

**NORTH SOUND REGIONAL SUPPORT NETWORK
ADVISORY BOARD MEETING**

**North Sound Regional Support Network
Conference Room
117 North First St., Suite 8
Mt. Vernon, WA 98273
November 12, 2002
1:00 PM**

Agenda

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of October 2002 Minutes, Chair – 5 minutes
4. Comments from the Public
5. Correspondence and Comments from the Chair – 5 minutes
6. Old Business
 - a. Executive Director's Report - Chuck Benjamin – 5 minutes
 - b. Finance Committee – Mary Good – 5 minutes
 - c. Strategic Plan Committee – Janet Lutz-Smith
 - d. Activities and Liaison Committee – Charles Albertson
 1. Site Visitations for 2002
 2. Consumer-Run Projects
7. Items To Be Brought Forward To The Board of Directors – Marcia Gunning,
Contracts Compliance & Financial Services Manager
 - a. Consent Agenda
 - b. Action Items
 - c. Emergency Action Items
 - d. Motions Yet To Be Approved, Chuck Benjamin, Executive Director – 5
minutes
8. New Business - 10 minutes
9. Comments from County Advisory Board Representatives – 15 minutes
 - a. Island
 - b. San Juan

- c. Skagit
 - d. Snohomish
 - e. Whatcom
10. County Coordinator Report
11. Comments from Public – 5 minutes
12. Other Business
- a. Request for Agenda Items
13. Adjournment

**Please
note!
December
meeting
early!**

NOTE: The next Advisory Board meeting will be **December 3, 2002**, at the NSRSN Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

MENTAL HEALTH ADVISORY BOARD

October 15, 2002

Present: Charles Albertson, Jack Bilsborough, Dan Bilson, Ian Brooks, Mary Good, Bob Hart, Dwight Hinton, Marie Jubie, Joan Lubbe, Janet Lutz-Smith, John Patchamatla

Excused: Kay Day, Eileen Rosman, Dean Stupke, James Vest, Chris Walsh

Absent:

Staff: Chuck Benjamin, Wendy Klamp, Chuck Davis, Shirley Conger, Gary Williams, Beckie Bacon, Marcia Gunning, Sharri Dempsey, Greg Long, Judy Susia, Melinda Bouldin

Guests: Ken Richardson, Jere LaFollette, Ann Alishio

MINUTES

TOPIC	DISCUSSION	ACTION
-------	------------	--------

CALL TO ORDER, INTRODUCTIONS

Vice-Chair Janet Lutz-Smith	<p>In Chair Rosman's absence, Vice-Chair Lutz-Smith convened the meeting at 1:16. The meeting began late due to a lengthy pre-meeting presentation. Vice-Chair Lutz-Smith announced that Chair Rosman's absence is due to a family illness. She circulated a get-well card for all to sign.</p> <p>John Patchamatla thanked all for the get-well cards and phone calls he received after his recent automobile accident.</p>	Informational
-----------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

REVISIONS TO THE AGENDA

Vice-Chair Lutz-Smith	<p>Under New Business, Vice-Chair Lutz-Smith requests "Appointment of Nominating Committee", "Review of Duties"</p> <p>Under Old Business, Charles Albertson requests choosing a replacement for him on QMOC, Dan Bilson would like a question and answer period.</p>	Informational
-----------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

APPROVAL OF MINUTES

Vice-Chair Lutz-Smith	It was moved and seconded to accept the September minutes as presented.	The motion passed unanimously.
-----------------------	-------------------------------------------------------------------------	--------------------------------

COMMENTS FROM THE PUBLIC

Beckie Bacon	Ms. Bacon distributed a sample copy of calendars for sale through CMH. All proceeds go to consumers. Artist is Michelle Shoher, who works at one of our agencies. She encouraged purchase of the calendars.	Informational
--------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

Dwight Hinton	Mr. Hinton announced the “Evening of Giving”, all proceeds going to NAMI Whatcom. The event takes place at the Bellis Fair Mall in Bellingham on November 17 th .	Informational
Shirley Conger	Ms. Conger distributed the Ombuds quarterly reports. She noted that the caseload has doubled. More information will be shared at the Ombuds/QRT Liaison Meeting on October 22.	Informational
Beckie Bacon	<p>Presentation: Compass Overview Report</p> <p>Ms. Bacon presented the Compass Overview Report, copies of which were previously mailed to members. She also distributed copies of comments from 2001, and a complete packet for 2002 including comments. 37% more people were surveyed in 2002. Improvement has been seen in the areas of Access and Respect and Dignity. Areas for QI are: Contact – helpful staff; Services are helping clients to feel better and manage their illness; Clients feel free to complain without fear of retaliation. Findings include: Crisis Plans and Treatment Plans.</p>	Informational

CORRESPONDENCE AND COMMENTS FROM THE CHAIR

Vice-Chair Lutz-Smith None

OLD BUSINESS

Chuck Benjamin	<p>Executive Director’s Report</p> <p>Mr. Benjamin reported that:</p> <ul style="list-style-type: none"> • He maintains his Vision of Hope • Raintree “go live” date set at December 2, 2002 <p>Work being done in the following committees: Regional Training, Regional Planning Committee, Special Populations, Criminal Justice, Mission Statement/Name Change</p> <ul style="list-style-type: none"> • Recovery Conference December 4, 2002, Board Retreat evening of December 4, morning of December 5, followed by regular Board meeting that afternoon at 1:30. 	Informational
----------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

- ECS program going well. He thanked Debbie Page, Santiago Iscoa, Greg Long, and the providers for their hard work and collaboration.
- Currently in discussions with the MHD about getting geriatric ECS beds. The NSRSN will probably get five geriatric beds. 15 total community beds to divert people from WSH. Have currently negotiated for \$45/day funding.
- Currently surveying the Board of Directors about changing their meeting day for 2003. He hopes the Advisory Board will adjust accordingly.
- The 2003 NSRSN Preliminary Budget will be presented to the Board of Directors on October 24. He reminded members that this is the one item that has a longer review process, that being two meeting cycles. Many budgetary challenges lie ahead.
- Sometimes recovery means taking a few steps back. We must keep moving forward. This is not the time to throw bricks at each other. We need to work together!

NSRSN staff will mail copies of the Budget to the Advisory Board at the conclusion of the October 24th Board of Directors meeting.

Greg Long

Presentation: Homelessness and Housing Plans
Mr. Long offered a PowerPoint presentation outlining the two plans.

Informational

Homelessness Presentation Outlined:

- Workgroup members, other participants
- The number of homeless mentally ill nationally and locally

The need for more services in:

- Outreach and engagement
- More rapid crisis response
- More rapid access to medication evals and medications
- Emergency housing

These are action items on today's agenda.

Housing Presentation Outlined:

- Workgroup participants
- Housing is unaffordable to almost all mentally ill served in the community mental health system
- Providers in the NS region have done much good work, but more housing is needed

Future housing needs include:

- Residential settings for those with dementia
- ARRC beds
- Independent housing in conjunction with ECM
- Housing for those with co-occurring disorders
- Housing for those coming out of prison
- Housing for families

Mary Good

Finance Committee Report

Ms. Good brought forth the following motions from the Finance Committee, which received motions from the floor:

The motion passed unanimously.

It was moved, and seconded to recommend that the Advisory board approve the August expenditures.

It was moved, and seconded to recommend that the full Advisory Board adopt Budget Proposal A, with the elimination of Project #1 (Regional and County conference)

The motion passed unanimously.

