

Northwest Regional Council - Regular Meeting
10:00 A.M. April 18, 2019
Skagit County Commissioners Office,
1800 Continental Place, Mount Vernon
Commissioners Hearing Room
360-416-1300

AGENDA

Agenda Topic	Pages	Action Required
1. Call to Order		
2. Public Comment		
3. Consent Agenda		
All matters listed with the Consent Agenda have been distributed to each Council Member for reading and study, are considered to be routine, and will be enacted by one motion of the Northwest Regional Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Council Member.		
Consent Agenda:		
a) Approval of the Minutes, Regular Meeting Dec. 6, 2018	1 - 3	Motion to Approve
b) Approval of November and December 2018 and January February 2019 Voucher Listings	4 - 61	Motion to Approve
c) 2018 Budget to Actual Report	62 - 69	Motion to Approve
d) Routine Contracts and Amendments	70 - 73	Motion to Approve
e) Signatures of Authoritative Body	74 - 75	Information
Regular Agenda		
4. Legislative and Agency Updates	Verbal	Information
5. 2018 Annual Financial Audit	Verbal	Information
6. Use of Funding from Accountable Community of Health	76 - 77	Motion to Approve
7. Whatcom County Jail Health Bid	78	Motion to Approve
8. Strategic Plan Outline	79 - 86	Motion to Approve
9. Other Issues		
• County Information Sharing	Verbal	Information
6. Announcements		
7. Adjournment		
Future NWRC Meetings		
July 25	Skagit County Commissioners Office, Mt. Vernon, WA	
Dec. 05	Skagit County Commissioners Office, Mt. Vernon, WA	

For more complete information, please contact the NWRC office at (360) 676-6749 or 1-800-585-6749, 600 Lakeway Drive, Suite 100, Bellingham, WA 98225. Anyone needing special accommodations to participate in the meeting should contact the Northwest Regional Council by 5:00 P.M. 48 hours in advance of the scheduled meeting.

**MINUTES OF THE
NORTHWEST REGIONAL COUNCIL**

Dec. 6, 2018

Skagit County Commissioners Hearing Room, Mount Vernon

COUNCIL: Island County Commissioners, Helen Price Johnson and Jill Johnson; San Juan County Councilmembers Jamie Stephens and Rick Hughes; Skagit County Commissioners, Lisa Janicki and Ron Wesen; Whatcom County Councilmember Tyler Byrd, and Whatcom County Executive Jack Louws

STAFF: Dan Murphy, Cindy Madigan, Pat Elwell, Ryan Blackwell

PUBLIC: Barbara Pesola, NWSSB Chair

The meeting was called to order at 10:05 a.m.

Public Comment: There was no public comment.

Consent Agenda: It was noted that on page 2 of the Minutes of August 9, 2018 Regular Meeting, item c., Skagit County Commissioner Lisa Janicki's name was misspelled and needed to be corrected. **Motion was made by Island County Commissioner Helen Price-Johnson and seconded by Whatcom County Executive Jack Louws to approve the Consent Agenda (items a through e): corrected Minutes of the August 9, 2018 Regular Meeting; July 2018 Voucher Listings Nos 62003 through 62203 in the amount of \$1,348,979.85; August 2018 Voucher Listings Nos 62204 through 62463 in the amount of \$1,432,399.09; September 2018 Voucher Listings Nos 62464 through 62639 in the amount of \$1,261,777.62; October 2018 Voucher Listings Nos 62640 through 62900 in the amount of \$1,420,192.44; the January – September 2018 Budget to Actual Report; and Resolution #18-05 designating the Human Resources Manager as the Plan Coordinator for NWRC's ICMA-Retirement Corporation Plan. The Motion passed unanimously.**

Regular Agenda

- a) Change to Cash Reporting –Fiscal Manager Cindy Madigan outlined reasons behind the recommendation for NWRC to switch to cash-basis reporting and provided examples of efficiencies to be gained.

Motion was made by Whatcom County Executive Jack Louws and seconded by San Juan County Councilmember Rick Hughes that the Northwest Regional Council approves switching to cash-basis accounting, effective for 2018 year-end reporting. Discussion followed. The Motion passed unanimously.

- b) Market Rate Salary Adjustment to Nurse Salaries –Executive Director Dan Murphy described the recommended increase to the salary range for nurses, citing recruitment issues and a recent salary comparability review conducted by NWRC’s Human Resources consultant. Discussion followed.

Motion was made by Whatcom County Executive Jack Louws and seconded by San Juan County Councilmember Rick Hughes that the Northwest Regional Council authorizes an increase to the salary range for nurses of 14.6%, effective January 1, 2019. Discussion followed. It was clarified that the proposed increase is comprised of a 11.6% increase to the salary range with a 3% COLA totaling a 14.6% increase. Island County Commissioner Jill Johnson made a friendly amendment to the Motion to clarify the adjustment to nurse salaries included the 3% COLA. The amendment was accepted and **Motion was made by Whatcom County Executive Jack Louws and seconded by San Juan County Councilmember Rick Hughes that the Northwest Regional Council authorizes an increase to the salary range for nurses of 14.6%, which includes a 3% COLA. The Motion passed unanimously.**

- c) 2019 Budget, Resolution #18-04 – The proposed budget was reviewed and a lengthy discussion followed.

Motion was made by Island County Commissioner Helen Price Johnson and seconded by Skagit County Councilmember Lisa Janicki that the Northwest Regional Council approves the 2019 Budget as presented, including a cost of living adjustment of 3% for NWRC employees. The Motion passed unanimously.

