

**NORTH SOUND REGIONAL SUPPORT NETWORK
ADVISORY BOARD MEETING**

**North Sound Regional Support Network
Conference Room
117 North First Street, Suite 8
Mount Vernon, WA
March 13, 2001
1:00 PM**

AGENDA

1. Call to Order; Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of January 2001 Minutes, Chair – 5 minutes
4. Comments from the Public – 10 minutes
5. Correspondence and Comments from the Chair, Chair – 5 minutes
6. Old Business
 - a. Executive Director's Report, Chuck Benjamin, Executive Director – 5 minutes
 - b. Annual Service Report – Blue Sheets
 - c. Committee Consolidation – Chuck Albertson – 5 minutes
 - d. Sub Committee Reports
 - 1) Ad Hoc committee report on Level of Care manual update
 - 2) Finance – Betsy Rogers – 2 minutes
 - 3) Children's – Janet L. Smith – 2 minutes
 - 4) In-service – Lorelei Coy – 2 minutes
 - 5) Citizens Concerns – Dave Ashton – 2 minutes
 - 6) Ethnic Minorities – John Patchmatla – 2 minutes
 - 7) Executive Committee – Eileen Rosman – 2 minutes
 - 8) Older Adults – Josselyn Winslow – 2 minutes
 - 9) PACT / Clubhouse – Chuck Albertson – 2 minutes
 - 10) Ombuds Liaison – Joan Lubbe – 2 minutes
 - 11) Site Visitations – Eileen Rosman – 2 minutes

- e. Report on Consumer RFP's – Marcia Gunning
- f. Western State Hospital Bed Closures – Greg Long

7. Consent Agenda

- a. Action Items, Marcia Gunning, Contracts Compliance/Financial Services Manager – 5 minutes
- b. Motions Yet To Be Approved, Chuck Benjamin, Executive Director – 5 minutes
- c. Advisory Board Update, Chair – 5 minutes

8. New Business

- a. Board of Directors Retreat – Eileen Rosman – 5 minutes

9. Comments from County Advisory Board Representatives – 15 minutes

- a. Island
- b. San Juan
- c. Skagit
- d. Snohomish
- e. Whatcom

10. Comments from Public – 5 minutes

11. Other Business

- a. From Counties
- b. Request for Agenda Items

12. Adjournment

NOTE: The next Advisory Board meeting will be April 17, 2001, at the NSRSN Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

**NORTH SOUND REGIONAL SUPPORT NETWORK
ADVISORY BOARD MEETING**

**North Sound Regional Support Network
Conference Room ■ 117 North First Street, Suite 8 ■ Mount Vernon, WA
February 13, 2001 ■ 1:00 PM
Minutes**

Members Present:

Dan Bilson, Chair
Eileen Rosman, Vice Chair
Dave Ashton
Lorelei Coy
Kay Day
Mary Good
Debbie Hollo
Marie Jubie
John Patchmatla
Chris Walsh
Dean Stupke

Members Excused:

Chuck Albertson
Joan Lubbe
Jane Lutz-Smith
Betsy Rogers
Josselyn Winslow

NSRSN Staff Present:

Beckie Bacon, Charles R. Benjamin, Melinda Bouldin, Sharri Dempsey, Marcia Gunning, Anne Hoffman, Greg Long, Francene Thompson

Guests:

Jill Dace, Ken Richardson, Jere LaFollette, Marilyn Lupinacci (*Guest Alternate for Betsy Rogers*)

1. Call to Order; Introductions, Chair

The meeting was called to order at 1:00 PM. Introductions were made of all present.

2. Revisions to the Agenda, Chair

A revised agenda was distributed. Chair Bilson asked that the Ombuds report be added to agenda item # 6.a.

3. Approval of January 2001 Minutes, Chair

Chair Bilson asked that Representative Dave Quall's name be added to item #5. Rep. Quall is promising to work with Rep. Mary Lou Dickerson.

Motion: It was moved, seconded and carried to approve the January 2001 Minutes as written with the recommended amendment.

4. Comments from the Public

None

5. Correspondence and Comments from the Chair

Chair Bilson requested volunteers for the March 8, 2001 committee to review RFQ responses. Eileen Rosman volunteered to serve on the committee reviewing RFQs for the Children's Crisis Center.

