

PLEASE NOTE LOCATION CHANGE

North Sound Regional
Support Network
Board of Director's Meeting
for
Thursday, May 25, 2000
will be held at
1:30 PM at the
**San Juan Community
Theatre & Arts Center**
100 Second Street
Friday Harbor, WA

Please schedule your day to attend this meeting. Call Rhea at (360) 378-2898 with ideas on how to make this an interesting and exciting day on the Islands. Ferry schedules are attached. Arrangements can also be made to fly using the regular flight schedule or a charter service. Let us know how we can help assist you in making travel arrangements. Call Rae Benjamin at (360) 416-7013, ext. 222 for assistance or flight information.

Mukilteo/Clinton (South Whidbey Island)

Crossing time: 20 minutes Daily

Leave Mukilteo

5:05 ■	10:00	3:00	8:00
5:35 ■	10:30	3:30	8:25
6:00	11:00	4:00	9:00
6:30 ■	11:30	4:30	9:25 ▼
7:00	12:00	5:00	10:00
7:30 ■	12:30	5:30	10:20 ▼
8:00	1:00	6:00	11:00
8:30	1:30	6:30	12:00
9:00	2:00	7:00	1:05
9:30	2:30	7:35	

Leave Clinton

4:40 ■	9:30	2:30	7:30
5:10 ■	10:00	3:00	8:00
5:30	10:30	3:30	8:30
6:00 ■	11:00	4:00	8:55 ▼
6:30	11:30	4:30	9:30
7:00 ■	12:00	5:00	9:50 ▼
7:30	12:30	5:30	10:30
8:00	1:00	6:00	11:30
8:30	1:30	6:30	12:30
9:00	2:00	7:00	

■ Monday Through Friday except Holidays.

▼ Saturday, Sunday and Holidays only.

Morning times are **bolded**

Anacortes / San Juan Islands and Sidney, B.C.

Westbound Daily

Leave Anacortes	Leave Lopez	Leave Shaw	Leave Orcas	Arrive Friday Harbor	Arrive Sidney
5:45	6:30	7:15 ▲	6:45 ↓	-----	-----
6:20	7:10	-----	-----	7:40	-----
-----	-----	7:05	7:25	8:15	-----
7:50 ■	No vehicles loaded for Orcas		9:00 ✱	9:45 ^{De} _p	11:15
8:45	9:30 ▼	9:50 ▼	10:00 ↓	-----	-----
10:00	-----	-----	-----	11:05	-----
-----	10:10	10:35	10:55	11:40	-----
11:55	12:35 ↓	-----	-----	-----	-----
-----	1:30	1:05 ▲	12:50 ▲	2:10	-----
1:05	-----	2:00	2:10 ↓	-----	-----
2:00	2:50	-----	-----	3:20	-----
-----	4:00	3:35 ●	4:30	5:10	-----
4:10	5:00	5:20	5:30 ↓	-----	-----
5:00	-----	-----	-----	6:15	-----
5:45	-----	-----	6:45	7:25	-----
-----	7:00	6:35 ●	-----	7:50	-----
7:00	7:45	8:00	8:10 ↓	-----	-----
8:25 ^e _x Fr i	9:15 ^e _x Fr i	9:35 ^e _x Fri	9:50 ^e _x Fri	10:30 ^e _x Fri	-----
8:25 ^{Fr} _i	-----	-----	-----	9:40 ^{Fri}	-----
9:30 ^{Fr} _i	10:15 ^{Fr} _i	10:30 ^{Fri}	10:50 ^{Fri}	11:30 ^{Fri}	-----
9:30 ^{Sa} _{Su}	10:15 ^{Sa} _{Su}	10:30 ^{Sa} _{Su}	10:40 ^{Sa} _{Su}	-----	-----
11:00 ^{Fr} _i	11:55 ^{Fr} _i	-----	12:25 ^{Sa} _t	1:05 ^{Sa} _t	-----

Note: Vehicles, bicycles and kayaks not ticketed and in line at least 20 minutes prior to printed departure time MAY NOT be loaded.

International Route Inter-island Route

Westbound Notes

Time shown is arrival time.

■ Priority for Sidney, B.C. vehicles ticketed and in line not later than **7:20 a.m.** *No vehicles destined for Orcas will be loaded*; foot passengers permitted.

*Orcas vehicles destined to Friday Harbor may be limited due to loading limitations associated with international traffic; foot passengers permitted.

▲ Unloads westbound traffic on eastbound sailing.

◆ Priority loading, Saturday and Sunday only, for Friday Harbor vehicles ticketed and in line not later than **8:05 p.m.**

● Loads westbound traffic on eastbound sailing.

▼ No inter-island vehicles loaded.

Anacortes / San Juan Islands and Sidney, B.C.

