

# Memorandum

Date: November 16, 2004  
From: Sharri Dempsey  
To: Advisory Board Members  
Re: Informational and Action

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Enclosed items:

- Letter attached to the signed MHD contract
- Potluck Flyer
- “All Aboard” Flyer to Mental Health Taskforce

To be mailed items:

- The NSMHA Code of Conduct, on or before, November 29.

Please feel free to contact me here at the NSMHA for the above information.

[sharrid@nsrsn.org](mailto:sharrid@nsrsn.org) or 360-416-7013 #226 or Rebecca Pate 360-416-7013 #233

**NORTH SOUND MENTAL HEALTH ADMINISTRATION  
ADVISORY BOARD MEETING**

**North Sound Mental Health Administration  
Conference Room  
117 North First St., Suite 8  
Mt. Vernon, WA 98273  
December 7, 2004  
1:00 PM**

**Agenda**

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the November 2004 Minutes, Chair – 5 minutes
4. Comments from the Public –5 minutes
5. Correspondence and Comments from the Chair – 5 minutes
6. Unfinished Business
  - a. Executive Director's Report - Chuck Benjamin – 5 minutes
  - b. Finance Committee – Mary Good – 5 minutes
  - c. Agenda Committee – Tom Richardson – 5 minutes
  - d. QMOC Report – Mary Good – 5 minutes
7. Items To Be Brought Forward To The Board of Directors – Charles Benjamin, Executive Director
  - a. Consent Agenda
8. New Business
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

**NOTE:** The next Advisory Board meeting will be January 4, 2005 in the NSMHA Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

# North Sound Mental Health Administration

## MENTAL HEALTH ADVISORY BOARD

November 2, 2004  
DRAFT

**Present:** Bruce Radtke, John Patchamatla, Marie Jubie, Patricia Little, Patricia Whitcomb, Mary Good, Chuck Albertson, Chris Walsh, Anne Gresham and Jim King

**Absent:**

**Excused:** Jack Bilsborough, Tom Richardson

**Staff:** Chuck Benjamin, Sandy Whitcutt, Debra Jaccard, Sharri Dempsey, Greg Long and Rebecca Pate

**Guests:** Becky Olson-Hernandez, Laurel Britt, and Jackie Henderson

### MINUTES

TOPIC	DISCUSSION	ACTION
<b>CALL TO ORDER, INTRODUCTIONS</b>		
Chair Jubie	Chair Jubie convened the meeting at 1 p.m. and welcomed those present. Introductions were made. The pre-meeting presentation was on Compass Health's, Children's Crisis Beds, Snohomish County. If you have any questions concerning the Children's Crisis Beds, please feel free to contact Becky Olsen-Hernandez at 425-349-8321 or <a href="mailto:becky.olson-hernandez@compassh.org">becky.olson-hernandez@compassh.org</a> .	Informational
<b>REVISIONS TO THE AGENDA</b>		
Chair Jubie	None	None
<b>APPROVAL OF MINUTES</b>		
Chair Jubie	The October 2004 minutes of the Advisory Board meeting were reviewed. A motion was made to approve, seconded, and <b>motion carried</b> .	Motion carried
<b>COMMENTS FROM THE PUBLIC</b>		
Jim King	Jim King asked about employment for consumers and what is being done. He stated it is now included in the Clinical Eligibility and Care Standards (CECS) Manual and wanted to know how many people served currently have jobs?	Informational
Chuck Benjamin	Chuck stated that data has been difficult to obtain through the Raintree system. He offered to do some research and provide a report at next month's meeting. Chuck informed the Board that there are restrictions on what the Region can do for employment due to	Informational

