

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
October 8, 2009
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Dahlstedt**
2. **Revisions to Agenda – Chair Dahlstedt**
3. **Approval of Minutes– Chair Dahlstedt (#09-164)**
 - **To review and approve the minutes October 8, 20094-7**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
 - **Ombuds Semi-Annual Report..... Tab 1**
7. **Report from the Advisory Board – Arthur Jackson, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
9. **Report from the Quality Management Oversight Committee – Anne Deacon, Chair**
10. **Report from the Planning Committee – Regina Delahunt, Chair**
11. **Report from the Executive Director – Chuck Benjamin, Executive Director**
 - **Presentation on the Proposed 2010 NSMHA Operating Budget Tab 2**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer..... Tab 3**
13. **Report from the Finance Committee – Ward Nelson, Chair**
14. **Consent Agenda – Finance Committee**

<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 #09-165

To review and approve North Sound Mental Health Administration's claims paid from October 1, 2009 through October 31, 2009 in the amount of \$5,828,953.72. Payroll for the month of October in the amount of \$111,915.56 and associated employer paid benefits in the amount of \$41,618.42.

15. Action Items

Motion #09-160

To introduce for review the proposed 2010 NSMHA Operating Budget.

Motion #09-161-AMENDED (See page 9 of the meeting packet)

To disperse \$590,592 of final Fee For Service unspent funding to providers who served over their contracted budget caps. Lake Whatcom will receive \$255,084; Bridgeways will receive \$173,787; and Sea Mar will receive \$161,721. In addition, increase the beginning budget caps available for earn-back to Whatcom Counseling & Psychiatric Clinic by \$27,248; Sunrise Services \$57,699; and Catholic Community Services by \$4,891.

Motion #09-166

To approve NSMHA-ISLAND-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The maximum consideration on this Agreement is \$51,318.

Motion #09-167

To approve NSMHA-SKAGIT-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The maximum consideration on this Agreement is \$55,164.

Motion #09-168

To approve NSMHA-SAN JUAN-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The allocation of funding for this Agreement is inclusive of 15.25% of the San Juan County allocated jail transition funding for the coordination of services when requested by Island County. The allocated jail transition funding is \$6,748, for a maximum consideration on this Agreement of \$51,032.

Motion #09-169

To approve NSMHA-WHATCOM-ADMINISTRATION-10 for the provision of county participation on the coordination of and input regarding public mental health services within their county. The term of this Agreement is January 1, 2010 through December 31, 2010. The maximum consideration on this Agreement is \$62,974.

Motion #09-170

To approve an INTERLOCAL AGREEMENT BETWEEN SKAGIT COUNTY and NSMHA for the provision of Fidelity Wraparound Services in Skagit County. The term of this Agreement is the date of execution through June 30, 2010. The maximum consideration on this Agreement is \$35,000.

Motion #09-171

To approve an INTERLOCAL AGREEMENT BETWEEN DIVISION of FAMILY SERVICES- CHILDRENS ADMINISTRATION and NSMHA for the provision of Fidelity Wraparound Services in Skagit County. The term of this Agreement is November 12, 2009 through June 30, 2010. The maximum consideration on this Agreement is \$50,000.

Motion #09-172

To approve NSMHA-LAKE WHATCOM CENTER-PSC-10 for the provision of janitorial services for NSMHA office space. The term of this Agreement is January 1, 2010 through December 31, 2010. The maximum consideration for this Agreement is \$14,097.42.

Motion #09-173

To approve NSMHA-MCPP HEALTH CARE CONSULTING-PSC-09-10 for the provision of consultation services for crisis system planning and development of a crisis model for the region. The term of this Agreement is November 12, 2009 through June 30, 2010. The maximum consideration on the Agreement is \$30,000.

Motion #09-174

To approve COMMUNITY HEALTH PLAN OF WASHINGTON-NSMHA-GAU-09-10 for the provision of level 2 mental health services in the North Sound. The General Assistance Unemployable (GAU) is a project to identify a population that does not have a mental health benefit currently, but needs mental health treatment. It is the intent of this project to identify those eligible for Medicaid and/or offer short term treatment to those who do not qualify. This contract is a pass through to our Community Mental Health Agencies participating in the GAU project. The number of estimated slots for North Sound is 97 with a maximum monthly payment of \$19,400.

