

**NORTH SOUND MENTAL HEALTH ADMINISTRATION  
BOARD OF DIRECTORS MEETING  
NSMHA Conference Room  
Mount Vernon, WA  
February 9, 2005  
1:30 PM**

**AGENDA**

Page #/Tab

1. **Call to Order; Introductions – Chair Gossett**
2. **Revisions to Agenda – Chair Gossett..... 1-2**
3. **Approval of January 2006 – Chair Gossett..... 3-10**  
**Motion # 06-014**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – Charles Albertson, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
9. **Report from the Quality Management Oversight Committee – Gary Williams, Chair**
10. **Report from the Planning Committee – Dave Gossett, Chair**
11. **Report from the Executive Director – Chuck Benjamin, Executive Director.....Tab 1**
  - **Brief presentation on Action Item 06-016**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer..... Tab 2**
13. **Report from the Finance Committee – Kirke Sievers, Chair**
14. **Consent Agenda – Dave Gossett, Chair**

<p>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 action 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.</p>
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**Motion # 06-015**

To review and approve North Sound Mental Health Administration’s claims paid from January 1, 2006 through January 31, 2006 in the amount of \$3,324,107.97. Payroll for the month of January in the amount of \$71,181.58 and associated employer paid benefits in the amount of \$22,308.40.

**15. Action Items**

**Motion #06-016**

To review and approve the NSMHA revised 2006 Budget.

**Motion #06-017..... Tab 3**

To review and approve the MHD PIHP Contract 0569-79567 Amendment Number 3. This amendment deals with changes to Exhibits D and K. Exhibit D limits the time to go back and dispute claims. Claims older than 17 months, 24 days will not be eligible for dispute between RSNs. Exhibit K is changing the method for estimating initial Inpatient Utilization agreed upon by most fiscal staff at an RSN/MHD fiscal meeting in October 2005.

**16. Introduction Items**

**Motion # 06-018..... Tab 4**

To review the draft contract for the Integrated Crisis Response Pilot. This contract will transfer money from one line item to another and fund chemical dependency case management services.

**17. Adjournment – Chair**

NOTE: The next Board of Directors meeting March 9, 2005, at 1:30 p.m. in the NSMHA Conference Room

**NORTH SOUND MENTAL HEALTH ADMINISTRATION  
BOARD OF DIRECTORS MEETING**

**Skagit Valley Casino Resort**

**Bow, WA**

**January 12, 2005**

**1:30 PM**

**MINUTES**

**Members Present:**

Dave Gossett, Snohomish County Council; NSMHA Board of Directors Chair  
Maile Acoba, designated alternate for Skagit County Commissioner Ken Dahlstedt  
Mike Shelton, Island County Commissioner  
Ward Nelson, Whatcom County Council  
Barbara LaBrash, designated alternate for San Juan County Council member Bob Myhr  
Janelle Sgrignoli, designated alternate for Snohomish County Executive Aaron Reardon  
Regina Delahunt, designated alternate for Whatcom County Executive Pete Kremen  
June LaMarr, The Tulalip Tribes  
Charles Albertson, NSMHA Advisory Board Chair  
Kirke Sievers, Snohomish County Council  
Sharie Freemantle, designated alternate for Snohomish County Council

**Staff Present:**

Chuck Benjamin, Greg Long, Bill Whitlock, Annette Calder, Margaret Rojas, Debra Jaccard, Julie de Losada, Michael White, Wendy Klamp

**Guests:**

Gary Williams, Mike Manley, Deborah Moskowitz, Andy Byrne, Andrew Davis, Jackie Henderson, Marie Jubie, Mike Watson, Sue Boyle

**1. Call to Order; Introductions – Chair Gossett**

Mr. Gossett opened the meeting at 1:30 and welcomed everyone; introductions were made.

**2. Revisions to Agenda – Chair Gossett**

None.

**3. Approval of December Minutes – Chair Gossett**

Chair Gossett asked if there were any revisions or changes to the minutes of December 2005, there were none. A motion (# 06-001) was made by Ms. Delahunt to approve the minutes of December 2005 as written, seconded by Mr. Nelson, all in favor, **motion carried.**

**4. Comments & Announcements from the Chair**

Chair Gossett thanked everyone for participating in the Board of Directors Retreat and attending this meeting; stating that he thought it went very well and appreciated everyone's honesty. Chair Gossett said we have a lot of work ahead of us and thanked everyone for their hard work.