Eastbound Daily

Leave Sidney	Leave Friday Harbor	Leave Orcas	Leave Shaw	Leave Lopez	Arrive Anacortes
	6:00	-----	-----	6:45	7:30
	6:15	7:15 ▲	7:00 ▼	-----	-----
	-----	7:05	7:15	7:45	8:25
	8:10	-----	-----	8:55	9:35
	8:35	9:25	9:40	10:00 ▼	-----
	-----	10:30	9:50 ▲	11:00	11:40
	11:35	-----	-----	-----	12:40
	-----	-----	-----	12:55	1:35
	12:00	12:50	1:05	1:25 ▼	-----
11:50	1:50 ■	-----	-----	-----	3:05
	-----	2:40	2:00 ●	-----	3:30
	2:30	3:20	3:35	3:55 ▼	-----
	4:05	-----	-----	4:45	5:25
	-----	5:50	5:20 ●	-----	6:40
	5:30	6:20	6:35	6:55 ▼	-----
	6:40	-----	-----	-----	7:55
	7:45	-----	-----	8:25	9:05

MEMORANDUM

TO: NSRSN Board of Directors and All Interested Parties
FROM: Rae A. Benjamin, NSRSN Office Manager
RE: Meeting Information
DATE: May 15, 2000

Please note the next meeting of the NSRSN Board of Directors will be held on:

**Thursday, May 25, 2000
San Juan Community Theatre & Arts Center
100 Second Street
Friday Harbor, WA
1:30 PM**

The Board of Directors Packet is attached for your review. I look forward to seeing you there.

For Special Disability accommodation needs, please call Rae at (360) 416-7013, ext. 222 at least 48 hours in advance, if possible.

**NORTH SOUND REGIONAL SUPPORT NETWORK
BOARD OF DIRECTORS MEETING**

**San Juan Community Theatre & Arts Center
100 Second Street
Friday Harbor, WA
May 25, 2000
1:30 PM**

AGENDA

1. Call to Order; Introductions – Chair
2. Revisions to the Agenda – Chair
3. Approval of April Minutes – Chair
4. Comments & Announcements from the Chair
5. Board Discussion – Chair

“I think the single greatest obstacle to implementing a ‘mental wellness’ approach is _____.”
6. Comments from the Public
7. Report from the Advisory Board – Dan Bilson, Chair
8. Report from Executive/Personnel Committee – Dave Gossett, Chair
 - Search Initiation for Executive Director
9. Report from Planning Committee – Bob Hart, Chair
10. Report from QMOC Committee – Chuck Benjamin, Chair
11. Report from the Executive Director – Greg Long, Acting Director/Planner
 - NSRSN Staff Activities Reports
12. Report from the Fiscal Officer – Bill Whitlock

13. Consent Agenda – Greg Long, Assistant Director/Planner

All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one motion of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.

The NSRSN Board of Directors moves to approve the Consent Agenda:

Motion #00-020 to review and approve NSRSN claims paid from April 1, 2000 to April 30, 2000. Total dollar amount of warrants paid in April 2000 \$ (not available at this time). Total April payroll of \$ (not available at this time), and associated benefits.

Motion #00-021 to name Greg Long as an authorized signor on the NSRSN's account at Skagit County.

14. Action Items – Marcia Gunning, Contracts Compliance/Financial Services Manager

Motion #00-022 to introduce Contract Amendment NSRSN-Skagit-99-03 Amendment 1, effective June 1, 2000 through June 31, 2001, with Skagit County authorizing Skagit County to subcontract with Community Mental Health for adult MICA services. Maximum consideration shall not exceed \$39,855.

15. Motions Not Yet Reviewed by the Advisory Board – Marcia Gunning, Contracts Compliance/Financial Services Manager

Motion #00-IN06 to introduce the NSRSN's Quality Management Oversight Committee's (QMOC) 2000 Quality Management Plan for Board comment and review.

Motion #00-IN07 To introduce contract #0069-43015 between the Mental Health Division and NSRSN for implementation of SSB-5011 Dangerous Mentally Ill Offenders, effective July 1, 2000 through June 31, 2001.

Motion #00-IN08 To introduce contract #NSRSN-APN-99-10-01 Amendment 6 effective July 1, 2000 through June 31, 2001. This contract amendment requires APN to perform specific elements of the contract 0069-43015 between MHD and NSRSN which implements the Dangerous Mentally Ill Offender Legislation, Chapter 214, Laws 1999 (SSB 5011).

Motion #00-IN09 To introduce contract #NSRSN-SEA MAR-99 Amendment 2 effective July 1, 2000 through June 31, 2001. This contract amendment requires Seamar to perform specific elements of the contract 0069-43015

between MHD and NSRSN which implements the Dangerous Mentally Ill Offender Legislation, Chapter 214, Laws 1999 (SSB 5011).

16. Executive Session
17. Reconvene
18. Adjournment

NOTE: The next Board of Directors meeting is scheduled for Thursday, June 22, 2000, at the North Sound Regional Support Network, 117 North 1st Street, Suite 8, Mt. Vernon, WA, 98273 at 1:30 PM.

