepared and mailed to this individual. Notification will be communicated via email so a response can be developed before the next meeting. For those that do not have email, please submit a hard copy to Rebecca for mailing. Margaret will draft this project and communicate with Arthur toward a response.	Informational
<b>OLD BUSINESS</b>		
Chair Jackson	There was nothing mentioned.	Informational
<b>NEW BUSINESS</b>		
Chair Jackson	The Chair asked for any new business.	Informational
Diana Ash	Diana from NAMI Whatcom spoke about a program that has been developed as of October 1 <sup>st</sup> called "Outreach Specialist" and is being utilized in Whatcom County. Whatcom Information and Support for Illness (WISI) Project was developed through a grant funding. She reviewed the questions the Outreach Specialists use when they go out into the community. She appealed to the Advisory Board to conduct a presentation to the Advisory Board.	
Darcy Hocker	Darcy said when Rainbow Center moved she came into possession of the cranes for the crane project. She asked if NSMHA would like to display them or take them to Olympia for handing out.	
<b>MONTHLY COMMITTEE REPORTS</b>		
	<b>Executive Director's Report</b>	
Chuck Benjamin	No report as Chuck was not present.	Informational
	<b>Finance Committee</b>	
Mary Good	A motion was brought forward to approve and move the expenditures to the Board of Directors for approval. Funds of \$2,850.90 were recommended moved from Project 1 to Project 3. A motion was made to shift funding from Project 1 to Project 3, seconded and motion carried. A motion was made to move expenditures forward to the Board of Directors for approval, seconded and motion carried.  The committee made a recommendation of appointing Fred Plappert as a new member to the Finance and Executive Committee. The Chair appointed Fred as representative.	Informational

	<b>Executive/Agenda Committee</b>	
Charles Albertson	Charles said briefly the “fun day” was discussed and options will be researched and presented for sometime in Spring. It was suggested to have two different events (i.e., a retreat and a “fun day”). Candy made a motion to discuss this in detail in December, Terry Ann seconded and motion carried.	Informational
	<b>Quality Management Oversight Committee (QMOC) Report</b>	
Marie Jubie	<ol style="list-style-type: none"> <li>1. The meeting was held September 23, 2009, and the August summary was approved as written.</li> <li>2. The following announcements were made: <ol style="list-style-type: none"> <li>a. Anji Jorstad was welcomed as the new representative for <i>bridgeways</i>.</li> <li>b. Cindy announced the following: <ol style="list-style-type: none"> <li>i. External Quality Review Organization (EQRO) is coming and the four providers selected for review are Catholic Community Services (CCS) Whatcom, Sunrise Snohomish County, Compass Health Snohomish County and Sea Mar Skagit County. Cindy noted these providers have received all necessary information from her via email and if providers have questions please let her know. EQRO will be here November 4-6 and the focus this year is on “Special Populations”.</li> <li>ii. As an FYI, a memo that went out to Provider Prescriber regarding our concerns about premature death for consumers from accidental overdoses was previewed.</li> <li>iii. Reviewed the new “Provider Capacity Template” and acknowledged the new additions related to EQRO’s findings of last year.</li> <li>iv. The contract language changes regarding Critical Incidents (CI) were reviewed. She said the CI form will be changed to reflect the changes, as well as, the CI Policy. The policy will be fast-tracked through the approval process with the new changes.</li> <li>v. The “Re-authorization Changes” were reviewed with the group. She affirmed the electronic re-auth form will be changed to reflect the new information to be captured.</li> </ol> </li> <li>c. Greg distributed the flyer regarding the “Strategic Planning” forums with locations and times.</li> <li>d. Greg noted NSMHA is in the process of reviewing their Quality Management Department and reviewing all the different processes going on within the department. NSMHA is in the process of mapping out all the processes and will continue to do so for at least a year.</li> <li>e. Susan Ramaglia mentioned that NAMI Skagit just trained five people through their program that convey individuals’ experiences with mental illness and recovery. These individuals are ready to go out in the</li> </ol> </li> </ol>	Informational