- d) Proposed 2019 Meeting Schedule – The proposed meeting schedule for 2019 was reviewed and amended to change the April meeting date from the 18th to the 25th.

Motion was made by Island County Commissioner Jill Johnson and seconded by Island County Commissioner Helen Price Johnson that the Northwest Regions Council approves the amended proposed meeting schedule. The Motion passed unanimously.

- e) Medicaid Waiver Projects – Status Reports – Dan Murphy, Executive Director provided an update on the Medicaid Waiver projects. Discussion followed.

- f) Agency Updates – An NWRC Program Update via Powerpoint was presented. Discussion followed.

Other Issues -

- Executive Session – Executive Director Contract - An executive session was called at 11:29 to discuss the Executive Director's performance and employment contract. The Chair estimated the session would last 15 minutes. Board members returned from executive session at 11:45 and reconvened the regular board meeting.

Motion was made by Whatcom County Executive Jack Louws moved and Island County Commissioner seconded that the Executive Director's contract be renewed for one year, receive a 3% COLA and 3% step increase and that the governing board chair have a follow-up discussion regarding goals. Discussion followed. Board members expressed appreciation for the Executive Director's leadership within the region and at the state level. **The Motion passed unanimously.**

- County Information Sharing – Board members shared highlights of activities of import occurring within their community.

Announcements

There were no announcements.

Adjournment at 11:58

There being no further business, the meeting adjourned at 12:05 p.m.

Prepared and submitted by:

Pat Elwell, HR/Office Manager

TO: Northwest Regional Council
FROM: Dan Murphy, Executive Director
DATE: April 11, 2019
SUBJECT: January – December, 2018 Budget to Actual Report

I am pleased to present you with the final Budget to Actual Reports for 2018. We ended 2018 earning 98% of projected revenues while expenditures were only at 97% of what we had projected.

Please let me know if you have questions.

Proposed Motion: The Northwest Regional Council approves the January – December, 2018 Budget to Actual Reports

NORTHWEST REGIONAL COUNCIL		TOTAL		
BUDGET TO ACTUAL REPORT		Budget	% of Year	100%
JANUARY - DECEMBER 2018		Budget	Actual	% of Budget
Funding				
1	DSHS - ALTSA - TXIX Medicaid	3,693,348	3,795,032	103%
2	DSHS - ALTSA - All Other	4,595,356	4,294,757	93%
3	Health Care Authority	6,461,779	6,411,611	99%
4	Local Funds	115,628	121,100	105%
5	Other Contracted	2,121,401	2,133,848	101%
Subtotal Current Year Funding		16,987,512	16,756,348	99%
6	Fund Balance Reserves (Tenant Improvements)	207,816	135,673	
Subtotal Funding (including reserves)		17,195,328	16,892,021	98%
Operating Expenditures				
7	Salaries & Wages	5,407,443	5,252,282	97%
8	Taxes & Benefits	2,723,482	2,662,787	98%
Total Personnel		8,130,925	7,915,069	97%
9	Office/Operating Supplies	90,800	66,338	73%
10	Small Tools/Capital Equipment	127,850	124,777	98%
11	Professional Services	372,389	365,215	98%
12	Communication	106,551	95,671	90%
13	Travel	216,658	176,533	81%
14	Occupancy / Insurance	445,400	442,882	99%
15	Tenant Improvements, Furniture, Move	207,816	135,673	65%
16	Miscellaneous	205,171	152,874	75%
Total Operating Expenditures		1,772,635	1,559,963	88%
Total Direct Service and Administration		9,903,560	9,475,032	96%
Subcontractor Expenditures				
17	I&A/Case Management/FCSP			
18	SSIC/Island County	596,781	557,429	93%
19	San Juan County Senior Services	192,395	188,979	98%
20	Legal Services	54,072	54,072	100%
21	Nutrition			
22	SSIC/Island County	253,720	241,282	95%
23	Skagit County	345,767	333,115	96%
24	Whatcom/San Juan Counties	578,851	553,768	96%
25	Disaster Relief	1		0%
26	Volunteer Services			
27	SSIC/Island County	39,743	31,532	79%
28	SCCAA/ Skagit County	35,476	33,558	95%
29	Opportunity Council	41,940	41,021	98%
30	Long Term Care Ombudsman Program	3,959	3,959	100%
31	Medicaid Transportation Brokerage	3,000,000	3,020,353	101%
32	Family Caregiver Support Project & Respite Services	449,603	432,135	96%
33	Dementia Partnerships Project	78,360	82,550	105%
34	Kinship Caregivers Support Program/Kinship Navigator	112,652	115,027	102%
35	Caregiver Training/Agency Workers Health Insurance	244,700	224,995	92%
36	Chronic Disease Self Management Program	44,416	14,000	32%
37	Health Homes	976,692	980,386	100%
Total Subcontractor Expenditures		7,049,128	6,908,161	98%
38	Total Expenditures	16,952,688	16,383,193	97%
39	Difference Between Revenue and Expenditures	242,640	508,828	

