

MEMORANDUM

TO: NSRSN Board of Directors and All Interested Parties
FROM: Rae A. Benjamin, NSRSN Office Manager
RE: Meeting Information
DATE: December 5, 2000

Please note the next meeting of the NSRSN Board of Directors will be held on:

**Thursday, December 7, 2000
North Sound Regional Support Network
Conference Room
117 North First Street, Suite 8
Mt. Vernon, WA
1:30 PM**

The Board of Directors Packet is attached for your review. I look forward to seeing you there.

For Special Disability accommodation needs, please call Rae at (360) 416-7013, ext. 222 at least 48 hours in advance, if possible.

**NORTH SOUND REGIONAL SUPPORT NETWORK
BOARD OF DIRECTORS MEETING**

**North Sound Regional Support Network
Conference Room
117 North First Street, Suite 8
Mt. Vernon, WA
December 7, 2000
1:30 PM**

AGENDA

1. Call to Order; Introductions – Chair
2. Revisions to the Agenda – Chair
3. Approval of October Minutes – Chair **(TAB 1)**
4. Comments & Announcements from the Chair
5. Board Discussion – Chair

"What are some of the challenges for mental health and the Holiday Season?"
6. Comments from the Public
7. Report from the Advisory Board – Dan Bilson, Chair
8. Report from Executive/Personnel Committee – Dave Gossett, Chair
9. Report from the Planning Committee – Bob Hart, Chair
10. Report from QMOC Committee – Andy Byrne, Chair
11. Report from the Executive Director – Chuck Benjamin, Executive Director
 - NSRSN Staff Activities Reports **(TAB 2)**
12. Report from the Fiscal Officer – Bill Whitlock, Fiscal Officer **(TAB 3)**

13. Consent Agenda – Chuck Benjamin, Executive Director

All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one motion of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.

The NSRSN Board of Directors moves to approve the Consent Agenda:

Motion #00-051 to review and approve NSRSN claims paid from October 1, 2000 to October 31, 2000. Total dollar amount of warrants paid in October 2000 *\$(not available at this time)*. Total October payroll of *\$(not available at this time)*, and associated benefits.

Motion #00-052 to review and approve NSRSN claims paid from November 1, 2000 to November 30, 2000. Total dollar amount of warrants paid in November 2000 *\$(not available at this time)*. Total November payroll of *\$(not available at this time)*, and associated benefits.

Motion #00-053 to authorize NSRSN Executive Director to enter into Contract NSRSN-WCPC Rainbow-CP-00, Amendment 1 between the North Sound Regional Support Network (NSRSN) and Whatcom Counseling & Psychiatric Clinic (Rainbow Activity Center).

14. Action Items

Motion #00-054 to authorize the NSRSN Recommended 2001 Annual Budget.

Motion #00-055 to authorize the NSRSN Advisory Board Proposed 2001 Budget.

Motion #00-056 to authorize NSRSN Mental Health Services Contract Schedule Policy, as follows:

As the NSRSN contracts with State of Washington Department of Social and Health Services Mental Health Division for the provision of Integrated Mental Health Services on a fiscal year biennial basis (July through June), AND as the NSRSN sub-contracts with one or more qualified Mental Health Agencies to provide quality mental health services in compliance with Federal, State and NSRSN requirements, it shall be the policy of the NSRSN to sub-contract the Integrated Community Mental Health Program(s) on a calendar 2-year cycle (January through December).

Motion #00-057 to approve adding \$62,000 to Snohomish County annual allocation, effective January 1, 2001, in order to add a full-time CDMHP due to increased ITA Detentions and ITA Investigations workload.

Emergency Motion #00-058 to authorize the Executive Director to enter into contract #NSRSN-APN-99-10-01, Amendment 6 between North Sound Regional Support Network and the Associated Provider Network for CHAP services effective January 1,2001 through June 30,2001. Maximum consideration shall not exceed \$345,462.

Emergency Motion #00-059 to the NSRSN to develop a plan for utilizing Inpatient Emergency Pool (IPEP) for FY 2001 and submit to Mental health Division for approval no later than December 31, 2000.