It was moved and seconded to recommend to the full Advisory Board that the Advisory Board move to request the Board of Directors to allocate any balance of Advisory Board funds remaining on December 31, 2002 to the funding for Consumer Project Contracts now being drawn between the NSRSN and the Counties.

The motion passed unanimously.

Mr. Bilson asked for an explanation of the distribution formula for these funds. Mr. Benjamin replied that \$5,000 would go to San Juan County, \$10,000 to Island County, and Snohomish, Whatcom, and Skagit counties would receive the remaining distributed by Medicaid eligibles.

Janet Lutz-Smith

Strategic Plan Committee

Ms. Lutz-Smith found the planning committee meeting very informative. Several workgroups are working hard: Criminal Justice, Special Populations, GLBT, Mission Statement/Name Change, and Telesage. Anyone interested in volunteering on one of these short-term groups should notify Eileen Rosman, Janet Lutz-Smith, or NSRSN staff.

Charles Albertson

Activities and Liaison Committee

Informational

Mr. Albertson reported that Eli Lilly is surviving financially, and may be able in the future to assist with the “media gang” project.

Sharri Dempsey

Ms. Dempsey reported that a visitation to Cookie Creations is being set up for November.

NSRSN staff will send out notice to all Advisory Board members as soon as the visitation is confirmed.

Dan Bilson

Mr. Bilson asked if the RSN had heard from The Spokane Spokesman/Review? He recommends Rodney Lund as a resource for specific contact information for the article Mr. Bilson is referring to.

NSRSN staff will make contact with Rodney Lund.

Mr. Bilson would like to receive information about the four RSNs who didn’t have to return money to the governor. Maybe this RSN can learn something?

Mr. Bilson received communication at the end of September about a lawsuit involving one of our E&Ts. The Advisory Board was not informed of the critical incident. He said this gets back to the old question: Why aren’t we hearing about critical incidents?

Mr. Benjamin announced that this incident had occurred several years ago, and was recently brought to his attention by Jackie Henderson, and also through the newspaper article. He has met with Jess Jamieson and Jere LaFollette and has asked for information from them. NSRSN staff is also conducting a search for any records in-house.

NSRSN staff will report back the results of their investigation regarding this incident.

Mr. Bilson requested that the Advisory Board write a letter to MHD requesting more information relative to the activities, meeting format, etc., on other RSNs in the state. We currently have nothing to compare against. Some RSNs refuse to give out public information. He feels this Board should be spending energy on statewide concerns.

Wendy Klamp stated that the Performance Indicator report compares RSNs and encouraged Mr. Bilson to obtain a copy. Mr. Benjamin cautioned that the MHD has put a disclaimer on the report, stating that it should not be used to compare RSNs against one another.

Mr. Bilson stated that he feels we need to be able to prove our quality.

The amended motion passed unanimously.

Mr. Bilson moved that a letter be written to the Mental Health Division requesting clarification of functions of other RSNs. The motion received a second.

NSRSN staff will draft a letter and present it to members at the November meeting.

Ms. Gunning clarified that all RSNs sign the same contract, and therefore have the same requirements.

The motion was amended to say that NSRSN staff would prepare a draft to bring to the November meeting.

Marcia Gunning

Consent Agenda

Ms. Gunning distributed her revised memo dated October 10, 2002. The two consent agenda items were reviewed.

1. To authorize the NSRSN Executive Director to enter into Contract No. NSRSN-PCI-User-01 Amendment (2)

The motion passed unanimously.

It was moved and seconded to approve and recommend Board of Director approval of the motion as presented.

CONSENT AGENDA

Marcia Gunning

2. To rescind Board Motion 02-024 authorizing NSRSN-Raintree-ISSB-02 contract effective September 1, 2002 and authorize the NSRSN Executive Director to enter into Contract No. NSRSN-Raintree-ISSB-02 Professional Services Agreement between the North Sound Regional Support Network and Raintree Systems, Inc.

The motion passed unanimously.

It was moved and seconded to approve and recommend Board of Director approval of the motion as presented.

Marcia Gunning

Action Items

1. To adopt the NSRSN Housing Plan.
2. To adopt the NSRSN Homelessness Plan.

It was moved and seconded to approve both the Housing and Homelessness Plans.

The motion passed with 2 opposing votes.

3. To adopt the NSRSN Anti-Retaliation Policy and Procedure.

It was moved and seconded to approve the NSRSN Anti-Retaliation Policy and Procedure.

The motion passed unanimously.

Marcia Gunning

Emergency Action Items

None

Marcia Gunning

1. To introduce the NSRSN Preliminary Proposed 2003 Operating Budget.
2. To introduce Contract # NSRSN-PSC-UBH-01Amendment (1) between the NSRSN and United Behavioral Health for Medical Director and Consultation Services effective November 1, 2001 through December 31, 2003. Maximum consideration of this amendment is \$28,000. Total maximum consideration shall not exceed \$58,000.

3. To introduce Contract # CONTRACT NO. NSRSN-Raintree-02, Amendment (1) between the NSRSN and Raintree Systems Inc. This amendment extends the sunset date to December 31, 2003 and purchases 2003 Concurrent User Licenses; Software Upgrades, Maintenance, and Technical Support; and ASP services. Maximum consideration of this Amendment is \$17,875. Total maximum consideration shall not exceed \$90,920.
4. To introduce contract # NSRSN-ISLAND-02, Amendment 1 between the NSRSN and Island County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$10,000. Total maximum consideration shall not exceed \$122,805.
5. To introduce contract # NSRSN-SAN JUAN-02, Amendment 1 between the NSRSN and San Juan County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$5,000. Total maximum consideration shall not exceed \$107,517.
6. To introduce contract # NSRSN-SKAGIT, Amendment 1 between the NSRSN and Skagit County for Consumer Oriented Projects and reduction in PHP Carveout as a result of bringing Quality Specialist currently housed at Skagit County Human Services to the NSRSN Office. Total maximum consideration of this amendment shall not exceed \$16,287. Total Maximum consideration of this contract shall not exceed \$175,312.
7. To introduce contract # NSRSN-SNOHOMISH-02, Amendment 2 between the NSRSN and Snohomish County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$95,060. Total maximum consideration shall not exceed \$2,717,607.
8. To introduce contract #NSRSN-Whatcom-02, Amendment 2 between the NSRSN and Whatcom County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$36,068. Total maximum consideration shall not exceed \$311,271.
9. To introduce a request to authorize an exception to NSRSN Financial Policy 22. Reimbursement for Travel NSRSN Staff 22.2 B. Meals. by approving an expenditure of \$144.30 for the Consumer Poster contest Awards Luncheon at Calico Cupboard.

10. To introduce the NSRSN Reserve Reduction Implementation Allocation Plan.
11. To introduce contract #0269-09037, Amendment 1 Between the State of Washington Mental Health Division and NSRSN for Federal Block Grant funds in order to implement Expanded Community Services- Phase V. Maximum consideration for this amendment is \$21,000. Total maximum consideration shall not exceed \$301,000.
12. To introduce Contract #-169-00339, amendment 5 between the State of Washington Mental Health Division and NSRSN for Expanded Community Services-Phase V Services. Maximum consideration for this amendment is \$64,617.
13. To introduce Contract #NSRSN-APN-02-03, Amendment 3 between the NSRSN and Associated Provider Network. Maximum consideration for this amendment is \$65,617.
14. To introduce Contract # NSRSN-TULALIP-CP-00, Amendment (2) between the North Sound Regional Support Network and Tulalip Tribes, extending the sunset date to December 31, 2002. Maximum consideration remains unchanged at \$30,000.

