

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
April 9, 2009
1:30 PM**

REVISED AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Dahlstedt**
2. **Revisions to Agenda – Chair Dahlstedt**
3. **Approval of Minutes– Chair Dahlstedt (09-032)**
 - **To review and approve the minutes of March 12, 2009.....3-6**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – Andrew Davis, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
9. **Report from the Quality Management Oversight Committee – June La Marr, Chair**
10. **Report from the Planning Committee – Regina Delahunt, Chair**
11. **Report from the Executive Director – Chuck Benjamin, Executive Director**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer.....Tab 1**
13. **Report from the Finance Committee – Ken Stark**
 - **Motion #09-037 to amend the 2008 Budget**
14. **Consent Agenda – Ken Dahlstedt, Chair**

<p>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 action 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.</p>

Motion #09-033

To review and approve North Sound Mental Health Administration’s claims paid from March 1, 2009 through March 31, 2009 in the amount of \$4,263,133.88. Payroll for the month of March in the amount of \$115,999.63 and associated employer paid benefits in the amount of \$46,383.61.

15. Action Items

Motion #09-034

To approve DSHS-MHD-NSMHA-PIHP-07-09 AMENDMENT 4 for the provision of Medicaid services in the North Sound. This Amendment reinstates the state plan rates to the January 2009 rates and provides a one time payment of \$119,882.10 for the difference between the Initial Payment and the payment based on reinstatement of the January 2009 Rates. Language deletes Performance Improvement Measure target percentages. This Amendment period is April 1, 2009 through September 30, 2009.

Motion #09-035

To approve DSHS-MHD-NSMHA-SMHC-07-09 Amendment 4 for the provision of State funded mental health services in the North Sound. This Amendment reinstates the Integrated Crisis Response Pilot funding of case management services and deletes Performance Improvement Measure target percentages. The maximum consideration is increased by \$626,842 for a maximum consideration of \$41,571,708. This Amendment period is April 1, 2009 through September 30, 2009.

Motion #09-036

To amend the minutes of December 11, 2008, on page 4, item 13, motion #08-119, by adding the details and dollar amounts of the motion.

16. Introduction Items

None

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
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NSMHA Conference Room
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1:30 PM**

MINUTES

Board Members Present:

Bob Myhr, San Juan County Council member, NSMHA Board of Directors Vice Chair
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
John Dean, Island County Commissioner
Anne Deacon, designated alternate for Whatcom County Council member, Ward Nelson
Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen
Andrew Davis, NSMHA Advisory Board Chair
Arthur Jackson, NSMHA Advisory Board Vice Chair

Staff Present:

Chuck Benjamin, Greg Long, Annette Calder, Bill Whitlock

Guests:

Brad Furlong, Otis Gulley

1. Call to Order; Introductions – Vice Chair Myhr

Bob Myhr opened the meeting at 1:30; welcomed everyone and introductions were made.

2. Revisions to Agenda – Vice Chair Myhr

Mr. Myhr stated there would be an Executive Session today to discuss potential litigation.

3. Approval of Minutes– Vice Chair Myhr

Mr. Dean moved approval of the minutes of February 12, 2009, seconded by Mr. Stark, all in favor, **motion carried (#09-028).**

4. Comments & Announcements from the Chair

• **Moment of Silence**

Chuck Benjamin addressed everyone, asking for a moment of silence in remembrance of two former members of this board in recognition of them and their passionate work on behalf of persons with mental illness and the NSMHA. Della Hill, an elder with the Tulalip Tribes and former member of the NSMHA Board of Directors. Fred Fragner, former member of Whatcom County Mental Health Advisory Board member as well as NSMHA Advisory Board. After the silence Mr. Benjamin thanked everyone.

5. Executive Session

Chair Myhr stated that the Board of Directors would go into Executive Session for approximately 25 minutes to discuss potential litigation. Executive Session began at 1:35 p.m. At 1:58 it was stated that Executive Session would last approximately 10 more minutes. At 2:08 it was announced that Executive Session would last 5 more minutes.

