

**Per Advisory Board request made on November 6, 2001, Advisory Board members are asked to bring this packet to the meeting. Notebooks will no longer be provided on meeting day.**

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

**North Sound Regional Support Network**

**Conference Room  
117 North First St., Suite 8  
Mt. Vernon, WA 98273**

**August 13, 2002  
1:00 PM**

Please note  
date change  
!!!

**Agenda**

1. Call to Order; Introductions, Chair – 5 minutes
2. Revisions to the Agenda, Chair – 5 minutes
3. Approval of July 2002 Minutes, Chair – 5 minutes
4. Comments from the Public
5. Correspondence and Comments from the Chair – 5 minutes
6. Old Business
  - a. Executive Director's Report - Chuck Benjamin – 5 minutes
  - b. Finance Committee – Mary Good – 5 minutes
  - c. Strategic Plan Committee –
  - d. Activities and Liaison Committee – Charles Albertson
    1. Site Visitations for 2002
    2. Consumer-Run Projects
7. Items To Be Brought Forward To The Board of Directors – Marcia Gunning, Contracts Compliance & Financial Services Manager
  - a. Consent Agenda
  - b. Action Items
  - c. Emergency Action Items
  - d. Motions Yet To Be Approved, Chuck Benjamin, Executive Director – 5 minutes

8. New Business - 10 minutes
  - a. Presentation: Access Review – Wendy Klamp
9. Comments from County Advisory Board Representatives – 15 minutes
  - a. Island
  - b. San Juan
  - c. Skagit
  - d. Snohomish
  - e. Whatcom
10. County Coordinator Report
11. Comments from Public – 5 minutes
12. Other Business
  - a. Request for Agenda Items
13. Adjournment

**NOTE:** The next Advisory Board meeting will be September 17, 2002, at the NSRSN Conference Room, 117 N. First Street, Suite 8, Mount Vernon.

**Advisory Board Members:**

**You'll notice in Marcia's July 31 memo there are two Action Items, which you did not review as Introduction Items at the July meeting. These three items came forth just a few days prior to the July Board of Directors meeting.**

**As always, if you have questions about any items in Marcia's memo, you may contact her at any time.**

**Thank you,  
Melinda Bouldin**

# MEMORANDUM

DATE: July 31, 2002  
TO: NSRSN Advisory Board  
FROM: Marcia Gunning  
Contracts Compliance & Financial Services Manager  
RE: August 22, 2002 NSRSN Board of Director's Agenda

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Please find for your review and comment the following that will be discussed with the Board of Directors brought forth at the August 22, 2002 NSRSN Board Meeting.

## CONSENT AGENDA

None

## ACTION ITEMS

1. To authorize the following line item transfers in the NSRSN 2002 Operational Budget:

\$ 4,000 from Supplies to Employee Benefits  
\$ 8,805 from Professional Services to Regular Salaries  
\$ 900 from Communications to Regular Salaries  
\$ 200 from Repairs & Maintenance to Regular Salaries  
\$ 2,000 from Miscellaneous to Regular Salaries  
\$10,018 from Agency/County and Other Services to Regular Salaries  
Please refer to attached NSRSN 2002 Budget Revisions

2. To introduce Contract NSRSN-Snohomish -02, Amendment 1, as attached. Maximum consideration shall be reduced by \$21,446. Maximum consideration shall not exceed \$2,622,587.

*On April 25, 2002 the NSRSN Board of Directors approved the Quality Management Transitional Plan as presented to the Executive Personnel Committee. Action items 1 and 2 above formalize this transitional plan. Please note that the \$21,446 from Snohomish County represents \$10,018 for CY 2002 and 11,428 for CY 2003. Please refer to attached NSRSN 2002 Budget Revisions*

3. To introduce the following line item transfer in the NSRSN 2002 Operational Budget:

\$5,000 from Miscellaneous to Travel  
Please refer to attached NSRSN 2002 Budget Revisions

**EMERGENCY ACTION ITEMS**

None

**ITEMS NOT YET REVIEWED BY THE ADVISORY BOARD**

None

If you have any questions or concerns you would like to discuss prior to the meeting, please do not hesitate to contact me.

cc: NSRSN Board of Directors  
Charles R. Benjamin  
County Coordinators  
NSRSN Management Team

**North Sound Regional Support Network  
MENTAL HEALTH ADVISORY BOARD**

July 16, 2002

**Present:** Eileen Rosman, Chuck Albertson, Jack Bilsborough, Dan Bilson, Ian Brooks, Mary Good, Dwight Hinton, Marie Jubie, Joan Lubbe, John Patchamatla, Dean Stupke, James Vest, Chris Walsh