Motion #09-175

To approve NSMHA-Skagit County-Settlement Agreement for the provision of Civil Commitment Legal Services. This Agreement provides \$140,400 for appropriate legal services provided from December 31, 2007 through September 30, 2009. A regional rate of \$200 per appropriate legal services will be paid commencing October 1, 2009.

Motion #09-176

To approve NSMHA-bridgeways-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$34,296 for a new maximum on this Agreement of \$1,243,074.

Motion #09-177

To approve NSMHA-CATHOLIC COMMUNITY SERVICES-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$101,268 for a new maximum on this Agreement of \$5,303,109.

Motion #09-178

To approve NSMHA-COMPASS HEALTH-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$487,908 for a new maximum on this Agreement of \$29,078,235.

Motion #09-179

To approve NSMHA-INTERFAITH-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$160,944 for a new maximum on this Agreement of \$652,239.

Motion #09-180

To approve NSMHA-LAKE WHATCOM RESIDENTIAL & TREATMENT CENTER-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$311,600 for a new maximum on this Agreement of \$1,127,838.

Motion #09-181

To approve NSMHA-SEA MAR-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$247,167 for a new maximum on this Agreement of \$1,547,259.

Motion #08-182

To approve NSMHA-SUNRISE SERVICES-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$68,460 for a new maximum on this Agreement of \$2,643,396. This Amendment is inclusive of a transfer of Supported Employment Funding from WCPC to Sunrise Services of \$108,000 annually.

Motion #09-183

To approve NSMHA-WHATCOM COUNSELING & PSYCHIATRIC CLINIC-MEDICAID-09-11 Amendment 1 for the provision of an increase in Medicaid funding of \$98,472 for a new maximum on this Agreement of \$5,232,720. This Amendment is inclusive of a transfer of Intensive Outpatient Funding from Sunrise Services to WCPC of \$108,000 annually.

Motion #09-184

To approve the use of Medicaid funding for the Whatcom PACT to provide a funding model of 75% Medicaid funding to 25% State funding. This switch in funding is a direct result of the proposed budget cuts by DSHS-HRSA which cuts PALS funding to the RSNs.

16. Introduction Items

None

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
October 8, 2009
1:30 PM**

MINUTES

Board Members Present:

Ken Dahlstedt, Skagit County Commissioner, NSMHA Chair of the Board of Directors
Dave Gossett, Snohomish County Council member
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
Bob Myhr, San Juan County Council member
Anne Deacon, designated alternate for Whatcom County Council member, Ward Nelson
Charles Albertson, vice chair of the NSMHA Advisory Board

Board Members and Guests Via Telephone:

Arthur Jackson, NSMHA Advisory Board
John Dean, Island County Commissioner
June LaMarr, The Tulalip Tribes
Will Patton, NSMHA Legal Counsel

Staff Present:

Chuck Benjamin, Greg Long, Bill Whitlock, Annette Calder

Guests:

Brad Furlong, Legal Counsel; Chris Tobey, Bill DeGroot, Randy Wood, Kellie Fletcher, Tony Orso, John E. Pederson, Aaron Burkhalter

1. Call to Order; Introductions

Chair Dahlstedt opened the meeting at 1:30, welcomed everyone and introductions were made.

2. Revisions to Agenda

Chair Dahlstedt asked if there were any revisions to the agenda. Dave Gossett asked to move Executive Session up on the agenda, to be held now for 20 minutes. It was stated that the purpose was to discuss potential litigation and Executive Session began at 1:35 with legal counsel; both present and via telephone. Executive Session was extended for five minutes at 1:55 p.m. Executive Session was extended for an additional 5 minutes at 2:00. The meeting reconvened at 2:05 p.m.

