
November 14th, 2024

**Board of Directors Members Present
in Person:**

Members Present via MS Teams:

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

Guests Present:

1. **Call to Order and Introductions** – Chair
2. **Tribal Acknowledgement** – Chair
[Tribal Behavioral Health | North Sound BH-ASO \(nsbhaso.org\)](https://www.nsbhaso.org)
3. **Revisions to the Agenda** – Chair
4. **Approval of the October 10th, 2024, Minutes, Motion #24-49** – Chair....
Attachment
5. **Comments & Announcements from the Chair** - Chair
6. **Reports from Members** - Chair
7. **Comments from the Public** – Chair
8. **Annual Compliance Training** - (Available at Meeting) Attachments
Charles DeElena, Compliance Officer
9. **Annual Conflict of Interest Attestation-** (Available at Meeting),..... Attachment
10. **Report from the Advisory Board** (Available at Meeting) Attachment
Kara Allen, Advisory Board Chair

11. Report from the Finance Officer (Available at Meeting) Attachment
Margaret Rojas, Assistant Director

12. Report from the Governance Operations Committee - Chair

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 (Available at Meeting)Attachment

Motion #24-50

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from October 1st, 2024, through October 31st, 2024, in the amount of \$7,305,530.14.
- Payroll for the month of October in the amount of \$200,838.86 and associated employer benefits in the amount of \$97,872.38.

13. Action Items – Margaret Rojas, Assistant Director

For Board Approval

Skagit County Recovery Café

- Skagit County Recovery Café has requested one time funding to offer an additional recovery circle and food for the members.
 - The annual amount is - \$24,000.00

Motion #24-51

North Sound BH-ASO-Skagit Recovery Café-PSC-24 for the purpose of providing funds to support the center’s operations.

Compass Health

- Compass Health submitted an updated budget for crisis services in June. After a thorough evaluation and negotiation, we approved an increase to their crisis budget. The annual increase is due to staff wage increases, additional FTEs and costs associated with the increases.
 - The total annual increase is \$1,938,950.00. Compass Health provides 24/7 mobile crisis outreach in Island, San Juan, Skagit and Whatcom counties.

Motion #24-52

North Sound BH-ASO-Compass Health-ICCN-23 Amendment 6 for the purpose of adding an ongoing increase to the crisis service budget. 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

14. Introduction Items

Margaret Rojas, Assistant Director

- Health Care Authority (HCA) contracts to include funding for the period of July 1, 2024, through December 31, 2024.
- Downstream contracts for General Fund-State (GF-S) Mandatory Services (Crisis Outreach, Involuntary Treatment Act (ITA) Services, ITA inpatient, Secure Withdrawal Management and Proviso Funding)
- Downstream contracts for GF-S services within Available Resources (Mental Health & Substance Use Disorder Outpatient, Triage Services)

The downstream contracts follow the HCA contract. The funding for the downstream contracts is included in the same amendment, which is why you will see the same numbered amendment under different categories of funding

Health Care Authority (HCA)

HCA-NS BH-ASO-K-6897-03 is providing the GF-S funding for the period of January 1, 2025, through June 30, 2025.

- GF-S funding is stable from the previous contract period.
 - 6-month allocation is \$

Motion #XX-XX

HCA-NS BH-ASO-K- providing the ASO GF-S funding and legislative proviso funds for the period of January 1, 2025, through June 30, 2025.

GF-S Mandatory Services

The following contracts provide mandatory behavioral health services. Funding for GF-S services is allocated every six (6) months.