Chair Bilson thanked John Patchamatla and Marie Jubie for their parliamentary procedure in-service prior to the regular meeting.

Marcia Gunning agreed to provide a summary of consumer projects at the March meeting.

6. Old Business

a.1 OMBUDS REPORT, ANNE HOFFMAN

Ms. Hoffman, NSRSN Ombuds, provided the quarterly report for the months of October through December of 2000. The primary areas of concern were Consumer Rights and Access to Services. Handouts were provided.

Questions and discussion followed. There was a request for more information, however, Ms. Hoffman explained that due to confidentiality concerns, it was difficult to offer more detailed information. A concern was also raised about consumers being easily intimidated and that they might express they were satisfied with service when they really aren't but are afraid to express this. Ms. Hoffman assured the group that the Ombuds' focus is to empower the consumer and make them feel comfortable enough to express their true feelings.

a.2 QUALITY REVIEW TEAM, BECKIE BACON

Ms. Bacon utilized overheads to illustrate the QRT Final Report for 2000. A question was raised about what is done with the information gathered?

Ms. Bacon explained that in the case of an unsatisfactory finding, the provider is sent a letter with a 30-day limit for amending the situation, then there is a follow-up visit to check on the situation. Optimism was expressed by a large number of those present.

Motion: It was moved, seconded, and carried to support the QRTs and recommend that the Board of Directors do the same.

b. EXECUTIVE DIRECTOR'S REPORT, CHUCK BENJAMIN

- Executive Director Benjamin reported that the Ombuds/QRT Retreat was a real success. Attendees learned much about each other as people. Functional Independence was the focus of the retreat. It is hoped that a policy will soon be passed to define Functional Independence. Mr. Benjamin expressed sincere thanks to the NSRSN Ombuds, QRTs, Sharri Dempsey, Joan Lubbe, Lorelei Coy, and Eileen Rosman for their hard work and participation in the retreat.
- Mr. Benjamin reported on the joint House Bill regarding the legislature's direction following JLARC's recommendations. Parity of funding was not left in, however the four-year plan is moving toward parity. There is a \$6M increase for the NSRSN over four years. (handouts provided)

A question was raised as to whether or not the Advisory Board members even know who makes up the JLARC? Mr. Benjamin suggested a future JLARC presentation to acquaint members with JLARC. Mr. Greg Long, Assistant Director / Planner offered to do so at a later meeting.

c. ANNUAL SERVICE REPORT – BLUE SHEETS

Members were encouraged to monitor the blue sheets.

d. SUB COMMITTEE REPORTS

- **Ad Hoc committee report on Level of Care manual update**

No report

- **Finance Committee, Mary Good**

The Draft Policies and Procedures is to be completed in April and will go before both boards for approval.

Motion: It was moved, seconded, and carried to recommend

approval of the Advisory Board's December vouchers to the Board of Directors.

- **Children's Committee, Janet Lutz-Smith, Chair**

No report

- **In-Service Committee, Lorelei Coy, Chair**

Ms. Coy thanked Sharri Dempsey for preparation of materials used in the Parliamentary Procedures in-service prior to the regular meeting. Ms. Coy thanked John Patchamatla and Marie Jubie very much for their presentation. Discussion of future in-services culminated in Dave Ashton committing to presentation of a Homeless Mentally Ill in-service in May or June.

- **Citizen's Concerns, Dave Ashton, Chair**

Mr. Ashton expressed concern over the lack of support for ADHD children and their family members. He feels that the Advisory Board needs to make this issue an area of focus. Eileen Rosman agreed to provide Mr. Ashton with a contact in Whatcom County who could assist in this area.

- **Ethnic Minorities, John Patchamatla, Chair**

Mr. Patchamatla requested that individual communities give him input regarding mentally ill minority consumers. He expressed that it is our responsibility as an Advisory Board and as community members to focus on this issue. He will be visiting all five counties in the NSRSN. Mr. Patchamatla will provide a questionnaire at the next meeting.

- **Executive Committee, Eileen Rosman, Vice Chair**

Ms. Rosman discussed the Becca Bill with regard to increasing the age of consent to 18 rather than 13. Chair Bilson gave a brief history of the law and his recommendation.