	limitations from Centers for Medicaid and Medicare Services (CMS).	
Jim King Chuck Benjamin	Jim stated he understood Chuck had previously stated that employment was not something the Region had to accomplish and Chuck said he never made that statement.	Informational
Jim King	Jim stated he has asked for over a year about meaningful day activities for consumers, specifically, employment in terms of North Sound Mental Health Administration's 'Vision of Hope' and 'Path to Recovery'. Jim asked, "when will people begin to get jobs?"	Informational
Jim King Chuck Benjamin	Jim asked, "if anything has been done since his question was initially asked other than putting it in the Clinical Eligibility and Care Standards Manual", such as, polling providers and having core data that would reflect what jobs consumers had. Jim asked Chuck if he was being put off again? Chuck assured Jim he was not being put off and stated he is not sure if it is reportable by state standards but emphasized he would research this and report back at the next meeting.	Informational
Jim King Chuck Benjamin	Jim said the Region is spending \$50 million for services, which has continued to increase, on consumers with mental illness to have them become contributable citizens. Jim is concerned about consumers receiving employment support. Chuck stated support is being provided and Jim asked Chuck to prove support is being provided. Chuck repeated he would obtain data and bring it back to the Advisory Board at the next meeting.	Informational
John Patchamatla	John stated Jim's question was good and the issue raised was excellent. John said the Advisory Board was here to help provide jobs for consumers.	Informational
Jim King Greg Long Chuck Benjamin	Jim said the North Sound Mental Health Administration could determine eligibility for services through GAF. Greg said that technically the North Sound Mental Health Administration was not getting paid a lot of money but Jim emphasized that the Region is being paid a large sum of money to determine eligibility through Global Assessment of Functioning (GAF) scores. One of the components of GAF is active day programming whether or not the consumer has meaningful day experiences. Jim restated the Region is determining eligibility about whether or not the consumers are employed. Greg said the GAF is used to assess whether the consumer	Informational

qualifies for mental health services and not to determine whether consumers are willing to work. Jim emphasized the GAF score determines their eligibility for services, one of which is whether or not they are working, so the Region is determining their eligibility for mental health services based in part whether or not they are working. Jim asked if everyone agreed on that issue and if anyone had a question. No comment was made. Jim said consumers get into the system because they are not working and cannot get out of the system or score a higher GAF score unless they are working. Jim advocated the Region is being paid to provide employment services. Chuck thanked Jim for being an advocate for the consumers.

John Patchamatla	John stated that the Region needs to be proactive on this issue and volunteered to help by getting with employers to develop a plan on hiring consumers with mental illness on a regular basis. John also said the state can sometimes supplement wages through the Department of Vocational Rehabilitation.	Informational
Jim King Chuck Albertson	Jim said Rainbow Center was an excellent model for clubhouses before but more needs to be done. Chuck said he feels that clubhouses should be reestablished for consumers and progress from there.	Informational
John Patchamatla	John made a motion for Chuck Benjamin to come up with a list of prospective employers to contact for consumer employment. John said it had been discussed and he would like to see it actually happen. Further discussion occurred.	Informational Action
Jackie Henderson	Jackie said this has been discussed at the county coordinators meetings for some time. She said Compass Health took a survey in Island County to see how many consumers served wanted jobs and found that 97% of consumers wanted to work. Jackie stated that Compass was surprised with this outcome. Jackie said Chuck Benjamin could do some research but that jobs needed to be created at the local level. Jackie stated Chuck cannot create jobs in the various counties and every community knows how. Jackie emphasized that it comes down to community commitment to accomplish the task. She said there is a statewide policy that says individuals with developmental disabilities shall work.	Informational
John Patchamatla	John said employers have asked him if there are any consumers in mental health that need jobs and he was unable to answer because of lack of data.	Informational
Sharri Dempsey	Sharri said it could be answered and Chuck said the	Informational

Chuck Benjamin	Region has been doing some work on this issue. Chuck restated that a list would be made available of what activities have been occurring.	
Marie Jubie	Marie stated an "All Aboard" would be attending the Pathways to Employment Conference and encouraged individuals to attend.	Informational
John Patchamatla	John requested a point of order to finalize the motion and vote. Motion was read back. Further discussion occurred.	Action
Jim King Chuck Benjamin	Jim said the list was a great step but is wondering about what is being done as an entity in terms of actually providing counseling and guidance to consumers. Jim said getting the commitment from employers is great but a lot of money is being received to help consumers find jobs and he wants to know where that money is going (i.e., who is helping, how are they helping). Chuck assured Jim he would come back with a report on what the North Sound Mental Health Administration is required to do, what is being done and what has been done.	Informational
Jim King Chuck Benjamin	<p>Jim stated the Clinical Eligibility and Care Standards (CECS) Manual was very specific on the issue of employment and encouraged individuals to read the manual. It does not say based on available funds. It states "Any consumer who is sixteen or older and has any of the following characteristics:</p> <ul style="list-style-type: none"> <li>• Expressed interest in employment, or</li> <li>• Employment has been prioritized by either the clinician or the consumer"</li> </ul> <p>This tells consumers what their benefits are and one is employment service. Chuck acknowledged this is determined by what can be done with Federal funds, which imposes restrictions. Chuck said things can be done towards employment preparation but there is only certain things that can be done.</p>	Informational
Jim King John Patchamatla	Jim made a friendly amendment to original motion to ask, "Chuck Benjamin what he is doing to provide employment services for consumers". John accepted the amendment.	Informational/Action
Chris Walsh Chuck Benjamin	Chris wanted further discussion. Chris wonders if we are not being a little too global on what is being asked and if it is even possible. Chris wanted to know what resources were available to go out and find prospective employers and who would coordinate the list? Chuck	Informational

