

**NORTH SOUND MENTAL HEALTH ADMINISTRATION  
ADVISORY BOARD MEETING**

**Agenda  
March 4, 2014  
1:00 PM**

1. Call to Order - Introductions, Chair (2 min)
2. Revisions to the Agenda, Chair (1 Min)
3. Comments from the Public (5 min)
4. Approval of the February Meeting Minutes, Chair (1 min) TAB 1
5. Executive/Finance Committee Report (10 min) TAB 2
  - Approval of Expenditures
6. Standing Board of Directors Committee Reports (5 min) TAB 3
  - a. Planning Committee **Available at meeting**
  - b. Quality Management Oversight Committee **Available at meeting**
7. Old Business (10 min)
  - a. QMOC Appointment (5 vacancies)
  - b. D&R Conference
8. Executive Director Report (10 min)
9. Action Items Being Brought To The Board of Directors (5 min) TAB
  - a. Action Items **Available at meeting**
    - i.
    - ii.
10. New Business (3 min)
11. Report from Advisory Board Members
12. Comments from County Advisory Board Representatives (5 min)
  - a. Island
  - b. San Juan
  - c. Skagit
  - d. Snohomish
  - e. Whatcom
13. Other Business (3 min)
14. Adjournment

NOTE: The next Advisory Board meeting will be **April 1st**, in the NSMHA Conference Room.

**North Sound Mental Health Administration (NSMHA)**  
**MENTAL HEALTH ADVISORY BOARD**  
**February 4, 2014**  
**1:00 – 3:00pm**

<b>Present:</b>	<b>Island-</b> Candy Trautman, <b>San Juan-</b> Peg LeBlanc, <b>Skagit-</b> Jeanette Anderson, <b>Snohomish-</b> Fred Plappert, Carolann Sullivan, Jennifer Yuen, Marie Jubie, Joan Bethel, Carolyn Hetherwick-Goza <b>Whatcom-</b> Mark McDonald, Larry Richardson, David Kincheloe, Michael Massanari
<b>Excused Absence:</b>	<b>Island-</b> none, <b>San Juan-</b> none, <b>Skagit-</b> Joan Lubbe, <b>Snohomish-</b> none, <b>Whatcom-</b> none,
<b>Absent:</b>	<b>Island-</b> none, <b>San Juan-</b> none, <b>Skagit-</b> none, <b>Snohomish-</b> Jeff Ross, <b>Whatcom-</b> none
<b>Staff:</b>	Joe Valentine, Margaret Rojas, Joanie Williams recording
<b>Guests:</b>	Joan Cross, InnerWave Nuerofeedback Center

**MINUTES**

TOPIC	DISCUSSION	ACTION
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<b>CALL TO ORDER AND INTRODUCTIONS</b>		
Chair	Mark initiated introductions and welcomed Jeanette Anderson, a new Board Member from Skagit County.	Informational
<b>REVISIONS TO THE AGENDA</b>		
Chair	Two additions were added to the agenda, both under New Business; the first was Conference Scholarship Criteria and the second was Site Visits.	Informational
<b>COMMENTS FROM THE PUBLIC</b>		
Chair	Mark welcomed Joan Cross who attended the meeting. Her business is InnerWave Nuerofeedback Center. She explained her services and handed out her brochure.	Informational
<b>APPROVAL OF MINUTES</b>		
Chair	Mark asked if there were any revisions to the January Minutes. One revision was mentioned from Candy, under the Executive Director’s report, she served <i>three</i> years as Chair on the Advisory Board, not two years, as the previous minutes stated. Joanie will correct the minutes.  A motion was made to accept the minutes as written, with the one revision, motion seconded and approved.	<b>Minutes approved, after revision</b>
<b>EXECUTIVE/FINANCE COMMITTEE</b>		
<ul style="list-style-type: none"> <li>➤ <b>Approval of Expenditures:</b> The group reviewed the expenditures. A motion was made to approve the expenditures. All were in favor. Expenditures will forward to the Board of Directors for approval.</li> <li>➤ <b>Dignity and Respect Conference Scholarships</b> Margaret gave an overview of the Dignity and Respect Conference. The Executive Committee invited the Board Members. The interested individuals were: Jeanette Anderson, Peg LeBlanc, Carolann Sullivan, Jennifer Yuen, Mark McDonald, Fred Plappert, David Kincheloe and possibly Joan Bethel. The Executive Committee also determined 10 scholarships would be approved for outside individuals interested in attending. Margaret said all the Providers recently received the brochures on the Conference via email.</li> <li>➤ <b>QMOC Appointments</b> Mark asked the Board Members if they were interested in applying for the Quality Management Oversight Committee (QMOC) he said there were six openings available for the Advisory Board. Carolyn Hetherwick Goza stated she was interested and gave her application to Margaret. Jeanette</li> </ul>		

