



## Board of Directors

### Meeting Minutes

January 9<sup>th</sup>, 2025

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

- Barry Buchanan, Chair of the NS BH-ASO Board of Directors, County Council; Whatcom County
- Peter Browning, Commissioner; Skagit County
- George Kosovich, Skagit County Public Health, designated alternate for Peter Browning; Skagit County
- Amanda Franke, Human Services, designated alternate for Dave Somers, County Executive; Snohomish County

#### **Members Present via MS Teams:**

- Nicole Gorle, Legislative Analyst, designated alternate for Nate Nehring, County Council; Snohomish County
- Jami Mitchell, Human Services Manager, designated alternate for Justin Paulsen, County Council, San Juan County
- Cynthia Foley, Sr. Legislative Analyst, designated alternate for Sam Low, County Council; Snohomish County
- Malora Christensen, Response Systems Division Manager, designated alternate for Satpal Sidhu, County Executive; Whatcom County
- Kara Allen, Advisory Board Chair

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

- JanRose Ottaway Martin, Executive Director
- Margaret Rojas, Assistant Director, Privacy Officer
- Michael McAuley, Clinical Director
- Charles DeElena, Business Improvement Manager, Compliance Officer
- Darrell Heiner, Senior Accountant
- Kim Nakatani, Senior Accountant
- Alma Solano, Accounting Specialist

- Maria Arreola, Senior Administrative Assistant
- Joanie Wenzl, Admin Manager, Clerk of the Board

**Guests Present:**

No guests were present

**Call to Order and Introductions – Chair**

The Chair called the meeting to order and had members introduce themselves.

**Introduction of NS BH-ASO's new Accountant, Alma Solano-Margaret Rojas**

Margaret introduced Alma Solano, ASO's new Accounting Specialist

**Tribal Acknowledgement – Chair**

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

The Chair read the Tribal Acknowledgement

**Revisions to the Agenda – Chair**

There were no requests to revise the agenda

**Approval of the December 12th, 2024, Minutes, Motion #25-01 – Chair.... Attachment**

Peter Browning moved the motion to be approved, Amanda Franke seconded, none opposed, all in favor, motion #25-01 carried

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

The Chair welcomed everyone to the new year (2025) and said he is looking forward to a productive and action filled new year.

**Reports from Members – Chair**

Members gave updates on behavioral health happenings in their respective counties.

**Comments from the Public – Chair**

There were no comments from the public as none were in attendance.

**Report from the Advisory Board**

Kara Allen, Advisory Board Chair

The Advisory Board Chair gave the report from the January meeting.

## Report from the Finance Officer

Margaret Rojas, Assistant Director

Margaret gave the report from the Finance Officer and answered questions.

## Report from the Governance Operations Committee – Chair

The Chair spoke about the upcoming nominations and election of the 2025 NS BH-ASO Board Chair and Vice Chair that will take place during the February meeting.

*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.*

### Motion #25-02

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from December 1st, 2024, through December 31<sup>st</sup>, 2024, in the amount of \$5,106,470.78.
- Payroll for the month of December in the amount of \$200,399.34 and associated employer benefits in the amount of \$105,390.31.

Barry Buchanan moved the motion for approval, Peter Browning seconded, none opposed, no abstentions, all in favor, motion #25-02 carried.

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

**For Board Approval**

## Telecare Corp.-Peer Bridger Services

- Telecare provides Peer Bridger services for the region, the program is designed to engage individuals to facilitate discharge from Western State Hospital, local hospitals and Evaluation & Treatment Centers for North Sound residents.
- Health Care Authority increased the funding for the Peer Bridgers program, this amendment passes through the additional funding and makes the following adjustments-
  - Adding HCA increase of \$67,500
  - Removal of \$50,000 of General Funds-State provided by ASO
  - Overall increase of \$17,500.00

### **Motion #25-03**

NS BH-ASO-Telecare-FBG-23 Amendment 4 to provide additional funding to Peer Bridger 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.

Peter Browning moved the motion for approval, Amanda Franke seconded, none opposed, none abstained all in favor Motion #25-03 carried

### **Report from the Executive Director**

JanRose Ottaway Martin, Executive Director

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

- Weekly Crisis Metrics Report
- BHASO Reserve Funds
- Whatcom Listening Sessions
- Lynnwood Crisis Care Facility
- Stimulant Use/Interventions Training
- Legislative Update

**Adjourn** – The Chair adjourned the meeting at 2:23 p.m.

*Next Meeting:* February 13<sup>th</sup>, 2025

Respectfully Submitted,

*Joanie\_Wenzl*

Joanie Wenzl  
Clerk of the Board