NORTHWEST REGIONAL COUNCIL		Community Programs		
BUDGET TO ACTUAL REPORT			% of Year	100%
JANUARY - DECEMBER 2018		Budget	Actual	% of Budget
Funding				
1	DSHS - ALTSA - TXIX Medicaid	142,000	96,693	68%
2	DSHS - ALTSA - All Other	2,144,657	2,059,756	96%
3	Health Care Authority			
4	Local Funds			
5	Other Contracted	78,534	106,697	136%
Subtotal Current Year Funding		2,365,191	2,263,146	96%
6	Fund Balance Reserves (Tenant Improvements)			
Subtotal Funding (including reserves)		2,365,191	2,263,146	96%
Operating Expenditures				
7	Salaries & Wages	769,733	756,694	98%
8	Taxes & Benefits	406,869	396,786	98%
Total Personnel		1,176,602	1,153,480	98%
9	Office/Operating Supplies	13,507	7,627	56%
10	Small Tools/Capital Equipment	3,204	839	26%
11	Professional Services	5,918	2,454	41%
12	Communication	19,463	18,382	94%
13	Travel	33,309	28,534	86%
14	Occupancy / Insurance	76,187	79,205	104%
15	Tenant Improvements, Furniture, Move			
16	Miscellaneous	29,329	24,098	82%
Total Operating Expenditures		180,917	161,139	89%
Total Direct Service and Administration		1,357,519	1,314,619	97%
Subcontractor Expenditures				
17	I&A/Case Management/FCSP			
18	SSIC/Island County	287,314	247,962	86%
19	San Juan County Senior Services	192,395	188,979	98%
20	Legal Services			
21	Nutrition			
22	SSIC/Island County			
23	Skagit County			
24	Whatcom/San Juan Counties			
25	Disaster Relief			
26	Volunteer Services			
27	SSIC/Island County			
28	SCCAA/ Skagit County			
29	Opportunity Council			
30	Long Term Care Ombudsman Program			
31	Medicaid Transportation Brokerage			
32	Family Caregiver Support Project & Respite Services	449,603	432,135	96%
33	Dementia Partnerships Project	78,360	82,550	105%
34	Kinship Caregivers Support Program/Kinship Navigator			
35	Caregiver Training/Agency Workers Health Insurance			
36	Chronic Disease Self Management Program			
37	Health Homes			
Total Subcontractor Expenditures		1,007,672	951,626	94%
38	Total Expenditures	2,365,191	2,266,245	96%
39	Difference Between Revenue and Expenditures	-	(3,099)	

NORTHWEST REGIONAL COUNCIL		Care Management		
BUDGET TO ACTUAL REPORT		Budget	% of Year	100%
JANUARY - DECEMBER 2018		Budget	Actual	% of Budget
Funding				
1	DSHS - ALTSA - TXIX Medicaid	3,186,272	3,322,487	104%
2	DSHS - ALTSA - All Other	106,492	41,127	39%
3	Health Care Authority	1,484,197	1,439,656	97%
4	Local Funds			
5	Other Contracted	400,647	329,536	82%
Subtotal Current Year Funding		5,177,608	5,132,806	99%
6	Fund Balance Reserves (Tenant Improvements)			
Subtotal Funding (including reserves)		5,177,608	5,132,806	99%
Operating Expenditures				
7	Salaries & Wages	2,677,108	2,501,486	93%
8	Taxes & Benefits	1,342,721	1,265,481	94%
Total Personnel		4,019,829	3,766,967	94%
9	Office/Operating Supplies	48,214	35,752	74%
10	Small Tools/Capital Equipment	99,945	107,478	108%
11	Professional Services	136,945	97,756	71%
12	Communication	55,362	47,080	85%
13	Travel	122,589	96,171	78%
14	Occupancy / Insurance	233,653	252,136	108%
15	Tenant Improvements, Furniture, Move			
16	Miscellaneous	62,279	56,452	91%
Total Operating Expenditures		758,987	692,825	91%
Total Direct Service and Administration		4,778,816	4,459,792	93%
Subcontractor Expenditures				
17	I&A/Case Management/FCSP			
18	SSIC/Island County	309,467	309,467	100%
19	San Juan County Senior Services			
20	Legal Services			
21	Nutrition			
22	SSIC/Island County			
23	Skagit County			
24	Whatcom/San Juan Counties			
25	Disaster Relief			
26	Volunteer Services			
27	SSIC/Island County			
28	SCCAA/ Skagit County			
29	Opportunity Council			
30	Long Term Care Ombudsman Program			
31	Medicaid Transportation Brokerage			
32	Family Caregiver Support Project & Respite Services			
33	Dementia Partnerships Project			
34	Kinship Caregivers Support Program/Kinship Navigator			
35	Caregiver Training/Agency Workers Health Insurance			
36	Chronic Disease Self Management Program			
37	Health Homes			
Total Subcontractor Expenditures		309,467	309,467	100%
38	Total Expenditures	5,088,283	4,769,259	94%
39	Difference Between Revenue and Expenditures	89,325	363,547	

