



**BOARD OF DIRECTORS
VIRTUAL MEETING AGENDA**

**February 11,
2021**

Board of Directors Members present:

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

Guests present:

1. **Call to Order and Introductions** – Chair Johnson
2. **Revisions to the Agenda** – Chair
3. **Approval of the January 14th, 2021, Minutes, Motion #21-08** – Chair Johnson.....Attachment
4. **Comments & Announcements from the Chair**
5. **Reports from Members**
6. **Comments from the Public**
7. **Report from the Advisory Board**.....(Available at Meeting).....Attachment
8. **Report from the Executive Director**(Available at Meeting).....Attachment
 - **Trueblood Reporting Tool: James Dixon**(Available at Meeting).....Attachment
9. **Report from the Finance Officer**(Available at Meeting).....Attachment
10. **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.....(Available at Meeting).....Attachment

Motion #21-09

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from January 1st, 2021, through January 31st, 2021 in the amount of \$2,401,869.30. Payroll for the month of January in the amount of \$149,551.10 and associated employer benefits in the amount of \$59,629.50.

11. Action Items

For Board Approval

Board Chair for 2021

Summary:

Nominations were taken for the 2021 Board Chair which were sent to the Clerk of the Board.

During the January Board Meeting discussion ensued regarding the position. It was suggested that Jill Johnson be selected as Chair for calendar year 2021. Members were asked to send the Clerk of the Board their nomination and/or confirmation for nominee identified during the meeting.

Below is the nomination confirmation received:

- Jill Johnson

Motion #21-10

- To approve the motion for the North Sound BH-ASO Board of Directors Chair based on majority vote. The approval is for the calendar year of 2021.

12. Discussion ItemsAttachment

- Diversity, Equity and Inclusion, Request for Quote

13. Adjourn

Next meeting: March 12th, 2021



**BOARD OF DIRECTORS
VIRTUAL MEETING MINUTES**

January 14,
2021

Board of Directors Members present:

- Jill Johnson, County Commissioner; Island County, Board Chair
- Anne Deacon, Human Services Manager, Whatcom County; designated alternate for Satpal Sidhu
- Rud Browne, County Council Member; Whatcom County
- Darcy Cheesman, Legislative Aid; designated alternate for Sam Low, Snohomish County Council Member
- Heidi Beazizo, Sr. Legislative Analyst, Snohomish County; designated alternate for Jared Meade, Council Member
- Cammy Hart-Anderson, Human Services; designated alternate for Dave Somers, Snohomish County Executive
- Cindy Wolf, County Council Member; San Juan County
 - Barbara LaBrash, County Coordinator, San Juan County; designated alternate for Cindy Wolf
- Peter Browning, County Commissioner, Skagit County
 - Sarah Hinman, Skagit County Public Health, designated alternate for Peter Browning
- Russell Wiita, Legislative Aid, Snohomish County, designated alternate for Nate Nehring, Snohomish County Council
- Duncan West, Chair; North Sound BHO Advisory Board
- Arlene Feld, Vice-Chair North Sound BHO Advisory Board

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
- Michael McAuley, Clinical Manager; North Sound BH-ASO
- Joanie Williams, Administrative Manager/Clerk of the Board; North Sound BH_AS0

Guests present:

There were no guests present.

Call to Order and Introductions – Chair Johnson

The Chair called the meeting to order and initiated introductions via GoToMeeting.

Revisions to the Agenda – Chair Johnson

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

Approval of the December 10th, Minutes, Motion #21-01– Chair Johnson

Rud Browne moved the motion for approval, Anne Deacon seconded, all in favor, none opposed, motion #21-01 carried.

Comments & Announcements from the Chair

The Chair said nominations will be taken for the 2021 Board Chair position. Nominations are to be sent to Joanie for a February vote. Nominations received today were for Jill Johnson, Island County.

