

MEMORANDUM

TO: NSRSN Board of Directors and All Interested Parties
FROM: Rae A. Benjamin, NSRSN Office Manager
RE: Meeting Information
DATE: August 14, 2000

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

**Thursday, August 24, 2000
North Sound Regional Support Network
Conference Room
117 North First Street, Suite 8
Mt. Vernon, 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**

**North Sound Regional Support Network
Conference Room
117 North First Street, Suite 8
Mt. Vernon, WA
August 24, 2000
1:30 PM**

AGENDA

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

“How can we foster more public “buy-in” of mental health issues and services?”
6. Comments from the Public
7. Report from the Advisory Board – Dan Bilson, Chair
8. Report from Executive/Personnel Committee – Dave Gossett, Chair
9. Report from the Planning Committee – Bob Hart, Chair
10. Report from QMOC Committee – Chuck Benjamin, Chair
11. Report from the Executive Director – Sharon Lucas, Interim Executive Director
 - NSRSN Staff Activities Reports
12. Report from the Fiscal Officer – Bill Whitlock, Fiscal Officer
13. Consent Agenda – Sharon Lucas, Interim Executive Director

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 #00-033 To review and approve NSRSN claims paid from July 1, 2000 to July 30, 2000. Total dollar amount of warrants paid in July 2000 \$ (not available at this time). Total May payroll of \$(not available at this time), and associated benefits.

14. Action Items

- Administrative Sanction for APN

15. Motions Not Yet Reviewed by the Advisory Board

None

16. Executive Session

17. Reconvene

18. Adjournment

NOTE: The next Board of Directors meeting is scheduled for Thursday, September 27, 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**

**NSRSN Conference Room
117 N. First Street, Suite 8
Mt. Vernon, WA
June 22, 2000
1:30 PM**

MINUTES

Board Members Present:

Rhea Miller, Chair, San Juan County Commissioner
Dan Bilson, Chair, NSRSN Advisory Board
Bob Hart, Skagit County Commissioner
Rick Larsen, Snohomish County Council
Ward Nelson, Whatcom County Council
Gary Ramey, Tulalip Tribes
Mike Shelton, Island County Commissioner
Jim Teverbaugh, Alternate for Bob Drewel, Snohomish County Executive

NSRSN Staff Members:

Annette Calder, Sharri Dempsey, Marcia Gunning, Dolores Holtcamp, Greg Long,
Sharon Lucas, Francene Thompson, Bill Whitlock

County Staff:

JoAnn Angevine, Jackie Henderson, Barbara LaBrash

Guests:

Beth Bentley, Mary Good, Jess Jamieson, Jere LaFollette, Rodney Lund, Jane Relin

1. Call to Order; Introductions – Chair

Rhea Miller called the meeting to order at 1:31 PM. Introductions were made.

2. Revisions to the Agenda – Chair

The Chair asked if there were any revisions to the agenda. She stated that an Executive Session would be held today and that one item would be removed from the consent agenda when we get to it.

3. Approval of May Minutes – Chair

A motion was made and seconded to approve the minutes. Motion carried.
Minutes later revised under Comments from the Public.

4. **Comments & Announcements from the Chair**

The Chair recognized that the NSRSN has been very busy. The Chair further stated she is concerned that there is currently two major injuries to staff members and asked that everyone be extra careful.

5. **Board Discussion – Chair**

Ms. Miller reviewed the protocols for Board discussion of the question:

“How do we get children the mental health care they need?”

Dan Bilson stated he felt the necessary providers need to be obtained in order to provide behavioral retraining. In many cases, children go through the local mental health system and exhaust available services. This not only happens within this RSN, but throughout the state. Many children have been sent out of state to receive adequate services.

Mike Shelton stated this is bigger than any one system and a collaboration of systems is needed in order to effectively deliver services to our children. Stigma needs to be reduced. Parents often blame themselves and they need to know it isn't their fault.

Bob Hart stated one of the difficulties is the whole issue of stigma and how these children relate to the rest of their social group. It is a real challenge for the parents, case managers, teachers, etc. to take advantage of the opportunities that are available. Society needs to do something to try and remove the stigma. Skagit County has been able to do this work by mainstreaming consumers and taking them outside the mental health system so people aren't labeled.

Gary Ramey said he agreed that collaboration is the key to providing services. In the State of Washington, we have some institutional impediments to getting services to children. We need to collaborate with schools, health clinics, etc., as services need to be out there where the kids can access them. In the State of Michigan, every elementary school has a full time social worker. That person can help the kid deal with parents, get into mental health services if needed, do the early interventions that we know are more cost effective than those secondary and tertiary interventions.

