



NORTH SOUND BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES ORGANIZATION

BOARD OF DIRECTORS VIRTUAL MEETING AGENDA MINUTES

September 10,
2020

The Governor's Proclamation regarding the Open Public Meetings Act (concerning virtual meetings due to the pandemic) was extended through the month of September

Board of Directors Members present:

- Jill Johnson, County Commissioner; Island County, Board Chair
- Cammy Hart-Anderson, Human Services; designated alternate for Dave Somers, Snohomish County Executive
- Anne Deacon, Human Services Manager, designated alternate for Satpal Sidhu
- Rud Browne, County Council Member; Whatcom County
- Bill Watson, Council Member; San Juan County
- Sarah Hinman, Skagit County Public Health, designated alternate for Ken Dahlstedt
- Jackie Mitchell, Behavioral Health Program Specialist, designated alternate for Rud Browne
- Darcy Cheesman, Legislative Aid; designated alternate for Sam Low, Snohomish County Council Member
- Pat O'Maley Lanphear, Advisory Board Chair

North Sound Behavioral Health Administrative Services Organization (BH-ASO) staff present:

- Joe Valentine, Executive Director; North Sound BH-ASO
- Darrell Heiner, Accounting Specialist; North Sound BH-ASO
- Margaret Rojas, Assistant Director/Contracts Manager; North Sound BH-ASO
- Charles DeElena, Compliance Officer/Project Manager; North Sound BH-ASO
- Joanie Williams, Administrative Manager/Clerk of the Board; North Sound BH-ASO

Guests present:

There were no guests present

Call to Order and Introductions – Chair Johnson

The chair called the virtual meeting to order and initiated introductions

Revisions to the Agenda – Chair Johnson

The Chair asked if there were any revisions to the Agenda, there were none

Approval of the August 13th, 2020, Minutes, Motion #20-39 – Chair Johnson

Bill Watson moved the motion for approval, Rud Browne seconded, all favor, none opposed, no abstentions, motion #20-39 carried

Comments & Announcements from the Chair

- **Island County:** Jill said the Behavioral Health Stabilization Center is positioned to be finished in October and services should begin January 2021. She added that Jackie Henderson is leaving her county position at the end of the year. She also noted that the Island County budget will be adopted in October.

Reports from Members

- **Snohomish County:** Cammy said the Federal Emergency Management Agency (FEMA) Crisis Counseling Program needed a provider. Snohomish County chose to use CARE Act dollars to implement a similar program. 993 individuals have been served so far. Hoping to find other providers interested in serving the other 4 counties. Joe noted that Lake Whatcom Residential Treatment Center showed interest.
- **Skagit County:** Sarah said Compass Health (Mental Health/Sheriffs' Program) will begin their new program any day. At the end of the year there will be one, maybe two new County Commissioners Sarah added.
- Joe shared an article that was on the front page of the Skagit Herald about the funding and expansion of mental health crisis outreach workers partnering with law enforcement. The ASO is hoping to continue to move in this direction.
- **Whatcom County:** Rud said that Whatcom County is in a holding pattern while trying to survive the crisis. Anne added that a higher level of crisis calls is coming in (due to the pandemic). More face to face time is needed, rather than virtual meetings for those in need of services. The Crisis Stabilization Center is busy; improvements are being made. The open house is scheduled for this fall and Board Members will be invited.
- **San Juan:** Bill Watson referenced the smoke in the area from all the fires. He added that the county is taking it day by day to see how survival of the economy will play out. Things are looking better than anticipated. People are stressed, school has restarted, mostly remote, except the private schools.

Comments from the Public

There was one individual who voiced interest in attending today's meeting prior in the week.

The individual was given the information to call into the meeting via GoToMeeting. The individual was not present.

There were no comments from the public.

Report from the Advisory Board

Pat gave the Report from the Advisory Board and covered the following topics:

- Visual Art and Poetry Contest
- Managed Care Organization(s)/attendance and participation in the Advisory Board Meetings
- Report from the Executive Director
- Report from the Finance Committee

Report from the Executive Director

- **Fraud, Waste and Abuse Training:** Charles DeElena, Compliance Officer

Charles DeElena, North Sound BH-ASO Compliance Officer, spoke about the Fraud, Waste and Abuse Training that is required to be taken by the North Sound BH-ASO Board Members. He also informed them of the attestation.

