

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

April 14, 2011
1:30 PM

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Kershner**
2. **Revisions to Agenda – Chair Kershner**
3. **Approval of Minutes– Chair Kershner Motion #11-014**
 - **To review and approve the minutes February 10, 2011 and March 10, 2011 5-11**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
 - **Semi Annual Ombuds Report Tab 1**
7. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
8. **Report from the Quality Management Oversight Committee – Anne Deacon,**
9. **Chair Report from the Advisory Board – Candy Trautman, Chair**
10. **Report from the Planning Committee – Regina Delahunt, Chair
Motion #11-015**

To approve NSMHA-SAN JUAN COUNTY-ADMIN-11 AMENDMENT 1 for the provision of transferring funding of \$7,000 to the county for crisis stabilization services provided by law enforcement and/or emergency service personnel on-call or after hours in San Juan County. This will allow law enforcement/emergency personnel to stay with an individual until they can be transported safely to the mainland for treatment. This funding is inclusive of training in the amount of \$2,000 for personnel used in this capacity. The term of this Agreement is July 1, 2011 through December 31, 2011 for a maximum consideration of \$ 474,256.

Motion #11-016

To approve NSMHA-VOA-MEDICAID-09-11 AMENDMENT 4 for the provision of transferring Medicaid funding for computer hardware and database conversion. The consideration on this Amendment is \$21,000 through June 30, 2011. The term of this Agreement October 1, 2009 through September 30, 2011. The maximum consideration on this Agreement is \$ 2,723,019.

Motion #11-017

To approve NSMHA-VOA-SMHC-09-11 AMENDMENT 4 for the provision of transferring Medicaid funding for computer hardware and database conversion. The consideration on this Amendment is \$4,000 through June 30, 2011. The term of this Agreement October 1, 2009 through September 30, 2011. The maximum consideration on this Agreement is \$903,299.

Motion #11-018

To approve NSMHA-JARVIS & ASSOCIATES-PSC-11 for the provision of consultation services as the North Sound explores becoming and/or developing a Regional Health Care Authority. The funding of this Agreement covers Phase 1 of the process, approximately 35 hours of consultation and 5 hours of administrative staff time. The maximum consideration for the Agreement is \$9,000 inclusive of all related costs to said consultation services.

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

12. Report from the Finance Officer – Bill Whitlock, Fiscal Officer..... Tab 2

13. Report from the Finance Committee – Ken Stark, Chair

Motion #11-019

To approve the transfer of funds from the RSN 2010 Operating Budget in the following line items:

Transfer out of:

Salaries \$18,000, Benefits \$19,500, Travel \$21,000. Total funds transferred out: \$58,500

Transfer funds to:

Supplies \$16,500, Small Tools \$20,500, Professional Services \$1,500, Operating Rentals \$4,000, Utilities \$2,000, Machinery & Equipment \$14,000. Total funds transferred in: \$58,500

Transfer \$3,000,000 out of inpatient services and \$3,000,000 into Agency/County/Other services.

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 #11-020

To review and approve North Sound Mental Health Administration’s claims paid from February 1, 2011 through February 28, 2011 in the amount of \$4,585,973.88. Payroll for the month of February in the amount of \$107,913.90 and associated employer paid benefits in the amount of \$52,622.04.

Motion #11-021

To review and approve North Sound Mental Health Administration’s claims paid from March 1, 2011 through March 31, 2011 in the amount of \$4,806,142.82. Payroll for the month of March in the amount of \$100,945.70 and associated employer paid benefits in the amount of \$53,141.57.

MEDICAID FUNDING:

Motion #11-022

To approve NSMHA-BRIDGWAYS - MEDICAID-09-11 AMENDMENT 5 for the provision of increasing Medicaid funding to this Agreement by \$13,947 for April 1, 2011 through June 30, 2011.

Motion #110-023

To approve NSMHA-COMPASS HEALTH - MEDICAID-09-11 AMENDMENT 7 for the provision of increasing Medicaid funding to this Agreement by \$346,431 for April 1, 2011 through June 30, 2011.

Motion #11-024

To approve NSMHA-INTERFAITH - MEDICAID-09-11 AMENDMENT 4 for the provision of increasing Medicaid funding to this Agreement by \$9,393 for April 1, 2011 through June 30, 2011.

Motion #11-125

To approve NSMHA-LAKE WHATCOM - MEDICAID-09-11 AMENDMENT 4 for the provision of increasing Medicaid funding to this Agreement by \$150,446 for April 1, 2011 through June 30, 2011.