**NORTH SOUND REGIONAL SUPPORT NETWORK
BOARD OF DIRECTORS MEETING**

**North Sound Regional Support Network
Conference Room
117 North 1st Street, Suite 8
Mt. Vernon, WA
April 27, 2000
1:30 PM**

MINUTES

Board Members Present:

Rhea Miller, Chair, San Juan County Commissioner
Ward Nelson, Vice Chair, Whatcom County Council
Chuck Benjamin, Alternate for Pete Kremen, Whatcom County Executive
Dan Bilson, Chair, NSRSN Advisory Board
Marianna Conner, Alternate for Bob Drewel, Snohomish County Executive
Dave Gossett, Alternate for Gary Nelson, Snohomish County Council
Bob Hart, Skagit County Commissioner
Joe Johnson, Nooksack Tribe
Kirke Sievers, Snohomish County Council
Rick Larsen, Snohomish County Council
Gary Ramey, Tulalip Tribes
Mike Shelton, Island County Commissioner

NSRSN Staff Members:

Rae Benjamin, Sharri Dempsey, Marcia Gunning, Greg Long, Ardis Moa, Francene Thompson, Bill Whitlock

County Staff:

JoAnn Angevine, Linda Morris

Guests:

Jess Jamieson, Bill Kenny, Kris Laaninen, Jere LaFollette, Paul Nordsletten,

1. Call to Order; Introductions – Chair

Rhea Miller called the meeting to order at 1:35 PM. Introductions were made. Chair Miller welcomed Joe Johnson of the Nooksack Tribe to the Board.

2. Revisions to the Agenda – Chair

There were none.

3. Approval of March Minutes – Chair

A motion was made and seconded to approve the minutes. Discussion followed regarding county titles for Board member from Island, San Juan, and Skagit Counties. Their titles should be County Commissioners, not County Council members. Corrections were noted and the motion carried to accept the minutes as corrected.

4. Comments & Announcements from the Chair

The Chair stated that Mr. Long would talk about the latest information regarding the eminent closure of North Puget Sound Hospital.

There are concerns about the solvency of Community Mental Health Services. Discussions are occurring with CMHS and there are assurances from APN that services will be provided. Efforts are being made to resolve these concerns as quickly as possible.

5. Board Discussion – Chair

Chair Miller stated that this question is a means of linking Board members who were not able to participate in the Board of Director's Mental Health Conference held in March. She briefly reviewed the protocols developed regarding discussion of the question.

“What comes to mind when you think about the difference of approach between a mental illness focus and a mental health focus?”

Ward Nelson stated that when he thinks of a mental health focus, he thinks of prevention and when he thinks of a mental illness focus, he thinks about treatment.

Dan Mr. Bilson commented that if we think about providing services to the most in need, a mental health focus means prevention and early intervention.

Mike Shelton responded that mental illness is neurological disease and the primary component of a good mental health focus. He also thinks that it is hard to be mentally health if suffering from the effects of mental illness. He thinks of mental health as a more holistic view as defining mental illness.

Marianna Conner thinks of mental health from a community capacity in that we want to increase, expand and build on assets. When you think of mental illness, it becomes a target that you want to reduce. If you place the focus on anything, you tend to get more of what you want, so if you focus on capacity building and health, you tend to get more of it. If you focus on illness and deficiency, you get more of it. From a systems or capacity building approach, the concept of building on health is a stronger way to proceed.

Bob Hart feels that in the health and mental health arena, everyone is looking at prevention, community supports, programs, and early intervention to support the community. When you get into mental illness, you are looking at treatment and strategies to deal with problems. He thinks it is important to at what is best for the individual by trying to prevent and support before looking at treatment.

Dave Gossett thinks it is how you how you measure what you are doing. When looking at mental illness focus, you tend to measure how many hours of service there are, how many providers, how many clients, etc. You focus on what you are doing with the people who are sick. If you look at it from a mental health focus, you are looking at how many are not sick and that is really the goal

Chuck Benjamin supports the holistic focus but he also feels that this can assist us in making the paradigm shift to preventing mental illness stigma.

Gary Ramey feels that primary prevention which includes education, support, family intervention and preventative activities. If we can treat substance abuse before pregnancy then we have prevented fetal alcohol syndrome entirely. Secondary intervention is early intervention which gets people into treatment as soon as they experience problems or early after a trauma. This prevents later, more serious illnesses. He gave an example of a family member who took a class at the age of 50 which changed the way she looked at her mother.

Joe Johnson felt that illness has connotations of a problem whereas health means the solution to a problem.

Rhea Miller feels that an ounce of prevention is worth a pound of cure. If we used more dollars in health and mental health, we would be stemming the tide of mental illness. The speaker at the Conference made her start thinking outside of the box and ways to foster mental health that is actually very cheap.

The Chair asked for comments from the public on this question or any other item.

6. Comments from the Public

JoAnn Angevine mentioned the family to family as an example of education, which leads to prevention and better understanding.

Marcia Gunning discussed a mental health focus versus a mental wellness focus and working to ward to recovery model.