	<p>public to deliver presentations and if you are interested, please contact Susan.</p> <p>3. Old Business:</p> <p>a. Charissa stated Inter-rater Reliability for LOCUS/CALOCUS was discussed. She reviewed responses received regarding the Inter-rater Reliability for LOCUS/CALOCUS. She affirmed it is unknown whether an issue exists and the intent of this is to gather data from each agency towards a region wide Inter-rater Reliability. A workgroup will be formed early next year to develop the region wide expectations and/or scenarios.</p> <p>b. Charissa said the Performance Improvement Project (PIP) workgroup was not able to conclude the objectives and will have one more meeting (9/30) to develop final recommendations and present it to QMOC.</p> <p>4. The following Quality Issues were discussed:</p> <p>a. Allen Marr Review</p> <p>b. Coordination between Mental Health and Department of Corrections</p> <p>c. Supported Employment Plan</p> <p>d. Mental Health Agencies dealing with dilemma of Mental Health clients on spend down</p> <p>5. The next meeting will be October 28, 2009, from 1-3.</p>	
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**ITEMS BROUGHT TO THE BOARD OF DIRECTORS**

	<b>Introduction and Action Items</b>	
Chuck Benjamin	<p>Chuck was not present. Margaret reviewed the contracts highlighted in yellow that had not been previously reviewed by the Advisory Board.</p> <p>San Juan will no longer receive a Jail Service Contract, but will keep their Administration funding for coordinating jail services in San Juan County when requested by Island County.</p>	Informational

**COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS**

Island	<p>Candace said they were visited by two individuals from Phoenix Recovery Services and reported more rapid response time to calls for assessments from the Jail and Whidbey General Hospital. The bulk of the meeting revolved around reduction in State funds and how this is affecting the County.</p>	Informational
San Juan	<p>Mary Ann said it was covered by Barbara LaBrash in County Coordinator's report.</p>	Informational
Skagit	<p>Mary said they met yesterday and distributed some information to the Board from the meeting.</p> <p>Darcy requested an update on the Skagit litigation and Margaret apprised the Board of updates.</p>	Informational
Snohomish	<p>Fred said they held their meeting and discussed the By-Laws revisions. Recommendations were made for 1/10 funds and will be presented to the Council for a decision in November.</p>	Informational

	<p>If you know anyone interested in some of these funds, submit interests as they will be working on 2011.</p> <p>He mentioned a meeting was held regarding strategic planning and was surprised at the lack of consumer attendance.</p> <p>Marie said another stakeholders meeting was held in Skagit with Behavioral Health Recovery Services (formerly DSHS) to discuss prospective changes in Olympia.</p>	
Whatcom	<p>Russ said they did not have a meeting. He mentioned WCPC has a new Chief Executive Officer, Dean Wight. He said the “Rainbow Recovery Center” just opened September 23<sup>rd</sup>. Russ said NAMI Whatcom will hold an education forum Thursday, October 8<sup>th</sup> at St. Luke’s Education Center, 3333 Squalicum Parkway at 7 pm regarding an educational forum for clergy, parish nurses, providers and the caring community. A flyer was distributed with information.</p> <p>Larry mentioned if anyone is interested in NAMI in faith a newsletter is put out on the NAMI website that is really good reading. He acknowledged often times clergy is the first source of help people seek so this educational meeting is very important.</p>	Informational
<b>COMMENTS FROM THE PUBLIC</b>		
Chair Jackson Candace Trautman	The Chair asked for any comments from the public. Candy thanked the Board for allowing her to attend the Co-Occurring Disorders Conference.	Informational
Rebecca Pate	Rebecca mentioned two cards going around for Sue Boyle and Mike Cooper for all to sign, if desired.	
Rebecca Pate	Rebecca mentioned site visits and one is tentatively scheduled for Friday, October 9 <sup>th</sup> , at Peer Connections and Catholic Community Services – Skagit. It was approved to confirm this visit and all will meet at NSMHA offices and carpool from there.	
Fred Plappert	Fred mentioned the reason he was not present for the COD conference was because he was dealing with some health issues.	
<b>OTHER BUSINESS</b>		
Chair Jackson	The Chair asked for any other business and Terry Ann mentioned she is seeking employment and asked all to be mindful of her efforts.	Informational
<b>ADJOURNMENT</b>		
Chair Jackson	Marie made a motion to adjourn the meeting, seconded and motion carried. The meeting was adjourned at 2:38.	Informational