



# Annual Advisory Board Holiday Potluck

December 1, 2009

12:00



## MEMORANDUM

DATE: November 20, 2009

TO: NSMHA Advisory Board

FROM: Chuck Benjamin, Executive Director

RE: December 10, 2009, Board of Director's Agenda

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**NOTE:** As of November 20<sup>th</sup> there are no issues going before the NSMHA Board of Directors at the December 10, 2009, meeting that has not previously been reviewed. If anything changes, a revised memorandum will be available at the meeting.

cc: Charles R. Benjamin  
County Coordinators  
NSRSN Management Team

# NORTH SOUND MENTAL HEALTH ADMINISTRATION ADVISORY BOARD MEETING

## Agenda

December 1, 2009

1:00 PM

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the November 2009 Meeting Minutes, Chair – 5 minutes
4. Ombuds Report
5. Comments from the Public –5 minutes
6. Correspondence and Comments from the Chair – 5 minutes
7. New Business:
8. Old 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 January 5, 2010, in the NSMHA Conference Room.

**North Sound Mental Health Administration (NSMHA)  
MENTAL HEALTH ADVISORY BOARD  
November 3, 2009  
1:00 – 3:00**

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

**MINUTES**

TOPIC	DISCUSSION	ACTION
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**CALL TO ORDER AND INTRODUCTIONS**

Chair Jackson	The Chair convened the meeting at 1:00 and introductions were made. There was a pre-meeting presentation by Diana Ash with NAMI Whatcom on their new program “Outreach Specialists”.	Informational
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**REVISIONS TO THE AGENDA**

Chair Jackson	The Chair asked for any revisions to the agenda and Arthur added Intensive Outpatient Program (IOP) update, information about Consumer Voices Are Born (CVAB), letter from Charles Gallagher, report from Catholic Community Services, obituary for “Sue Boyle”, and site visits reports.	Informational
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**APPROVAL OF MINUTES**

Chair Jackson	The Chair asked for any revisions/corrections to the October minutes. A motion was made to approve the minutes as written, seconded and motion carried.	Informational  Motion carried
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**COUNTY COORDINATOR REPORT**

Anne Deacon	<p><b>San Juan</b> The San Juan report will be given by the County representative (Mary Ann Slabaugh) during individual County reports.</p> <p><b>Skagit</b> Skagit County launched its Federal Block Grant (FBG) funded Skagit Treatment Engagement Program (STEP) in October and has good response from the community.</p> <p>They have been finalizing millage funded contracts with the following entities: Catholic Community Services (psychiatric consults to pediatricians), NAMI (education and outreach), Sunrise Services (Peer Center funding) and Skagit County Jail (mental health programming).</p>	Informational
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	<p><b>Snohomish</b>  They are in the midst of their county budget processes, of which the most current controversy is surrounding the use of the sales tax dollars to pay for legal services (judge, prosecutor, clerk and public defense). We are expecting clarification from Senator Hargrove referring to the issue of supplanting legal services through the sales tax this week. Human Services Department has developed a policy with SEIU related to Labor Harmony Plans and will be having a meeting with providers on Thursday (11/5/09) to present the policy, which will still need to go through the formal approval process for SEIU and the County. Arthur added Senator Hargrove has agreed to the supplanting on legal issues. Discussion followed. Chuck acknowledged the specific question that went to Senator Hargrove was for legal costs regarding Involuntary Treatment Act (ITA) hearings.</p> <p><b>Whatcom</b>  We are putting out Requests for Proposals/Requests for Qualifications (RFP/RFQ) and awarding contracts that must be in place by January 1<sup>st</sup>. This process is not only for the millage dollars but will include contracts for the 1/10 funding, which is approximately \$3.5 million dollars. Millage dollars will go for programs such as transitional housing, peer support, community education and support and other ancillary services. There will also be funding for child psychiatric consultations due to the shortage of child psychiatrists. Their jail transitions program has been redesigned with a new partner, Pioneer Human Services (PHS). PHS and Whatcom currently work together on the offender re-entry housing program, as well as, Detox program. This process will include agreements with school districts to provide on-site or in district mental health and chemical dependency services.</p> <p>Ann mentioned the General Assistance Unemployable (GAU) pilot project that will begin November 1<sup>st</sup>. This will provide temporary services for individuals that do not have Medicaid and assist higher level of need individuals to get established on Medicaid and receive greater services.</p> <p><b>Island</b>  No report.</p>	
<b>OMBUDS REPORT</b>		
<p>Chuck Davis</p>	<p>Chuck provided the Ombuds snapshot beginning October 1, 2009, through March 31, 2010, available in the members manila folder. This snapshot report will accumulate with future reports into the Semi-annual report. Chuck mentioned Margaret is starting a workgroup to address “dignity and respect”. He added a workgroup has been meeting and developed a Performance Improvement Project (PIP) to address the lengthy timeframe before meds evaluation is conducted within a provider agency to hopefully reduce this timeframe. He announced the Susan accepted a new position with Skagit County Community Action Agency and he is searching for her replacement now.</p>	<p>Informational</p>
<b>COMMENTS AND CORRESPONDENCE FROM THE CHAIR</b>		
<p>Chair Jackson</p>	<p>Arthur mentioned the complimentary letter from Charles Gallagher, as an FYI, regarding the Program for Assertive Community Treatment (PACT) team in Whatcom County.</p>	<p>Informational</p>

