

NORTH SOUND MENTAL HEALTH ADMINISTRATION

ADVISORY BOARD MEETING AGENDA December 1st, 2015 1:00pm-3:00pm

1. Call to Order - Introductions, Chair
2. Revisions to the Agenda, Chair
3. Comments from the Public
4. Approval of the November Meeting Minutes TAB 1
5. Identify Pre-Meeting for January and Identify Questions TAB 2
6. Executive/Finance Committee Report TAB 3
 - a. Approval of the November Expenditures (Available at Meeting)
 - b. Advisory Budget 2016 (Vote) (Available at Meeting)
 - c. Legislative Session Allocation (Vote) (Available at Meeting)
7. Standing Board of Directors Committee Reports --
 - a. Planning Committee (*No Meeting in November*)
 - b. Quality Management Oversight Committee (*No Meeting in November*)
8. Old Business TAB 4
 - a. Advisory Board Advocacy Priorities (Hand Out)
 - b. Vote for Chair and vice Chair
 - c. NSBHO Recruiting Criteria (County Coordinators)
 - d. Legislative Session Update (Determine next meeting)
9. Executive Director Report
10. Action Items Being Brought To The Board of Directors TAB 5
 - a. Action Items/ Memorandum (Available at Meeting)
11. New Business TAB 6
 - a. Discussion/Pre-Meeting and Site Visits for 2016
12. Report from Advisory Board Members
13. Comments from County Advisory Board Representatives
 - a. Island
 - b. San Juan
 - c. Skagit
 - d. Snohomish
 - e. Whatcom
14. Other Business
15. Adjournment

NOTE: The next Advisory Board meeting will be **January 5th** in the NSMHA Conference Room.

**North Sound Mental Health Administration (NSMHA)
MENTAL HEALTH ADVISORY BOARD
November 3, 2015
1:00 – 3:00pm**

Present:	Island: Candy Trautman San Juan: Skagit: Ron Coakley Snohomish: Carolyn Hetherwick Goza, Greg Wennerberg, Fred Plappert, Jennifer Yuen, Carolann Sullivan, Marie Jubie, Joan Bethel Whatcom: Mark McDonald, Michael Massanari David Kincheloe (via phone)
Excused Absence:	Island: San Juan: Skagit: Snohomish: Whatcom: Rachel Herman, Michael Massanari
Absent:	Island: San Juan: Peg LeBlanc Skagit: Joan Lubbe Snohomish: Jeff Ross Whatcom: Larry Richardson
Staff:	Bill Whitlock, Margaret Rojas, Joanie Williams
Guests:	Mandy Iverson, NSMHA Human Resources Specialist, introduced Roxanne Robertson, Maria Arreola and Lisa Hudspeth; newly hired Support Staff employees for North Sound Mental Health Administration. Roxanne is the new Receptionist and Maria and Lisa are both Administrative Assistants.

MINUTES

TOPIC	DISCUSSION	ACTION
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CALL TO ORDER AND INTRODUCTIONS		
Chair	Mark initiated introductions and introduced Sgt. Ron Coakley, the new Law Enforcement Advisory Board Member from Skagit County. His appointment letter should be arriving soon from Rebecca Clark, Skagit County.	Informational
REVISIONS TO THE AGENDA		
Chair	Mark asked if there were any additions to the agenda, none were mentioned.	Informational
COMMENTS FROM THE PUBLIC		
Chair	Mandy Iverson, NSMHA Human Resources Specialist, introduced three new staff members recently hired by NSMHA. Maria Arreola, Administrative Assistant; Roxanne Robertson, Receptionist and Lisa Hudspeth, Administrative Assistant.	Informational
Chair	APPROVAL OF MINUTES: Mark asked if there were any revisions to the minutes, there were none mentioned. A motion was made to approve the minutes as written, motion seconded and approved.	Minutes approved as written
OMBUDS: Chuck Davis and Kim Olander-Mayer gave a presentation regarding the Ombud activities from April 1st through September 30 th 2015. He covered the Quality Review Team Report and the Types of Complaints ranging from October 2010 through October 2015. Additional topics covered were Agency		

