

MEMORANDUM

DATE: October 19, 2005
TO: NSMHA Advisory Board
FROM: Chuck Benjamin, Executive Director
RE: November 10, 2005 Board of Director's Agenda

Please find for your review and comment the following that will be discussed with the Board of Directors and brought forth at the November 10, 2005, NSMHA Board of Directors Meeting.

Please note that there will be no pre-meeting presentation due to traveling.

Consent Agenda

Action Items

To review and approve NSMHA Strategic Plan 2006-2009. This plan outlines the service and administrative priorities for NSMHA.

Action Items Not Yet Reviewed by the Advisory Board

Introduction Items

cc: Charles R. Benjamin
County Coordinators
NSRSN Management Team

**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
November 1, 2005
1:00 PM**

Agenda

7. Call to Order - Introductions, Chair – 5 minutes
8. Revisions to the Agenda, Chair – 5 minutes
9. Approval of the October 2005 Minutes, Chair – 5 minutes
10. Comments from the Public –5 minutes
11. Correspondence and Comments from the Chair – 5 minutes
12. Monthly Committee Reports
 - a. Executive Director's Report - Chuck Benjamin – 5 minutes
 - b. Finance Committee – Mary Good – 5 minutes
 - c. Executive Committee/Agenda Committee – Tom Richardson – 5 minutes
 - d. QMOC Report – Mary Good – 5 minutes
 - e. Ombuds Report – Chuck Davis – 15 minutes
13. Items To Be Brought Forward To The Board of Directors – Charles Benjamin, Executive Director
 - a. Consent Agenda
14. New Business
15. Comments from County Advisory Board Representatives – 15 minutes
 - a. Island
 - b. San Juan
 - c. Skagit
 - d. Snohomish
 - e. Whatcom
16. County Coordinator Report
17. Comments from Public – 5 minutes
18. Other Business
 - a. Request for Agenda Items
19. Adjournment

NOTE: The next Advisory Board meeting will be December 6, 2005 in the NSMHA Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

**North Sound Mental Health Administration
MENTAL HEALTH ADVISORY BOARD**

October 4, 2005

Present: Mary Good, Laurel Britt, Marie Jubie, Jim King, Charles Albertson, Andrew Davis, James Mead, Russ Sapienza, Patricia Whitcomb, Jack Bilsborough, Marianne Elgart and Joan Lubbe
Absent: Jim Sizemore and Chris Walsh
Excused: Tom Richardson
Staff: Chuck Benjamin, Margaret Rojas, Greg Long, Wendy Klamp, Deirdre Ridgway and Rebecca Pate
Guests: Chuck Davis, Deborah Moskowitz and Gary Williams

MINUTES

TOPIC	DISCUSSION	ACTION
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CALL TO ORDER, INTRODUCTIONS

Chair Jubie	Chair Jubie convened the meeting at 1:10 p.m. and welcomed those present. Introductions were made. Greg Long gave a PowerPoint presentation at the pre-meeting on Strategic Planning.	Informational
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REVISIONS TO THE AGENDA

Chair Jubie	Marie asked if any revisions to the agenda and none were mentioned.	Informational
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APPROVAL OF MINUTES

Chair Jubie	The September 2005 minutes of the Advisory Board meeting were reviewed. A motion was made to approve as written, seconded and the motion carried.	Motion carried
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COMMENTS FROM THE PUBLIC

James Mead Jack Bilsborough Chuck Benjamin Jim King Gary Williams Charles Albertson	James commented on the option of electronic medical records presented during the pre-meeting presentation. He said this increases availability of information, as well as, productivity of provider and NSMHA staff. He experienced when working with people who would go out of Adult Family Home (AFH) residential care facilities who have mental health problems that the majority could not go back to the same facility they came from and this resulted in several ending up going into service in another county. He said this caused a timeframe of weeks before the new residential facility would have possession of the consumer's health	Informational
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records. He said with the capability of electronic medical records, complete records can be called up at a moments notice from any computer, which facilitates quicker access when being treated by more than one physician and/or at more than one facility and this saves time in that you no longer have to sign Releases of Information Authorization. He believes in electronic medical records because of the time/money/administrative savings factor.