said he meets monthly with the County Coordinators and would be discussing this issue with them, as well as, North Sound Mental Health Administration staff and providers. Chris stated that a resource of this magnitude was probably not available and Chuck agreed. Chris was wondering why perform the task if it would not be complete or achievable?

Mary Good  
Chuck Benjamin  
Jim King

Mary asked if there were not new restrictions on Medicaid/Medicare through CMS. Chuck said these new restrictions were impacting what the Region could accomplish. The Region can provide what used to be done and what is currently being done. Jim said he does not want the water muddied with bureaucratic words. He would like to specifically ask Chuck what the Region is doing to get consumer employment. Chuck again assured Jim an answer would be forthcoming.

Informational

Sharri Dempsey

Sharri stated that on the last all aboard she met an employment counselor, Nancy Clark, who works for Compass Health and is very enthusiastic about working with clients. She assured Jim that the Region does have projects ongoing.

Informational

Chuck Benjamin

Chuck repeated that a report would be provided at the next meeting and then the Advisory Board could provide direction on what else they would like to see.

Informational

Jim King

Jim would like to know how many consumers the Region serves and of those how many are working. Jim would like to see a revised report within a year to see if an employment increase has occurred.

Informational

Marie Jubie

Chair asked if there was any further discussion. None was made and the Chair called for a vote. Motion was seconded and **motion carried**, with two abstentions.

Motion carried

Chris Walsh

Chris reported more on the tragedy involving a client that was discussed at the last meeting. Chris said the client was accepted back at the facility on a Least Restrictive (LR) agreement. Part of the agreement was Compass was to supply mental health services to the client, which did not happen. The Ombuds were contacted and did an excellent, thorough and documented job of contacting Compass. Compass has an employee at the facility that was contacted and that employee did absolutely nothing for the client. Because the client did not receive direct mental health services, which is documented, the client destroyed a whole room and threw a dresser through a window. The police were called and were determined to restrain

Informational

the client. The police had the client on the floor, handcuffed and intended on taking client to jail. Chris had a nurse there with the LR agreement trying to point out to the police that it was a legal agreement prohibiting the police from taking the client to jail. The CDMHP was on the phone arguing with the police officer and getting nowhere. The client finally went to the emergency room and was ironed out with the CDMHPs, the county and went back to E&T. This is another prime example of where Compass is not providing mental health services in our county. Chris stressed that something needs to be done concerning the employee who does not see clients in the E&T but is the social worker for the facility. Chris said services provided by Compass Health within our county are severely lacking and the client suffered due to lack of court ordered services being provided.

**CORRESPONDENCE AND COMMENTS FROM THE CHAIR**

Chair Jubie	<p>Marie attended the budget meeting for Snohomish County and Stilliguamish senior center. Snohomish County Human Services budget appears to be intact and enough to cover projects at the county level. Marie attended October 28 taskforce meeting and discussion was about a scorecard that was distributed to determine the more important issues. Marie distributed a copy of the scorecard she received to for Board members to fill out. They are trying to find out what is and is not happening in our state and the complicated Medicaid/non-Medicaid issue. Marie has spoken to other legislators making them aware of the taskforce and what they are trying to accomplish. Marie distributed a handout describing the Pathways to Employment Conference. Marie briefly spoke about the Summit stating approximately 58-60 people were in attendance.</p>	Informational
<p>Chris Walsh Marie Jubie Sharri Dempsey Mary Good Jim King</p>	<p>Chris stated that mental health was not invited to attend the Pathways to Employment. Marie stated that there is no reason why consumers cannot show up and make employers aware of prospective employees. Sharri stated that an Ombuds booth would be set up there to help educate. Mary asked why it was limited in attendance? Jim said the area was not that large.</p>	Informational
John Patchamatla	<p>John said he was told at a NAMI meeting that some of the highlights of the Summit should be published. Sharri said highlights would be published in the newspapers once everyone has had an opportunity to review the draft and it has been formalized in executive summary format.</p>	Informational



Marie said she would publish an article in the next North Sound Mental Health Administration (NSMHA) newsletter.