Report from the Executive/Personnel Committee

Dave Gossett reported:

- Mr. Gossett moved approval of the draft letter agreement to be sent to Skagit County, approve entry into mediation and forming a 3 member subcommittee to advise the Executive Director, (made up of John Dean, Bob Myhr, Dave Gossett), seconded by Mr. Stark. Chair Dahlstedt called for the vote, all in favor, Chair Dahlstedt abstained from voting, **motion carried. #09-162.**
- 3 job descriptions have been revised to reflect the current duties of the positions, moved approval, seconded by Mr. Myhr, all in favor; **motion carried #09-163.**

- Medicaid rate for crisis services to WMIP clients the rate has been reduce from \$5.10 to \$2.15
- Mr. Gossett was thanked for his report.

3. Approval of Minutes

Chair Dahlstedt asked if there were any changes to the minutes of August 13, 2009 and minutes of September 29, 2009. There were none. Mr. Gossett moved approval, seconded by Mr. Stark, all in favor, **motion carried (#09-151).**

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

Chair Dahlstedt asked if there were any reports from Board members.

6. Comments from the Public

- **Employment Presentation by Bridgeways**

Bill DeGroodt addressed the Board about Bridgeways and Randy Wood made a comprehensive presentation on the services provided by Bridgeways (copy attached to file as part of the official record). Bill stated that the purpose of this presentation was to get the word out about Bridgeways services and also to ask that if anyone is aware of work that needs to be outsourced to pass the word about Bridgeways. Bill thanked the Board of Directors for their time. Arthur Jackson noted that he had previously toured the Bridgeways facility and said they do a fantastic job. A brief question and answer period followed. Chuck Benjamin said he has also had the pleasure of touring the manufacturing facility and a board meeting and echoed Arthur's statement about the quality of the facility and the services provided by Bridgeways. Chuck thanked Bridgeways for the presentation.

John Pederson, board member of Compass Health stated he was here to observe. Chair Dahlstedt thanked him for coming.

7. Report from the Advisory Board

Charles Albertson reported:

- The Advisory Board met on Tuesday
- Received reports from the local county advisory boards, county coordinators,
- Tulalip Tribal awareness presentation by June LaMarr
- NAMI outreach program in Whatcom County
- Report from the finance committee and the allocation to the Advisory Board
- Approved all expenditure before the Board of Directors today

Mr. Albertson was thanked for his report.

8. Report from the Quality Management Oversight Committee

Anne Deacon reported:

- Meetings August 26th and September 23rd were held since the last report to this Board
- Thanked Ken Stark for chairing the August 26th meeting
- Andy Byrne has resigned as WCPC Executive Director and Dean Wight has been named as his successor.
- Policies reviewed
- Snohomish County passed an expenditure plan for their 1/10th of 1% sales tax
- Planning forums are being held in all five counties for the NSMHA Strategic Plan

- Presentation from Tom Yost on supported employment and recommended this plan be incorporated into the NSMHA Strategic Plan

Ms. Deacon was thanked for her report.

9. Report from the Planning Committee

Greg Long reported:

- Met on September 2nd
- Reviewed the employment plan and recommended it be incorporated into the NSMHA Strategic Plan
- Status of NSMHA Strategic Planning process
- In the midst of conducting stakeholder planning meetings
- Stakeholder survey for the Strategic Planning process on the NSMHA website and Greg will send an email with the link to all.

Mr. Long was thanked for his report.

10. Report from the Executive Director

Chuck Benjamin reported:

- Still preparing for the External Quality Review in November, with extensive work involved
- Mental Health Division fiscal auditors will be here the 3rd week of October
- Have been busy with litigation

Mr. Benjamin was thanked for his report.

11. Report from the Finance Officer

Bill Whitlock reported:

- The current year revenue and expense report has some variances. The state funds short fall of \$551,959 is a permanent variance caused by the first round of budget cuts. The Detox pilot is a permanent variance because of the program was cancelled June 30, 2009. Federal Block Grant (FBG), PATH (Program for Assistance in Transition from Homelessness) and DDD (Division of Developmental Disabilities) variances are timing differences. The Professional Services variance of \$39,786 is a permanent variance due to legal costs. The utility variance of \$3,041 is a permanent variance along with the repairs and maintenance budget variance of \$481.
- Our insurance variance of \$10,545 is a permanent variance. This is an annual increase of over \$7,000. The increase is the largest in the last 10 years.
- We have been working with the state DSHS/HRSA on the actuarial rebasing process. We anticipate a 2.7% to 2.9% cut in the Medicaid rates based on original proposals. We received an overall 3% cut.
- We are presenting a preliminary budget for 2010.