Jack asked, “Does anyone know if there is any reason why a state employed psychiatrist from Western State Hospital (WSH) has to evaluate someone in jail versus a state certified local mental health professional?” Chuck said he does not know if it is that the state cannot but that they decided not to use local people. Chuck said the good news is that the legislature set aside hundreds of thousands of dollars (unknown exact amount) to increase the capacity for WSH to send out those psychiatrists. The intent around that was to not bind the waiting time within the local communities. What North Sound Mental Health Administration (NSMHA) needs to do now is monitor that to see if this is actually happening. Chuck said he is hearing either that it has improved or not improved at all. Jim King asked if WSH was used due to the issue of neutrality? Some discussion followed. Gary said there appear to be things happening in some counties concerning this problem and the comments from NSMHA are appreciated.

Charles distributed a flyer about a mental health candlelight ceremony sponsored by NAMI and being held in Bellingham, October 8 at 7 pm and invited all to attend. Participants are to meet in the Whatcom County Courthouse Rotunda and then march to City Hall. Other upcoming NAMI events are as follows:

- October 13 – NAMI Education Programs Overview
- November 10 – Randy Ravelle
- December 8 – “Out of the Shadows

CORRESPONDENCE AND COMMENTS FROM THE CHAIR

Marie Jubie

Marie received correspondence from Doug Porter that she met at Mental Health Advisory Committee. Marie said she attended the Mental Health Advisory Committee meeting with Chuck Benjamin and Mary Good and she is working on the legislative committee. Marie said she has been working on the planning

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committee. Marie was involved with contract negotiations with Associated Providers Network along with James Mead. Marie attended the Crisis Integration Pilot Project meeting. This is when in a crisis you can receive services with both your psychiatric care and chemical dependency. Marie said the advocacy training would be something very nice for members to attend on October 11 from 2-4 pm at North Sound Mental Health Administration. This will teach you how to/give the following:

- Communicate Effectively
- Advocate Effectively
- Tips for Olympia

Marie is going to be testifying before the Mental Health Taskforce.

Marie said the Utilization Management and Recovery Conference Committees would meet immediately after the Advisory Board meeting.

MONTHLY COMMITTEE REPORTS

	Executive Director's Report	
Chuck Benjamin	<p>Chuck said there is a lot going on within the region. He said that everyone should maintain his or her focus. He stated that the state of Washington has been awarded the SAMSHA Transformation Grant and will receive \$2.7 million for the first year, which will develop a plan and design. North Sound Mental Health Administration (NSMHA) will have to wait and see what develops but talk is of transforming the mental health system. SB5763, which is the Integrated Crisis Response Pilot Project, which NSMHA has been awarded. It is exciting and progressing at Pioneer Center North with the renovation/remodeling. There has been some resistance from the Department of Alcohol and Substance Abuse on the phase in of our plan. HB1290, which is the Requests for Qualifications (RFQ) and it has been received and NSMHA has to respond by December 1. Chuck said that Wendy Klamp is diligently going through the RFQ so that NSMHA can put together a plan on how to respond. The RFQ contains items that will require NSMHA to increase capacity and resources. One being that currently the Department of Social and Health Services (DSHS) does all of the hospital billing and claims. In the RFQ that will become the responsibility of the RSN. Jim King asked if this would result in taking money away from providers? Chuck said unless the</p>	Informational

state gives NSMHA more money for the increased cost money would likely be taken from providers to cover these costs. If they are not going to take what Chuck calls “savings” from the state and give it to the RSNs then it would have to come from existing funds. It is not clear how this will be done but NSMHA will have to respond to this requirement. Some discussion followed.

