

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

**July 9, 2015
1:30 PM**

AGENDA

- 1. Call to Order; Introductions – Chair Dahlstedt**
- 2. Revisions to the Agenda – Chair Dahlstedt**
- 3. Approval of Minutes of May 14, 2015, Motion #15-52 – Chair 7-17**
- 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**
- 9. Report from the Executive/Personnel Committee –Chair**
- 10. Report from the Executive Director..... Tab 3**
- 11. Report from the Finance Officer Tab 4**
- 12. Report from the Finance Committee – Ken Mann, Chair**
- 13. Consent Agenda – Finance Committee, Motion #15-53**

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 May 1, 2015 through May 31, 2015 in the amount of \$9,777,270.57. Payroll for the month of May in the amount of \$166,592.58 and associated employer benefits in the amount of \$93,018.51.

To review and approve the North Sound Mental Health Administration’s claims paid from June 1, 2015 through June 30, 2015 in the amount of \$(to be provided at the meeting). Payroll for the month of June in the amount of \$(to be provided at the meeting) and associated employer benefits in the amount of \$(to be provided at the meeting).

14. Action Items

The following contracts are for the provision of Mental Health Block Grant projects in the five (5) counties. Changes have been made since the contracts were introduced last month, due to a new requirement from SAMHSA that individuals served with Mental Health Block Grant funding need to be diagnosed with a Serious Mental Illness or for youth, have a functional impairment of Serious Emotional Disturbance. Previously, “diagnosed” was not a requirement, and having such a requirement limits the use of the funding due to the diagnosis being traceable in documentation. Below is the list of changes:

- Snohomish County will not be using MHBG funds for an embedded social worker with law enforcement but will provide peer center services and housing vouchers to adults diagnosed with a serious mental illness.
- Tulalip Tribes can no longer provide prevention services; the grant will now augment their Wraparound program for youth and families.

Motion #15-44

To approve the following Mental Health Block Grant (MHBG) Contracts:

NSMHA-COMPASS HEALTH-RAINBOW RECOVERY CENTER-MHBG-15-16

NSMHA-COMPASS HEALTH SAN JUAN-MHBG-15-16

NSMHA-TULALIP TRIBES-MHBG-15-16

NSMHA-ISLAND COUNTY-MHBG-15-16

NSMHA-SKAGIT COUNTY-MHBG-15-16

NSMHA-SNOHOMISH COUNTY-MHBG-15-16

NSMHA-WHATCOM COUNTY-MHBG-15-16

Contract details for motion #15-44:

NSMHA-COMPASS HEALTH-RAINBOW RECOVERY CENTER-MHBG-15-16 for the purpose of funding the peer center in Whatcom County. The maximum consideration for this contract is \$37,500 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-COMPASS HEALTH SAN JUAN-MHBG-15-16 for the purpose of providing funding to serve non-Medicaid children/youth in Orcas and Lopez Island schools. The maximum consideration on this contract is \$30,000 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-TULALIP TRIBES-MHBG-15-16 for the purpose of funding the Wraparound program for youth and families. The maximum consideration for this contract is \$56,250 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-ISLAND COUNTY-MHBG-15-16 for the purpose of providing permanent supported housing services in Island County. The maximum consideration on the contract is \$55,000 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-SKAGIT COUNTY-MHBG-15-16 for the purpose of providing peer center services with Consumer Voices are Born (CVAB) in Skagit County. The maximum consideration for this contract is \$76,561 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-SNOHOMISH COUNTY-MHBG-15-16 for the purpose of providing housing vouchers and peer center services. The maximum consideration on this contract is \$474,745 with the term of this agreement July 1, 2015 through March 31, 2016.

NSMHA-WHATCOM COUNTY-MHBG-15-16 for the purpose of providing permanent supported housing and recovery housing. The maximum consideration on this contract is \$95,507 with the term of the agreement July 1, 2015 through March 31, 2016.

Policy Revisions Tab 5

The following fiscal policies have been updated and copies are located behind Tab 5:

- 3010 Conflict of Interest
- 3031 Reimbursement for Travel
- 3000 series - Refreshments Policy

Motion #15-54

To approve revisions to the following NSMHA Policies:

- 3010 Conflict of Interest
- 3031 Reimbursement for Travel
- Refreshments (number yet to be assigned)

Agent to Receive Claims Tab 6

Every public entity is required to appoint and designate an agent to receive claims. In the 2006 session, the Legislature passed additional punitive measures for failure to comply with appointing and recording a designated agent to receive claims. As of 2006, these measures have significant negative impact on local government entities. NSMHA did this in February 2009 and are now updating this as suggested by our risk carrier, Enduris.