15. Motions Not Yet Reviewed by the Advisory Board

Motion #00-IN17 to introduce Contract NSRSN-Snohomish MICA-01, effective February 1, 2001 through July 30, 2002, with Snohomish County authorizing Snohomish County to use these funds to improve services to youth and adults with Co-Occurring disorders within Snohomish County by purchasing Chemical Dependency Specialist Case Manager Services, outreach services and engagement services to individuals who have been hospitalized in psychiatric units due to substance abuse and to purchase trainings and on-going case consultations to all Compass case management staff regarding dually diagnosed individuals and substance abuse symptoms and treatment strategies. Maximum consideration shall not exceed \$142,817.

Motion #00-IN18 to introduce NSRSN Planning Committees recommended 2001-2003 Goals and Objectives.

16. Executive Session

17. Reconvene

18. Adjournment

NOTE: The next Board of Directors meeting is scheduled for Thursday, January 25, 2001, at the North Sound Regional Support Network, 117 North 1st Street, Suite 8, Mt. Vernon, WA, 98273 at 1:30 PM.

**NORTH SOUND REGIONAL SUPPORT NETWORK
BOARD OF DIRECTORS MEETING**

**NSRSN Conference Room
117 N. First Street, Suite 8
Mt. Vernon, WA
October 26, 2000
1:30 PM**

MINUTES

Board Members Present:

Rhea Miller, Chair, San Juan County Commissioner
Andy Byrne, Alternate for Ward Nelson, Vice Chair, Whatcom County Council
Chuck Benjamin, Alternate for Pete Kremen, Whatcom County Executive
Dan Bilson, Chair, NSRNS Advisory Board
Marianna Connor, Alternate for Bob Drewel, Snohomish County Executive
Dave Gossett, Alternate for Gary Nelson, Snohomish County Council
Bob Hart, Skagit County Commissioner
Susan Neely, Alternate for Rick Larsen, Snohomish County Council
Gary Ramey, Tulalip Tribes
Kirke Sievers, Snohomish County Council
Mike Shelton, Island County Commissioner

NSRSN Staff Members:

Rae Benjamin, Sharri Dempsey, Marcia Gunning, Dolores Holtcamp, Greg Long,
Sharon Lucas, Betsy Niemann, Francene Thompson, Bill Whitlock, Gary Williams

Guests:

Lorelei Coy, Rod Elin, Mary Good, Jess Jamieson, Marie Jubie, Jere LaFollette, Vicki
McCarty, Tom McIntyre, Tom Richardson, Josselyn Winslow,

1. Call to Order; Introductions – Chair

Rhea Miller called the meeting to order at 1:30 PM. Introductions were made.

2. Revisions to the Agenda – Chair

There were no revisions to the agenda.

3. Approval of August Minutes – Chair

Marianna Conner recommended changes to Item 5, Board Discussion to ensure that no individual could be identified as a consumer.

Ms. Miller asked that Item 5, Board Discussion also be changed to mention Judith Herman as another of her heroes.

A motion was made and seconded to approve the September minutes as amended and the minutes of the special October 5 meeting. Motion carried.

A motion was made and seconded to approve the minutes as amended. Motion carried.

4. Comments & Announcements from the Chair

- Employee of the Quarter

The Chair offered congratulations to Linda Benoit and Linda Vaughan as joint recipients of the Employee of the Quarter award.

The Chair appointed Kirke Sievers, Bob Hart, and Gary Ramey to the Nominating Committee.

Due to a potential lack of a quorum for the November 16 Board meeting, the meeting was cancelled.

Ms. Miller referred members to a list of potential dates for 2001 Board Conference. The final date will be determined at the December meeting.

Ms. Miller announced that Mr. Benjamin will official his duties at the NSRSN's Executive Director on November 13.

5. Board Discussion – Chair

The Chair reviewed the protocols for the question:

"How did you first become aware of the world of mental health--an event? the news? a friend? -- and how has your perspective changed over time?"