- Compass Health
 - Mobile Crisis Adult & Youth Outreach Teams, ITA services, Child Youth and Family Crisis Outreach Team, Evaluation and Treatment Services and other provisos listed below.
 - Program for Assertive Community Treatment (PACT) services and continuing the reserve funds for flexible spending for PACT participants, staff training and short-term housing needs. These funds will be renewed until the reserve is depleted.
 - Crisis Services – 6-month allocation - \$
 - Community Outreach & Recovery Support (CORS) – 6-month allocation \$
 - PACT 6-month allocation - \$
 - PACT Proviso Reserve Funds 6-month allocation - \$
 - Behavioral Health Enhancement Funds 6-month allocation - \$
 - San Juan County HARPS Funds 6-month allocation - \$
 - Evaluation & Treatment Discharge Planner 6-month allocation - \$
- Conquer
 - Assisted Outpatient Treatment (AOT) in Snohomish County
 - 6-month allocation - \$
- Snohomish County
 - Mobile Crisis Outreach, ITA services
 - Proviso Funding-Jail Transition Services, Designated Cannabis Account, Trueblood Funds
 - Crisis Funds 6-month allocation - \$
 - Proviso Funds 6-month allocation \$
- Volunteers of America
 - Toll Free Crisis Hotline

- Behavioral Health Enhancement Funds
 - Toll Free Crisis Line 6-month allocation - \$
 - Crisis Follow-up Services 6-month allocation - \$
 - Behavioral Health Enhancement Funds 6-month allocation \$
- Telecare
 - Evaluation and Treatment Services (Fee for Service)
 - E&T Discharge Planners
 - Behavioral Health Enhancement Funds
 - E&T Discharge Planner 6-month allocation - \$
 - Behavioral Health Enhancement Funds 6-month allocation \$
- Lifeline Connections
 - PACT services and continuing the reserve funds for flexible spending for PACT participants, staff training and short-term housing needs. These funds will be renewed until the reserve is depleted.
 - PACT 6 -month allocation - \$
 - PACT Proviso Reserve Funds 6-month allocation - \$
- Lake Whatcom Center
 - PACT continuing the reserve funds in the amount of \$73,206.00 for flexible spending for PACT participants, staff training and short-term housing needs. These funds will be renewed until the reserve is depleted.
 - PACT 6-month allocation-\$
 - PACT Proviso Reserve Funds 6 - month allocation \$
- Evergreen Recovery Center
 - Behavioral Health Enhancement Funds
 - 6-month allocation - \$
 - 6-month allocation - \$
- Pioneer Human Services
 - Behavioral Health Enhancement Funds (Proviso Funds)
 - 6-month allocation \$
- Snohomish County Superior Court
 - Juvenile Treatment Services
 - 6-month allocation - \$
- Island County
 - Proviso Funding-Jail Transition Services, Designated Cannabis Account, Trueblood Funds
 - HARPS Housing Assistance
 - Proviso Funds 6-month allocation - \$
 - HARPS 6-month allocation - \$
- San Juan County
 - Proviso Funding-, Designated Cannabis Account
 - 6-month allocation - \$
- Skagit County
 - Proviso Funding – Jail Transition Services, Designated Cannabis Account, Trueblood Funds
 - 6-month allocation - \$
- Whatcom County
 - Proviso Funding – Jail Transition Services, Designated Cannabis Account, Trueblood Funds
 - 6-month allocation - \$

NS BH-ASO-Compass Health-ICCN-23 Amendment 7 to provide funding to continue 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.

North Sound BH-ASO-Conquer Addiction-ICN-23 Amendment 2 to provide the funding to continue AOT services in Snohomish County. The contract term is August 1, 2023, through July 31, 2025, with an automatic one-year renewal on August 1, 2025, based on continued compliance with the terms of the contract.

NS BH-ASO-Snohomish County-ICCN-23 Amendment 6 to provide the funding to continue 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-VOA-ICCN-23 Amendment 5 to provide the funding to continue 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-Telecare-ICCN-23 Amendment 4 to provide the funding to continue 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-Lifeline Connections-ICN-23 Amendment 5 to provide the funding to continue 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-LWC-ICN-23 Amendment 4 to provide the funding to continue 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-ERC-ICN-23 Amendment 5 to provide the funding to continue 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-PHS-ICN-23 Amendment 4 to provide the funding to continue 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 Superior Court-ICN-23 Amendment 5 to provide the funding to continue 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-Island County-ICN-23 Amendment 6 to provide the funding to continue 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-San Juan County-ICN-23 Amendment 4 to provide the funding to continue 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-Skagit County-Interlocal-23 Amendment 6 to provide the funding to continue 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-Whatcom County-ICN-23 Amendment 5 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 30, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

