

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
Skagit Valley Casino Resort
Courtyards 2 & 3
5984 N Darrk Lane
Bow, WA
May 13, 2010
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Myhr**
2. **Revisions to Agenda – Chair Myhr**
3. **Approval of Minutes– Chair Myhr motion #10-020**
 - **To review and approve the minutes April 8, 2010..... 3-8**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – Arthur Jackson, Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
9. **Report from the Quality Management Oversight Committee – Anne Deacon, Chair 9-10**
 - **Motion #10-021** To accept the recommendations of the Quality Management Oversight Committee and approved 3 Performance Improvement Projects (PIPs)
10. **Report from the Planning Committee – Regina Delahunt, Chair**
 - **Crisis System Review Report Recommendations Tab 1**
 - A presentation will be made by Dale Jarvis
 - **Motion #10-022** To accept the Crisis System Review Report and authorize the NSMHA Executive Director to establish an Implementation Committee to develop a 4 year phase-in plan.
11. **Report from the Executive Director – Chuck Benjamin, Executive Director**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer Tab 2**
 - Tab 2 will be available at the meeting
13. **Report from the Finance Committee – Ken Stark, Chair**

14. Consent Agenda – Finance Committee

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 #10-023

To review and approve North Sound Mental Health Administration's claims paid from April 1, 2010 through April 30, 2010 in the amount of \$5,922,384.77. Payroll for the month of April in the amount of \$108,833.20 and associated employer paid benefits in the amount of \$53,547.76.

15. Action Items

Motions #10-021 and #10-022 listed under agenda items 9 and 10 above.

16. Introduction Items

None

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
April 8, 2010
1:30 PM**

MINUTES

Board Members Present:

Bob Myhr, San Juan County Council member, NSMHA Chair of the Board
Kathy Kershner, Whatcom County Council, NSMHA Vice Chair of the Board
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
John Dean, Island County Commissioner
Dave Gossett, Snohomish County Council member
Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen
Marie Jubie, NSMHA Advisory Board Vice Chair
Ken Dahlstedt, Skagit County Commissioner
Sharie Freemantle, designated alternate for Snohomish County Council member, John Koster

Board Members Via Telephone:

Arthur Jackson, NSMHA Advisory Board Chair

Staff Present:

Chuck Benjamin, Greg Long, Bill Whitlock, Annette Calder

Guests:

Mike Manley

1. Call to Order; Introductions

Chair Myhr opened the meeting at 1:31 and welcomed everyone; introductions were made.

2. Revisions to Agenda

Chair Myhr asked if there were any revisions to the agenda; there were none.

3. Approval of Minutes

Chair Myhr asked if there were any revision to the minutes of March 11, 2010, there were none. Mr. Dean moved approval, seconded by Mr. Stark, all in favor; **motion carried #10-014.**

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

Chair Myhr asked if there were any reports from Board members; there were none.

6. Comments from the Public

Chair Myhr asked if there were any comments from the public; there were none.

7. Report from the Advisory Board

Arthur Jackson reported:

- The Advisory Board met on April 6th and had a pre-meeting presentation by Jim Cozad and Irene Morgan with Opportunity Council in Whatcom County.
- Minutes from March were approved as amended.
- The Board conducted site visits to Rainbow Center and Lake Whatcom Center on March 30th.
- The Board received follow-up report on the housing issue by a Program of Assertive Community Treatment consumer.
- Reports were received from:
 - Ombuds and Quality Review Team (QRT) Semi-annual Report
 - Executive Director
 - Finance Committee
 - Executive Committee
 - Quality Management Oversight Committee
 - County Advisory Board members' reports
- Policies regarding Advisory Board expense reimbursement and travel were recommended for approval by the Board of Directors (BOD).
- Chuck announced the Crisis Review System report would be presented to the Planning Committee April 16th from 11:00 to 12:30.
- Chuck reviewed contracts and/or amendments going before the BOD for approval and the Advisory Board recommended approval.
- It was mentioned Crisis Intervention Training will be occurring in Skagit County May 19-21 at the Burlington Senior Center and in Snohomish County June 7-11 at the Sheriff's North Precinct.
- Next meeting is May 4, 2010.

Arthur was thanked for his report.

8. Report from the Executive/Personnel Committee

Dave Gossett reported:

- The committee met today and reviewed Action Items on the Board agenda. Leadership consulting contract amendment to increase by approximately \$13,000 and Crisis System Review Report will be reviewed by Planning Committee and they will report back to this Board.

