

MEMORANDUM

DATE: October 30, 2007
TO: NSMHA Advisory Board
FROM: Chuck Benjamin, Executive Director
RE: November 8, 2007 Board of Director's Agenda

Please find for your review and comment the following that will go before the Board of Directors at the November 8, 2007, NSMHA Board of Directors Meeting.

Introduction Items for the BOD in October

To introduce for review/approval of NSMHA-ISLAND-ADMIN-08 contract. The contract is for administrative services. The term of the contract is January 1, 2008 to December 31, 2008. Total consideration is \$60,288.

To introduce for review/approval of NSMHA-SKAGIT-ADMIN-08 contract. The contract is for administrative services. The term of the contract is January 1, 2008 to December 31, 2008. Total consideration is \$64,805.

To introduce for review/approval of NSMHA-WHATCOM-ADMIN-08 contract. The contract is for administrative services. The term of the contract is January 1, 2008 to December 31, 2008. Total consideration is \$73,982.

To introduce for review/approval of NSMHA-SAN JUAN-ADMIN-08 contract. The contract is for administrative services. The term of the contract is January 1, 2008 to December 31, 2008. Total consideration is \$52,024.

To introduce for review NSMHA-VOA-MEDICAID-08-09 contract. The contract is for the provision of crisis line and inpatient certification services to Medicaid enrollees. The term of the contract is January 1, 2008 to June 30 2009. Total consideration is unavailable at this time.

To introduce for review NSMHA-VOA-SMHC-08-09 contract. The contract is for the provision of crisis line and inpatient certification services to the non-Medicaid population. The term of the contract is January 1, 2008 to June 30, 2009. Total consideration is unavailable at this time.

To introduce for review NSMHA-SKAGIT MEDIATION-08 contract. This is the Ombuds-QRT contract. The term of this contract is January 1, 2008 through June 30, 2008. Maximum consideration for this contract is \$144,581.

To introduce for review NSMHA-E.CURRY Ph.D-PSC-08 contract. The professional service contract is for the provision of consultation services on eating disorders. The term of this contract is January 1, 2008 through September 30, 2008. Maximum consideration for this contract is \$6,000.

cc: Charles R. Benjamin
County Coordinators
NSRSN Management Team

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

**North Sound Mental Health Administration
117 North First St., Suite 8
Mt. Vernon, WA 98273
November 9, 2007
1:00 PM**

Agenda

1. Call to Order - Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of the October 2007 Meeting Minutes, Chair – 5 minutes
4. County Coordinator Report
5. Comments from the Public –5 minutes
6. Correspondence and Comments from the Chair – 5 minutes
7. New Business:
 - a. Introduction of 2008 Advisory Board Budget
8. Monthly Committee Reports
 - a. Executive Director's Report – Margaret Rojas – 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 – Margaret Rojas – 15 minutes
9. Items To Be Brought Forward To The Board of Directors – Margaret Rojas, Contracts Liaison
 - a. Consent Agenda
 - b. Action Items
 - c. Introduction Items
10. Comments from County Advisory Board Representatives – 15 minutes
 - a. Island
 - b. San Juan
 - c. Skagit
 - d. Snohomish
 - e. Whatcom
11. Comments from Public – 5 minutes
12. Other Business
 - a. Request for Agenda Items
13. Adjournment

NOTE: The next Advisory Board meeting will be December 4, 2007, in the NSMHA Conference Room.

North Sound Mental Health Administration (NSMHA)
MENTAL HEALTH ADVISORY BOARD
October 9, 2007
1:00 to 3:00

Present:	Mary Good, Chris Walsh, Laurel Britt, Catherine Ellis, James Mead, Marie Jubie, Charles Albertson, TerryAnn Gallagher and Tom Richardson
Absent:	Russ Sapienza, Joan Lubbe, Mary Ann Slabaugh and Andrew Davis
Staff:	Chuck Benjamin, Greg Long and Rebecca Pate, recording
Guests:	Chuck Davis, Terri Richeson and Anne Cervantes