7. Report from the Advisory Board – Dan Bilson, Chair

Mr. Bilson thanked Sharri Dempsey for her review of the draft minutes and suggestions for the Advisory Board report.

The Advisory Board approved paying for a half-time secretary to be supervised by the OCA Manager. This position would support the Advisory Board.

The Advisory Board also approved support of the "Consumer to Provider Program" that would provide funding for 300 hours of salary for each of two (2) consumers at a combined total of \$3,900.

Funding for Cookie Creations was approved for two (2) months in the amount of \$2,400. The Advisory Board urged the NSRSN to utilize Cookie Creations for meeting refreshments whenever possible.

A draft 2000 Budget was distributed and shared with members. The final budget should be completed on May 3, 2000. It is hoped that this will be submitted to the Board of Directors on May 25, 2000.

Motion was made, seconded and approved to recommend approval of all Actions Items to the Board of Directors.

Mr. LaFollette thanked Mr. Bilson for his support and enthusiasm and also thanked the Advisory Board for their support

8. Executive Session

The meeting was closed for Executive Session at 1:50 PM in order to discuss of personnel matters.

9. Reconvene

Vice Chair Ward Nelson reconvened the meeting at 3:15 PM.

10. Report from Executive/Personnel Committee – Dave Gossett, Chair

Mr. Gossett stated that his report would be made in the form of motions made under Item #16, Action Items.

11. Report from Planning Committee – Bob Hart, Chair

Mr. Hart stated that the NSRSN had conducted eight out of nine scheduled strategic planning forums in all five counties. Staff are currently analyzing issues and ideas raised at these forums and anticipate making a report at the June 22nd Board of Director's meeting.

A survey was conducted with 2,400 card mailed to interested parties in the five county region. The NSRSN received 600 responses back and the main concerns included crisis services, housing, homeless services, and children's outpatient services.

12. Report from QMOC Committee – Chuck Benjamin, Chair

Mr. Benjamin briefly reported that presentations were made at the April 21st QMOC meeting as follows:

- 2000 Quality Management Plan - Terry McDonough
- CHAP - Marcia Gunning
- Critical Incidents - Francene Thompson
- Quality Management Plan for Tulalip Tribes - Gary Ramey
- Quality Review Team - Dolores Holtcamp
- Outcomes - Bob LeBeau.

Mr. LaFollette added that the QMOC has spent time looking at records to identify areas for improvement. The APN has worked with QMOC to choose the five top areas of concern and will be more responsive to these. He thanked Mr. Benjamin and others for their work on this project.

13. Report from the Executive Director – Greg Long, Assistant Director/Planner

Mr. Long directed the Board to the NSRSN Staff Activities Reports under TAB 2 of their books.

He reported that an agreement was reached today regarding the closure of Puget Sound Hospital and as a result the hospital will not close. The main question is whether this closure will effect admissions to Western State Hospital. The NSRSN will continue to pursue resolution of its dispute with MHD over its unrealistically low census target.

A draft contract for additional funding to serve for mentally ill offenders will come to the Board for review at a later meeting. Mr. Long stated that the NSRSN Mission Statement states that we do not deal with mentally ill offenders. The Count Coordinators will be reviewing this issue.

The NSRSN has completed its 1999 annual report which will be sent to the Mental Health Division tomorrow.

Sharri Dempsey, OCA Manager/Tribal Liaison conducted an ADHD training on April 26th with 39 individuals participating.

The NSRSN Quality Managers are leading a workgroup to improve services to sexual minorities.

Next month's Board meeting will be held in Friday Harbor. Mr. Long stated that ferry and flight schedules were available in the front of the Board books. He stressed the need to make reservations for flights early because of the Memorial Day weekend.

Marianna Conner encouraged the NSRSN to stay with the Western State Hospital as it is an unfair and unnegotiated allocation of beds. She is concerned that the RSN will lose through inattention if this issue is forgotten.

14. Report from the Fiscal Officer – Bill Whitlock

Mr. Whitlock reported the following:

- State reduction of eligibles by 18,000 for people on family planning services
- TANF population was not part of the payment. State sent out requests in February and expects to have most of the people on the system in May. The current estimate is that 46,000 statewide will be eligible for benefits after the 90^{-day} review period. No retroactive payments will be made for TANF eligibles.
- The state can reimburse TANF clients if they paid for services out of pocket. The state will not reimburse providers of services for costs incurred before the clients are reassigned as Medicaid eligible.
- King County has presented a new funding formula and has asked MHD to renegotiate funding for FY 2001. A meeting is occurring today between MHD and the RSNs to discuss the proposal.
- April inpatient savings revenue is \$267,514.98.

Mr. Nelson urged continued follow up by NSRSN of the issues reported.

Mr. Nelson reported that the exit interview for the financial audit was conducted this morning. He commended staff for their work as there were no findings, only oral recommendations. He stated that this a great example of the hard work of the RSN staff to turn around from where it was three years ago.

Recommendations included:

- Detailed accounts for meals, (annuals Board Conferences must not exceed what is appropriated for meals),
- Approval signatures on all documentation including sick and vacation leave requests
- Documentation regarding surplusing of fixed assets.