NEW BUSINESS

Janet Lutz-Smith	Vice-Chair Lutz-Smith called for volunteers to serve on the nominating committee.	Dan Bilson, Bob Hart, and Dwight Hinton volunteered.
Charles Albertson	Mr. Albertson would like to be replaced on the QMOC.	Mary Good will step up from her position as Alternate; Janet Lutz-Smith will step in as Alternate.
Janet Lutz-Smith	Vice-Chair Lutz-Smith directed members to review duties of the Advisory Board according to the late Lorelei Coy's storyboards, displayed at the meeting.	

COMMENTS FROM COUNTY ADVISORY BOARD REPRESENTATIVES

Eileen Rosman, Island	None	Informational
Dean Stupke, San Juan	None	Informational

Bob Hart, Skagit Mr. Hart reported that the November meeting has been rescheduled to November 14th, heard a presentation on the MHD audit, changes in hospital re-certification and LRAs. Bob Gilchrist was introduced as a new member. Informational

Marie Jubie, Snohomish Ms. Jubie reported that the group had heard a 2003 budget presentation. Their November meeting has been moved to November 4th. The County Council, including Kirke Sievers will attend their meetings in the future. Ms. Jubie attended “partners in crisis” in Olympia. She went to Phoenix University and gave presentation on psychiatric disability. The eight Snohomish County Human services Boards met on October 3rd. Informational

Charles Albertson, Whatcom Mr. Albertson reported that the triage project is moving along. Wendy Klamp offered a HIPAA report. Chuck Benjamin reported on the Audit, Concurrent Reviews, and the QRT report. Next meeting is November 4th. Informational

Dan Bilson stated that Chuck Benjamin did a good presentation. Dwight Hinton thanked Wendy Klamp and Chuck Benjamin for their presentations.

COUNTY COORDINATOR REPORT

Gary Williams Mr. Williams stated that the County Coordinators dealt with many of the same issues already reported on. No action was taken. The group meets regularly on the first Tuesday of each month.

COMMENTS FROM THE PUBLIC

Wendy Klamp Ms. Klamp invited members to learn more about the Telesage project at a meeting immediately following the October 24th Board of Directors meeting.

Janet Lutz-Smith NSRSN staff is researching setting up a website for Advisory Board members. Michael White will bring options to next meeting.

Dwight Hinton Need volunteers to work on the bulletin to communicate with the five county Advisory Boards

OTHER BUSINESS

Vice-Chair Lutz-Smith QRT and Ombuds liaison group meets on the fourth Tuesday of each month. Volunteers are needed to represent the Advisory Board. Dwight Hinton volunteered.

ADJOURNMENT

Vice-Chair Lutz-Smith 3:15

FUTURE REQUESTED PRESENTATIONS

Strength Based Treatment, Best Practice, Case Management

The next meeting is scheduled for Tuesday, November 12, 2002 at 1:00 p.m. in the NSRSN Conference Room at 117 N. 1st St., Ste. 8, Mount Vernon, WA 98273

Respectfully submitted,

Melinda Bouldin
Office Manager

MEMORANDUM

DATE: October 22, 2002

TO: NSRSN Advisory Board

FROM: Marcia Gunning
Contracts Compliance & Financial Services Manager

RE: November 14, 2002 NSRSN Board of Director's Agenda

Please find for your review and comment the following that will be discussed with the Board of Directors brought forth at the November 14, 2002 NSRSN Board Meeting.

CONSENT AGENDA

1. To approve supplemental appropriations for the 2002 budget in the amount of \$4,469,625.

It is estimated that the revenues and expenditures will be greater than the original budget by \$4,469,625. This board motion will enable the NSRSN to pay contracted providers the amount due to them in a timely manner. The increase in expenditures category is classified as Agency, County, and other Services. This will not increase the NSRSN Staff Operating Budget. Please see the detailed list of revenues, attached.

ACTION ITEMS

1. To authorize the Executive Director to enter into Contract # NSRSN-PSC-UBH-01Amendment (1) between the NSRSN and United Behavioral Health for Medical Director and Consultation Services effective November 1, 2001 through December 31, 2003. Maximum consideration of this amendment is \$28,000. Total maximum consideration shall not exceed \$58,000.

Please refer to the attached Draft Amendment which extends the current contract through December 31, 2003 . modifies the payment process and updates Exhibit A-1 Medical Director Consultation Services.

2. To authorize the Executive Director to enter into Contract # CONTRACT NO. NSRSN-Raintree-02, Amendment (1) between the NSRSN and Raintree Systems Inc. This amendment extends the sunset date to December 31, 2003 and purchases 2003 Concurrent User Licenses; Software Upgrades, Maintenance, and Technical Support; and ASP services. Maximum consideration of this Amendment is \$17,875. Total maximum consideration shall not exceed \$90,920.

Please refer to attached Amendment and Exhibit D-1.

3. To authorize the Executive Director to enter into contract # NSRSN-ISLAND-02, Amendment 1 between the NSRSN and Island County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$10,000. Total maximum consideration shall not exceed \$122,805.
4. To authorize the Executive Director to enter into contract # NSRSN-SAN JUAN-02, Amendment 1 between the NSRSN and San Juan County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$5,000. Total maximum consideration shall not exceed \$107,517.
5. To authorize the Executive Director to enter into contract # NSRSN-SKAGIT, Amendment 1 between the NSRSN and Skagit County for Consumer Oriented Projects and reduction in PHP Carveout as a result of bringing Quality Specialist currently housed at Skagit County Human Services to the NSRSN Office. Total maximum consideration of this amendment shall not exceed \$16,287. Total Maximum consideration of this contract shall not exceed \$175,312.
6. To authorize the Executive Director to enter into contract # NSRSN-SNOHOMISH-02, Amendment 2 between the NSRSN and Snohomish County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$95,060. Total maximum consideration shall not exceed \$2,717,607.
7. To authorize the Executive Director to enter into contract #NSRSN-Whatcom-02, Amendment 2 between the NSRSN and Whatcom County for Consumer Oriented Projects. This amendment is effective December 1 2002. Maximum consideration of this amendment is \$36,068. Total maximum consideration shall not exceed \$311,271.

Per Board Action, the NSRSN 2002 Operating Budget represents 4.75 % of the net PHP Payment. During calendar year 2002, funding increases have resulted in revenues in this category greater than the adopted 2002 Operating Budget. It is estimated that by year-end this will equate to \$172,000. NSRSN staff recommends distributing these funds to each county for consumer oriented projects. The goal of these funds being "To assist NSRSN Consumers realize their Vision of Hope – Path to Recovery "The process by which an individual with mental illness can recover self-esteem, self-worth, dreams, pride, choice, dignity and life meaning"."

8. To authorize an exception to NSRSN Financial Policy 22. Reimbursement for Travel NSRSN Staff 22.2 B. Meals. by approving an expenditure of \$144.30 for the Consumer Poster contest Awards Luncheon at Calico Cupboard.

Per NSRSN Financial Policy, the meal allowance for lunch is \$10.00 per person, including taxes and gratuity. On September 26, 2002 the NSRSN hosted the second annual Poster Contest Awards Luncheon for the three winners and their families. Ten individuals participated. The average price of each luncheon item was \$9.87.