GF-S services within Available Resources

- Compass Health
 - SUD outpatient services in San Juan County (FFS)
 - Whatcom County Triage
 - 6-month allocation - \$
- Pioneer Human Services
 - Island, Skagit & Whatcom Withdrawal Management Services
 - 6-month allocation - \$
 - Behavioral Health Enhancement Funds (Proviso Funds)
 - 6-month allocation \$

Motion #XX-XX

NS BH-ASO-Compass Health-ICCN-23 Amendment 7 to provide funding to continue 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-PHS-ICN-23 Amendment 4 to provide the funding to continue 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.

15. Discussion Items

JanRose Ottaway Martin, Executive Director

- COLA
- Budget Presentation: (Available at Meeting) Attachment
<https://www.nsbhaso.org/who-we-are/boards-and-committees/board-of-directors/Proposed%202025%20Budgetal.pdf>

16. DRAFT Report from the Executive Director Attachment

JanRose Ottaway Martin, Executive Director

17. Adjourn - Chair

Next Meeting: December 12th, 2024

October 10th, 2024

**Board of Directors Members Present
in Person:**

- **Barry Buchanan**, County Council, Whatcom County
- **Cammy Hart-Anderson**, Human Services, Designated Alternate for Dave Somers, County Executive; Snohomish County

Members Present via MS Teams:

- **George Kosovich**, Community Services Division Manager, Designated Alternate for Peter Browning, Commissioner, Skagit County
- **Darcy Cheesman**, Legislative Aid, Designated Alternate for Sam Low, County Council; Snohomish County
- **Malora Christensen**, Response System Division Manager, Designated Alternate for Satpal Sidhu, County Executive; Whatcom County
- **Jami Mitchell**, Human Services Manager, Designated Alternate for Cindy Wolf, County Council; San Juan County
- **Lynda Austin**, Human Services, Designated Alternate for Jill Johnson, Commissioner, San Juan County
- **Kara Allen**, Advisory Board Chair

Guests Present:

- Lori Fleming, Snohomish County Rual Behavioral Health Consortium
- State Auditors

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

- **JanRose Ottaway Martin**, Executive Director
- **Michael McAuley**, Clinical Director
- **Margaret Rojas**, Assistant Director
- **Darrell Heiner**, Senior Accountant
- **Kim Nakatani**, Accountant
- **Charles DeElena**, Business Improvement Manager/Compliance

- Officer
- **Maria Arreola**, Sr. Administrative Assistant
- **Joanie Wenzl**, Administrative Manager, Clerk of the Board

Call to Order and Introductions – Chair

The chair called the meeting to order and initiated introductions.

Tribal Acknowledgement – Chair

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

The Chair read the Tribal Acknowledgement.

Revisions to the Agenda – Chair

The Chair noted a revision to the agenda, adding that the State Auditors will give their presentation just after the Minutes motion on the agenda.

Approval of the September 12th, 2024, Minutes, Motion #24-43 – Chair

Cammy Hart-Anderson moved the motion for approval, Barry Buchanan seconded, all in favor, none opposed, no abstentions. Motion #24-43 carried

Comments & Announcements from the Chair – Chair

The Chair of the Board welcomed the State Auditors

Reports from Members – Chair

The members gave updates on their respective county's' behavioral health happenings.

Comments from the Public – Chair

There were no comments from the public.

Compensation Survey for NS BH-ASO

- Nancy Kasmar, MS, CCP, SHRM-SCP
Principal, Compensation Connections®

JanRose introduced Nancy Kasmar. Nancy gave a brief background on her agency, the number of consultants in the organization, and the composition of their current customers.

She followed up with the PowerPoint presentation/survey that she had prepared for the board members regarding NS BH-ASO's current staff compensation.

Following the presentation, Barry Buchanan made a motion to approve the implementation of the compensation study recommendations, to include a start date of January 1st 2025.

5 yay, 2 abstained, motion carried by majority vote.

State Auditor Exit Conference

- David Yost, Assistant State Auditor; Susanne Hancock, Assistant Audit Manager

There was a PowerPoint presentation given by David and Susanne.

