



Board of Directors

Meeting Minutes

February 13th, 2025

Board of Directors Members Present in Person:

- Barry Buchanan, County Council, Board Chair; Whatcom County
- Peter Browning, Commissioner; Skagit County
- Amanda Franke, Human Services, Designated Alternate for Dave Somers, County Executive; Snohomish County
- Jill Johnson, Commissioner; Island County

Members Present via MS Teams:

- Darcy Cheesman, Legislative Aid, Designated Alternate for Sam Low, County Council; Snohomish County
- Cynthia Foley, Legislative Analyst, Designated Alternate for Strom Peterson, County Council, Snohomish County
- George Kosovich, Skagit County Public Health, Designated Alternate for Peter Browning, Commissioner; Skagit County
- Justin Paulsen, County Council; San Juan County
- Nicole Gorle, Legislative Analyst, Designated Alternate for Nate Nehring, County Council, Snohomish County
- Jami Mitchell, Human Services Manager; Designated Alternate for Justin Paulsen; Council Member; San Juan County
- Malora Christensen, Response Systems Division Manager, Designated Alternate for Satpal Sidhu, County Executive; Whatcom
- Kara Allen, Advisory Board Chair

North Sound Behavioral Health Administrative Services Organization (North Sound BH-ASO) Staff Present:

- JanRose Ottaway Martin, Executive Director

- Margaret Rojas, Assistant Executive Director
- Darrell Heiner, Sr. Accountant
- Kim Nakatani, Accountant
- Charles DeElena, Business Improvement Manager/Compliance Officer
- Maria Arreola, Sr. Administrative Assistant
- Joanie Wenzl, Clerk of the Board

Guests Present:

- Alexis DelaCruz, Education Attorney, Tulalip Office of Civil Legal Aid

Guest ASO Staff Members:

- Ana De Los Rios and Becky George, Youth Navigator Program

Call to Order and Introductions – Chair

The Chair initiated introductions of those in attendance in-person and online

Tribal Acknowledgement – Chair

[Tribal Behavioral Health | North Sound BH-ASO \(nsbhaso.org\)](https://nsbhaso.org)

The Chair read the Tribal Acknowledgement

Revisions to the Agenda – Chair

One revision was requested by the Chair. He noted that during the Governance & Operations meeting, a motion was made to recommend that Barry Buchanan remain chair for the year 2025 and that Justin Paulsen become vice-Chair and hold the position for 2025. Motion below, under Report from the Governance and Operations Committee.

Approval of the January 9th, 2025, Minutes, Motion #25-04 Chair

Peter Browning moved the motion for approval, Amanda Franke seconded, no abstentions, all in favor, motion #25-04 carried

Comments & Announcements from the Chair – Chair

The Chair indicated that the Board of Directors is looking forward to a busy yet challenging year

Reports from Members – Chair

Board members spoke about the current behavioral health happenings in their respective counties

Comments from the Public – Chair

There were no comments from the public

Report from the Advisory Board

Kara Allen, Advisory Board Chair

Kara gave the report from the Advisory Board meeting that took place on February 4th, 2025. She spoke about the Advisory Board members' upcoming participation during the legislative session where they will be advocating for behavioral health system priorities in the North Sound.

Report from the Finance Officer

Margaret Rojas, Assistant Director

Margaret Rojas gave the report from the Finance Officer

Report from the Governance Operations Committee – Chair

- Chair and vice-Chair

Peter Browning moved a motion that Council Member Buchanan remain the Board Chair for 2025, and Council Member Paulsen be the vice-Chair for 2025. Jill Johnson seconded the motion, no abstentions, all in favor, motion carried.

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 Board of Directors 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 - Chair

Motion #25-05

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from January 1st, 2025, through January 31st, 2025, in the amount of \$6,578,632.89.
- Payroll for the month of January in the amount of \$239,880.17 and associated employer benefits in the amount of \$118,266.95.

Jill Johnson moved the motion for approval, Amanda Franke seconded, no abstentions, all in favor, motion #25-05 carried

Action Items – Margaret Rojas, Assistant Director

For Board Approval

Recovery Navigator Program (RNP)

- An additional \$87,061.00 was allocated to the ASO in the January 1, 2025, HCA amendment. These funds are intended to provide community-based outreach, intake, assessment, and connection to services to youth and adults with substance use disorder (SUD), including for

persons with co-occurring substance use disorders and mental health conditions. Effective date of funding availability is January 1, 2025.

- The following motion is the downstream contracts allocating the additional RNP funding to two counties, Snohomish County and Island County.
 - Island County
 - January 1, 2025, addition of RNP funds \$43,530.50
 - Total RNP 12-month allocation \$804,885.50.
 - Snohomish County
 - January 1, 2025, addition of RNP funds \$43,530.50
 - Total RNP 12-month allocation \$912,030.50.

