



## Board of Directors

### Meeting Minutes

November 14<sup>th</sup>, 2024

#### Board of Directors Members Present in Person:

- **Barry Buchanan**, County Council; Whatcom County
- **Cammy Hart-Anderson**, Human Services, Designated Alternate for Dave Somers, County Executive; Snohomish County
- **Peter Browning**, Commissioner; Skagit County

#### Members Present via MS Teams:

- **George Kosovich**, Community Services Division Manager, Designated Alternate for Peter Browning, Commissioner, Skagit County
- **Darcy Cheesman**, Legislative Aid, Designated Alternate for Sam Low, County Council; Snohomish County
- **Malora Christensen**, Response System Division Manager, Designated Alternate for Satpal Sidhu, County Executive; Whatcom County
- **Jami Mitchell**, Human Services Manager, Designated Alternate for Cindy Wolf, County Council; San Juan County
- **Kara Allen**, Advisory Board Chair
- **Nicole Gorle**, Legislative Analyst, Designated Alternate for Nate Nehring, County Council; Snohomish County
- **Cindy Wolf**, Council Member; San Juan County

#### North Sound Behavioral Health Administrative Services Organization (North Sound BH-ASO) Staff Present:

- **JanRose Ottaway Martin**, Executive Director; NS BH-ASO
- **Margaret Rojas**, Assistant Director; NS BH-ASO
- **Kimberly Nakatani**, Accountant; NS BH-ASO
- **Michael McAuley**, Clinical Director; NS BH-ASO

- **Maria Arreola**, Sr. Administrative Assistant; NS BH-ASO
- **Joanie Wenzl**, Clerk of the Board; NS BH-ASO

**Guests Present:**

Mark

**Call to Order and Introductions** – Chair

The Chair called the meeting to order and initiated introductions

**Tribal Acknowledgement** – Chair

[Tribal Behavioral Health | North Sound BH-ASO \(nsbhaso.org\)](http://nsbhaso.org)

The Chair read the Tribal Acknowledgement

**Revisions to the Agenda** – Chair

There were no revisions to the agenda

**Approval of the October 10th, 2024, Minutes, Motion #24-49** – Chair

Peter Browning moved the motion for approval, Cammy Hart-Anderson seconded, all in favor, none opposed, no abstentions, motion #24-49 carried.

**Comments & Announcements from the Chair** – Chair

There were no comments from the Chair, just the welcoming of members for being present

**Reports from Members** – Chair

The Board Members gave updates on the behavioral health happenings in their respective counties

**Comments from the Public** – Chair

There were no comments from the public

**Annual Compliance Training**

Charles DeElena, Compliance Officer

Charles spoke about the Annual Compliance Training that was sent out to the Board Members and their alternates. He noted that the attestations are due December 1<sup>st</sup>

**Annual Conflict of Interest Attestation**

JanRose Ottaway Martin, Executive Director

JanRose spoke about the Annual Conflict of Interest Attestation that is required of each board member and their alternates

**Report from the Advisory Board**

Kara Allen, Advisory Board Chair

Kara gave the Report from the Advisory Board. There were no questions

**Report from the Finance Officer**

Margaret Rojas, Assistant Director

Margaret gave the report from the Finance Officer. There were no questions

**Report from the Governance Operations Committee - Chair**

*All matters listed with the Consent Agenda have been distributed to each 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 Member.*

**Consent Agenda – Chair**

**Motion #24-50**

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from October 1st, 2024, through October 31<sup>st</sup>, 2024, in the amount of \$7,305,530.14.
- Payroll for the month of October in the amount of \$200,838.86 and associated employer benefits in the amount of \$97,872.38.

Barry Buchanan moved the motion for approval, Cammy Hart-Anderson seconded, no discussion, no questions, all in favor, none opposed, none abstained, motion #24-50 carried

**Action Items – Margaret Rojas, Assistant Director**

**For Board Approval**

**Skagit County Recovery Café**

- Skagit County Recovery Café has requested one time funding to offer an additional recovery circle and food for the members.
  - The annual amount is - \$24,000.00

**Motion #24-51**

North Sound BH-ASO-Skagit Recovery Café-PSC-24 for the purpose of providing funds to support the center’s operations.

Barry Buchanan moved the motion for approval, Cammy seconded, none opposed, no abstentions, all in favor, motion #24-51 carried.