Complaint/Grievance Counts and Grievance Report Categories.		
REVIEW UPCOMING PRE-MEETING AND IDENTIFY QUESTIONS		
Chair	Holiday Potluck: Discussion ensued regarding the Holiday Potluck taking place during the Pre-meeting on December 1 st . It was decided Joanie will order from Haggen Catering; Turkey, mashed potatoes, gravy, salad, rolls and butter. Candy said she will bring stuffing, Carolyn, dessert; Greg, cranberries; Marie, cookies.	Informational
Chair	EXECUTIVE/FINANCE COMMITTEE REPORT A motion was made to move to Expenditures to the Board of Directors for approval, motion was seconded and approved.	Motion approved to forward Expenses to the Board of Directors (BOD) for approval
Chair	Review of Proposed 2016 Budget: The 2016 Proposed Budget was reviewed. Following discussion, a motion was made to approve the proposed budget. Motion was seconded and approved.	Motion approved to forward the Proposed 2016 Budget to the BOD
STANDING BOARD OF DIRECTORS COMMITTEE REPORTS		
	Planning Committee (<i>No meeting in October</i>)	
Margaret	Quality Management Oversight Committee (QMOC) Report: Group discussion took place regarding the QMOC Report and various topics identified on the Brief. Evidence Based Practices (EBPs) for children was discussed. Joanie will send out a link to the EBPs from the Data Dictionary.	Informational
OLD BUSINESS		
<p>a. Advisory Board Advocacy Priorities: Marie spoke about the Legislative Session Visit in 2016. She said letters need to be written to Legislators in advance, on colored paper; she noted there are no mental health bills just yet. Carolyn said Snohomish County is attempting to get more funds for early identification in children. Greg said there is not enough beds and noted there needs to be conversation regarding Adult Mental Health, as well additional conversation on Children’s Issues. Fred noted affordable housing and geriatrics needs to be addressed.</p> <p>Discussion continued regarding the Advisory Board Advocacy Priorities and Joe noted the two most critical issues are kid’s needs, as well as housing issues. He went on to say during the next Sub-Committee meeting, the group can identify bullet points regarding housing issues. There was also concern that the Children’s Issues document listed too many topics and there is not enough time to talk about them in a short session with the Legislator, or the Aid. The Sub-Committee will reduce the list to the most pressing issues, as well as identify pertinent housing issues and present the bullet items to the Full Board in January.</p>		
<p>b. Nominations for Chair and vice Chair: The Nominating Committee is Mark and Candy. Mark noted that he and Candy nominated Carolann for vice Chair, David Kicheloe for Chair. Candy said Carolann was willing to be nominated for the vice Chair position. Nomination Forms were handed out to each member. Two nomination forms were received by Joanie, both identified Fred Plappert for the position of Chair. Fred agreed to be nominated. A vote will take place during the December meeting via the ballot process.</p>		
ACTION ITEMS BEING BROUGHT TO THE BOARD OF DIRECTORS		
Executive Director	Joe gave an overview of the Action Items, as well as Introductory Items. Discussion took place regarding various components of the Report. A motion was made to forward the Action Items to the Board of Directors, motion was seconded and approved.	Motion approved to forward Action Items to the Board of Directors
NEW BUSINESS : none		

REPORT FROM ADVISORY BOARD MEMBERS:

a. Co-Occurring Disorders Conference Report; Mark, Greg, Jennifer and Joan B:

Members who attended the conference spoke to the meaningfulness of the Speakers and Sessions. Joan B spoke about one of the Key Note Speakers at the conference who had adopted disabled children, one of which the system had labeled as plateaued in his ability to improve in functionality. The speaker spoke about not letting the system barriers stop him, he pressed forward until he found services that ultimately developed his son toward a higher level of functioning. Greg spoke about the Conference not necessarily focusing on co-occurring disorders, as he had originally thought. He noted one course covered integration with chemical dependency and mental health. He also spoke about another class he attended regarding gender and sexuality. Jennifer spoke about her experience at the conference and noted how proper housing can improve the mental health of a consumer, as well as self-esteem. She also enjoyed a Keynote speaker who presented on the power of language and how individuals are impacted by the use of words. She said there was a Peer Counselor who presented on their personal experience guiding a consumer back to a productive life. Mark talked about a Keynote Comedian who presented on highly resistant clients and the effective techniques used in therapy.

b. Greg-Information form Jeff Reynolds regarding Peer Counselor (PC) Openings:

Greg noted that Consumer Voices are Born (CVAB) will be taking over the Northern Washington Peer Action Recovery Network (NWPRAN) on January 1st. NWPRAN is having a Meet and Greet Café on November 17th with Kimberly Miller. There are nine Peer Counselor openings at the Sedro Woolley Evaluation and Treatment Center.