Motion #15-55

To approve appointing the Executive Director as the Agent to Receive Claims. Pursuant to the requirements of RCW 4.96.020, NSMHA appoints the Executive Director as Agent to Receive Claims for Damages on behalf of North Sound Mental Health Administration located at 117 N 1st Street, Suite 8, Mount Vernon, WA; office hours 8 a.m. to 5 p.m. Monday-Friday. This information shall be recorded with the Skagit County Auditor along with the form located behind Tab 6.

County Administration

The following amendment is providing prorated state funds (\$75,000 annually) for the REACH Center in Skagit County. The other two Peer Centers have historically been receiving the state funds for the operation of the Rainbow and Bailey Recovery Peer Centers.

Motion #15-56

NSMHA-SKAGIT COUNTY-ADMIN-15 Amendment 1 for the purpose of providing state funds to Skagit County for the operation of the REACH Peer Center. The increase to this agreement is \$37,500 for a new maximum consideration of \$294,072 with the term of the agreement remaining the same, January 1, 2015 through December 31, 2015.

Department of Behavior Health and Recovery (DBHR)

The following contracts are our bridge contracts with DBHR for the provision of funding NSMHA through March 31, 2016. This motion will provide the Executive Director the authority to sign the agreements when delivered from DBHR.

Motion #15-57

To approve the following contracts
DSHS-DBHR-NSMHA-PIHP-15-16
DSHS-DBHR-NSMHA-SMHC-15-16

Contract Details for Motion #15-57:

DSHS-DBHR-NSMHA-PIHP-15-16 for the purpose of providing Medicaid funding to operate for nine (9) months until March 31, 2016. The term of this agreement is July 1, 2015 through March 31, 2016.

DSHS-DBHR-NSMHA-SMHC-15-16 for the purpose of providing State funding to operate for nine (9) months until March 31, 2016. The maximum consideration on this agreement is \$ with the term of July 1, 2015 through March 31, 2016.

Professional Service Contract (PSC)

The following PSC contracts are to provide the following:

- WISe startup costs are to build the capacity needed to add additional staffing and infrastructure to serve additional children/youth.
- Compass Health has been operating a transition house in Snohomish County for individuals discharging from Western State Hospital.
- Compensation Works is a contract to hire a consultant to conduct a thorough and market based compensation survey for NSMHA.

Motion #15-58

To approve the following Professional Service Contracts:
NSMHA-COMPASS HEALTH-WISe-13-15
NSMHA-CCSNW-WISe-13-15
NSMHA-COMPASS HEALTH-ALKIRE HOUSE-15-18
NSMHA-COMPENSATION WORKS-PSC-15

Contract Details for Motion #15-58:

NSMHA-COMPASS HEALTH-WISe-13-15 for the purpose of providing startup funds to build capacity for the increase of 40 WISe slots in Snohomish County. The maximum consideration on this agreement is \$247,960 with the term of the agreement July 1, 2015 through December 31, 2015.

NSMHA-CCSNW-WISe-13-15 for the purpose of providing startup funds to build capacity for the increase of 12 WISe slots in Whatcom and Skagit Counties. The maximum consideration on this agreement is \$52,589 with the term of the agreement July 1, 2015 through December 31, 2015.

NSMHA-COMPASS HEALTH-ALKIRE HOUSE-15-18 for the purpose of providing transitional housing for individuals exiting Western State Hospital back to Snohomish County. The maximum consideration on this agreement is \$62,400 with the term of the contract July 1, 2015 through June 30, 2018.

NSMHA-COMPENSATION WORKS-PSC-15 for the purpose of procuring a consultant to conduct a compensation survey for NSMHA. The maximum consideration on this agreement is \$15,000 with the term of the agreement July 9, 201 through December 31 2015.

2015-16 Staffing

NSMHA is recommending approval of the attached staffing matrix for Calendar Years 2015 and 2016. The attached matrix shows the positions, estimated date of hire and proposed pay range.

The only change to the matrix since its introduction is the status of the IT position listed below:

- Network Security Analyst has been placed on hold until the compensation survey is completed.

Motion #15-59

To approve the 2015/2016 NSMHA Staffing plan as presented.

Motion #15-60

To authorize the Executive Director to enter into a 10 year lease agreement for office space at 301 Valley Mall Way in the amount of \$(to be provided at the meeting).

15. Introduction Items

The following amendment is being provided to embed a mental health professional in the Skagit Youth Recovery Court. This position will see youth who meet access to care and are in need of mental health treatment along with their substance use treatment.

NSMHA-CCSNW-MEDICAID-13-15 Amendment 4 for the purpose of providing funding for 1FTE Mental Health Professional to work in the Skagit Youth Recovery Court. The increase in funding to this agreement is \$37,512 for a new maximum consideration of \$5,787,624 with the term remaining the same, October 1, 2013 through September 30, 2015.

