

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
January 10, 2013
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Gossett**
2. **Revisions to Agenda – Chair Gossett**
3. **Approval of Minutes– Chair Gossett Motion #13-001**
 - **To review and approve the minutes December 13, 20124-12**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – Candy Trautman, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
9. **Report from the Quality Management Oversight Committee – Rebecca Clark, Chair**
10. **Report from the Planning Committee – Anne Deacon, Chair**
11. **Report from the Executive Director – Joe Valentine, Executive Director..... Tab 1**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer Tab 2**
13. **Report from the Finance Committee – Ken Stark, Chair**
14. **Consent Agenda – Finance Committee Motion #13-002**

<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>

To review and approve North Sound Mental Health Administration’s claims paid from December 1, 2012 through December 31, 2012 in the amount of \$(will be provided at the meeting). Payroll for the month of

December in the amount of \$(will be provided at the meeting) and associated employer paid benefits in the amount of \$(will be provided at the meeting).

15. Action Items

Motion #13-003

The Following contracts were approved in September 2012 as part of the fund balance allocations. Compass Health is the lead contractor with WCPC subcontracting with Compass for the services in Whatcom County.

This project is to ensure individuals being discharged from an inpatient facility have a face to face qualifying service within 7 days of discharge.

The project will have two types of payment. The outreach team will be paid on a capacity cost reimbursement basis up to the total budget of \$897,312 for 2 years.

The performance incentive payments will be based on how much change is accomplished. The goal is to achieve a 75% of identified eligible Medicaid clients receiving a qualifying service within seven (7) days of discharge from a psychiatric inpatient hospital or the Mukilteo Evaluation and Treatment (E&T) facility. The change in the system will be measured from the current base of 46% to the goal of 75%. The performance incentive payment will be measured every three months. A positive change between the base amount and the goal will be multiplied by \$20,000.00. (e.g. the change between the base and goal is 25% increase over the base percent, the performance improvement payment would be \$5,000.00). The maximum the performance improvement amount is \$160,000.00.

MEDICAID

NSMHA-COMPASS HEALTH-MEDICAID-11-13 AMENDMENT 4 for the provision of funding a pilot project to ensure a qualifying service occurs within 7 days of inpatient discharge. The funding provided is for maintaining the capacity for the transition care service team. This amendment increases the Agreement by \$224,328 for a new maximum of \$25,088,319. The term of this Agreement remains the same.

SMHC

NSMHA-COMPASS HEALTH-SMHC-11-13 AMENDMENT 3 for the provision of funding a pilot project to ensure a qualifying service occurs within 7 days of an inpatient discharge. The funding provided is a performance incentive of \$40,000 and an increase of flex funds of \$3,000. The performance incentive is available to earn back at the rate of up to \$20,000 every quarter. The amendment increases this Agreement by \$43,000 for a new maximum of \$10,416,198. The term of this Agreement remains the same.

NSMHA-WCPC-SMHC-11-13 AMENDMENT 4 for the provision of additional flex funds for the pilot project to ensure a qualifying service occurs within 7 days of an inpatient discharge. The increase in the flex funding will be used to help facilitate the 7 day service. This amendment increases the Agreement by \$1,200 for a new maximum consideration of \$2,427,936.96. The term of this Agreement remains the same.

16. Introduction Items

Agenda for February 14th Strategic Planning Session Tab 3

The Board has scheduled a day long Strategic Planning Session for February 14, 2013 from 8:30-4:00. The purpose of the planning session is to use the NSMHA 2013-2016 Strategic Plan as the foundation for discussing the major issues facing NSMHA and to provide guidance to staff in implementing the Strategic Plan. The Agenda for the Planning Session is behind Tab 3. It has been developed based on input from the Board and Board Executive Committee, the County Coordinators, and NSMHA Staff. The planning session will be facilitated by Sam Magill, who has 30 years of experience as an organizational development

consultant. The Agenda will include a brief business meeting at 1:00 in order to act on any action items that need to be approved.

