

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

December 11, 2014

1:30 PM

AGENDA

1. Call to Order; Introductions – Vice Chair Johnson
2. Revisions to the Agenda – Vice Chair Johnson
3. Approval of Minutes of November 13, 2014, Motion #14-077– Vice Chair Johnson8-15
4. Comments & Announcements from the Chair
5. Report from Board Members
6. Comments from the Public
7. Report from the Advisory Board – Mark McDonald, Chair Tab 1
8. Committee Reports Tab 2
Quality Management Oversight Committee – Anji Jorstad, Chair
Planning Committee – Anne Deacon, Chair
9. Report from the Executive/Personnel Committee – Vice Chair Johnson
10. Report from the Executive Director Tab 3
11. Report from the Finance Officer Tab 4
12. Report from the Finance Committee – Ken Stark, Chair
NSMHA Operating Budget Amendment, Motion #14-078
Move to increase the annual appropriations by \$5,000,000

Increase Medicaid Revenue \$5,000,000

Increase Expenses Agency/County/Other Services \$5,000,000

13. Consent Agenda – Finance Committee, Motion #14-079

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, the item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.

To review and approve the North Sound Mental Health Administration's claims paid from November 1, 2014 through November 30, 2014 in the amount of \$6,288,770.05. Payroll for the month of November in the amount of \$140,080.94 and associated employer benefits in the amount of \$80,988.76.

14. Action Items

Professional Service Contracts

Motion #14-080

To approve the following contracts:

NSMHA-COMPASS HEALTH-PSC-12-13 Amendment 3

NSMHA-SUNRISE SERVICES-PSC-13 Amendment 2

NSMHA-COMPASS HEALTH TRAINING-PSC-14-15 Amendment 1

Contract details for motion #14-080:

NSMHA-COMPASS HEALTH-PSC-12-13 Amendment 3 for the purpose of increasing funding to complete the transition to an Electronic Health Record (EHR) system. The increase to this contract is \$458,006 for a new maximum consideration of \$1,511,932 with the expiration date amended to June 30, 2015.

NSMHA-SUNRISE SERVICES-PSC-13 Amendment 2 for the purpose of increasing funding by \$156,781 to cover costs incurred in the expansion of services in the region. The new maximum consideration on this contract is \$1,685,131 with the expiration date amended to December 31, 2014.

NSMHA-COMPASS HEALTH TRAINING-PSC-14-15 Amendment 1 for the purpose of increasing funding to provide two (2) Youth Mental Health First Aid trainings in Marysville, WA. The training is co-funded with the City of Marysville. The increase to this contract is \$4,361 for a new maximum consideration of \$35,333, with the term of the agreement remaining the same, March 14, 2014 through June 30, 2015.

Interlocal Agreement

Motion #14-081

To approve WHATCOM COUNTY-NSMHA-INTERLOCAL-14-15 Amendment 1

Contract details for motion #14-081:

WHATCOM COUNTY-NSMHA-INTERLOCAL-14-15 Amendment 1 for the purpose of providing funding for the Rainbow Recovery Center in Whatcom County and extending the

expiration date of the contract through December 31, 2015. The increase in funding is \$200,000 for a total maximum on this agreement of \$417,789.

Rainbow Recovery Peer Center

The following contract is the pass through contract for the Rainbow Recovery Peer Center. The amount of pass through funding is prorated to the length of the Compass Health contract period (9 months). The remaining three (3) months of payment will be added to the next contract cycle.

Motion #14-082

To approve NSMHA-COMPASS HEALTH WHATCOM SMHC-13-15 Amendment 3

Contract details for motion #14-082:

NSMHA-COMPASS HEALTH WHATCOM-SMHC-13-15 Amendment 3 for the purpose of passing through county funding supporting the Rainbow Recovery Peer Center in Whatcom County. The funding is being added to Compass Health’s State funded contract which funds crisis services and the Rainbow Recovery Peer Center. The increase to this contract is \$150,000 for a maximum consideration of \$2,277,373.75 with the term of the agreement remaining the same, October 1, 2013 through September 30, 2015.

Building Lease & Improvements

Motion #14-083

To authorize the NSMHA to extend the current office space lease by one year, lease an additional suite in the Carnation Building to accommodate additional staff and meetings. Also to include \$(will be provided at the meeting) to have remodeling done in the current suite to accommodate additional staff.

Reclassification of staff & creation of new positions

Motion #14-084

To approve the reclassifications of three existing positions and the creation of four new positions. All positions below are included in the Recommended NSMHA 2015 Operating Budget.