John asked if any problems occurred with getting the Everett Herald to participate. Sharri said the Bill Bloss and Jack Bilsborough invited the Everett Herald to attend the Summit. The Herald assured Bill and Jack they would attend and they did not show. John said he knew the publishers personally and if there were any problems getting items published in the Everett Herald he would help get it accomplished, if necessary.

## MONTHLY COMMITTEE REPORTS

### Executive Director's Report

Chuck Benjamin

Chuck gave a comprehensive PowerPoint presentation on the North Sound Mental Health Administration (NSMHA) 2005 operating budget. He started with a focus on the North Sound Mental Health Administration (NSMHA) mission statement and "Path(s) to Recovery and "Vision of Hope". The state legislature returns in January looking at a \$1.7 billion deficit and that does not even include the education initiatives and labor unions settlements. One thing that is alarming to North Sound Mental Health Administration and should be to the Advisory Board is that North Sound Mental Health Administration is operating under a contract where our federal rates are unknown.

Informational

The Centers for Medicaid and Medicare will be coming to the North Sound Mental Health Administration in December to perform a fiscal audit not a program audit. They will look at the following for the past three (3) years:

- How Medicaid dollars have been spent;
- How much of the Medicaid dollars have been spent on non-Medicaid;
- What funding has gone to facilities with 16 or over 16 beds; and
- Did the Region pay room and board?

Chuck believes they are coming in the find out how the state has been directing North Sound Mental Health Administration to function.

Chuck emphasized the importance of a Planning Committee meeting Friday, November 5, at 1 pm in Snohomish County Administration Building, on the 3<sup>rd</sup> Floor. North Sound Mental Health Administration will be reviewing the following:

- What services were provided for the non-Medicaid;
- What the services cost; and
- The list will be prioritized.

Jim King  
John Patchamatla

Jim stated he would be unable to attend on Friday. John said he would attend on behalf of the Advisory Board.

Chuck Benjamin

Chuck will be sharing a letter that went out from Dennis Braddock informing Snohomish County that implementation of the Washington Medicaid Integrated Partnership medical and chemical dependency programs will begin, January 1, 2005. Sometime during 2005 long-term care and mental health will be added to the program. Chuck said last Friday Secretary Braddock met with County Executive Reardon. Secretary Braddock took the position that medical and dental care was being provided for people who do not have services. Executive Reardon informed Secretary Braddock that there are still a lot of unanswered questions raised by Snohomish County, North Sound Mental Health Administration and as a local Washington Medicaid Integration Partnership Advisory Committee established by Department of Social and Health Services (DSHS) that have not been answered. Secretary Braddock and his group are not even listening to the concerns and questions being presented.

Chuck said that the mental health taskforce work is extremely important. There are a number of recommendations that Marie saw and different stakeholder groups are being asked to prioritize these recommendations. The stakeholders will then collate all and take the results back to the mental health taskforce.

Chuck said input is being limited by asking the RSN administrators to submit a joint report instead of individual reports. Chuck stated he would rather submit an individual report from the North Sound Region. Chuck and Marie would like to do our Region's own prioritization and submit it to the north sound community stakeholders. Chuck said it is extremely important to get any and all information to the taskforce on what is important to you as an individual via letter, email, in person, etc. Marie offered to take any communication personally.

Chuck said due to the rule changes the North Sound Mental Health Administration must do more in the

area of Utilization Review and this procedure is in place. The North Sound Mental Health Administration is struggling on the Information System side but otherwise we are ready to do what should be done in Utilization Review.

