

Per Advisory Board request made at the November 6 meeting, Advisory Board members are asked to bring this packet to the December meeting. Notebooks will no longer be provided on meeting day.

**NORTH SOUND REGIONAL SUPPORT NETWORK
ADVISORY BOARD MEETING**

Revised

**North Sound Regional Support Network
Conference Room**

117 North First St., Suite 8

Mt. Vernon, WA 98273

December 4, 2001

1:00 PM

Agenda

1. Call to Order; Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of November 2001 Minutes, Chair – 5 minutes
4. Comments from the Public – 10 minutes
5. Correspondence and Comments from the Chair – 5 minutes
6. Old Business
 - a. Executive Director's Report - Chuck Benjamin – 5 minutes
 - b. Finance Committee – Mary Good – 5 minutes
 - c. Strategic Plan Committee –
 - d. Activities and Liaison Committee -
7. Items To Be Brought Forward To The Board of Directors – Marcia Gunning, Contracts Compliance & Financial Services Manager
 - a. Consent Agenda
 - b. Action Items/*Revised*
 - c. Motions Yet To Be Approved, Chuck Benjamin, Executive Director – 5 minutes
8. New Business - 10 minutes
 - a. Nominating Committee Report – Mary Good

9. Comments from County Advisory Board Representatives – 15 minutes
 - a. Island
 - b. San Juan
 - c. Skagit
 - d. Snohomish
 - e. Whatcom

10. Comments from Public – 5 minutes

11. Other Business

- a. Request for Agenda Items

12. Adjournment

NOTE: The next Advisory Board meeting will be January 15, 2002, at the NSRSN Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

North Sound Regional Support Network

NAME: ADVISORY BOARD

MEMBERS PRESENT: DAN BILSON, LORELEI COY, MARY GOOD, MARIE JUBIE, BOB HART, JANET LUTZ-SMITH, EILEEN ROSMAN, JAMES VEST, JOSSELYN WINSLOW

MEETING DATE: NOVEMBER 6, 2001

MEETING TIME: 1:00 P.M.

MEETING LOCATION: NSRSN

MEMBERS EXCUSED: CHUCK ALBERTSON, KAY DAY, JOHN PATCHAMATLA, DEAN STUPKE

MEMBERS ABSENT: DAVE ASHTON, JACK BILSBOROUGH, JOAN LUBBE, CHRIS WALSH

KEY CONTACT: DAN BILSON

PREPARED BY: MELINDA BOULDIN

STAFF: MELINDA BOULDIN, SHARRI DEMPSEY, MARCIA GUNNING, ANNE HOFFMAN, DOLORES HOLT CAMP, GREG LONG

GUESTS: JANE RELIN, NANCY JONES, JERE LAFOLLETTE

MINUTES

Item #	Item	Discussion	Discussion Leader	Decision(s) Made, Action Taken, Assignments Given
1	Call to Order, introductions	Chair Bilson called the meeting to order at 1:13. Nancy Jones offered a pre-meeting PowerPoint presentation on County Collaborative Projects.	Dan Bilson	
2	Revisions to the Agenda	Chair Bilson indicated two additions to the agenda, the Ombuds Quarterly report, and a discussion of paperwork reduction	Dan Bilson	
3	Approval of October 2001 Minutes		Dan Bilson	Motion: It was moved, seconded and approved to accept the October minutes as presented.
4	Comments from the Public	Jere LaFollette reiterated that the APN is accepting comments and questions about the APN Strategic Plan which he passed out at the October meeting. QRTs passed out a report. Josselyn Winslow expressed trepidation about the Recovery Model fitting folks with dementia. She was pleased overall with the Recovery Conference, and feels Wilma Townsend understands the needs of those with Alzheimer's and dementia. Janet Lutz-Smith echoed Josselyn's overall support for the Recovery Conference, but wonders how children fit in to the Recovery Model?	Dan Bilson	

