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**Mid-Valley Behavioral Care Network
Executive Committee
Minutes of the Meeting
Tuesday, September 25, 2018
3:00 PM
550 Hawthorne Ave. SE, Suite 140, Salem, OR 97301**

Executive Committee members present

Jamie Brasington, Consumer Advocate, alternate
Jackie Haddon, Director, Valley Mental Health
Greg Hansen, Administrative Officer, Polk County
John Lattimer, Chief Administrative Officer, Marion County
Lisa Lillico, Consumer Advocate
Tim Markwell, Director, New Perspectives Center for Counseling & Wellness, alternate
Commissioner Craig Pope, Polk County
Nancy Rickenbach, Chief Operating Officer, Willamette Valley Community Health

Executive Committee members excused

Commissioner Janet Carlson, Marion County

County Health Departments

Noelle Carroll, Director, Polk County Health Services
Cary Moller, Administrator, Marion County Health & Human Services

BCN staff present

Andrea Dabler, Executive Assistant
Justin Hopkins, Executive Director
Darlene Krenitz, Finance & Operations Director
Rob McAdam, Quality & Network Director

BCN Board of Directors member (guest)

Commissioner Kevin Cameron, Marion County

1. Call meeting to order: welcome and introductions

Commissioner Pope, Board Chair, called the meeting to order at 3:00 PM and invited everyone present to introduce themselves.

2. Public comment

Commissioner Pope allowed for public comment; there was none.

3. Approval of previous meeting minutes for August 28, 2018 (action)

Draft minutes from the August 28, 2018 meeting were distributed in advance of this meeting.

MOTION: *John Lattimer made a motion to approve the minutes from the August 28, 2018 meeting; Lisa Lillico seconded the motion. The motion passed unanimously.*

4. Executive director's report (information/action)

a. BCN future planning - retention and severance packages

Justin presented background and rationale related to bringing forward proposals for retention and severance packages for BCN staff.

- The administrative services agreement (ASA) and service level agreement (SLA) between Willamette Valley Community Health (WVCH) and BCN are still unknown for 2019.
- BCN has been underfunded since fiscal year 2016, with a 15% increase in WVCH membership and an increase in overall services provided.
- BCN has been spending reserves to pay for the increase in mental health services since January 2017.
- Justin explained that BCN's severance proposal is modeled after Oregon Health & Sciences University's and was recommended by Rebekah Jacobson, BCN's legal counsel.
- The retention formula is based on three considerations: the value of the position; the difficulty recruiting a replacement; and calculating a percentage of the base salary.
- Greg Hansen emphasized the importance of the looking at the total budget impact of the retention and severance packages.
- Commissioner Pope pointed out this board's responsibility to assure that BCN has adequate staff in place to fulfill contractual obligations and through a wind down period. If BCN is not adequately staff, it would fall to counties.

Commissioner Pope asked Darlene to present the financial updates while Justin stepped out to get copies of the retention and severance proposals.

5. Financial (information/action)

a. August 2018 year to date financial update

Darlene walked the committee through the August year to date financial reports. Darlene confirmed that the services payments reflect trends as seen in past years; seasonal drop in services due to summer months and Oregon Health Plan redetermination.

The committee continued discussion of BCN's future.

- Justin called the committee's attention to a BCN budget document that he prepared that provided background to BCN's current financial situation and considerations for the future.
- The document included a financial breakdown and a recommended per member, per month (PMPM).
- The committee discussed pros and cons of various scenarios related to the future in consideration of WVCH – BCN ASA and SLA in 2019.
- The committee discussed the consequences to the community and providers if BCN does not receive an adequate rate for a risk contract in 2019.
- The retention and severance packages are modest and fall well within BCN's approved administrative services budget. BCN has historically underspent its administrative budget.
- The committee supported the retention and severance proposals as presented.

MOTION: *Greg Hansen made a motion to approve the retention and severance proposal for BCN staff as presented; John Lattimer seconded the motion. The motion passed unanimously.*

The proposed retention for the Executive Director is 25% of salary with six month's severance.

MOTION: *John Lattimer made a motion to approve the retention and severance proposal for Justin Hopkins as presented; Jackie Haddon seconded the motion. The motion passed unanimously.*

b. Mental health utilization update

Justin reviewed the mental health utilization graphs for July 1, 2017 through July 31, 2018.

- The utilization graphs included mental health utilization for Marion & Polk Counties, contracted outpatient providers, and out of panel providers.
- There were no major changes since last month's utilization report.
- The utilization reflected the seasonal trend of summer months.

6. Contracts (information/action)

a. 2018 contract maximums for outpatient mental health providers

Rob McAdam sought board approval to increase 2018 contract maximums for the following outpatient mental health providers:

- Center for Addiction and Counseling Services – increase from \$150,000 to \$260,000
- Coordinated Counseling for Children – increase from \$204,000 to \$322,000
- Crossing Bridges Counseling Center – increase from \$220,000 to \$350,000
- Liberty House – increase from \$180,000 to \$368,000
- New Perspectives Center for Counseling and Therapy – increase from \$2,000,000 to \$2,845,000
- Options Counseling Services – increase from \$1,918,000 to \$3,189,000
- Willamette Family Medical Center – increase from \$200,000 to \$284,000

MOTION: *Jackie Haddon made a motion to increase the 2018 contract maximums for the seven providers as presented; Lisa Lillico seconded the motion. The motion passed unanimously.*

7. Other

a. List of executed contracts (information)

- A list of contracts and amendments executed by the Executive Director since the August 28, 2018 was distributed in advance of this meeting; there no questions.
- There were no contracts or amendments signed by the Board Chair since the August meeting.

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

An executive session was not convened.

Commissioner Pope adjourned the meeting at 4:42 PM.

Minutes were prepared by Andrea Dabler.

Next meeting: Tuesday, October 23, 2018, 3:00 PM