17. Adjourn

Next Meeting: January 10, 2013

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
December 13, 2012
1:30 PM**

MINUTES

Board Members Present:

Kathy Kershner, Whatcom County Council member, NSMHA Board of Directors Chair
Dave Gossett, Snohomish County Council, NSMHA Board of Directors Vice Chair
Helen Price-Johnson, Island County Commissioner
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
Jamie Stephens, San Juan County Council member
Jennifer Kingsley, designated alternate for Skagit County Commissioner, Ken Dahlstedt
Candy Trautman, NSMHA Advisory Board Chair
Mark McDonald, NSMHA Advisory Board Vice Chair
June LaMarr, designated alternate for the Tulalip Tribes, Sheryl Fryberg
Regina Delahunt, designated alternate for Whatcom County Executive, Jack Louws

Staff Present:

Joe Valentine, Greg Long, Lisa Grosso, Bill Whitlock, Annette Calder

Guests:

Mike Manley, Linda Kehoe

1. Call to Order; Introductions

Chair Kershner opened the meeting at 1:30, welcomed everyone and introductions were made.

2. Revisions to Agenda

Chair Kershner asked if there were any revisions to the agenda

3. Approval of Minutes– Chair Kershner Motion #12-052

Chair Kershner asked if there were any changes to the minutes November 8, 2012; there were none.
Jamie Stephens moved approval, seconded by Ken Stark, all in favor, **motion carried (#12-052).**

4. Comments & Announcements from the Chair

Chair Kershner stated that this may be her last meeting on this Board as it depends on County elections to various committees and said that she has really enjoyed being on this Board and serving with everyone.

5. Reports from Board Members

Chair Kershner asked if there were any reports from Board members.

Helen Price Johnson reported that the Law Enforcement Training recently done in Island County was very successful and they hope to conduct another training soon.

Ken Stark said that Snohomish County has signed the MOU with the state to do the dual eligibles innovation project, will start January 1, 2014 if all goes well and the Centers for Medicare and Medicaid approve the plan. Secondly, met with the 5 healthy options health plans and with the EMS units in the

county so they can develop data sharing agreements and work on reducing the high utilization by some clients and said that this will help to reduce recidivism and help with better care coordination.

6. Dignity and Respect Campaign

Joe Valentine said that NSMHA has signed on as part of a National Dignity and Respect Campaign and introduced Linda Kehoe who NSMHA has contracted with to help roll out NSMHA's campaign. Linda distributed posters with 30 tips on how to treat people with dignity and respect. Linda noted that posters will soon be on the buses in Skagit and Whatcom counties. Linda said that we would like to have organizations sign on to the campaign and institute it in their organizations. She provided information on the work she has done on the campaign to date. Some questions and answers followed Linda's presentation. The national campaign started in 2008 and has been spreading across the nation since 2009. Linda noted that there will be training in June that we will send people to. Linda left some business cards if people would like more information. Linda was thanked for her presentation.

7. Comments from the Public

Chair Kershner asked if there were any comments from the public. Mike Manley, Sunrise Community Mental Health and said he wanted to express a profound gratitude from Sunrise Services to the NSMHA Board of Directors and Staff for recommending funding the Integrated Dual Disorders Treatment program [IDDT] and provided an overview of the program operated in Skagit County. If the program is successful they plan to roll it out to other places in the Region.

