



## Board of Directors

### Meeting Minutes

December 9<sup>th</sup>, 2021

#### Board of Directors Members Present:

- **Jill Johnson**, County Commissioner; Island County, Board Chair
- **Jackie Mitchell**, Whatcom County Behavioral Health Program Specialist, Whatcom County; designated alternate for Satpal Sidhu
- **Darcy Cheesman**, Legislative Aid, Snohomish County; designated alternate for Sam Low, Snohomish County Council Member
- **Cindy Wolf**, Council Member, San Juan County
- **Nicole Gorle**, Legislative Analyst, Snohomish County; designated alternate for Nate Nehring, Snohomish County Council
- **George Kosovich**, Skagit County Public Health; additional designated alternate for Peter Browning
- **Barbara LaBrash**, Human Services Manager, San Juan County; designated alternate for Cindy Wolf, County Council Member
- **Cammy Hart-Anderson**, Snohomish County Human Services; designated alternate for Dave Somers, Snohomish County Executive
- **Rud Browne**, County Council, Whatcom County
- **Duncan West**, North Sound BH-ASO Advisory Board Chair
- **Arlene Feld**, North Sound BH-ASO Advisory Board Vice-Chair

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

- **Joe Valentine**, Executive Director; North Sound BH-ASO
- **Darrell Heiner**, Accounting Specialist; North Sound BH-ASO
- **Margaret Rojas**, Assistant Director, North Sound BH-ASO
- **Joanie Wenzl**, Clerk of the Board; North Sound BH-ASO

#### Guests Present:

- No guests were present

### **Call to Order and Introductions – Chair**

Chair Johnson called the virtual meeting to order and initiated introductions

### **Revisions to the Agenda – Chair**

Chair Johnson announced that during today's meeting there will be a public hearing for the North Sound BH-ASO 2022 Operating Budget

### **Approval of the November 4<sup>th</sup>, 2021, Minutes: Chair**

- Motion #21-51

Cindy Wolf moved the motion for approval, Cammy Hart Anderson seconded, none opposed, no abstentions, all in favor, motion #21-51 carried.

### **Comments & Announcements from the Chair**

Chair Johnson noted that in reference to time constraints during today's meeting, she is foregoing any comments

### **Reports from Members: Chair**

The Chair asked for reports from members regarding their respective county updates.

- San Juan county spoke of the recent flooding in the area and the effected households. They are currently working with law enforcement regarding Designated Crisis Responders (DCRs) and responsibilities
- Snohomish County spoke of a pilot program funding recovery supports services. DCR impact issues was included in the county update
- Skagit County spoke about the recent flooding in Hamilton and Concrete and the effected families. ARPA funding for outreach services was also part of the update

### **Comments from the Public: Chair**

Chair Johnson asked if there were any comments from the public, there were none

### **Report from the Advisory Board: Chair**

Chair Johnson referenced the Advisory Board Brief in the Board Members packets and said they could read it at their leisure.

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

Joe referenced the Report from the Executive Director which included the following topics:

- NEW PROGRAMS
  - New Journeys
  - HOST [Homeless Outreach Stabilization Team]
- WORKFORCE DEVELOPMENT UPDATE
- RECOVERY NAVIGATOR PROGRAM
- HRSA GRANT
- CRISIS SERVICES



- CRISIS RESPONSE IMPROVEMENT STRATEGY COMMITTEE [CRIS]
- FACILITY NEEDS ASSESSMENT
- STATE AUDITOR'S REPORT
- JANUARY 13, 2022, BOARD OF DIRECTOR'S MEETING

### Report from the Finance Officer

Joe gave the Report from the Finance Officer. Questions were answered

The ASO's billing process was discussed and asked to be elaborated on during a future meeting. Exceptions in the billing process will be discussed during Governance and Operations Meetings.

### Report from the Governance Operations Committee: Chair

The Chair said the Governance and Operations Committee recommended approval of paying the ASO's vouchers

*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.*

### Consent Agenda

#### Motion #21-52

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from **October 1st, through October 31st** in the amount of \$2,405,470.21.
- Payroll for the month of **October** in the amount of \$152,215.28 and associated employer benefits in the amount of \$65,793.55.

