



Board of Directors

Hybrid Meeting Agenda

September 9th, 2022

Board of Directors Members Present:

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

Guests Present:

1. **Call to Order and Introductions** – Chair
2. **Revisions to the Agenda** – Chair
3. **Approval of the August 11th, 2022, Minutes, Motion #22-45** – Chair.... Attachment
4. **Comments & Announcements from the Chair**
5. **Reports from Members**
6. **Comments from the Public**
7. **DREI Update**
8. **Report from the Advisory Board** ([Available at Meeting](#)) Attachment
9. **Report from the Finance Officer** ([Available at Meeting](#)) Attachment
 - Conflict of Interest /Auditor Requirement
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 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 (Available at Meeting)Attachment

Motion #22-46

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from August 1st, through August 31st, 2022, in the amount of \$.
- Payroll for the month of August in the amount of \$ and associated employer benefits in the amount of \$.

11. Action Items

For Board Approval

Personnel

Summary:

Assisted Outpatient Treatment (AOT) Coordinator

Health Care Authority has funded a Full Time Equivalent (FTE) to coordinate the AOT program in the North Sound region. Assisted Outpatient Treatment is an order for Less Restrictive Alternative Treatment, this position will coordinate with local courts, behavioral health providers and Health Care Authority. The HCA funding available for this position is \$140,000 annually.

▪ **Motion #22-47**

To approve 1.0 FTE for an AOT Coordinator position.

Summary:

Accountant

During our succession planning process, we decided it would be prudent to add an accounting position to the 2023 ASO budget. With increases in funding, the complexity of the funding and frequent reporting it is a high priority for the organization.

We are requesting authorization to post the position during the fourth quarter of 2022. Our current administrative budget has enough reserve to engage in recruitment and if necessary, up to two months of a wages and benefits.

▪ **Motion #22-48**

To approve 1.0 FTE for an Accountant position.

Summary:

Compensation

Compensation Works has recommended a 3.1% increase to current pay grid bringing it in line with the present labor market. The pay grid was last updated in 2016.

▪ **Motion #22-49**

To approve the 3.1% labor market adjustment to the current pay grid for implementation on January 1, 2023.

Summary:

PEBB Resolution

Health Care Authority requires a Resolution of the Board of Directors authorizing the North Sound BH-ASO to apply for PEBB benefits.

▪ **Motion #22-50**.....Attachment

To approve Resolution 22-002 authorizing the North Sound BH-ASO to apply to the PEBB for medical benefits for year 2023.

Summary:

Child/Youth Mobile Crisis Team

The Child/Youth Mobile Crisis Team RFQ evaluation team met on August 4th and is recommending the Compass Health as the successful bidder for serving Skagit, Snohomish, and Whatcom counties. The funding in the amendment provides start-up funds allocated by HCA for the two 11-person teams.

▪ **Motion #22-51**

North Sound BH-ASO-Compass Health-ICCN-Amendment 10 for the provision of a Child/Youth Mobile Crisis Team in Snohomish, Skagit and Whatcom counties. The six (6)-month allocation on this contract is \$1,094,299.25. The contract term is July 1, 2019, through June 30, 2023, with an automatic one-year renewal on July 1, 2023, based on continued compliance with the terms of the contract

12. Discussion Items

- Strategic Plan.....(Available at Meeting)..... Attachment

13. DRAFT Report from the Executive Director Attachment

14. Adjourn

Next Meeting: October 13th, 2022

DRAFT



Board of Directors

Hybrid Meeting Agenda

August 11th, 2022

Board of Directors Members Present:

- **Peter Browning Chair**, Commissioner, Skagit County; Chair
- **Jackie Mitchell**, Behavioral Health Program Specialist, Whatcom County, designated alternate for Satpal Sidhu
- **Cindy Wolf**, Council Member, San Juan County; Vice Chair
- **Cammy Hart-Anderson**, Snohomish County Human Services; designated alternate for Dave Somers, Snohomish County Executive
- **Nicole Gorle**, Legislative Analyst, Snohomish County; designated alternate for Nate Nehring, Snohomish County Council
- **Pat O'Maley Lanphear**, North Sound BH-ASO Advisory Board, Vice Chair
- **Jill Johnson**, Commissioner, Island County
- **Barbara LaBrash**, Human Services Manager, San Juan County; designated alternate for Cindy Wolf, County Council Member
- **Heidi Beazizo**, Sr. Legislative Analyst, Snohomish County; designated alternate for Jared Mead, County Council