After adding beverages (soft drinks, iced tea, coffee), tax and gratuity the total bill exceeded NSRSN \$10 per person for lunch policy.

- To authorize the following NSRSN Reserve Reduction Implementation Allocation Plan.

**NORTH SOUND REGIONAL SUPPORT NETWORK
STATE FUNDING RESERVE REDUCTION IMPLEMENTATION PLAN**

Maximum State reduction to NSRSN Reserves for FY 2003 (7/1/02-6/30/03) Effective 7/1/02 thru 6/30/03 MHD is collecting these reserves by reducing NSRSN monthly State Funds/PHP payment	\$486,331
Total NSRSN Reserves as of 12/31/01	\$845,833

1. One time payment transfer from NSRSN Reserves to 5.9% Risk Reserve. Current Risk Reserve = \$2,299,836. Based on PHP Revenues for FY 2002, \$2,644,692.21 is required.	\$344,856
2. Payment from NSRSN Reserves to APN These dollars offset PHP monthly reduction & Interest earned allocation reduction caused By Legislative MHD Reserve Reductions. These funds to be paid to APN in 11 payments of \$35,026.4 1 and 1 payment of \$35,026.49, effective 7/1/02.	\$420,317
3. Payment from NSRSN Reserves to Advisory Board 2002 Budget As approved in NSRSN 2002 Operating Budget	\$30,000
4. Payment from NSRSN Reserves to Previously contracted Consumer Projects Funds required to pay for those consumer oriented projects contracts from 2000, whose sunset date and final billings occurred in 2002.	\$50,660
TOTAL NSRSN 2001 RESERVES ALLOCATED	\$845,833

- To authorize the Executive Director to enter into contract #0269-09037, Amendment 1 Between the State of Washington Mental Health Division and NSRSN for Federal Block Grant funds in order to implement Expanded Community Services- Phase V. Maximum consideration for this amendment is \$21,000. Total maximum consideration shall not exceed \$301,000.
- To authorize the Executive Director to enter into Contract #-169-00339, amendment 5 between the State of Washington Mental Health Division and NSRSN for Expanded Community Services-Phase V Services. Maximum consideration for this amendment is \$64,617.

12. To authorize the Executive Director to enter into Contract #NSRSN-APN-02-03, Amendment 3 between the NSRSN and Associated Provider Network. Maximum consideration for this amendment is \$85,617.

The contract amendments referenced in # 11, 12 and 13 above are placeholders. MHD has informed the NSRSN that we have been allocated 3 ECS-PALS slots. The funding and service provision will be contracted to APN. The anticipated effective dates of these amendments is 10/15/02 – 6/30/03.

13. To authorize the Executive Director to enter into Contract # NSRSN-TULALIP-CP-00, Amendment (2) between the North Sound Regional Support Network and Tulalip Tribes, extending the sunset date to December 31, 2002. Maximum consideration remains unchanged at \$30,000.

The Tulalip Tribes has requested that the effective date of this contract be extended in order that the invoicing for services provided can be processed and submitted.

14. To establish a Capital Fund. Any unexpended dollars at year-end reconciliation shall roll over into the Capital Fund. Capital Fund Projects may include, but are not limited to:

- Purchase of hardware and/or software for the development and implementation of regional on-line clinical records;
 - Building or acquiring increased residential and/or E&T capacity;
 - Building or acquiring regional triage center(s);
 - Building or acquiring increased Activity Center capacity; and/or
 - NSRSN Evaluation & Treatment Facility Loan and/or Lease payments
- Any and all expenditures from the Capital Fund shall require approval from the NSRSN Board of Directors.

EMERGENCY ACTION ITEMS

NONE

ITEMS NOT YET REVIEWED BY THE ADVISORY BOARD

1. To introduce the NSRSN Recommended 2003 Operating Budget.

The NSRSN presented to the Board of Directors on October 24, 2002 the Preliminary Proposed 2003 Operating Budget. The Recommended Budget will be available on November 14, 2002 for final board adoption on December 5, 2002.

2. To introduce a request to surplus woodworking equipment repossessed after the closure of "Skagit Woodshop", a consumer-run business funded by NSRSN Consumer Oriented Projects dollars and dispose of said items at public auction.

Please refer to attached list of repossessed equipment.

3. To introduce a request to allocate all revenue collected as a result of disposing of the wood working equipment at public auction to consumer oriented projects.

If you have any questions or concerns you would like to discuss prior to the meeting, please do not hesitate to contact me.

cc: NSRSN Board of Directors
Charles R. Benjamin
County Coordinators
NSRSN Management Team

Federal Block Grants

02-004	Additional FBG for Providers 6 Proposals	86,989
	Subtotal	<u>86,989</u>

State Grants

01-091	Expanding Community Service Phase 1	69,000
01-070	DD Crisis Services	357,724
02-014	Expanding Community Service Phase 2	564,655
	Mixed State and FBG Funds	
02-021	Reserve Reduction and \$1.98 Federal Increase	1,166,257
02-050	Incentive Funds for Protocols	25,000
	Increased PHP Payment	<u>2,200,000</u>
	Subtotal	<u>4,382,636</u>

Total Revenue \$4,469,625

Total Expenditures Agency County & other Services \$4,469,625

**NORTH SOUND REGIONAL SUPPORT NETWORK
PROFESSIONAL SERVICES AGREEMENT Amendment
CONTRACT # NSRSN-PSC-UBH-01
Amendment (1)**

The above-referenced Contract between the North Sound Regional Support Network (NSRSN) and United Behavioral Health (UBH) is hereby amended as follows:

I. Terms and Conditions

- A. Term. This Agreement shall take effect November 1, 2001 and shall continue in full force and effect through December 31, 2003.

II. Compensation

- A. Consideration: Cost reimbursement shall be made only if the NSRSN has a fully executed contract on file.

Effective November 1 2002, the NSRSN shall pay to Contractor \$1,755 per month for Medical Director Consultation Services, as described in Exhibit A-1 Attached.

Maximum consideration of this Amendment shall not exceed \$28,000. Maximum consideration in Calendar Year 2002 shall not exceed \$30,000. Maximum consideration in Calendar Year 2003 shall not exceed \$28,000. Total maximum consideration shall not exceed \$58,000.

- B. Payment Procedures. Contractor shall submit a monthly invoice by the 10th of the month requesting \$1,755 for Medical Director Services.

- C. Reporting Requirements and Reconciling monthly payments: On a quarterly basis Contractor shall submit a detailed quarterly (3 month) report by the 10th of the month after the quarter in which services were provided. (February 10, 2003; May 10, 2003; August 10, 2003; October 10, 2003 and January 10, 2004) Contractor will document actual hours worked by date and type of Medical Director Service provided. (refer to Exhibit A-1) The monthly payment equates to an average of 13 hours per month of Medical Director Services (at \$135.00 per hour).

If after NSRSN reconciliation of the quarterly report(s), the actual hours of Medical Director time are less than an average of 13 hours per month, the unused hours shall be rolled over into the preceeding months. If at the end of 6 months the actual Medical Director service hours are substantially less than 13 hours per month, the monthly payment shall be adjusted accordingly.