Dave was thanked for his report.

9. Report from the Quality Management Oversight Committee

Greg Long reported:

- The meeting was held March 24, 2010, and the February summary was approved as amended.
- The following announcements were made:
 - Anne welcomed new members – Otis Gulley and Fred Plappert
 - Updated roster was emailed out to all
 - Mental Health/Department of Corrections training in Bellingham still occurring – Everett training canceled
 - NSMHA case managers need to be notified regarding diversion options before planned inpatient admission
 - Greg mentioned the de-certification process as a whole has not changed but notification process has and all were notified via memo on March 22nd

- Greg stated request regarding input for admission processes for Intensive Outpatient Program need to be submitted to NSMHA as soon as possible
- Old Business:
 - Previous meetings evaluation results
- The following Quality Issues were discussed:
 - Regional Performance Measures
 - 211 Information
 - Utilization Review (UR) Process Improvement
- The following reports were given:
 - Policy Subcommittee
 - ICRS Policy Subcommittee
 - Critical Incident Review Committee
- The next meeting will be April 28, 2010, from 1-3.

Recommending that NSMHA go ahead with 3 Performance Improvement Projects (PIPs), also approved for recommendation by the Advisory Board. This will be an action item next month.

Greg was thanked for his report.

10. Report from the Planning Committee

Regina stated the Planning Committee has not met since the last meeting of this Board. Regina provided an overview of the funding transfers proposed by the Planning committee based on provider requests and made a motion (#10-019) to accept the funding reallocation as outlined below and recommended by the Planning Committee, seconded by Dave Gossett, brief discussion followed, Chair Myhr called for the vote, all in favor, **motion carried (#10-019)**. Regina was thanked for her report.

Budget Transfer Requests from NSMHA Providers

These transfers have been requested by the Community Mental Health Center Providers to more accurately configure their programs and services to the demand for services over the last two years. The original allocation was set up by NSMHA when it contract for the new fee-for-service system in 2007. All budgets are subject to revision after the State Legislature and the Division of Behavioral Health and Recovery set their funding for the next fiscal year.

These requests were received in response to a NSMHA inquiry regarding whether the agencies want to adjust their budget allocations within their total funding caps.

<u>Bridgeways</u>	<u>Proposed Budget</u>	<u>Planning Committee Recommendations</u>
1. Increase Medicaid Adult OP by \$4,350/mo.	(To \$21,917/mo.)_____	OK
2. Decrease State Adult IOP by \$4,350/mo.	(To \$4,803/mo.)_____	OK
 <u>Catholic Community Services</u>		
1. Increase Medicaid Child OP \$10,883/mo.	(To \$180,837/mo.)_____	OK
2. Increase Medicaid Child IOP \$2,866/mo.	(To \$35,625/mo.)_____	OK
3. Decrease State Child OP \$10,883/mo.	(To \$0/mo.)_____	OK
4. Decrease State Child IOP \$2,866/mo.	(To \$0/mo.)_____	OK
 <u>Compass Health</u>		
1. Increase Medicaid Adult \$35,000/mo.	(To \$569,074/mo.)_____	OK
2. Increase Medicaid Adult IOP \$5,000/mo.	(To \$70,583/mo.)_____	OK

3. Decrease Medicaid OP Child \$25,000/mo. (To \$264,706/ mo.) Decrease Child by only \$25K Keep focus on expanding Children's Services
4. Decrease State OP Adult \$5,000 (To \$118,040 /mo.) OK
5. Decrease State Adult IOP \$5,000 (To \$10,009/ mo.) OK
6. Decrease State OP Child \$5,000 (To \$12,709 /mo.) Decrease Child by only \$5K Keep focus on expanding Children's Services

Sunrise Services

1. Increase Medicaid OP \$13,283/mo. (To \$111,949/mo.) Recommends \$13,283 No \$58k earn back.
2. **Increase Medicaid Supported Employment \$4,624/mo (To \$15,344/mo.) NO, problems with B3 waiver funding**
3. **Decrease Medicaid IOP \$7187 (To \$6,046/mo.) NO**
4. Decrease State Adult OP by \$13,283/mo. (To \$10,562/mo.) OK
5. **Decrease State IOP \$2,072 (To \$1,643/mo.) NO**
6. **Decrease State Supported Employment \$2,500/mo. (To \$1,841/mo.) NO, problems with B3 waiver funding**
7. **Earn back \$58K (This is a onetime allocation and not part of the annual budget going forward.)**