8. Report from the Advisory Board

Candy Trautman reported:

- The Advisory Board met on December 4th and the following items were addressed:
 - Approved November minutes as amended.
 - Approved 2013 recommended Advisory Board budget.
 - Candy & Mark gave brief reports on Illness Recovery Management training and Improving the Care of Suicide Patients seminar they attended
 - Margaret stated action items going before the Board of Directors was on the revised memorandum and asked for any questions on behalf of Joe. A motion to recommend the Board of Directors approve all action items was approved.
 - Discussion occurred around allowing San Juan County Representative to attend meetings via telephone conference due to travel and time constraints.
 - 2013 pre-meetings and site visits were discussed.
- The following reports were given:
 - Ombuds snapshot
 - Executive Director
 - Finance/Executive Committee
 - Expenditures to move forward to the Board of Directors for approval.
 - 2013 Proposed Advisory Board budget
 - Unanticipated transportation costs
 - Planning Committee
 - Quality Management Oversight Committee
 - Individual County Representatives (briefs included in binders with the exception of Island)
- Establishing timelines for agenda items, format of minutes and By-Laws were discussed. It was recommended to add these items to the January agenda for further discussion.
- The next meeting will be January 8 due to the holiday.

Candy was thanked for her report.

9. Report from the Executive/Personnel Committee

Dave Gossett reported the committee met today and reviewed the 2013 budget and directed the group to motion #12-060, which adds a Programmer/Developer Analyst position and reclassifies two other positions Administrative Assistant to Administrative Coordinator and a Quality Specialist to Quality Specialist Coordinator, and these positions are included in the budget today. The Executive/Personnel Committee recommends approval of these positions to the full Board. Dave was thanked for his report.

10. Report from the Quality Management Oversight Committee

Greg Long reported the Quality Management Oversight Committee met on November 28th and dealt with the following:

- **QMOC Guiding Principles**

The guiding principles and charter were reviewed as to the purpose of QMOC and what the committee is trying to accomplish and how best to do this. It was decided to add to the charter the role and authority of the chair from the Advisory Board and Board of Director's for clarification. The Guiding Principles were updated by Margaret to reflect the work that has been done with the Dignity and Respect Campaign.

- **Regional Performance Measures**

The three performance measures were reported on; co-occurring disorder identification rate, inpatient diversion and crisis stabilization bed utilization. NSMHA is required to have three measures which are reported to the state. The first two have shown some progress and the third has been largely static; all three will continue to be worked on for the next six months.

- **Policy Approval**

- **Policy 1559** had some slight updates since last updated 5 years ago. This policy is to ensure that all individuals 13 and above at admission are being asked to complete the statewide screening and assessment tool, known as GAIN-SS (Global Appraisal of Individual Needs-Short Screener). This policy was approved.
- **Policy 1009** for critical incident reporting had some additions from the state and was sent out to policy subcommittee for review. This policy guides how NSMHA and providers handle incidents in the region that must be reported to DBHR. This policy was approved.

- **Illness Management and Recovery Training**

The two day training completed in November and NSMHA will be funding a yearlong telephone consultation program and will be sending a letter to providers to get a commitment to have their staff in their programs such as PACT and IOP commit to this training and adopting this evidence based practice.

- **Trauma-Focused Cognitive Behavioral Therapy (TF-CBT).**

NSMHA has sent out a request to agencies to provide information on the number of staff that has been trained in this evidence based practice; as well as how frequently it is being utilized. This is a specialized treatment for children who have been through significant trauma and is compatible with Wraparound Services in the region; the state is requesting this information.

Greg was thanked for his report.

11. Report from the Planning Committee

Lisa Grosso reported the Planning Committee met on November 16th and addressed the following:

- **Fund Balance RFP Update**

An update was provided on the fund balance; contracts have started to go out for Electronic Medical Records and housing funding. Details on contracts for geriatric assessment teams and to address the 7 day performance measure are being finalized. It was also noted that the fund balance has increased in part due to some providers not serving up to capacity. NSMHA will focus on

how best to allocate funds; a portion could go to the children's mental health initiative.