- Reclassification of IS/IT Administrator from pay range 19, step E to pay range 18, step E
- Reclassification of Operations Manager from pay range 19, step E to pay range 18, step E
- Reclassification of Contracts Coordinator to Contracts/HR Manager from pay range 19, step E to pay range 18, step E
- Quality Improvement Coordinator-*new position*
- Administrative Receptionist-*new position*
- Child Quality Specialist-*new position*
- IS/IT Provider Liaison-*new position*

Recommended NSMHA 2015 Operating Budget.....Tab 5

Motion #14-085

To approve the Recommended NSMHA 2015 Operating Budget.

E&T Lease

Motion #14-086

To authorize the Executive Director to sign a lease on the previous E&T facility owned by the State of Washington’s Enterprise Services Agency, on the condition the terms of the lease are agreeable. If the terms of the lease are untenable, the Executive Director will notify the Board of Directors.

Fee For Service Based Rate Change

Motion #14-087

To approve the Fee For Service Based Rate Change as detailed below:
The results of the wage survey have been completed. The data was reviewed and the salaries and benefit basis of the new rates was chosen. The rate increases varies from 3.8% to 4.3% depending on the type of position. Below is the proposed fee for service rate increase starting January 1, 2015. See attached document for the all of the rate information.

Fee table per hour of service		Current	Proposed	Change
MD/DO	Psychiatrists/MDs	\$412.00	\$428.00	3.9%
NP/PA	Nurse Practitioner/Physician Asst.	\$260.00	\$270.00	3.8%
RN	Registered Nurse/LPN	\$164.00	\$171.00	4.3%
MA/MSW	PhD and Masters-Level	\$126.00	\$131.00	4.0%
BA/AA	Bachelor's, AA Level Clinician	\$100.00	\$104.00	4.0%
Para	Peer Counselor	\$79.00	\$82.00	3.8%

Relias Online Learning System

Providers have notified NSMHA that trainings must occur within 30 days of hire, without the availability of Relias slots, new employees are unable to access training required by DBHR prior to the provision of direct services. For this reason we are asking for an increase in Relias learner slots. The costs are estimated, NSMHA is waiting to hear back from Relias on the actual cost of the increase.

Motion #14-088

To authorize the Executive Director to increase up to 400 additional learners on the Relias online learning system for fiscal year 2015. The estimated annual cost of this increase is \$17,304 for an estimated new maximum consideration of \$92,178 annually.

Fund Balance

Motion #14-089

The NSMHA Board of Directors moves to commit \$14.5 million dollars (\$11 million Medicaid and \$3.5 million state funds) of fund balance for the following areas:

- 1) Co-Occurring Services Pilots
- 2) BHO planning and infrastructure development (licensing MH agencies for CD services and licensing CD agencies for MH services)
- 3) Provider cross training on behavioral health services

4) Startup funding for the North Sound E&T

This is in addition to the 2013 motion #13-073 dated 11-14-2013: The NSMHA Board of Directors moves to assign \$11 million dollars (\$8 million Medicaid and \$3 million state funds) for a fund balance RFQ in the following areas:

- 1) Implementation of Children's mental health redesign including expansion of children services, wraparound team services and/or children's crisis response teams;
- 2) Expansion of mental health crisis services; and
- 3) Health care reform including enhancing care coordination services through health homes, enhance workforce training on evidence based practices, and information systems and technology enhancements.

Modification to NSMHA Personnel Policies & Procedures

Motion #14-090

To approve revisions to the NSMHA Personnel Policies and Procedures #3502 as detailed below, effective immediately.

- Revision to sick leave cash out, removing the exclusion of retirement
- Revision to electronic mail to include the language "email should be respectful, productive and constructive".

15. Introduction Items

Fee for Service Increases & Increases of Provider Caps

The following contract amendments include the Fee for Service (FFS) rate increase and for some providers raising their cap on services to account for increased demand for services in the region.

To approve the following contract amendments:

NSMHA-BRIDGWAYS-MEDICAID-13-15 Amendment 1

NSMHA-CCSNW-MEDICAID-13-15 Amendment 3

NSMHA-CENTER FOR HUMAN SERVICES-MEDICAID-13-15 Amendment 1

NSMHA-COMPASS HEALTH WHATCOM-MEDICAID-13-15 Amendment 3

NSMHA-INTERFAITH-MEDICAID-13-15 Amendment 2

NSMHA-LAKE WHATCOM CENTER-MEDICAID-13-15 Amendment 2

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 4

NSMHA-COMPASS HEALTH-SMHC-13-15 Amendment 3

NSMHA-NWESD 189-MEDICAID-13-15 Amendment 2

NSMHA-NWESD 189-SMHC-13-15 Amendment 2

NSMHA-SUNRISE SERVICES-MEDICAID-13-15 Amendment 2

NSMHA-SUNRISE SERVICES-SMHC-13-15 Amendment 2

NSMHA-SEA MAR-MEDICAID-13-15 Amendment 3

NSMHA-SEA MAR-SMHC-13-15 Amendment 3

Contract details:

NSMHA-BRIDGWAYS-MEDICAID-13-15 Amendment 1 for the purpose of increasing the Medicaid Fee for Service rates in the budget for an increase to this contract of \$10,917. The new maximum consideration is \$689,733, with the term of the agreement remaining the same, October 1, 2013 through September 30, 2015.