Also, an exit conference packet was included in the board member packets.

A question-and-answer opportunity followed. There were no questions.

The auditors expressed appreciation to the NS BH-ASO staff.

Report from the Advisory Board

Kara Allen, Advisory Board Chair

Kara gave the report from the Advisory Board which entailed the topics covered during the Legislative Summit that took place on October 1st.

Report from the Finance Officer

Margaret Rojas, Assistant Director

Margaret gave the Report from the Finance Officer. An opportunity for questions was given.

Report from the Governance Operations Committee – Chair

The Chair noted that the Governance and Operations meeting was one board member short of a quorum., but that the ASO’s warrants paid were reviewed and discussed and being brought forward to the full board for review and/or discussion and a vote.

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 – ChairTab 4

Motion #24-44

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from September 1st, 2024, through September 30th, 2024, in the amount of \$1,599,305.72.
- Payroll for the month of September in the amount of \$199,245.42, and associated employer benefits in the amount of \$97,576.68.

Cammy Hart-Anderson moved the motion for approval. Barry Buchanan seconded, no abstentions, all in favor, Motion #24-44 carried.

Action Items – Margaret Rojas, Assistant Director

For Board Approval

Health Care Authority (HCA)

- Projects for Assistance in Transition from Homelessness (PATH). This is an outreach program targeting individuals with a serious mental illness who are unhoused in Snohomish County. The annual funding for this service is \$219,026.00. North Sound provides a mandatory match annually of \$73,000.00.
- Peer Pathfinder Homeless Outreach Programs. Funding is used to support outreach and engagement services for those who are, or who are risk of homelessness and have or are suspected to have an Opiate Use Disorder and/or stimulant use disorder in Whatcom County. The annual funding for these services is \$131,480.00.

- Additional ARPA Peer Pathfinder funds are included in the amount of \$71,020.00 annually to specifically work with individuals exiting correctional facilities who have a serious mental illness or co-occurring conditions in Whatcom County.

Motion # 24-45

HCA-North Sound BH-ASO-PATH-24 for the purpose of funding PATH services in Snohomish County. The contract term is October 1, 2024, through September 30, 2025.

Cammy Hart-Anderson moved the motion for approval, Malora Christenson seconded. Discussion followed. All in favor, none opposed, motion #24-45 carried.

Motion #24-46

HCA-North Sound BH-ASO-Peer Path Finder-24 for the purpose of providing peer pathfinder services in Whatcom County. The term of the contract is October 1, 2024, through September 30, 2025.

Barry Buchanan moved the motion for approval, Cammy Hart-Anderson seconded, no discussion, all in favor, motion # 24-46 carried.

- The following two contracts are the downstream contracts for PATH and Peer Pathfinder services.

Bridgeways

- Bridgeways is the provider of PATH services in Snohomish County. The annual funding amount is \$219,026.00 of grant funding and \$73,000.00 in matching State funds for case management services for a total of \$292,026.00.

Motion #24-47

North Sound BH-ASO-Bridgeways-PATH-24 for the purpose of providing PATH outreach and case management services in Snohomish County. The term of this agreement is October 1, 2024, through September 30, 2025, based on continued compliance with the terms of the contract.

Cammy Hart-Anderson moved the motion for approval, Barry Buchanan seconded, no discussion, none opposed, all in favor. Motion #24-47 carried.

Lifeline Connections

- Lifeline Connections is the provider of Peer Pathfinder Services in Whatcom County. The total annual funding for this service is \$202,500.00

Motion #24-48

NS BH-ASO-Lifeline Connections-FBG-23 Amendment 4 to provide funding to the Peer Path Finder services under this contract. The contract term is January 1, 2023, through December 31, 2024, with an automatic one-year renewal on January 1, 2025, based on continued compliance with the terms of the contract.

Cammy Hart-Anderson moved the motion for approval, Barry Buchanan seconded, all in favor none opposed, Motion #24-48 carried.