If the actual hours of Medical Director time for any given month is greater than 13 hours and if there are no unused hours from prior months, the NSRSN shall reimburse Contractor for each additional hour at a rate of \$135 per hour

Failure to submit the Quarterly Report by the 10th of the month may result in a delay in the next monthly payment. Failure to submit the quarterly detailed report may result in the NSRSN withholding the monthly payment(s) until received by Contractor.

Invoices for services completed but contractually authorized in a retroactive manner must be submitted within fifteen (15) days after the execution of the appropriate contract.

Until notified otherwise, Contractor shall submit all requests for reimbursement and quarterly reports to:

North Sound Regional Support Network
Attn.: Finance Manager
117 North 1st Street, Suite 8

Mount Vernon, WA 98273-3806

- D. **Reimbursed Expenses.** Contractor shall be reimbursed for mileage when using personal car on NSRSN business at the standard NSRSN reimbursement rate which shall conform to the currently published mileage rate for business travel deductions set by the Internal Revenue Service for all business related travel. Mileage usage documentation shall be attached to the monthly invoice when applicable. The reimbursement request shall be itemized on the monthly invoice.

III. Service Expectations, B shall be modified to read as follows:

- B. Contractor shall provide services as set forth in **Exhibit A-1** attached.

Exhibits - **Exhibit A shall be replaced by Exhibit A-1, North Sound Regional Support Network Medical Director Consultation Services, attached.**

ALL TERMS AND CONDITIONS OF PERFORMANCE OUTLINED IN CONTRACT NO. NSRSN-PSC-UBH-01 THROUGH AMENDMENT ONE ARE INCORPORATED BY REFERENCE AS THOUGH FULLY SET FORTH HEREIN.

THIS AMENDMENT IS EXECUTED BY THE PERSONS SIGNING BELOW, WHO WARRANT THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS AMENDMENT.

NORTH SOUND REGIONAL SUPPORT
NETWORK

UNITED BEHAVIORAL HEALTH

Charles R. Benjamin, Executive Director Date FOR CONTRACTOR

Date

Print Name & Title

Approved as to Form for NSRSN:
Basic Form approved by Brad Furlong 10/2/01
Attorney at Law Date

EXHIBIT A-1
NORTH SOUND REGIONAL SUPPORT NETWORK
MEDICAL DIRECTOR CONSULTATION SERVICES

PURPOSE:

To provide timely medical consultation services for the NSRSN including clinical and contracting staff communications, doctor to doctor communications, medical necessity review and recommendations, service denial review, grievance issues, medication review, medical practice guidelines, and staff in-service trainings.

DUTIES AND RESPONSIBILITIES:

1. Provide medical consultation to NSRSN clinical staff and contracting clinical staff as requested by NSRSN;
2. Consult directly with other physicians as required to represent the NSRSN in clinical disputes, and provide liaison with NSRSN Service Area physicians and agencies as requested;
3. Facilitate medical director's meeting between NSRSN and NSRSN provider agencies on a regularly scheduled basis. These meetings shall discuss policy and procedural issues, clinical standards and best practices, provide feedback and consultation to the NSRSN and to the providers on said issues, and be a forum for debating important clinical and policy issues as the field of psychiatry and managed care evolves;
4. Provide consultation to NSRSN Quality Assurance/Quality Improvement Department and to the Quality Management Oversight Committee (QMOC). Attend QMOC meetings, as scheduled;
5. Establish criteria and procedure for Medical Director review of Critical Incidents, and consult with NSRSN staff regarding Critical Incident Reviews and Urgent Reviews;
6. Establish criteria and procedure for Medical Director review of clinical cases;
7. Provide Professional Testimony as requested by NSRSN in judicial proceedings and clinical consultations in NSRSN grievance proceedings;
8. Provide consultation to the NSRSN Executive Director and staff, regarding such issues as clinical standards, policies, procedures and best practices;

9. Assist the NSRSN with reviewing and assessing the NSRSN Level of Care Manual and clinical questions regarding medical necessity, inpatient admissions, length of stay questions and determinations, service type, duration, service limitations, exceptional needs cases, quality assurance and outcomes, etc., and make recommendations;
10. Provide in-service training for staff on managed care and general clinical issues in order for staff to understand direct service versus care management in a managed care world and to remain current on managed care issues,
11. Provide brief phone consultations within one hour of initial request made via phone/fax by NSRSN staff with extended conversations, if necessary, the same day. Phone consultations shall be available 24 hours per day, 7 days per week.
12. Conduct clinical reviews of contracted provider clinical records as requested.

AVAILABILITY:

Monday through Friday 8 a.m. to 5:00 p.m., except phone consultations which shall be provided on an as need basis 24 hours per day, 7 days per week.

MINIMUM QUALIFICATIONS:

1. Board certified MD in psychiatry
2. Current Washington State Medical License

KNOWLEDGE SKILLS AND ABILITIES:

1. Working knowledge of adult and child mental health clinical issues
2. Working knowledge of State of Washington Publicly Funded Mental Health System
3. Familiarity of the of North Sound Regional Support Network.

**NORTH SOUND REGIONAL SUPPORT NETWORK
CONTRACT AMENDMENT**

**CONTRACT NO. NSRSN-Island-02
Amendment (1)**

The above-referenced Contract between the North Sound Regional Support Network (NSRSN) and Island County is hereby amended as follows:

- 1. Effective December 1, 2002, Exhibit G Consumer Oriented Projects Funding Requirements Guidelines shall be added.**
- 2. Maximum consideration of this amendment shall not exceed \$10,000.**
- 3. Total maximum consideration shall not exceed \$122,085.**

ALL TERMS AND CONDITIONS OF PERFORMANCE OUTLINED IN CONTRACT NO. NSRSN-ISLAND THROUGH AMENDMENT ONE ARE INCORPORATED BY REFERENCE AS THOUGH FULLY SET FORTH HEREIN.

THIS AMENDMENT IS EXECUTED BY THE PERSONS SIGNING BELOW, WHO WARRANT THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS AMENDMENT.

NORTH SOUND REGIONAL SUPPORT
NETWORK

ISLAND COUNTY

Charles R. Benjamin, Executive Director Date Signature Title Date

Approved as to form for NSRSN

Approved as to form for County

Brad Furlong,
Attorney at Law

10/02/01
Date

_____ Date

EXHIBIT G

NORTH SOUND REGIONAL SUPPORT NETWORK

Consumer Oriented Projects Funding Requirements

Purpose:

To assist NSRSN Consumers realize their Vision of Hope – Path to Recovery
“The process by which an individual with mental illness can recover self-esteem, self-worth, dreams, pride, choice, dignity and life meaning”.

Requirements:

- Project is consumer driven, that clients of services, their family members, and/or community advocates are directly involved in proposal design, project implementation, ongoing operation and oversight.
- Projects should result in direct, tangible changes in the lives of individuals with severe/chronic mental illness or in community/system changes that will result in future increased inclusion/acceptance of persons with severe/chronic mental illness.
- Funded projects shall:
 - Empower and Involve Consumers, and/or
 - Decrease Stigma, and/or
 - Increase Consumer Job Opportunities, and/or
 - Demonstrate New or Unavailable Services that will assist consumers in realizing their Vision of Hope – Path to Recovery.
- Funded projects shall embrace the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001
- Funded projects shall provide services targeted to individuals (children, adolescents, adults and older adults) with severe/chronic mental illness residing within the NSRSN Service Area.

