

August 30, 2018 [THURSDAY]
Board of Directors Meeting
10:00am - 3:00pm
North Sound BHO
301 Valley Mall Way, Suite 110
Mount Vernon, WA 98273
Conference Room: Snohomish
Remote option:
<https://zoom.us/j/384493323>
+1 669 900 6833
Meeting ID: 384 493 323

Board of Directors:

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|--|--|---|
| <input checked="" type="checkbox"/> Commissioner Ken Dahlstedt (joined at 11:30) | <input type="checkbox"/> Commissioner Jill Johnson | <input type="checkbox"/> John Stephens |
| <input type="checkbox"/> Anne Deacon | <input checked="" type="checkbox"/> Debbie Jones | <input checked="" type="checkbox"/> Jim Steinruck |
| <input checked="" type="checkbox"/> Robin Fenn, PhD, Chair | <input type="checkbox"/> Councilman Nickolaus Lewis, Vice-Chair | <input checked="" type="checkbox"/> Joe Valentine |
| <input checked="" type="checkbox"/> Allan Fisher | <input checked="" type="checkbox"/> Linda McCarthy | <input checked="" type="checkbox"/> Council Member Bill Watson |
| <input checked="" type="checkbox"/> Cammy Hart - Anderson | <input type="checkbox"/> Dan Murphy, Treasurer | <input checked="" type="checkbox"/> Kim Williams, Secretary (left at 12:15) |
| <input checked="" type="checkbox"/> Shanon Hardie | <input type="checkbox"/> Esther Piñeiro-Hall | <input type="checkbox"/> Greg Winter |
| <input checked="" type="checkbox"/> Lori Hartelius | <input type="checkbox"/> Marilyn Scott, Vice-Chairman of Upper Skagit Indian Tribe | Sauk-Suiattle (Open) |
| <input checked="" type="checkbox"/> Jennifer Johnson | Nooksack (Open) | |
- Staff Members:**
Liz Baxter, MPH
Tiffany Edlin
Cami Powell
Nicole Willis, MPH, CHES

DRAFT Minutes

Topic

1. Welcome and Meeting Agenda

- Robin provided the welcome and read the Land Acknowledgement statement
- Welcome to our newest board members: Lori Hartelius, Health Services Director at Stillaguamish Tribe (appointed 8.1.18) and Debbie Jones, Health Director at Samish Indian Nation (appointed 8.18.18)
- Reviewed June Board minutes.
- **Motion** to approved minutes as presented made by Kim; second by Joe. All in favor, no opposition or abstentions. **Approved.**

2. Committee Reports

- **Governance Committee Report**
- Kim provided the update form the Governance Committee
- This committee has been meeting for at least 4 hours monthly in order to create/improve/update our governance policies, Bylaws and work on nominations and filling board seats that are upcoming.
- There will be a survey that comes out shortly to help determine what the board strengths are and where we have gaps. Please complete assessment by September 12.
- Governance Committee put forward the recommendation to align officer terms with board terms. This would mean a few terms would be extended until December 2019. There were no concerns or objections shared on this topic.
- Board reviewed the "Board Management Delegation" and "Governing Process Policies."
- There was much discussion around the Governing Process Policies. Concerns shared around the supervision of the Executive Director language. The Governance Committee to work on updating language.

- Need to ensure there is a defined mechanism that allows staff to go to Board if need be. (This language is included in the Personnel Handbook.)
- Concerns also shared around the Executive Director review. It is important to explicitly say that the review will not be done by the whole Board.
- The following policies will come to the Board for approval in October: Executive Limitations, Board Management Delegation, and Governing Process Policies.
- Healthcare, non-profits and other large governing bodies use this model around policies structure.
- Governance Committee will make sure that the "Code of Conduct" is incorporated into policies, and board members will only need to sign one document and not multiple "code of conduct" forms.
- Board shared appreciation to the Governance Committee and the immense amount of work they have put in.
- **Executive Committee**
- Robin will be gone in October and Nick will be chairing the meeting
- **Finance Committee**
- Council Member Watson presented the March and May financials. (April accepted at June meeting.)
- **Motion:** to accept the March financials by Council member Watson, second by Kim. All in favor; no abstentions or objections. **March financials accepted.**
- **Motion:** to accept the May financials made by Joe; second by Allan. All in favor; no abstentions or objections. **May financials accepted.**
- Meghan presented the June financials in detail (operational and FE Portal documents).
- Of note:
 - Overall operating dashboard has been reformatted to be more clear
 - Separated out financial reports regarding operations and the FE Portal.
 - Professional services budget is over, but should come more into line as the year continues. We should also be able to recoup some of the funds through the FE Portal.
 - FE Portal finances include the IGT funding that passed through.
 - There are carry forward funds in revenue that the Board has not approved to spend in 2018 and will be carried forward to 2019.
 - We anticipate earning more than we originally anticipated from the Semi-Annual Report (SAR).
- Meghan reviewed the draft descriptions of the financials 101 document, suggested edits to add definitions.
- Not moving forward with a revised 2018 budget. We don't have a large enough variance to create a new budget.
- **Motion:** to accept the presented June financials, made by Allan; second by Linda. All in favor; no abstentions or objections. **June financials accepted.**
- Council Member Watson presented the Fiscal Policies and Procedures.
- There were some concerns brought forward. Any suggested edits should be sent to the Finance Committee to review.
- The Governance Committee will work with the Finance Committee to make sure the financial policies align with the governing policies.
- **Motion:** to approve the presented Financial Policies and Procedures as interim guidelines until we have a set of fully approved policies and procedures, made by Joe; second by Cammy. All in favor; no oppositions or abstentions. **Financial Policies and Procedures approved.**
- **Program Council**
- **First meeting last Thursday since May. Moved to 2 hours instead of 4 hours.**
- Jennifer provided report from the Program Council.
- Met in August for 2 hours. The meeting before that was held in May.
- The Council is moving away from updates and more of a working meeting.
- Looking to be better support the work and staff needs moving forward. The Council agreed it was a safe place,