5	Correspondence and Comments from the Chair	<p>Chair Bilson reported that he was in receipt of a letter from Jere LaFollette answering the Board's request for poroperties owned by NSRSN providers. He reported that Dr. Mark Backlund will be going training for emergency staff relating to Service to Trawma Victims. Training will take place in December. Tom Sebastian will be reviewing the training plan with APN's Delivery System Operations Committee. Several Planning Group members will be attending Portland's meeting with Lynne Blackshaw from Oregon Extended Training Unit. Next Meeting 12:00 - 1:30 p.m., 11/29 at CMH, Mt. Vernon. Chair Bilson briefly touched on the DMIO insurance situation. He announced also that NAMI is sponsoring "Ask the Doctor" with Dr. Ron Remick on Thursday, November 8 from 7:00 to 9:00 p.m. at St. Lukes in Bellingham. Chair Bilson announced that Chuck Albertson will no longer be able to serve on the Planning Committee, due to his involvement with the launching of a consumer run business at the Rainbow Center. Jane Relin announced that it had been decided that there was uncertainty about the feasibility of the business program,</p> <p style="padding-left: 40px;">and they will be returning \$25,000.</p> <p>Chair Bilson announced an upcoming meeting to discuss proposed budget cuts. Stakeholders in Region III are invited to attend the meeting on November 13 from 8:00 to 11:00 at CMH in Mt. Vernon.</p>	Dan Bilson	Janet Lutz-Smith has been appointed to replace Chuck Albertson on the Planning Committee.
6	Old Business	6.a Executive Director's Report	Chuck Benjamin	
		6.a Executive Director's Report	Chuck Benjamin	

Greg Long substituted for Chuck Benjamin in his absence. He reported briefly on the success of the Recovery Conference and Board Retreat held November 1 & 2, involving over 200 participants, more than 50% being consumers/advocates/family membes. The Sexual Minoridy work Group is conducting local forums throughout the region. Planning Committee sub groups working on Homelessness and Enhanced Case Management. The revised Level of Care manual (Standards of Care) is going to QMOC later this month. Western State Hospital bed reductions - ECS funding may be in jeopardy. IS/IT needs are being addressed via a collaborative plan working with Raintree. The CMS (formerly HCFA) visited the RSN on October 23rd, they conducted a public meeting on October 23. We are awaiting their aggregate report which they will submit to the State. Study groups are operating at the State Level on the Prevalence Study and Outcome Measures. RMs are involved in the Outcome Measures group. Mr. Long further reported that contract negotiations are progressing and were concluded with APN. (Draft contracts were made available to all present)

He reported the reorganization of the QM Dept. had begun, with the elimination of the Clinical Quality Manager position. Important issues facing us are: 4-E Waiver project to better serve eligible children, outreach to our homeless population, QA/QI improvement, Standards of Care, WSH bed reductions, assessing consumer satisfaction, WAC and MHD requirements, and, of course, potential budget reductions within MHD. To address this issue, the NSRSN is setting up a Regional Budget Reduction Committee to develop an NSRSN response from stakeholder groups, including, NSRSN/Counties, Consumers/Advocates/Family members, APN, VOA, SeaMar, and Tribes. The meeting will take place November 13. Mr. Long spoke of the RFP being let for Expanded Community Services.

Josselyn Winslow asked whether or not the RFP could include advocacy for family supports in the community not at WSH? Mr. Long replied that the challenge is to find alternative community housing. Many elders are combative and community can't accept them back. Lorelei Coy remarked that she would like Nancy Gentry from Homeplace to address the Advisory Board at an in-service. Ms. Gentry had been at the CMS public hearing.

6.b Finance Committee

Ms. Good reported that the Finance Committee approved payment of expenditures presented. Sharri Dempsey provided an outline of funding distribution to providers. The Committee is currently reviewing the preliminary proposed budget 2002 for December approval. The Committee approved minutes from their previous meeting.

6.c Strategic Plan Committee

Janet Lutz-Smith questioned the overall subcommittee structure, as well as the purpose of the Strategic Planning Committee. Sharri Dempsey read aloud the re-worked structure previously approved by the Advisory Board.

Ms. Lutz-Smith would like to set meeting schedules and organize the subcommittees for the coming year. On December 4, 2001, the Finance Committee will meet at 10:30, followed by the Holiday Potluck at 11:30. Lorelei Coy expressed the opinion that the Advisory Board needs to have more contact with Resource Managers. She would like minutes from the Strategic Planning Committee meetings, as well as copies of Critical Incident reviews. She is astonished by the responsibilities of RMs as outlined in their job descriptions. She would like to see this information in the library, in notebooks.

Josselyn Winslow will make contact with Nancy Gentry, inviting her to speak at the January Advisory Board meeting.

Mary Good

Janet Lutz-Smith will lead a meeting on January 8th, 2002. From 10:00 to 11:00 to organize subcommittees for the coming year. Greg Long and Sharri Dempsey will attend.