The following amendments being provided to allocate funding for:

- Lake Whatcom Center for services provided over their funding cap.
- Compass Health for the conversion to a Residential Treatment Facility (RTF) that requires an increase in staffing.

Medicaid

NSMHA-LWC-MEDICAID-13-15 Amendment 4 for the purpose of increasing Medicaid funding by \$45,378 for a new maximum consideration of \$4,996,296 with the term of the agreement remaining the same, October 1, 2013 through September 30, 2015.

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 6 for the purpose of increasing Medicaid funding by \$46,138 for a new maximum consideration of \$35,790,607 with the term of the agreement remaining the same, October 1, 2013 through September 30, 2015.

State

NSMHA-COMPASS HEALTH-SMHC-13-15 Amendment 5 for the purpose of increasing State funding by \$11,534 to a new maximum consideration of \$6,935,504 with the term of the agreement remaining the same, October 1, 2013 through September 30, 2015.

The following amendment is being provided to fully fund the PACT team now that they are completely staffed.

Program for Assertive Community Treatment (PACT)

NSMHA-COMPASS HEALTH-SKAGIT PACT-13-15 Amendment 3 for the purpose of increasing Medicaid funding by \$108,000 for a new maximum consideration of \$1,913,053 with the term of the agreement remaining the same, October 1, 2013 through September 30, 2015.

The contract below is for the purpose of:

- Sunrise Services will be expanding into south Snohomish County opening an office in Mountlake Terrance to serve individuals residing in nearby neighborhoods.

Professional Service Contract

NSMHA-SUNRISE SERVICES-PSC-15-16 for the purpose of providing startup funds to expand into south Snohomish County where service penetration rates are lowest. The maximum consideration for this agreement is \$415,150 with the term of the agreement July 1, 2015 through March 31, 2016.

16. Adjourn

Next Meeting: August 13, 2015

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

**May 14, 2015
1:30 PM**

MINUTES

Board Members Present:

Jamie Stephens, San Juan County Council member; NSMHA Board of Directors acting Chair
Ken Mann, Whatcom County Council member
Cammy Hart-Anderson, representing Snohomish County Executive, John Lovick
Rebecca Clark, representing Skagit County Commissioner & NSMHA Board Chair, Ken Dahlstedt
Regina Delahunt, representing Whatcom County Executive, Jack Louws
Jackie Henderson, representing Island County Commissioner, Jill Johnson
Mark McDonald, NSMHA Advisory Board Chair
Sherry Guzman, representing The Tulalip Tribes
Robert Knoll, representing Snohomish County Council member, Brian Sullivan

NSMHA Staff Present:

Joe Valentine, Betsy Kruse, Bill Whitlock, Annette Calder

Guests:

Chuck Davis, Kim Olander-Mayer

1. Call to Order; Introductions

Jamie Stephens opened the meeting and welcomed everyone; introductions were made.

2. Revisions to the Agenda

Chair Stephens noted a revision to the agenda stating **Motion #15-44** will be tabled until the next meeting.

3. Approval of Minutes of April 9, 2015

Ken Mann moved approval of the Minutes of April 9, 2015, seconded by Mark McDonald, all in favor, **motion carried, #15-35.**

4. Comments & Announcements from the Chair

None

5. Report from Board Members

Cammy Hart Anderson said she wanted to recognize the great conference put on by the RSN staff this week with the Tribal Mental Health Conference. Rebecca Clark added RSN staff also did a great job with the Systems of Care Institute (SOCI) Conference the week prior.

Joe introduced Betsy Kruse as the new Deputy Director of the NSMHA. Betsy addressed the Board and shared some information about her career and training; Betsy is an Occupational Therapist as well as a Geriatric Mental Health Specialist with a Master's degree in business.

6. Comments from the Public

None

7. Ombuds Report

Chuck Davis introduced himself and Kim Olander-Mayer as the Mental Health Ombuds for the Region. Chuck directed the group to Tab 1 and reviewed the Ombuds Spring 2015 Report with the Board; noting it really was a success story. Questions and answers took place throughout. Chuck and Kim thanked the NSMHA and Board of Directors for working on behalf of the clients. Kim noted that this process doesn't work the same all over the state and this RSN does it right. The Board thanked Chuck and Kim for their report and all they do.

8. Report from the Advisory Board

Mark McDonald noted the Advisory Board met on May 4th and the report is included behind Tab 2. Mark noted the Advisory Board is planning their annual Retreat for July 7th. Mark noted the SOCI Conference and Tribal Conference were attended by Advisory Board members and they were both good.

9. Committee Reports

The Quality Management Oversight Committee met on April 22nd and the meeting brief is included behind Tab 3. The Planning Committee did not meet last month.