Introduction Items - Margaret Rojas, Assistant Director

Skagit County Recovery Café

- Skagit County Recovery Café has requested one time funding to offer an additional recovery circle and food for the members. The request is \$24,000.00

Motion #XX-XX

North Sound BH-ASO-New Earth Recovery-PSC-23 Amendment 1 for the purpose of adding additional funds to support the center's operations.

Compass Health

- Compass Health submitted an updated budget for crisis services in June. After a thorough evaluation and negotiation, we approved an increase to their crisis budget. The annual increase is due to staff wage increases, additional FTEs and costs associated with the increases. The total annual increase is \$1,938,950.00 for a total annual amount of \$10,810,090.00. Compass Health provides 24/7 mobile crisis outreach in Island, San Juan, Skagit and Whatcom counties.

Motion #XX-XX

North Sound BH-ASO-Compass Health-ICCN-23 Amendment 6 for the purpose of adding an ongoing increase to the crisis service budget. 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

[The Introduction Items above were reviewed and discussed.](#)

Discussion Item

JanRose Ottaway Martin, Executive Director

- North Sound Behavioral Health Legislative Summit

[An outcome/overview of the Legislative Summit was given by JanRose Ottaway Martin. Discussion followed, as well as acknowledgement for the participants and the ASO's Advisory Board.](#)

[Discussion followed.](#)

[Additional thoughts and/or feedback can be sent to JanRose.](#)

Report from the Executive Director

JanRose Ottaway Martin, Executive Director

[JanRose gave the Report from the Executive Director, which included the following topics:](#)

- [First Annual North Sound Behavioral Health Legislative Summit](#)
- [Assessing the Crisis System \(and any gaps\)](#)
- [Hired two new positions](#)
- [Youth Navigator Program \(aka Kids' Mental Health\):](#)
- [Meeting with EMT/EMS and Fire Departments in November to discuss Endorsed MRRCT/CBCT models](#)

Adjourn – Chair 2:43 p.m.

Next Meeting: November 14th, 2024

Weekly Crisis Metrics Report:

See attached.

Jail Modernization Task Force

The first meeting of the Jail Modernization Task Force occurred on 10/29. This meeting included a lot of generalized discussions about the system. The goal is to have a few achievable, fundable recommendations by mid-next year with a recommendation for more time to dig deeper in to any topics we are not able to cover in the allotted one year timeline.

Assessing Crisis System and any gaps

We are in the process of identifying gaps and issues in the Crisis System (DCRs and MRRCT).

- Snohomish: Meeting with Human Services team and the Snohomish County Sheriff to identify if there's a way to develop a program that expands Mobile Community Crisis Response Team(s) through a partnership with the Sheriff's office.
- Skagit: Engaging in conversations via the North Star Task Force on Behavioral Health Crisis and Co-Response.
- Whatcom: In addition to conversations we are having the with the county staff, we are also engaging in a listening tour with system stakeholders (providers, law enforcement, hospital staff, etc.) across the county November 18-22.
- Island: We have started meetings with Island County to discuss issues/gaps in the system.
- San Juan: We are working with law enforcement and county representatives to identify if a co-responder program could assist in meeting the crisis needs in San Juan County.

BHASO Hiring updates:

North Sound ASO is currently hiring for three positions:

- Youth Navigator Coordinator (new position): This is the second position we are hiring for the Youth Navigator Program
- Medical Director
- Accountant

November 15th: HCA virtual presentation of RDA measures

North Sound BH-ASO has asked HCA to do a presentation of the RDA measures to all interested parties in our region. We are inviting County Coordinators, BOD's members, Advisory Board members, and providers to this one hour virtual presentation. The RDA measures include

reports on how our region are doing in comparison to the rest of the state on measurements like Substance Use Disorder Treatment rate, Psychiatric Inpatient 30-Day Readmission, Follow-up after Emergency Department Visit for Mental Illness and several others. It can be informative to understand how we are performing now, and where we may want to focus efforts in the next year. Please forward to any staff or partners you think would be interested.

North Sound BH-ASO 2025 Budget:

The North Sound BH-ASO 2025 Budget has been posted online and will be presented to the Board of Directors at the November meeting.