



## GOVERNING BOARD

Bud Blake, Chair  
Thurston County District Three

Terri Drexler, Co-chair  
Mason County District Three

John Hutchings, Commissioner  
Thurston County District One

### Thurston-Mason Behavioral Health Organization Agenda Setting Minutes for December 8th, 2017

Thurston County Courthouse, 2000 Lakeridge Drive SW, Bldg. 1, Room 280, Olympia

#### In Attendance:

Commissioner Bud Blake, Chair; Commissioner Terri Drexler, Vice-Chair; John Hutchings, Commissioner; Mark Freedman, TMBHO CEO; Joe Avalos, COO; Tara Smith, CFO; Sherri Nehl, CHRM; Molly McIver, Clerk of the Board

#### Preview of the Agenda

##### Consent Items Reviewed

N/A

##### Action Items Reviewed

- **5a- Thurston-Mason BHO Voucher for November, 2017**
- **5b- Prepaid Inpatient Health Plan Amendment:** This is an extension of an existing contract with Department of Social and Health Services.
- **5c- Behavioral Health State Contract Amendment:** This is an extension of an existing contract with Department of Social and Health Services.
- **5d- Resolution, Quit Claim Deed, Real Estate Transfer Agreement:** A resolution transferring real property located at 3436 Mary Elder Road NE, Olympia, Washington from Thurston County Central Services to Thurston-Mason BHO.
- **5e- Thurston-Mason Behavioral Health Organization Administrative Close Out Agreement:** This is with Thurston County and finalizes rental and service agreements for 2017.
- **5f- Resolution Establishing New Positions and Amending the Pay and Classification Plan:** This will allow TMBHO to hire 3 peers and 2 Chemical Dependency Professionals to meet future needs.
- **5g- Resolution to Approve 2018 Thurston-Mason Behavioral Health Organization Budget:** The preliminary budget for 2018 was posted for public comment. This resolution is to approve the 2018 TMBHO budget.

#### Updates

- **Human Resources has completed open enrollment:** Employees have finished the open enrollment process for 2018 benefits.
- **Current Recruiting:** Human Resources is currently recruiting for Designated Mental Health Professionals; a trends analysis was done to determine a fair pay scale for these positions.
- **New Staff:** Jessica Shook and Rob Wheeler are the newest team members of Thurston-Mason BHO. Jessica is the new Clinical Manager and Rob is the new Quality Manager.



- **Internal Promotion:** Lara Toney applied and has accepted the position of Peer Supervisor for the Trueblood team.
- **Payroll:** Starting in 2018 payroll will begin a bi-weekly cycle.
- **Prevention:** Funding resources and prevention activities are being discussed for Thurston and Mason counties.
- **National Council:** The National Council for Behavioral Health is holding their conference in Washington, DC, April 23-25, 2018. TMBHO staff will be attending.
- **New Office:** December 15<sup>th</sup> is the official move-in date for the TMBHO office.
- **Behavioral Health Agency:** The State inspection took place on December 7<sup>th</sup>, the inspection passed, and pending finalized paperwork we will be licensed to provide behavioral health services.
- **Staff Party:** December 14<sup>th</sup> there is a staff party at the new office, the Governing Board is welcome to join.
- **Certified Public Accountant:** Clark Nuber has been contracted to assist TMBHO fiscal staff with an internal review.
- **Intact Systems:** Final training and review is being completed on the accounting software program.

I certify this is a true and correct copy of the original document maintained in the Office of the Thurston-Mason Behavioral Health Organization.

ATTEST:

  
Molly McIver, Clerk of the Board

Date: 1-18-18