Mr. Sievers commented on the grand opening at Compass' new facility which has been named after Cliff Bailey. He stated that he first became aware of these type of facilities while visiting a family member who resided in one for a number of years. As a child, Mr. Sievers stated that what he remembered the most were the sounds and smells of the place. He went on the state that the one thing he noticed about the new facility was that these sounds and smells were not

present. He thanked the people in the audience for their dedication because without it, we would not be where we are today.

Ms. Miller recalled a time from the seventh grade when she came home and her mother was laundering a bloody shirt. She learned that a friend's mother, who had been suffering from depression, had committed suicide. That was her first exposure to mental illness. Her mother also talked about a family member whose "hope had failed". Ms. Miller feels it is very profound how our language has changed in how we talk about mental health.

Mr. Ramey recalled visiting a family member who had been hospitalized at Western State Hospital after suffering from a stroke. His next experience was as a teen when he performed as a magician in the locked ward of the Veteran's Hospital. Neither experience meant as much as when he was hospital at the age of 19 and the mishandling he received. He discussed that this experience caused him to change majors in college in order to become a therapist so he could help consumers get better.

Mr. Benjamin's first experience involved a relative who "went on a vacation" about every six (6) to nine (9) months. He later learned that this individual had had several mental breakdowns and was regularly detained in the hospital. When he visited the ward where this person was, it gave him a whole new perspective on mental health. He commented on the stigma of mental health and how that has changed over the years.

Mr. Bilson stated that he was exposed to mental health in his early teens when a family member discharged from the military suffered from a mental breakdown. Mr. Bilson stated that he did not get active as a mental health advocate until he met a woman with mentally ill son. He has seen a lot of improvement but is still concerned about the availability of mental health services for those most in need.

Mr. Shelton stated he had grown up leading a sheltered life. He recalled two (2) brothers in his community who lived alone and were not accepted by the community. When he was less than 10, they went on a rampage around the county and were sent to Western Lake where they were forgotten. At that time, Mr. Shelton thought this was how you dealt with people with mental illness. The event that changed his perspective about mental health was his appointment to this Board. He mentioned a warm, caring, wonderful woman who came to his office to chat. Somewhere along the way the system failed this woman, who later took her life. This caused him to double his efforts to do what he could to better the mental health system.

Mr. Hart talked about a relative who was hospitalized when he was young and spent 20 years in the state institution. She has been on her own for the last 30 years. This event has increased his appreciation for the mental health field. He stated that there are ways to deal with issues and actually make improvements.

He commented on the caring and dedicated people who work in the system and the significant gains he has seen.

6. Comments from the Public

Vicki McCarty of Camano Island stated that she was touched by all that was said and stated she could relate as she has 13 members in her family who have suffered from various mental health issues. She and her husband devote 20 hours weekly to helping Alzheimer's victims by getting their dinners. She stated that this has been a very gratifying experience in their lives. Ms. McCarty offered comments on potential cuts that will reduce reimbursement to \$42 per day. She wanted to alert the Board to this situation and will continue to provide information as it becomes available.

Jere LaFollette appreciated the comments today stressing that all are dedicated to improving the mental health system. The competition for funding will continue to be difficult and a collaborative approach is needed.

Tom Richardson, President of NAMI of Washington State, distributed and reviewed the Executive Summary of the NAMI Blueprint for mental health and the six (6) guiding principles of NAMI.

Mr. Bilson distributed and read letter from Betsy Rogers regarding cutback at Community Mental Health Services.

7. Report from the Advisory Board – Dan Bilson, Chair

Mr. Bilson reported on:

- 1999 Mental Health Services Report (Blue Sheets)
- Sunshine Allen's request for continued funding for the Skagit Community College Consumer-oriented RFP Project
- A complaint from a consumer
- State Audit process
- \$200 grant to Seamar Visions projects
- Canine companions

Mr. Bilson brought forth from the Advisory Board a recommendation that the NSRSN Board of Directors approve the October Consent Agenda and the motions on presented for action.

8. Report from Executive/Personnel Committee – Dave Gossett, Chair

Mr. Gossett reported that the Personnel Committee had completed their salary survey and referred members to Motion #00-050 as presented in their Board books.

