



# NORTH SOUND BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES ORGANIZATION

## BOARD OF DIRECTORS MEETING MINUTES

July 11, 2019

### Board of Directors Members present:

- Jill Johnson, North Sound Behavioral Health Organization (BHO) CAEC Chair; County Commissioner, Board of Island County
- Regina Delahunt, Whatcom County Health Department Director; designated alternate for Jack Louws, County Executive
- Pat O'Maley Lanphear, North Sound BHO Advisory Board (AB) Chair
- Darcy Cheesman, Snohomish County Council Legislative Aid; designate alternate for Sam Low, County Council Member
- Anne Deacon, Whatcom County Human Services Manager, County Coordinator; designated alternate for Rud Browne
- Julie de Losada, Public Health Analyst, Division Manager, Prevention and Community Health Partnerships, Skagit County Public Health; designated alternate for Ken Dahlstedt, Skagit County Commissioner
- Nicole Gorle, Legislative Analyst; Snohomish County, designated alternate for Stephanie Wright, Snohomish County Council
- Barbara LaBrash, San Juan County Coordinator; designated alternate for Jamie Stephens, San Juan County Council Member
- Carola Schmid, Human Resources, designated alternate for Dave Somers

### North Sound Behavioral Health Organization Administrative Services (BH-ASO) staff present:

- Joe Valentine, Executive Director, North Sound BH-ASO
- Maria Arreola, Administrative Assistant, North Sound BH-ASO
- Lisa Hudspeth, Administrative Assistant III, North Sound BH-ASO (standing in for Charles DeElena, Compliance Officer)
- Bill Whitlock, Fiscal Officer, North Sound BH-ASO

### Guests present:

No guests were present

### Call to Order and Introductions – Chair Johnson

The Chair called the meeting to order and initiated introductions

### Revisions to the Agenda – Chair Johnson

No revisions were requested

### Approval of the June 13<sup>th</sup>, Minutes, Motion # 19-37– Chair Johnson

Darcy Cheesman moved the motion for approval, Anne Deacon seconded, all in favor, motion #19-37 carried

### Comments & Announcements from the Chair

Jill Johnson welcomed the Board Members. She noted this is the first meeting since the Behavioral Health Organization transitioned into its new role of an ASO

## Reports from Members

- **Snohomish County:** Carola Schmidt: voluntary crisis services are being implemented
- **Whatcom County:** Anne Deacon stated a construction bid was received for the Whatcom Stabilization Facility. The Ground-level Response and Coordinated Engagement (GRACE) program is fully staffed. Out of 110 people served, 25 have graduated.
- **Skagit County:** Julie DeLosada stated on June 19<sup>th</sup> the county hosted the state Senate Behavioral Health Subcommittee Meeting along with a roundtable discussion. The topics discussed included issues currently happening in the new system transition. Adequate funding for the crisis system was discussed, Involuntary Treatment Act (ITA) hearing costs, flexible general funds, (to ensure the ASO is able to serve all individuals not just those on Medicaid). In August, the Essential Public Facilities hearing for the stabilization campus in Sedro Woolley will take place.
- **San Juan County:** Barbara LaBrash stated the drug court is up and running. A small jail transition services plan is being worked on for the detention facility in Friday Harbor. The idea is to have a staff member from Compass Health be available to reach out to those who have behavioral health needs.

## Comments from the Public

No comments were made from the public

## Report from the Advisory Board

Pat O/Maley Lanphear, Chair of the North Sound Advisory Board, gave the monthly report. Below are the topics:

- July 9th, Annual Advisory Board Retreat/Advocacy in the new system, support of the Managed Care Organizations and the 2019-2020 Workplan
- Open Panel Discussion/United Healthcare, Molina, Coordinated Care and Community Health Plan of Washington