MINUTES

<i>TOPIC</i>	DISCUSSION	<i>ACTION</i>
CALL TO ORDER, INTRODUCTIONS		
Chair Mead	The Chair called the meeting to order at 1:20 pm. Introductions were made. There was a pre-meeting presentation by Carol Kerr-Ragan and Troy Husband regarding operations and legal processes at the Evaluation & Treatment Facilities.	Informational
REVISIONS TO THE AGENDA		
Chair Mead	The Chair asked if there were any revisions to the agenda. Tom asked if a quorum was present and it was acknowledged a quorum was present. No changes to the agenda were mentioned.	Informational
APPROVAL OF MINUTES		
Chair Mead	The September minutes were reviewed. A motion was made to approve the minutes with corrections, seconded and motion carried.	Informational Motion carried
COUNTY COORDINATOR REPORT		
Chuck Benjamin gave the report on behalf of Barbara LaBrash	<p>Greetings. Please accept my apologies for not being physically present at your meeting this month. I actually did make the trek over last week, but discovered at the last minute that the meeting was cancelled. I was out of the office three days last week with a Community Mobilization meeting in Spokane, and this week we have the NSMHA Board of Director’s Summit, and I can’t afford to be out of the office for another whole day. I asked Chuck if he would present this report for me, and he was gracious enough to agree.</p> <p>The big news in San Juan County is that we introduced the 1/10th of 1% sales and use tax to the County Council on September 25th. Anne Deacon, Gary Williams, Susan Schoeld, Maile Keli’ipio-Acoba, and Chuck, as well as local supporters, were present. Maile spoke about all the wonderful things Skagit County has been able to do since they have implemented the tax,</p>	Informational

	<p>like having mental health counselors in all the schools. The Council was receptive to our initial presentation. We recommended that a work session be convened to further discuss the issue, and that staff be directed to develop a program for how the funds would be spent. Jackie Henderson and Mike Merringer, Human Services and Juvenile Court Administrators from Island County, have offered to come up and talk with us about the process in Island County.</p> <p>The Mental Health Task Force in San Juan County has been reviewing mental health services for children, and will be releasing a report in the near future. Preliminary results indicate that services to youth, adolescents, Spanish speaking community members, families, and uninsured and underinsured, are the most inadequate.</p> <p>The Recovery Conference focusing on children’s mental health was very good. Atta boys to Julie de Losada and Shannon Solar, and everyone who made the conference possible. The food at MacIntyre Hall was excellent as well.</p> <p>As mentioned earlier, the NSMHA Board of Director’s Summit will be held in LaConner Thursday and Friday of this week. We are looking forward to some focused time with the Board of Directors (BOD) to discuss all the changes that have and are occurring in our mental health system, and the benefits we expect to see as a result.</p> <p>We are very pleased to announce that Swil Kanim will be conducting a total of seven assemblies for youth in the Lopez, Orcas, and San Juan Island Schools on October 12, 15, and 16th. For those of you who don’t know Swil Kanim, he is a world-class violin virtuoso, inspirational speaker, and story teller. He is a member of the Lummi Nation, and a powerful and engaging presenter. He speaks about the importance of self-expression in community, and the elements of honor in mental health and substance abuse and violence prevention. If you ever have an opportunity to spend some time with Swil Kanim, I highly recommend him. Thanks to Chuck Benjamin and the Tribes for introducing us to Swil Kanim through the tribal conference.</p>	
COMMENTS FROM THE PUBLIC		
Terri Richeson	Terri said help for people with mental illness is not usually addressed in all aspects. She said proper diet, exercise, outside activity, etc. help people with mental illness. She stated being involved in positive thinking, conversation, recreation and environment. She said	Informational

	<p>she uses her brain and does not sit idle with television or movies. She said people with mental illness often feel they have nothing to live for and one way to aid a different way of thinking is to help them develop their talents in areas such as art, book writing, music, etc. She said she has fought the mental health system for a year stating she is healed and she asked for support in proving she is healed. She requested help in finding a doctor who would evaluate her present condition and not her past. Her goal is to go out and help others but cannot do that until she is cleared by the system. She stressed the mental health professionals need to look at what is happening now not in the past.</p> <p>Tom said it appears Terri is seeking doctor’s clearance. He asked if this can be done. James directed her to Chuck Davis for assistance.</p>	
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COMMENTS AND CORRESPONDENCE FROM THE CHAIR