10. Report from the Executive/Personnel Committee

Jamie Stephens stated the Executive/Personnel Committee met prior to this meeting, and discussed two possible staff hires, and also discussed staffing for 2016 and the sustainability report for 2016 staffing. Jamie Stephens also noted the tabling of Motion #15-44 was discussed in committee.

11. Report from the Executive Director

Joe Valentine reviewed the Executive Director's report with the Board; included behind Tab 4, and briefly discussed legislation pending that may impact us, the legislative budget and potential funding losses for the 2016 budget. Joe noted the future mental health rates set by the House and Senate will be at the lower end of the funding range and said NSMHA Board of Directors, Skagit County and Whatcom County all sent letters to the legislature noting concerns about setting rates too low.

Joe also updated the group on the status of the North Sound Evaluation and Treatment Center, noting that our lease on the facility is only through June 2018 and at that time both the E&T and Pioneer Center North, a 147 bed treatment facility, will need to be relocated. Joe addressed the NSMHA's future staffing and office space needs noting at the July meeting a motion requesting approval on both the staffing and new office space will be on the agenda. Joe reminded the Board that the June 11th Board of Directors meeting has been cancelled.

Ken Mann asked if spending \$500,000 to upgrade the E&T is wise if we will have to move out in June 2018. Bill and Joe explained that the state provided the funding to do these improvements and it is also the state that is making us move in 2018.

12. Report from the Finance Officer

Bill Whitlock directed the group to Tab 5 and reviewed the Finance Officer's report with the Board 2014. Bill reviewed and explained Motion #15-39, Fee for Service Rate Increase as well as Motion #15-41, 2014 Operating Budget Transfer. Bill was thanked for his report.

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

Ken Mann stated the Finance Committee met prior to this meeting and reviewed all claims, payroll for April. Ken moved approval of motion # 15-36, seconded by Jackie Henderson, all in favor, **motion carried, #15-36**. Ken also noted the Finance Committee reviewed motion #15-41 and the Executive Director will address that under Action Items.

14. Consent Agenda – Finance Committee, Motion #15-36

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 April 1, 2015 through April 30, 2015 in the amount of \$7,218,516.24. Payroll for the month of April in the amount of \$157,689.12 and associated employer benefits in the amount of \$89,703.17.

15. Action Items

Electronic Health Records

The following contract is being amended to cover the costs of EHR conversion. \$76,250 of this amount is to cover their cost to convert Compass Health Whatcom to the Compass Health EHR we are funding 100% of these costs. The other \$33,995 is to cover other unanticipated costs related to their EHR upgrades. We agreed to fund 50% of these costs.

Motion #15-37

To approve NSMHA-COMPASS HEALTH-EHR PSC-12-15 Amendment 4 for the purpose of increasing funding by \$93,248 additional costs related to the implementation of the Electronic Health Records System. \$76,250 of this amount is to cover their cost to convert Compass Whatcom to the Compass Health EHR we are funding 100% of these costs. The other \$33,995 is to cover other unanticipated costs related to their EHR upgrades. We agreed to fund 50% of these costs. The new maximum consideration on this agreement is \$1,605,180 with the term of the agreement remaining November 1, 2012 through June 30, 2015.

Joe explained **Motion #15-37**; Ken Mann moved approval, seconded by Regina Delahunt, all in favor, **motion carried**.

Crisis Prevention and Intervention Teams

The following State and Medicaid amendments are to implement the redesign of the voluntary crisis services to a mobile outreach service, creating Crisis Prevention and Intervention Teams (CPIT), where a majority of the voluntary contacts will be in the community. The teams will be comprised of a Mental Health Professional and a Peer Counselor.

The State contract amendments show a decrease in funding due to the revised ratio of 69% Medicaid and 31% State funding. The overall effect is an increase of funding for the redesign implementation.

Motion #15-38

To approve the following contracts:

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

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 5

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 5

NSMHA-COMPASS HEALTH WHATCOM-MEDICAID-13-15 Amendment 5

Joe discussed Motion #15-38 and noting we are really excited to implement the new teams in Snohomish and Whatcom counties. Ken Mann moved approval, seconded by Regina Delahunt, all in favor, **motion carried, #15-38.**

Contract details for Motion #15-38:

NSMHA-COMPASS HEALTH-SMHC-13-15 Amendment 4 for the purpose of decreasing the appropriation of state funding to implement the crisis redesign in Snohomish County. The decrease to this contract is \$72,175 for a new maximum consideration of \$6,923,970 with the term of this agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-COMPASS HEALTH WHATCOM-SMHC-13-15 Amendment 5 for the purpose of decreasing the appropriation of state funding to implement the crisis redesign in Whatcom County. The decrease to this contract is \$36,975 for a new maximum consideration of \$2,274,835.69 with the term of this agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-COMPASS HEALTH-MEDICAID-13-15 Amendment 5 for the purpose of implementing the crisis redesign in Snohomish County. The increase to this contract is \$522,129 for a new maximum consideration of \$35,744,469 with the term of this agreement remaining the same October 1, 2013 through September 30, 2015.