Reports from Members

- Anne Deacon, Whatcom County, noted that the Whatcom County Stabilization Center opened last week
- Cammy Hart-Anderson, Snohomish County, said the community outreach COVID program is going quite well, in addition to the Hand-Up Program. She added that the CARES act has provided funds which will help with rental assistance. She also noted that information was received that was favorable regarding the Diversion Center.
- Jill Johnson, Island County, said Jackie Henderson gave Island County 42 years of service prior to retiring at the end of 2020. If anyone would like her contact information, email Jill.
Jill added that the Stabilization Center is scheduled to open in February. She also said 1.3 million dollars of CARES funds will be used to support the community programs.
- Rud Browne, Whatcom County, welcomed the two newly elected Board Members, Cindy Wolf from San Juan County and Peter Browning from Skagit County. He gave them helpful tips regarding the North Sound BH-ASO Board of Directors.

Comments from the Public

There were no comments from the public.

Report from the Advisory Board

Duncan West, the new 2021 Chair of the Advisory Board, gave the report from the December meeting. It was noted there are vacancies on the Advisory Board among most of the counties. The Clerk of the Board will send out the vacancy chart to the Board Members.

Report from the Executive Director

- Designated Crisis Responder (DCR) Best Practices/SB 5720: Michael McAuley
Michael McAuley showed a Power Point Presentation on the above topic and answered questions from the Board Members.
- North Sound BH-ASO Procurement Process: Margaret Rojas
Margaret Rojas showed a Power Point Presentation on the Procurement Process and answered questions from Board Members.
- Ken Dahlstedt's Retirement/Skagit Herald: Joe Valentine
 - [Relationships were key in Skagit County commissioner's two decades of service | Local News | goskagit.com](#)
- Joe referenced the Executive Director Report and attachments.
He referred specifically to the letter from Health Care Authority regarding the BHO Close out liability.
He answered questions from Board Members. Below are the topics on the Executive Director's Report:
- GOVERNOR'S BUDGET LEGISLATION
- CRISIS SERVICES
- CRISIS SERVICES ANNUAL ASSESSMENT
- JANUARY CHANGES IN ITA LAWS
- UPDATE ON BEHAVIORAL HEALTH FACILITIES
- COMMUNITY BEHAVIORAL HEALTH ENHANCEMENT FUNDS
- BEHAVIORAL HEALTH IMPACT OF COVID-19
- UPDATE ON BHO CLOSE OUT LIABILITY
- STATE AUDITOR PRELIMINARY DRAFT OF BHO CLOSE-OUT PAYMENTS

Report from the Finance Officer

Joe gave the report from the Finance Officer. There was discussion pertaining to various portions of the report.

Report from the Governance Operations Committee

The Chair gave the report from the Governance and Operations Committee. She said the bills were reviewed and discussed.

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 #21-02

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from December 1st, 2020 through December 31st, 2020, in the amount of \$2,215,436.34. Payroll for the month of December in the amount of \$146,360.82 and associated employer benefits in the amount of \$57,314.43.

Cammy Hart Anderson moved the motion for approval, Anne Deacon seconded, all in favor, none opposed, motion #21-02 was carried.

Action Items

For Ratification

Health Care Authority Contracts

Summary:

This HCA amendment provides State General Funds for Non-Medicaid individuals participating in the Whatcom County PACT program.

This is the HCA ASO contract for 2021-2022, the State General/Proviso funding is for a six (6) month period, January-June 2021, and the Federal Block Grant Funding (FBG) is for a twelve (12) month period, January – December 2021.

- GF-S in the amount of \$9,151,879
- FBG in the amount of \$4,715,470

Motion #21-03

- HCA-NS BH-ASO-K-4159 PACT-20 Amendment 4 providing funding for the Non-Medicaid individuals served in the PACT program in the amount of \$58,430 for a six-month period.
- HCA-NS BH-ASO-K4949-21 provides GF-S funds for the period of January – June 2021 and FBG funding for the period of January 1, 2021 through December 31, 2021 for a total amount of \$13,867,349 for the two time periods. The term of the contract is January 1, 2021 through December 31, 2022.