A motion was made and seconded to approve Motion #00-050. Motion carried.

9. Report from Planning Committee – Bob Hart, Chair

Mr. Hart gave a report on Planning Committee activities. See attached.

10. Report from QMOC Committee – Chuck Benjamin, Chair

Mr. Benjamin reported on the following:

- Critical Incident policy
- QRT tool for consumer satisfaction
- Crisis Review report
- Quality Management Plan

As Mr. Benjamin will be employed by the RSN, the Chair asked for a volunteer to take over as Chair of the Quality Management Oversight Committee. (Andy Byrne volunteered to be the Chair after the meeting was adjourned.)

11. Report from the Executive Director – Sharon Lucas, Interim Executive Director

Ms. Lucas briefly reviewed the staff activities reports under Tab 2 of the notebooks.

Ms. Lucas reported on the following:

- improvement in the CHAP program
- 4-E Waiver
- Community Mental Health's action plan
- MHD Audit
- Tribal training on Post Traumatic Stress Disorder
- Advisory Board site visits

12. Report from the Fiscal Officer – Bill Whitlock, Fiscal Officer

Mr. Whitlock commented on the report as presented under Tab 3 of the Board books.

13. Consent Agenda – Sharon Lucas, Interim Executive Director

All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one motion of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.

Motion #00-044 To review and approve NSRSN claims paid from September 1, 2000 to September 31, 2000. Total dollar amount of warrants paid in September 2000 \$2,956,586.55 Total September payroll of \$65,792.54 and associated benefits of \$16,973.51.

Motion #00-045 To authorize NSRSN Interim Executive Director to enter into contract amendment, contract #NSRSN-Central Elementary-CP-00 with Sedro Woolley School District, effective October 1, 2000 through July 31, 2001. Maximum consideration shall remain unchanged at \$30,000.

Motion #00-048 To approve the North Sound Regional Support Network Critical Incident Policy – revised, as attached for immediate implementation.

Motion #00-049 To name authorized signatures on the NSRSN's account at Skagit County, effective November 13, 2000, as follows:

1. NSRSN Board Member, Robert Hart
2. NSRSN Executive Director, Charles R. Benjamin
3. NSRSN Assistant Director/Planner, Greg Long

The authorized signors shall have authorization privileges for disbursements over petty cash warrants and payroll.

A motion was made and seconded to approve the Consent Agenda. Motion carried.

14. Action Items – Sharon Lucas, Interim Executive Director

Motion #00-046 To approve the NSRSN/Tribal 2000 7.01 Plan, Amendment 1.

A motion was made and seconded to approve the motion. Motion carried.

Motion #00-047 To authorize the NSRSN Executive Director to enter into contract #NSRSN-PSC-UBH-00 with United Behavioral Health for Medical Director Consultation Services, effective November 1, 2000 through October 31, 2001. Maximum consideration shall not exceed \$30,000.

A motion was made and seconded to approve the motion. Motion carried.

15. Motions Not Yet Reviewed by the Advisory Board – Sharon Lucas, Interim Executive Director

Motion #00-IN13 To introduce the NSRSN Preliminary Proposed 2001 Annual Administration Budget.

Motion #00-IN14 To introduce the NSRSN Advisory Board Preliminary Proposed 2001 Budget.

Motion #00-IN15 To introduce NSRSN Mental Health Services Contract Schedule Policy, as follows:

As the NSRSN contracts with State of Washington Department of Social and Health Services Mental Health Division for the provision of Integrated Mental Health Services on a fiscal year biennial basis (July through June), AND as the NSRSN sub-contracts with one or more qualified Mental Health Agencies to provide quality mental health services in compliance with Federal, State and NSRSN requirements, it shall be the policy of the NSRSN to sub-contract the Integrated Community Mental Health Program(s) on a calendar 2-year cycle (January through December).

Motion #00-IN16 To introduce the Snohomish County CDMHP request.

16. Other Business

There was none.

17. Executive Session

The Chair called for an Executive Session at 3:07 PM for approximately 30 to 45 minutes to discuss pending litigation and personnel issues.