NSMHA-COMPASS HEALTH WHATCOM-MEDICAID-13-15 Amendment 5 for the purpose of implementing the crisis redesign in Whatcom County. The increase to this contract is \$224,088 for a new maximum consideration of \$8,283,037 with the term of this agreement remaining the same October 1, 2013 through September 30, 2015.

Fee For Service Based Rate Change

Motion #15-39

To approve the Fee For Service Based Rate Change starting 7/1/15 as detailed below:

We updated our fee for service model to increase the overhead rate from 90% to 105% for each direct labor hour to account for the increased cost of the electronic medical records systems being implemented in our region. We also created an intensive outpatient program fee schedule. We used the same updated calculations as the basic fee for service calculation and changed the productivity assumption from 55% to 48%. This is to

account for additional outreach, on call time and over time associated with this program. The current and updated rates are presented below.

		New		Old	
Regular Outpatient Rates		105% overhead + 55% productivity		90% overhead + 55% productivity	
		office	outreach	office	outreach
MD/DO	Psychiatrists/MDs	\$462.00	\$462.00	\$428.00	\$428.00
NP/PA	Nurse Practitioner/Physician Asst	\$292.00	\$292.00	\$270.00	\$270.00
RN	Registered Nurse/LPN	\$184.00	\$236.00	\$171.00	\$219.00
MA/MSW	PhD and Masters-Level Providers	\$141.00	\$183.00	\$131.00	\$170.00
BA/AA	Bachelor's, AA Level Clinician	\$112.00	\$146.00	\$104.00	\$135.00
Para	Peer Counselor	\$89.00	\$114.00	\$82.00	\$105.00
Weighted Average		\$150.52	\$186.33	\$139.71	\$172.78
		7.73%			
		New IOP		Old	
IOP Outpatient Rates		105% + 48% productivity		90% overhead 55% productivity	
		office	outreach	office	outreach
MD/DO	Psychiatrists/MDs	\$462.00	\$462.00	\$428.00	\$428.00
NP/PA	Nurse Practitioner/Physician Asst	\$292.00	\$292.00	\$270.00	\$270.00
RN	Registered Nurse/LPN	\$211.00	\$270.00	\$171.00	\$219.00
MA/MSW	PhD and Masters-Level Providers	\$162.00	\$210.00	\$131.00	\$170.00
BA/AA	Bachelor's, AA Level Clinician	\$129.00	\$167.00	\$104.00	\$135.00
Para	Peer Counselor	\$101.00	\$130.00	\$82.00	\$105.00
Weighted Average		\$ 168.43	\$ 209.07	\$139.71	\$172.78
		20.5%			

Joe explained, Ken Mann moved approval, seconded by Cammy Hart-Anderson, and Chair Stephens called for the vote, 8 in favor, **motion carried with one abstention, #15-39.**

Authorized Signatory

In January, by way of motion #15-04, Lisa Grosso, System Operations Manager, was designated on a temporary basis as an authorized signatory for NSMHA accounts with Skagit County Auditor, Treasurer and NSMHA accounts at Skagit Bank for Petty Cash, Advanced Travel and Flexible Spending Account until a Deputy Director was hired and would replace Lisa as the third authorized signatory. Over the last several months it has been realized that due to our growing business needs that it would be best to have an additional authorized signatory as any expenditure of \$5,000 or more requires two signatures. The motion below adds Betsy Kruse, Deputy Director and also retains Lisa Grosso as authorized signatories.

Motion #15-40

To approve the addition of Elizabeth Ann Kruse, Deputy Director, as a signing authority on NSMHA’s accounts at Skagit County Auditor’s and Treasurer’s offices and also the bank accounts at Skagit Bank: Petty Cash, Advanced Travel and the employee Flexible Spending Account. This addition is being made as the Deputy Director position has been filled. The designated NSMHA signatories shall have the authorization

privileges for disbursements over Petty Cash, Advanced Travel and Flexible Spending Accounts, vouchers, payroll and investing. Other authorized signors remain the same: Joe Valentine, Executive Director; Annette Calder, Executive Assistant; and Lisa Grosso, System Operations Manager.