NORTHWEST REGIONAL COUNCIL		Planning & Contracting		
BUDGET TO ACTUAL REPORT		Budget	% of Year	100%
JANUARY - DECEMBER 2018		Budget	Actual	% of Budget
Funding				
1	DSHS - ALTSA - TXIX Medicaid	365,076	375,852	103%
2	DSHS - ALTSA - All Other	2,291,707	2,146,320	94%
3	Health Care Authority	1,065,582	1,045,706	98%
4	Local Funds			
5	Other Contracted	40,000	40,000	100%
Subtotal Current Year Funding		3,762,365	3,607,878	96%
6	Fund Balance Reserves (Tenant Improvements)			
Subtotal Funding (including reserves)		3,762,365	3,607,878	96%
Operating Expenditures				
7	Salaries & Wages	541,147	550,717	102%
8	Taxes & Benefits	255,699	260,126	102%
Total Personnel		796,846	810,843	102%
9	Office/Operating Supplies	9,455	8,048	85%
10	Small Tools/Capital Equipment	3,728	2,595	70%
11	Professional Services	29,565	25,743	87%
12	Communication	8,952	10,653	119%
13	Travel	29,956	30,692	102%
14	Occupancy / Insurance	32,516	38,631	119%
15	Tenant Improvements, Furniture, Move			
16	Miscellaneous	36,378	25,512	70%
Total Operating Expenditures		150,550	141,874	94%
Total Direct Service and Administration		947,396	952,717	101%
Subcontractor Expenditures				
17	I&A/Case Management/FCSP			
18	SSIC/Island County			
19	San Juan County Senior Services			
20	Legal Services	54,072	54,072	100%
21	Nutrition			
22	SSIC/Island County	253,720	241,282	95%
23	Skagit County	345,767	333,115	96%
24	Whatcom/San Juan Counties	578,851	553,768	96%
25	Disaster Relief	1		0%
26	Volunteer Services			
27	SSIC/Island County	39,743	31,532	79%
28	SCCAA/ Skagit County	35,476	33,558	95%
29	Opportunity Council	41,940	41,021	98%
30	Long Term Care Ombudsman Program	3,959	3,959	100%
31	Medicaid Transportation Brokerage			
32	Family Caregiver Support Project & Respite Services			
33	Dementia Partnerships Project			
34	Kinship Caregivers Support Program/Kinship Navigator	112,652	115,027	102%
35	Caregiver Training/Agency Workers Health Insurance	244,700	224,995	92%
36	Chronic Disease Self Management Program	44,416	14,000	32%
37	Health Homes	976,692	980,386	100%
Total Subcontractor Expenditures		2,731,989	2,626,715	96%
38	Total Expenditures	3,679,385	3,579,432	97%
39	Difference Between Revenue and Expenditures	82,980	28,446	

NORTHWEST REGIONAL COUNCIL		Non Emergency Transportation Brokerage		
BUDGET TO ACTUAL REPORT			% of Year	100%
JANUARY - DECEMBER 2018		Budget	Actual	% of Budget
Funding				
1	DSHS - ALTSA - TXIX Medicaid			
2	DSHS - ALTSA - All Other			
3	Health Care Authority	3,912,000	3,926,249	100%
4	Local Funds	66,177	92,401	140%
5	Other Contracted	-		
Subtotal Current Year Funding		3,978,177	4,018,650	101%
6	Fund Balance Reserves (Tenant Improvements)			
Subtotal Funding (including reserves)		3,978,177	4,018,650	101%
Operating Expenditures				
7	Salaries & Wages	560,304	579,497	103%
8	Taxes & Benefits	291,082	299,740	103%
Total Personnel		851,386	879,237	103%
9	Office/Operating Supplies	9,000	7,778	86%
10	Small Tools/Capital Equipment	19,050	12,522	66%
11	Professional Services	34,013	40,606	119%
12	Communication	13,500	12,209	90%
13	Travel	3,768	2,343	62%
14	Occupancy / Insurance	38,164	35,663	93%
15	Tenant Improvements, Furniture, Move			
16	Miscellaneous	9,296	7,939	85%
Total Operating Expenditures		126,791	119,060	94%
Total Direct Service and Administration		978,177	998,297	102%
Subcontractor Expenditures				
17	I&A/Case Management/FCSP			
18	SSIC/Island County			
19	San Juan County Senior Services			
20	Legal Services			
21	Nutrition			
22	SSIC/Island County			
23	Skagit County			
24	Whatcom/San Juan Counties			
25	Disaster Relief			
26	Volunteer Services			
27	SSIC/Island County			
28	SCCAA/ Skagit County			
29	Opportunity Council			
30	Long Term Care Ombudsman Program			
31	Medicaid Transportation Brokerage	3,000,000	3,020,353	101%
32	Family Caregiver Support Project & Respite Services			
33	Dementia Partnerships Project			
34	Kinship Caregivers Support Program/Kinship Navigator			
35	Caregiver Training/Agency Workers Health Insurance			
36	Chronic Disease Self Management Program			
37	Health Homes			
Total Subcontractor Expenditures		3,000,000	3,020,353	101%
38	Total Expenditures	3,978,177	4,018,650	101%
39	Difference Between Revenue and Expenditures	-	-	

NORTHWEST REGIONAL COUNCIL		Jail Health Program		
BUDGET TO ACTUAL REPORT		Budget	% of Year Actual	100% % of Budget
JANUARY - DECEMBER 2018				
Funding				
1	DSHS - ALTSA - TXIX Medicaid			
2	DSHS - ALTSA - All Other			
3	Health Care Authority			
4	Local Funds			
5	Other Contracted	1,286,357	1,266,670	98%
Subtotal Current Year Funding		1,286,357	1,266,670	98%
6	Fund Balance Reserves (Tenant Improvements)			
Subtotal Funding (including reserves)		1,286,357	1,266,670	98%
Operating Expenditures				
7	Salaries & Wages	818,784	800,927	98%
8	Taxes & Benefits	409,286	412,178	101%
Total Personnel		1,228,070	1,213,105	99%
9	Office/Operating Supplies	2,975	2,951	99%
10	Small Tools/Capital Equipment	1,238	802	65%
11	Professional Services	15,900	48,817	307%
12	Communication	6,740	4,963	74%
13	Travel	9,135	7,821	86%
14	Occupancy / Insurance	10,474	11,208	107%
15	Tenant Improvements, Furniture, Move			
16	Miscellaneous	6,540	3,446	53%
Total Operating Expenditures		53,002	80,008	151%
Total Direct Service and Administration		1,281,072	1,293,113	101%
Subcontractor Expenditures				
17	I&A/Case Management/FCSP			
18	SSIC/Island County			
19	San Juan County Senior Services			
20	Legal Services			
21	Nutrition			
22	SSIC/Island County			
23	Skagit County			
24	Whatcom/San Juan Counties			
25	Disaster Relief			
26	Volunteer Services			
27	SSIC/Island County			
28	SCCAA/ Skagit County			
29	Opportunity Council			
30	Long Term Care Ombudsman Program			
31	Medicaid Transportation Brokerage			
32	Family Caregiver Support Project & Respite Services			
33	Dementia Partnerships Project			
34	Kinship Caregivers Support Program/Kinship Navigator			
35	Caregiver Training/Agency Workers Health Insurance			
36	Chronic Disease Self Management Program			
37	Health Homes			
Total Subcontractor Expenditures		-	-	
38	Total Expenditures	1,281,072	1,293,113	101%
39	Difference Between Revenue and Expenditures	5,285	(26,443)	