Motion #11-126

To approve NSMHA-SEA MAR - MEDICAID-09-11 AMENDMENT 5 for the provision of increasing Medicaid funding to this Agreement by \$14,103 for April 1, 2011 through June 30, 2011.

Motion #11-127

To approve NSMHA-SUNRISE - MEDICAID-09-11 AMENDMENT 5 for the provision of increasing Medicaid funding to this Agreement by \$17,136 for April 1, 2011 through June 30, 2011.

Motion #11-128

To approve NSMHA- WHATCOM COUNSELING & PSYCHIATRIC- MEDICAID-09-11 AMENDMENT 5 for the provision of increasing Medicaid funding to this Agreement by \$46,104 for April 1, 2011 through June 30, 2011.

STATE FUNDING:

Motion #11-129

To approve NSMHA-BRIDGWAYS - SMHC-09-11 AMENDMENT 3 for the provision of decreasing State funding to this Agreement by \$ 13,947 for April 1, 2011 through June 30, 2011.

Motion #11-130

To approve NSMHA-COMPASS HEALTH - SMHC-09-11 AMENDMENT 7 for the provision of decreasing State funding to this Agreement by \$346,431 for April 1, 2011 through June 30, 2011.

Motion #11-131

To approve NSMHA-INTERFAITH - SMHC-09-11 AMENDMENT 3 for the provision of decreasing State funding to this Agreement by \$9,393 for April 1, 2011 through June 30, 2011.

Motion #11-132

To approve NSMHA-LAKE WHATCOM - SMHC-09-11 AMENDMENT 4 for the provision of decreasing State funding to this Agreement by \$150,446 for April 1, 2011 through June 30, 2011.

Motion #11-133

To approve NSMHA-SEA MAR - SMHC-09-11 AMENDMENT 3 for the provision of decreasing State funding to this Agreement by \$14,103 for April 1, 2011 through June 30, 2011.

Motion #11-134

To approve NSMHA-SUNRISE - SMHC-09-11 AMENDMENT 3 for the provision of decreasing State funding to this Agreement by \$17,136 for April 1, 2011 through June 30, 2011.

Motion #11-135

To approve NSMHA-WCPC - SMHC-09-11 AMENDMENT 3 for the provision of decreasing State funding to this Agreement by \$46,104 for April 1, 2011 through June 30, 2011.

15. Action Items

COUNTY FUNDING:

Motion #11-136

To approve WHATCOM COUNTY-NSMHA-INTERLOCAL AGREEMENT-11 for the provision of a funding transfer to NSMHA for the operation of the Whatcom Crisis Triage Center. This funding will enhance services of the Mental Health Stabilization beds and provide a medical service in the Triage. The term of this Agreement is April 1, 2011 through December 31, 2011 for a maximum consideration of \$286,000.

WHATCOM COUNSELING AND PSYCHIATRIC (WCPC) TRIAGE CENTER:

Motions #11-137 through #11-139 will be moved with one motion

Motion #11-137

To approve NSMHA-WCPC-SMHC-09-11 AMENDMENT 3* for the provision of removing Crisis Respite Services and funding from this Agreement and adding language for the implementation of the Mobile Outreach Team. This is a reduction of \$27,776 for this Agreement.

Motion #11-138

To approve NSMHA-WCPC-MEDICAID-09-11 AMENDMENT 5* for the provision of removing Crisis Respite Services and funding from this Agreement and adding language for the implementation of the Mobile Outreach Team. This is a reduction of \$55,113 for this Agreement.

Motion #11-139

To approve NSMHA-WCPC-CRISIS TRIAGE-11 for the provision of Stabilization Services at the Crisis Triage Center in Whatcom County. The funding for this Agreement is Medicaid, State and Local funds. The term of this Agreement is April 1, 2011 through September 30, 2011. The maximum consideration for this Agreement is \$349,389 for the period of April 1, 2011 through June 30, 2011.