Anne Deacon moved the motion for approval, Rud Browne seconded, all in favor, none opposed, motion #21-03 carried.

Lifeline Connections PACT Contract

Summary:

This is the downstream contact with Lifeline Connections for funding to serve Non-Medicaid individuals in the Whatcom PACT program.

Motion #21-04

- NS BH-ASO-Lifeline Connections-ICN-19-21 Amendment 2 to provide funds in the amount of \$58,430 to serve Non-Medicaid individuals in the Whatcom County PACT program. The contract term is July 1, 2019 through June 30, 2021 with an automatic one-year renewal on July 1, 2021 based on continued compliance with the terms of the contract.

Anne Deacon moved the motion for approval, Rud Browne seconded, all in favor, none opposed, motion # 21-04 carried.

For Board Approval**Triage Contracts****Summary:**

Pioneer Human Services is providing sub-acute detox services in Island, Skagit and Whatcom Counties. The continued funding is for the period of January-June 2021 is as follows:

- Island County Crisis Center in the amount of \$82,000 in proviso funds
- Skagit County Crisis Center in the amount of \$100,000 in GF-S ASO funds
- Whatcom County Triage in the amount of \$125,000 in Proviso funds and \$205,452 in GF-S ASO funds.

Compass Health is providing Crisis Stabilization services Snohomish and Whatcom counties. The continued funding for the period of January-June 2021 is as follows:

- Snohomish County Triage Center in the amount of \$348,000 in GF-S ASO funds
- Whatcom County Triage Center in the amount of \$125,000 in proviso funds and \$143,750 in GF-S ASO funds

Motion #21-05

- NS BH-ASO-PHS-ICN-19-21 Amendment 5 to provide funding for the period of January 1, 2021 through June 30, 2021 in the amount of \$512,452. The contract term of the contract is July 1, 2019 through June 30, 2021 with an automatic one-year renewal on July 1, 2021 based on continued compliance with the terms of the contract.
- NS BH-ASO-COMPASS HEALTH-ICCN-19-21 Amendment 5 to provide funding for the period of January 1, 2021 through June 30, 2021 in the amount of \$616,750. The contract term of the contract is July 1, 2019 through June 30, 2021 with an automatic one-year renewal on July 1, 2021 based on continued compliance with the terms of the contract.

Anne Deacon moved the motion for approval, Peter Browning seconded, all in favor, none opposed, motion # 21-05 carried.

Community Action of Skagit County-Ombuds and Opioid Outreach Services

Summary:

This amendment is providing funding for the period of January-June 2021 for Regional Ombuds services and Opioid Outreach services in Skagit County.

- o Regional Ombuds services in the amount of \$22,500 of GF-S Funds
- o Regional Ombuds services in the amount of \$85,500 of MCO funds
- o Skagit County Opiate Outreach services in the amount of \$87,088.50 in FBG funds

Motion #21-06

- NS BH-ASO-CASC-Ombuds-19-21 Amendment 4 to provide funding for Ombuds services and Opiate Outreach services in the amount of \$195,088.50. The contract term of the contract is July 1, 2019 through June 30, 2021 with an automatic one-year renewal on July 1, 2021 based on continued compliance with the terms of the contract.

Cammy Hart-Anderson moved the motion for approval, Rud Browne seconded, all in favor, none opposed, motion #21-06 carried.

Consultation Contract**Summary:**

The North Sound Youth Family Coalition (YFC) will be working with consultants to build a constituent advisory council to develop and integrate youth-friendly antiracist social justice practices and values into its work. The consulting team will provide 125 billable hours. The funding for this consultation is from the Family Youth System Partner Roundtable budget.

Motion #21-07

- North Sound BH-ASO-Karena and Osborne J.D. & Associates-2021 for consulting services to the North Sound Youth Family Coalition. The maximum consideration on this contract is \$25,000 with a term of January 1, 2021 through June 30, 2021.

