

GREATER COLUMBIA BEHAVIORAL HEALTH, LLC. BH-ASO

Executive Committee Meeting – **MINUTES**

JANUARY 7, 2021 – 9:00 A.M.

GCBH OFFICE, 101 N. EDISON – KENNEWICK, WASHINGTON

CHAIRMAN: CHARLES AMEREIN

ATTENDANCE: CHARLES AMEREIN; CHRIS SEUBERT; CICILY ZORNES; CINDY ADAMS; CODY NESBITT; DIANE HALO; DIMITA WARREN; GORDON CABLE;
GREG TOMPKINS; JENNIFER DANIEL; JIM BELL; JOEL CHAVEZ; KYLE SULLIVAN; LADON LINDE; MIKE BERNEY; SHON SMALL; SINDI SAUNDERS; SHEREL WEBB

#	Item/Folder	Description	Discussion Leader	ACTION
1.	Call to Order	Chairman Charles Amerein called the January 7, 2021 Executive Committee meeting to order at 9:04 a.m.	Charles Amerein	
2.	Introductions	Sherel called roll.	Charles Amerein	
3.	Agenda Changes	None	Charles Amerein	
4.	Previous Executive Committee Minutes	Approve December 3, 2020 Executive Committee Minutes	Charles Amerein	Shon Small moved to accept the December 3, 2020 minutes as presented; Mike Berney seconded; motion passed.
5.	Warrants/ Vouchers	1. Approve ASO – December 31, 2020 Warrants and Vouchers: \$1,330,405.45	Charles Amerein	Shon Small moved to approve the December 31, 2020 Warrants and Vouchers in the amount of \$1,330,405.45; Greg Tompkins seconded; motion passed.
7.	ASO Updates	<p>Fiscal & Administrative Updates – Karen RichardsonIT Update: Karen reported both the providers and GCBH have been using Raintree. There have been a few minor glitches that are in the process of being addressed. The holidays slowed that process down significantly, but we are back on track now.</p> <p>1. Financials: Karen reviewed the December 2020 Financials as of 12-31-2020; including the Balance Sheet, Cumulative Income/Expenditure Worksheet, 2020 Inpatient Pending Liabilities, and ITA Court Costs. Work on getting the 2020 liabilities cleaned up continues and the expectation is it will be much closer to done next month.</p> <p>2. HCA/MCO/ASO Updates: There is little to report due to the holidays with the exception of the receipt of an increase in State funding available to providers. Sindi mentioned a possible issue with AEM</p>		

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		<p>(Alien Emergent Medical) clients and the HCA's determination that when AEMs transfer to residential or any other service they are no longer categorized as an emergent, which results in having ASOs pay. This has not been an issue in our region, but has been on the West side of the State, and may become an issue for us as well. There were no other questions or comments.</p> <p>Clinical, QM, Compliance & State Meetings Update – Sindi Saunders Sindi commented on having two years of successful operation as an ASO under our belt, noting that as a mid-adopter with only Beacon before us, it has been a real trial by fire. With another two-year contract, we are on our way to more success.</p> <p>4. GCBH COVID-19 Updates: The Clinical Crisis providers had no problems to report at the last meeting. They are all tailoring the services to meet the needs of their community and all is going well. Several of the providers have already been given the vaccine. Changes in legislature affecting the crisis providers including DCRs is on this month's CCP meeting agenda, as there is some uncertainty regarding what that will look like.</p> <p>5. Crisis Reports: Sindi briefly reviewed the crisis reports included in the meeting materials, noting the DCR response time is doing well. There were no further questions or comments on the reports.</p> <p>6. State Updates: Sindi noted there are no surprises expected in the upcoming legislative session. Behavioral health funds were not cut and she has heard there may be more funding available for projects such as youth crisis teams. Meetings with the HCA and other ASOs are still being held on a monthly basis and with the MCOs every other week. There have been two critical incidents recently that were reported to the State as required. One of the incidents involved outpatient services with one of our providers, who also complied with the required report to the ASO.</p> <p>7. Compliance Issues: No compliance issues have been identified.</p> <p>Sindi noted information regarding the required annual training for the Commissioners will be sent out soon. The training will cover Compliance, HIPPA, Multicultural and a confidentiality agreement to sign and return. It is easily accomplished, does not take very much time and can be done at your convenience other than we need the attestations by the end of January. Required information for OIG checks will also be requested. Sindi gave a brief update on our progress with Tribal issues, noting having sent out a Tribal attestation signed with HCA, a Tribal policy, and ongoing contact/assistance. ASO staff will be working on an annual review on how the Crisis System working on this month. A question regarding ProtoCall was asked and Sindi reported they have been doing</p>		