18. Reconvene

The meeting reconvened at 4:10 PM.

Ms. Miller thanked Sharon Lucas, stating that it had been a pleasure working with her.

The Chair also recognized Rae Benjamin and wished her luck in her new endeavor at Rehabco Skagit, Inc.

19. Adjournment

The meeting was adjourned at 4:13 PM.

Rae Benjamin

NSRSN STAFF ACTIVITIES REPORT
December 7, 2000

TOPIC	PROGRESS
Assistant Director/Planner – Greg Long	
MHD Audit	MHD was in the North Sound Region for six weeks auditing providers, community hospitals and the NSRSN. Quality Management staff audited providers in conjunction with the MHD staff. Staffs at the providers and the NSRSN have been working very hard to prepare for this audit.
Inpatient Diversion Funding	NSRSN is developing a proposal to use \$360,000 to provide additional services to divert individuals from using hospitals. \$270,000 of these funds is new, but is very possibly one-time funds. NSRSN staff are collaborating with staff from APN and DCFS to develop a proposal focusing on diverting children from out of region psychiatric hospitals.
4-E Waiver	NSRSN staff continue meeting with DCFS and APN staff to develop a 4-E Waiver Plan. This is needed to protect current DCFS funding going into joint children’s mental health programs. It may also give greater flexibility in how programs are funded and developed.
DDD Mental Health Service Expansion	The Division of Developmental Disabilities is expanding services to individuals with developmental disabilities and mental illnesses as part of the statewide agreed order. DDD has hired several new staff including a psychologist and a mental health coordinator. It may be contracting with APN for expanded psychiatric medical services. In this region, DDD has approximately \$225,000 per year of new funding to improve crisis prevention and stabilization services to the individuals they serve. The intention is to contract with the NSRSN for these services.
Sexual Minority Workgroup	NSRSN staff, Diana Striplin and Mike Page, are continuing to work with a community advisory group to improve services to sexual minorities. Currently, a survey and community forums are planned for the spring of 2001.
Revision of Complaint and Grievance Policy	A work group of the Quality Management Oversight Committee is meeting to revise the NSRSN Complaint and Grievance Policies. NSRSN and APN staff along with consumer advocates are meeting to simplify this policy and clarify definitions.

NSRSN STAFF ACTIVITIES REPORT
December 7, 2000

TOPIC	PROGRESS
Clinical/Quality Assurance – Francene Thompson	
Clinical/Quality Management	<ul style="list-style-type: none"> • The Quality Management Team put intensive efforts into preparation and presentation of NSRSN for the review of the Mental Health Division. QM staff participated in such activities as working with the MHP Review Team in reviewing personnel records, reviewing clinical charts, presenting and organizing case presentations and answering MHD staff questions. • The QM staff continues in its work of revising the Level of Care Manual, meeting with key stakeholders, and integrating information gained through the concurrent and focused review process, along with reports from QRT and Ombuds, into the redesign of this important clinical tool. • NSRSN is participating on the State, Regional, and local DMIO Committee levels, coordinating services providers and formulating plans for the reintegration of dangerous mentally ill offenders into the North Sound Region. The first two identified DMIO's for NSRSN have been released from prison. One was evaluated and sent directly to Western State Hospital. Policies and procedures for the handling of these referrals are under development and are already clarifying and simplifying the process. • Monitoring of the NSRSN Quality Management Plan for 2000 is occurring on a quarterly basis. Quality Management staff follow the implementation of each of the activities defined in the plan, with reports being presented to QMOC on a quarterly basis. Preparation of the Quality Management Plan 2001 is under way and will be ready for presentation to the Advisory Board and Board of Directors at their January and February meetings. • Quality Management staff continue to work closely with the Information System/Information Technology Departments of NSRSN (including BDS/NSRSN liaison, Christine Austin) to better define information elements and gather this data in a more meaningful way. Such NSRSN work includes participation with committees with Washington State Mental Health Division and local provider personnel.

