

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING**

**July 8, 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 #10-053**
 - **To review and approve the minutes June 10, 2010..... 3-9**
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 – Ken Stark, Chair**
14. **Consent Agenda – Finance Committee**

<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>

Motion #10-054

To review and approve North Sound Mental Health Administration’s claims paid from June 1, 2010 through June 30, 2010 in the amount of \$3,791,795.52. Payroll for the month of June in the amount of \$108,287.35 and associated employer paid benefits in the amount of \$43,675.34.

15. Action Items

Motion #10-055

To approve the transfer of \$150,000 from the salary and wages line to the professional services line in the 2009 NSMHA Operating Budget.

Motion #10-056

To approve NSMHA-SQLSOFT+ Consulting-PSC-10 for the provision of Microsoft SharePoint 2010 implementation consultation with NSMHA IT staff and all staff in the implementation and utilization of SharePoint 2010 software and server management. The term of this Agreement is July 12, 2010 through September 30, 2010 for a maximum consideration of \$6,000.

Motion #10-057

To approve NSMHA-Compass Health-Medicaid-09-11 Amendment 3 for the provision of a onetime payment of \$476,513 for Medicaid mental health services. Note: this is to cover capacity funded operating losses from October 1, 2009 to June 30, 2010.

Motion #10-058

To approve NSMHA-Compass Health-SMHC-09-11 Amendment 2 for the provision of a onetime payment of \$90,764 for State only mental health services. Note: this is to cover capacity funded operating losses from October 1, 2009 to June 30, 2010. A budget allocation of \$350,000 for the conversion of Aurora House to an ARTF (Adult Residential Treatment Facility). This is to be billed on a cost reimbursement basis up to twice monthly.

16. Introduction Items

None

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING**

June 10, 2010

1:30 PM

MINUTES

Board Members Present:

John Dean, Island County Commissioner
Dave Gossett, Snohomish County Council
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
Ken Dahlstedt, Skagit County Commissioner
June LaMarr, designated alternate for Tulalip Tribes, Sheryl Fryberg
Anne Deacon, designated alternate for Whatcom County Council member, Kathy Kershner

Staff Present:

Chuck Benjamin, Greg Long, Margaret Rojas, Julie de Losada, Annette Calder

Guests:

Chuck Davis

1. Call to Order; Introductions

Ken Dahlstedt opened the meeting and welcomed everyone; he stated he was acting Chair today due to the absence of Chair Myhr and Vice Chair Kershner. Introductions were made.

2. Revisions to Agenda

Executive Session regarding personnel will be moved from item 8 to the end of the agenda.

3. Approval of Minutes

Chair Dahlstedt asked if there were any changes or additions to the minutes of May 13, 2010, there were none. Mr. Gossett moved approval, seconded by Mr. Dean, all in favor; **motion carried #10-026.**

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

None

6. Comments from the Public

None

7. Report from the Advisory Board – Arthur Jackson, Chair

Margaret Rojas reported:

- The Advisory Board met on June 1st
- A pre-meeting presentation was done by NAMI Skagit “In Our Own Voice”
- Minutes from May were approved as amended
- Reports were received from:
 - Ombuds/QRT (Quality Review Team) Snapshot
 - Finance committee
 - Executive committee

- Quality Management Oversight Committee (QMOC)
- County Advisory Board members' reports
- Chuck Benjamin announced his 8th grandchild was born this last weekend, Delainey Grace Pike
- Larry Richardson said he received praise from a former student at Neah Bay regarding the 2010 Tribal Conference
- The Lorelei Coy Memorial Library was discussed. It was proposed Margaret draft a letter for provider making them aware of the availability of the library materials for check out/use.
- The Advisory Board approved additional expenditure of \$1,290 for participant to the WA Behavioral Healthcare Conference. This was done due to no extra scholarships being available this year with budget cuts.
- Chuck Benjamin mentioned the Crisis System Review acceptance and the establishment of the Implementation Committee. The Advisory Board appointed Otis Gulley, Candace Trautman and Russ Sapienza to serve as representatives on the committee
- The next meeting will be July 6th

Margaret was thanked for her report.

8. Report from the Executive/Personnel Committee – Dave Gossett, Chair

Dave Gossett reported:

- The committee met today and stated the committee has reviewed the Executive Director's performance evaluation a couple of times and now will discuss it with the full Board of Directors in Executive Session later in the meeting.
- The committee also reviewed the reimbursement policy suggested by the Advisory Board.

Dave was thanked for his report.

9. Report from the Quality Management Oversight Committee – Anne Deacon, Chair

Anne reported:

- The meeting was held May 26, 2010, and the April summary was approved as written.
- The following announcements were made:
 - Greg mentioned WAC revisions have come out which will affect clinical decisions and policies.
 - Heather Fennell mentioned E&T facilities will be going "smoke free" effective July 1st.
- NSMHA staff presented the Exhibit N, Differential Guideline for Children and Adolescents with Behavioral Disturbances, and the Recovery Plan Guidelines
- A total of 9 policies were presented and approved
- The next meeting will be in the process of being rescheduled as it conflicts with the annual statewide behavioral healthcare conference in Yakima.