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

- **Joe Valentine**, Executive Director, North Sound BH-ASO
- **Margaret Rojas**, Assistant Director, North Sound BH-ASO
- **Darrell Heiner**, Senior Accountant, North Sound BH-ASO
- **Charles DeElena, Business Improvement Manager, Compliance Officer**, North Sound BH-ASO
- **Joanie Wenzl**, Clerk of the Board, North Sound BH-ASO

Guests Present:

Cyndi Wyrick, Angela Ewert, Carol Greer
Compensation Works

Call to Order and Introductions – Chair

The Chair called the hybrid meeting to order and initiated introductions

Revisions to the Agenda – Chair

Chair Browning asked if there were any revisions to the agenda, there were none

Approval of the June 9th, 2022, Minutes, Motion #22-38 – Chair..... Attachment

- *Note: There was no meeting in July, so no minutes are available*

Jill Johnson moved the motion for approval, Cammy Hart-Anderson seconded, all in favor, motion #22-38 carried

Comments & Announcements from the Chair

Chair Browning commented that COVID has not yet left and that many more cases are being reported

Reports from Members

Updates given from each of the counties regarding the behavioral health programs and respective happenings; (Island, Snohomish, Skagit, Whatcom, and San Juan)

Comments from the Public

There were no comments from the public

Compensation Works Assessment Presentation

A presentation was given from the Compensation Works guests regarding the results from the analysis performed on ASO staff compensation (Cyndi Wyrick and Angela Ewert). Carol Greer spoke about the analysis she performed regarding the ASO’s staff benefits.

A question-and-answer session followed

Report from the Advisory Board

The Report from the Advisory Board was given by Pat O’Maley Lanphear, Advisory Board Chair

Report from the Finance Officer

Joe Valentine gave the Report from the Finance Officer

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 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.

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from June 1st, 2022, through June 30th, 2022, in the amount of \$2,445,222.15.
- Payroll for the month of June in the amount of \$168,666.30 and associated employer benefits in the amount of \$72,846.21.
- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from July 1st, 2022, through July 31st, 2022, in the amount of \$3,948,649.08.
- Payroll for the month of July in the amount of \$168,150.42 and associated employer benefits in the amount of \$91,024.19.

Jill Johnson moved the motion for approval, Cammy Hart-Anderson seconded, all in favor, motion # 22-39 carried

Action Items

For Board Approval

Summary:

Department of Commerce-Community Behavioral Health Rental Assistance

The funding for rental assistance is provided by the Department of Commerce. All five counties have received CBRA funds for individuals discharging from inpatient/residential/corrections facilities. The rental assistance is intended to stabilize the individual in permanent supportive housing; however, short term housing can be accessed with these funds until a long-term housing solution is found. Three providers requested additional funds for case management funded through our federal block grant. The CBRA and FBG funding is renewable and is provided in six-month allocations. The providers and funding for each county are listed below.

- Island County-Pioneer Human Services \$140,182
- San Juan County-Compass Health \$68,227
- Skagit County-Lifeline Connections (HARPS provider) \$88,523
- Snohomish County-Compass Health \$674,685 and Bridgeways \$122,187
- Whatcom County-Lifeline Connections (HARPS provider) \$188,249 and Lake Whatcom Center \$209,724

Motion #22-40

- North Sound BH-ASO-PHS-CBRA-22-23 to provide the CBRA rental assistance and case management services in Island County in the amount of \$140,182.00. The contract term is March 1, 2022, through February 28, 2023, with an automatic one-year renewal on March 1, 2023, based on continued compliance with the terms of the contract.
- NS BH-ASO-Bridgeways-CBRA ICN-21-23 to provide the CBRA rental assistance and case management services in Snohomish County in the amount of \$122,187.00. The contract term is November 1, 2021, through June 30, 2023, with an automatic one-year renewal on July 1, 2023, based on continued compliance with the terms of the contract.
- NS BH-ASO-Lifeline Connections-MHBG-21-23 Amendment 4 to provide the CBRA rental assistance in Skagit County and Whatcom County in the amount of \$88,523.00 and \$188,249.00, respectively. The contract term is November 1, 2021, through June 30, 2023, with an automatic one-year renewal on July 1, 2023, based on continued compliance with the terms of the contract.
- NS BH-ASO-Compass Health-CBRA ICN-21-23 to provide the CBRA rental assistance in San Juan and Snohomish Counties and case management services in San Juan County in the amount of

\$674,685.00 and \$68,227.00, respectively. The contract term is November 1, 2021, through June 30, 2023, with an automatic one-year renewal on July 1, 2023, based on continued compliance with the terms of the contract.