- **2014 Crisis Services Request for Qualifications (RFQ)**
NSMHA has begun the process to review the crisis system to improve services. At present there is not enough outreach, the system is not responsive and does not integrate well with first responders. Planning committee would like to see all aspects reviewed and from there determine what should be up for RFQ and don't feel the need to hire a consultant as the issues are already known.
- **Children's Mental Health Redesign**
Julie d. is working on the redesign and is looking at both the clinical and fiscal aspects that will keep youth and family voice at the forefront. One area of focus will be service intensity as there are not enough service hours at this time.
- **Strategic Plan Update**
The Strategic Plan was approved by the Board of Directors and there are three "priority A" goals; Healthcare Reform, access to quality services and Peer Support. The Strategic Plan will also look at how best to prioritize funding such as block grant funding. The Board of Directors will meet on February 14th for a focus day on the Strategic Plan.

Lisa was thanked for her report.

12. Report from the Executive Director – Joe Valentine, Executive Director

Joe Valentine reported:

- **Outpatient Services Request For Qualifications (RFQ)**
By the closing date of 11/28/2012, NSMHA had received 12 Letters of Interest (LOIs) in response to our 2013 Request for Qualifications for Outpatient Mental Health Services, which includes Outpatient and Medication Services as well as operation of the Evaluation & Treatment facility in Mukilteo. These 12 include 8 current Providers in our network (Bridgeways, Catholic Community Services Northwest, Compass Health, Interfaith Community health Center, Lake Whatcom Residential and Treatment Center, Sea Mar Community Health Centers, Sunrise Services, Inc., and Whatcom Counseling and Psychiatric Clinic) and 4 new parties (Center for Human Services, Northwest Educational Services District 189, Phoenix Recovery Services, LLC, and Therapeutic Health Services).
- **External Quality Review Organization (EQRO) Draft Report**
NSMHA has received the draft report from our November Quality Review. The draft report states that NSMHA **fully met** all 8 standards of the compliance protocol. The report specifically mentions 13 strengths in NSMHA's administration of mental health programs and has 3 recommendations for areas to strengthen. These include: routinely reviewing and updating practice guidelines; performing a more comprehensive Quality Assurance plan; and continuing to closely monitor the quality and completeness of treatment plans. We have until December 14 to correct any factual errors.
- **County Housing Support Service Contracts**
At the November 8 Board meeting, we were asked to provide additional information on the mix of services the counties will be funding with the housing support fund balance funds as well as the program criteria being used as to who will receive these services. A summary of the services and eligibility criteria is located under Tab 4 of the meeting packet.
- **Other Fund Balance Contracts**
There are two remaining projects that were approved as part of the \$7.5 million fund balance that still need to have contracts approved: the Compass proposal for an *Inpatient Transition Support Program*, and the proposals from Evergreen Health Care and WCPC for a *Geriatric Assessment Team*. For the Geriatric Assessment Team, we had originally hoped to use an equal portion of Medicaid

and State funds. However, the program design, which calls for an outreach team to be dispatched without regards to the Medicaid status of an individual, would preclude the use of Medicaid funds. We are working with the proposers to see if a scaled down version of the project using only state funds would be viable. Snohomish County Human Services has indicated that it can also contribute funds to support the project in Snohomish County.

- **Regional Health Alliance**

The 2nd meeting of the North Sound Regional Health Alliance steering committee will be on December 17, from 10:00-12:00 at the NSMHA offices. Representatives from the Whatcom County Health Alliance, the Snohomish County Policy Group, and the Skagit County Alliance for Health Care Access have now joined the steering committee. As one of its first projects, the steering committee is putting together a list of all current projects and initiatives through the regions that focus either on prevention and wellness or addressing the needs of high risk/high cost persons. The Committee will also be discussing what role the Regional Health Alliance can play in supporting the development of a Home Health Network to meet the requirements of the state RFP for services to persons dually eligible for Medicaid and Medicare.

- **State RFA for Health Home Networks**

The state Health Care Authority has issued the first in a series of “Requests for Applications” [RFAs] to select organizations to develop and administer Health Home Networks. The first RFA is to serve Pierce County only with a projected start date of April, 2013. The North Sound region is scheduled to be in the last group where Health Home Networks will be implemented. The RFA for our region is scheduled to be released on May 13, 2013 with a projected start date of November 1, 2013.

