



Board of Directors

Meeting Minutes

March 14th, 2024

Board of Directors Members Present in Person:

- **Barry Buchanan**, County Council; Whatcom County
- **Peter Browning**, Commissioner; Skagit County, North Sound BH-ASO Board Chair
- **Cammy Hart-Anderson**, Human Services, Designated Alternate for Dave Somers, County Executive; Snohomish County
- **Sam Low**, County Council; Snohomish County

Members Present via MS Teams:

- **Nicole Gorle**, Legislative Analyst, Designated Alternate for Nate Nehring, County Council; Snohomish County
- **Jami Mitchell**, Human Services Manager, Designated Alternate for Jane Fuller, County Council; San Juan County
- **Cynthia Foley**, Sr. Legislative Analyst, Designated Alternate for Strom Peterson, County Council; Snohomish County
- **George Kosovich**, Public Health, Designated Alternate for Peter Browning, Commissioner; Skagit County
- **Kara Allen**, Advisory Board Chair
- **Perry Mowery**, Behavioral Health Supervisor, Designated Alternate to Satpal Sidhu, County Executive; Whatcom County
- **Lynda Austin**, Human Services, Designated Alternate for Commissioner Jill Johnson; Island County
- **Cindy Wolf**, Council Member; San Juan County

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**, Senior Accountant
- **Charles DeElena**, Business Improvement Manager/Compliance Officer
- **Joanie Wenzl**, Administrative Manager, Clerk of the Board

Guests Present:

No guests were present.

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 \(nsbhaso.org\)](http://nsbhaso.org)

The chair read the Tribal Acknowledgement.

Revisions to the Agenda – Chair

The Chair asked if there were revisions to the agenda, none were requested.

Approval of the February 8th, 2024, Minutes, Motion #24-08 – Chair

Sam Low moved the motion for approval, Perry Mowery seconded, all in favor, motion carried, no abstentions motion #24-08 carried.

Comments & Announcements from the Chair

Chair: This morning was the kickoff meeting for the SWISS sub-committee. Participants will be working closely with NS BH-ASO. Meetings will begin in April.

The Chair added that a resolution was drafted regarding the fentanyl crisis.

Reports from Members – Chair

The counties gave behavioral health updates from their respective counties.

Comments from the Public – Chair

There were no comments from the public.

NS BH-ASO Annual Compliance Report

Charles DeElena, Compliance Officer

Charles gave the ASO's Annual Compliance Report, discussion followed.

The State's Research and Data Analysis (RDA) Department was mentioned by JanRose regarding providing a state level compliance report (to see how the NS BH-ASO is doing with compliance issues compared to other regions in the state).

Report from the Advisory Board

Kara Allen, Advisory Board Chair

The Report from the Advisory Board was given. It was noted that the AB Retreat is scheduled for June 4th.

Report from the Finance Officer

Margaret Rojas, Assistant Director

The Report from the Finance Officer was given. Discussion followed.

Report from the Governance Operations Committee – Chair

Barry Buchanan nominated Council Person Cindy Wolf as the Board Vice Chair, Peter Browning seconded, all in favor, none opposed, no abstentions, all in favor. Council Person Wolf accepted the nomination.

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 #24-09

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from February 1stth, 2024 through February 29th, 2024, in the amount of \$2,990,839.01.
- Payroll for the month of February in the amount of \$196,835.30 and associated employer benefits in the amount of \$99,640.40.

Cammy Hart-Anderson moved the motion for approval, Peter Browning seconded, none opposed, all in favor, motion #24-09 carried.

Action Items – Margaret Rojas, Assistant Director

For Board Approval

Signatory Authority

This motion will authorize the Executive Director, JanRose Ottaway Martin as a signatory on behalf of the North Sound BH-ASO. Other authorized signors remain the same: Margaret Rojas, Deputy Director/ HR Manager, Darren Martin, IS/IT Manager, Michael McAuley, Clinical Director.