COMMENTS FROM COUNTY ADVISORY BOARD REPRESENTATIVES

Island	none	
San Juan	none	
Skagit	none	
Snohomish	<p>Marie: Will be attending the Senior Lobby Event in Tacoma.</p> <p>Fred: The Broadway Bridge is opening three months ahead of schedule. There will be new traffic light at California, synchronized with Hewitt.</p> <p>Carolyn: Received number of calls from parents who have children with autism and borderline developmental disabilities, mental health issues, as well as violent tendencies. She voiced her concern for the need of boarding homes and access to services.</p>	Informational
Whatcom	none	

OTHER BUSINESS: none

EXECUTIVE DIRECTOR REPORT: Joe gave the Executive Director Report. Topics covered were the Behavioral Health Organization (BHO) Plan that was submitted to the Department of Behavioral Health and Recovery (DBHR). Limited Liability Corporation (LLC) details were given regarding the Inter-Local Agreement. Other topics covered were the Provider Behavioral Health Workgroup which will be assembling on November 20th; Finalization of the Preliminary Fiscal Model; Completion of the Credentialing Process for new Providers; Status on the Sedro Woolley Evaluation and Treatment Center (E&T); North Cascades Behavioral Health Facilities Re-Location; Community Stake Holder Meeting October 30th; *(Some Advisory Board Members attended the meeting and Joe asked them to speak regarding their assessment of the meeting.)*

Additional items covered were the Family Youth System Partner Roundtable (FYSPRT); Regional Support Network (RSN) Reserves, Insurance Coverage upon proposed transition to LLC, and an update on the NSMHA Hiring Process.

ADJOURNMENT: Meeting adjourned at 2:56pm

Advisory Board Budget Proposed 2016

	All Conferences		Board Development		Advisory Board Expenses		Stakeholder Transportation		Legislative Session	
	Project # 1	Project # 2	Project # 3	Project # 4	Project # 5	Project # 6	Project # 7	Project # 8	Project # 9	Project # 10
Total	Project # 1	Project # 2	Project # 3	Project # 4	Project # 5	Project # 6	Project # 7	Project # 8	Project # 9	Project # 10
Budget	\$ 16,736.00	\$ 1,910.00	\$ 19,329.00	\$ 225.00	\$ 3,800.00					
Expense	0.00									
Under / (Over) Budget	\$ 16,736.00	\$ 1,910.00	\$ 19,329.00	\$ 225.00	\$ 3,800.00					

BHC , NAMI, COD, OTHER	BOARDS 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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2015 Pre-Meetings, Site Visits and Conferences

Date	Pre-Meeting Topics	Note
January 6th	North Sound Warm Line	Brad Berry Rebecca Clark
February 3rd	Dr. Brown/ NSMHA Role/MH Consumer/ Generate Questions	Charissa, Joe & Margaret
March 3rd	Questions and Answers: Dr. Brown	Dr. Brown
April 7th	Compass and Lake Whatcom PACT Team Presentation	Mary Shockley
May 4th	VOA Services, 211, Crisis Line, Access Line	Pat Morris
June 2nd	Presentation on Rainbow and Bailey Centers	Tom Sebastian
July 7th	Annual Retreat	Advisory Board
August 4th	Programming and Goals for Transistion Age Youth	Julie de Losada and Anji
September 1st	Early Identification and Treatment in the Schools	Peg LeBlanc
October 6th	Geriatric Mobile Outreach Team	Ruth Fielding
November 3rd	Overview of 2016 Budget	Bill Whitlock
December 1st	Annual Potluck	
	Lummi and Tulalip Tribes BHO Programs	
	Dispute Resolution	Chuck Davis and Pat Morris
	Consumer Satisfaction Survey (Possibly an agenda Item instead)	
	Tribal Centric Behavioral Health System	
	Qualifying Factors of a Co-Occurring Disorder	
	NWESD (Northwest Educational Service District) & Center for Human Services	
	Housing	
	Peer Support Model Presentation	
	Crisis Redesign	
	Seamar Co-Occurring in Everett	
	HARPS program	
	Mukilteo E&T	
	Lake Whatcom Treatment Center/Picnic	
Date	Site Visits	Note
Feb 3rd, 2015	REACH Center	Contact: Jeff Reynolds
April 22, 2015	Western State	Contact: Mark Kipling
September 9, 2015	North Sound Sedro Woolley E&T	Open House
	Triage Centers/Site Tour	Rob Sullivan
Date	Conferences	Location
May 5 & 6	System of Care Conference (Children and Youth)	Holiday Inn, Everett
May 12 & 13	Tribal Conference	Skagit Casino, Bow
June 17, 18 & 19	Behavioral Health Conference	Vancouver
August 15-17th	NAMI Conference	Tri-Cities/Richland
October 12-13	Co-Occurring Disorders Conference	Yakima