\*\*\*

## Compass Health

- Compass Health submitted an updated budget for crisis services in June. After a thorough evaluation and negotiation, we approved an increase to their crisis budget. The annual increase is due to staff wage increases, additional FTEs and costs associated with the increases.
  - The total annual increase is \$1,938,950.00. Compass Health provides 24/7 mobile crisis outreach in Island, San Juan, Skagit and Whatcom counties.

## Motion #24-52

North Sound BH-ASO-Compass Health-ICCN-23 Amendment 6 for the purpose of adding an ongoing increase to the crisis service budget. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract

Cammy Hart-Anderson moved the motion for approval, Peter Browning seconded, all in favor, none opposed, no abstentions, motion #24-52 carried

\*\*\*

## Introduction Items

Margaret Rojas, Assistant Director

- Health Care Authority (HCA) contracts to include funding for the period of July 1, 2024, through December 31, 2024.
- Downstream contracts for General Fund-State (GF-S) Mandatory Services (Crisis Outreach, Involuntary Treatment Act (ITA) Services, ITA inpatient, Secure Withdrawal Management and Proviso Funding)
- Downstream contracts for GF-S services within Available Resources (Mental Health & Substance Use Disorder Outpatient, Triage Services)

The downstream contracts follow the HCA contract. The funding for the downstream contracts is included in the same amendment, which is why you will see the same numbered amendment under different categories of funding

## Health Care Authority (HCA)

HCA-NS BH-ASO-K-6897-03 is providing the GF-S funding for the period of January 1, 2025, through June 30, 2025.

- GF-S funding is stable from the previous contract period.
  - 6-month allocation is \$

## Motion #XX-XX

HCA-NS BH-ASO-K- providing the ASO GF-S funding and legislative proviso funds for the period of January 1, 2025, through June 30, 2025.

## GF-S Mandatory Services

The following contracts provide mandatory behavioral health services. Funding for GF-S services is allocated every six (6) months.

- Compass Health
  - Mobile Crisis Adult & Youth Outreach Teams, ITA services, Child Youth and Family Crisis Outreach Team, Evaluation and Treatment Services and other provisos listed below.

- Program for Assertive Community Treatment (PACT) services and continuing the reserve funds for flexible spending for PACT participants, staff training and short-term housing needs. These funds will be renewed until the reserve is depleted.
  - Crisis Services – 6-month allocation - \$
  - Community Outreach & Recovery Support (CORS) – 6-month allocation \$
  - PACT 6-month allocation - \$
  - PACT Proviso Reserve Funds 6-month allocation - \$
  - Behavioral Health Enhancement Funds 6-month allocation - \$
  - San Juan County HARPS Funds 6-month allocation - \$
  - Evaluation & Treatment Discharge Planner 6-month allocation - \$
- Conquer
  - Assisted Outpatient Treatment (AOT) in Snohomish County
    - 6-month allocation - \$
- Snohomish County
  - Mobile Crisis Outreach, ITA services
  - Proviso Funding-Jail Transition Services, Designated Cannabis Account, Trueblood Funds
    - Crisis Funds 6-month allocation - \$
    - Proviso Funds 6-month allocation \$
- Volunteers of America
  - Toll Free Crisis Hotline
  - Behavioral Health Enhancement Funds
    - Toll Free Crisis Line 6-month allocation - \$
    - Crisis Follow-up Services 6-month allocation - \$
    - Behavioral Health Enhancement Funds 6-month allocation \$
- Telecare
  - Evaluation and Treatment Services (Fee for Service)
  - E&T Discharge Planners
  - Behavioral Health Enhancement Funds
    - E&T Discharge Planner 6-month allocation - \$
    - Behavioral Health Enhancement Funds 6-month allocation \$
- Lifeline Connections
  - PACT services and continuing the reserve funds for flexible spending for PACT participants, staff training and short-term housing needs. These funds will be renewed until the reserve is depleted.
    - PACT 6 -month allocation - \$
    - PACT Proviso Reserve Funds 6-month allocation - \$
- Lake Whatcom Center
  - PACT continuing the reserve funds in the amount of \$73,206.00 for flexible spending for PACT participants, staff training and short-term housing needs. These funds will be renewed until the reserve is depleted.
    - PACT 6-month allocation-\$
    - PACT Proviso Reserve Funds 6 – month allocation \$
- Evergreen Recovery Center
  - Behavioral Health Enhancement Funds
    - 6-month allocation - \$
    - 6-month allocation - \$
- Pioneer Human Services
  - Behavioral Health Enhancement Funds (Proviso Funds)
    - 6-month allocation \$