NSRSN STAFF ACTIVITIES REPORT
December 7, 2000

TOPIC	PROGRESS
Consumer Affairs/Tribal Liaison – Sharri Dempsey	
Office of Consumer Affairs	<ul style="list-style-type: none"> • Two Ombuds have resigned and one replacement has been chosen. Both Ombuds will be working full time at 2.0 FTE. The Ombuds department will only be down a .1 FTE for the time being. • The MHD audit has been completed. The Mental Health Division shared concerns expressed by the Advisory Board members present. The main concerns centered on the following: <ul style="list-style-type: none"> ◦ QRT and Ombuds functions should not be part of the NSRSN, but should be contracted out via NSRSN request for proposal. ◦ Job descriptions are required for the Resource Managers. ◦ QRT data is not helpful. ◦ The condensed version of the Level of Care manual has not been completed. ◦ Advisory Board members must be present during the contracting process from beginning to the finished product. • The Quality Review Team and the Ombuds Department shared a case for the Mental Health Division's audit team. The team leader shared with me that they had done a "sparkling" job.
Tribal Liaison	<ul style="list-style-type: none"> • The Tribal State wide mental health conference "YEAR OF THE TRIBAL CHILD: Co-Occurring Issues of Indian Children and Adolescents" is picking-up steam. Arrangements for the facility have been made, and many fine speakers have agreed to participate. A conference brochure is in preparation, and current plans are to mail it out in January, 2001.

NSRSN STAFF ACTIVITIES REPORT
December 7, 2000

TOPIC	PROGRESS
Contract Compliance/Financial Services – Marcia Gunning	
<p>MHD Audit:</p> <p>NSRSN 2001 Budget:</p> <p>MHD WAC Review Committee:</p>	<ul style="list-style-type: none"> • Participated in MHD Admin/Medical/Licensing Audit. This consisted of performing on-site reviews at Community Mental Health, Compass, Whatcom Counseling & Psychiatric Clinic, Affiliated Health (Skagit Hospital) St. Joseph Hospital in Bellingham, Valley General Hospital in Monroe and Stevens Hospital in Edmonds October 14 through November 16, 2000. Member of NSRSN Team who was reviewed by MHD November 20 and 21, 2000. • Finalized 2001 Recommended NSRSN Administrative Budget. This is an action item at the December 2000 Board Meeting. • Participatant on MHD WAC Review Committee. We are reviewing, correcting to meet RCW's 71.05, 71.24 and 71.34and consolidating WAC 275-54, 55, and 57 into one document.

**NSRSN STAFF ACTIVITIES REPORT
December 7, 2000**

TOPIC	PROGRESS
IS/IT Department – Christine Austin and Michael White	
<p>Reconciliation with manual counts and database Counts</p> <p>Case Manager error records at MHD</p> <p>Procedures for balancing activities from agencies to RSN were documented</p> <p>CIS Meeting will be this month</p> <p>Key Indicators</p>	<p>Steps were reviewed with the Snohomish County staff that prepares the manual Investigation count. Discrepancies in the two counts were identified. Further steps will continue with all 5 counties.</p> <p>The MHD database was reporting a number of errors on the Case Manager Transactions; these errors were identified and reconciled.</p> <p>The balancing procedures for the agencies to RSN have been documented. By following these procedures we identified errors in one agency that resulted in only a 92% transmission rate, the problem was identified, and the transmission ratio was increased to 99%.</p> <p>The data coordinators within each agency will meet as the Consumer Information Services Group, on November 28, 2000. The coordinators were involved last month in a Washington state wide conference, therefore no meeting was held</p> <p>A draft was presented to the Management Team and subsequent meetings were held to review the reports, and modifications will be made and reviewed again.</p>

NSRSN STAFF ACTIVITIES REPORT
December 7, 2000

TOPIC	PROGRESS
Office Manager's Report – Rae Benjamin	
Support Staff Vacancies	<p>Rae Benjamin's last full day was November 22, 2000. She will be employed on a hourly basis to ease the transition to the new Office Manager.</p> <p>Interviews were conducted during the month of November for the Office Manager/Executive Secretary and the Secretary/Receptionist position. Melinda Bouldin was selected at the Office Manager and will begin December 4, 2000. Elaine Price was selected as the Secretary/Receptionist and will begin December 4, 2000.</p>

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-051**

Approval Date: December 7, 2000

Source of Request: Bill Whitlock, Fiscal Officer

Motion: To review and approve NSRSN claims paid from October 1, 2000 to October 31, 2000. Total dollar amount of warrants paid in October 2000 *\$(not available at this time)*. Total October payroll of *\$(not available at this time)*, and associated benefits.