Ken Mann moved approval, seconded by Rebecca Clark, all in favor, **motion carried, #15-40.**

RSN 2014 Operating Budget Transfer

Motion #15-41

Move to transfer funds in the RSN 2014 Operating Budget; increase Machinery & Equipment in the amount of \$23,000, decrease RSN 2014 Operating Budget Professional Services in the amount of \$23,000.

Ken Mann moved approval, seconded by Cammy Hart Anderson, all in favor, **motion carried, #15-41.**

Motion #15-42

Business Office Facilities

To authorize the Executive Director to submit a Letter of Intent to Lease and to negotiate a lease for a larger, adequate office space to house the North Sound Mental Health Administration staff and operations.

Joe explained and Ken Mann moved approval, seconded by Cammy Hart-Anderson, all in favor, **motion carried, #15-42.**

Motion #15-43

Triage Contract

The purpose of this amendment is to reduce funding due to the discontinuation of the Mobile Crisis Outreach team and transferring the funding to the State and Medicaid contracts for the redesigned voluntary crisis outreach teams.

NSMHA-COMPASS HEALTH WHATCOM-TRIAGE-13-15 Amendment 3 for the purpose of removing \$38,376 for a new maximum consideration of \$2,555,424 with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

Ken Mann, seconded by Rebecca Clark, all in favor, **motion carried, #15-43.**

Mental Health Block Grant Contracts (MHBG)

The mental health block grant funding will be contracted to the counties beginning this contract cycle, which is an abbreviated cycle of nine (9) months. The counties, Advisory Board and NSMHA determined the funding priorities as follows:

- Permanent Supported Housing
- Peer Recovery Centers
- Mental Health Outreach with Law Enforcement (Snohomish County)
- Tulalip Tribes-Traditional/Cultural Services to youth and families

The counties will hold the contract with the specific providers, with the exception of Tulalip Tribes, San Juan County and the Whatcom County Rainbow Recovery Center. We believe the counties are poised to have the ability to target and braid local funding to enhance the services in their respective counties.

Motion #15-44 TABLED

To approve the following contracts:

NSMHA-COMPASS HEALTH-RAINBOW RECOVERY CENTER-MHBG-15-16

NSMHA-COMPASS HEALTH SAN JUAN-MHBG-15-16

NSMHA-TULALIP TRIBES-MHBG-15-16

NSMHA-ISLAND COUNTY-MHBG-15-16

NSMHA-SKAGIT COUNTY-MHBG-15-16

NSMHA-SNOHOMISH COUNTY-MHBG-15-16

NSMHA-WHATCOM COUNTY-MHBG-15-16

Contract Details for Motion #15-44:

NSMHA-COMPASS HEALTH-RAINBOW RECOVERY CENTER-MHBG-15-16 for the purpose of funding the peer center in Whatcom County. The maximum consideration for this contract is \$37,500 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-COMPASS HEALTH SAN JUAN-MHBG-15-16 for the purpose of providing funding to serve non-Medicaid children/youth in Orcas and Lopez Island schools. The maximum consideration on this contract is \$30,000 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-TULALIP TRIBES-MHBG-15-16 for the purpose of funding the youth services program to provide cultural activities to youth and families. The maximum consideration for this contract is \$56,250 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-ISLAND COUNTY-MHBG-15-16 for the purpose of providing permanent supported housing services in Island County. The maximum consideration on the contract is \$55,000 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-SKAGIT COUNTY-MHBG-15-16 for the purpose of providing peer center services with Consumer Voices are Born (CVAB) in Skagit County. The maximum consideration for this contract is \$76,561 with the term of the agreement July 1, 2015 through March 31, 2016.

NSMHA-SNOHOMISH COUNTY-MHBG-15-16 for the purpose of providing permanent supported housing, peer center services and mental health outreach services with the Everett Police Department. The maximum consideration on this contract is \$474,745 with the term of this agreement July 1, 2015 through March 31, 2016.

NSMHA-WHATCOM COUNTY-MHBG-15-16 for the purpose of providing permanent supported housing and recovery housing. The maximum consideration on this contract is \$95,507 with the term of the agreement July 1, 2015 through March 31, 2016.

Motion #15-44 was tabled as noted at the beginning of the meeting.

Mental Health Block Grant Amendments and Reallocation of Unspent MHBG Funds

The following MHBG amendments are removing unspent funding from the San Juan County contracts and moving it to the Island County and Tulalip Tribes MHBG contracts. This will ensure the money is used for MHBG services and not returned to DBHR at the end of the contract period. The funding must be expended by June 30, 2015. Island County will serve additional individuals and families in their supported housing project and Tulalip Tribes will provide additional workshops for Tribal members.