- **State Behavioral Health System Redesign**

In last month’s Board packet, we included a draft concept paper from DSHS for a “redesign” of the adult behavioral health system similar to the one being implemented for the Children’s Mental Health system. A core objective of the proposed adult system redesign is to expand the use of “Evidence Based Practices”. The concept paper was finalized and transmitted to Governor-Elect Jay Inslee. We were informed by DSHS representatives that Governor Gregoire has advised Governor-Elect Inslee that mental health services are the most critical human services issue to be addressed in the coming year, with a particular focus on “forensic services” and persons with mental illness being kept in community hospitals due to a lack of other resources.

- **Crisis Services System Review**

As part of NSMHA’s planned RFQ for Crisis Services next year, we have begun a comprehensive review of the current Crisis Services system. We are developing a process that will combine the information and feedback received from the Crisis Services system review that was conducted in 2010 with new feedback from key stakeholders. All parts of the Crisis Services system will be looked at, including: the Access Line, Voluntary and Involuntary Crisis Response, Triage Centers, etc. The review will be used to determine what should be included in the new RFQ. We are also proposing that this will be one of the issues the Board will discuss at its February 14 planning session.

- **February 14 NSMHA Board Strategic Planning Session**

Input has been obtained from both Board Members as well as the County Coordinators for the topics to select for the February 14 Board Strategic Planning Session. These topics will be reviewed with the Board Executive Committee on December 13. The planning session facilitator, Sam Magill, will be meeting with myself and the County Coordinators on December 14 to develop the detailed agenda for the planning session based on these topic areas. A draft agenda will be presented to the full Board for its review and approval at the January 10, 2013 Board meeting. We will be meeting at (to be determined) from 8:30-4:00.

Joe was thanked for his report.

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

Bill Whitlock reported:

- This is the November 2012 financial report. The FBG (Federal Block Grant) and PATH (Projects for Assistance in Transition from Homelessness) have timing variances of \$23,602 and \$36,988 respectively. The state funds and the interest revenue have permanent negative variance of \$70,612 and \$11,211, respectively. We received \$3.7 million more in Medicaid revenue than projected so far in 2012. This will have the effect of increasing our fund balance.
- On the expense side we have negative variances of \$1,948 in small tools, \$1,343 in the operating rentals budget and \$1,455 in insurance. We will need a line item budget transfer in March or April for individual line item budget variances.
- We are asking you to pass a motion today to assign \$5.7 million to an RFP process. This is the estimated 2012 year end excess fund balance amount. This will include between \$1.2 and \$1.7 million dollars not allocated in the last fund balance RFP process.
- There is a proposed provider budget increase for three providers. The three providers are over on their outpatient fee for service budget caps. The proposed budget increases should be sufficient to account for services until the end of the contract in September 2013.
- The DSHS/DBHR financial auditors did not show up this month as planned.
- Are there any questions on the 2013 recommended NSMHA operating budget?

Bill was thanked for his report.

14. Report from the Finance Committee

Ken Stark reported the Finance Committee met today, reviewed expenses for November and payroll before the Board today. Ken made a motion to approve the Consent Agenda, seconded by Helen Price-Johnson, all in favor, **motion carried (#12-053)**. Ken added that we all know the state is facing budget shortfalls again and wants everyone to be prepared for further budget cuts and said things will continue to get tougher for a while yet. Ken was thanked for his report.

15. Consent Agenda – Finance Committee Motion #12-053

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.

To review and approve North Sound Mental Health Administration's claims paid from November 1, 2012 through November 30, 2012 in the amount of \$6,011,419.31. Payroll for the month of November in the amount of \$124,711.18 and associated employer paid benefits in the amount of \$69,770.02.