Background: Will be reviewed by Kirke Sievers, Bob Hart and Ward Nelson on December 7, 2000.

Fiscal Implications: We do not anticipate exceeding the annual budget.

Attachment(s): No

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-052**

Approval Date: December 7, 2000

Source of Request: Bill Whitlock, Fiscal Officer

Motion: To review and approve NSRSN claims paid from November 1, 2000 to November 30, 2000. Total dollar amount of warrants paid in November 2000 *\$(not available at this time)*. Total November payroll of *\$(not available at this time)*, and associated benefits.

Background: Will be reviewed by Kirke Sievers, Bob Hart and Ward Nelson on December 7, 2000.

Fiscal Implications: We do not anticipate exceeding the annual budget.

Attachment(s): Yes

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-053**

Approval Date: December 7, 2000

Source of Request: Marcia Gunning Contracts Compliance/ Financial Services Manager

Motion: To authorize NSRSN Executive Director to enter into Contract NSRSN-WCPC Rainbow-CP-00, Amendment 1 between the North Sound Regional Support Network (NSRSN) and Whatcom Counseling & Psychiatric Clinic (Rainbow Activity Center).

Background: This amendment extends the current contract and terms through December 31, 2001. Maximum consideration remains unchanged at \$30,000.

Fiscal Implications: None.

Attachment(s): Yes

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-054**

Approval Date: December 7, 2000

Source of Request: Marcia Gunning, Contracts Compliance/Financial Services Manager

Motion: To authorize the NSRSN Recommended 2001 Annual Budget.

Background: Refer to NSRSN 2001 Recommended Budget

Fiscal Implications: We do not anticipate exceeding the annual budget.

Attachment(s): Yes

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-055**

Approval Date: December 7, 2000

Source of Request: Marcia Gunning Contracts Compliance/ Financial Services Manager

Motion: To authorize the NSRSN Advisory Board Proposed 2001 Budget.

Background: Please note that by Advisory Board Action on November 7, 2000, the Advisory Board has withdrawn their Preliminary Proposed 2001 Budget .

Fiscal Implications: We do not anticipate exceeding the annual budget.

Attachment(s): No

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-056**

Approval Date: December 7, 2000

Source of Request: Marcia Gunning, Contracts Compliance/Financial Services Manager

Motion: To authorize NSRSN Mental Health Services Contract Schedule Policy, as follows:

As the NSRSN contracts with State of Washington Department of Social and Health Services Mental Health Division for the provision of Integrated Mental Health Services on a fiscal year biennial basis (July through June), AND as the NSRSN sub-contracts with one or more qualified Mental Health Agencies to provide quality mental health services in compliance with Federal, State and NSRSN requirements, it shall be the policy of the NSRSN to sub-contract the Integrated Community Mental Health Program(s) on a calendar 2-year cycle (January through December).

Background: The NSRSN has historically been working with the MHD in reviewing and negotiating biennial contracts while simultaneously developing and negotiating contracts with Mental Health Providers. This policy would allow the NSRSN staff to focus first on the State contract and negotiations with MHD and then provide adequate time to develop and negotiate contracts with service providers that at a minimum meet MHD's expectations.

Fiscal Implications: None.

Attachment(s): None.

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-057**

Approval Date: December 7, 2000

Source of Request: Snohomish County as forwarded to the Planning Committee in March, 2000.

Motion: To approve adding \$62,000 to Snohomish County annual allocation, effective January 1, 2001, in order to add a full-time CDMHP due to increased ITA Detentions and ITA Investigations workload.