Anderson said she was interested in joining, as well. Margaret gave Jeanette an application.		
<b>STANDING BOARD OF DIRECTORS COMMITTEE REPORTS</b>		
	<b>Planning Committee</b>	
	Joe gave a short overview of the Planning Committee Brief and noted State funding has been cut by four million dollars, resulting in NSMHA changing policies on number of individuals served who do not have Medicaid. He noted more people are signing up for Medicaid, which will reduce the overall impact resulting from the State's funding reduction.	Informational
	<b>Quality Management Oversight Committee (QMOC) Report</b>	
	Joe pointed out the brief included in the Advisory Board binders for the Member's information. He said QMOC deals with a lot of important clinical items and it's a good committee for Advisory Board participation.	Informational
<b>OLD BUSINESS</b>		
	none	
<b>EXECUTIVE DIRECTOR'S REPORT</b>		
	<p>➤ <b>Recommendations Regarding Behavioral Health Integration</b></p> <p>Joe referenced the hand out in each Member's binder. He pointed out the key portions of the document pertaining to mental health in the specified Senate and House Bills to include SB 6312 and HB 2639, concerning the state purchasing of mental health and chemical dependency treatment services. He discussed HB 2725 court review of involuntary treatment decisions. HB 1963 and SB 6142 were also discussed, further increasing the criteria for detaining people. He went on to talk about the contents of draft document prepared for the Board of Directors meeting on February 13: SB 6312 &amp; HB 2639 and NSMHA's Behavioral Health Integration Analysis Recommendations. Board members engaged in conversation. Joe said he would write up a paragraph summarizing the input from the Advisory Board, which will be included in the report to the Board of Directors. Joe talked about sharing of service data, from the state level, to assist in informed recommendations in the design of new systems.</p>	Informational
<b>ACTION ITEMS BEING BROUGHT TO THE BOARD OF DIRECTORS</b>		
	<p>Joe discussed the Action Items with the Advisory Board regarding the increase in funding for Volunteers of America (VOA). The detail on the Action Items was included in each member's binder. The action is a result of Snohomish County no longer taking calls directly regarding Involuntary Treatment Service Requests. Joe answered questions from the group. A motion was made to recommend approval to the Board of Directors, motion was seconded and approved.</p> <p>Joe noted over 40,000 people were added to the NSMHA Region Medicaid System in the past month, surpassing the predictions.</p>	Motion approved, action items forwarded to BOD
<b>NEW BUSINESS</b>		
<b>Conference Scholarship Application Criteria:</b>		
<p>David talked about the Conference Scholarship Application Criteria. He discussed the content and requirements of the application and noted the Advisory Board Member's previous recommendations were included. The group decided individuals interested in obtaining a scholarship could call NSMHA for an application, if desired, or complete the application on-line or print if from the internet as a PDF, fill it out and mail to NSMHA. Group discussion followed. Joe noted the history and purpose behind the action taken by the Board regarding the formation of the scholarship application and processes.</p> <p>Mark informed the group Margaret and David will be meeting to discuss the various scholarship based conferences.</p>		

Voting took place to accept the content and Advisory Board usage of the conference scholarship application process. At the next Board meeting there will be conversation regarding the evaluation process for selected conferences. Mark initiated voting on the Conference Scholarship Application Criteria, all were in favor, none opposed.