Motion #15-45

To approve the following contracts:

- NSMHA-SAN JUAN COUNTY-MHBG-13-15 Amendment 3
- NSMHA-COMPASS HEALTH SAN JUAN-MHBG-13-15 Amendment 3
- NSMHA-ISLAND COUNTY-MHBG-13-15 Amendment 3
- NSMHA-TULALIP TRIBES-MHBG-13-15 Amendment 2

Ken Mann moved approval, seconded by Jackie Henderson, opened for discussion and Chair Stephens called for the vote, all in favor, **motion carried, #15-45.**

Contract Details for Motion #15-45:

NSMHA-SAN JUAN COUNTY-MHBG-13-15 Amendment 3 for the purpose of removing the remaining balance of \$30,340.87 from this contract with the term of the agreement remaining the same July 1, 2013 through June 30, 2015.

NSMHA-COMPASS HEALTH SAN JUAN-MHBG-13-15 Amendment 3 for purpose of removing the remaining balance of \$11,577.53 from this contract with the term of the agreement remaining the same July 1, 2013 through June 30, 2015.

NSMHA-ISLAND COUNTY-MHBG-13-15 Amendment 3 for the purpose of reallocating funding to increase the funding on this contract by \$30,000 for a new maximum consideration of \$330,000 with the term of the agreement remaining the same July 1, 2013 through June 30, 2015.

NSMHA-TULALIP TRIBES-MHBG-13-15 Amendment 2 for the purpose of reallocating funding to increase the funding on this contract by \$11,918 for a new maximum consideration of \$161,918 with the term of the agreement remaining the same July 1,2013 through June 30, 2015.

Program for Assertive Community Treatment (PACT)

This amendment is to increase funding for the PACT team.

Motion #15-46

To approve NSMHA-COMPASS HEALTH-PACT-13-15 Amendment 2 for the purpose of increasing funding for the Snohomish County PACT team. The increase to the contract is \$525,914.28 for a new maximum consideration of \$3,476,182.20 with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

Joe discussed motion #15-46 and Ken Mann moved approval, seconded by Rebecca Clark, all in favor, **motion carried, #15-46.**

Wraparound with Intensive Services (WISe)

The amendments listed below are to implement the expansion of WISe slots in Snohomish and Whatcom Counties. The total number of expanded slots is 58 for the region. NSMHA will be developing a Request for Proposals (RFP) for an additional 32 slots in Snohomish County.

Motion #15-47

To approve the following contracts:

- NSMHA-COMPASS HEALTH-WISe-14-15 Amendment 2
- NSMHA-CATHOLIC COMMUNITY SERVICES-WISe-14-15 Amendment 2

Ken Mann moved approval, seconded by Cammy Hart Anderson, all in favor, **motion carried, #15-47.**

Contract Details for Motion #15-47:

NSMHA-COMPASS HEALTH-WISe-13-15 Amendment 2 for the purpose of increasing funding by \$408,000 for the expansion of 40 slots in Snohomish County for a new maximum consideration of \$2,730,177.25 with the term of the agreement remaining the same July 1, 2014 through September 30, 2015.

NSMHA-CATHOLIC COMMUNITY SERVICES-WISe-13-15 Amendment 2 for the purpose of increasing funding by \$183,600 for the expansion of 6 slots in Skagit County and 12 slots in Whatcom County for a new maximum consideration of \$2,835,600 with the term of the agreement remaining the same July 1, 2014 through September 30, 2015.

County Interlocal Agreement

This agreement with Snohomish County provides funding for the substance use services provided at the Bailey Center Triage.

Motion #15-48

To approve SNOHOMISH COUNTY-NSMHA-INTERLOCAL AGREEMENT-15 for the purpose of funding the Snohomish County Triage operated by Compass Health. The maximum consideration on this agreement is \$494,000 with the term of the agreement January 1, 2015 through December 31, 2015.

Ken Mann moved approval, seconded by Jackie Henderson, all in favor, **motion carried, #15-48.**

Evaluation and Treatment Contract (E&T)

This amendment is extending the end date to September 30, 2015 to coincide with our standard contract cycle and to allocate the funding for the extension period of three (3) months.

Motion #15-49

To approve NSMHA-COMPASS HEALTH-E&T-13-15 Amendment 2 for the purpose of extending the contract through September 30, 2015 and allocating the operating funds for the period. The increase to the contract is \$902,814 for a new maximum consideration of \$8,448,624 with the term of the agreement amended to October 1, 2013 through September 30, 2015.

Joe noted this was a technical change so the timeline of this contract will line up with other contracts. Ken Mann moved approval, seconded by Cammy Hart-Anderson, all in favor, **motion carried, #15-49.**

Professional Service Contract

This agreement is to continue our support of developing the workforce in the evidence based practice of Motivational Interviewing.