<p>Chair Mead</p>	<p>James said the Snohomish County Clubhouse was previously discussed. He said Tom Sebastian responded, June 27th and a file was lost that contained the sealed letter but was found later. James said he had lunch with Tom and assured him that he would support him now as in the past. James told Tom he would continue to communicate with him regarding issues and concerns brought to his attention at Snohomish County Advisory Board or the NSMHA Advisory Board.</p> <p>James said he spoke with Richard Kellogg and the Washington State Clubhouse Standards (WSCS) will be out February 1 and all agencies operating clubhouses will follow the International Community Clubhouse Development (ICCD) and WSCS standards. Tom assured James that Compass will follow ICCD and WSS standards.</p> <p>James acknowledged that anyone can go to a Drop-In Center when the doors are open. A Clubhouse has to be in a facility or place of its own. Tom said a clubhouse would be in the Bailey Center building. However, the area has no accessibility to or from the Bailey Center because there are no interior doors that allow entrance from the location. TerryAnn asked what the difference was between a Drop-In Center and Clubhouse. James said a Clubhouse is designed to assist the consumers through the use of computers in getting jobs, peer and vocational counselors are available, etc. Tom said the point of a clubhouse is the consumer wants to recover and is supported in doing it. Chris said it is very structured; consumers perform duties and are members of the clubhouse and work together in helping each other.</p>	<p>Informational</p>
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	<p>Tom requested someone come and do a presentation on clubhouses. Chuck said he would organize this. Chris asked if any certified clubhouses existed in the region and none do but Marie said 11 exist in the state of Washington.</p> <p>Chuck said once WSCS is released the State will need to allow existing clubhouses time to become certified. If standards are not adhered to, the State will not fund the clubhouse and it will be closed and/or action will be taken.</p> <p>Tom Sebastian told James clubhouse staff is in Oklahoma receiving training. Tom Richardson emphasized that it is a very long process to become a certified clubhouse. Tom stated Rainbow Center has been working on it for two years.</p>	<p>Chuck Benjamin will arrange to have someone come and speak regarding clubhouses.</p>
NEW BUSINESS		
<p>Chair Mead</p>	<p>James mentioned recruitment needed to be done for Quality Management Oversight Committee (QMOC) and the Planning Committee. James said it is requested that Advisory Board members need to serve but it is not restricted to members. Outside consumers and/or advocates are welcome and encouraged. Rebecca will find and bring the application to the next meeting.</p> <p>James said the next Advisory Board meeting is November 9 and will be a site visit to Western State Hospital. A flyer will be sent out with the dates and times of pick up. A motion was made to change the next meeting from November 6th to the 9th, seconded and motion carried. A menu was enclosed in members manila folders for them to choose their lunch for the bus trip down.</p>	<p>Informational</p> <p>Motion carried</p>
MONTHLY COMMITTEE REPORTS		
<p>Chuck Benjamin</p>	Executive Director's Report	
<p>Chuck Benjamin</p>	<p>Chuck said October 1 started the fee for service model and all contracts except Sea Mar's have been received. A meeting was held with all providers October 1 to answer questions. There are still some unanswered questions and they will be addressed as answers are obtained. Chuck said he believes this will be more beneficial for consumers. This process is being done through a phase in process. The Compass PACT has been open and operational. Lake Whatcom PACT will be open November 1.</p> <p>He said NSMHA went through an MHD audit to remain an RSN and passed with two minor corrections.</p>	<p>Informational</p>

	<p>The RFP for short term high intensity treatment was not awarded with the previous process. The RFP was re-released and there have been two interested submissions from Pioneer North and LKI. Chuck said they are hopeful that this program will go a long way to improving children’s situations and prevent hospitalizations.</p>	
	<p>Finance Committee</p>	
Mary Good	<p>Mary said the expenditures are straight forward and the expenses for the Co-Occurring Disorders Conference are just coming in and not reflected. Marie said it was discussed to ask the Board of Directors (BOD) to roll over any unspent money left at the end of the year into next year’s budget but current funding is what will be budgeted for next year and make changes in February or March to consider roll over funds if there are any. The committee made a motion to send the expenditures on to the BOD for approval, seconded and motion carried.</p> <p>Tom mentioned that the committee makes the motion to the full board and then it is voted on by the full board.</p>	<p>Informational</p> <p>Motion carried</p>
	<p>Executive Committee/Agenda Committee</p>	
Charles Albertson	<p>Charles said they discussed committee recruitment for Quality Management Oversight Committee (QMOC) and the Planning Committee. Rebecca will find and the applications and have at the next meeting. Membership is not restricted to Board members. Family members, consumers and advocates can also apply.</p>	<p>Informational</p>
	<p>Quality Management Oversight Committee (QMOC) Report</p>	
Mary Good	<p>Mary gave her QMOC brief.</p> <ol style="list-style-type: none"> 1. The meeting was convened at 12:35, October 4, 2007. 2. The August minutes were approved. 3. Cindy Ainsley provided an update on policies that have gone through the Quality Management Committee/Quality Management Oversight Committee Policy Subcommittee. <ol style="list-style-type: none"> a. Policy 1519.00 – approved as written b. Policy 1558.00 – approved as written 4. Tom Yost gave an updated report on the Community Health Clinics Survey. 5. Margaret Rojas presented Policy 1718.00 – Integrated Crisis Secure Detox Pilot and the committee approved the policy. 	<p>Informational</p>