## **5. Reports from Board Members**

Chair Gossett asked if there were any reports from Board members Barbara LaBrash reported on psychiatric coverage in San Juan County and said she had participated in a meeting with North Sound Mental Health Administration and Compass Health about telemedicine. Ms. LaBrash said there would be another meeting of NSMHA, San Juan County and Compass Health in the near future. Presently psychiatric services are being provided by a nurse who is going to be certified with her prescriptive license and in communication with the psychiatrist.

Charles Albertson reported that he and another Advisory Board member are planning a trip to the Legislature on February 6, 2006.

Janelle Sgrignoli reported Snohomish County would be conducting interviews for the ITA Supervisor position next week.

## **6. Comments from the Public**

Sue Boyle of Mount Vernon addressed the Board regarding the Integrated Detox Pilot and people being turned away from the E&T in Sedro Woolley. She stated that last week, at least 7 people were turned away from the E&T. Ms. Boyle asked when the system is operational in Skagit County and someone is detained by CDMHP and needs a secure, locked facility, where will they go if the E&T is closed? Will they go to the secured detox facility at Pioneer Center North? Mr. Benjamin said the secured detox facility is really limited to the chemical dependency and only those with a primary concern of chemical dependency would go to the secure detox. Mr. Benjamin said that he would have to get back to Ms. Boyle regarding where someone without a chemical dependency issue would go. He also said that he was not aware of the E&T turning people away. Discussion also touched on the current mental health professionals and what their role will be. Mr. Benjamin explained the current mental health professionals will continue to do the same job and will take a 40 hour training to be able to identify people who have chemical dependency issues. They will not be trained on treating chemical dependency issues, just identifying them.

Ms. Boyle asked if the new crisis people would only be called for people who appear to be under the influence of a substance. Ms. Boyle asked if people would be detained as being under the influence of alcohol and then two days later it be identified that they have a mental illness. Maile Acoba stated people would be taken to the secure detox and an assessment would be done there. After people are sufficiently detoxed, if they do have a mental illness and need to be detained to a mental health facility that would be done at that time. Later they could be transferred to the E&T if necessary. As far as how the triage facility will function; the triage facility will not be a holding facility for people who are dangerous to themselves or others; it is more of a crisis facility. Ms. Boyle asked who will be housed in the non-secure triage facility. Ms. Acoba said the non-secure triage would house people who are not a danger to themselves or others and who are there voluntarily and who do not have a fire setting record or a history of sexual abuse. Ms. Acoba said it is much like the respite houses now. Ms. Boyle said more of a social aspect and Ms. Acoba said it was a social detox.

Ms. Boyle asked if the expansion of the program at Pioneer Center on the third floor, it is a locked detox and Ms. Acoba said yes. Mr. Gossett summarized Ms. Boyle's questions as: 1) If a person who does not have drug and/or alcohol issues needs a bed and the E&T is full can they go to the secure detox facility, and 2) if a person with alcohol and/or drug issues needs a bed and the secure detox is full can they go to the E&T; and the answer to both questions is No. Mr. Benjamin explained that people who are considered a danger to self and others, even if due to alcohol are still being admitted to the E&T. Ms. Boyle said she is anxious to see

that people not be turned away from the E&T; wants to make sure there is a communication going on and that the E&T as well as the detox facility so they don't become silos.

Ms. Boyle also asked about a bill before the legislature about Advocacy and the Ombudsman Bill to be done by volunteers; brief discussion took place. Ms. Boyle is asking that the Board of Directors not support a bill that would be only volunteers and explained why. Ms. Jubie said that it would be volunteers working along side the paid people. Ms. Boyle said she wanted to be sure that Board not support a volunteer only bill.

Dr. LaMarr stated she is on the State Advisory Board for Problem Gambling and discussed prevention and treatment. Dr. LaMarr said they are looking at certifying therapist to treat problem gambling and working out how to do treatment and prevention work. She said that they do not have enough providers yet for this program. The State Advisory Board is looking at increasing the rate to get more providers into the system in order to provider better care for everyone, all problem gamblers throughout the state. Dr. LaMarr asked that everyone encourage providers to get involve, there is a 30 hour training to become certified which the agency would have to pay for up front, but they also provide the supervision to get the hours to get certified.