Chuck said the North Sound Mental Health Administration has overpaid providers since late 2003 and into 2004. He said the state was informed of the overpayments but continued giving them. He said by the North Sound Mental Health Administration's contract, funds had to be passed on to the APN. He said the state is now considering whether the RSNs will repay that money, which statewide totals \$6.58 million, or if the state is going to come up with the money. The indication is the RSN will have to pay back the money. North Sound Mental Health Administration wants to minimize the impact on providers as much as possible so the Board of Directors is considering using the risk reserves fund to give a lump sum payment back to the state. The reason the lump sum payment is being considered is because North Sound Mental Health Administration has leeway until January 1, 2005, to use the risk reserve, called "state only dollars" that would be in compliance with Centers for Medicare and Medicaid Services.

Jim King

Jim King made a motion to spend money out of risk reserves to cover the payback and avoid interest charges. The motion was seconded, and **motion carried.**

Motion carried

Chuck Benjamin

Chuck said the North Sound Mental Health Administration has been matching county millage dollars in the past dedicated to mental health services. The North Sound Mental Health Administration is now being told if the county funds were used they would be Medicaid only dollars and county coordinators refused to allow monies to be used in this manner. This loss is an amount of \$1.2 million.

Informational

Jim King  
Chuck Benjamin  
Jackie Henderson  
Chris Walsh

Jim made a motion to modify budget to include employment concerns. Some discussion followed. Chuck stated that increased Utilization Reviews and the Information System process would address the employment issue. Jackie said one agency should not be responsible for the employment issue and it should become a local community issue. Jackie stated that providers are not doing employment services. Chris said that the Advisory Board should have another alternative. The motion was tabled until further data became available.

Motion tabled

### **Finance Committee Report**

Marie Jubie

The committee met this morning to review and pass expenditures. Marie made a motion to forward the October Advisory Board expenditures to the Board of Directors. The motion was seconded and motion carried.

Motion carried

### **Executive Committee/Agenda Committee**

Marie Jubie

The last two “all aboard” trips were discussed. One would be to the Pathways to Employment Conference and an Ombuds booth will be set up to educate the public. The second would immediately follow the December 7 meeting going to the Sea Tac Hilton to attend the next taskforce meeting, returning the evening of December 8.

Informational

Sharri Dempsey

Sharri said the December 7 meeting would be the annual Advisory Board potluck. Bring your favorite dish to share.

Marie Jubie

Marie mentioned Advocacy Day that begins at 10 am every Wednesday during the legislative session. Marie is going to organize people with psychiatric disabilities into three (3) or four (4) groups to go down. Marie said our presence should to be made known in the legislature.

### **QMOC Report**

Mary Good

Mary stated that the following issues were discussed at the meeting:

Informational

- Greg Long provided training on “The Quality Cycle”.
- Karen Kipling gave a comprehensive PowerPoint presentation on Volunteers of America.
- The Clinical Eligibility and Care Standards Manual – DRAFT – Revision IV was distributed for feedback before going to the Board of Directors in December.
- Terry McDonough gave a report on the re-survey of Compass Health’s three (3) northern counties and congratulated Compass on passing with an overall score of 94%.
- Ms. Dempsey gave a comprehensive PowerPoint presentation on “Client Rights Policy” update.
- Terry McDonough brought before the

committee a request for approval of an amendment to the Quality Management Plan, which was approved.

- Greg Long provided a copy of the Crisis Respite Policy for feedback. The policy was approved with some minor changes and if the Integrated Crisis Response System (ICRS) Committee accepts these changes, it would go before the Board of Directors. If the changes were not accepted, the policy would come back before QMOC for review and approval before going to the Board.
- Chuck Davis gave a comprehensive PowerPoint presentation of the Semi-Annual Ombuds Report.
- Terry McDonough responded to the issues raised at September's meeting concerning the N/A answers to certain questions on the Peer Review.

## **ITEMS TO BE BROUGHT FORWARD TO THE BOARD OF DIRECTORS**

### **Consent Agenda**

#### **Board of Directors December Action Items**

Chuck Benjamin	The North Sound Mental Health Administration's 2005 Budget DRAFT.	Informational
	The North Sound Mental Health Administration's Clinical Eligibility and Care Standards Manual DRAFT.	Informational
	The annual contract that is usually done with Sam Magill to help get ready for the Recovery Conference and Board of Directors Retreat being held January 12, 2005.	Informational
	Chuck said there could be more action for the Board coming from the Planning Committee regarding non-Medicaid. Chuck will inform the Advisory Board at the December 7 meeting or before, if possible, what recommendations are going before the Board.	