Advocacy Priorities 2015

Priority #1:

- **Children, youth & adolescents**
 - **E&T for children & youth**
 - **RCW changes in ITA**
 - **Provide awareness of services to children/youth**
 - **Treatment available in schools**

Priority #2:

- **Legislators, schools & colleges stigma reduction**

Priority #3:

- **Homeless of all ages, to include Vets**
 - **Attainment of housing**
 - **Attainment of community meals**
 - **Opportunities for engagement in services**

North Sound Mental Health Administration
Advisory Board
Advocacy Goal #1
Children, Youth and Adolescents

Issues identified through September 2015

- Evaluation and Treatment (E&T) Center for Children & Youth needed
- Residential Services for Children and Youth needed
- Children and Youth Services should be equivalent to Adult Services (program parity)
- RCW changes in Involuntary Treatment Act (ITA) are needed
- Provide awareness of services for children and youth to parents and care givers
- School based Services needed
- Early Identification
- Fragmented System between Medicaid and non-Medicaid needs addressed



North Sound Mental Health Administration

Advisory Board 2016 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

Chair

(vote for one)

David Kincheloe

Fred Plappert

vice Chair

(vote for one)

Carolann Sullivan

Notes from Retreat regarding AB BHO

July 7, 2015

Configuration Advisory Board Configuration: Joe led the group in conversation regarding the BHO Advisory Board. He listed the WACs, Lived Experience, County Boards, Criteria, Size, County Role and the AB Role on the flip chart and went on to speak about the requirements for the BHO Advisory Board which was followed by group conversation. The requirements are listed below.

Detailed Plan Request

Behavioral Health Organization Advisory Board Membership, Exhibit F

The Behavioral Health Organization must maintain an Advisory Board that is broadly representative of the demographic character of the region. Composition of the Advisory Board and the length of terms must be provided to DSHS upon request and meet the following requirements:

- Be representative of the geographic and demographic mix of service population
- Have at least 51% of the membership be persons with lived experience, parents or legal guardians of persons with lived experience and/or self-identified as a person in recovery from a behavioral health disorder.
- Law Enforcement representation
- County representation, when the BHO is not a County operated BHO
- No more than four elected officials
- No employees, managers or other decision makers of subcontracted agencies who have the authority to make policy or fiscal decisions on behalf of the subcontractor.
- Three year term limit, multiple terms may be served, based on rules set by the Advisory Board.

Discussion followed after Joe read the Detailed Plan Request. The Advisory Board dialogued and came up with the desirable criteria on the configuration which is listed below.

Outcomes of BHO Advisory Board Discussion on Desirable Criteria for Configuration:

- Committed to integrated health approach/diverse population of representatives
- Deal with others perspectives
- Possible nomination committee model/recommendations given to County
- Deciding who the candidates are who have "lived experience"
- Willingness to participate in training and education on the entire range of behavioral disorders
- Collect Board Member stipulation criteria from Counties
- Prospective Nominees attend one or two meetings to determine fit
- Encourage Board Members to suggest candidates/Some kind of recruitment method
- Reach out to Substance Use Community/Develop a Process
- Advisory Board active in screening and selecting candidates
- Geographic consideration of rural areas / attracting more members to include Veterans / Cultural Diversity/ Youth/ Parents of Youth/ Age / Language
- Parents of children with lived experience
- Professional Members on the Board
- County proportion composition verses numeric composition
- Learn from County experiments/ successes and lessons learned

Size of the Board was discussed. The general consensus was no more than 25 members would be best. Different viewpoints were voiced, as well as lessons learned from the county integrated boards, noting the requirement for the county boards will no longer be mandated.

In closing, the group will continue to think about desirable criteria regarding the diverse people groups. The next AB Meeting will attempt to determine more definitive recommendations around the criteria. Joe will get feedback from the County Coordinators and bring it back to the AB Board.

August 2015 Meeting: AB BHO Configuration: Joe led the group in conversation regarding the Retreat discussion on the configuration of the Behavioral Health Organization's (BHO) Advisory Board (AB). Joe asked the group to revisit the

criteria. A recommendation from the Advisory Board is needed in forming the BHO AB. The draft plan needs to be done by September. The final plan will be presented to the Board in October.