6. Reconvene

The Board of Directors reconvened at 2:10 and Ms. Delahunt moved that the Board of Directors authorize Chuck Benjamin to prepare a letter along the lines discussed in Executive Session to respond to

correspondence from the Skagit County Prosecuting Attorney, seconded by Mr. Jackson, all in favor, **motion carried (#09-031).**

7. Reports from Board Members

Chair Myhr said that while in Olympia last week there is discussion to reduce the number of RSNs down to 3, one in Eastern Washington and 2 in Western Washington. Mr. Myhr said he stated he thought this was a bad idea and would be spread out to far to manage well. Mr. Benjamin noted that this was still in process and stated that the same legislation the legislature will is also considering breaking up DSHS into 4 departments and 3 regions across the state; group discussion ensued regarding the extensive cost involved in dismantling departments like this, it would not be a cost savings, referencing history of when Department of Corrections did this, Department of Health was broken out, etc. Ken Stark noted doing this could cost tens of millions of dollars, potentially hundreds of millions. Pros and cons were discussed.

8. Comments from the Public

Otis Gulley addressed the Board of Directors regarding recent incidents in Alabama and Germany where gunmen massacred many people. He said that he is seeing a theme in such incidents that the perpetrators had no prior history of mental health problems and secondly, histories of losing hope and judgment. Mr. Gulley hopes to avoid this in our region in the future. Otis noted that he wanted to end on a positive and referenced a member of the community that has successfully stayed in the community for over a year now as a result of the PACT (Program for Assertive Community Treatment) training. Mr. Gulley stated that person's parents are communicating the positive outcomes to law enforcement, noting that law enforcement could benefit from the CIT (Crisis Intervention Training for law enforcement) training and when officers have information it really works out better for the community. Mr. Myhr thanked Mr. Gulley for his comments.

9. Report from the Advisory Board – Andrew Davis, Chair

Andrew Davis reported:

- Met and approved minutes of the February meeting
- Sent a letter to Wal-Mart thanking them for assisting those with disabilities get jobs in the community
- Jackie Henderson gave the County Coordinators report
- Ombuds report by Chuck Davis was received
- Marie Jubie appointed by Advisory Board to put together a program to publicize the crisis line and warm line phone numbers
- Executive Director informed the Advisory Board of the two budget contingency plans were submitted to the mental health division and reviewed some of the bills in the legislature
- Reviewed motions before the Board

Mr. Davis was thanked for his report.

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

Bob Myhr stated the committee met today and asked Chuck Benjamin to report on Federal Block Grant (FBG) expenditures. Mr. Benjamin noted that in the past NSMHA has had trouble expended all FBG funds and due to efforts to improve this, NSMHA is on track and expenditures are up to date and doing much better than in previous years.

11. Report from the Quality Management Oversight Committee – Greg Long

Greg Long reported:

QMOC was held on Feb. 25, 2009. Topics discussed were:

- QMOC Orientation held February 25th prior to the meeting; these will be held as needed/ongoing.
- Announcements:
 - Sunrise has moved their Mental Health offices to 1021 N. Broadway in Everett.
 - FBG Letters of Interest for the RFQ were due Fri., 2/27.

- NSMHA encouraged providers to get encrypted email to facilitate communication.
- MHD is auditing NSMHA in April 2009.
- Discussion around changing meeting time of QMOC versus continuing to serve food at QMOC.
- Three policies were passed (1511, 1545, and 1563).
- Approval of Practice Guidelines Workgroup recommendation to use APA and AACAP links to practice guidelines as NSMHA's guidelines.
- Discussion of use of Core Elements in Utilization Reviews to monitor providers on using practice Guidelines in care.
- The next QMOC meeting is March 25, 2009.

Mr. Long was thanked for his report.