Cindy Wolf moved the motion for approval, Cammy Hart-Anderson seconded, none opposed, no abstentions, all in favor, motion #21-52 carried

#### Motion #21-53

- To review and approve the North Sound Behavioral Health Administrative Services Organization claims paid from **November 1st, through November 30th** in the amount of \$3,175,228.34.
- Payroll for the month of **November** in the amount of \$152,667.28 and associated employer benefits in the amount of \$56,642.60.

Cindy Wolf moved the motion for approval, Cammy Hart-Anderson seconded, none opposed, no abstentions, all in favor, motion #21-53 carried

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### Action Items

## For Board Approval

### North Sound BH-ASO 2022 COLA

#### Summary:

- Based on conversations at the November 11<sup>th</sup> Board of Directors meeting, we have developed three options for the 2022 COLA. This does not include a COLA for the Executive Director, that will be decided at a later date.

For Board consideration:

- 1) The original proposal of **6.285%** based on the 2021 change in the Consumer Price Index
- 2) The average change in COLA over the last 5 years – **3.316%**
- 3) No COLA salary or a different COLA amount that might be suggested by a Board member

#### Motion #21-54

- To approve a \_\_\_\_% COLA for the 2022 North Sound BH-ASO Budget with an effective date of January 1, 2022.

Discussion took place on the NS BH-ASO COLA for 2022. There was dialogue on the percentages, information source(s) and the other county 2022 COLA percentages. Following the dialogue, below are the percentages that were voted on:

- Snohomish and Island: 2.75% (Cammy, Heidi, Darcy, Nicole, Jill) = 5 votes
- Whatcom, San Juan, and Skagit: 3.00% (Rud, Jackie, Cindy, George) = 4 votes
- 2.75% COLA was approved via majority vote (5 to 4)
- Motion #21-54: 2.75%

Cindy Wolf moved a motion for a North Sound BH-ASO Salary Survey and the inclusion of a Benefits Study to take place in calendar year 2022 for 2023 implementation. George Kosovich seconded. None opposed, no abstentions, all in favor, **Motion #21-54 A** was added and approved.

North Sound BH-ASO 2022 Operating Budget ..... [https://www.nsbhaso.org/who-we-are/boards-and-committees/board-of-directors/Proposed%202022%20Budget without%20COLA.pdf](https://www.nsbhaso.org/who-we-are/boards-and-committees/board-of-directors/Proposed%202022%20Budget%20without%20COLA.pdf)

- The Chair noted that the Public Hearing for the North Sound BH-ASO 2022 Operating Budget Presentation was now opened.
- The Public Hearing Session Commencement time was 2:42 p.m.
- The Chair asked if there were any comments from the public on the proposed 2020 Operating Budget. There were none
- The Chair called 3 times for comment, there were none. She closed the Public Hearing at 2:42 p.m.

#### Summary:

The 2022 Operating Budget is being presented for approval. The motion will include the COLA as approved in Motion #21-54.

#### Motion #21-55

- To approve the North Sound BH-ASO 2022 Operating Budget with a COLA of \_\_\_\_% with an effective date of January 1, 2022.



The 2022 Operating Budget (and COLA, approved at 2.75% via majority vote) was discussed. Jill Johnson moved the motion for approval, Cindy Wolf seconded, none opposed, no abstentions, all in favor, motion #21-55 carried.

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#### **Summary:**

The contracts being submitted for approval this month fall into four distinct categories:

- Health Care Authority (HCA) contract to include funding for the period of January 1, 2022, through June 30, 2022.
- Downstream contracts for General Fund-State (GF-S) Mandatory Services (Crisis Outreach, Involuntary Treatment Act (ITA) Services, ITA inpatient, Secure Withdrawal Management, Proviso Funding)
- Downstream contracts for Substance Abuse Block Grant (SABG) Priority Services (Pregnant & Parenting Women Housing Services (PPW), Individuals using Intravenous Drugs (IUID) Opiate Outreach)
- Downstream contracts for GF-S/SABG/Mental Health Block Grant (MHBG) Services within Available Resources (Mental Health & Substance Use Disorder Outpatient, SUD Residential, 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 a different category of funding. The funding allocations for the downstream contracts will be developed over the next month.