Discussion surrounded the possibility of someone from the Juvenile Department making a presentation on the Becca Bill at a later meeting. Sharri Dempsey offered to mail out a copy of the Becca Bill to all Advisory Board members.

- **Older Adults, Josselyn Winslow, Chair**

No report

- **PACT/Clubhouse, Charles Albertson**

No report

- **Ombuds Liaison, Joan Lubbe, Chair**

No report

- **Site Visitations, Eileen Rosman**

Ms. Rosman reported that plans to visit the Seattle Children's Home and the Compass Children's Program in Everett have been rescheduled.

Unrelated to this discussion, a question was raised by Lorelei Coy as to whether or not a NSRSN library would be useful? She circulated a questionnaire to solicit opinions from other Advisory Board members.

7. CONSENT AGENDA

a. Marcia Gunning read her revised memorandum outlining the following:

- Naming authorized signers on the NSRSN's account at Skagit County effective February 22, 2001.
- Amending the NSRSN's contract with Community Mental Health to extend the contract through February 28, 2001 with no increase in consideration.
- Amending the NSRSN's contract with the State Mental Health Division for emergency Inpatient Funding Allocation and Services, effective January 1, 2001 through July 31, 2001.
- Approval of the Strategic Plan for 2001-2003

Questions and discussion revolved around the possibility that the Intensive Case Management portion of the Strategic Plan might be too aggressive. Ms. Coy felt that consumers might feel intimidated about possible intrusiveness by caregivers. Greg Long clarified the limits of aggressiveness and outreach.

There was a consensus that the Advisory Board has a *very strong concern* about this issue and hopes that the Board of Directors will listen to consumer voice on the issue of Intensive Case Management.

Motion: It was moved and seconded to recommend to the NSRSN Board of Directors that consumer voice be a heavy influence in the area of Intensive Case Management when the Strategic Plan is before the Board for approval. After discussion, the motion carried.

Marcia Gunning called for a recommendation of the Strategic Plan to the Board of Directors with the aforementioned concerns.

Motion: It was moved and seconded to recommend approval of the

Strategic Plan with the aforementioned concerns. After discussion, the motion carried.

Ms. Gunning reported that the Motion regarding the Plan for Older Adults would be withdrawn from the Board of Directors enabling Mr. Long to make a presentation in March.

Motion: It was moved and seconded to recommend approval of the Plan for Older Adults. The motion carried.

Ms. Gunning shared from her memo the request to approve the contract with Sam Magill for consultation and facilitation services for the Board retreat on February 22 & 23, 2001.

Motion: It was moved and seconded to recommend approval of the contract with Sam Magill. The motion carried.

b. MOTIONS YET TO BE APPROVED - CHUCK BENJAMIN, EXECUTIVE DIRECTOR

Introduction Items Not Yet Reviewed by the Board of Directors:

- QRT – Quality Management Plan
- Functional Independence Definition and Policy
- Interlocal Agreement and by-laws for the Washington Counties Insurance Pool

Francene Thompson made a PowerPoint presentation on the Quality Management Plan.

8. New Business

- a. Action on QRT Recommendation
(covered earlier – 6 a.2)
- b. Legislation / Becca Bill
(covered earlier - 6.d.7)

9. Comments from County Advisory Board Representatives

There were no comments made

10. Comments from Public

There were no comments from the public.

11. Other Business

a. From counties

There was no other business.

b. Request for agenda items

An additional request was made for volunteers to serve on the committee reviewing the two upcoming RFQs, and also a volunteer for the Executive Committee. Lorelei Coy recommended Marie Jubie be placed on the Executive Committee. Chair Bilson appointed Ms. Jubie to the Executive Committee.

A request was made for the Board of Directors to consider inviting the Advisory Board Executive Committee to the 2002 Board Retreat.

Motion: It was moved and seconded to recommend the NSRSN Board of Directors invite the Executive Committee of the Advisory Board to the Board Retreat in 2002. The motion carried.

12. Adjournment

The meeting was adjourned at 3:13 PM.

Respectfully submitted,

Melinda Bouldin
Office Manager

NOTE: The next Advisory Board meeting will be at 1:00 PM, March 13, 2001, in the NSRSN Conference Room, 117 N. First Street, Suite 8, Mount Vernon.