Rud Browne moved the motion for approval, Anne Deacon seconded, all in favor, none opposed, motion #21-07 carried.

Adjourn: 2:57 p.m.

Next meeting: February 11, 2021

As we advance our commitment to Diversity, Equity and Inclusion (DEI), we are dedicated to evolve as an organization that lives its values both internally and externally. We commit to attracting and retaining a diverse team of talented and mission-driven people and develop innovative ways to transform the relationships and systems that perpetuate injustice.

We seek to ensure the full participation and inclusion of all identities, and we commit to creating environments in which any individual or group feels welcomed, respected, supported, and valued to fully participate.

In December 2020, the North Sound BH-ASO Board of Directors approved the 2021 Strategic Plan which articulates our value *“Social Equity: We commit to working to reduce institutionalized racism and reduce disparities in health care”* confirmed in our strategic goal to *“Develop and Implement a Plan to Address Social Inequity and Systemic Racism”*.

To reach our goal, North Sound BH-ASO is seeking the services of a consultant to assess, design and support implementation of a comprehensive workplan to inform how we can best approach diversity, equity and inclusion, including anti-racist strategies.

To accomplish this, we are looking at implementing short-term and long-term strategies in the Scope of Work.

Short-Term-Phase 1: Activities and Deliverables

1. Conduct an analysis and develop a baseline assessment report of North Sound BH-ASO organizational practices and level of DEI awareness and competency to fully appreciate the contribution of all staff and identify priorities to further strengthen DEI capacity to shape and execute North Sound BH-ASO priorities.
2. Provide insight and knowledge of DEI best practices in the field, with particular focus on the health care field.
3. Develop shared language and framework that enhances the organization’s ability to execute its mission, operations, and strategic direction as a public agency.
4. Develop recommendations on initial strategies for North Sound BH-ASO to invest in and achieve deliverables outlined in this scope of work, including but not limited to, prioritized recommendations for the first two years (where and how to start North Sound BH-ASO equity journey).

Long-Term-Phase 2: Activities and Deliverables

1. Support development of an organization -wide commitment and infrastructure to support and sustain North Sound BH-ASO’s DEI strategy.
2. Develop a training strategy to increase staff DEI competencies, skills, and capacity.
3. Develop a workplan/roadmap increasing internal awareness, knowledge, and skills, to include methods of long-term monitoring and evaluation of several areas, to include but not limited to, internal staffing practices, policies and procedures, community partnership and engagement and ongoing staff education.

Desired Qualifications:

1. Demonstrated experience in working with all levels of management.
2. Demonstrated experience guiding non-profit/government agencies through planning, implementation and successful completion of organization-wide DEI learning and transformation.
3. Strong communication skills and ability to communicate effectively with diverse populations.

Project Proposal:

1. Describe the general approach, tools, and strategies you propose in carrying out the scope of work, to include staffing.
2. Describe your experience in developing, facilitating, and supporting implementation of organizational culture change initiatives.
3. Describe how you would assess the DEI competence of our organization and staff at the beginning of engagement and how improvement and learning would be assessed and measured throughout the project.
4. Provide up to three examples of training/education materials your organization has created/provided on DEI.
5. Describe you/your organization's delivery of DEI training, including on-line training.
6. Please propose a timeline that is realistic, how it will be managed, phased, and monitored.
7. Describe the ideal working relationship between you/your organization and North Sound BH-ASO and how you/your organization will approach communication and coordination with North Sound BH-ASO.
8. Provide a brief description of your organization, including but not limited to the following:
 - a. Organization's history and type of services provided
 - b. Identify what makes you/your organization uniquely qualified for this work.
9. Describe the DEI assessment tool you use, what it measures, the basis for its selection, and use(s) for shaping and measuring a DEI strategy.
10. Provide resumes and qualifications for all proposed project personnel, include any subcontractors.

References:

- a. Provide three (3) references who can speak to your experience and competencies in similar work.