Whatcom Counseling and Psychiatric Clinic

1. Increase Medicaid OP Child \$1,439/mo. (To (\$21,243/per mo.) OK
2. Increase Medicaid IOP \$2,567/mo. (To \$22,152/per mo.) OK
3. **Increase Medicaid Supported Employment \$4,342/mo. (To \$11,615/per mo.) Wait until B3 funding is clear**
4. Decrease State OP Child \$1,439/mo. (To \$1,000/per mo.) OK
5. Decrease State IOP \$2,567/mo. (To \$1,000/per mo.) OK
6. **Decrease State Supported Employment \$4,342/mo. (To \$2,000/per mo.) Wait until B3 funding is clear**

11. Report from the Executive Director

Chuck Benjamin reported:

- Still awaiting the state budget to be finalized
- The DSHS reorganization takes effect May 1st.
 - Health Care Cabinet under the Governor
 - Questioning the placement of Mental Health and Substance Abuse under the DSHS restructuring
 - Ken Stark stated it will be important for this board to start gearing up for what all the transitions are about. Looking at folding alcohol/drug treatment dollars and mental health treatment dollars into the health care reform package so there will be single managed care contracts. Brief discussion ensued on mental health and substance abuse, state and federal funding, and what is going to be the role of the counties and RSN's. Ken said this is reminiscent of what happened in 1993 and feels this time it is more serious. Chuck added that he would like to see WSAC and RSNs have this discussion. Ken stated our roles are going to change dramatically.
 - Crisis System Review-Chuck said he wanted to thank all that participated; all five counties, consumers, advocates, providers, law enforcement, department of corrections, jail administrators, consultants and NSMHA staff.
- Preparing for DBHR audit, two weeks from now
- Economic times are hard; we see all the changes occurring at the state and federal level. He wanted to recognize that these are hard times, but we'll work together and weather the storm. Calm minds really

do need to prevail, just ask everybody to focus on our Vision of Hope and Paths to Recovery, noting that sometimes you need to take a couple of steps back in order to be able to move forward.

Chuck was thanked for his report.

12. Report from the Finance Officer

Bill Whitlock reported:

- The financial statements for 2009 are almost done. We accrued the revenue and expenses for the year end. We are still working on the deferred revenue. The Federal Block Grant, and PATH (Project for Assistance in Transition from Homelessness) grant were a little low, \$39,800 and \$36,606 negative variance respectively. Interest revenue was lower than budgeted due to the low interest rates. The detox pilot ended in June and the state funds had two budget cuts in 2009. Overall, the revenues were a little higher in 2009 due to the increase in Medicaid eligible population. A few variances on the expense side in professional services, operating leases, insurance and utilities. The NSMHA operating expenses were under budget by \$348,638.
- The current year financial statements have some variances. The Federal Block Grant and PATH are a little low, \$24,675 and \$3,145, respectively. The state funds are low by \$268,352 and the Medicaid is high by \$1,359,279. The agency and inpatient budgets are also a little over on their budgets at this time.
- We are still waiting for the legislature to pass the state budget. This will set the state funding and allow actuaries to set our Medicaid rates so we can estimate out Medicaid funding.

Bill was thanked for his report.

13. Report from the Finance Committee

Ken Stark reported:

- The committee met today, reviewed claims for the month of March, is recommending approval of **motion 10-015**, seconded by Dave Gossett, all in favor, **motion carried**.
- With the new transition at DBHR, up until this point, RSN contracts were managed by MaryAnne Lindelblad under the medical section and are now being managed through David Dickinson under Aging and Adult Services. This will be a learning curve for Mr. Dickinson as he is not familiar with RSN's. Bob Myhr suggested inviting him to a Board meeting. Chuck said he would invite him to the May meeting.

Ken was thanked for his report.

14. Consent Agenda – Finance Committee

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Motion #10-015

To review and approve North Sound Mental Health Administration's claims paid from March 1, 2010 through March 31, 2010 in the amount of \$4,807,932.23. Payroll for the month of March in the amount of \$106,450.68 and associated employer paid benefits in the amount of \$43,437.30.