Motion #15-50

To approve NSMHA-Jefferson-PSC-15-16 for the purpose of providing continued Motivational Interviewing Training to our contracted providers. The maximum consideration on this contract is \$21,600 with the term of the agreement June 1, 2015 through June 30, 2016.

Joe discussed motion #15-50 and Ken Mann moved approval, seconded by Cammy Hart-Anderson, all in favor, **motion carried, #15-50.**

Access Line

The two (2) VOA amendments provide an increase in funding for VOA to hire 2 additional FTE to cover the increased calls to the Access Line. In 2014 the Access line received a 25% increase in calls compared to 2013 and in the first two (2) months of 2015 they have received a 20% higher volume of calls compared to the previous two (2) months in 2014. Staffing levels for the Access line has not changed since 2007.

Motion #15-51

To approve the follow contract amendments:

NSMHA-VOA-MEDICAID-13-15 Amendment 4

NSMHA-VOA-SMHC-13-15 Amendment 5

Joe explained the need for motion #15-51. Ken Mann moved approval, seconded by Cammy Hart-Anderson, all in favor, **motion carried, #15-51.**

Contract details for Motion #15-51:

NSMHA-VOA-MEDICAID-13-15 Amendment 4 for the purpose of adding staff to handle increase in volume of Access line calls starting June 1, 2015. The increase to this contract is \$43,542.00 with a new maximum consideration of \$4,053,215.58 with the term remaining the same October 1, 2013 through September 30, 2015

NSMHA-VOA-SMHC-13-15 Amendment 5 for the purpose of adding staff to handle the increase in volume in Access line calls starting June 1, 2015. The increase to this contract is \$4,306.00 with a new maximum consideration of \$668,323.16 with the term of the agreement remaining the same October 1, 2013 through September 30, 2015.

16. Introduction Items

Compensation Consultant

NSMHA is currently in the introduction phase of procuring a consultant to conduct a compensation survey. The consultant will assist NSMHA in developing a strategic staffing and compensation structure to ensure it has adequate administrative capacity to effectively manage the future Behavior Health Organization. The survey will help us identify what will be necessary to attract and retain qualified staff. It has become evident in our recruiting process that we are now competing with counties with better compensation structures, other managed care organizations, hospitals and other health care organizations in the region.

Joe discussed the desire to proceed with this study so we can remain competitive as well to be able to attract and retain qualified staff.

2015-16 Staffing

NSMHA's leadership has identified the level of staffing needed to respond to the service needs of an expanded population of Medicaid enrollees, manage the increase in new programs and contracts it has taken on, and to manage the future Behavioral Health Organization. The attached matrix shows the positions identified to date with the pay range and timeline for hiring. NSMHA is intending to be purposeful and strategic in the building of its workforce.

Joe said that we have outlined what we think we need for future staffing and will be coming to the July meeting for approval.

Policy Revisions Tab 6

The following fiscal policies have been updated and copies are included for review:

- 3010 Conflict of Interest
- 3031 Reimbursement for Travel
- Refreshments (number yet to be assigned)

Bill provided an overview of the policy revisions.

17. Discussion Item

Relocation of North Cascades Behavioral Health Facilities

The State Department of Enterprise Services continues to take the position that they will not extend the leases for the new North Sound E&T and Pioneer Center North beyond June, 2018. This means that we need to begin immediately planning for re-location within 3 years. Relocation of the E&T will be the responsibility of the North Sound RSN/BHO. We will need to work with Pioneer Human Services to identify what options they want to pursue. Contracting for CD residential services will be the responsibility of the North Sound BHO, so one way or another, we will also need to plan for our future needs for CD residential beds. The planning for both will require the participation of all 5 North Sound counties. We would like to begin talking with the Board about how they want us to organize this effort.

Joe discussed the relocation of the Evaluation and Treatment Facility (currently our responsibility) and Pioneer Center North, 147 beds used by all counties. Joe said NSMHA will be reaching out to counties to see if they want to partner with NSMHA in working on these planning issues. Joe noted that we've been working with Skagit County and they have been great partnering on this. Joe suggested forming a workgroup. Joe also noted that we could approach the state and ask for mitigation on this issue. He said that we need to identify the issues and develop a timeline on when certain milestones need to be met. Group discussion took place and concerns shared regarding community citing issues we'll face.

Joe will email all member county Human Services Directors about joining a workgroup on this.

Sherry Guzman noted that The Tulalip Tribes has just opened a 16 unit recovery home; currently only for tribal members. Sherry explained how the home would operate and how they would prepare clients for reintegration back into the community. Joe added that the Tribes are more advanced at integrating programs and said that there may be opportunities for future contracting when we become a BHO.

18. Adjourn

Chair Stephens noted the next meeting will be held on July 9, 2015 and adjourned the meeting.

Respectfully submitted:

Annette Calder
Executive Assistant