15. Consent Agenda – Greg Long, Assistant Director/Planner

All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one motion of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.

The NSRSN Board of Directors moves to approve the Consent Agenda:

Motion #00-012 to review and approve NSRSN claims paid from March 1, 2000 to March 31, 2000. Total dollar amount of warrants paid in March 2000 \$3,222,549.90. Total March payroll of \$71,074.17 and \$16,967.42 in associated benefits.

Motion #00-013 to authorize the NSRSN Finance Department to make the following adjustments to the 1999 Budget:

- Transfer \$15,500 from Salaries to Machinery and Equipment,
- Transfer \$17,000 from County/Agency Professional Services to Other Improvements (leasehold),
- Transfer \$9,700 from County/Agency Professional Services to Machinery and Equipment.

A motion was made and seconded to approve the consent agenda. Motion carried.

16. Action Items – Marcia Gunning, Contracts Compliance/Financial Services Manager

Motion #00-014 to authorize implementation of the revised NSRSN Personnel Policies and Procedures Manual introduced at the March 23, 2000 Board of Director's Meeting.

A motion was made and seconded to approve the Motion. Motion carried.

Motion #00-015 to authorize NSRSN Executive Director to enter into contract amendment NSRSN-Whatcom-99-05 Amendment 1, effective May 1, 2000 through June 31, 2001, with Whatcom County authorizing Whatcom County to proceed with an RFP to pilot an innovative Co-occurring Disorder (MICA) Program to serve the needs of the most at risk MICA clients in Whatcom County. Maximum consideration for this amendment shall not exceed \$52,726.

A motion was made and seconded to approve the Motion. Motion carried.

Emergency Motion #00-016 to revoke Board Motion #00-011 and authorize NSRSN Executive Director to enter into contract amendment NSRSN-MAGILL-99 (02a) with Sam Magill Consulting for NSRSN Board Conference Consultation and Facilitation Services, effective March 1, 2000 through April 1, 2000. Maximum consideration for this amendment shall not exceed \$3,750.

A motion was made and seconded to approve the Motion. Motion carried.

Emergency Motion #00-017 to authorize NSRSN Executive Director to enter into contract amendment NSRSN-WAFIRM-99 (01) with the

Washington Firm for Human Resources Consultation and Facilitation Services, effective December 17, 1999 through March 15, 2000. Maximum consideration for this amendment shall not exceed \$5,814.

A motion was made and seconded to approve the Motion.

The Motion was made and seconded to amended Emergency Motion #00-017 to provide for additional services through June 30, 2000. Maximum consideration for this amendment shall not exceed \$25,000. Amendment to Motion #00-017 carried.

A motion was made and seconded to approve Motion #00-017. Motion carried.

Motion #00-018 to authorize administrative leave for Mr. Merle D. Adrian, Executive Director.

A motion was made and seconded to approve the Motion. Motion carried unanimously.

Motion #00-019 for a special Board of Directors meeting on Monday, May 8, 2000 at 4:00 PM in the NSRSN Conference.

A motion was made and seconded to approve the Motion. Motion carried.

17. Motions Not Yet Reviewed by the Advisory Board – Marcia Gunning, Contracts Compliance/Financial Services Manager

Motion #00-IN05 to introduce Contract Amendment NSRSN-Skagit-99-03 Amendment 1, effective June 1, 2000 through June 31, 2001, with Skagit County authorizing Skagit County to subcontract with Community Mental Health for adult MICA services. Maximum consideration shall not exceed \$39,855.

18. Adjournment

The meeting was adjourned at 3:40 PM.

Respectfully submitted,

/s

Rae Benjamin

NSRSN STAFF ACTIVITIES REPORT
May 25, 2000

TOPIC	PROGRESS
Assistant Director/Planner – Greg Long	
Acting Director	The Assistant Director is now acting as Executive Director for the NSRSN until an Interim Executive Director is appointed.
Mediation with MHD	The NSRSN will be going into mediation with the Mental Health Division in early June over the unrealistically low census target for patients at Western State Hospital. Jeff Gingold is the attorney representing the NSRSN in this non-binding mediation.
CHAP	The NSRSN and the Division of Children and Family Services are working closely with APN to remedy continuing and ongoing problems with the Children’s Hospital Alternative Program (CHAP) in Skagit, Island, and San Juan Counties. It is very likely that Catholic Community Services will be providing this program in Skagit County. A special workgroup is being setup by APN to develop CHAP in Island and San Juan Counties.
Federal Block Grants	The Mental Health Division has over \$1,000,000 of Federal Block Grant funds available for new programming in specified areas. The NSRSN distributed this request for proposals to providers and other stakeholders. A number of proposals were received and reviewed by the NSRSN. These proposals were then forwarded on to the Mental Health Division.