		6.d Activities and Liaison Committee	Dan Bilson	
		No report. Lorelei Coy shared that she feels Sharri Dempsey has done a superb job with the Advisory Board "tickler" file and feels there is no longer a need for the In-service Committee.		Motion: It was moved, seconded, and approved to abolish the Advisory Board's In-service Committee.
7		7.a Consent Agenda - none	Marcia Gunning	
		7.b Action Items	Marcia Gunning	
		Ms. Gunning reiterated that this is "comment time" for the Preliminary Proposed 2002 Budget. Board action will take place in December.		
		7.c Motion Yet To Be Approved	Marcia Gunning	
		Ms. Gunning announced the eight introduction items, and offered draft copies of the County and Provider contracts to anyone interested in them.		
7	Consent Agenda		Marcia Gunning	
8	New Business		Dan Bilson Anne Hoffman	
		8.a Ombuds Quarterly Report		
		Ms. Hoffman presented the Ombuds Quarterly Report for July 1 through Sept. 30. Chair Bilson commented that he feels the providers are doing much better in the area of dignity and respect for their clients. There seem to be fewer complaints in this area.		
		Sharri Dempsey presented some "housekeeping" issues. She: Announced that the bus would be leaving immediately following the meeting for those attending the Stakeholder Meeting in SeaTac on November 7, distributed a potluck sign up for December 4th, distributed information on the PTSD training group, distributed information about properties owned by providers, distributed information regarding credentialing for MHPs, Provider Revenue Distribution, information on Mary Moller, and a news release from SAMHSA.		

		<p>Chair Bilson brought up the issue of paperwork reduction. Discussion revolved around whether or not the group wanted to have notebooks provided to them on meeting day, in addition to the packet they receive in the mail. It was decided that in the interest of economizing, members would be responsible to bring their packet with them to each meeting, and NSRSN support staff would no longer be providing packets on meeting day. Packets will be run back to back on drilled paper.</p>		<p>Motion: It was moved seconded and approved to discontinue providing Advisory Board members with tabbed notebooks on meeting day. Each member will be responsible for bringing their packet to the meetings.</p>
<p>9</p>	<p>Comments from County Advisory Board Reps.</p>	<p style="text-align: center;">9.a Island County</p> <p>Ms. Rosman that a visitor from Island MH gave a presentation at their meeting.</p> <p style="text-align: center;">9.b San Juan County No report</p> <p style="text-align: center;">9.c Skagit County No report</p> <p style="text-align: center;">9.d Snohomish County</p> <p>Dr. Lovelace attended their meeting, introduced at the new Acute Care Director for Compass. There would be no December meeting for the Snohomish County Mental Health Advisory Board</p> <p style="text-align: center;">9.e Whatcom County</p> <p>Janet Lutz-Smith reported that their meeting included discussion about the insurance problems with the DMIO program, and budget cuts at DSHS.</p>	<p>Eileen Rosman</p> <p>Dean Stupke</p> <p>Mary Good</p> <p>Marie Jubie</p> <p>Chuck Albertson</p>	
<p>10</p>	<p>Comments from Public</p>		<p>Dan Bilson</p>	

		<p>Greg Long stated that volunteers are needed to sit in on future meetings regarding Home and Community Services, and also to assist with the conversion to the new IS system.</p> <p>Lorelei Coy recommends the following thank you be sent to the Board of Directors: "The NSRSN Advisory Board wishes to express a heartfelt thank you to the Board of Directors for including consumers, family members, Advisory Board members, providers, et al in the November 1st Recovery Conference. It was a wonderful educational experience for all. The Advisory Board also wishes to acknowledge and express profound gratitude for phenomenal conference organizational skills of Sharri Dempsey, Judy Susia, and all other NSRSN staff, Ombuds and QRT under the inspirational and visionary leadership of Chuck Benjamin, NSRSN Executive Director".</p>		<p>James Vest volunteered to sit in on future meetings regarding Home and Community Services, and Bob Hart will attend meetings discussing the conversion to the new IS system.</p>
11	Other Business		Dan Bilson	
		<p style="text-align: center;">11.a Request for Agenda Items</p> <p>The Finance Committee will offer recommendations on a transportation policy.</p> <p>3:05 p.m.</p> <p>PTSD training group info Properties owned by providers MHP Credentialing information Provider Revenue Distribution QRT Report Mary Moller information News release from SAMHSA</p> <p>Strength Based Treatment Best Practice Case Management</p>	Dan Bilson	<p>Ms. Bouldin will draft a</p>
	Future Requested Presentations:			