Rhea Miller spoke regarding the book, The Bipolar Child. In the book it stated bipolar is hereditary and linked genetically and that as it goes between generations, it appears at a much earlier stage, generation after generation. For example, if it shows up at the age of fifty, a generation or two later it will show up as early as the age of five. According to this book, there are approximately four million children who are bipolar. The medication for bipolar contra-indicates the medication for ADHD, which is separate than the treatment for fetal alcohol syndrome. If a bipolar child is misdiagnosed or put on ADHD medication, it

actually precipitates the problem. Rhea also expressed complete agreement with Mr. Shelton and Mr. Hart that stigma is a huge issue.

Jim Teverbaugh stated the importance of linking with other systems and dealing with stigma reduction. We need to link up with early childhood folks because, in its essence, children's mental health is really healthy child development, with the exception of those with brain chemistry issues. We need to make sure that we have good, strong links with the public health system in each of our Counties, Headstart and ECAP programs, community action programs, nutrition programs, etc. We need to support the folks who are good with early childhood issues, encourage them and offer to go with them to the legislature.

Rhea Miller met with the Associate Assistant Dean and the Dean of Public Health at the University of Washington and received a very positive response on this issue. The University of Washington, currently does not cover Social Behavioral Health, but is re-evaluating that component in their curriculum.

6. Comments from the Public

Jere LaFollette stated that APN has nearly completed a study funded by the State Health Department that looks at children's services from the standpoint of the Division of Children and Family Services and Mental Health. A major issue of the study is collaboration between DCFS, ESD and MH programs and services for children.

Jere LaFollette provided the Board with some background information on Community Mental Health and the consumer-run business, Cookie Creations. Currently, Cookie Creations is under a re-organization and is requesting some special support. The request was originally made to the Mental Health Advisory Board, then to the NSRSN Advisory Board. Cookie Creations was advised to bring their request to the NSRSN Board of Directors. Mr. LaFollette introduced Beth Bentley from CMHS.

Ms. Bentley addressed the Board regarding a funding request that will assist Cookie Creations in becoming an independent entity. Cookie Creations needs a supplement of \$7,200 to cover operating expenses and rent at the Clinton and Coupeville sites as well as the salary for a vocational trainer through December 31, 2000. Cookie Creations has met with Mr. Gates, Manager of Wal-Mart in Oak Harbor, who helped them develop a business plan. Recently, Island Bakery donated new equipment including refrigerators, freezers, ovens, a baker's island, mixers, plates, etc. Cookie Creations recently contracted with Ennen's in Oak Harbor to carry their products. This amounts to a 25% increase in business. Ennen's further agreed that if all goes well, they will review the contract in three months and put the products in another four stores – Burlington, Mt. Vernon, Sedro Woolley and Anacortes. This would amount to a 125% increase in business this year.

A motion was made and seconded to contract with CMHS in the amount of \$7,200 to support Cookie Creations for the remainder of the year. Discussion followed. Chair Miller called for the question. Ward Nelson made a friendly amendment that the funds are taken from the Consumer Project Fund. Seven in favor, one opposed, motion carried.

Rodney Lund discussed with the Board of Directors the issues surrounding the scheduled one-day strike at Whatcom Counseling and Psychiatric Clinic.

Barbara LaBrash addressed the Board regarding the minutes from the May meeting. Ms. LaBrash apologized for not addressing this during approval of the minutes; page six, under Comments from the Public. She stated that she couldn't remember exactly what she had said, but what she meant was the mental illness model is a very costly approach and we need to move in the direction of the mental wellness model. She said what is written is exactly the opposite of what she meant.

Ms. LaBrash also spoke about the issue of how we get services to children. She said San Juan County recently had a Foster Parents Appreciation Day and after talking with folks from DCFS, CMHS and foster parents it became glaringly obvious that there needs to be balance between the child's rights and the parents' rights regarding access to services.

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

Mr. Bilson reports on Advisory Board discussion regarding:

- Budget and Finance Committee;
- Children's subcommittee workgroup;
- Cookie Creations funding issues;
- Resignation of Community Mental Health Executive Director;
- State NAMI convention in August;
- High turnover in line staff at provider agencies;
- Information on Mediation;
- Advisory Board in-service scheduled for August 15, 10:00 – 12:00; and
- Report on CHAP program in Whatcom County.