Areas of new funding are highlighted.

#### **Health Care Authority**

K-4949 is providing the funding for the period of January 1, 2022, through June 30, 2022.

- New deliverables are included in the January amendment along with the off-cycle amendment's additional funding and programs. No new funding is expected for the period of January – June 2022.

#### **Motion #21-56**

- HCA-NS BH-ASO-K-4949-Amendment 4 providing the ASO GF-S funding and legislative provisos for the period of January 1, 2022, through June 30, 2022.

Cindy Wolf moved the motion for approval, Cammy Hart-Anderson seconded, none opposed, no abstentions, motion # 21-56 carried

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#### **GF-S Mandatory Services**

##### **Summary:**

The following contracts are providing mandatory behavioral health services.

- Compass Health
  - Crisis Outreach, ITA services, Program for Assertive Community Treatment (PACT), Evaluation and Treatment Services, Discharge Planners Whatcom Triage Diversion Pilot
- Snohomish County
  - Crisis Outreach, ITA services

- Proviso Funding-Jail Transition Services, Designated Marijuana Account, Trueblood Funds
- Volunteers of America
  - Toll Free Crisis Line
- Telecare
  - Evaluation and Treatment Services, Discharge Planners
- American Behavioral Health Services (ABHS)
  - Secure Withdrawal Management
- Community Action of Skagit County (CASC)
  - Ombuds Services
- Sea Mar
  - Assisted Outpatient Treatment
- Lifeline Connections
  - PACT
  - HARPS
- Snohomish County Superior Court
  - Juvenile Treatment Services
- Island County
  - Proviso Funding-Jail Transition Services, Trueblood Funds, Designated Marijuana Account, HARPS subsidies
- San Juan County
  - Proviso Funding-Jail Transition Services, Designated Marijuana Account & HARPS subsidies
- Skagit County
  - Proviso Funding-Jail Transition Services, Designated Marijuana Account, Trueblood Funds
- Whatcom County
  - Proviso Funding-Jail Transition Services, Designated Marijuana Account, Trueblood Funds,

#### **Motion # 21-57**

- NS BH-ASO-Compass Health-ICCN-19-22 Amendment 7 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Snohomish County-ICCN-19-22 Amendment 4 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-VOA-ICCN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Telecare-ICCN-19-22 Amendment 2 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.



- NS BH-ASO-ABHS-ICN-19-22 Amendment 2 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-CASC-ICN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Sea Mar-ICN-19-22 Amendment 3 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Lifeline Connections-ICN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Snohomish County Superior Court-ICN-19-22 Amendment 3 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Island County-ICN-19-22 Amendment 8 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-San Juan County-ICN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Skagit County-Interlocal-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Whatcom County-ICN-19-22 Amendment 8 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.

Cindy Wolf moved the motion for approval, Darcy Cheesman seconded, none opposed, none abstained, all in favor, motion #21-57 carried

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#### **Substance Abuse Block Grant (SABG) & Mental Health Block Grant (MHBG) Priority Services**

##### **Summary:**

The following contracts are providing SABG priority Services:

- Brigid Collins

- Pregnant and Parenting Women (PPW) Housing Support Services
- Evergreen Recovery Centers
  - PPW Housing Support Services
- Catholic Community Services
  - PPW Housing Support Services
- Therapeutic Health Services
  - Medication Assisted Treatment
- Island County
  - Opiate Outreach
- Community Action of Skagit County
  - Opiate Outreach
- Snohomish County
  - Opiate Outreach
- Whatcom County
  - Opiate Outreach
- Lifeline Connections
  - Peer Pathfinder Incarceration Pilot (includes mental health and substance abuse block grant funds)
- Telecare Corp.
  - Peer Bridger Program, Peer Bridger Relief Funds
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#### Motion #21-58

- NS BH-ASO-Brigid Collins-ICN-19-22 Amendment 4 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-ERC-ICN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-CCS NW-ICN-19-22 Amendment 4 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-THS-ICN-19-22 Amendment 3 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Island County-ICN-19-22 Amendment 8 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.