***amendment is inclusive of Medicaid transfer, removal of respite and addition of mobile outreach.**

16. Introduction Items

None

17. Adjourn

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

February 10, 2011

1:30 PM

MINUTES

Board Members Present:

Ken Dahlstedt, Skagit County Commissioner, Acting Chair

Helen Price Johnson, Island County Commissioner

Jamie Stephens, San Juan County Council member

Anne Deacon, designated alternate for Whatcom County Council member, Kathy Kershner

Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen

Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon

Candy Trautman, NSMHA Advisory Board Chair

Staff Present:

Chuck Benjamin, Bill Whitlock, Annette Calder

Guests:

Barbara LaBrash, Jackie Henderson, Cammy Hart-Anderson, Rebecca Clark, Mike Manley

1. Call to Order; Introductions

Ken Dahlstedt opened the meeting and welcomed everyone; introductions were made; he noted he would be acting Chair today. Ken welcomed the new members to our Board.

2. Revisions to Agenda

None

3. Approval of Minutes

Ken Dahlstedt asked if there were any changes to the minutes; there were none. Helen Price Johnson moved approval, seconded by Ken Stark, all in favor, **motion carried (#11-001)**.

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

None

6. Comments from the Public

Barbara LaBrash reported that San Juan County is on the brink of the community based mental health program and is awaiting final execution of contracts. When the contracts are executed the family resource centers can start working on the mental health services to low income persons without Medicaid utilizing their 1/10th of 1% funding.

7. Report from the Advisory Board

Candy Trautman reported:

- Chaired her first Advisory Board meeting on Tuesday

- Received reports from Ombuds, Finance and Executive committees, Executive Director and county advisory boards
- Peer Centers; a lot of emphasis from the Advisory Board members to keep the centers in operation
- Trips and funding for members to attend BHC and Tribal conferences
- Approved action items before the board today along with the requests for asset donations
- Next meeting in April; following new bi-monthly format to reduce costs

Candy was thanked for her report.

8. Report from the Executive/Personnel Committee

Chuck said the committee did not meet today.

9. Report from the Quality Management Oversight Committee

Anne Deacon reported:

- Met on January 26th
- NSMHA announced will be covering partial costs of getting Raintree data to support VOA sending electronic notifications to providers
- WCPC summarized new model they are implementing, “Open Access”; brief discussion followed and Chuck noted that the providers came up with this and wanted to give them credit for innovative; brief discussion followed on the traditional method of Access.
- Discussion on LOCUS which evolved to a discussion on utilization and managing demand, dealing with no-shows.
- Providers/policies and DBHR allowed for providers to use NSMHAs policies, alleviates some administrative burden.

Anne was thanked for her report.

10. Report from the Planning Committee

Regina Delahunt reported:

- Met by phone on February 3rd to discuss the results of the RFQ process for the Skagit Crisis Center and Mobile Outreach Team. The selection committee answered questions about their process and selection. Pioneer Human Services is the recommendation from the selection committee and Planning Committee is recommending approval of the contract today.

Regina was thanked for her report.

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

Chuck Benjamin reported:

- We are waiting the 2011-2013 budget and hopes that we will not see any further funding cuts. Looks like the house and senate are recommending some restoration of funding to the public mental health system, still the final product
- Started furlough days this year; one per month
- Aurora House; converting to an Adult Residential Treatment Facility, and although it has been a long process, kudos to Compass Health for getting this done
- Crisis Center Mobile Outreach Team discussed in the Planning Committee report.
- Triage Center in Snohomish County will be opened jointly with Snohomish County and NSMHA, will be opening on February 28th, provided brief description, noted there will be recliners along with beds for people who need shorter, less intensive interventions
- Dignity and Respect Workgroup
- Closing the Sedro Woolley E&T, a very hard decision but so far impacts not as drastic as previously anticipated

- Inpatient Costs: new billing system the state put in last June, Provider One, has some glitches and we have asked the state to look into why our inpatient costs went way down as well as the number of eligibles; still awaiting the responses from the State.
- Tribal Conference, Chuck noted that Lummi Nation has a Systems of Care Grant and are putting \$12,500 toward the conference. Now we can change this from a one day to a two day conference; May 11th & 12th at the Skagit Resort. Chuck will send a letter of appreciation to the Lummi Nation.

Chuck was thanked for his report.