## **7. Report from the Advisory Board – Chair**

Charles Albertson reported:

- Margaret Rojas made a presentation on the Secured Detox pilot.
- The minutes were approved,
- The nominating committee nominated Chris Walsh for Vice Chair of the Advisory Board and Charles Albertson as Chair,
- Cecilia Boyle discussed the 1/10 of 1% sales tax in Skagit County, and funding throughout the Region,
- Andrew Davis and Marie Jubie appointed to the Advisory Board Executive Committee as well as Vice Chair Chris Walsh and Mary Good as Advocate,
- NSMHA 2006 Revised Budget Presentation by Chuck Benjamin and a motion passed to recommend approval of the revised 2006 budget to the NSMHA Board of Directors,
- Mary Good reported on the Finance Committee and the finances were passed by the Advisory Board,
- Planning the Advisory Board Retreat,
- Chuck Benjamin discussed the amended contracts by MHD regarding the WMIP project,
- Received reports from individual county advisory board representatives, and
- Planning a visit to the Pioneer Center North facility once it is completed

Mr. Albertson was thanked for his report.

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

Chair Gossett reported that the Executive/Personnel Committee met today and stated the issues discussed will be addressed later in the meeting.

## **9. Report from the Quality Management Oversight Committee – Gary Williams, Chair**

Mr. Williams reported that the Quality Management Oversight Committee did not meet in December 2005.

## **10. Report from the Planning Committee – Dave Gossett, Chair**

Chair Gossett reported that the Planning Committee did not meet in December 2005. Chair Gossett said that committee appointments would be made soon and asked that anyone who wanted to volunteer for committees to let him know.

## **11. Report from the Executive Director – Chuck Benjamin, Executive Director**

Mr. Benjamin provided a comprehensive PowerPoint Presentation on the NSMHA proposed revised 2006 budget. Questions and answers took place during and after the presentation.

Chair Gossett reported from the Executive Committee and said it is a subject with difficulties associated with it and the Executive Committee is quite concerned with the potential impact on direct services. He is not asking for action today, but next month and said that Mr. Benjamin will provide 5 years of data for review in terms of the numbers of dollars and how they have been allocated in terms of administration, the APN, the other carve outs and all of those important details so that you can really see what has been happening with the dollars available for different kinds of services within the system. Also to be included in that is the number of consumers and eligibles within the system for those years as well.

The Executive Committee also asked for some more detail on the individual positions. Some of those positions are basically work that we are taking back from the APN. Theoretically, at least those should be cost neutral in the sense of it might cost us more, it should cost them less. Some of those positions are new positions; the Executive Committee wants to have a clear delineation of what those two are. It would be good to know particularly with the new positions exactly what the function was and a good description of the job description and so forth so the Board knows what service they are buying if they go with that. The Executive Committee also wanted a recommendation if there are any of the existing carve-outs that Mr. Benjamin or the staff feels potentially could be reduced as a way to reduce the impact on the dollars that flow to direct services.

Chair Gossett said, Mr. Benjamin said some of those positions could be phased in; and if so which positions and what is the impact on the dollar flow. Chair Gossett said that Mr. Benjamin committed to getting that information to the Board of Directors in two weeks (January 26<sup>th</sup>) so they have time to look at it, think about and talk to other Board members if you want to so that by the next meeting members can come with some sense of how they may wish to address this situation. With this as background Chair Gossett asked if there were any questions or comments from the Board members. Mr. Nelson asked if the APN has certain positions that they won't be needing or won't be filling with transitioning would there be a priority given to that? Chair Gossett said that was not discussed but it is information they could ask Mr. Benjamin to pursue and find out. Chair Gossett said it just may not be practical but it was worth checking out.

Charles Albertson said it is important to recognize that we are in a changing environment and four weeks from now the situation could be different; Senator Hargrove or other legislator may be proposing changes. Chair Gossett said that was a valuable comment as we may find ourselves a month from now stating that some duties have gone away, or monies have come in; there are a variety of things that could change in that time. Chair Gossett said that is why Mr. Benjamin recommended some of these duties and positions could be phased in due to the changing environment.

Chair Gossett asked if there was any other information anyone would like included. Mr. Shelton said about MHD stating that the RFQ would not affect direct services or increased administrative costs and it definitely does impact direct services and increase costs. Mr. Shelton said at the end of the day there are going to be fewer services being delivered to clients in this region as a result of the RFQ. Also given the fact that we

have gone through a difficult process with providers, and contracts would be signed today, he is wondering as a result of this would we be renegotiating those contracts. It could be likely.