Joe Valentine gave the report from the Executive Director and spoke on the following topics:

- CRISIS SERVICES
- DEPARTMENT OF HEALTH (DOH) STATEWIDE FORECAST OF THE BEHAVIORAL HEALTH IMPACT OF COVID-19
- ANNUAL HEALTH CARE AUTHORITY REVIEW
- MASK DISTRIBUTION
- CONSULTANT CONTRACTS
 - There was conversation around the ASO's process for procuring services. Joe said the ASO would bring back an outline on the procurement process and present it at an upcoming meeting.

- SAMHSA DISASTER RESPONSE STATE PROGRAM
- COVID WEEKLY DASHBOARD
- 2020 NORTH SOUND BH-ASO OPERATING BUDGET DEVELOPMENT

Report from the Finance Officer

Joe Valentine gave the report from the Finance Officer with the assistance of Darrell Heiner, North Sound BH-ASO Accounting Specialist

Report from the Governance Operations Committee

All matters listed with the Consent Agenda have been distributed to each Member for reading and study, are considered to be routine, and will be enacted by one action of the Executive Committee with no separate discussion. If separate discussion is desired, the item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Member.

Consent Agenda

Motion #20-40

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from August 1st, 2020, through August 31st, 2020 in the amount of \$1,523,183.62. Payroll for the month of August in the amount of \$144,572.66 and associated employer benefits in the amount of \$57,034.82.

Cammy Hart-Anderson moved the motion for approval, Bill Watson seconded, all in favor, none opposed, no abstentions, motion #20-40 carried

Action Items

For Executive Committee Approval

Remediating the Remaining BHO Close out Liability

Summary:

Health Care Authority [HCA] Fiscal Staff and North Sound BH-ASO staff have jointly developed an estimate as to what the amount of remaining liability is from the close out of the North Sound Behavioral Health Organization [BHO]. At the "close-out" of the North Sound BHO at the end of December 2019, the BHO had a negative fund balance due to unreimbursed IMD expenses. It is estimated that there is a residual Medicaid fund balance of \$6,038,523. This must be paid back to CMS. HCA will be able to cover part of the shortfall. After returning the remaining BHO cash on hand, the North Sound BH-ASO is proposing to cover the remaining shortfall with a combination of unspent BH-ASO Medicaid fund balance and excess BH-ASO state general funds. There are 2 motions below: one to return the remaining BHO unspent funds and one to provide funds out of some of the BH-ASOs unspent Medicaid and State General Fund balances. The final amounts due have not yet been certified by HCA leadership.

Motion #20-41:

- Authorize the North Sound BH-ASO Executive Director to return the remaining BHO unspent funds estimated at \$1,144,515 to the Health Care Authority as part of the "close-out" of the BHO.

Cammy Hart-Anderson moved the motion for approval, Bill Watson seconded, all in favor, none opposed, no abstentions, Motion # 20-41 carried

Motion #20-42:

- Authorize the North Sound BH-ASO Executive Director to cover the remaining BHO close out liability from the BH-ASO Medicaid Fund balance as of the end of June 30, 2020 and a portion of excess state General Fund balance not to exceed \$2,000,000.

Bill Watson moved the motion for approval, Rud Browne seconded, all in favor, none opposed, no abstentions, motion # 20-42 carried.

College Way Lease

Summary:

As detailed in the Executive Director Memo the following motions are presented for approval of either Option A or Option B.

Below is a synopsis of Option A and Option B.

- **Option A:** The Landlord will agree to amortize expenses over the five (5) year term of the lease. The Landlord will provide an Escape Clause after the third year if funding to NSBHASO is eliminated by the Federal and State Legislature and NSBHASO agrees to reimburse the Landlord the unamortized fees of approximately \$48,000. (\$154,026 annual lease payment)
- **Option B:** If the Tenant agrees to sign a five (5) year lease without an escape clause, the Landlord will fund the current construction costs. (\$127,836 annual lease payment)

Motion #20-43:

▪ **Option A:**

Authorize the North Sound BH-ASO Executive Director to execute a lease at 2021 E College Way, Mt Vernon WA for a five (5) year term with a three (3) year escape clause. The expiration of this lease will be December 31, 2025 unless terminated and/or renewed.

▪ **Option B:**

Authorize the North Sound BH-ASO Executive Director to execute a lease at 2021 E College Way, Mt Vernon WA for a five (5) year term. The expiration of this lease will be December 31, 2025 unless terminated and/or renewed.

Anne Deacon moved the motion Option B for approval, Rud Browne seconded, all in favor, Darcy Cheesman abstained, motion #20-43 Option B carried

Adjourn: 2:45 p.m.

Next meeting: October 8th, 2020

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Joanie Williams".

Joanie Williams
Clerk of the Board