	He mentioned obituary article for “Sue” Boyle.	
<b>NEW BUSINESS</b>		
Chair Jackson	<p><b>Site Visit Reports</b></p> <p>Fred said October 9<sup>th</sup> Candace, Marie, Margaret and himself toured Peer Connections and Catholic Community Services (CCS – Skagit County).</p> <p><i>Peer Connections Center</i></p> <p>Marie said the atmosphere there is great and included a lot of décor left behind from the previous occupants. Candace added they offered several diverse programs people can participate in at the facility. She said they were told about 70 people come and participate on any given day.</p> <p><i>CCS Report</i></p> <p>Candace deferred to the report included in members manila folders. Candace, Fred and Marie agreed the CCS facilities were very nice.</p>	Informational
<b>OLD BUSINESS</b>		
Chair Jackson Laura Davis	<p>Laura came and updated the Board about the process of Intensive Outpatient Program (IOP). She affirmed this is in response to the letter from a consumer reviewed at the last meeting. She acknowledged the referral committee reviews initial referrals for PACT and IOP. The reviews are conducted to ensure people being referred do indeed require the intensive services requested. Once a referral comes forward that is denied and an agency believes this to be inappropriate they can challenge the denial. At this point, NSMHA can specifically request information they may not have seen provided in the initial report to review their decision. This process does not mean the decision will be reversed but sometimes that does occur with the more detailed information received. Once a person is accepted into the program NSMHA will evaluate them after six months to ensure they truly meet the needs requested. Arthur emphasized the consumers need to be aware of the committee. Chuck acknowledged NSMHA has changed model of services to a fee for service model. He added with the change in the system NSMHA will no longer be looking at the front end but will be looking at services for IOP and residential consumers during interim reviews. Arthur stated in regards to the response letter the consumer needs to be informed the review committee will no longer be a part of the program and follow ups will be conducted during the interim NSMHA reviews. Chuck said NSMHA will construct the letter and copy the Advisory Board.</p>	Informational
<b>MONTHLY COMMITTEE REPORTS</b>		
	<b>Executive Director’s Report</b>	
Chuck Benjamin	<p>Chuck said a tentative agreement has been reached with Skagit County. He said \$200/ITA hearing will be paid for consumers detained outside the county where the hearing takes place. The Counties will be responsible for the costs of ITA hearings when detained within the county where the hearing takes place. The agreement will go before the Board of Directors, November 12<sup>th</sup>.</p> <p>He said the External Quality Review Organization (EQRO) will be visiting NSMHA November 4-6, which reviews quality improvement, policies and procedures, contracts and information systems.</p> <p>The Strategic Planning survey has been extended to November 6<sup>th</sup> and can be done electronic or manually.</p>	Informational