	<ol style="list-style-type: none"> 6. Cindy Ainsley presented Revision 2 of the QMOC Charter and the committee approved and accepted Revision 2. 7. Sandy gave the January-June 2007 Utilization Review Report. 8. Charissa mentioned the Regional Training Plan (RTP) is being updated. The committee mentioned the 2006-07 plan was never approved and voted to retroactively approve the 2006-07 plan. 9. Kurt Aemmer gave the 2007 first and second quarter Critical Incident report. 10. Medication Management Policies and Procedures were deferred. 11. Meeting adjourned at 2:18 and the next meeting will be October 24th. <p>The draft October 4th minutes were included in the member manila folders.</p> <p>Tom made a motion to accept the report, seconded and motion carried.</p>	<p>Motion carried</p>
	<p>Ombuds/QRT Report</p>	
<p>Chuck Davis</p>	<p>Chuck gave his Fall 2007 PowerPoint presentation to the Advisory Board that covers April – September 2007. Questions were addressed throughout the presentation. James mentioned four complaints he heard of regarding the Whatcom County Triage Center – 1) Lights left on all night because of jail controlling them, 2) Food comes from the jail, which is not appetizing, 3) Alcohol consumers coming in intoxicated/throwing up are put in beds next to mental health consumers, and 4) separation by curtain, which does not provide privacy. Chuck stated he was not aware of these complaints that they might have come to Deborah. James asked if he could make the complaint regarding issues with the Whatcom County Triage Facility and Chuck said he could do so.</p>	<p>Informational</p>
<p>ITEMS BROUGHT TO THE BOARD OF DIRECTORS</p>		
	<p>Introduction and Action Items</p>	
<p>Chuck Benjamin</p>	<p>Chuck reviewed the following items going before the Board of Directors and stated they would be moved to action items for approval:</p> <ul style="list-style-type: none"> ▪ MHD-NSMHA-Compass-PATH-07-09 ▪ MHD-NSMHA-Whatcom-PATH-07-09 ▪ NSMHA-Compass-PATH-07-09 ▪ NSMHA-Whatcom-PATH-07-09 <p>A motion was made to recommend approval of these items by the Board of Directors, seconded and motion carried.</p>	<p>Informational</p> <p>Motion carried.</p>

	<ul style="list-style-type: none"> ▪ NSMHA-Snohomish-SMHC-07, Amendment 2, and ▪ NSMHA-VOA-DDD-07-09 contracts <p>A motion was made to approve the remaining items, seconded and motion carried.</p>	Motion carried.
COMMENTS FROM COUNTY ADVISORY BOARD MEMBERS		
Island	TerryAnn said they will begin spending the money from the sales tax passage in March, which is disappointing.	Informational
San Juan	Catherine said she was heartened by the outlook of the commissioners at the meeting regarding the sales tax, which was positive. She mentioned that the extra support present at the meeting was appreciated.	Informational
Skagit	Mary said they briefly reviewed the dashboards. She acknowledged that they just completed the five-day Crisis Intervention Team (CIT) training with law enforcement officers from Sedro-Woolley, Anacortes and Mount Vernon. There was a successful NAMI panel with good feedback and Ellis Amdur gave a presentation on two separate days. The 0.1% Allocation revenue and expense report was distributed and reviewed. They reviewed the mental health needs assessment conducted by Nancy Jones. The Planning Committee recommended that housing, employment services, jail services and education be prioritized. The committee also recommended earmarking \$15,000 in millage funds to pay a consultant to develop a housing program for individuals with mental illness.	Informational
Snohomish	Marie said she attended an Involuntary Treatment Act (ITA) meeting and would like to see some ITA training conducted. Marie said Snohomish is working on the 1/10 of 1% sales tax but there is a blue ribbon commission run by Seth Dawson, a lobbyist, and Jim Bloss is also on the commission. She stated she voiced concerns that the commission was not properly represented. James said he was informed by Anne Deacon that the presidents of the Substance Abuse, Mental Health and Older Adults Advisory Boards would be on a subcommittee of the “blue ribbon” commission and not necessarily on the “blue ribbon” commission. James stated it is extremely political. He sent a letter to the chairman and received a reply, which he will email to the members. James said he was told he could show for the public hearings if he wished to say anything. James said any future correspondence done by him will be signed as “mental health advocate” so it does not involve the Snohomish County or North Sound Mental Health Administration Board. Marie said the Program for Assertive Community Treatment (PACT), which she is the Chair, is having trouble getting people admitted as quickly as needed due to	Informational