and that staff didn't need to bring fully baked ideas. Program Council can provide more feedback along the way.

- The Governance Committee does not need to provide advice on membership, as they are no longer a committee of the Board.
- **Community Leadership Council (CLC)**
- Conner provided the update as vice-chair of the CLC.
- Working on restructure of Council to be less formal and opportunities to be more engaged.
- Current thinking is to have two branches of the CLC, a smaller formal committee and a community engagement group from the roughly 70 partnering agencies the North Sound ACH has.
- Conner is connecting with each CLC member individually to receive feedback on their experience and how the CLC can improve.
- Clarifying their purpose, role and how to support staff in this work.
- **Tribal Alignment Committee**
- Last meeting was held at the Silver Reef Casino to align with a large conference that was also held there.
- Received a presentation on Wisdom Warriors project. Currently, Swinomish, Samish, Tulalip and Lummi all have trainers for Wisdom Warriors. Discussed the possibility of the ACH providing support to train additional Wisdom Warrior trainers.
- Darrell Hillaire presented on Children of Setting Sun Production. The ACH is working to formalize a MOU with his organization to lead trainings around tribal sovereignty and governance for staff, board and community members.
- Marilyn received delegate of the year award from NWIHB!
- Started process for submitting state SAMSA block grant renewal
- Committee provided authorization to form a workgroup of the Tribal Alignment Committee to establish tribal coalition of the 8 tribes in our region. That way there is a table where all 8 tribes sit and can provide guidance. Will be a huge accomplishment and monumental for the region when that happens. It will streamline a lot of work and connections.
- The committee had a consensus to use the land acknowledgement concept at Board meetings and all open to the public meetings the ACH holds.

3. Public Comment – Larry Thompson the Program Council went very well. Great to focus the members on the good work. Felt like great progress.

Lunch Break – 12:15 (20 minutes)

4. Operations

- Liz walked through her pilot report on her interpretation of the goals and the progress since June.
- Wonderful feedback on this new process.
- Thought Liz's interpretation was an appropriate length.
- Difficulty shared of the three different audiences the ACH is communicating with: Board, HCA and Partners –it has been a barrier. We would like to get better at this.
- Liz reviewed the brief slide deck regarding the 2018 Fund Allocation Model.
- With feedback from the fund allocation committee decided the floor would be the 28,000.
- We know we have to follow up with some partners that didn't fill out the survey properly. Staff is helping to ensure answers are correct.
- Fund Allocation Committee's next conversation is around how much we can use the 2018 as a foundation for the 2019 plan.
- October meeting will have a decision on how the ACH plans on adding partners to the mix.
- Discussion around the importance of holding partners accountable to make change—expectation that clinicians partner with community based organizations (CBOs).
- Inter-local Leadership update
- BHO is working to sign contracts with MCOs by 9/15. A lot of work to do to get ready for January.

North Sound ACH

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- Board had a robust conversation on how the ACH should engage in politics and state policy.
 - Consensus in order to do transformational work, there needs to be policy change.
 - Staff will work on getting a draft policy together for how the Board and ACH brings forward potential topics for lobbying. Will use the Chemical Dependency Program (CDP) as an example.
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5. Public Comment

- JoAnn from DOH – an idea to hire a shared community supervisor for the CDP requirements.
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7. Adjourn at 2:04pm

Signature

Kim Williams