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		much better and were not required to submit a corrective action. She noted the ASO passed the MCO audit 100%. There were no further questions or comments.		
8.	Legal Updates	Jim reported that the personnel committee met last month to discuss the staff's salary schedule and possible cost of living increases. No decisions were made, but they are recommending a 3% increase requiring the committee's approval and noting this amount was accounted for in the budget. A question regarding salary costs was asked and Karen noted we are allowed to use 15% for administrative costs, but actually use less than 6%.	Jim Bell	Shon Small made a motion to approve of the salary schedule recommended by the Personnel Committee in Resolution 21-02; LaDon Linde seconded; motion passed.
9.	Committee Reports/ Information	<ol style="list-style-type: none"> 1. Clinical Crisis Providers Committee (Dimita Warren) Dimita noted the change in detention length from 72 hours to 120 hours as of January 1, 2021 was discussed at the December 17, 2020 Clinical Crisis Committee meeting, as it may make it harder to get people in to the hospital. Other issues discussed included Eastern State Hospital is in the process of changing their referral process, the decreasing number of civil beds due to COVID, anticipated changes in the CLIP program referral process, and the CAP on single bed certs in order for the ASO increase monitoring. There has only been one in the region, so it is not a significant impact. 2. QMOC Committee (Sindi Saunders) Sindi noted the QMOC meets monthly to monitor ongoing issues. At the last meeting ITA investigations and reducing the number of single bed certs was discussed. Sindi noted that we have always had the lowest number of single bed certs, and only have one hospital in our region (Kadlec) who will do them. We have a process in place as to how we will work with Kadlec. Other issues included review all of our authorizations and monitoring correct timelines for meeting requirements such as getting a letter out. We have been 100% compliant. Monitoring long-term bed diversion was discussed. Sindi noted our region currently has the most long-term beds available in the State. A new process for monitoring SABG (Substance Abuse Block Grant) funds was also discussed. There were no further questions. 3. Funding & Fiscal Operations Committee, FFOC Karen reported there was no Zoom FFOC meeting in December. An email was sent to the committee explaining there was nothing new to discuss. Karen noted the chairman of the FFOC resigned from his position with his employer, so we are seeking a new chair for the committee. 	Committee Chairs	
10.	Public Comments	There were no public comments.	Charles Amerein	
11.	Other Business	There was no other business.	Charles Amerein	

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12.	Executive Session	<p>Commissioner Amerein asked if there was any need for an Executive Session, and Jim noted there was. An Executive Session under RCW42.30.110 sub-section 1G was called to order at approximately 9:40 a.m. and was adjourned at approximately 9:58 a.m. No action was taken, but direction was given.</p> <p>The regular meeting was resumed at 9:58 a.m. Chairman Amerein summarized performance reviews for both Sindi and Karen. The positive evaluations and resulting recommended salary increases were discussed.</p>		<p>Mike Berney moved to approve the evaluations and recommended salary increases for Karen Richardson and Sindi Saunders; Chris Seubert seconded; motion passed.</p>
13.	Adjournment	The meeting was adjourned at 10:14 a.m.	Charles Amerein	