Mr. Whitlock was thanked for his report.

12. Report from the Finance Committee

Ken Stark reported:

- The finance committee met today and reviewed all claims for August and September that are before the board today
- Introducing the proposed NSMHA 2010 budget and distributed copies to all

Mr. Stark was thanked for his report.

13. Consent Agenda – Finance Committee

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.

Motion #09-152

To review and approve North Sound Mental Health Administration's claims paid from August 1, 2009 through August 31, 2009 in the amount of \$3,911,866.35. Payroll for the month of August in the amount of \$110,105.16 and associated employer paid benefits in the amount of \$41,507.94.

Motion #09-159

To review and approve North Sound Mental Health Administration's claims paid from September 1, 2009 through September 30, 2009 in the amount of \$4,326,319.52. Payroll for the month of September in the amount of \$111,816.41 and associated employer paid benefits in the amount of \$41,564.02.

Mr. Stark moved approval of **09-152** and **09-159**, seconded by Mr. Myhr, all in favor, **motion carried**.

14. Action Items

None

15. Introduction Items

Motion #09-160

To introduce for review the proposed 2010 NSMHA Operating Budget.

Motion #09-161

To disperse \$430,430 of final Fee For Service unspent funding to providers who served over their contracted budget caps (Lake Whatcom, Bridgeways and Sea Mar).

16. Adjourn

Chair Dahlstedt asked if there were any other comments or questions; there were none

Respectfully submitted:

Annette Calder
Executive Assistant

Proposed Agency Payout for Services Provided over the FFS Caps

Total Payout

Agency	\$590,592	% of over cap amount 33%	2008 admin audit scores 33%	2008 UR scores 33%	Total			
LWC	\$	115,160	\$	69,188	\$	70,737	\$	255,084
bridgeways	\$	36,360	\$	67,761	\$	69,666	\$	173,787
Sea Mar	\$	45,345	\$	59,915	\$	56,461	\$	161,721
	\$	196,864	\$	196,864	\$	196,864	\$	590,592

	Over Cap	% of Over Cap	2008 Audit	2008 UR
LWC	\$ 740,936	58%	97%	99.1%
bridgeways	\$ 233,939	18%	95%	97.6%
Sea Mar	\$ 291,748	23%	84%	79.1%
Total	\$ 1,266,623	100%	276%	276%

Formula is total available (\$590,592x %in category (33%) x agencies percent / total percent

Total funds left on contracts	\$847,963
Negative fund balance 2008	\$67,533
Sno. Co E&T capital	\$100,000
Contract carryover 3 prior Months	<u>\$89,838</u>
Total deductions	\$257,371
Pay out	\$590,592

Analyses of last three months of FFS contract.

	April	May	June	Total	Available for Earn Back
Whatcom Counseling	\$ 6,286	\$ (21,377)	\$ (12,157)	\$ (27,248)	\$ (27,248)
Sunrise Services	\$ (25,054)	\$ (36,500)	\$ 3,855	\$ (57,699)	\$ (57,699)
Lake Whatcom Center	\$ -	\$ -	\$ -	\$ -	
bridgeways	\$ -	\$ -	\$ -	\$ -	
Compass Health	\$ 122,764	\$ (9,620)	\$ 35,949	\$ 149,093	
Catholic Community Services	\$ -	\$ (1,152)	\$ (3,739)	\$ (4,891)	\$ (4,891)
Sea Mar	\$ -		\$ -	\$ -	
Interfaith	\$ (4,558)	\$ 118	\$ 6,673	\$ 2,233	
Total	\$ 99,438	\$ (68,531)	\$ 30,581		\$ (89,838)