- NS BH-ASO-CASC-ICN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Snohomish County-ICN-19-22 Amendment 4 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Whatcom County-ICN-19-22 Amendment 8 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Lifeline Connections-MHBG-20-22 Amendment 3 to provide additional funding to the Peer Path Finder services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Telecare-MHBG-19-22 Amendment 2 to provide additional funding to Peer Bridger services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.

Cindy Wolf moved the motion for approval, Heidi Beazizo seconded, none opposed, no abstentions, all in favor, motion #21-58 carried

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#### **GF-S/SABG/MHBG Services within Available Resources**

- Compass Health
  - SUD outpatient services in San Juan County
  - Snohomish & Whatcom County Triage Services
- Evergreen Recovery Centers
  - Withdrawal Management Services
  - Mental Health Infant Specialist
- Island County
  - Co-Responder project
- Lifeline Connections
  - SUD Outpatient services
  - Recovery Housing
- Lake Whatcom Center
  - PACT
  - Mental Health outpatient services
  - Substance Use outpatient services
- Pioneer Human Services

- Skagit & Whatcom withdrawal management services
  - SUD residential services
- Sea Mar
  - Mental health outpatient services
  - Substance use outpatient services
  - SUD residential services
- Volunteers of America (VOA)
  - Emergency Response for Suicide Prevention (ERSP)

#### Motion #21-59

- NS BH-ASO-Compass Health-ICCN-19-22 Amendment 7 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-ERC-ICN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Island County-ICN-19-22 Amendment 8 to provide the funding for co-responder services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Lifeline Connections-ICN-19-22 Amendment 5 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-LWC-ICN-19-22 Amendment 3 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-PHS-ICN-19-22 Amendment 7 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-Sea Mar-ICN-19-22 Amendment 3 to provide the funding to continue services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract.
- NS BH-ASO-VOA-ICCN-19-22 Amendment 5 to provide the funding for suicide prevention follow up services under this contract. The contract term is July 1, 2019, through June 30, 2022, with an automatic one-year renewal on July 1, 2022, based on continued compliance with the terms of the contract

Cindy Wolf moved the motion for approval, Rud Browne seconded, none opposed, none abstained, all in favor, motion #21-59 carried



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### Professional Service Contract

#### Summary:

Telecare has approached Skagit County and North Sound BH-ASO to cover costs for infrastructure at the new Evaluation and Treatment Center. Infrastructure costs include resident/office furniture, kitchen equipment and miscellaneous items. The funding type is Federal Block Grant. In conversation with Skagit County, it was decided we would split the costs, each paying \$125,698.

#### Motion #21-60

- NS-BH-ASO-Telecare-PSC-21 for the provision of \$125,698 of federal block grant funds to cover half the costs of infrastructure needed to open and operate the E&T facility. The contract term is December 1, 2021, through June 30, 2022.

Jackie Mitchell moved the motion for approval, Rud Browne seconded, none opposed, no abstentions, all in favor, motion #21-60 carried

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### New Federal & State Holiday-Juneteenth

#### Summary:

North Sound BH-ASO is proposing to add the new Holiday to the 2022 holiday closure calendar. In accordance with our Personnel Policy the Board of Directors has the authority to amend, modify or terminate benefits, language follows: *"North Sound BH-ASO Board of Directors reserves the right, in its sole discretion, to amend, modify or terminate, in whole or in part, any or all of the provision of the benefit plans described herein."*

#### Motion #21-61

- Approve the addition of the 2022 Federal and State Holiday Juneteenth (June 19<sup>th</sup>) to the North Sound BH-ASO calendar of holiday closures.

Rud Browne moved the motion for approval, Cindy Wolf seconded, none opposed, no abstentions, all in favor, motion #21-61 carried

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Adjourn 2:56 p.m.

Next Meeting: January 13, 2022

Respectfully Submitted,



Joanie Wenzl  
Clerk of the Board