16. Action Items

Motion #12-054

The following contracts are the County Administration contracts. The term of the contracts has been extended by one additional year to allow time for the counties to expend the housing fund balance allocation. The total funding encompasses the county administration funds and the housing funds.

NSMHA-ISLAND COUNTY-ADMIN-13-14 for the provision of coordination and collaboration with the county in respect to the delegated functions and housing services for individuals with mental illness. Funding for this Agreement is \$216,950 for a term of January 1, 2013 through December 31, 2014.

NSMHA-SAN JUAN COUNTY-ADMIN-13-14 for the provision of coordination and collaboration with the county in respect to the delegated functions and housing services for individuals with mental illness. Funding for this Agreement is \$1,035,137.33 for a term of January 1, 2013 through December 31, 2014.

NSMHA-SKAGIT COUNTY-ADMIN-13-14 for the provision of coordination and collaboration with the county in respect to the delegated functions and housing services for individuals with mental illness. Funding for this Agreement is \$350,534.67 for a term of January 1, 2013 through December 31, 2014.

NSMHA-WHATCOM COUNTY-ADMIN-13-14 for the provision of coordination and collaboration with the county in respect to the delegated functions and housing services for individuals with mental illness. Funding for this Agreement is \$477,718.67 for a term of January 1, 2013 through December 31, 2014.

Joe provided an explanation for motion #12-054. Dave Gossett moved approval of motion #12-054, seconded by Ken Stark, and opened for discussion. Chair Kershner called for the vote, 9 in favor, 1 opposed, **motion carried (#12-054).**

Motion #12-055

This funding allocation, which is Medicaid only, is being allocated to those providers that are over serving and not being compensated due to the CAP limit. This funding will raise the CAP limit on the following contracts.

NSMHA-INTERFAITH-MEDICAID-11-13 AMENDMENT 3 for the provision of allocating additional Medicaid funding to increase Interfaith's funding CAP by \$8,000 per month beginning January 1, 2013. The new maximum consideration on the Agreement is \$722,137 the term of the Agreement remains the same.

NSMHA-LAKE WHATCOM-MEDICAID-11-13 AMENDMENT 3 for the provision of allocating additional Medicaid funding to increase Lake Whatcom's funding CAP by \$11,000 per month beginning January 1, 2013. The new maximum consideration on the Agreement is \$1,537,893 the term of the Agreement remains the same.

NSMHA-SUNRISE SERVICES-MEDICAID-11-13 AMENDMENT 3 for the provision of allocating additional Medicaid funding to increase Sunrise Service's funding CAP by \$19,000 per month beginning January 1, 2013. The new maximum consideration on the Agreement is \$2,976,124 the term of the Agreement remains the same.

Helen Price-Johnson moved approval, seconded by Dave Gossett, all in favor, **motion carried (#12-055).**

Motion 12-056

PROVIDER CONTRACTS-FUND BALANCE

This funding was allocated during the Fund Balance RFP in September.

NSMHA-SUNRISE SERVICES-IDDIT-13-14 for the provision of funding an Integrated Dual Disorder Treatment (IDDIT) program, an Evidence Based Practice, in Skagit County. The maximum consideration for this Agreement is \$757,900 for a term of November 1, 2012 through December 31, 2014.

Dave Gossett moved approval, seconded by Regina Delahunt and opened for discussion. Chair Kershner called for the vote, 9 in favor, 1 opposed, **motion carried (#12-056).**

Motion 12-057

MEDICAL CARE SERVICES (MCS)-COMMUNITY HEALTH PLAN OF WASHINGTON (CWHP) PROVIDER CONTRACTS:

The following contracts are ongoing contracts serving Non-Medicaid individuals identified within a Community Health Clinic in need of mental health services. Individuals will receive short term mental health care/apply for ongoing RSN services.