- Funded projects should be able to demonstrate their effectiveness through measurable outcomes.
- Proposals that strengthen Consumer voice, choice and ownership; show collaboration; community-based partnerships; and multi-system partnerships are encouraged.
- Funds cannot be used to provide or enhance services that NSRSN contracted providers are obligated or required to provide.
- Counties are required to submit quarterly fiscal and project status reports to the NSRSN.

NORTH SOUND REGIONAL SUPPORT NETWORK

2002 Consumer Oriented Projects Request Questionnaire

1. Clearly describe your project, the people you intend to serve and how the services will empower and involve consumers, assist consumers in realizing their Vision of Hope – Path to Recovery, decreased stigma and/or increase job opportunities, Include the number of consumers involved in receiving services and providing the service(s).
2. **Identify which of the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001 the proposed project will address. Specify how the project will do so. (Be as specific and inclusive as possible).**
3. Who will be responsible for planning, implementing and monitoring the project? Please describe any/all experience in delivering this kind of service?
4. Create a timeline for implementing the activity/services, achieving project objectives/outcomes, and expending awarded funds.
5. How will you market this project? Please provide a business or marketing plan for proposals employing persons and/or selling services/goods.

6. Clearly describe your project's goals, expected outcomes and how you are going to measure your success.
7. Describe how the project will strengthen consumer voice, choice and ownership.
8. Detail the collaborative, community-based partnerships supporting this project. Please distinguish between those who are working partners/contributing resources) and those who are non-working supporters of your project.
9. Detail your plans for future funding support and/or collaborative funding.

PROJECT BUDGET SUMMARY

Project Name: _____

County: _____

Budget Time Frame: From _____, 2002 to _____

Expenditures:

Revenues:

Description	NSRSN Funding	County Funding	Other Funding (Identify Source)	Total Revenues
Salaries/Wages and Benefits				
Supplies				
Minor Equipment/Tools				
Professional Services				
Communications/Telephone				
Transportation				
Advertising				
Rentals				
Insurance				
Public Utilities				
Repairs/Maintenance				
Machinery & Equipment				
Administration				
Other, please specify:				
TOTAL REVENUES	\$	\$	\$	\$

**NORTH SOUND REGIONAL SUPPORT NETWORK
CONTRACT AMENDMENT**

**CONTRACT NO. NSRSN-San Juan-02
Amendment (1)**

The above-referenced Contract between the North Sound Regional Support Network (NSRSN) and San Juan County is hereby amended as follows:

- 4. Effective December 1, 2002, Exhibit G Consumer Oriented Projects Funding Requirements Guidelines shall be added.**
- 5. Maximum consideration of this amendment shall not exceed \$5,000.**
- 6. Total maximum consideration shall not exceed \$107,517.**

ALL TERMS AND CONDITIONS OF PERFORMANCE OUTLINED IN CONTRACT NO. NSRSN-SAN JUAN THROUGH AMENDMENT ONE ARE INCORPORATED BY REFERENCE AS THOUGH FULLY SET FORTH HEREIN.

THIS AMENDMENT IS EXECUTED BY THE PERSONS SIGNING BELOW, WHO WARRANT THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS AMENDMENT.

NORTH SOUND REGIONAL SUPPORT
NETWORK

SAN JUAN COUNTY

Charles R. Benjamin, Executive Director Date Signature Title Date

Approved as to form for NSRSN

Approved as to form for County

Brad Furlong, 10/02/01
Attorney at Law Date

_____ Date

EXHIBIT G NORTH SOUND REGIONAL SUPPORT NETWORK Consumer Oriented Projects Funding Requirements

Purpose:

To assist NSRSN Consumers realize their Vision of Hope – Path to Recovery
“The process by which an individual with mental illness can recover self-esteem, self-worth, dreams, pride, choice, dignity and life meaning”.

Requirements:

- Project is consumer driven, that clients of services, their family members, and/or community advocates are directly involved in proposal design, project implementation, ongoing operation and oversight.
- Projects should result in direct, tangible changes in the lives of individuals with severe/chronic mental illness or in community/system changes that will result in future increased inclusion/acceptance of persons with severe/chronic mental illness.
- Funded projects shall:
 - Empower and Involve Consumers, and/or
 - Decrease Stigma, and/or
 - Increase Consumer Job Opportunities, and/or
 - Demonstrate New or Unavailable Services that will assist consumers in realizing their Vision of Hope – Path to Recovery.
- Funded projects shall embrace the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001

- Funded projects shall provide services targeted to individuals (children, adolescents, adults and older adults) with severe/chronic mental illness residing within the NSRSN Service Area.
- Funded projects should be able to demonstrate their effectiveness through measurable outcomes.
- Proposals that strengthen Consumer voice, choice and ownership; show collaboration; community-based partnerships; and multi-system partnerships are encouraged.
- Funds cannot be used to provide or enhance services that NSRSN contracted providers are obligated or required to provide.
- Counties are required to submit quarterly fiscal and project status reports to the NSRSN.

NORTH SOUND REGIONAL SUPPORT NETWORK

2002 Consumer Oriented Projects Request Questionnaire

10. Clearly describe your project, the people you intend to serve and how the services will empower and involve consumers, assist consumers in realizing their Vision of Hope – Path to Recovery, decreased stigma and/or increase job opportunities, Include the number of consumers involved in receiving services and providing the service(s).

11. **Identify which of the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001 the proposed project will address. Specify how the project will do so. (Be as specific and inclusive as possible).**

12. Who will be responsible for planning, implementing and monitoring the project? Please describe any/all experience in delivering this kind of service?

13. Create a timeline for implementing the activity/services, achieving project objectives/outcomes, and expending awarded funds.

14. How will you market this project? Please provide a business or marketing plan for proposals employing persons and/or selling services/goods.

15. Clearly describe your project's goals, expected outcomes and how you are going to measure your success.

16. Describe how the project will strengthen consumer voice, choice and ownership.

17. Detail the collaborative, community-based partnerships supporting this project. Please distinguish between those who are working partners/contributing resources) and those who are non-working supporters of your project.

18. Detail your plans for future funding support and/or collaborative funding.

PROJECT BUDGET SUMMARY

Project Name: _____

County: _____

Budget Time Frame: From _____, 2002 to _____

Expenditures:

Revenues:

Description	NSRSN Funding	County Funding	Other Funding (Identify Source)	Total Revenues
Salaries/Wages and Benefits				
Supplies				
Minor Equipment/Tools				
Professional Services				
Communications/Telephone				
Transportation				
Advertising				
Rentals				
Insurance				
Public Utilities				
Repairs/Maintenance				
Machinery & Equipment				
Administration				
Other, please specify:				
TOTAL REVENUES	\$	\$	\$	\$

**NORTH SOUND REGIONAL SUPPORT NETWORK
CONTRACT AMENDMENT**

**CONTRACT NO. NSRSN-Skagit-02
Amendment (1)**

The above-referenced Contract between the North Sound Regional Support Network (NSRSN) and Skagit County is hereby amended as follows:

- 7. Effective December 1, 2002, Exhibit G, Consumer Oriented Projects Funding Requirements Guidelines shall be added.**
- 8. Maximum consideration for Consumer Oriented Projects, Exhibit G, shall not exceed \$25,872.**
- 9. Effective January 1, 2003, Exhibit A, Skagit County Budget shall be replaced with Exhibit A-1, Skagit County Budget, attached.**
- 10. PHP Carveout shall be reduced by \$9,585. this reduction is a result of moving the Quality Specialist currently housed within Skagit County Human Services to the NSRSN.**
- 11. Total maximum consideration shall not exceed \$175,312.**

ALL TERMS AND CONDITIONS OF PERFORMANCE OUTLINED IN CONTRACT NO. NSRSN-SKAGIT-02 THROUGH AMENDMENT ONE ARE INCORPORATED BY REFERENCE AS THOUGH FULLY SET FORTH HEREIN.

