



550 Hawthorne Ave SE, Suite 140 Salem, Oregon 97301
T: 503.361.2647 F: 503.585.4989 W: mvbcn.org

**MVBCN Executive Committee
Minutes of the Meeting
Tuesday, October 24, 2017
3:00 PM**

550 Hawthorne Ave. SE, Suite 140, Salem, OR 97301

Board Members Present

Commissioner Carlson, Marion County

Jackie Haddon, Valley Mental Health

Greg Hansen, Administrative Officer, Polk County

John Lattimer, Chief Administrative Officer, Marion County

Lisa Lillico, Consumer Advocate

via teleconference

Tim Markwell, New Perspectives Center for Counseling and Therapy, alternate
Commissioner Pope, Polk County

County Health Departments

Noelle Carroll, Director, Polk County Health Services

via teleconference

Cary Moller, Administrator, Marion County Health Department

BCN Staff

Cindy Becker, Executive Director

Andrea Dabler, Executive Assistant

Darlene Krenitz, Finance and Operations Director

Rob McAdam, Quality and Network Director

1. Call meeting to order: Welcome and introductions

Commissioner Pope, Board Chair, called the meeting to order at 3:06 PM and invited everyone present and via teleconference to introduce themselves.

2. Public Comment

Commissioner Pope allowed for public comment; there was none.

3. Approval of previous meeting minutes for August 22, 2017 and September 26, 2017 (Action)

Commissioner Carlson noted a typo on August 22nd minutes, page 2, item 5d. Andrea Dabler will make the correction as noted.

MOTION: *Greg Hansen made a motion to approve the minutes from the August 22nd and September 26th 2017 meetings; Jackie Haddon seconded the motion. The motion passed unanimously.*

4. BCN Executive Director's Report (Information)

a. BCN moved to new office on Friday, October 13th; Cindy welcomed everyone.

b. Logan Dela was hired for BCN's Decision Support Data Analyst position. Logan worked for PH Tech and brings a number of years of knowledge and experience of their data system. There are three positions remaining to be filled; two Mental Health Specialist 3 clinical positions and one Department Specialist 2 receptionist position.

- c. BCN hosted its first job fair on October 10th at Chemeketa's Winema Place; BCN along with thirteen contracted providers for both mental health and alcohol and drug participated.
- d. BCN staff participated in the Out of the Darkness Walk for Suicide Awareness and hosted a booth on Saturday, October 14th. The board approved a \$1,000 sponsorship. There were thousands of people who participated and it was covered by the Statesman Journal.
- e. The board gave its support for BCN to hold an open house on November 28, 2017 after the Executive Committee meeting.
- f. BCN's new website is nearly ready to launch. Cindy distributed copies of the Provider Manual that will be posted on the website.
- g. Cindy distributed copies of Dr. R. Scott Babe's resume. Dr. Babe's contract with BCN includes consultation with providers on complex cases and to engage with primary care providers.
- h. The WVCH Finance Committee reported that BCN's annual distribution to be received at the end of the calendar year will be \$230,000.
- i. The committee discussed the Referral of the Provider Assessment – Petition 101 to become ballot measure 101. The board members expressed their position on the matter, which is to take no position.
- j. Tina Smith, board alternate as consumer advocate representative submitted written notice to Commissioner Pope and Cindy Becker of her resignation from the board. Tina is pursuing a social work degree and some of her classes conflict with the board meeting schedule. Lisa Lillico will remain primary consumer advocate representative, Lisa and Clay will work to find an alternate to fill the vacancy.

5. Financial Update (Information / Action)

a. September 2017 YTD Financial Update (Information)

Darlene walked the committee through the September TYD financial report.

6. 190 Transition (Information / Action)

Cindy recapped the memo to the board included in the board packet that requested approval for BCN's 190 transition effective January 1, 2018.

- The memo provided background, analysis, and recommendation of the transition.
- Cindy's memo was accompanied by the following:
 - 1) a detailed 190 transition plan comparing BCN's contract with Marion County and the financial impact to BCN after the contract ends December 31, 2017;
 - 2) a copy of the 190 transition FAQ that was presented to BCN employees and the board at an earlier date;
 - 3) Resolution #2017-006 for signature authority on Wells Fargo Bank external checking account;
 - 4) Resolution #2017-007 to establish two new Wells Fargo Bank external checking accounts;
 - 5) Resolution #2017-008 to establish MVBCN Local Government Investment Pool account;
 - 6) contract review form for board approval for RBP Methods to provide accounting software; and
 - 7) contract review form for board approval for XenPay, Inc. dba Xenium to provide human resources and payroll services

MOTION: *Commissioner Carlson made a motion to approve the contract with RBP methods; Jackie Haddon seconded the motion. The motion passed unanimously.*

MOTION: *Commissioner Carlson made a motion to approve the contract with XenPay, Inc. dba Xenium; Greg Hansen seconded the motion. The motion passed unanimously.*

MOTION: *Commissioner Carlson made a motion to authorize the board chair to sign Resolution #2017-006 for signature authority on Wells Fargo Bank external checking account; Greg Hansen seconded the motion. The motion passed unanimously.*

MOTION: *Commissioner Carlson made a motion to authorize the board chair to sign Resolution #2017-007 to establish two new Wells Fargo Bank external checking accounts; Greg Hansen seconded the motion. The motion passed unanimously.*

MOTION: *Commissioner Carlson made a motion to authorize board chair to sign Resolution #2017-008 to establish MVBCN Local Government Investment Pool account; Greg Hansen seconded the motion. The motion passed unanimously.*

MOTION: *Commissioner Carlson made a motion to approve BCN's 190 transition plan as presented; John Lattimer seconded the motion. The motion passed unanimously.*

A recommendation for board approval for BCN's new legal counsel will be brought forward to November board meeting.

7. Other (Information/Action)

a. List of Executed Contracts

A list of contracts and amendments signed since the September meeting was distributed in advance of this meeting; there were no questions.

b. Executive Session (if needed) - pursuant to ORS 192.660 Sec. 2 (a) (b) (f) (h) or (i)

An executive session was not convened.

c. Sub-committee appointed by Commissioner Pope

Commissioner Pope asked the sub-committee comprised of Greg Hansen, John Lattimer, Noelle Carroll, Cary Moller, and Cindy Becker to provide a report at the November meeting.

d. Cindy posed the question to the board whether to adjust the board chair signature authority for contracts in order to reduce the burden of contracts to be signed. The board agreed to keep the board chair signature authority as-is.

e. Commissioner Carlson reminded the group of the community breakfast on Friday, October 27th.

Commissioner Pope adjourned the meeting at 3:55 PM.

Minutes were prepared by Andrea Dabler.

Next meeting: Tuesday, November 28, 2017 at 3:00 PM