## Report from the Executive Director

- **Compliance Training**
  - Lisa Hudspeth reported on behalf of Charles DeElena, North Sound BH-ASO Compliance Officer. She stated the Board Members and designated alternates are required to complete the Center for Medicaid/Medicare Services (CMS) training. Lisa will be sending out an email to all board members and their designated alternates with the training materials attached. Lisa requested the training be completed by the September 12<sup>th</sup> Board of Directors meeting. It was advised to sign the attestation form when the training is complete and turn the form during the September 12th meeting (or send it via email to Lisa or Charles).
- **Executive Director's Report**
  - Joe Valentine gave the Executive Director's Report and spoke on the following topics:
    - Transition to Integrated Care
      - a) BH-ASO Contract
      - b) Institution for Mental Diseases (IMD) Audit
      - c) Integrated Care Planning
      - d) BH-ASO Budget Model
      - e) Provider Readiness
      - f) Communications
    - Behavioral Health Facilities Update
    - North Sound BH-ASO Facility Changes

## Report from the Finance Officer

Bill Whitlock gave the financial report and answered questions from the board members.



## Report from the Governance Operations Committee

*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 Executive Committee 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.*

To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from June 1st, 2019, through June 30th, 2019 in the amount of \$19,952,132.57. Payroll for the month of June in the amount of \$250,968.60 and associated employer benefits in the amount of \$148,228.48.

## Consent Agenda – Jill Johnson – Motion #19-38

Barbara LaBrash moved the motion for approval, Julie De Losada seconded, all in favor, motion #19-38 carried

## Action Items

*For Executive Committee Approval*

## Authorized Signatories

### Summary:

Some of the previous signatories are no longer employed, we need to identify new signatories to ensure we have a sufficient number.

## Motion #19-39

- To approve adding Darren Martin, IS/IT Manager, as a signing authority (replacing Sharon Toquinto) and Michael McAuley, Clinical Manager, (replacing Elizabeth Kruse), on North Sound BH-ASO's accounts at Skagit County Auditor's Office, Skagit County Treasurer's Office and the bank accounts at Skagit State Bank for: Petty Cash, Advanced Travel and the employee Flexible Spending Account.

The designated North Sound BH-ASO 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 and Margaret Rojas, HR/Contracts Manager.

Regina Delahunt moved the motion for approval, Anne Deacon seconded, all in favor, motion #19-39 carried

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## Crisis Services

### Summary:

To provide funding to Compass Health and Snohomish County Human Services for Mobile Outreach Crisis Services. They will earn the Mental Health and Substance Abuse Block Grant funds by submitting eligibility criteria and earn Medicaid funds by submitting Medicaid encounters. The Medicaid estimate is based on a baseline of 25% of outreaches being Medicaid reimbursable.

**Motion #19-40**

- To approve a six (6) month budget for Compass Health Crisis Services in the amount of \$1,792,799 State Funds, \$119,820 in Mental Health Block Grant Funds, \$228,000 in Substance Abuse Block Grants Funds and \$711,727 in Medicaid Funds.

Anne Deacon moved the motion for approval, Barbara LaBrash seconded, all in favor, motion #19-40 carried

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**Motion # 19-41**

- To approve a six (6) month budget for Snohomish County Crisis Services in the amount of \$951,002 State Funds, \$195,495 in Mental Health Block Grant Funds, \$372,000 in Substance Abuse Block Grants Funds and \$494,479 in Medicaid Funds.

Anne Deacon moved the motion for approval, Barbara LaBrash seconded, all in favor, motion #19-41 carried

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**Crisis Line****Summary:**

To provide funding for Volunteers of America for the toll-free crisis hotline and the crisis outreach dispatch.

**Motion #19-42**

- To approve a six (6) month budget for Volunteer of America 24-hour Crisis Hotline in the amount of \$582,864.50 in State Funds and \$278,087.50 in Medicaid Funds.

Volunteers of America (VOA)

- Toll Free Crisis Hotline
- Crisis Outreach Dispatch

Anne Deacon moved the motion for approval, Regina Delahunt seconded, all in favor, motion #19-42 carried

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**Housing and Recovery through Peer Services (HARPS)****Summary:**

This contract funds the HARPS team with Mental Health Block Grant Funds and HARPS subsidies with Department of Commerce and General State funds.

**Motion #19-44**

- North Sound ASO-Compass Health-HARPS-19 to fund the program in the amount of \$95,220 in Mental Health Block Grant Funding, \$118,122 in General State Funding and \$81,302 Department of Commerce funding for a maximum consideration of \$294,644 with a term of July 1, 2019 through December 31, 2019.