THIS AMENDMENT IS EXECUTED BY THE PERSONS SIGNING BELOW, WHO WARRANT THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS AMENDMENT.

NORTH SOUND REGIONAL SUPPORT
NETWORK

SKAGIT COUNTY

Charles R. Benjamin, Executive Director	Date	Signature	Title	Date
-----------------------------------------	------	-----------	-------	------

Approved as to form for NSRSN

Approved as to form for County

Brad Furlong, 10/02/01
Attorney at Law Date

Date

EXHIBIT G
NORTH SOUND REGIONAL SUPPORT NETWORK
Consumer Oriented Projects Funding Requirements

Purpose:

To assist NSRSN Consumers realize their Vision of Hope – Path to Recovery
“The process by which an individual with mental illness can recover self-esteem, self-worth, dreams, pride, choice, dignity and life meaning”.

Requirements:

- Project is consumer driven, that clients of services, their family members, and/or community advocates are directly involved in proposal design, project implementation, ongoing operation and oversight.
- Projects should result in direct, tangible changes in the lives of individuals with severe/chronic mental illness or in community/system changes that will result in future increased inclusion/acceptance of persons with severe/chronic mental illness.
- Funded projects shall:
 - Empower and Involve Consumers, and/or
 - Decrease Stigma, and/or
 - Increase Consumer Job Opportunities, and/or
 - Demonstrate New or Unavailable Services that will assist consumers in realizing their Vision of Hope – Path to Recovery.
- Funded projects shall embrace the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001
- Funded projects shall provide services targeted to individuals (children, adolescents, adults and older adults) with severe/chronic mental illness residing within the NSRSN Service Area.

- Funded projects should be able to demonstrate their effectiveness through measurable outcomes.
- Proposals that strengthen Consumer voice, choice and ownership; show collaboration; community-based partnerships; and multi-system partnerships are encouraged.
- Funds cannot be used to provide or enhance services that NSRSN contracted providers are obligated or required to provide.
- Counties are required to submit quarterly fiscal and project status reports to the NSRSN.

NORTH SOUND REGIONAL SUPPORT NETWORK

2002 Consumer Oriented Projects Request Questionnaire

19. Clearly describe your project, the people you intend to serve and how the services will empower and involve consumers, assist consumers in realizing their Vision of Hope – Path to Recovery, decreased stigma and/or increase job opportunities, Include the number of consumers involved in receiving services and providing the service(s).
20. **Identify which of the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001 the proposed project will address. Specify how the project will do so. (Be as specific and inclusive as possible).**
21. Who will be responsible for planning, implementing and monitoring the project? Please describe any/all experience in delivering this kind of service?
22. Create a timeline for implementing the activity/services, achieving project objectives/outcomes, and expending awarded funds.
23. How will you market this project? Please provide a business or marketing plan for proposals employing persons and/or selling services/goods.

24. Clearly describe your project's goals, expected outcomes and how you are going to measure your success.

25. Describe how the project will strengthen consumer voice, choice and ownership.

26. Detail the collaborative, community-based partnerships supporting this project. Please distinguish between those who are working partners/contributing resources) and those who are non-working supporters of your project.

27. Detail your plans for future funding support and/or collaborative funding.

PROJECT BUDGET SUMMARY

Project Name: _____

County: _____

Budget Time Frame: From _____, 2002 to _____

Expenditures:

Revenues:

Description	NSRSN Funding	County Funding	Other Funding (Identify Source)	Total Revenues
Salaries/Wages and Benefits				
Supplies				
Minor Equipment/Tools				
Professional Services				
Communications/Telephone				
Transportation				
Advertising				
Rentals				
Insurance				
Public Utilities				
Repairs/Maintenance				
Machinery & Equipment				
Administration				
Other, please specify:				
TOTAL REVENUES	\$	\$	\$	\$

**NORTH SOUND REGIONAL SUPPORT NETWORK
CONTRACT AMENDMENT**

**CONTRACT NO. NSRSN-SNOHOMISH-02
Amendment (2)**

The above-referenced Contract between the North Sound Regional Support Network (NSRSN) and Snohomish County is hereby amended as follows:

- 12. Effective December 1, 2002, Exhibit J, Consumer Oriented Projects Funding Requirements Guidelines shall be added.**
- 13. Maximum consideration of this amendment shall not exceed \$95,020.**
- 14. Total maximum consideration shall not exceed \$2,717,607.**

ALL TERMS AND CONDITIONS OF PERFORMANCE OUTLINED IN CONTRACT NO. NSRSN-SNOHOMISH-02 THROUGH AMENDMENT TWO ARE INCORPORATED BY REFERENCE AS THOUGH FULLY SET FORTH HEREIN.

THIS AMENDMENT IS EXECUTED BY THE PERSONS SIGNING BELOW, WHO WARRANT THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS AMENDMENT.

NORTH SOUND REGIONAL SUPPORT
NETWORK

SNOHOMISH COUNTY

Charles R. Benjamin, Executive Director Date Robert Drewel, County Executive
Date

Approved as to form for NSRSN

Approved as to form for County

Brad Furlong, 10/02/01
Attorney at Law Date

_____ Date

EXHIBIT J
NORTH SOUND REGIONAL SUPPORT NETWORK
2002 Consumer Oriented Projects Funding Requirements

Purpose:

To assist NSRSN Consumers realize their Vision of Hope – Path to Recovery
“The process by which an individual with mental illness can recover self-esteem, self-worth, dreams, pride, choice, dignity and life meaning”.

Requirements:

- Project is consumer driven, that clients of services, their family members, and/or community advocates are directly involved in proposal design, project implementation, ongoing operation and oversight.
- Projects should result in direct, tangible changes in the lives of individuals with severe/chronic mental illness or in community/system changes that will result in future increased inclusion/acceptance of persons with severe/chronic mental illness.
- Funded projects shall:
 - Empower and Involve Consumers, and/or
 - Decrease Stigma, and/or
 - Increase Consumer Job Opportunities, and/or
 - Demonstrate New or Unavailable Services that will assist consumers in realizing their Vision of Hope – Path to Recovery.
- Funded projects shall embrace the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001

- Funded projects shall provide services targeted to individuals (children, adolescents, adults and older adults) with severe/chronic mental illness residing within the NSRSN Service Area.
- Funded projects should be able to demonstrate their effectiveness through measurable outcomes.
- Proposals that strengthen Consumer voice, choice and ownership; show collaboration; community-based partnerships; and multi-system partnerships are encouraged.
- Funds cannot be used to provide or enhance services that NSRSN contracted providers are obligated or required to provide.
- Counties are required to submit quarterly fiscal and project status reports to the NSRSN.

NORTH SOUND REGIONAL SUPPORT NETWORK

2002 Consumer Oriented Projects Request Questionnaire

28. Clearly describe your project, the people you intend to serve and how the services will empower and involve consumers, assist consumers in realizing their Vision of Hope – Path to Recovery, decreased stigma and/or increase job opportunities, Include the number of consumers involved in receiving services and providing the service(s).