NSRSN STAFF ACTIVITIES REPORT
May 25, 2000

TOPIC	PROGRESS
Clinical/Quality Assurance – Francene Thompson	
Clinical/Quality Management	<ul style="list-style-type: none"> • NSRSN Quality Management has worked this month with the Joint Legislative Audit and Review Committee in compiling information regarding the manner in which MIS data is being coded throughout the Region. This data will determine whether and how service delivery information can be compared across the state. Hopefully, recommendations will come from this project that allow the legislature to better understand the challenges and achievements of RSN's in meeting legislative intent. • QM staff met with Information Systems/Information Technology Department to discuss the special requirements of Quality Management in recording and analyzing Concurrent and other Review Tools, assessing utilization trends, and the like. The NSRSN Data Dictionary is currently under revision and will incorporate many of these new needs. • The NSRSN Clinical/Quality Manager continues to work on the Paperwork Analysis Project, meeting with providers and staff members to identify areas of redundancy and exploring ideas for streamlining paper flow. • Critical Incident data is being compiled by the QM Department, with information being entered on a grid that will allow analysis of types of incidents, ages of consumers involved, provider and regional differences, and types of resolutions utilized in managing these events. • QM Child Mental Health Specialists continue to perform review and monitoring of the CHAP (Children's Hospital Alternative Programs) throughout the region, identifying areas needing improvement and assuring that the new contract for these services is effectively implemented. • A Sexual Minority Work Group has been formed to consider issues relating to delivery of culturally sensitive services within the Region. The work group will consider such issues as identifying requirements for a sexual minority specialist, concerns of consumers regarding security of MIS as related sexual orientation, and other procedural questions in assuring quality of service. • Although the NSRSN Quality Management Plan for 2000 has not yet been formally adopted, progress in achieving the focuses of that plan are reflected in a first quarter performance review prepared for presentation to QMOC at their May meeting.

NSRSN STAFF ACTIVITIES REPORT
May 25, 2000

TOPIC	PROGRESS
Consumer Affairs/Tribal Liaison – Sharri Dempsey	
Tribal Liaison	<ul style="list-style-type: none"> ◆ RSN/Tribal Meeting on May 8, 2000 was appreciated by the tribes, they really were pleased with Greg Long’s presented “Strategic Plan 2000” to the tribes. Some of the tribal mental health concerns shared: <ul style="list-style-type: none"> <li style="text-align: center;"><u><i>What is not helpful in your opinion?</i></u> 1. The RSN seems to have a bias toward organic brain disorders and medication. Most of the disorders seen by the tribal mental health departments are trauma-induced environmental disorders. 2. Disorders seen by the tribes are consistently co-occurring. Any combination of post-traumatic stress disorders, depression, FAS/E, ADHD may combine with different kinds of addictions, such as alcoholism, chemical dependency, and gambling. <li style="text-align: center;"><u><i>What would you like to see expanded or developed?</i></u> 1. Expansion of traditional healing for tribal people. 2. Co-occurring treatment 3. More and better treatment for environmentally-induced illness, including domestic violence, child abuse, sexual assault, and the generational trauma of grief and loss, which is a common thread through all tribal mental illness. 4. More group care homes for youth too ill for foster care. 5. Local crisis beds for youth. 6. More youth co-occurring disorder treatment. 7. Intensive, in-patient treatment for entire families. ◆ The next tribal training will be on treatment of Post-Traumatic Stress Disorder. We are shooting for a date in late June, 2000.

NSRSN STAFF ACTIVITIES REPORT
May 25, 2000

TOPIC	PROGRESS
Contract Compliance/Financial Services – Marcia Gunning	
<p>CMH Fiscal Review: JLARC:</p> <p>FBG Supplemental:</p> <p>Department Budgets: Medicaid Eligibles: Inpatient Sub-Committee</p> <p>Inpatient Reconciliation:</p> <p>MHD Contract Committee:</p> <p>Janitorial Services RFP: Contract Development:</p> <p>SSB 5011 Contract: QMOC Sub- Committee: Advisory Board:</p> <p>Monthly Meetings:</p>	<ul style="list-style-type: none"> • Conducted fiscal review of Community Mental Health Services. • Prepared and submitted to JLARC voluminous fiscal and contractual information for their review. Responded to JLARC questionnaires and telephone surveys. • Compiled and submitted NSRSN plans in response to MHD supplemental FBG funding opportunities. • Continuing to implement system to report and monitor expenditures by department. • Continue to develop and fine tune NSRSN system to reconcile Medicaid eligibles with State MHD and MAA. • Member of state-wide RSN Inpatient sub-committee who will be meeting monthly to address inpatient payment and reconciliation issues that occur when RSN's dispute MAA payments and/or dispute RSN to RSN payment transfers, in order to bring recommendations forward to RSN Administrators. • Continue to develop and fine tune NSRSN system to reconcile Inpatient and Inpatient Savings payments with MHD and MAA. We are running into irregularities and concerns with State Payment system. Working with MHD and other RSN's to develop processes. • Active participant in MHD/RSN/Other stakeholder MHD Contract review for 2001-2003 Biennium. This is a monthly meeting. • Reviewed and selected successful respondent. Negotiating Janitorial Services Contract. • Developing contract amendments with APN and Seamar for Mentally Ill Offender Bill implementation requirements, per MHD contract with NSRSN. • Reviewed for introduction MHD NSRSN contract that implements SSB 5011 (Mentally Ill Offender Bill) • Participated in QMOC 1999 QM Plan Review and 2000 Plan Development Subcommittee. • Continue to work with Advisory Board Finance Committee in establishing process and priorities, budget, expenditure approval process, etc. • Participated in and/or facilitated various meetings/committees/workgroups throughout the month (i.e., QMOC, finance Committee meetings, MHD/RSN inpatient roundtable meetings, staff meetings, management team meetings, on-site audit committee meetings, etc.