Mr. Gossett added there was recognition on the Executive Committee's part that this RSN runs very lean, but if you look at all RSN's we are probably running very lean compared to the others and probably without exception all other RSN's are running above the 4.5% that this one runs on. Chair Gossett said that doesn't change the fact that this is a very difficult decision and the Board has got competing interests that they have to deal with.

Mike Manley said WMIP resulted in money that used to come to the RSN is no longer coming to the RSN, but theoretically some of that money is still in the system and our projections/calculations about that money should be included in the estimations. Chair Gossett stated that was a very good point and should be included in the package as well.

Greg Long said that another point that should be addressed is moving Access to Volunteers of America. Mr. Long stated that the RSN researched and got bids from Managed Care companies which came in substantially higher than what VOA has contracted to perform that service for. Chair Gossett said it would be very useful for that information and those numbers to be given to Senator Hargrove's committee and for the Board members for them to use when lobbying the legislature to make sure they know that going to private sector would be much more costly.

Mr. Nelson said that we already have examples of PHPs and Health Care rates that go through the Insurance Commissioner and we could get that information as well.

Mike Watson asked when the revised budget would be implemented. Mr. Gossett said as soon as it was approved. Mr. Watson asked how much of the \$550,000 increase in NSMHA's budget would be taken from the APN. Mr. Benjamin said there are options around that and that information would be sent out with the information that is going to the Board within the next two weeks.

## **12. Report from the Finance Officer – Bill Whitlock, Fiscal Officer**

Mr. Whitlock reported:

The December financial statements show our revenue budget is not in line with expectations. The Enhanced Community Services (ECS) is \$256,762 under budget. The ECS contracts were significantly changed in June 2005. The Prepaid Healthcare Payment (PHP) revenue is \$204,512 lower than expected.

The expenditures all have positive variances; except for small tools has a negative variance of \$22,505. Miscellaneous expense has a negative variance of \$22,455 and machinery and equipment a negative variance of \$13,709. We will need to amend the 2005 budget and transfer funds budget categories. The \$66,000 budget reduction passed at the May 2005 Board of Directors meeting is shown in red as an administrative reserve on the NSMHA operating budget.

The Washington Medicaid Integration Partnership (WMIP) started October 1, 2005. We received a deduction in December of \$180,314.72. Total WMIP deductions for the three months total \$557,966.43.

Chuck Benjamin added that MHD has notified the RSN that they are increasing the Medicaid payment to Molina which means our payment decreases. He said the good news is the State is decreasing the amount of State-only money that was taken away from us. This will ultimately cost us more in the long run.

Molina's number of clients has decreased again to under 1,900, much lower than the 6,000 anticipated to be enrolled in Molina.

Mr. Whitlock was thanked for his report.

### **13. Report from the Finance Committee**

A motion was made by Mr. Sievers, and seconded by Mr. Nelson to approve the consent agenda, all in favor, **motion carried.**

### **14. Consent Agenda – Chair Gossett**

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 action 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 # 06-002**

To review and approve North Sound Mental Health Administration's claims paid from December 1, 2005 through December 31, 2005 in the amount of \$3,183,270.15. Payroll for the month of December in the amount of \$72,248.43 and associated employer paid benefits in the amount of \$33,368.92.

### **15. Action Items**

#### **Motion #06-003**

To review and approve the NSMHA-RAINTREE-SBIS-04-05 Amendment 1. This amendment extends the contract through December 31, 2006 and the maximum consideration of this amendment is \$12,533.50; total maximum consideration not to exceed \$109,600.50

#### **Motion #06-004**

To review and approve the NSMHA-RAINTREE-04-05 Amendment 1. This amendment extends the contract through December 31, 2006 and the maximum consideration of this amendment is \$104,125.00; total maximum consideration not to exceed \$240,215.00

Mr. Benjamin explained that motions 06-003 and 06-004 are extensions to the current Raintree Contracts. Mr. Shelton made a motion to approve motions **06-003** and **06-004**, seconded by Ms. Sgrignoli, all in favor, **motion carried.**

#### **Motion #06-005**

To review and approve the Amended Agreement Letter between NSMHA and Davis, Wright, Tremaine, LLP. Total maximum consideration for the agreement goes from \$44,000 to \$47,000; for a total increase of \$3,000.