NORTHWEST REGIONAL COUNCIL		Other NWRC Activities		
BUDGET TO ACTUAL REPORT		Budget	% of Year	100%
JANUARY - DECEMBER 2018		Budget	Actual	% of Budget
Funding				
1	DSHS - ALTSA - TXIX Medicaid			
2	DSHS - ALTSA - All Other	52,500	47,554	91%
3	Health Care Authority			
4	Local Funds	49,451	28,699	58%
5	Other Contracted	315,863	390,945	124%
Subtotal Current Year Funding		417,814	467,198	112%
6	Fund Balance Reserves (Tenant Improvements)	207,816	135,673	
Subtotal Funding (including reserves)		625,630	602,871	96%
Operating Expenditures				
7	Salaries & Wages	40,367	62,961	156%
8	Taxes & Benefits	17,825	28,476	160%
Total Personnel		58,192	91,437	157%
9	Office/Operating Supplies	7,649	4,182	55%
10	Small Tools/Capital Equipment	685	541	79%
11	Professional Services	150,048	149,839	100%
12	Communication	2,534	2,384	94%
13	Travel	17,901	10,972	61%
14	Occupancy / Insurance	54,406	26,039	48%
15	Tenant Improvements, Furniture, Move	207,816	135,673	65%
16	Miscellaneous	61,349	35,427	58%
Total Operating Expenditures		502,388	365,057	73%
Total Direct Service and Administration		560,580	456,494	81%
Subcontractor Expenditures				
17	I&A/Case Management/FCSP			
18	SSIC/Island County			
19	San Juan County Senior Services			
20	Legal Services			
21	Nutrition			
22	SSIC/Island County			
23	Skagit County			
24	Whatcom/San Juan Counties			
25	Disaster Relief			
26	Volunteer Services			
27	SSIC/Island County			
28	SCCAA/ Skagit County			
29	Opportunity Council			
30	Long Term Care Ombudsman Program			
31	Medicaid Transportation Brokerage			
32	Family Caregiver Support Project & Respite Services			
33	Dementia Partnerships Project			
34	Kinship Caregivers Support Program/Kinship Navigator			
35	Caregiver Training/Agency Workers Health Insurance			
36	Chronic Disease Self Management Program			
37	Health Homes			
Total Subcontractor Expenditures		-	-	
38	Total Expenditures	560,580	456,494	81%
39	Difference Between Revenue and Expenditures	65,050	146,377	

April 11, 2019

TO: Northwest Regional Council
FROM: Dan Murphy, Executive Director
SUBJECT: NWRC Routine Contracts/Amendments

Background

The Northwest Regional Council receives funding from various sources and, in turn, authorizes subcontracts for a variety of community services. The 2019 budget approved by the NWRC in December 2018 includes all of the funding and service contracts and mid-year contract activity projected for the year at that time.

Issue

Since December, we have added the following contracts or amendments:

Contracts

Contract No.	Purpose	Amount	Dates
1869-21968-04	Older Americans Act	\$2,270,312	1/1/18-9/30/19
1969-41502	Older American Act	\$1,500,407	1/1/19-9/30/20
1969-45265	AAA Agreement MAC/TSOA Implementation	\$446,227	1/1/19-12/31/19
CBO23917	DOH: Falls Prevention	\$110,000	1/1/19-6/30/21
TBD	DOH: Wisdom Warriors CDSME	\$58,750	3/15/19-6/15/19
19-889	Presidio Construction Building improvements 600 Lakeway Dr. With change orders	\$115,999	1/23/19-4/5/19
1769-20675-01	MIPPA 2018 Contract Extensions	\$18,979	9/30/17-12/20/19
Whatcom County #201811028	For Meals on Wheels funds for Whatcom County	\$120,000	1/1/19-12/31/20
Whatcom County #201812003	Boundary Review Board	\$10,000	1/1/19-12/31/20
Skagit County	Boundary Review Board	\$50,000	1/1/19-12/31/23

Contract No.	Purpose	Amount	Dates
Island Human Services Amendment	Case Management Services	\$50,751.80	1/1/19 – 12/31/19
Skagit County Public Health Services	Recovery Care Coordination (RCC) Program	Fee for service	12/20/18-12/31/19
North Sound Behavioral Health (NSBH)	Medicaid Covered Behavioral Health Services	Fee for service	10/1/18-6/30/19
NCOA	Wisdom Warriors	\$32,500	2/15/19-8/14/19
PeaceHealth	Hospital Community Connector Program (In process)	\$62,500	1 yr upon execution
Amerigroup	Participating provider program (In process)	Fee for service	2 yrs upon execution
Molina	Provider services agreement	Fee for service	3/19/19-3/19/20
United Behavioral Health	Behavioral Health Care Services (In process)	Fee for service	1 yr upon execution
North Sound ACH	Community Based Care Coordination	Fee for service	1/1/19-12/31/21