12. Report from the Planning Committee – Regina Delahunt, Chair

Regina Delahunt reported:

- Met on March 6th
- Reviewed the final recommendations for the budget reductions to the State and discussed the potential impacts of future cuts to clubhouses and drop in centers
- Discussed planning process for the NSMHA Strategic Plan
- Worked on new NSMHA Mission Statement

Ms. Delahunt was thanked for her report.

13. Report from the Executive Director – Chuck Benjamin, Executive Director

Chuck Benjamin reported:

- State Budget Reductions: 1st round \$1.5 million reduced to \$541,000, and although that was a substantial decrease from the original cut, it is still a big reduction. Economic forecast is coming out next week and is looking like \$9 billion plus. NSMHA is anticipating another reduction for 2009 and then for the next biennium budget.
- Reopened the secure detox and restored the funding and put in legislation that DSHS cannot arbitrarily close facilities without approval from the legislature.
- Discussed the potential closing of drop in centers and clubhouses and the impact that will have. In Whatcom county there was a lot of energy around this and resulted in a joint meeting by Whatcom County and NSMHA. The meeting was very good and the information from that meeting was brought back to the NSMHA Planning Committee. It has been decided to have a meeting of all clubhouses and drop in centers in our Region to see how to move forward in a way to meet needs of both groups.
- NSMHA has reapplied for the federal wraparound grant and NSMHA feels that we have a better proposal this time, compared to the first proposal. Tulalip Tribe allowed Dr. June La Marr to work with us on the cultural aspect of our proposal.
- NSMHA Tribal Conference will be held on June 10 & 11, at the Tulalip Resort.

Mr. Benjamin was thanked for his report.

14. Report from the Finance Officer – Bill Whitlock

Bill Whitlock reported:

- The December 2008 revenues are in line with the budgets. However, the FBG (Federal Block Grant), PATH (Project for Assistance in Transition from Homelessness) have negative variances of \$82,702, and \$77,154. Note: Use of fund balance should have a negative variance. The RSN operating budget has a few negative variances in small tools of \$54,935, insurance \$4,879, repair and maintenance in the amount of \$23,690 and capital in the amount of \$4,314. These are permanent variances and will need a budget adjustment next month. The bottom line is in the operations budget is \$45,683 under budget.
- The Agency/County/other service provider's expenditures have a negative budget variance of \$764,857. Our revenues are over budget by just over \$1 million and our expenses are over

budget by \$259,345. These are permanent variances and will need a budget adjustment next month when we are closer to final expense numbers.

- We are waiting for the state MHD/HRSA/DSHS to send us the new contract amendment. We received a final copy of the \$1.5 million dollar budget cut on 3/6/09. We hope the state sends us a revised contract soon for the \$541,000 budget cut.
- We completed the audit of Whatcom Counseling (WCPC) last week. There were no findings.
- King County billing counties for ITA's and NSMHA contacted King County to inform

Mr. Whitlock was thanked for his report.

15. Report from the Finance Committee – Ken Stark

Mr. Stark made motion #09-029; to approve the amended amount of \$3,200.00 for space planning, purchase and installation of 9 work stations and sound masking equipment. Total costs not to exceed \$11,194.20; seconded by Ms. Deacon, all in favor, **motion carried.**

16. Consent Agenda – Bob Myhr, Vice Chair

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Motion #09-030

To review and approve North Sound Mental Health Administration's claims paid from February 1, 2009 through February 28, 2009 in the amount of \$4,280,500.93. Payroll for the month of February in the amount of \$112,154.98 and associated employer paid benefits in the amount of \$46,232.63.

Moved by Mr. Stark, seconded by Ms. Deacon, all in favor, **motion carried.**

17. Action Items

None

18. Introduction Items

None

19. Adjourn

Chuck noted that there may be a need for a special Board of Directors meeting once the contract amendments are received from the State. There will be the option to attend via telephone for those that cannot make to the NSMHA offices.

Mr. Myhr adjourned the meeting at 2:45 p.m.

Respectfully submitted:

Annette Calder
Executive Assistant