Motion #25-06

NS BH-ASO-ISLAND COUNTY-RNP-23 Amendment 3 to provide additional funding to Recovery Navigator Program services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-SNOHOMISH COUNTY-RNP-23 Amendment 3 to provide additional funding to Recovery Navigator Program services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

Peter Browning moved the motion for approval, Barry Buchanan seconded, no abstentions, all in favor, motion #25-06 carried

Professional Service Contract – Medical Director

- Dr. Sylvie Stacy, MD MPH, has accepted the ASO's offer to consult as our Behavioral Health (BH) Medical Director. Dr. Stacy will provide oversight and conduct utilization reviews, participate in the development of behavioral health activities, participate in Performance Improvement processes, provide oversight for the ASO Credentialing system, and assist in the development of integrated Mental Health and Substance Use Disorder treatment programs region-wide.
- The following motion is for the professional service contract (PSC) for Dr. Stacy, with compensation for the BH Medical Director being a base rate of \$1050.00 for five (5) hours per month, and \$210.00 for each additional hour per month, billed in 15-minute increments.

Motion #25-07

NS BH-ASO-STACY-PSC-25 to provide consultation as North Sound BH-ASO's Behavioral Health (BH) Medical Director under this contract. The contract term effective February 1, 2025, and will remain in effect for an initial term of 1 year (Initial Term), after which it will automatically renew for successive terms of 1 year each (Renewal Term).

Jill Johnson moved the motion for approval, Peter Browning seconded, no abstentions, all in favor, motion #25-07 carried

Introduction Items

Margaret Rojas, Assistant Director

Center for Human Services

- Center for Human Services (CHS) is a Behavioral Health Agency (BHA) that provides youth and family outpatient mental health and Substance Use Disorder (SUD) services in Snohomish County, including in school-based settings. This is a fee for service contract.

Motion #XX-XX

NS BH-ASO-CHS-ICN-25 for the provision of outpatient services in Snohomish County. The contract term is March 1, 2025, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on compliance with the terms of this contract.

Assisted Outpatient Treatment (AOT) Court Services

- North Sound BH-ASO has been coordinating with the Snohomish County Prosecutor's Office, the Snohomish County Public Defender Association, and the Snohomish County Clerk's Office to prepare court services associated with Assisted Outpatient Treatment, with a proposed effective date of March 1, 2025. Funding is
 - The Snohomish County Prosecuting Attorney's Office will represent the individuals or agencies petitioning for AOT orders in all court proceedings in accordance with RCW 71.05. They will also review AOT petitions for legal sufficiency.
 - The Snohomish County Public Defender Association (SCPDA) will represent the individuals being petitioned for AOT orders in all court proceedings in accordance with RCW 71.05. SCPDA will provide a part-time defense attorney and part-time social worker to represent all persons who are not represented by counsel and who are AOT participants.
 - The Superior Court Clerk is responsible for processing all court documents relating to AOT including AOT petitions, declarations, orders, petitions for revocation, notices of hearings, and others. They are responsible for keeping minutes of AOT hearings, filing orders entered during court, and entering information into the statewide court system.

Motion XX-XX

NS BH-ASO-SNOHOMISH PROSECUTING ATTORNEY-AOT-25 to provide funding in the amount of **\$33,085.00** for court services in Snohomish County. The contract term is March 1, 2025, through February 28, 2026, with an automatic one-year renewal on March 1, 2025, based on continued compliance with the terms of the contract.

NS BH-ASO-SCPDA-AOT-25 to provide funding in the amount of **\$111,958.85** for court services in Snohomish County. The contract term is March 1, 2025, through February 28, 2026, with an automatic one-year renewal on March 1, 2025, based on continued compliance with the terms of the contract.

NS BH-ASO-SNOHOMISH CLERKS OFFICE-AOT-25 to provide funding in the amount of \$9,665.00 for court services in Snohomish County. The contract term is March 1, 2025, through February 28, 2026, with an automatic one-year renewal on March 1, 2025, based on continued compliance with the terms of the contract.

Margaret Rojas spoke about the Introduction Items. Discussion followed.

Report from the Executive Director

JanRose Ottaway Martin, Executive Director

JanRose spoke on the following topics below. Discussion followed.

- Reserve Funds Claw Back
- Whatcom County Listening Sessions
- Lynwood Crisis Care Facility
- Legislative Update
 - WSAC House Bill 1813

Adjourn – Chair: 2:42 pm

Next Meeting: March 13th, 2025

Respectfully Submitted,

Joanie Wenzl

Joanie Wenzl
Clerk of the Board