NSRSN STAFF ACTIVITIES REPORT
May 25, 2000

TOPIC	PROGRESS
Management Information Systems – Christine Austin	
MIS Meeting	Regular monthly meeting with BDS, NSRSN, NSRSN providing agencies, APN and APN individual members. We defined a purpose statement of our group. In response to that purpose statement two new elements will be added to our monthly meeting, namely a report from the NSRSN attendees of the monthly Mental Health Division, ISDEC meeting and the quarterly BDS User Group meeting.
Core Data Dictionary	Continued work on defining the data elements. The main resource for this new Data Dictionary is the 1997 NSRSN Data Dictionary, BDS EDI document, WA State CIS Dictionary and the APN Core Data Dictionary.
Quality Manager Meeting	Worked with Greg Long and participated in a meeting/training on Utilization Management in relation to the information system. Presented several standard reports that are available and explained the inclusive data elements.
Web Site Advisory Committee	Joined in the inception of the Web Site Advisory Committee. The initial meeting included creating steps the Committee will follow and brain-stormed several ideas to put into a mission/purpose for the Web Site.
Continued with Data Analysis	Continued with analyzing data in the standard reports and getting feed back from Management Team and other stakeholders.

NSRSN STAFF ACTIVITIES REPORT
May 25, 2000

TOPIC	PROGRESS
Office Manager's Report – Rae Benjamin	
Support Staff Projects:	<p>The support staff continue to meet on a weekly basis developing and implementing projects. The central database project which was near completion provided invaluable assistance over the last few weeks as staff were able to utilize it to recover data lost when our Outlook Server crashed in April.</p> <p>Support staff are currently working on rebuilding the agency calendar as all data in this calendar was also lost when the server crashed.</p>
Trainings:	<p>Staff were responsible for providing an excellent training presentation on searching the web for information. This presentation was made at the May 12 All Staff meeting.</p> <p>Support staff have been instrumental in facilitating a training on ADHD which was held April 26 and was attended by approximately 50 people.</p>
Meetings:	<p>Office Manager attended an April meeting in Yakima regarding changes in health insurance benefits.</p>
Washington Firm projects:	<p>Support staff continue to refine and redefine their SLA's as part of the project to develop accurate job descriptions.</p> <p>Personnel Policies & Procedure Manual was approved by the Board in April. Copies have been distributed to staff, Personnel Committee, Board and Advisory Board members.</p>
Office Cleaning/Janitorial Services:	<p>The NSRSN received 2 responses to the Request for Bids for Janitorial Services and are in the process of negotiating a contract with the successful bidder.</p>

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Greg Long, Interim Executive Director
DATE: May 15, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-020**

Approval Date: April 27, 2000

Source of Request: Bill Whitlock, Fiscal Officer

Motion: To review and approve NSRSN claims paid from April 1, 2000 to April 30, 2000. Total dollar amount of warrants paid in April 2000 *\$(not available at this time)*. Total April payroll of *\$(not available at this time)*, and associated benefits.

Background: Will be reviewed by Bob Hart, Ward Nelson and Kirke Sievers on May 25, 2000.

Fiscal Implications: We do not anticipate exceeding the annual budget.

Attachment(s): None.

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

/s
Greg Long
Interim Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Greg Long, Interim Executive Director
DATE: May 15, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-021**

Approval Date: April 27, 2000

Source of Request: Rhea Miller, Chair, NSRSN Board of Directors

Motion To name Greg Long as an authorized signor on the NSRSN's account at Skagit County.

Background:

Fiscal Implications: None

Attachment(s): No

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

/s
Greg Long
Interim Executive Director

**NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form**

TO: NSRSN Board of Directors
FROM: Greg Long, Interim Executive Director
DATE: May 15, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-022**

Approval Date: April 27, 2000

Source of Request: Marcia Gunning, Contracts Compliance/Financial Services Manager

Motion To authorize the NSRSN Executive Director to enter into Contract Amendment NSRSN-Skagit-99-03 amendment 1, effective June 1, 2000 through June 31, 2001, with Skagit County authorizing Skagit County to subcontract with Community Mental Health for adult MICA services. Maximum consideration shall not exceed \$39,855.