Background: In Snohomish County, the volume of requests for ITA Investigations has increased from 2479 in 1998 to 3354 in 2000 (projected). The volume of ITA Detentions has increased from 651 to 702 in the same period. Snohomish County's CDMHP staffing has remained constant over the period at 6 FTE.

Fiscal Implications: Staff recommends that Snohomish County's ITA carve-out from the PHP be increased by the recommended amount. An alternative is to fund calendar year 2001(only) with a portion of the NSRSN 2000 interest earnings.

Attachment(s): Issue Paper prepared by NSRSN staff for the Planning Committee (10/19/00).

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-058**

Approval Date: December 7, 2000

Source of Request: Marcia Gunning Contracts Compliance/ Financial Services Manager

Motion: To authorize the Executive Director to enter into contract #NSRSN-APN-99-10-01, Amendment 6 between North Sound Regional Support Network and the Associated Provider Network for CHAP services effective January 1,2001 through June 30,2001. Maximum consideration shall not exceed \$345,462.

Background: Current CHAP Statement of Work sunsets December 31, 2000.

Fiscal Implications: We do not anticipate exceeding the annual budget.

Attachment(s): No

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Approval Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Action Requested: The NSRSN Board is asked to approve **Motion #00-059**

Approval Date: December 7, 2000

Source of Request: Marcia Gunning Contracts Compliance/ Financial Services Manager

Motion: To authorize the NSRSN to develop a plan for utilizing Inpatient emergency Pool (IPEP) for FY 2001 and submit said plan to Mental Health Division for review/approval no later than 12/31/00.

Background: The NSRSN must submit a plan detailing what the IPEP funding will purchase and how the planned expenditure implements Legislative intent as stated in the 2000 Supplemental Budget. The funds must be spent by June 30, 2001. MHD has based their funding allocation to the RSN's based on an inpatient hospital utilization formula. The NSRSN allocation is \$365,003. (\$273,752 IPEP and \$91,251 Match).

Fiscal Implications: We do not anticipate exceeding the annual budget.

Attachment(s): No

Executive Recommendations: XXXX Approve _____ No Recommendation
_____ Further Review Required

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Introduction Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Introduction: **Motion #00-IN17** to introduce Contract NSRSN-Snohomish MICA-01, effective February 1, 2001 through July 30, 2002, with Snohomish County authorizing Snohomish County to use these funds to improve services to youth and adults with Co-Occurring disorders within Snohomish County by purchasing Chemical Dependency Specialist Case Manager Services, outreach services and engagement services to individuals who have been hospitalized in psychiatric units due to substance abuse and to purchase trainings and on-going case consultations to all Compass case management staff regarding dually diagnosed individuals and substance abuse symptoms and treatment strategies. Maximum consideration shall not exceed \$142,817.

Board Action

Request Date: January 25, 2001

Source of Request: Greg Long, Assistant Director/Planner
Background Information:

Financial Implications: None

Attachment(s): Yes.

Executive Recommendations: _____ **Approve** _____ **No Recommendation**
XXXX **Further Review Required**

Charles R. Benjamin, Executive Director

NORTH SOUND REGIONAL SUPPORT NETWORK
NSRSN Board of Directors
Introduction Form

TO: NSRSN Board of Directors
FROM: Charles R. Benjamin, Executive Director
DATE: December 5, 2000

Introduction: **Motion #00-IN18** To introduce the NSRSN Planning Committees recommended 2001-2003 Goals and Objectives.

Board Action Request Date: January 25, 2001

Source of Request: Greg Long, Assistant Director and Planner

Background Information: The NSRSN has been struggling with the development of outcomes for the last few years. NSRSN staff believes that if the NSRSN Board of Directors identifies the focus/direction of our Mental Health Service Delivery System for the next 2 to 5 years and adopts three to five system goals that address the overarching focus/direction identified, objectives to accomplish the goals and meaningful and measurable outcomes can be developed. Once the goals have been adopted, logical objectives and clear outcomes should follow.

Financial Implications: None.

Attachment(s): Plan to be distributed at Board Meeting.

Executive Recommendations: Approve No Recommendation
XXXX Further Review Required

Charles R. Benjamin, Executive Director