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

Ms. Miller stated the search committee had contacted several companies regarding a search for an Executive Director, and the cost would be very high. Private companies are \$20,000 plus expenses, the State was willing to do it for \$12,000 plus expenses and San Juan County Human Resources is willing to do it for expenses. Chair Miller asked for direction from the Board on how to proceed with the search. Discussion followed.

Motion made and seconded to accept San Juan County's Human Resources to conduct the search for an Executive Director, motion carried.

9. Report from Planning Committee – Bob Hart, Chair

Mr. Hart stated that the Planning Committee has not met since the last meeting. However a survey has been sent out regarding ITA expenses to providers.

10. Report from QMOC Committee – Chuck Benjamin, Chair

Mr. Teverbaugh reported the Quality Management Plan 2000 would be discussed under the Action Items.

11. Report from the Executive Director – Greg Long, Acting director/Planner

Mr. Long reported that there will be a one-day strike at Whatcom Counseling and Psychiatric Clinic and that the management has made arrangements for all critical services to be covered by Whatcom County Human Services staff and APN staff.

He also addressed the changes in leadership at Community Mental Health Services. Mr. Long stated that the NSRSN conducted an administrative audit at CMHS and that the findings from that audit will be available within a few weeks. He stated the audit was very positive.

Mr. Long stated an audit had also been conducted on the CHAP program at Compass Health. NSRSN is pleased with the progress that has been made. He added that APN has produced a report on how they would like to modify CHAP for Island, San Juan and Skagit Counties. A meeting with APN and DCFS will take place soon regarding this issue.

Sharon Lucas stated she wanted to extend thanks to the NSRSN staff, Board of Directors members, Advisory Board members and providers for the warm welcome she has received as Interim Executive Director.

12. Report from the Fiscal Officer – Marcia Gunning, Contracts Compliance/Financial Services Manager

Mr. Whitlock stated the Community Mental Health Services audit went very well and we should be seeing even more improvement over the next six months.

Mr. Whitlock addressed the Board regarding the NSRSN revenues. He informed the Board that we are behind in our PHP payment from the State by approximately \$450,000 due to the TANF population not being included. He stated the Professional Services budget is currently over for the year by approximately \$18,000 due to legal expenses and other issues. Potentially, this may cause the overall budget to be over for the year.

13. **Consent Agenda – Sharon Lucas, Interim Executive Director**

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 remove Motion #00-029 and approve the Consent Agenda:

Motion #00-028 to review and approve NSRSN claims paid from May 1, 2000 to May 31, 2000. Total dollar amount of warrants paid in May 2000 \$3,026,562.94. Total May payroll of \$71,714.65 and associated benefits of \$16,671.14.

Motion #00-030 to upgrade the Management Information Systems Specialist position from Grade 31 to Grade 28, with a corresponding increase in salary, which shall be retroactive to June 1, 2000. The current staff will be placed in Step 1 of this Grade, at an equivalent annual salary of \$29,394.35.

A motion was made and seconded to approve the Consent Agenda as amended. Motion carried.

Motion #00-029 to authorize NSRSN Executive Director to enter into a professional services agreement between NSRSN and Behavioral Data Systems for End-User (NSRSN) License and Software Support Services. This agreement would extend the current contract for another year and increase BDS's fee from \$3,300 for an 11-month period to \$3,816 for a 12-month period (an increase of \$216 per year or \$18/per month).

The Chair asked Marcia to address **Motion #00-029**. Marcia stated BDS asked that we include a non-compete clause in the contract and read the clause. Board discussion followed.

A motion was made and seconded to approve motion #00-029 as written, without amendment, all in favor, motion carried.

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

Motion #00-023 to approve the NSRSN's Quality Management Oversight Committee's (QMOC) 2000 Quality Management Plan.

Jim Teverbaugh made a presentation on the Quality Management Plan 2000 to the Board of Directors. Questions, comments and discussion took place.

Ward Nelson made a motion to strike “persons of color and other” from page 1-7, item number 2, seconded, all in favor, motion carried.

Bob Hart made a motion to approve the Quality Management Plan 2000 as amended, seconded, all in favor, motion carried.

Motion #00-024 to authorize the Interim Executive Director to enter into 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 30, 2001.

Ward Nelson made a motion to approve, seconded, discussion took place. Chair Miller called for the vote, all in favor, motion carried.

Motion #00-025 to authorize the Interim Executive Director to enter into contract #NSRSN-APN-99-10-01 Amendment 6 effective July 1, 2000 through June 30, 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 to approve, second, all in favor, motion carried.