**Site Visits:** Members noted interest in site visits to the REACH Center, Lake Whatcom Treatment Center, Western State, Mukilteo Evaluation and Treatment (E&T), Seamar Co-Occurring in Everett. Joe said NSMHA will make a proposed schedule for the year. Joanie will have this available at the next meeting.

**REPORT FROM ADVISORY BOARD MEMBERS**

Advisory Board members discussed the latest outcome on the Centers for Medicare and Medicaid (CMS) letter.

**COMMENTS FROM COUNTY ADVISORY BOARD REPRESENTATIVES**

Island	County Representative was out of the country last month, no report.	Informational
San Juan	Difficulties to access and maintain services due to the rural community.	Informational
Skagit	County Committee has changed to behavioral health, verses mental health.	Informational
Snohomish	The county MH Board disbanded. 1/10 <sup>th</sup> of 1% meeting: \$1.5 million was released at the end of the year for various RFQs, releasing all but \$300,000 which is reserved for youth and adolescent services.	Informational
Whatcom	NSMHA and 1/10 <sup>th</sup> of 1% monies are being used for re-designing of the Triage Facility to effectively accommodate MH needs. Mental Health court is being developed. Funding is increasing in school based Behavioral Health programs. The Rainbow Recovery Center is changing its model and looking for a new location.	Informational

**OTHER BUSINESS**

Joe stated NSMHA asked the County Coordinators to provide updated information to the Advisory Board members who no longer have Mental Health Advisory Boards in their county. The Board Members were advised to get the information from Anji Jorstad and Rebecca Clark and have it available prior to the next meeting.

Meeting date for the next meeting was discussed. It was decided the meeting will be on Friday the 7<sup>th</sup> of March at the usual time. Joanie will send out an email with the revised date. It was noted that Candy, Michael, Larry and possibly Carolann will be unable to attend.

Carolynn noted she and her husband will be teaching a Snohomish County based NAMI Mental Health Child Training Basics Program to Teachers, MH professionals, Probation Officers and Tribes. The goal is to assist in identifying mental illness in the child early.

**ADJOURNMENT :** Meeting adjourned at 2:28pm

**Advisory Board Budget  
January through February 2014**

	All Conferences	Board Development	Advisory Board Expenses	Stakeholder Transportation
	Project # 1	Project # 2	Project # 3	Project # 4
<b>Total</b>	\$ 13,900.00	\$ 1,600.00	\$ 12,490.00	\$ 600.00
<b>Budget</b>	\$ 28,590.00			
<b>Expense</b>	(799.17)		(799.17)	

**Under / (Over) Budget \$ 27,790.83**

BHC , NAMI, COD, OTHER	BOARDS SUMMIT (RETREAT)	Costs for Board Members (food, mileage, misc.)	Non- Advisory Board Members, to attend meetings and special events
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North Sound Mental Health Administration  
Warrants Paid  
February 2014

Type	Date	Num	Name	Memo	Amount	Balance
<b>Advisory Board</b>						
<b>Travel</b>						
Bill	02/04/2014	January2014	Kincheloe, David	Batch # 104066	95.20	95.20
Bill	02/11/2014	January2014	AA Dispatch	Batch # 104189	332.50	427.70
Bill	02/11/2014	Feb2014	Yuen, Jennifer	Batch # 104189	47.04	474.74
Bill	02/18/2014	February2014	LeBlanc Peg	Batch # 104265	55.35	530.09
Total Travel					<u>530.09</u>	<u>530.09</u>
					<u>530.09</u>	<u>530.09</u>
					<u>530.09</u>	<u>530.09</u>
Total Advisory Board					<u><b>530.09</b></u>	<u><b>530.09</b></u>