Subcontracts for Services

Contract No.	Contractor	Purpose	Dates
203002-FCSG	San Juan County	Family Caregiver Support Groups	1/1/19-12/31/19
203003-FCSG	Skagit Adult Day Program	Family Caregiver Support Groups	1/1/19-12/31/19
203004-FCSG	Island Senior Resources	Family Caregiver Support Groups	1/1/19-12/31/19
203008-IACM	San Juan County	Information and Assistance/Family Caregiver Support	1/1/19-12/31/19
203009-IACM	Island Senior Resources	Information and Assistance/Family Caregiver Support/Title XIX Case Management	1/1/19-12/31/19
203011-KCSP	Brigid Collins House	Kinship Caregiver Support Program	1/1/19-12/31/19
203012-KCSP	Opportunity Council	Kinship Caregiver Support Program/Kinship Navigator Services	1/1/19-12/31/19
203014-LEGAL	Northwest Justice Project	Senior Legal Services	1/1/19-12/31/19
203015-LTCO	Multi-Service Center	Long Term Care Ombudsman	1/1/19-12/31/19

Contract No.	Contractor	Purpose	Dates
203017-NUTR	Island Senior Resources	Senior Nutrition Program	1/1/19-12/31/19
203018-NUTR	Skagit County Public Health	Senior Nutrition Program	1/1/19-12/31/19
203019-NUTR	Whatcom Council on Aging	Senior Nutrition Program	1/1/19-12/31/19
203021-VSERV	Community Action	Volunteer Services	1/1/19-12/31/19
203022-VSERV	Opportunity Council	Volunteer Services	1/1/19-12/31/19
203023-VSERV	Island Senior Resources	Volunteer Services	1/1/19-12/31/19
203203-JHP	Lilly Morris, RN	Quality Assurance/Nurse Chart Review	1/1/19-12/31/19
203209-JHP-T	McDonald, Maurice Sean, LPN	Contract Nurse – Temporary Basis	1/1/19-6/30/19
203210-JHP-T	Meagher, Mandy, RN	Contract Nurse – Temporary Basis	1/1/19-6/30/19
203300-CDSME	San Juan County	Chronic Disease Self-Management Education	1/1/19-12/31/19
203301-CDSME	Skagit County Public Health	Chronic Disease Self-Management Education	1/1/19-12/31/19
203302-CDSME	Island Senior Resources	Chronic Disease Self-Management Education	1/1/19-12/31/19
203303-CDSME	Whatcom Council on Aging	Chronic Disease Self-Management Education	1/1/19-12/31/19
220125-CgCons-RN	Rivera, Valentina, RN	Family Caregiver Support Program Service Provider	1/1/19-6/30/22
220126-CgCons	Hoppe-Leonard, Jaren	Family Caregiver Support Program Service Provider	3/1/19-6/31/22
200211-GM	Newall, Gary	General Maintenance	9/1/18-6/30/20
200212-NWRC	Allen, Peggy, ARNP	Behavioral Health Services Oversight	1/1/19-6/30/20

Agreements

Organization	Purpose	Dates
Western Washington University	Nursing student clinical education and training – Practice Experience Agreement	1/10/18 – 1/9/21
Lake Whatcom Center	Professional Services Agreement	2/20/19 – 2/19/20

Organization	Purpose	Dates
BTG Holding Group DBA Infrastructure	Health Home Database Support	1/1/19-12/31/19
People for People	MAA Transportation (extension to 11/30/19)	12/1/16-11/30/19
Skagit Valley Casino	Rental/catering agreement for CDSME event	4/15/19-4/23/19

Proposed Motion:
The Northwest Regional Council approves the above referenced contracts and agreements.

April 10, 2019

TO: Northwest Regional Council

FROM: Dan Murphy, Executive Director

RE: Signatures of Authoritative Body - Whatcom County Treasurer Annual Requirement

Background

Whatcom County serves as the treasurer for the NWRC and requires an annual list of current signatures of the NWRC's Governing body.

Current Issue

We have prepared a document for signatures at your meeting of April 18, 2019 and will communicate directly with all other board members to get a complete list to Whatcom County.

NORTHWEST REGIONAL COUNCIL

Signatures of Authoritative Body For Whatcom County Treasurer

Helen Price Johnson, Vice-Chair
Island County Commissioner

Jill Johnson
Island County Commissioner

Jamie Stephens, Chair
San Juan County Council Member

Rick Hughes
San Juan County Council Member

Lisa Janicki
Skagit County Commissioner

Ron Wesen
Skagit County Commissioner

Jack Louws
Whatcom County Executive

Carol Frazey
Whatcom County Council Member

Attest:

Dan Murphy
Executive Director

April 18, 2019 Meeting

April 18, 2018

TO: Northwest Regional Council

FROM: Dan Murphy, Executive Director

SUBJECT: Use of Funding From Accountable Community of Health

Background

Through the end of 2018, NWRC has received \$160,000 in Medicaid Waiver funding from the North Sound Accountable Community of Health (NSACH). NWRC earned those funds as a NSACH “partner” agency. Approximately \$30,000 was spent on 2018 partnership activities, leaving a balance of approximately \$130,000 going into 2019. That carryover was not included in the 2019 budget you approved in December. We will correct that with the mid-year budget amendment that will be in front of you in July.