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

Bill Whitlock reported:

- The Federal Block Grant (FBG) and PATH (Project for Assistance in transition from Homelessness) and DDD grants were low, \$287,272, \$67,351 and \$89,764 respectively. We think these are timing variances. The rest of the revenue variances are all permanent variances. Interest revenue was lower than budgeted due to the low interest rates. Overall, the revenues were a little higher in 2010 due to the low forecast of Medicaid funding in the NSMHA budget.
- The negative expenditure variance will need a budget adjustment. The supplies, small tools and machinery and equipment variances are mostly due to preparing for bringing additional information services in house. We purchased software and computer equipment. The agency, county and other services variances is because we set our budget lower in anticipation of state budget cuts that did not happen until November 2010. We will be asking for budget transfers at the April board meeting.
- Inpatient billings for December looked normal. The RSN's have requested the state to report all of the unpaid claims they have received. This can determine the amount of potential back billing in the system. This will help the RSN's in figuring out if the inpatient reserve rates are actuarially sound.
- We are still waiting for the PACT (Program for Assertive Community Treatment) conversion to Medicaid. This was supposed to start in January 2011.
- We did not get the rate rebase (cut) that was proposed by DSHS/DBHR in August 2010. This would have reduced our funding by an estimated \$521,000.
- Medicaid eligible clients have gone up. Attached is a client payment data since Provider One started. The good news is there are more clients. The bad news is there are more WMIP clients; discussion followed. Bill noted we are receiving the dollar-for-dollar increase, but we should be receiving more; additional discussion followed.

Bill was thanked for his report.

13. Report from the Finance Committee

Ken Stark reported the committee met just prior to this meeting and reviewed all claims before the board today along with payroll.

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 #11-002

To review and approve North Sound Mental Health Administration's claims paid from December 1, 2010 through December 31, 2010 in the amount of \$6,493,803.56. Payroll for the month of December in the amount of \$114,980.09 and associated employer paid benefits in the amount of \$57,218.07.

Motion #11-003

To review and approve North Sound Mental Health Administration's claims paid from January 1, 2010 through January 31, 2010 in the amount of \$3,987,956.67. Payroll for the month of January in the amount of \$109,702.96 and associated employer paid benefits in the amount of \$53,332.18.

Ken Stark moved motions **#11-002** and **#11-003**, seconded by Anne Deacon, all in favor, **motion carried**.

15. Action Items

Motion #11-004

To Approve **NSMHA-COMPASS HEALTH-MEDICAID-09-11 AMENDMENT 4** for the purpose of removing all references and funding for the Crisis Respite Services in Skagit County and Snohomish County.

The transfer of services and funding will be allocated to the NSMHA-COMPASS HEALTH- SNOHOMISH COUNTY TRIAGE CENTER -MEDICAID-11 on February 28, 2011 (Reduction of \$306,205).

The termination of crisis respite services in Skagit County shall take effect on March 28, 2011 (Reduction of \$70,140).

The reduction to the Compass Health Medicaid contract is \$376,345.

Motion #11-005

To Approve **NSMHA-COMPASS HEALTH-SMHC-09-11 AMENDMENT 4** for the provision of removing all references and funding for the Crisis Respite Services in Skagit County and Snohomish County.

The transfer of services and funding will be allocated to the NSMHA-COMPASS HEALTH- SNOHOMISH COUNTY TRIAGE CENTER -SMHC-11 on February 28, 2011 (Reduction of \$46,600).

The termination of crisis respite services in Skagit County shall take effect on March 28, 2011 (Reduction of \$21,240).

The reduction to the Compass Health State contract is \$67,840.

Chuck provided explanations for motions **#11-004** and **#11-005**. Moved by Ken Stark, seconded by Anne Deacon, opened for discussion and Chair called for the vote, all in favor, **motion carried**.

Motion #11-006

To Approve **NSMHA-COMPASS HEALTH-SNOHOMISH COUNTY TRIAGE CENTER-MEDICAID-11** for the provision of mental health stabilization and substance abuse sobering serves in the Snohomish County Triage Center. This is a co-funded program with Snohomish County Human Services. The consideration on this Agreement is \$489,928. The term of this Agreement is February 28, 2011 through September 30, 2011.

Motion #11-007

To Approve **NSMHA-CH- SNOHOMISH COUNTY TRIAGE CENTER -SMHC-11** for the provision of mental health stabilization and substance abuse sobering serves in the Snohomish County Triage Center. This is a co-funded program with Snohomish County Human Services. The consideration on this Agreement is \$93,320. The term of this Agreement is February 28, 2011 through September 30, 2011.

Chuck provided explanations for motions **#11-006** and **#11-007**. Helen Price Johnson moved approval of both, seconded by Ken Stark, opened for discussion and Chair called for the vote, all in favor, **motion carried**.

Motion #11-008

To Approve **NSMHA-PIONEER HUMAN SERVICES-MEDICAID-11** for the provision of providing Mental Health Crisis Stabilization and sobering services in Skagit County. The consideration for this Agreement is \$108,993.75. The term of this Agreement is March 29, 2011 through June 30, 2011.

