

## Mental Health and Substance Abuse Sales Tax Committee

### Meeting Minutes

August 7, 2012

3:30 p.m.

Jefferson County Board of Commissioner's Chambers

Approved with amendment September 4, 2012

I. Call to Order/ Introductions – 3:35 PM

Board Members:     X John Austin  
                          X Sheila Westerman  
                          X Catharine Robinson  
                          \_\_\_ Barbara Carr - absent  
                          X Conner Daily  
                          X Jill Buhler  
                          X Ruth Gordon

Staff: Jean Baldwin, Julia Danskin & Siri Kushner

I. Approval and modification of the Agenda- Ruth (M)/Catharine (S)/Approved as modified

II. Review and adoption of the Meeting Minutes:

July 3, 2012 Regular Meeting with correction – Ruth(M)/Jill(S)/Approved

July 24, 2012 Special Meeting with addition/amended –  
Jill(M)/Ruth(S)/Approved

III. Public Comment- None

IV. Data report first 6 months 2012 – Siri Kushner

Siri presented 6 month data sheets for all contactors. Committee discussed data and Siri answered questions about the data.

Siri will work with Jefferson Mental Health and Safe Harbor to see if their electronic medical records can provide addition data/numbers/reports to describe activities.

Julia will email Barb about the need for Topside data with the invoices.

Siri provided (24 pages) “Community Level Outcome Data” with a variety of data, both State and Local. Due to limited time the committee decided to

“table” discussion on the information until the next meeting, Sept. 4<sup>th</sup>, 2012. If the committee has questions about the data they can email Jean and she will try to have information to address questions at the next meeting.

- V. 2012 budget tracking- Julia shared hard copy of the most current excel spread sheet, 2012 Year to Date expenses and revenue. John shared county wide tax revenue. Tax revenue is down slightly from projections and down over the past few years.
- VI. 2013 RFP Mental Health/Substance Abuse treatment services (both youth and adult) – Julia shared revised draft with some changes in the cover sheet and additional language under Billing section. Public Health fiscal will come up with the amount available for the contracts. Due date for applications was moved to September 21, 2012.

Sheila, Ruth and Jill agreed to be on a subcommittee that will meet the week of September 24<sup>th</sup> to review the applications before the October 2<sup>nd</sup> Advisory Committee meeting. The Committee requested Barb to be an alternate on the subcommittee in case one of the three can't attend. Julia will arrange a meeting time in the late afternoon sometime the last week in September. The subcommittee will try to send any questions about the applications back to the applicants so they can submit answers before the October 2<sup>nd</sup> meeting and/or come to the meeting to respond.

Jean and/or Veronica and Dierdre will staff the October 2, 2012 meeting since Julia will be at another state meeting that day. Veronica and/or Dierdre will be prepared to have draft budget excel worksheet to adjust electronically during the meeting like last year.

Ruth is excused from the October 2<sup>nd</sup> meeting. She has another commitment that day.

- VII. Other

FYI - Julia shared Press Release announcing Clallam County's Chemical Dependency/Mental Health Program Fund public forum on August 9, 2012. Julia also shared a copy of their 2012 budget. – John said he will try to attend the Forum.

- VIII. Next meeting: discussed the possibility of canceling the September meeting. The consensus was to keep the meeting scheduled at this time and cancel later if needed.

Sept. 4, 2012

Agenda Item

Continued Discussion “Community Level Outcome Data”

2012 and 2013 budget