	<p>He said a lot of work has been ongoing with contracts.</p> <p>He acknowledged a letter was received from Division of Social and Health Services (DSHS) regarding impending budget cuts. These budgets have gone to the Governor and will be presented to the legislature. The slated budget cuts will result in a \$2.3 million dollar decrease in just the North Sound. NSMHA will have to wait and see what the Governor approves and then the legislature before we take any action. He said educating will need to be done in Olympia, as always. He affirmed cuts will occur but it is unknown at this time exactly how much or from what area these cuts will come. Discussion followed. Marie added there are several new legislators and perhaps we should focus on educating them.</p>	
	<b>Finance Committee</b>	
Mary Good	<p>Mary said the committee met and reviewed the expenditures. She said a recommendation comes from the committee to have the Board of Directors approve the expenditures. A motion was made to slate funding, not to exceed \$1,500, for Wellness Recovery in Action Program (WRAP) training. A motion was made to move the WRAP funding and expenditures to the Board of Directors for approval and motion carried.</p> <p>Marie mentioned the bus charter that is usually done on Martin Luther King Day and asked if NAMI could be petitioned to help with the funding for the bus. Discussion followed. Larry made a motion for Advisory Board to fund the bus for NAMI Day, Marie seconded and motion carried with one abstention.</p>	<p>Informational</p> <p>Motion carried</p> <p>Motion carried</p>
	<b>Executive/Agenda Committee</b>	
Charles Albertson Arthur Jackson	<p>Arthur mentioned the Consumer Voices Are Born (CVAB) is planning to apply for a federal grant. The Executive Committee recommended each Board member read the material available and decide for themselves whether they want to provide a letter of recommendation. Margaret said she and Greg visited the facility and stated it was a nice facility and were impressed with their program and integration w/ Clark County MH services. Discussion followed.</p> <p>Arthur asked what the preference of the Board members. Marie said she is opposed because several efforts have been attempted and failed. Chuck said he sees this as more of a grass roots level that could expand. Larry made a motion for the Board to endorse the letter of support, seconded and discussion followed. Candace said she would not write an individual letter but would accept Margaret and Chuck's recommendation. The Chair called for the vote with four affirmative and four against. The motion was defeated.</p>	Informational
	<b>Quality Management Oversight Committee (QMOC) Report</b>	
Marie Jubie	<p>Marie presented the QMOC brief.</p> <ol style="list-style-type: none"> <li>1. The meeting was held October 28, 2009, and the September 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>bridgenways</i>.</li> <li>b. Cindy announced the following: <ol style="list-style-type: none"> <li>i. External Quality Review Organization (EQRO) is</li> </ol> </li> </ol> </li> </ol>	Informational

	<p>coming and they will focus heavily on credentialing. An email will be distributed with information.</p> <ul style="list-style-type: none"> <li>ii. A “Strategic Planning” survey is available on the NSMHA website and all were encouraged to participate and asked to encourage consumers to participate. Deadline was October 29<sup>th</sup>.</li> <li>iii. Disaster Preparedness memo went out and if interested in participating please contact Sandy Whitcutt.</li> <li>iv. A Medicaid Personal Care (MPC) application form will be created and placed on the NSMHA website for future use.</li> <li>v. Cognitive Behavioral Therapy training is occurring November 17-20.</li> </ul> <p>3. Old Business:</p> <ul style="list-style-type: none"> <li>a. Charissa updated the committee on the Performance Improvement Project (PIP).</li> </ul> <p>4. The following Quality Issues were discussed:</p> <ul style="list-style-type: none"> <li>a. Dignity and Respect Workgroup</li> <li>b. Updated Clinical Practice Guideline links</li> <li>c. Ombuds Semi-annual report</li> <li>d. Exhibit N</li> </ul> <p>5. The next meeting will be November 25, 2009, from 1-3.</p>	
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**ITEMS BROUGHT TO THE BOARD OF DIRECTORS**

	<b>Introduction and Action Items</b>	
<p>Chuck Benjamin</p>	<p>Chuck said the following items will be going before the Board of Directors November 8<sup>th</sup> as <b>action items</b>.</p> <p>To approve NSMHA-ISLAND-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The maximum consideration on this Agreement is \$51,318.</p> <p>To approve NSMHA-SKAGIT-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The maximum consideration on this Agreement is \$55,164.</p> <p>To approve NSMHA-SAN JUAN-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The allocation of funding for this Agreement is inclusive of 15.25% of the San Juan County allocated jail transition funding for the coordination of services when requested by Island County. The allocated jail transition funding is \$6,748, for a maximum consideration on this Agreement of \$51,032.</p> <p>To approve NSMHA-WHATCOM-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The</p>	<p>Informational</p>