NSMHA-CCSNW-MEDICAID-13-15 Amendment 3 for the purpose of increasing the Medicaid Fee for Service rates in the budget for an increase to this contract of \$90,000. The new maximum consideration is \$5,787,624, with the term of the agreement remaining the same, October 1, 2013 through September 30, 2015.

NSMHA-CENTER FOR HUMAN SERVICES-MEDICAID-13-15 Amendment 1 for the purpose of increasing the Medicaid Fee for Service rates in the budget for an increase to this contract of \$4,590. The new maximum consideration is \$919,566, with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-COMPASS HEALTH WHATCOM-MEDICAID-13-15 Amendment 3 for the purpose of increasing the Medicaid Fee for Service rates in the budget for an increase to this contract of \$104,004. The new maximum consideration is \$7,710,752, with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-INTERFAITH-MEDICAID-13-15 Amendment 2 for the purpose of increasing the Medicaid Fee for Service rates in the budget for an increase to this contract of \$24,444. The new maximum consideration is \$1,272,284, with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-LAKE WHATCOM CENTER-MEDICAID-13-15 Amendment 2 for the purpose of increasing the Medicaid Fee for Service rates in the budget for an increase on this contract of \$43,470. The new maximum consideration is \$4,565,490, with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 4 for the purpose of increasing the Medicaid Fee for Service rates in the budget and increasing the cap on funding for expansion in Snohomish County and San Juan County, specifically to Lopez and Orcas Islands and continuing the Inpatient Transition Team services. The increase to this contract is \$1,451,004 for a new maximum consideration of \$35,222,340, with the term of the agreement remaining the same, October 1, 2013 through September 31, 2015.

NSMHA-COMPASS HEALTH-SMHC-13-15 Amendment 3 for the purpose of increasing state funding for expansion in Snohomish County and San Juan County, specifically to Lopez and Orcas Islands and continuing Inpatient Transition Team services. The increase to this contract is \$7,677 for a new maximum consideration of \$6,996,145, with the term of the agreement remaining the same, October 1, 2013 through September 31, 2015.

NSMHA-NWESD 189-MEDICAID-13-15 Amendment 2 for the purpose of increasing the Medicaid Fee for Service rates in the budget and increasing the cap on funding for expansion into Marysville, where the ESD has received a grant to provide mental health services in the school district. This funding will augment the grant by providing services to NSMHA qualified

children/youth. The contract is increased by \$97,254 for a new maximum consideration of \$1,138,674, with the term of agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-NWESD 189-SMHC-13-15 Amendment 2 for the purpose of increasing state funding for expansion into Marysville, where the ESD has received a grant to provide mental health services in the school district. This funding will augment the grant by providing services to NSMHA qualified children/youth. The contract is increased by \$5,247 for a new maximum consideration of \$95,595, with the term of agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-SUNRISE SERVICES-MEDICAID-13-15 Amendment 2 for the purpose of increasing the Medicaid Fee for Service rates in the budget and increasing the cap on funding for expansion into Whatcom and Island County and the expansion of Intensive Outpatient Services in Skagit County. The contract is increased by \$1,915,335 for a new maximum consideration of \$10,411,047, with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-SUNRISE SERVICES-SMHC-13-15 Amendment 2 for the purpose of increasing state funding for flex funding, expansion into Whatcom County and expansion of Intensive Outpatient Services in Skagit County. The contract is increased by \$83,970 for a new maximum consideration of \$1,304,077, with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-SEA MAR-MEDICAID-13-15 Amendment 3 for the purpose of increasing the Medicaid Fee for Service rates in the budget and increasing the cap on funding for Island, Skagit and Snohomish County services. The contract is increased by \$485,100 for a new maximum consideration of \$4,619,692, with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-SEA MAR-SMHC-13-15 Amendment 3 for the purpose of increasing the Medicaid Fee for Service rates in the budget and increasing the cap on funding for Island, Skagit and Snohomish County services. The contract is increased by \$6,885 for a new maximum consideration of \$481,515 with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

16. Discussion Item: Forming a Limited Liability Company.....Tab 6

17. Adjourn

Next Meeting: January 8, 2015