Joe referred to the criteria that the AB came up with during the retreat and each item was covered. He noted additional items. No more than 25 members will sit on the Board, individuals with lived experience will be added, a seat for law enforcement will be offered, seats will be offered to tribal authorities, and (number of seats will be discussed with the State). He asked the AB to decide if any of the criteria is problematic and/or is additional criteria they would like submitted. Joe said a proposal will be written up with the criteria incorporated which will be submitted to the AB in September. The State is potentially approving the plan in January; it is proposed that the new inter-local agreement be signed in February, as well as recruiting new Board Members. Joanie will develop a recruitment brochure to be distributed to attract new members.

Joe will be sharing the criteria with the County Coordinators on Thursday regarding size and composition. NSMHA will propose applications will be reviewed by an AB sub-committee and then submitted to the County with recommendation if they meet the criteria or not.

North Sound Behavioral Health Organization Advisory Board Roster 2016

COUNTY	MEMBER		APPTS	EMAIL
ISLAND				
Census: 78,801; No. Appointees: 4				
Appointed 5/24/2010 Term ends 6/30/2016	Candace Trautman		Executive Comm. Advisory Board QMOC	philandcandy@wavecable.com
Appointed: Term ends:	VACANCY			
Appointed: Term ends:	VACANCY			
Appointed: Term ends:	New VACANCY			
SAN JUAN				
Census: 15,875; No. Appointees: 3				
Appointed: 2/1/2013 Term ends: 2/1/2016	Peg Leblanc, LMFT		Advisory Board	pegleblancmft@gmail.com
Appointed: Term ends:	VACANCY			
Appointed: Term ends:	New VACANCY			
SKAGIT				
Census: 118,837; No. Appointees: 4				
Appointed 1/8/07 Term ends: 12/31/2015	Joan Lubbe		Advisory Board Planning	No email address
Appointed: Term ends:	VACANCY			
Appointed Term ends	VACANCY			
Appointed Term ends	New VACANCY			

COUNTY	MEMBER		APPTS	EMAIL
SNOHOMISH				
Census: 745,913; No. Appointees: 9				
Appointed 3 yr. term Term expires 10/15/15	Fred Plappert		Advisory Board QMOC	ftaxpro@frontier.com
Appointed 3 yr term Term expires 1/31/2017	Carolann Sullivan		Advisory Board Executive Comm	lowe_004@yahoo.com
Appointed 3 yr term Term expires 6/22/2017	Greg Wennerberg		Advisory Board QMOC Planning	gregoryalanwennerberg@gmail.com
Appointed 3 yr term Term expires 5/31/2016	Jeff Ross		Advisory Board	jeff.ross@snoco.org
Appointed 3 yr term Term expires 6/30/2016	Jennifer Yuen		Advisory Board QMOC	Jennifer.Schan@live.com
Appointed 3 yr term Term expires 6/30/16	Marie Jubie		Advisory Board Executive Comm QMOC Planning	marie_jubie@comcast.net
Appointed 3 yr term Term expires 6/30/16	Joan Bethel		Advisory Board	No email address
Appointed 3 yr term Term expires 1/7/2017	Carolyn Hetherwick Goza		Advisory Board	chetherwickg@gmail.com
Appointed: Term ends:	New VACANCY			
WHATCOM				
Census: 206,353; No. Appointees: 6				
Appointed, first partial year then two year staggered: Term expires: 1/31/18	Mark McDonald		Ad Board Chair Executive Chair BOD QMOC Planning	arrozo222@yahoo.com
Appointed, first partial year then one year staggered	Larry Richardson		Advisory Board	richardl1@yahoo.com

COUNTY	MEMBER		APPTS	EMAIL
Term expires: 1/31/17				
Appointed, first partial year then three year staggered Term expires: 1/31/19	David Kincheloe		Ad Board vice Chair Executive Comm BOD QMOC	dkincheloe@gmail.com
Appointed, first partial year then one year staggered Term expires: 1/31/17	Michael Massanari, MD		Advisory Board	Michael.massanari@wwu.edu mmassanari@comcast.net
Appointed 3 yr term Term expires: 1/31/16	Rachel Herman		Advisory Board	rach3130@yahoo.com
Appointed Term ends	New VACANCY			

	MEMBER		APPTS	EMAIL
TRIBAL REPRESENTATION				
No. Appointees: 8				
Lummi	VACANCY		Advisory Board	
Nooksack	VACANCY		Advisory Board	
Upper Skagit	VACANCY		Advisory Board	
Samish	VACANCY		Advisory Board	
Swinomish	VACANCY		Advisory Board	
Snoqualmie	VACANCY		Advisory Board	
Stillaguamish	VACANCY		Advisory Board	
Tulalip	VACANCY		Advisory Board	