- NS BH-ASO-Lake Whatcom-CBRA ICN-21-23 to provide the CBRA rental assistance in Whatcom County in the amount of \$209,724.00. The contract term is November 1, 2021, through June 30, 2023, with an automatic one-year renewal on July 1, 2023, based on continued compliance with the terms of the contract.

Jill Johnson moved the motion for approval, Cindy Wolfe seconded, all in favor, Motion #22-40 carried

Summary:

Lake Whatcom Center (LWC)

Lake Whatcom is the provider for the COVID behavioral health services, serving Whatcom County. This funding is from Health Care Authority contract K7455.

Motion #22-41

- North Sound BH-ASO-LWC-COVID PSC-20-23 to provide behavioral health services to individuals experiencing behavioral health challenges due to the pandemic. The maximum consideration on this amendment is \$94,000. The contract term is December 1, 2020, through June 30, 2023, based on continued compliance with the terms of the contract

Jill Johnson moved the motion for approval, Sam Low seconded, all were in favor, motion #22-41 carried

For Board of Directors Ratification
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Summary:

Health Care Authority

HCA is renewing the COVID mental health and substance use grant for individuals affected by COVID-19 and struggling with their mental health wellness and/or experiencing problematic substance use.

Motion #22-42

Health Care Authority-North Sound BH-ASO-K7455 Amendment 2 for the provision of behavioral health services. The term of this amendment is July 1, 2022, through June 30, 2023. The maximum amount on this amendment is \$94,000.

Sam Low moved the motion for approval, Jackie Mitchell seconded, all were in favor, motion # 22-42 carried

Summary:

Tulalip Tribes-Family Haven

Family Haven receives Federal Block Grants funds for an at-risk youth program focusing on reengaging the youth in behavioral health services, school, and family connections. (\$74,850)

Motion #22-43

- North Sound BH-ASO-Family Haven-MHBG-19-23 Amendment 4 to provide intervention and support to at-risk youth. The contract term is September 12, 2019, through June 30, 2023, with an automatic one-year renewal on July 1, 2023, based on continued compliance with the terms of the contract.

Cindy Wolfe moved the motion for approval, Sam Low seconded, all were in favor, motion #22-43 carried

Summary:

Recovery Navigator Program (RNP)

Recovery Navigator Program is a legislative proviso delineated in the Blake Bill (ESB 5476), the funding is to establish a RNP in all five counties. The RNP is an outreach and engagement service to individuals with substance use disorders, co-occurring disorders who are risk of arrest and/or have frequent contact with

law enforcement. Services include, but are not limited to, facilitation and coordination of community resources, coordination and communication with law enforcement, prosecutors, program staff and other partners. Intensive case management and care coordination are the cornerstones of the services.

- Snohomish County's contract has been approved previously with the full annual funding.

Motion #22-44

- North Sound BH-ASO-Island County-RNP-22-23 for the provision of RNP services in Island County. The annual funding for this contract is \$528,855. The contract term is March 1, 2022, through February 28, 2023, with an automatic one-year renewal on March 1, 2023, based on continued compliance with the terms of the contract.
- North Sound BH-ASO-Community Action of Skagit County-RNP-22-23 for the provision of RNP services in Skagit County. The annual funding for this contract is \$528,855. The contract term is March 1, 2022, through February 28, 2023, with an automatic one-year renewal on March 1, 2023, based on continued compliance with the terms of the contract.
- North Sound BH-ASO-Compass Health-RNP-22-23 for the provision of RNP services in San Juan County. The annual funding for this contract is \$528,855. The contract term is March 1, 2022, through February 28, 2023, with an automatic one-year renewal on March 1, 2023, based on continued compliance with the terms of the contract.
- North Sound BH-ASO-Whatcom County-RNP-22-23 for the provision of RNP services in Whatcom County. The annual funding for this contract is \$512,455. The contract term is March 1, 2022, through February 28, 2023, with an automatic one-year renewal on March 1, 2023, based on continued compliance with the terms of the contract.

Jackie Mitchell moved the motion for approval, Cindy Wolfe seconded, all in favor, motion 22-44 carried

Introduction Items

Personnel

Assisted Outpatient Treatment (AOT) Coordinator

- Health Care Authority has funded a Full Time Equivalent (FTE) to coordinate the AOT program in the North Sound region. Assisted Outpatient Treatment is an order for Less Restrictive Alternative Treatment, this position will coordinate with local courts, behavioral health providers and Health Care Authority. The funding available for this position is \$140,000 annually.