This memo is to request authority to use NWRC’s NSACH funds to partner with local hospitals to improve ability to discharge seniors and people with disabilities who have been hospitalized into stable community-based living situations, and to maintain continuity of supports for seniors and people with disabilities entering the hospital who may already be NWRC clients. We would have to embed an NWRC Care Coordinator in the hospital(s) to support effective discharge and follow cases into the community until post-hospitalization support is assured and stabilized. The cost for the position(s) would be split between NWRC and hospital funds.

This approach would overcome the well-known challenges that emerge from discharge of vulnerable populations with complex support needs, and it helps hospitals make more efficient use of limited bed space.

Peace Health in Bellingham approached us as a partner with a degree of urgency due to imminent departure of key staff. Rather than risk losing the opportunity we quickly executed an agreement to embed a care coordinator position, funded with \$62,500 from NWRC, matched with \$62,500 from Peace Health. However, because we have yet to incorporate NSACH revenues into our budget, the necessary spending authority has not yet been granted.

I ask for your approval to use NWRC NSACH funding for this purpose, and to continue discussions with the hospitals in Skagit and Island counties to reach a similar agreement. We would then formally incorporate the NSACH revenues and related expenses into our July budget adjustment.

We expect additional NSACH funding each year until the Medicaid waiver ends in December 2021. Other funding would be required to extend the model beyond that.

Please also note that the Peace Health agreement has an escape clause in the event you decide to not accept my recommendation.

PROPOSED MOTION:

The Northwest Regional Council authorizes use of up to \$130,000 in resources from the North Sound Accountable Community of Health to develop partnerships with local hospitals to improve ability to discharge seniors and people with disabilities into stable, community-based living situations.

April 18, 2018

TO: Northwest Regional Council
FROM: Dan Murphy, Executive Director
SUBJECT: Whatcom County Jail Health Bid

Background

As you are aware, NWRC has provided the health services in the Whatcom County jail since December 2013. Our current contract runs through the end of 2019. Under standard procurement rules those services must periodically put out for open bid. My understanding is Whatcom County plans to open that procurement process sometime in the next few months for the period 2020 through 2024.

I recommend NWRC respond with a proposal to continue to provide services. Any resulting contract award would be presented to the NWRC Governing Board for approval.

PROPOSED MOTION:

The Northwest Regional Council authorizes staff to respond to the next Whatcom County's solicitation of proposals to provide health services in the Whatcom County jail.

April 18, 2018

TO: Northwest Regional Council
FROM: Dan Murphy, Executive Director
SUBJECT: Strategic Plan Outline

Background

NWRC uses a four-year cycle for strategic planning. Our next plan will be for the period 2020-2023. The planning schedule is as follows:

- **March-June** - Data gathering, regional key informant discussions, Northwest Senior Services Board engagement
- **July** - Draft prepared and circulated
- **August –September** – Public comment
- **October** - Final draft prepared, reviewed by NWSSB
- **December** – Final draft presented to NWRC Governing Board for approval

We have tentatively identified five issue areas that will be the focus of our planning. The first three, and our work with tribes, are carried over from our current plan:

1. **Building Long-Term Services and Supports to meet Complex Needs**
2. **Providing Information and Access**
3. **Supporting Family Caregivers and People Impacted by Dementia**
4. **Transportation** – this is a new area of focus. As you are aware, NWRC manages an extensive network of transportation providers that takes Medicaid patients to needed medical care. We have kept that capacity focused on that, but we want to look outside that silo to other ways in which that capacity could benefit the community.
5. **Coordination with Tribes**

These issue areas have been selected based on our prior experience, the requirements of our funders, and in anticipation of where trends in resources are likely to make us most effective. More detail on each area is attached.

Other areas of focus may emerge as our process unfolds, but I request your approval to use these as a starting point.

PROPOSED MOTION:

The Northwest Regional Council authorizes staff to proceed with development of the 2020-2023 Strategic Plan, with focus on the following areas:

- 1. Building Long-Term Services and Supports to meet Complex Needs**
- 2. Providing Information and Access**
- 3. Supporting Family Caregivers and People Impacted by Dementia**
- 4. Transportation**
- 5. Coordination with Tribes**

NWRC Strategic Plan 2020-2023 Issue Areas --- Draft

Issue Area 1 – Building a Long-Term Services and Supports System (LTSS) to Meet Complex Needs

- **Profile:**

- The number of people 65 and older (who use 75% of LTSS) is growing.
- People of all ages are living longer with disabilities, chronic conditions and treatment options.
- The healthcare system provides fragmented care and is confusing, particularly for those with complex conditions.
- Individuals in NWRC’s region of Skagit, Whatcom, Island and San Juan Counties who need LTSS are accessing community-based in-home and residential options at a lower rate than the comparable Washington State average.
- The rate of emergency room use among LTSS recipients in NWRC’s region is higher than the comparable Washington State average.
- The percentage of LTSS recipients in NWRC’s region with a mental health treatment need who obtained treatment is below the statewide average.
- Funding for the case management program for in-home clients is approximately 20% short of what is necessary to adequately oversee care and maintain those critical services.
- Possible adds to explore:
 - Substance abuse?
 - What is the uptake/gap in community-based services?
 - LTC Trust Act will make private funding available in 2025.

- **What Can NWRC do?**

Two main goals:

- Provide person-centered in-home long-term services and supports that are well integrated with the health care services for seniors and adults with disabilities in a manner that allows them to stay independent and safe.
- Provide person-centered coordination of health and community supports for people who face significant health challenges, including mental health and substance abuse, in a manner that improves their health and reduces avoidable health care costs

NWRC Strategic Plan 2020-2023 Issue Areas --- Draft

- How will NWRC do that?
 - Maintain a network of quality service providers
 - Develop multi-disciplinary care management:
 - ✓ In-home care oversight
 - ✓ In-home mental health counseling
 - ✓ Care coordination, including recovery and transition
 - ✓ Supported housing
 - Lead network preparation for needs addressed by Trust Act
 - Other?