Anne was thanked for her report.

10. Report from the Planning Committee – Regina Delahunt, Chair

Greg Long reported the Planning Committee met on June 4 and the main issues dealt with were:

- Announced there are two Crisis Intervention Trainings (CIT) going on right now for law enforcement officers
- Reconciliation of past fund balances that NSMHA staff presented a proposal for shifting among providers based on actual utilization of services by consumers from 5/1/09 to 4/30/10 and a motion is before this board today
- Discussed the proposal to take half of the inpatient savings dollars and use it for the next month so there would not be any service reductions considering potential future funding reductions and number of Medicaid eligibles. After discussion it was decided that the proposals come to the Board of Directors today
- Discussed changes that are pending in the Regional Information System and planning to break up the current data base structure within Sound Data. Sound Data will no longer be the regional clearing

house for this region. The goal is to make the switch by the end of October. More will come to this Board next month.

Greg was thanked for his report.

11. Report from the Executive Director – Chuck Benjamin, Executive Director

Chuck Benjamin reported:

- There is lots of activity going on. In discussions with Children’s Administration and children’s service providers regarding CHAP and redoing the program as well as the Children’s High Intensity Outpatient Program,
- NSMHA had two meetings with counties, providers, consumers and advocates regarding budget implications and the redistribution of the fee for service money based on actual utilization and consumer choice prior to the planning committee acting on this.
- Provider One is causing a lot of issues for us. NSMHA is receiving numerous phone calls from providers looking for authorization as the Provider One website directs them to us. Provider One says they are working on this glitch and resolving it.
- Looking forward to reporting on the NSMHA realignment, leadership development, and the team site.

Chuck was thanked for his report.

12. Audio presentation on Wraparound project

Julie de Losada provided some background on the Wraparound project and played the audio presentation. After the presentation Julie stated that the program is being evaluated by the University of Washington for consumer outcomes and system outcomes. The programs in our region are at or above all system standards. Julie was thanked for her report.

13. Ombuds Semi-Annual Report

Chuck Davis addressed the Board regarding the semi-annual Ombuds report. Chuck stated all materials are under Tab 1 and provided a comprehensive PowerPoint presentation. Questions and answers followed. Chuck was thanked for his report.

14. Report from the Finance Officer – Bill Whitlock, Fiscal Officer

None

15. Report from the Finance Committee – Ken Stark, Chair

Ken Stark reported:

- Finance committee met today and reviewed all claims and payroll before the Board today and are recommending approval of all
- Discussed the shift of funding for utilization
- Change proposed in reimbursement for travel and meals by the Advisory Board. Under Tab 2 of the meeting packet there are policies that have been updated for review. The main change has to do with changing the amount of reimbursement for meals.

Motion #10-152 to approve the recommended changes by the Advisory Board to policy 4512, moved by Mr. Stark, seconded by Mr. Dean and opened for discussion. Chair Dahlstedt called for the vote, all in favor, **motion carried**. Ken was thanked for his report.

16. Consent Agenda – Finance Committee

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Motion #10-027

To review and approve North Sound Mental Health Administration's claims paid from May 1, 2010 through May 31, 2010 in the amount of \$4,904,804.70. Payroll for the month of May in the amount of \$107,297.74 and associated employer paid benefits in the amount of \$43,580.85.

Moved by Mr. Stark, seconded by Mr. Gossett, all in favor, **motion carried.**

17. Action Items**Medicaid Contracts; motions #10-028 through #10-036 will be moved with one motion****Motion #10-028**

To approve NSMHA-Bridgeways-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Bridgeway's budget to \$1,225,926 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-029

To approve NSMHA-Catholic Community Services (CCS)-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust CCS's budget to \$5,273,955 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-030

To approve NSMHA-Compass Health-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Compass Health's budget to \$30,896,019 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-031

To approve NSMHA-Interfaith-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Interfaith's budget to \$637,287 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-032

To approve NSMHA-Lake Whatcom Center-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Lake Whatcom's budget to \$1,131,564 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-033

To approve NSMHA-Sea Mar-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sea Mar's budget to \$1,598,217 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-034

To approve NSMHA-Sunrise Services-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sunrise Service's budget by \$2,593,098 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-035

To approve NSMHA-Volunteers of America (VOA)-Medicaid-09-11 Amendment 1 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust VOA's budget to \$2,706,777 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-036

To approve NSMHA-Whatcom Counseling & Psychiatric Clinic (WCPC)-Medicaid-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment adjusts WCPC's budget to \$5,629,392 for the contract period of October 1, 2009 through June 30, 2011.

Mr. Stark moved approval of **motions 10-028 through 10-036**, seconded by Mr. Gossett, all in favor, **motion carried**.