15. Action Items

Motion #10-016

To approve NSMHA-BROWN-PSC-10 for the provision of Psychiatric Consultation for NSMHA The term of this agreement is January 1, 2010 through December 31, 2010. The maximum consideration for this Agreement is \$36,000.

Chuck provided an explanation of motion 10-016. Moved by Mr. Gossett, seconded by Mr. Stark, all in favor, **motion carried (#10-016).**

Motion #10-017

To approve NSMHA-McTAVISH-PSC-10 Amendment 1 for the provision of Leadership Development Consultation Services. The term of this Agreement is extended to June 30, 2010. The amount of this Amendment is \$13,400 for a total maximum on this Agreement of \$18,400.

Chuck provided an explanation for 10-017. Moved by Mr. Gossett, seconded by Mr. Dahlstedt, all in favor, **(# 10-017) motion carried.**

Motion #10-018

To approve NSMHA-UNIVERSITY of WASHINGTON-PSC-10 for the provision of a Wraparound Comparison Evaluation by Dr Eric Bruns for non-fidelity Children's Wraparound Services in the Region. The term of this Agreement is April 19, 2010 through December 31, 2010. The maximum consideration on this Agreement is \$76,000.

Chuck provided an explanation for motion 10-018 and said he is in discussions with Randy Hart at Children's Administration about sharing the costs of this study. It appears Children's Administration will share costs, it is just uncertain at this time how much funding we will receive.

Moved by Mr. Dean, seconded by Mr. Stark, all in favor, **motion carried (#10-018).**

16. Introduction Items

None

Dave Gossett stated that Arthur mentioned a change in reimbursement rates being proposed by the Advisory Board. He asked that NSMHA get the reimbursement rates for all 5 counties when looking at the recommendations from the Advisory Board. Chuck agreed.

Ken Stark suggested that when inviting David Dickinson to also invite the Secretary as she is very interested in going out and meeting various groups, she attended a meeting at Snohomish County Human Services, toured the Bailey Center and the new Molina clinic.

17. Adjourn

The meeting was adjourned at 2:10 p.m.

Respectfully submitted:

Annette Calder
Executive Assistant

Proposed Regional Performance Measures 3-15-2010							
Measure	Area	Proposed Study Population or Sub Populations	Time Period Measurement Used for Measure	Operational Definition (including description of numerator and Denominator)	Proposed Data Source and sample size if survey data or chart reviews will be utilized	Exclusion Criteria	Reason Chosen
Recommended by NSMHA							
1. Inpatient Diversion rates: Dispatches whose outcome is other than detention or refer to voluntary inpatient services	Inpatient Utilization	People in crisis (<i>who had a crisis service dispatch or ITA dispatch by VOA</i>)?	Annual Measure-calculated quarterly	# of dispatches by VOA without inpatient outcome on contact sheet	NSMHA CIS Data	None	Treat people in the least restrictive and least stigmatizing setting possible.
				# of presentations of people in crisis leading to dispatches by VOA			To decrease inpatient services
2. Crisis Respite Bed Utilization	Services in Least Restrictive Environment	Adults (18 and over) in crisis	Annual Measure-Calculated quarterly	# of available crisis respite beds utilized	NSMHA CIS Data	None	Treat people in the least restrictive setting possible.
				# of available crisis respite beds			Crisis Respite Beds are not fully utilized in NSMHA
3. Co-occurring disorders are identified	Quality of Services	People who receive a therapeutic outpatient service	Annual Measure-Calculated quarterly	People in the denominator who had outpatient service diagnosis of substance abuse, authorization diagnosis of substance abuse , and/or	NSMHA CIS Data	None	Identify co-occurring disorders accurately so referrals or appropriate treatment is provided

**Proposed Regional Performance Measures
3-15-2010**

Measure	Area	Proposed Study Population or Sub Populations	Time Period Measurement Used for Measure	Operational Definition (including description of numerator and Denominator)	Proposed Data Source and sample size if survey data or chart reviews will be utilized	Exclusion Criteria	Reason Chosen
				impairment kind related to substance abuse listed in periodic record			
				People who received therapeutic outpatient service			
4. Seclusion and Restraints	Self Direction	Adults (18 and over) <i>(who receive involuntary treatment services at an Evaluation and Treatment Facility)?</i>	Annual Measure- Calculated quarterly	# of Seclusions and Restraints			Decrease seclusion and restraint
				Total Bed Days			