DRAFT

NWRC Strategic Plan 2020-2023 Issue Areas --- Draft

Issue Area 2 – Providing Information and Access

- **Profile:**

- Since the prevalence of disability is much higher in older groups, as the population ages the number people who face issues associated with disability will increase at a much faster rate than the general population rate of growth.
- As increasing numbers of people newly face challenges associated with aging and disability they can quickly become bewildered as they sort through their options.
- A web search for the phrases “long-term care” or “disabilities” or “senior citizen” yields thousands of hits --- many of them selling products or services that may or may not be relevant to their needs.
- Telephone calls to many of the private or governmental organizations that are listed can result in equally bewildering descriptions of programs, services, insurance coverages and limitations, and opportunities to spend resources. Individuals and families new to or that only partially understand their aging or disability issues are often ill-equipped to sort out the best option.
- By the time they reach out for help they may have unnecessarily wasted time and resources.
- Beyond some initial pilot grant funding, Washington does not have a new or sustainable revenue source to fund expansion of outreach, information, assistance, and options counseling to meet the increased demand driven by the increasing numbers of people who face aging and disability challenges.

- **What Can NWRC do?**

One goal:

- To provide outreach, information, assistance, and options and benefits counseling for people with aging or disability related challenges, who are trying to plan for their needs, or who are lost as they try to understand the confusing and complex array of programs, supports, and options that may assist them.

- **How will NWRC do that?**

- a. Increase funding and therefore capacity to provide Aging and Disability Resources/Information and Assistance.
- b. Advocate for a state legislative funding increase.
- c. Build access funding into all major program initiatives.
- d. Other?

NWRC Strategic Plan 2020-2023 Issue Areas --- Draft

Issue Area 3 – Supporting Family Caregivers and People Impacted by Dementia

- **Profile**

- Eighty percent of the care for older people and others who face difficulty accomplishing routine daily activities on their own is provided without pay.
- There are about 900,000 family caregivers in Washington. Slightly less than a third provide care for someone with memory loss, including Alzheimer's or another form of dementia.
- Studies show the amount of time spent providing care each week is significant and increases with the age of the caregiver.
- According to a report from the National Alliance for Caregiving and AARP:
 - ✓ The average duration of a caregiver's role is 4.6 years.
 - ✓ About a third provide care for less than a year.
 - ✓ About a third provide care for 5 years or more.
 - ✓ 15% reporting caring for 10 or more years.
- NWRC's Family Caregiver Support Program (FCSP) only reaches about 1% of the estimated number of family caregivers in our region.
- Providing care can impact the caregiver's physical and mental health. From a National Alliance for Caregiving and AARP study of caregivers:
 - ✓ 11% report that caregiving has caused their physical health to deteriorate.
 - ✓ 21% of older caregivers caring for those age 65+ report a higher degree of physical strain, compared to 13% who are younger.
 - ✓ Caregivers of those with emotional or mental health problems are more likely to report a decline in their own health (28% vs.12%).
 - ✓ Caring for people with dementia is reported to impact a person's immune system for up to 3 years after their caregiving experience ends, which increases the caregiver's chance of developing a chronic illness.
 - ✓ 40% to 70% have symptoms of depression with about a quarter to half of them meeting the diagnostic criteria for major depression.
- Caregiving can affect work life:
 - ✓ More than 1 in 6 working Americans report assisting with the care of an older or disabled family member, relative, or friend. Caregivers who work at least 15 hours per week said it significantly affected their work life.
 - ✓ 70% of working caregivers face work-related difficulties from a caregiving role.
- Washington has an estimated 110,000 individuals with Alzheimer's disease or a related dementia. By 2025 that will increase by 36% to 150,000.

NWRC Strategic Plan 2020-2023 Issue Areas --- Draft

- Almost half of those affected said it was difficult to get a clinical diagnosis.
- Just 14% report receiving information about community resources.
- Only one in ten were referred to an Alzheimer's organization.
- Although early stage detection of dementia is important, clinicians report in a recent statewide survey that most cognitive screening is performed when the clinician has a concern.
- Only 20% of clinicians perform an annual screening for dementia
- **What Can NWRC do?**
Two main goals:
 - To help family caregivers provide as much care as possible for as long as possible for family members who need help accomplishing daily activities.
 - To provide support for people and families affected by Alzheimer's disease or other forms of dementia.
- **How will NWRC do that?**
 - a. Continue expansion of family caregiver supports using federal resources from the Medicaid waiver.
 - b. Develop "bridge" funding to sustain from the end of the Medicaid waiver in 2021 until Long-Term Care Trust funding becomes available in 2025
 - c. Seek legislative appropriations to fund comprehensive elements of the state dementia action plan.
 - d. Seek sustainable funding to expand evidence based health promotion programs to a meaningful level.
 - e. Other?

NWRC Strategic Plan 2020-2023 Issue Areas --- Draft

Issue Area 4 – Transportation (new and to be developed)

- **Profile:**
 - NWRC has an extensive network of non-emergency transportation providers.
 - Those providers may have added capacity that could be tapped to provide additional transportation services.

- **What Can NWRC do?**

One goal:

 - To be developed

- **How will NWRC do that?**
 - a. To be developed

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