Motion #24-10

- To approve adding JanRose Ottaway Martin, Executive Director, as signing authority (replacing Joe Valentine) on North Sound BH-ASO's accounts at Skagit County Auditors' office and the accounts at Banner Bank for: Petty Cash, Advanced Travel, and the employee Flexible Spending Account. The North Sound BH-ASO signatories shall have authorization privileges for disbursements over Perry Cash, Advance Travel, Flexible Spending accounts, vouchers, payroll and investing.

Peter Browning moved the motion for approval, Sam Low seconded, all were in favor, no abstentions, motion #24-10 carried

Didgwalic Wellness Center

Didgwalic Wellness Center was the successful bidder for the expansion of Medication Assisted Treatment (MAT) in Skagit County, specifically east county. This service will be available to all

individuals regardless of their ability to pay. Didgwalic will bill Medicaid, Indican Health providers and private insurance. The annual allocation is \$50,000.

Motion #24-11

- To approve North Sound BH-ASO-Didgwalic Wellness Center-ICN-24 for the purpose of providing Medication Assisted Treatment in eastern Skagit County. The contract term is March 1, 2024, through June 30, 2024, with an automatic one-year renewal on July 1, 2024, based on continued compliance with the terms of the contract.

Peter Browning moved the motion for approval, Sam Low seconded, all-in favor, none opposed, no abstentions, motion #24-11 carried.

City of Mount Vernon Co-Responder Program

We are providing an additional \$40,000 in funding, \$20,000 is a carryover from their previous contract cycle and \$20,000 in ongoing cost for an increase in wages for this contract period.

Motion # 24-12

- To approve NS BH-ASO-City of Mount Vernon-Interlocal-23 Amendment 2 to provide funding for the integrated co-responder team with the City of Mount Vernon Police Department The contract term is July 1, 2022, 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, Sam Low seconded, all-in favor, no abstentions, motion #24-12 carried.

Introduction Items – Margaret Rojas, Assistant Director

Health Care Authority (HCA)

HCA is renewing their expansion contract for Housing and Recovery through Peer Services (HARPS) for an annual amount of \$109,996. This funding is specifically for a Substance Use Disorder Peer on the HARPS team.

Lifeline Connections

This is the downstream contract for the SUD Peer on the Lifeline Connections HARPS team. The funding of \$109,996 pays for the full-time SUD Peer on the Lifeline HARPS team.

Jail Transition Services

Proviso reserve funds are being allocated to jail transition programs for one-time expenditures. Total funds available: \$183,768 of Jail Transition and \$66,628 will be allocated from General Funds-State reserves.

- o Island County \$21,000

- Skagit County \$127,500
- Whatcom County \$101,896

Dedicated Cannabis Account

Proviso reserve funds are being allocated to Snohomish County Human Services. Total funds available: \$287,275 in Dedicate Cannabis Account and \$32,725 will be allocated in General Fund-State reserves.

- Snohomish County \$320,000

Opioid Outreach

Community Action of Skagit County provides opioid outreach in Skagit County and will receive an increase of \$66,086 annually. The funding will add an additional outreach specialist to the team. The funding is ARPA Substance Abuse Block Grant funds, sustainability of the position will be evaluated during the next 12-months.

Consejo Counseling and Referral Service

Consejo requested one-time funds for BIPOC recruitment in the amount of \$50,000 and funding to support an annual youth behavioral health and leadership conference in Skagit County. Skagit County Public Health is providing additional support. The amount for conference support is \$5,000. The fund allocation is from General Fund-State reserves.

Report from the Executive Director

JanRose Ottaway Martin, Executive Director

JanRose gave the Report from the Executive Director. Topics included:

- Update on the Board Retreat
The Board retreat will take place on June 13th at NW ESD 189 in Anacortes. The Retreat Agenda will be reviewed during the April Board meeting.
- ITA Courts in WA State
- Proviso Language
- Crisis Stabilization serviced – Delegation
- Skagit County
- Opioid Abatement Council

Adjourn – The chair adjourned the meeting before 3:00p.m.

Next Meeting: April 11th, 2024

Respectfully Submitted,

Joanie Wenzl
Clerk of the Board