29. Identify which of the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001 the proposed project will address. Specify how the project will do so. (Be as specific and inclusive as possible).

30. Who will be responsible for planning, implementing and monitoring the project? Please describe any/all experience in delivering this kind of service?

31. Create a timeline for implementing the activity/services, achieving project objectives/outcomes, and expending awarded funds.

32. How will you market this project? Please provide a business or marketing plan for proposals employing persons and/or selling services/goods.

33. Clearly describe your project's goals, expected outcomes and how you are going to measure your success.
34. Describe how the project will strengthen consumer voice, choice and ownership.
35. Detail the collaborative, community-based partnerships supporting this project. Please distinguish between those who are working partners/contributing resources) and those who are non-working supporters of your project.
36. Detail your plans for future funding support and/or collaborative funding.

PROJECT BUDGET SUMMARY

Project Name: _____

County: _____

Budget Time Frame: From _____, 2002 to _____

Expenditures:

Revenues:

Description	NSRSN Funding	County Funding	Other Funding (Identify Source)	Total Revenues
Salaries/Wages and Benefits				
Supplies				
Minor Equipment/Tools				
Professional Services				
Communications/Telephone				
Transportation				
Advertising				
Rentals				
Insurance				
Public Utilities				
Repairs/Maintenance				
Machinery & Equipment				
Administration				
Other, please specify:				
TOTAL REVENUES	\$	\$	\$	\$

**NORTH SOUND REGIONAL SUPPORT NETWORK
CONTRACT AMENDMENT**

**CONTRACT NO. NSRSN-Whatcom-02
Amendment (2)**

The above-referenced Contract between the North Sound Regional Support Network (NSRSN) and Whatcom County is hereby amended as follows:

- 15. Effective December 1, 2002, Exhibit G Consumer Oriented Projects Funding Requirements Guidelines shall be added.**
- 16. Maximum consideration of this amendment shall not exceed \$36,068.**
- 17. Total maximum consideration shall not exceed \$311,271.**

ALL TERMS AND CONDITIONS OF PERFORMANCE OUTLINED IN CONTRACT NO. NSRSN-WHATCOM-02 THROUGH AMENDMENT TWO ARE INCORPORATED BY REFERENCE AS THOUGH FULLY SET FORTH HEREIN.

THIS AMENDMENT IS EXECUTED BY THE PERSONS SIGNING BELOW, WHO WARRANT THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS AMENDMENT.

NORTH SOUND REGIONAL SUPPORT
NETWORK

WHATCOM COUNTY

Charles R. Benjamin, Executive Director Date Pete Kremen, County Executive Date

Approved as to form for NSRSN

Approved as to form for County

Brad Furlong, 10/02/01
Attorney at Law Date

_____ Date

EXHIBIT G

NORTH SOUND REGIONAL SUPPORT NETWORK

Consumer Oriented Projects Funding Requirements

Purpose:

To assist NSRSN Consumers realize their Vision of Hope – Path to Recovery
“The process by which an individual with mental illness can recover self-esteem, self-worth, dreams, pride, choice, dignity and life meaning”.

Requirements:

- Project is consumer driven, that clients of services, their family members, and/or community advocates are directly involved in proposal design, project implementation, ongoing operation and oversight.
- Projects should result in direct, tangible changes in the lives of individuals with severe/chronic mental illness or in community/system changes that will result in future increased inclusion/acceptance of persons with severe/chronic mental illness.
- Funded projects shall:
 - Empower and Involve Consumers, and/or
 - Decrease Stigma, and/or
 - Increase Consumer Job Opportunities, and/or
 - Demonstrate New or Unavailable Services that will assist consumers in realizing their Vision of Hope – Path to Recovery.
- Funded projects shall embrace the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001
- Funded projects shall provide services targeted to individuals (children, adolescents, adults and older adults) with severe/chronic mental illness residing within the NSRSN Service Area.
- Funded projects should be able to demonstrate their effectiveness through measurable outcomes.
- Proposals that strengthen Consumer voice, choice and ownership; show collaboration; community-based partnerships; and multi-system partnerships are encouraged.
- Funds cannot be used to provide or enhance services that NSRSN contracted providers are obligated or required to provide.

- Counties are required to submit quarterly fiscal and project status reports to the NSRSN.

NORTH SOUND REGIONAL SUPPORT NETWORK

2002 Consumer Oriented Projects Request Questionnaire

37. Clearly describe your project, the people you intend to serve and how the services will empower and involve consumers, assist consumers in realizing their Vision of Hope – Path to Recovery, decreased stigma and/or increase job opportunities, Include the number of consumers involved in receiving services and providing the service(s).
38. Identify which of the “Framework for all NSRSN Activities”, adopted by the NSRSN Board of Directors on October 25, 2001 the proposed project will address. Specify how the project will do so. (Be as specific and inclusive as possible).
39. Who will be responsible for planning, implementing and monitoring the project? Please describe any/all experience in delivering this kind of service?
40. Create a timeline for implementing the activity/services, achieving project objectives/outcomes, and expending awarded funds.
41. How will you market this project? Please provide a business or marketing plan for proposals employing persons and/or selling services/goods.
42. Clearly describe your project’s goals, expected outcomes and how you are going to measure your success.
43. Describe how the project will strengthen consumer voice, choice and ownership.

44. Detail the collaborative, community-based partnerships supporting this project. Please distinguish between those who are working partners/contributing resources) and those who are non-working supporters of your project.

45. Detail your plans for future funding support and/or collaborative funding.

PROJECT BUDGET SUMMARY

Project Name: _____

County: _____

Budget Time Frame: From _____, 2002 to _____

Expenditures:

Revenues:

Description	NSRSN Funding	County Funding	Other Funding (Identify Source)	Total Revenues
Salaries/Wages and Benefits				
Supplies				
Minor Equipment/Tools				
Professional Services				
Communications/Telephone				
Transportation				
Advertising				
Rentals				
Insurance				
Public Utilities				
Repairs/Maintenance				
Machinery & Equipment				
Administration				
Other, please specify:				
TOTAL REVENUES	\$	\$	\$	\$

**NORTH SOUND REGIONAL SUPPORT NETWORK
CONTRACT AMENDMENT**

TULALIP TRIBES
CONTRACT # NSRSN-TULALIP-CP-00

Amendment (2)

The above-referenced Contract between the North Sound Regional Support Network (NSRSN) and the Tulalip Tribes is hereby amended as follows:

1. Terms and Conditions
 he effective dates shall be March 1, 2000 and shall continue in full force and effect through December 31, 2002.

2. Maximum consideration shall remain unchanged, not to exceed \$30,000.

ALL TERMS AND CONDITIONS OF PERFORMANCE OUTLINED IN CONTRACT NO. NSRSN-TULALIP-CP-00 THROUGH AMENDMENT ONE ARE INCORPORATED BY REFERENCE AS THOUGH FULLY SET FORTH HEREIN.

THIS AMENDMENT IS EXECUTED BY THE PERSONS SIGNING BELOW, WHO WARRANT THAT THEY HAVE THE AUTHORITY TO EXECUTE THIS AMENDMENT.

NORTH SOUND REGIONAL SUPPORT
NETWORK

TULALIP TRIBES

Charles R. Benjamin, Executive Director Date Stanley Jones, Tribal Chair Date

(Name of Authorized Signature Above – print or type)