**Excused:** Janet Lutz-Smith

**Absent:** Kay Day

**Staff:** Beckie Bacon, Chuck Davis, Shirley Conger, Wendy Klamp, Chuck Benjamin, Melinda Bouldin, Sharri Dempsey, Marcia Gunning, Greg Long

**Guests:** Jill Dace, Jere LaFollette, David Small

**MINUTES**

TOPIC	DISCUSSION	ACTION
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**CALL TO ORDER, INTRODUCTIONS**

	Chair Rosman convened the meeting at 1:00.	Informational
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**REVISIONS TO THE AGENDA**

	None	Informational
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**APPROVAL OF MINUTES**

Chair Rosman	Chair Rosman called for approval of the June minutes. It was moved that the minutes be approved as written.	The motion passed unanimously
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**COMMENTS FROM THE PUBLIC**

Melinda Bouldin	Ms. Bouldin offered several handouts to the group: Lorelei Coy Memorial Library Contents, NAMI Convention registration, Executive Summary of PTSD materials, Enhanced Case Management information, contact information for government officials and CMS, All Aboard sign up, sample letter opposing waiver, FAST info	Informational
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Jere LaFollette	Mr. LaFollette announce Luther Children's Crisis Facility now open. Several members of the AB commented that they had visited the facility and offered favorable comments. Mr. LaFollette went on to comment on last month's visit from several consumers working at the Farm Project, and what a publicly visible stigma reduction program this is. He also shared a Wall Street Journal article about a	Informational
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prominent CEO's struggle with mental illness.

Shirley Conger	Offered the Ombuds Quarterly report for April through June. There were no questions. She announced that she and Ombuds Chuck Davis had attended the Tribal Conference, Behavioral Health Conference, a crisis workshop, received training from the Washington Institute, plan on attending the NAMI conference, and that 90 posters have been entered in the poster contest.	Informational
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**CORRESPONDENCE AND COMMENTS FROM THE CHAIR**

Eileen Rosman	None	Informational
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**OLD BUSINESS**

Chuck Benjamin	<b>Executive Director's Report</b>	Informational
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Mr. Benjamin reported:

- Staff currently working on NSRSN response to the QRT survey

- Hopes many Advisory Board members will join him at the Stakeholder Meeting on August 14.

- Board of Directors Planning Committee met and approved forming three subcommittees to work on: Mission Statement/Name Change, Services to Special Populations, and the Criminal Justice system. Called for volunteers from the AB to serve on these committees.

Informational

Volunteers:  
Mission Statement/Name Change: Marie Jubie

Special Populations:  
Eileen Rosman

Criminal Justice:  
John Patchamatla,  
Joan Lubbe, Dan  
Bilson, Jack  
Bilsborough

- Access Review complete, report will be offered soon. Thanked the providers for their assistance in the project.

Informational

- Mr. Benjamin was interviewed by Judge Ann Levinson regarding the hard to serve adolescent. Jim Teverbaugh joined in the conversation. Need wrap around services rather than more institutions.

Informational

- Heard APN budget presentation

Informational

- The Recovery Conference is scheduled for November 13, which will be followed by the Board Retreat that evening and November 14, followed by the regular meeting of the Board of Directors on November 14. Informational
- A joint meeting of regional and local Advisory Boards will occur, but probably won't tie in with Recovery Conference. County Coordinators will speak with their respective ABs Informational
- June All Aboard to Lake Whatcom Treatment Center was a warm, fulfilling gathering. Happy to have had the opportunity to attend. Informational
- Need to celebrate successes: Expanded Community Services, 13 people in our region are out of WSH! Mr. Benjamin recognized the role providers played in the success of this program. Mr. Benjamin will invite Debbie Page to a future meeting to share stories of individuals in this program.

Mary Good

**Finance Committee**

Ms. Good reported that the Advisory Board Finance Committee recommends approval of May expenditures as presented to them. January through May expenditures were \$6968.87 and were accepted by the Committee. June Minutes were passed. The August meeting will include discussion of the 2003 budget which will be introduced to the BOD in October.

It was moved, seconded, and approved to accept the Finance Committee Report, and expenditures.

Janet Lutz-Smith

**Strategic Plan Committee**

No report. The Committee will meet at 11:00 on August 13.

Informational

Eileen Rosman

**Activities and Liaison Committee**

Sharri Dempsey is handling site visitations and All Aboard in August. Chuck Albertson is working on an anti-stigma video. Eli Lilly is taking a long time to make their decision on funding this project. There was discussion about individual county reports; everyone is encourage to keep reports succinct.