Motion #11-009

To Approve **NSMHA-PIONEER HUMAN SERVICES-SMHC-11** for the provision of providing Mental Health Crisis Stabilization and sobering services in Skagit County. The consideration for this Agreement is \$20,760.72. The term of this Agreement is March 29, 2011 through June 30, 2011.

Chuck provided explanations for motions **#11-008** and **#11-009**. Ken Stark moved approval, seconded by Regina Delahunt, all in favor, **motion carried**.

Motion #11-010

To approve **SNOHOMISH COUNTY-NSMHA-SNOHOMISH COUNTY TRIAGE CENTER-11** for the provision of transmitting \$395,833 of sales tax dollars to fund the Snohomish County Triage Center. The term of this Agreement is February 28, 2011 through December 31, 2011

Chuck provided an explanation for motion **#11-010**, seconded by Helen Price Johnson, all in favor, **motion carried**.

Motion #11-011

To approve **DSHS-DCFS-NSMHA-INTERLOCAL AGREEMENT-11** for the provision of transmitting \$80,000 to NSMHA to co-fund the Skagit Fidelity Wraparound Team and the research being conducted by the University of Washington. The term of this Agreement is February 1, 2011 through June 30, 2011.

Chuck provided an explanation for motion #11-011. Moved by Ken Stark, seconded by Helen Price Johnson, opened for discussion and the chair called for the vote, all in favor, **motion carried**.

16. Introduction Items

None

17. Adjourn

Chair Dahlstedt asked if there was anything else. Ken Stark noted that he and Chuck have been in discussion about how we can work together and partner in the future in light of healthcare reform in the future. He said they've been discussing planning a major meeting to pull together all players to discuss working together and brainstorming a model for the future to see who wants to work with us. Ken Stark noted that if we don't figure out how to move forward, others will.

Rebecca Clark asked about the expiration date of the Pioneer Center contracts. Chuck explained that was the end of the state fiscal year. He said that NSMHA does not have intent not to continue this contract.

Ken Dahlstedt announced the next meeting would be April 14th at 1:30. The meeting was adjourned at 2:28 p.m.

Respectfully submitted:

Annette Calder
Executive Assistant

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
SPECIAL MEETING OF THE BOARD OF DIRECTORS
March 10, 2011
1:00 PM**

MINUTES

Board Member Present Via Telephone:

Jamie Stephens, San Juan County Council member
Sharie Freemantle, designated alternate for Snohomish County Council member, Dave Gossett
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen
Rebecca Clark, designated alternate for Skagit County Commissioner, Ken Dahlstedt
Candy Trautman, NSMHA Advisory Board Chair

Staff Present:

Chuck Benjamin, Bill Whitlock, Annette Calder

Guests:

None

1. Call to Order; Introductions

Jamie Stephens opened the meeting and welcomed everyone at 1:05 p.m.

2. Purpose of the Meeting

Chuck Benjamin stated the purpose of this meeting is to approve recommendations from the NSMHA Planning Committee regarding Federal Block Grant funding and to authorize NSMHA to issue a RFP for Federal Block Grant funds. NSMHA is requesting authorization to pay a deposit to the Skagit Resort for the 2011 Tribal Conference.

3. Action Items

Motion #11-012

To approve the Planning Committee's recommendation to set aside \$450,000 of the 2011-12 Federal Block Grant Funds (FBG) for the three Peer Centers. This is replacing the current state funds allocated to the Peer Centers. The committee also recommends that NSMHA release a Request for Proposals for the remaining \$650,750 of the 2011-12 FBG funds. Special consideration will be given to good proposals from Island and San Juan counties as other counties will be receiving funding for their peer centers.

Chuck Benjamin provided an explanation for Motion # 11-012. Candy Trautman moved approval, seconded by Jamie Stephens, all in favor, **motion carried.**

Motion #11-013

To approve a \$7,500 deposit for the Skagit Resort to host the NSMHA 2011 Tribal Conference.

Chuck Benjamin provided an explanation for Motion # 11-013. Candy Trautman moved approval, seconded by Sharie Freemantle, all in favor, **motion carried.**

4. Adjourn

Chuck thanked all for participating. Jamie Stephens adjourned the meeting at 1:12 p.m.

Respectfully submitted:

Annette Calder
Executive Assistant