Finance Committee Report

Mary Good

Mary stated that the committee reviewed the expenditures and she passed a report out for the Advisory Board to review. Mary said that the Advisory Board has spent less than half their budget. We had a budget of \$28,000 and have spent, as of September, \$11,023.67. Mary and Marie said ways/suggestions should be made on how to use the remaining funds. Marianne Elgart asked if some of the funds could be spent on some upcoming education events and she was told yes and to submit her request(s) for approval. A motion was made to forward the expenditures to the Board of Directors for approval, seconded and the motion carried.

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Motion carried

Executive Committee/Agenda Committee

Marie Jubie

Marie said that Tom was absent as he is volunteering with the Red Cross in the Gulf area.

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Marie said the minutes were approved with corrections.

Marie said that a nomination committee has to be created and get together to decide on nominations for positions on the Advisory Board. These nominations need to be presented at next month’s meeting with elections in December and persons taking office in January. She asked for volunteers and James Mead, Joan Lubbe and Andrew Davis volunteered to serve on the nominating committee.

The Advisory Board new member orientation packet was discussed and it needs to be updated to include the counties responsibility to inform prospective new members of their responsibilities should they decide to serve on the NSMHA Advisory Board.

Marie said the State Mental Health Authority is looking for individuals with psychiatric disabilities to participate on a data users group known as Western States Decision Support Group (WSDSG). She distributed packets with application information for all to review and decide if they would like to participate.

QMOC Report

Mary Good

Mary said the following was discussed:

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- The July minutes were reviewed and approved with one change due to the August meeting being canceled.
- Wendy gave the Quality Management Department report.
- Terry McDonough gave his report on the Utilization Management Dashboard and the committee discussed areas for improvement.
- Terry gave an update on the Quality Management Plan development for 2006-07.
- Wendy reported on Utilization Reviews.
- Terry Clark from Compass Health presented information on what people calling the Associated Provider Network Access Line need to bring to their initial assessment.
- Greg Long reviewed Deborah Moskowitz Quality Review Team Plan due to Deborah being away at training. He stated that Deborah would like to get volunteers from the Advisory Board and the community to help her become more effective.
- Wendy reviewed the Critical Incident Report for January through June 2005.

Ombuds Report

Chuck Davis

Chuck distributed copies of their prospective business cards with their new information. He said the transition has occurred and is still in progress. They are located on the corner of Myrtle and Second Streets (the old Land Title Company). The move is going to cost an estimated \$20-30,000 to pay rent, supervision, etc., which will take money away from the clients. The move is causing some difficulty but Chuck assured the Advisory Board that the Ombuds are going to continue the best way possible to keep up. He said they attended an Ombuds meeting last week and discovered that most of the other Ombuds that work for RSNs are not moving out of the RSNs but incorporating a little more functional independence. He said it would be interesting to see what will happen once the other Ombuds read the RFQ and see that it requires them to be complete and separate. At this meeting, the

Ombuds were briefed on the Ombuds bill that has been in the legislature for about three years. This year David Lord of WAPAS gave Chuck a briefing and he read the bill and discovered this bill is not budget neutral (consumer costs will go up) or consumer friendly and WAPAS will possibly be training future Ombuds. He said that WPAS will provide a very adversarial Ombuds and he encouraged all to talk with him or Deborah concerning this bill because they have grave concerns on behalf of their clients. Chuck said there is very little out in the community for children and as a result the Ombuds are starting a parenting group. There is a small parenting group in the North Sound Region with hopes of growth in the future. Some discussion followed.

James Mead requested permission to go to the Department of Developmental Disabilities and personally invite their mental health representative to come to the Advisory Board meeting.

Pat Whitcomb suggested contacting the Interagency Coordinating Council (ICC) for resources/assistance.

ITEMS TO BE BROUGHT FORWARD TO THE BOARD OF DIRECTORS

Consent Agenda

Chuck Benjamin Wendy Klamp	Wendy said the Quality Management Oversight Committee (QMOC) approved two additional guidelines on ADHD and Dementia.	Informational
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Chuck said the only other item would be the monthly claims.