Informational

**CONSENT AGENDA**

Marcia Gunning	<p><b>Consent Agenda</b></p> <p>Ms. Gunning directed members to her memo. Dean Stupke requested clarity on item #2, the Financial Services Policy 32, Consultant Contracts Amendment. Marie Jubie requested it be pulled from the consent agenda to enable discussion.</p>	<p>Motion: It was moved, seconded and approved to recommend the Board of Directors approve the Critical Incident Policy and Financial Services Policy 32, Consultant Contracts Amendment.</p>
	<p>Item #3, Contract NSRSN-APN-02, Amendment 1 between the NSRSN and APN for PHP Title XIX Case Rate Increase FY 2002 prompted lengthy discussion. Questions were raise as to why only APN would receive this money, and not other providers? What about consumer projects? Mr. Benjamin will relay the Advisory Board’s concerns to the Board of Directors at their meeting.</p>	<p>Motion: It was moved, seconded and approved (with 4 votes opposing) to recommend the Board of Directors approve the Case Rate Increase amendment.</p>
	<p>Item #4, NSRSN Compass MICA 01, Amendment 1</p>	<p>Motion: It was moved, seconded and approved to recommend the Board of Directors approve the motion as presented.</p>
Marcia Gunning	<p><b>Action Items</b></p>	<p>Informational</p>
	<p>None</p>	
Marcia Gunning	<p><b>Emergency Action Items</b></p> <p>To authorize NSRSN Executive Director to enter into contract #NSRSN-Whatcom-02, Amendment 1 between NSRSN and Whatcom County. Maximum consideration shall be reduced by \$1,425.00. Maximum consideration shall not exceed \$275,203. Refer to attached Exhibitii A, Whatcom County Budget Amended effective 6/1/02.</p>	<p>Motion: It was moved, seconded, and approved to recommend the Board of Directors approve the Emergency Action item as presented.</p>
Marcia Gunning	<p><b>Motions Yet to be Approved</b></p>	<p>Informational</p>
	<p>None</p>	
<p><b>NEW BUSINESS</b></p>		
	<p>None</p>	<p>Informational</p>
<p><b>COMMENTS FROM COUNTY ADVISORY BOARD REPRESENTATIVES</b></p>		

Eileen Rosman, Island	No report	Informational
Dean Stupke, San Juan	No report	Informational
Mary Good, Skagit	No meeting took place. Joan Lubbe shared that there is work in progress on NAMI provider training. Starting a 10 week training in September working with families and consumers.	Informational
Marie Jubie, Snohomish	Compass Crisis facility open. There was discussion about a proposed new zoning law in Snohomish County regarding sex offenders. This issue is very hotly contested, as it includes the need for a large zoning fee for foster homes. Work is being done to amend this planned zoning. Santiago Iscoa and Debbie Page offered a report on Expanding Community Services. Snohomish county got \$140,000 for consumer oriented projects. Jill Dace added that the human services department is meeting with the local Advisory Board to look at needs in their community.	Informational
Charles Albertson, Whatcom	Mr. Albertson reported that the local meeting had been very contentious. Dan Bilson added that mainly discussion had been about getting help to people in need.	Informational

**COMMENTS FROM THE PUBLIC**

Chuck Benjamin	Mr. Benjamin shared that he had discussed with County Coordinators the issue of their attendance at Advisory Board meetings. The issue is time and resources. They will send a group representative to next month's meeting.	Informational
Joan Lubbe	Feels the work the Criminal Justice group performs will offer a wonderful and much needed connection between people in jails with those working in mental health.	Informational
Dwight Hinton	A big "thank you" to Judy Susia for putting together the Lorelei Coy library. He called for all to contribute appropriate materials to the library.	Informational

**OTHER BUSINESS**

None

**ADJOURNMENT**

2:30

**HANDOUTS**

- See Melinda Bouldin's "public comment"

**FUTURE REQUESTED PRESENTATIONS**

- Strength Based Treatment
- Best Practice
- Case Management

**The next meeting is scheduled for Tuesday, August 13 at 1:00 p.m. in the NSRSN Conference Room at 117 N. 1<sup>st</sup> St., Ste. 8, Mount Vernon, WA 98273**

Respectfully submitted,

Melinda Bouldin  
Office Manager



**Exhibit A-1**

**NORTH SOUND REGIONAL SUPPORT NETWORK**

**SNOHOMISH COUNTY BUDGET**

**Contract # NSRSN-Snohomish-02**

**January 1, 2002 through December 31, 2003**

<b>REVENUE:</b>		
	\$ 100,000	RSN Operating Budget
	2,390,587	PHP Carveout
	<u>132,000</u>	Federal Block Grant
	\$2,622,587	Total Revenues
 <b>EXPENDITURE:</b>		
Administration, Development & Planning		
Involuntary Crisis Services	\$ 100,000	
E & T Mortgage and Maintenance	1,402,008	
Utilization/Clinical Services & Support	142,350	
Federal Block Grant Services –	703,412	
Community Team for Children	132,000	
Board Designated – Mental Health Projects		
	<u>142,817</u>	Total Expenditures
	\$2,622,587	