Accountant

- During our succession planning process, we decided it would be prudent to add an accounting position to the 2023 ASO budget. With increases in funding, the complexity of the funding and frequent reporting it is a high priority for the organization. We anticipate recruitment will begin in early 2023.

This positions above were reviewed and discussed with the Board members. It was noted they will be brought back to the Board in September for action.

Child/Youth Mobile Crisis Team

- We have concluded the Child/Youth Mobile Crisis Team Request for Qualifications. The evaluation team met on August 4th and is recommending the Compass Health as the successful bidder for serving Skagit, Snohomish, and Whatcom counties.

There was a brief discussion regarding the Child/Youth Mobile Crisis Team; questions were answered

Report from the Executive Director

Joe Valentine gave a brief overview of the items listed on the Executive Director's Report which included the following topics:

- ACTIVATION OF STATE-WIDE 988 LINE
- ASO/COUNTY BEHAVIORAL HEALTH LEGISLATIVE PRIORITIES FOR 2023
- CRISIS SERVICES UPDATE
- TRANSITION OF THE OMBUDS SERVICES CONTRACT
- SUCCESSION PLANNING
- FACILITY NEEDS ASSESSMENT
- UPDATE ON RFP FOR CHILDREN AND YOUTH MOBILE CRISIS TEAMS
- UPDATE ON RECOVERY NAVIGATOR PROGRAM [RNP]
- MENTAL HEALTH AND SUBSTANCE ABUSE BLOCK GRANT PLANS
- TEAMonitor Review

Adjourn: The meeting adjourned at 2:57 p.m.

Next Meeting: September 8th, 2022

PEBB Application Requirement: Board Resolution

- We are continuing our research into benefits comparisons between PEBB and WCIF however HCA has informed us that they cannot determine the ASO's eligibility for PEBB unless we submit a full application.
- We have been working with PEBB to put together a full application. We've also been consulting with Island County's benefits coordinator since they successfully applied for PEBB coverage last year.
- Part of the application is a Board Resolution. Their exact wording in the requirement: '*A resolution from the group's governing body authorizing the purchase of PEBB insurance coverage.*'
- If the BOD is interested in what the full application is:
 - A letter of application that includes:
 - A reference to the group's authorizing statute;
 - A description of the organizational structure and a description of the employee bargaining unit or group of nonrepresented employees for which the group is applying;
 - The group's employee tax ID (TIN) number; and
 - A statement of whether the group is requesting medical, dental, life and AD&D, and long-term disability insurance or medical/vision only. Note: Educational Service Districts must enroll in medical, dental, life and AD&D, and long-term disability insurance.
 - A resolution from the group's governing body authorizing the purchase of PEBB insurance coverage. (sample resolution at website)
 - A signed governmental function attestation document that attests to the fact that employees for whom the group is applying are governmental employees whose services are substantially all in the performance of essential governmental functions (sample in folder)
 - A member level census file for all employees for whom the group is applying. The file must be provided in the format required and contain the following: demographic data, by member, with each member classified as employee, spouse or state-registered domestic partner, or child. Member Level Census Data
 - Historical claims and cost information that includes:
 - Large claims history for 24 months by quarter that excludes the most recent 3 months,
 - Ongoing large claims management report for the most recent quarter provided in the large claims history, and
 - A summary of historical plan costs.
- Next steps: Mandy will send the application to HCA for review, if they accept we will look in detail at detailed benefit/cost comparisons with WCIF options.



North Sound BH-ASO

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH SOUND
BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES ORGANIZATION
REQUESTING REVIEW BY THE HEALTH CARE AUTHORITY TO PARTICIPATE
IN THE WASHINGTON STATE INSURANCE PLANS**

WHEREAS, the Health Care Authority administers the medical and vision, for the employees of the state of Washington, as set forth in chapter 41.05 RCW; and,

WHEREAS, the Board of Directors representing the North Sound Behavioral Health Administrative Services Organization has reviewed the state insurance plans, chapter 41.05 RCW, RCW 41.04.205, chapter 182-08 WAC, and chapter 182-12 WAC; and,

WHEREAS, we deem the state insurance plans as providing desirable insurance coverage for the North Sound Behavioral Health Administrative Services Organization employees; and,

WHEREAS, we certify that all employees enrolled are eligible to participate in the state insurance plans;

BE IT RESOLVED, that the Board of Directors requests approval by the Health Care Authority to participate in the state insurance plans for the employees of the North Sound Behavioral Health Administrative Services Organization subject to the requirement of RCW 41.04.205 and the rules adopted thereunder.