State Mental Health Contracts (SMHC); motions #10-037 through #10-045 will be moved with one motion

Motion #10-037

To approve NSMHA-Bridgeways-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment adjusts Bridgeway's budget to \$349,524 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-038

To approve NSMHA-Catholic Community Services (CCS)-SMHC-09-11 Amendment 2 for the provision of amending the contracted budget for Medicaid Services, this amendment adjusts CCS's budget to \$594,537 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-039

To approve NSMHA-Compass Health-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust Compass Health's budget to \$14,614,626 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-040

To approve NSMHA-Interfaith-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust Interfaith's budget to \$151,548 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-041

To approve NSMHA-Lake Whatcom Center-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust Lake Whatcom's budget to \$2,325, for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-042

To approve NSMHA-Sea Mar-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sea Mar's budget to \$266,634 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-043

To approve NSMHA-Sunrise Services-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for Medicaid Services, this amendment will adjust Sunrise Service's budget to \$1,049,061 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-044

To approve NSMHA-Volunteers of America (VOA)-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust VOA's budget to \$900,205 for the contract period of October 1, 2009 through June 30, 2011.

Motion #10-045

To approve NSMHA-Whatcom Counseling & Psychiatric Clinic (WCPC)-SMHC-09-11 Amendment 1 for the provision of amending the contracted budget for State Services, this amendment will adjust WCPC's budget to \$2,095,609 for the contract period of October 1, 2009 through June 30, 2011.

Ms. Deacon moved approval of **motions 10-037 through 10-045**, seconded by Mr. Gossett, all in favor, **motion carried**.

Program for Assertive Community Treatment (PACT) Contracts; motions #10-046 and #10-047 will be moved with one motion

Motion #10-046

To approve NSMHA-Lake Whatcom Center-PACT-09-11 Amendment 1 for the provision of amending the contracted budget for PACT Services, this amendment will adjust Lake Whatcom's budget to *\$1,294,686 for the remainder of the contract period of July 1, 2010 through June 30, 2011.

*10/1/09 through 6/30/10 the maximum amount is \$525,000;

*7/1/10 through 6/30/11 the maximum amount is \$769,686.

Motion #10-047

To approve NSMHA-Compass Health-PACT-09-11 Amendment 1 for the provision of amending the contracted budget for PACT Services, this amendment will adjust Compass Health's budget to *\$2,356,576 for the remainder of the contract period of July 1, 2010 through June 30, 2011.

*10/1/09 through 6/30/10 the maximum amount is \$922,155;

*7/1/10 through 6/30/11 the maximum amount is \$1,434,421.

Mr. Gossett moved approval of **motions 10-046 and 10-047**, seconded by Mr. Stark, all in favor, **motion carried**.

County ITA Contract

Motion #10-048

To approve NSMHA-Whatcom County-Civil Commitment Agreement-2010 for the provision of payment for Involuntary Treatment Act Civil Commitment Hearings in Whatcom County. The amount per hearing is \$200, any adjustment to the rate will follow the formula delineated in the Agreement. The expiration of this Agreement is June 30, 2011, but shall be extended as long as the North Sound Mental Health Administration is an RSN contracted with the State of Washington.

Mr. Gossett moved approval of **motion 10-048**, seconded by Mr. Dean, all in favor, **motion carried**.

HR Consult Contract

Motion #10-049

To approve NSMHA-Turner Services-PSC-10 Amendment 1 for the provision of HR Consultation Services. This amendment will increase the Agreement by \$8,000 for a maximum on this Agreement of \$13,000. The term of this Agreement is extended to December 31, 2010.

Mr. Gossett moved approval of **motion 10-049**, seconded by Mr. Stark, all in favor, **motion carried**.

Wraparound Contracts; #10-150 and #10-151 will be moved with one motion

Motion #10-150

To approve DSHS-HRSA-NSMHA-WRAPAROUND-10-11 for the provision of fidelity wraparound services in Skagit County. The term of this Agreement is July 1, 2010 through June 30, 2011. The maximum consideration for this Agreement is \$153,400.

Motion #10-151

To approve SKAGIT COUNTY - NSMHA Interlocal Cooperative Agreement for the provision of a state grant match for fidelity Wraparound Services in Skagit County. The term of the Agreement is July 1, 2010 through June 30, 2011. The maximum consideration for this Agreement is \$35,000.

Mr.Stark moved approval of **motions 10-150 and 10-151**, seconded by Mr.Gossett, all in favor, **motion carried.**

18. Introduction Items

None

19. Executive Session

At 2:30 the Board of Directors went into Executive Session for 15 minutes for the purpose of discussing personnel performance.

20. Resume Meeting

At 2:38 the meeting was reopened. Mr. Gossett stated that the Board of Directors conducted a 360 review by an outside firm, a very broad review, very positive review and that completes the Executive Director's performance review. Very positive and the Board is very pleased with the work Chuck is doing.

21. Adjourn

Meeting adjourned at 2:39. Next meeting of this Board is scheduled for July 8th, 2010.

Respectfully submitted,

Annette Calder
Executive Assistant