	<p>maximum consideration on this Agreement is \$62,974.</p> <p>To approve an INTERLOCAL AGREEMENT BETWEEN SKAGIT COUNTY and NSMHA for the provision of Fidelity Wraparound Services in Skagit County. The term of this Agreement is the date of execution through June 30, 2010. The maximum consideration on this Agreement is \$35,000.</p> <p>To approve an INTERLOCAL AGREEMENT BETWEEN DIVISION of FAMILY SERVICES-CHILDRENS ADMINISTRATION and NSMHA for the provision of Fidelity Wraparound Services in Skagit County. The term of this Agreement is November 12, 2009 through June 30, 2010. The maximum consideration on this Agreement is \$50,000.</p> <p>To approve NSMHA-LAKE WHATCOM CENTER-PSC-10 for the provision of janitorial services for NSMHA office space. The term of this Agreement is January 1, 2010 through December 31, 2010. The maximum consideration for this Agreement is \$14,097.42.</p> <p>To approve NSMHA-MCPP HEALTH CARE CONSULTING-PSC-09-10 for the provision of consultation services for crisis system planning and development of a crisis model for the region. The term of this Agreement is November 12, 2009 through June 30, 2010. The maximum consideration on the Agreement is \$30,000.</p> <p>The Chair asked for a motion to move forward all the above as a package. Fred made a motion to recommend approval of the aforementioned contracts, seconded and motion carried.</p>	<p>Motion carried</p>
<p><b>COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS</b></p>		
<p>Island</p>	<p>There was no meeting.</p>	<p>Informational</p>
<p>San Juan</p>	<p>Mary Ann said all the County Coordinators met and agreed that individual representatives should give their respective reports. It was mentioned the County Coordinator usually gives all the information and left nothing for individuals to report. The County Coordinators want the Advisory Board to decide whether to accept this suggestion. The County Coordinators are still willing to attend, if needed, but being spread so thin they would prefer representatives give the reports. Discussion followed.</p> <p>Larry made a motion Advisory Board representatives provide individual County reports after consulting with their County Coordinator, seconded and discussion followed. Larry amended motion to have County Representative or County Coordinator provide a report to Rebecca Pate in the event representative would not be able to attend, seconded and motion carried.</p>	<p>Informational</p> <p>Motion carried</p>
<p>Skagit</p>	<p>Mary said they met and NAMI reported on their “Family to Family” class. Sunrise provided an update on Peer Connections Center. Two new members were accepted to the local Advisory Board. On November 22<sup>nd</sup> there will be a joint meeting with Substance Abuse, location TBA.</p>	<p>Informational</p>
<p>Snohomish</p>	<p>Fred said their meeting had a presentation by the Corrections Bureau. The Executive Committee passed the revised By-Laws. Three additional members were appointed to the local Advisory Board.</p>	<p>Informational</p>

Whatcom	Larry said 2/3 of their meetings are held jointly with Substance Abuse Advisory Board. They heard an extensive report on their 1/10 funds budget. He added only 20-30% of the funds will be supplanted, which is not as bad as predicted.	Informational
<b>COMMENTS FROM THE PUBLIC</b>		
Chair Jackson	<p>The Chair asked if there were any comments from the public.</p> <p>Margaret said a region wide Crisis review will be conducted and if anyone is interested in participating, please let Rebecca know. Chuck added this is much more than a review of the Crisis System. They will be looking at Designated Crisis Responders (DCR) functions and minimum requirements to be hired as a DCR, Outreach for Crisis Services and efficiencies of design for a five-county Crisis response system, etc. Candace, Marie, Arthur and Larry volunteered to be a part of the group. The first meeting is November 20<sup>th</sup> from 10-2 at Skagit PUD.</p>	Informational
<b>OTHER BUSINESS</b>		
Chair Jackson	<p>Marie mentioned two stigma issues she encountered recently.</p> <p>Candace mentioned an author presentation she attended due to an email received from Margaret. She purchased the book by Nancy Kehoe “Wrestling With Our Inner Angels” and said it is an excellent book. She requested mileage reimbursement. She recommended a copy be purchased for the Advisory Board library.</p> <p>Arthur mentioned a Nomination Committee needs to be established for recommendations for Vice Chair. Meetings can be done via phone; Mary Ann Slabaugh and Darcy Hocker volunteered.</p> <p>Fred requested a leave of absence probably until January due to health issues.</p>	Informational
<b>ADJOURNMENT</b>		
Chair Jackson	The Chair requested a motion to adjourn the meeting. A motion was made to adjourn, seconded and motion carried. The meeting was adjourned at 2:53.	Informational Motion carried