Board of Directors October Action Items Previously Reviewed by the Advisory Board

Chuck Benjamin	None.	Informational
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Board of Directors October Action Items Not Yet Reviewed by the Advisory Board

Chuck Benjamin	To authorize the NSMHA Executive Director to enter into Contract #NSMHA-MAGILL-PSC-2006, between NSMHA and Sam Magill. NSMHA is purchasing consulting and facilitation services related to the 2006 Recovery and Resiliency Conference and the 2006 Board of Directors Retreat. The term of the contract is November 1, 2005 to January 31, 2006. Maximum Consideration is \$7,800.	Informational
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To review and approve NSMHA-Radosevich-04, amendment 2. This contract is for legal services provided by Davis Wright Tremaine, primarily for WMIP litigation. Total maximum consideration is increased from \$25,000 to \$44,000.

To review and approve NSMHA-UBH-04, Amendment 1. United Behavioral Health provides medical director services for NSMHA. The amendment extends the term of the contract to 12/31/06. Total maximum consideration is amended as follows: maximum consideration in section II.A shall not exceed \$30,000 for 2004, \$30,000 for 2005 and \$30,000 for 2006, for a total maximum consideration of \$90,000.

To review and approve contract number NSMHA-WHATCOM-JAIL SERVICES-05-06. The purpose of the contract is to implement, in Whatcom County, the Jail Services program approved by the legislature and funded, with specific terms and conditions, through NSMHA's contract with MHD. The term of the contract is September 1, 2005 to August 31, 2006. Total consideration is \$135,422.

To review and approve contract number NSMHA-SNOHOMISH-JAIL SERVICES-05-06. The purpose of the contract is to implement, in Snohomish County, the Jail Services program approved by the legislature and funded, with specific terms and conditions, through NSMHA's contract with MHD. The term of the contract is September 1, 2005 to August 31, 2006. Total consideration is \$491,795.

To review and approve contract number NSMHA-ISLAND-JAIL SERVICES-05-06. The purpose of the contract is to implement, in Island County, the Jail Services program approved by the legislature and funded, with specific terms and conditions, through NSMHA's contract with MHD. The term of the contract is September 1, 2005 to August 31, 2006. Total consideration is \$45,000.

To review and approve contract number NSMHA-SAN JUAN-JAIL SERVICES-05-06. The purpose of the contract is to implement, in San Juan County, the Jail Services program approved by the legislature and funded, with specific terms and conditions, through NSMHA's contract with MHD. The term of the contract is September 1, 2005 to August 31, 2006. Total consideration is \$45,000.

To review and approve contract number NSMHA-SKAGIT-JAIL SERVICES-05-06. The purpose of the contract is to implement, in Skagit County, the Jail Services program approved by the legislature and funded, with specific terms and conditions, through NSMHA's contract with MHD. The term of the contract is September 1, 2005 to August 31, 2006. Total consideration is \$85,530.

A motion was made to bring these forward to the Board of Directors, seconded and the motion carried. Motion carried

Chuck mentioned the five priorities Greg discussed on the Strategic Plan PowerPoint presentation. A motion was made to make the presentation of the contents of the slide on bottom of page 3 and top of page 4 to the Board of Directors, seconded and the motion carried. Motion carried

**Board of Directors September Special Meeting
Action Item Not Yet Reviewed by the Advisory
Board**

Chuck Benjamin

Chuck said a special meeting was held concerning the Federal Block Grant (FBG) because it had to be approved and submitted back to the Mental Health Division prior to October 1 or the North Sound Mental Health Administration would lose a month's worth of FBG money.

To review and approve DSHS Contract # 0569-84342 Mental Health Block Grant Services contract between North Sound Mental Health Administration and Department of Social and Health Services. Maximum agreement amount: \$666,000.00.

Board of Directors October Introduction Items

None. Informational

NEW BUSINESS

Marie Jubie

Marie said that it was discussed before to do a site visit to the new San Juan facility. A sign up sheet was distributed for members to sign up. James mead made a motion to conduct the Advisory Board meeting, visit the new San Juan facility and have lunch on November 1. It was seconded and the motion carried. Motion Carried

Marie distributed a sign up sheet for those interested in attending the Mental Health Taskforce meeting on October 18.

COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS

Island Pat Whitcomb said a meeting was held and that Jackie Henderson said there was much excitement concerning the monies coming for jail services. The current jailor for Island County is anxious to get some programs going. One program already going is teaching women prisoners to knit and as a result the time spent in sickbay has decreased. Informational

San Juan None present. Informational

Skagit There meeting was held and millage RFQ was discussed. Their County Coordinator obtained some money to hold a meeting on “The Confidentiality Dilemma: Realities, Myths and Cross-system Collaboration” Thursday, November 17, 2005, from 8:30-11:30 a.m. at the Cottontree Inn in Mount Vernon. There were some concerns expressed about money being shifted from one county to another to cover the Washington Medicaid Integration Project (WMIP). Joan Lubbe said there is great concern about the rise of Meth use within the counties. She distributed a flyer about a two-day conference on this. Informational

Snohomish Greg Long gave a brief report. He said due to lack of a quorum that no action was taken. There was discussion about the RFQ and jail services. Informational

Whatcom Russ Sapienza said that Andrew Davis and Marianne Elgart attended a conference in Wenatchee on Co-Occurring Disorders. The county mental health ad hoc workgroups and the unmet needs local tax initiative were discussed. The Whatcom County Advisory Board made the following recommendations: Informational

- To develop new funding for Developmental Disabilities services, \$5,000 in County funds.
- To increase the Teen Screen Program for NAMI \$10,000 and transitional beds for Sun House \$4,000 but had to decrease funding for Lake Whatcom Treatment Center run subsidies programs, supported housing for WCPC and the Rainbow Center. The Rainbow Center will be receiving federal and state grants.

The following motions passed:

- A second motion was funding for jail mental health services for \$140,000, passed unanimously. The jail oversight committee voted on August 29 to support a pilot program to provide \$50,000 to crisis program and

\$87,000 for non-Medicaid mental health services for those who are not on Medicaid, Peer engagement services, housing, those coming out of jail, increased peer case management upon release and family and correctional staff training.

- A third motion attempting to end Whatcom County's exclusive contract with the Associated Provider Network.

Russ said that Gary Williams gave his report.

Russ said that NAMI had a booth at the Public Market on September 10 and did well. The NAMI legislative roundtable was held last night at St. Joseph's with all four legislators present. On October 13 another education forum will be conducted. Randy Ravelle would be in Bellingham November 10 from 7-9 at St. Luke's Education Center on 12th and Parkway. There will be no October meeting because of conflicts with the next meeting November 14.

Gary Williams said that Whatcom County has put out bids for the Triage Center. Once the project has been awarded the contractor will have 300 days to complete the project with prospective operation date of September 2006.

COUNTY COORDINATOR REPORT

Gary Williams	Confidentiality issues were discussed at some length with some legal issues that have occurred due to confidentiality issues. All the counties expressed concerns about monies being shifted due to the Washington Medicaid Integration Project. The jail budget and crisis responder situation was discussed. The detox pilot project was discussed. Chuck stated that the coordinators are waiting for the Utilization Management Dashboard Subcommittee report so they can go back to their respective counties and report.	Informational
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COMMENTS FROM PUBLIC

Margaret Rojas	Margaret said the poster contest is complete and posters have been printed and asked all to take some back to their respective areas for distribution. She reminded all of the Utilization Management Dashboard and the Recovery Conference Committees would be meeting immediately after the Advisory Board today.	Informational
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OTHER BUSINESS

James Mead James made a motion to invite the Department of Informational
Development Disabilities intake supervisor/worker
come speak at an Advisory Board meeting to provide
information about the new process/processes for
clarification so that the Advisory Board can move
forward with a better/clearer understanding, was
seconded and the motion carried. Motion carried

ADJOURNMENT

Chair Jubie Chair Jubie adjourned the meeting at 2:40 pm.

Please take note that the next month's meeting will be held at the new San Juan facility as a motion was made for a site visit and passed.