#### **Board of Directors December Action Items Previously Reviewed by the Advisory Board**

Chuck Benjamin	None.
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#### **Board of Directors December Introduction Item**



putting together a Community Block Grant proposal to purchase the new facility for San Juan.

Skagit

Jim King said they opened their mental health court last week and one judge is volunteering time to oversee cases with the Prosecutor and Public Defender's office also volunteering time. The judge requested the two legal counsels take some time off and consider their roles since they came in thinking they needed to get the person off or prosecute the person. Jim said Skagit is in the process of conducting training with the legal counselors to ensure they understand the welfare of the actual consumer is why there is a mental health court not just getting them off or getting them behind bars. The County Coordinator has been engineering the training and hired Rebecca Roe, a local attorney, to handle consultation with all participants. Jim said the court has been recognized on a couple of national websites. Jim stated Joan Lubbe, Skagit County Coordinator and folks at the North Sound Mental Health Administration were involved in the process of establishing the mental health court.

Informational

Snohomish

Marie stated they are working on their budget and the Human Services budget is fine.

Informational

Marie attended the ARC legislative reception and saw a lot of legislators and individuals running for office and informed them to call consumers "people with developmental disabilities" not "the people". We went on a tour of the Compass Health Alder Commons and Marie said the Commons and the new health facility is lovely. Marie said she would like to see a covered area for consumers to smoke like the counselors area.

We went to the Tribes and the Canoe Family came in and sang and danced for us.

Whatcom

Chuck Albertson said they worked on and approved their budget for 2005. They discussed the jail initiative and decided to support the initiative. It was decided the chair would write a letter saying individuals supported the initiative and not specify the Board.

Informational

Bruce Radtke stated the Summit was impressive and well organized. There was a broad representation of participants and he congratulated the North Sound Mental Health Administration on their efforts. Bruce encouraged starting advertisement earlier so a better representation could attend the next Summit.

Chuck Benjamin said he would like to see attendance double. He also said there was excellent dialog among all concerning key issues facing the Region.

## **COUNTY COORDINATOR REPORT**

Jackie Henderson	Jackie said they are continuing to work on the whole mental health profession system to make it less confusing. The Coordinators are working with the counties to address policies and procedures concerning the coordinators responsibilities. The coordinators are concerned about if CDMHPs do something wrong will the county be held responsible. Jim King asked why the counties accept responsibility and Jackie said it is required by WAC to appoint CDMHPs. The Coordinators are focusing on individuals who are non-Medicaid and how they can be helped.	Informational
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## **COMMENTS FROM PUBLIC**

None.	Informational
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## **OTHER BUSINESS**

Sharri Dempsey	Sharri addressed some concerns expressed at the last meeting about items in/not in the packet. She supplied a memo describing items in the packet and let the Board know that copies of the contracts were available for their review.	Informational
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## **ADJOURNMENT**

Chair Jubie	Chair Jubie adjourned the meeting at 3:10 pm.
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## MEMORANDUM

DATE: November 17, 2004  
TO: NSMHA Advisory Board  
FROM: Chuck Benjamin, Executive Director  
RE: December 9, 2004 Board of Director's Agenda

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Please find for your review and comment the following that will be discussed with the Board of Directors and brought forth at the December 9, 2004 NSMHA Board of Directors Meeting.

All items referred to below are accessible on the NSMHA website by visiting:  
[http://www.nsrns.org/Boards/A\\_Board\\_Packet.htm](http://www.nsrns.org/Boards/A_Board_Packet.htm)

### **Consent Agenda**

#### **Action Items**

**Motion #04-54** – To approve the North Sound Mental Health Administration's budget for 2005.

#### **Action Items Not Yet Reviewed by the Advisory Board**

**Motion #04-058** – To review and approve the NSMHA Code of Conduct to be adopted in accordance with the NSMHA Business Ethics and Compliance Program.

**Motion #04-057** – To increase the capitalization amount for assets from \$1,000 to \$7,500, effective December 2003.

The letter that went attached to the signed contract from special Board of Directors meeting on October 27, 2004, as passed by the Board of Directors regarding signing of the Mental Health Division contract.

#### **Introduction Items**

cc: Charles R. Benjamin  
County Coordinators  
NSRSN Management Team