Motion #00-026 to authorize the Interim Executive Director to enter into contract #NSRSN-SEA MAR-99 Amendment 2 effective July 1, 2000 through June 30, 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).

Moved to approve, seconded, all in favor, motion carried.

Motion #00-027 to approve the Advisory Board Proposed 2000 Budget (July 1, 2000 through December 31, 2000).

Mike Shelton moved to strike project #11 out of budget, reducing the total budget by \$8,750.00 with assurance that secretarial services be provided by NSRSN, seconded, discussion took place. Chair called for the vote, all in favor, motion carried.

A motion was made and seconded to approve motion #00-027 as amended, motion carried.

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

None.

16. Other Business

None.

17. Executive Session

The Board of Directors went into Executive Session at 3:30 p.m.

18. Reconvene

The Board of Directors reconvened at 3:50 p.m.

19. Adjournment

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

/s
Annette Calder

NSRSN STAFF ACTIVITIES REPORT
August 24, 2000

TOPIC	PROGRESS
Assistant Director/Planner – Greg Long	
Strategic Planning Sub-Committee Meeting	The Strategic Planning Sub-Committee chaired by Ward Nelson met to review strategic goals and objectives, as well as a proposed new mission statement.
Report on 6214 to JLARC	The NSRSN responded to a questionnaire requesting information on the impact of S.B. 6214 on the NSRSN and its providers. S.B. 6214 is the law in response to the murder of the off-duty fireman in Seattle several years ago by the man with a chronic mental illness who had been recently released from both a jail and a psychiatric hospital. The impact has been moderate. CDMHPs are being more conservative in detaining people to assure public safety. The numbers of people being hospitalized are increasing. S.B. 6214 is only one of many factors causing this.
DASA Coordination Meetings	The NSRSN has resumed meeting with the new regional director of the Division of Alcohol and Substance Abuse to better coordinate services for people with co-occurring substance abuse and mental disorders.
Preparations for MHD Audit	The NSRSN is beginning preparation for the year 2000 MHD Audit. Documentation is being collected on the three findings and the quality improvement issues.
Key Indicators	A workgroup is working on developing key indicators which will be more outcome-oriented than the current monthly data sheets distributed to the NSRSN Board.

NSRSN STAFF ACTIVITIES REPORT
August 24, 2000

TOPIC	PROGRESS
Clinical/Quality Assurance – Francene Thompson	
Clinical/Quality Management	<ul style="list-style-type: none"> • The NSRSN Clinical/Quality Manager participated with NSRSN Contracts/Fiscal and QRT staff in Administrative On-Site Reviews of two Providers during the month of July, 2000. Compass Health was reviewed on July 10 –14, and Associated Provider Network from July 24-26. Both reviews revealed many significant efforts and improvements in administrative policies and procedures for the organizations. Reports of NSRSN findings and recommendations will be sent to the provider agencies within 45 days of their audits. • Work continues on implementation of the new legislation for Dangerously Mentally Ill Offenders (SSB 5011) with NSRSN participating on the State DMIO Committee responsibility for reviewing referrals to the program, and deciding which are appropriate for inclusion. NSRSN has received its first referral for this program, and a local committee is being convened to prepare for the offender’s release, plan for provision of mental health services, and assure seamless transition from the prison to our community. • The Quality Management Team has begun a series of meetings aimed at evaluation and revision of the NSRSN Level of Care Manual in preparation for the next contract period (2001-2003). Input is being sought from a broad range of constituents. • A Sexual Minority Workgroup has been convened to review and make recommendations for the provision of relevant and culturally sensitive service provision to sexual minority consumers within our region. Among their tasks is development of standards for identifying sexual minority specialists and designing training recommendations that will ensure minimum competencies for all clinical staff. • Development of the NSRSN Quality Management Plan for 2001 is beginning with scheduling of initial discussions for late August. • The Quality Management Team continues its work in assuring a complete ‘feedback loop’ in its concurrent review process. Procedures are being developed that ensure follow through in correction of contract deficiencies and appropriate provider actions in improving quality of services as identified through concurrent review recommendations.