Approved

- Snohomish County Superior Court
  - Juvenile Treatment Services
    - 6-month allocation - \$
- Island County
  - Proviso Funding-Jail Transition Services, Designated Cannabis Account, Trueblood Funds
  - HARPS Housing Assistance
    - Proviso Funds 6-month allocation - \$
    - HARPS 6-month allocation - \$
- San Juan County
  - Proviso Funding-, Designated Cannabis Account
    - 6-month allocation - \$
- Skagit County
  - Proviso Funding – Jail Transition Services, Designated Cannabis Account, Trueblood Funds
    - 6-month allocation - \$
- Whatcom County
  - Proviso Funding – Jail Transition Services, Designated Cannabis Account, Trueblood Funds
    - 6-month allocation - \$

**Motion #XX-XX**

NS BH-ASO-Compass Health-ICCN-23 Amendment 7 to provide funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

North Sound BH-ASO-Conquer Addiction-ICN-23 Amendment 2 to provide the funding to continue AOT services in Snohomish County. The contract term is August 1, 2023, through July 31, 2025, with an automatic one-year renewal on August 1, 2025, based on continued compliance with the terms of the contract.

NS BH-ASO-Snohomish County-ICCN-23 Amendment 6 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-VOA-ICCN-23 Amendment 5 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-Telecare-ICCN-23 Amendment 4 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-Lifeline Connections-ICN-23 Amendment 5 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-LWC-ICN-23 Amendment 4 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-ERC-ICN-23 Amendment 5 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-PHS-ICN-23 Amendment 4 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-Snohomish County Superior Court-ICN-23 Amendment 5 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-Island County-ICN-23 Amendment 6 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-San Juan County-ICN-23 Amendment 4 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-Skagit County-Interlocal-23 Amendment 6 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-Whatcom County-ICN-23 Amendment 5 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 30, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

#### **GF-S services within Available Resources**

- Compass Health
  - SUD outpatient services in San Juan County (FFS)
  - Whatcom County Triage
    - 6-month allocation - \$
- Pioneer Human Services
  - Island, Skagit & Whatcom Withdrawal Management Services
    - 6-month allocation - \$
  - Behavioral Health Enhancement Funds (Proviso Funds)
    - 6-month allocation \$

#### **Motion #XX-XX**

NS BH-ASO-Compass Health-ICCN-23 Amendment 7 to provide funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

NS BH-ASO-PHS-ICN-23 Amendment 4 to provide the funding to continue services under this contract. The contract term is January 1, 2023, through December 31, 2025, with an automatic one-year renewal on January 1, 2026, based on continued compliance with the terms of the contract.

[Margaret spoke to the Introduction Items listed above and noted that they will be presented for approval during the December meeting](#)

## Discussion Items

JanRose Ottaway Martin, Executive Director

- Cost of Living Adjustment (COLA)

There was discussion around the ASO's COLA for 2025.

Barry Buchanan made and moved a motion for the 2025 COLA to be approved at 3.23%. Cammy Hart-Anderson seconded the motion. All were in favor, none were opposed, none abstained.

It was noted that the 3.23% number was derived from the 2025 COLA average of the 5 counties

- NS BH-ASO 2025 Budget Presentation:

<https://www.nsbhaso.org/who-we-are/boards-and-committees/board-of-directors/Proposed%202025%20Budgetal.pdf>

JanRose gave a Presentation on the ASO's 2025 Proposed Budget

## Report from the Executive Director

JanRose Ottaway Martin, Executive Director

JanRose gave the Report from the Executive Director that included the following topics:

- Jail Modernization Task Force
- Assessing the Crisis System (and any gaps)
- BHASO Hiring Updates
- November 15<sup>th</sup> HCA Virtual Presentation of RDA Measures
- North Sound BH-ASO 2025 Budget

**Adjourn** – 2:24 p.m.

*Next Meeting:* December 12<sup>th</sup>, 2024

Respectfully Submitted,

*Joanie Wenzl*

Joanie Wenzl  
Clerk of the Board