Mr. Benjamin explained that is regarding the WMIP lawsuit against the State and fees associated with State Auditor's office requesting documentation from Davis, Wright, Tremaine, LLP. Mr. Shelton moved approval of motion **06-005**, seconded by Mr. Nelson, all in favor, **motion carried.**

#### **Motion #06-006**

Amendment 4 to the NSMHA-VOA-04-05 contract with Volunteers of America for the period of January 1, 2004 to December 31, 2005. This amendment increases the Inpatient Certification from \$69,456 to \$91,005;

this is an increase of \$21,594. This is for the start up costs for the hospital certification program agreed to by North Sound Mental Health Administration but not included in the amended contract. Total consideration for the contract will go from \$1,938,934 to \$1,960,483.

Mr. Nelson moved approval of motion **06-006**, seconded by Ms. Sgrignoli, all in favor, **motion carried**.

## **16. Introduction Items**

Chuck Benjamin introduced the NSMHA-APN Contract, term of 1-1-06 to 8-31-06, section regarding compliance to policies and procedures with revised language acceptable to both NSMHA and APN, including review of current policies that are alleged to exceed the law. APN will submit by February 28, 2006 a list of those policies, and NSMHA has until the May 2006 Board of Directors meeting to address those. Mr. Benjamin said the new language around sanctions is our current practice, it just spells it out in the contract, section related to termination to say both NSMHA and APN have a right to terminate.

Mr. Sievers asked what our contingency plan is if APN gives us a thirty day notice or if we give them a thirty day notice. Mr. Benjamin said he was asking for 90-day termination notice, and then NSMHA could do an RFQ and said we could see if there are individual providers in the five county region that we could contract with in the event either party wishes to terminate. Mr. Benjamin said we would have to research and find out due to our commitment to the consumers and the state. Mr. Nelson said perhaps NSMHA should develop draft contracts for the types of services we would need to contract for if APN were not contracting with NSMHA. Mr. Shelton said he doesn't believe we would get another not for profit provider to provide these services. He said that the fragile relationship with our providers is not anyone's fault. He said if we are going to deliver mental health services in this region by a for profit company, it will be the state of Washington doing this, not him on this board.

Mr. Benjamin said that there is a section in the APN contract that should they terminate the contract, then the contract requirements could be passed onto the APN members and each individual member would have to decide if they wanted to or could do that. Mr. Benjamin said he agrees that we need to have a contingency plan and continuity of services. Ms. LaBrash agrees that we do not want to go to a for-profit arena and said that she doesn't believe that is the only option if APN did terminate.

Ms. Delahunt asked if the APN and the individual boards agreed with the changes to the contract and language. Mr. Byrne said all five member agencies of the APN agreed and authorized approval of signing the contract. He said on behalf of APN many of APN's concerns were largely addressed and resolved by the meeting with the NSMHA Executive Committee and the APN is ready to work with NSMHA.

Marie Jubie asked what happened with the negotiations and would the Advisory Board be involved in any new negotiations? Mr. Gossett said he doesn't anticipate new negotiations anytime soon and the amended contracts would go until August 31. Negotiations for a new contract would begin prior to the end of the current contract and Chair Gossett said he believes NSMHA would follow the same process we have in the past.

## **Motion #06-007**

To review and approve contract number NSMHA-APN-MEDICAID-06. The contract is for Medicaid covered mental health services to Medicaid enrollees. The term of the contract is January 1, 2006 to August 31, 2006. Total estimated annualized consideration is \$21,622,230.

**Motion #06-008**

To review and approve contract number NSMHA-APN-SMH-06. The contract is for the provision of mental health services to the non-Medicaid population and for the provision of non-Medicaid covered mental health services Medicaid enrollees. The term of the contract is January 1, 2006 to August 31, 2006. Total estimated annualized consideration is \$11,658,335.

**Motion #06-009**

To review and approve contract number NSMHA-APN-FBG-06. The contract is for the provision of non-Medicaid services in accordance with state approved uses of Federal Block Grant funds. The term of the contract is January 1, 2006 to September 30, 2006. Total grant funding awarded to APN for federal fiscal year 2006 is \$472,867. Maximum consideration under this contract is \$472,867 less the amount expended by APN between October 1 and December 31, 2005.

Mr. Shelton moved approval of motions **06-007**(NSMHA-APN-Medicaid-06), **06-008** (NSMHA-APN-SMH-06) and **06-009** (NSMHA-APN-FBG-06), seconded by Ms. LaBrash, all in favor, **motion carried.**

**17. Adjournment – Chair**

Chair Gossett adjourned the meeting at 2:57.

Respectfully submitted:

Annette Calder  
Executive Assistant

NOTE: The next Board of Directors meeting February 9, 2005, at 1:30 p.m. in the NSMHA Conference Room