	<p>some difficulty with Western State Hospital (WSH) and she is concerned about that. She mentioned that housing is a real problem in Snohomish County. The Snohomish County Advisory Board wants to know about the poster contest taking place. They want to know when the Crisis Intervention Team (CIT) training for Marysville will take place. Marie said the County Designated Mental Health Professionals and Designated Crisis Responders are having training next week. Marie said discussion about the Drop-In Center was scheduled with Tom Sebastian but he was unable to make the meeting. The budget was discussed. She stated the Evaluation and Treatment (E&T) Facility is currently working on a generator for the facility to have control over the door locks when power is lost. She said the County is looking at a Triage facility with a Social Detox, which she is against. James said he requested from Tom Sebastian that representatives attend the Advisory Board meetings of both Snohomish and NSMHA and Tom said he would be the representative at Snohomish at first. Marie said she complained to Ken Stark about something that occurred last summer and he told her he would provide money and training to handle this. He told her they were conducting a consumer run organization through WIMRT. She said they were going to call this group “Continue 2 Continue (C2C)” and they will be visiting the 13 clubhouses in Washington to get people involved in C2C and conduct training. She said if you are interested, please sign up.</p>	
<p>Whatcom</p>	<p>Charles said the housing project was discussed in how to utilize funding for housing to get the utilization rate up by opening up housing to everyone instead of restricting housing to certain people or people with certain conditions. They hope to house an additional 2,000 people by 2008-09. There was a rained out candlelight vigil for Mental Health Awareness week, which was moved to Rainbow Center instead of being canceled. At the vigil many things were done – live band, poetry readings and consumers from all over the county attended. Dr. Smith from St. Joseph’s Hospital came and talked about stigma. He discussed the roots of stigma beginning with western expansion, individual spirit and the need for everyone to take care of himself/herself. He said in Europe people are more interdependent, which is different from here in the United States thus stigma is more prevalent here and that is his interpretation. It was agreed at the vigil for consumers to tell their stories and not maintain confidentiality because confidentiality increased stigma and telling of their stories could help prevent stigmatism. Hope that Rainbow Center has brought to so many lives was discussed and how the community has stayed together because of that hope.</p>	<p>Informational</p>

	<p>They lit candles and had a prayer. Charles said Pete Kremen and others stayed for a while after the vigil broke up to talk with individuals present.</p> <p>Tom acknowledged that Pete Kremen was Whatcom County’s Executive that has been very supportive. Tom mentioned the hospital has been a major new emphasis, which he believes if due to staffing changes. He said they have collaboratively worked with NSMHA funded organizations, NAMI and other people throughout the community having a much more forward/collaboratively approach to providing their services and gaining additional funding from outside.</p> <p>James mentioned an article in the members’ folder written by Russ Sapienza regarding mental illness and encouraged all to read the article.</p>	
COMMENTS FROM THE PUBLIC		
Terri Richeson	<p>She said there are numerous articles written about mental illness in medical journals and it needs to be promoted to overcome stigma so people realize that mental illness is curable. James told her that Wellness Recovery Action Plan (WRAP) seminars are promoting that throughout the region. He suggested she contact Betty Scott in Whatcom County.</p>	Informational
OTHER BUSINESS		
Chair Mead	<p>The Chair opened the floor for discussion and approval of the revised Advisory Board By-Laws. He stated if any changes needed to be made they should be done today because if changes are made they cannot be voted on for 30 days. A motion was made to approve the revised Advisory Board By-Laws, seconded and discussion followed. Tom called for the question was called, motion carried.</p> <p>The Chair asked for agenda items and none were mentioned. He reminded all the next meeting would be aboard the bus for the site visit to Western State Hospital (WSH). It was mentioned the decision would be up to the Advisory Board whether to stop and eat dinner on the return trip.</p>	<p>Informational</p> <p>Motion carried</p>
ADJOURNMENT		
Chair Mead	<p>A motion was made to adjourn the meeting, seconded and motion carried. The meeting was adjourned at 3:16 p.m.</p> <p>The next meeting will be held on Friday, November 9, 2007, on the bus trip down to WSH.</p>	<p>Informational</p> <p>Motion carried</p>