NSMHA-COMPASS HEALTH-CHPW MCS-13 for the provision of passing through funding for mental health services to individuals who are on Medical Care Services, this is a limited benefit that allows for stabilization and access to NSMHA services when/if eligible. The maximum consideration for this agreement, based on 29 slot allocations, for an amount up to \$69,600 for a term of January 1, 2013 through December 31, 2013.

NSMHA-INTERFAITH-CHPW MCS-13 for the provision of passing through funding for mental health services to individuals who are on Medical Care Services, this is a limited benefit that allows for stabilization and access to NSMHA services when/if eligible. The maximum consideration for this agreement, based on 9 slot allocations, for an amount up to \$21,200 for a term of January 1, 2013 through December 31, 2013.

NSMHA-SEA MAR-CHPW MCS-13 for the provision of passing through funding for mental health services to individuals who are on Medical Care Services, this is a limited benefit that allows for stabilization and access to NSMHA services when/if eligible. The maximum consideration for this agreement, based on 23 slot allocations, for an amount up to \$55,200 for a term of January 1, 2013 through December 31, 2013.

Joe provided an explanation. Helen Price-Johnson moved approval, seconded by Jamie Stephens and opened for discussion. Chair Kershner called for the vote, all in favor, **motion carried (#12-057)**.

Motion #12-058

Move to give the executive director authority to sign a contract with Portland State University not to exceed \$200,000 over 25 months (December 1, 2012 – December 31, 2014). The contract would be for Wraparound and CANS (Child Adolescent Needs & Strengths) training, consultation and technical assistance to support children's mental health redesign. The training at a minimum would include both children's Wraparound (team services) and CANS being required by DSHS/DBR.

This is a sole source contract as described in RSN policy 30.28 and RCW 39.04.280 (1). The CANS training is a proprietary tool and only licensed to a select number of trainers. The goal was to find a trainer in both CANS and Wraparound so we can combine the trainings in order to reduce the out of office training time and increase workforce expertise.

Joe provided an explanation of motion #12-058. Jamie Stephens moved approval, seconded by Ken Stark, all in favor, **motion carried (#12-058)**.

Motion #12-059

The NSMHA Board of Directors moves to assign \$5.7 million dollars (\$4.7 million Medicaid and \$1 million state funds) for a fund balance RFQ in the following areas. Implementation of Children's mental health redesign including expansion of children services, wraparound team services and or children's crisis response

teams. Health care reform including enhancing care coordination services through health homes, enhance workforce training on evidence based practices, and information systems and technology enhancements.

Joe provided an explanation for motion #12-059. Helen Price Johnson moved approval, seconded by Jamie Stephens, all in favor, **motion carried (#12-059)**.

Motion #12-060

The new position and reclassifications listed below are included in the 2013 NSMHA budget.

To approve the newly created position of Programmer/Developer Analyst to provide the technical expertise to develop programming that will interface with the electronic health records of the Health Care Plans and NSMHA providers.

To approve two reclassifications to reflect the additional job responsibilities and performance expectations, the two reclassifications are as follows:

- Administrative Assistant position is reclassified as Administrative Assistant Coordinator; this position will coordinate the work of the support staff team.
- Quality Specialist position is reclassified as Quality Specialist Coordinator of child/youth/family Policy and Programming, this position will lead the region's child/youth system redesign and ongoing monitoring/evaluation of the children's system of care.

Joe noted the money to fund these personnel changes is included in the budget. Ken Stark moved approval, seconded by Dave Gossett, all in favor, **motion carried (#12-060)**.

Motion #12-061

To approve the NSMHA 2013 Operating Budget.

Dave Gossett moved approval of motion #12-061, seconded by Ken Stark, all in favor, **motion carried. (#12-061)**.

17. Introduction Items

None

18. Adjourn

Chair Kershner noted that there will be reorganization of the board committees in January. She thanked everyone for coming and wished everyone happy holidays. The meeting was adjourned at 2:40.

Respectfully submitted:

Annette Calder
Executive Assistant

Next Meeting: January 10, 2013