Background: CMHS has operated a MICA program within Skagit County for the past 10 years. Staff are dually certified mental health and chemical dependency counselors. In late 1998 the program lost staff and suffered a severe cutback in service. In March of 1999 the program hired a new dually qualified counselor who has worked for the last year to put the MICA program back on track. In the fall of 1999 a second dually qualified clinician was hired and full services to the MICA caseload were resumed. It has been the intent of Skagit County that the funds allocated to Skagit County from the Board Designated Mental Health Services Projects be provided to CMHS in order to assist their MICA Program.

Fiscal Implications: None

Attachment(s): No

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

/s
Greg Long
Interim Executive Director

March 27, 2000

Merle Adrian, Executive Director
North Sound Regional Support Network
117 N. 1st St., Suite #8
Mount Vernon, WA 98273-2858

Dear Merle:

On behalf of the Skagit County Mental Health Advisory Board, I am writing to request your help in securing Skagit County's portion of the "Board Designated Mental Health Service Projects" funds in the amount of \$39,855.00 as identified in Exhibit G(5) – Estimated Contract Funding for the period 1999-2001.

As you may know, Skagit County has had a MICA program for the past 10 years, operated by CMHS in full cooperation and conjunction with their mental health program, offering chemical dependency treatment services to dually diagnosed consumers. Staff at the MICA program are dually certified mental health/chemical dependency counselors.

In late 1998, the program lost staff and suffered a severe cutback in service. In March of 1999, the program hired a new, dually qualified counselor who has worked for the last year to put the MICA program back on track. In the Fall of 1999, a second dually qualified clinician was hired and full services to the MICA caseload were resumed.

At the time of hiring the second counselor, CMHS was promised financial assistance in order to augment services. The funds from the Board Designated MH Service Projects are intended for this purpose. Acquisition of these funds is critical to the continuation of this important treatment service. I would be happy to provide you and/or the Board of Directors of the NSRSN with an overview of this program. It is the only single site MICA program within the entire NSRSN.

I look forward to hearing from you on progress toward the securing of these funds.

Sincerely,

JoAnn Angevine

cc Bob Hart

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Introduction Form

TO: NSRSN Board of Directors
FROM: Greg Long, Interim Executive Director
DATE: May 15, 2000

Introduction: **Motion #00-IN06** to introduce the NSRSN's Quality Management Oversight Committee's (QMOC) 2000 Quality Management Plan for Board comment and review.

Board Action Request Date: June 22, 2000

Source of Request: Marcia Gunning, Contracts Compliance/Financial Services Manager

Background Information:

Attachment(s): No. To be distributed at Board meeting.

Executive Recommendations: Approve No Recommendation
XXXX Further Review Required

Greg Long, Interim Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Introduction Form

TO: NSRSN Board of Directors
FROM: Greg Long, Interim Executive Director
DATE: May 15, 2000

Introduction: **Motion #00-IN07** to introduce contract #0069-43015 between the Mental Health Division and NSRSN for implementation of SSB-5011 Dangerous Mentally Ill Offenders, effective July 1, 2000 through June 31, 2001.

Board Action Request Date: June 22, 2000

Source of Request: Marcia Gunning, Contracts Compliance/Financial Services Manager

Background Information:

Attachment(s): No. To be distributed at Board meeting.

Executive Recommendations: **Approve** **No Recommendation**
XXXX **Further Review Required**

Greg Long, Interim Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Introduction Form

TO: NSRSN Board of Directors
FROM: Greg Long, Interim Executive Director
DATE: May 15, 2000

Introduction: **Motion #00-IN08** to introduce contract #NSRSN-APN-99-10-01 Amendment 6 effective July 1, 2000 through June 31, 2001. This contract amendment requires APN to perform specific elements of the contract 0069-43015 between MHD and NSRSN which implements the Dangerous Mentally Ill Offender Legislation, Chapter 214, Laws 1999 (SSB 5011).

Board Action Request Date: June 22, 2000

Source of Request: Marcia Gunning, Contracts Compliance/Financial Services Manager

Background Information:

Attachment(s): No. To be distributed at Board meeting.

Executive Recommendations: Approve No Recommendation
XXXX Further Review Required

Greg Long, Interim Executive Director

**NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Introduction Form**

TO: NSRSN Board of Directors
FROM: Merle D. Adrian, Executive Director
DATE: May 15, 2000

Introduction: **Motion #00-IN09** to introduce contract #NSRSN-SEA MAR-99 Amendment 2 effective July 1, 2000 through June 31, 2001. This contract amendment requires Seamar to perform specific elements of the contract 0069-43015 between MHD and NSRSN which implements the Dangerous Mentally Ill Offender Legislation, Chapter 214, Laws 1999 (SSB 5011).

**Board Action
Request Date:** June 22, 2000

Source of Request: Marcia Gunning, Contracts Compliance/Financial Services Manager

**Background
Information:**

Attachment(s): No. To be distributed at Board meeting

Executive Recommendations: Approve No Recommendation
XXXX Further Review Required

Greg Long, Interim Executive Director