DATED this _____ day of _____, 2022

(Name and title of Governing Body member)

1. ACTIVATION OF STATE-WIDE 988 LINE

- The state-wide “988” line became officially active as of July 16. It is essentially similar to the National Suicide Prevention line operated by VOA for the North Sound region.
- Attached is a fact sheet distributed by HCA. More extensive public information will be provided in late 2022 or early 2023 when the three “988” hubs in Washington State will have ramped up their capacity to handle the increased call volume [Attachment 1]

2. ASO/County Behavioral Health Legislative Priorities for 2023

- Attached is a summary of key statewide ASO legislative priorities. These have also been reviewed by the Association of County Human Services. [Attachment 2]
- The proposed priorities include:
 - 1) Development of more robust network adequacy standards and monitoring
 - 2) Full and separate funding for ITA Court Costs
 - 3) Build what already works in the ‘988’ crisis system redesign and maintain county/ASO involvement
 - 4) Streamline legislative proviso funding – allow for more flexibility and coordination to meet local needs

3. CRISIS SERVICES UPDATE

- Weekly Crisis Capacity Indicator snapshot and Dashboard [Attachments 3 and 4].
- There continued to be a steady increase in crisis services calls and mobile crisis team dispatches through the end of June. The numbers reported for the first few weeks of July had declined and then picked up again in the latest reporting week. This may be temporary trend or a lag in the data being reported to us.

4. TRANSITION OF THE OMBUDS SERVICES CONTRACT

- Effective October 1, 2022, the existing regionally organized behavioral health ombuds offices will be replaced by a State Office of Behavioral Health Advocacy as a result of Engrossed Second Substitute House Bill 1086.
- In the North Sound region, the ASO had contracted with Community Action of Skagit County [CASC] to provide these services. However, CASC has notified us they will stop providing these services as of August 1.
- Since the ASO is contractually required to ensure Ombuds services are provided until October 1, we have arranged for internal ASO staff to handle any requests for Ombuds services in the interim.
- The state has awarded the new state-wide contract to “Peer Washington”. They will be making a presentation at our September Advisory Board meeting.

- The recruitment for the new regional Ombuds coordinator for the North Sound region is still underway.
- Peer Washington is also recruiting community members for their new statewide Quality Review Team.
- Interested persons can apply at:
- <https://docs.google.com/forms/d/e/1FAIpQLSeh9o7ymKlkx8Zn0WxAceN8r72eHMwwWG3CQRtBxlu-VezAeg/viewform>

5. SUCCESSION PLANNING

- At the request of the Board of Directors, the ASO Leadership Team has developed a Succession plan that addresses key positions within the organization.
- For each position, the succession plan identifies the key skills needed and opportunities to develop the skills of some of the existing staff to perform these functions.
- The Succession planning process also included an “Environmental Scan” to identify the key challenges and opportunities in the future we must be ready to address.

6. FACILITY NEEDS ASSESSMENT

- Cummings LLC has begun the work to update the 2016 Behavioral Health Needs Assessment.
- They have divided their proposed scope of work into four phases:
 - 1) Phase 0 – Project Mobilization
 - 2) Phase 1 – Market and Strategic Priorities
 - 3) Phase 2 – Demographics, Volume Projections & Gap Analysis
 - 4) Phase 3 – Final Report
- The First step is to survey key stakeholder groups on where they see the gaps and need for both inpatient and outpatient services. Counties and Advisory Board members will be included in the survey.

7. UPDATE ON RFP FOR CHILDREN AND YOUTH MOBILE CRISIS TEAMS

Assistant Director Margaret Rojas will provide a verbal update.

8. UPDATE ON RECOVERY NAVIGATOR PROGRAM [RNP]

North Sound RNP Administrator James Dixon will provide an update.

9. MENTAL HEALTH AND SUBSTANCE ABUSE BLOCK GRANT PLANS

- The Advisory Board approved the plan for the 2022-2023 Federal Block Grant plan. Attached is a summary of the changes from 2021-2022. [Attachment 5]

10. TEAMonitor Review

- HCA will be conducting its annual “TEAMonitor” review meeting of the North Sound BH-ASO on August 9.
- At the review meeting they will provide us their assessment of the degree to which we have demonstrated compliance with the HCA contract requirements.

DRAFT