Anne Deacon moved the motion for approval, Barbara LaBrash seconded, all in favor, motion #19-44 carried

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**County Interlocal and Integrated Care Network Contracts****Summary:**

The San Juan and Skagit County Interlocal contracts listed below are presented for approval for Jail Transition, Dedicated Marijuana Account, HARPS subsidies and Criminal Justice Treatment Account Services (San Juan County only). The Island, Snohomish and Whatcom County Integrated Care Network (ICN) contracts listed below are being amended for approval of the budgets for Jail Transition, Dedicated Marijuana Account, HARPS subsidies and Opiate Outreach services.

**Motion# 19-45**

- North Sound ASO-Island County-ICN-19 Amendment 1 in the amount of \$11,194.05 for Jail Transition Services, \$35,489 for Dedicated Marijuana Account services, \$53,126 for Opiate Outreach services and \$8,561 in HARPS subsidies for a maximum consideration of \$108,370.05 with a term of July 1, 2019 through December 31, 2109
- North Sound ASO-San Juan County-Interlocal-19 in the amount of \$11,194.05 for Jail Transition Services, \$2,096.00 for Criminal Justice Account Services, \$35,489 for Dedicated Marijuana Account services and \$1,715 in HARPS subsidies for a maximum consideration of \$50,494.05 with a term of July 1, 2019 through December 31, 2109
- North Sound ASO-Skagit County-Interlocal-19 in the amount of \$22,860.33 for Jail Transition Services, \$35,490 for Dedicated Marijuana Account services and \$12,714 in HARPS subsidies for a maximum consideration of \$71,064.33 with a term of July 1, 2019 through December 31, 2109.
- North Sound ASO-Snohomish County-ICN-19 Amendment 1 in the amount of \$100,508.48 for Jail Transition Services, \$142,459 for Dedicated Marijuana Account services and \$60,000 for Opiate Outreach services for a maximum consideration of \$302,967.48 with a term of July 1, 2019 through December 31, 2109.
- North Sound ASO-Whatcom County-ICN-19 Amendment 1 in the amount of \$34,195.09 for Jail Transition Services, \$41,719 for Dedicated Marijuana Account services, \$58,864 for Opiate Outreach services and \$21,888 in HARPS subsidies for a maximum consideration of \$156,666.09 with a term of July 1, 2019 through December 31, 2109

Anne Deacon moved the motion for approval, Darcy Cheesman seconded, all in favor, motion #19-45 carried

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**Pregnant and Parenting Women (PPW) Housing Supports****Summary:**

The contracts below are being amended to provide the budgets for PPW Housing funds through December 31, 2019.

**Motion #19-46**

- North Sound ASO-Brigid Collins-ICN-19 Amendment 1 to provide \$50,000 in Substance Abuse Block Grant Funding with the term of July 1, 2019 through December 31, 2019.
- North Sound ASO-Catholic Community Services-ICN-19 Amendment 1 to provide \$95,000 in Substance Abuse Block Grant Funding with the term of July 1, 2019 through December 31, 2019.
- North Sound ASO-Evergreen Recovery Centers-ICN-19 Amendment 1 to provide \$30,000 in Substance Abuse Block Grant Funding with the term of July 1, 2019 through December 31, 2019

Regina Delahunt moved the motion for approval, Anne Deacon seconded, all in favor, motion #19-46 carried

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***For Executive Committee Ratification***

**North Sound ASO Mission, Vision and Values Statement**

**Summary:**

The North Sound BHO/CAEC approved the North Sound BHO's Mission, Vision and Values Statement on 11/10/2016, via motion #16-96.

The 2016 approved version incorporated the input of the committee members.

North Sound Behavioral Health Administrative Services Organization's name was added on 7/1/2019, with no revisions.

**Motion #19-43**

- To approve the North Sound ASO Mission, Vision and Values Statement as written.

Barbara LaBrash moved to approve the motion, Julie de Losada seconded, all in favor, motion #19-43 carried

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Adjourn 2:46 p.m.

**Next meeting:** September 12th, 2019 (No meeting in August; summer break)

Respectfully Submitted;



Maria Arreola

Administrative Assistant II