NSRSN STAFF ACTIVITIES REPORT
August 24, 2000

TOPIC	PROGRESS
Contract Compliance/Financial Services – Marcia Gunning	
Contracts – CAT Team:	<ul style="list-style-type: none"> Developed Consumer Advocate Team contract extension request amendment for presentation to Advisory Board
On-site Reviews:	<ul style="list-style-type: none"> Prepared Community Mental Health Services, Compass and Associated Provider Network Administrative Review On-Site Report and submitted to each.
HCFA Waiver:	<ul style="list-style-type: none"> Meeting with MHD to discuss 2001 HCFA Waiver on August 23.
MHD 2001-2003 Contract:	<ul style="list-style-type: none"> Meeting with MHD to discuss outcome based contracting for 2001-2003 Biennium contract. The State Legislature has given the MHD a directive that the 2001-2003 biennium contract will be outcome based. The NSRSN will be working closely with MHD in the design and implementation.
Contract Reconciliation:	<ul style="list-style-type: none"> Performing contract accounting reconciliation through June 2000
Advisory Board Budget:	<ul style="list-style-type: none"> Working with Advisory Board Finance Committee in the development of 2001 Annual Budget Request and related protocols and procedures.
Medicaid Eligibles:	<ul style="list-style-type: none"> Continue to develop and fine tune NSRSN system to reconcile Medicaid eligibles with State MHD and MAA.
Financial Reporting:	<ul style="list-style-type: none"> Preparing financial quarterly reconciliation and reports to MHD
Inpatient Sub-Committee:	<ul style="list-style-type: none"> Member of statewide 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.
Inpatient Reconciliation:	<ul style="list-style-type: none"> 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.
Monthly Meetings:	<ul style="list-style-type: none"> Participated in and/or facilitated various meetings/committees/workgroups throughout the month (i.e., NSRSN Level of Care, QMOC, Finance Committee meetings, MHD/RSN inpatient roundtable meetings, staff meetings, management team meetings, etc.

NSRSN STAFF ACTIVITIES REPORT
August 24, 2000

TOPIC	PROGRESS
Information Services / Information Technology – Michael White and BDS Liaison Christine Austin	
Monthly CIS Meeting	Reviewed 2 nd quarter maintenance release. ISDEC meeting was reported on and a hand out regarding HIPPA requirements was distributed to interested ones. Introduced the “Data Element of the Month”, to be focused on for integrity purposes. This month the element is “Service Level”. *Note group name changed to Consumer Information Group, from Management Information Group. Since last staff activity report, we met again and reviewed progress on Service Level Data Element of Month and introduced the ITA Detentions and Investigations as the next Data Element of the Month.
Core Data Dictionary	It has been agreed upon by the Management Team to adopt the APN data dictionary, and by means of either an appendix or special notes within the dictionary, specify any additional RSN requirements. This decision will allow us to proceed with our MIS goals, and reduce duplication of work.
Web Site Advisory Group	Reviewed comments from staff on purpose of NSRSN web site. Proceeded with next two items: (1) Assure active membership, (2) Establish policy regarding: Content, format, processes, and relationships. Since the last activity report progress has been made on establishing content policies.
QM Plan	Preparing and refining data needs for report dispersal.
2001 Departmental Budget	Beginning preparation for IS/IT budget needs and developed standards for computer related departmental budget allocation rules.
Blue Sheets	Meeting set to improve blue sheets, in regards to management summarization. Work began on developing a ‘Key Indicator’ report. Since last activity report, indicators have been defined and are being presented for approval in the next week.

NSRSN STAFF ACTIVITIES REPORT
August 24, 2000

TOPIC	PROGRESS
Office Manager's Report – Rae Benjamin	
Employee Appraisals	Templates have been developed for each of the departments at the NSRSN and a regular schedule is established to ensure timely evaluation of staff. Managers will begin using the software for appraisals.
Annual Plans	Support staff continue to meet in order to generate the 2000 – 2001 Annual Work Plans. Once complete, this work plan will be used to develop the Support Staff 2001 departmental budget.
Support Staff Projects	The location and database structure for the central filing system has been established. File cabinets are in place and existing files will be purged and/or archived.
Meetings	<p>Attended the San Juan County Mental Health Advisory Board meeting in Friday Harbor on July 17.</p> <p>Attended the July 26 meeting of the Washington County Insurance Fund's Insurance Advisory Committee in Ellensburg. Issues discussed included changes in health insurance benefits for 2001. More information will be available after the September meeting.</p>
Employee of the Quarter	Nominations have been received for the Employee of the Quarter and the presentation will be made at the August 24 Board of Director's meeting.

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Sharon Lucas, Interim Executive Director
DATE: August 14, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-033**

Approval Date: August 24, 2000

Source of Request: Bill Whitlock, Fiscal Officer

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

Background: Will be reviewed by Kirke Sievers, Bob Hart and Ward Nelson on August 24, 2000.

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

Attachment(s): Yes.

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

/s _____
Sharon Lucas, Interim Executive Director