

**PIERCE COUNTY HUMAN SERVICES
BEHAVIORAL HEALTH ADVISORY BOARD MEETING**

3:00 – 4:07 p.m.
October 18, 2021

Members: Cameron Birk, Absolute Ministries
Chris Ladish, MultiCare
Dana Orr, Pierce County Aids Foundation - Absent
Danelle Reed, Kwawachee Counseling
Elizabeth Grasher, JBLM
Hayley Smith, Metropolitan Development Council
Jeannie Larberg, Whole Child Counselor Services - Excused
Kimberley Bjorn, Elevate Health
Chief Lauren Wallin, Pierce County Sheriff's Department
Lovey Offerle, NAMI
Ronald Brightmon, Recovery Innovations - Absent

Non-Voting Chair: Heather Moss, Director, Pierce County Human Services

Members: Dr. Anthony Chen, Director, Tacoma-Pierce County Health Department - Excused
Tiffany Speir, City of Lakewood - Excused
Vicky McLaurin, City of Tacoma

Staff: Richard VanCleave, BH Manager, Pierce County Human Services
Arrika Rayburn, BH Program Specialist, Pierce County Human Services
Taffi Wheeldon, Program Specialist, Pierce County Human Services
Becki Foutz, Administrative Assistant, Pierce County Human Services

Guests: Andrea Kelley, Superior Court
Joe Contris, Community Health Plan of WA
Jim Friedman, Interested Citizen

MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order/ Welcome	Heather welcomed all! Roll was called.	Welcome!
September Minutes Approval	Heather asked if there were any questions or comments about last month's meeting minutes? Chris moved that minutes of the 9/20 meeting be accepted as presented. Kim seconded the motion. The motion passed.	Minutes of the 9/20 meeting were approved as presented.

TOPIC/WHO	DISCUSSION	ACTION
Public Records Training	Heather reminded Board members to please take the public records training required for Pierce County Advisory Board members. This is a reminder that the work done by this Board is followed by the public.	Arrika will re-send the link to the training; if you've already taken it, please let Arrika know.
Introducing Taffi Wheeldon!	Richard introduced Taffi Wheeldon, the newest member of his team! Taffi expressed that she's very excited to join Arrika and Richard in Pierce County BH! Taffi has several years of experience in direct service homeless programs and is eager to help clients from this new perspective.	Welcome, Taffi!
Update on BH Tax Implementation	<p>Heather reported that Executive Dammeier's budget proposes continuing funding the current BH projects that this Board approved. Trueblood funds will be funded through the first six months of 2022. The economy in Pierce County's doing well: initial revenue projection was \$12M over the course of the year, now it's closer to \$14M/year! This is great news, as there is a vast need for BH services! The final budget is expected to be released in November or December.</p> <p>Richard and Heather will present the BH Improvement Plan to the County Council tomorrow at 9:30 a.m. Heather invited Board members to attend the meeting. Kimberley will. If any of the Board members have relationships with Councilmembers and would like to encourage them to fund BH programs, it would be helpful for the Council members to hear from them. Kimberley will speak up in support.</p> <p>Cameron asked about whether we would receive the allocations from the Executive. The Executive has published his budget and it's now Council's turn to review it. At times Councilmembers do review individual proposals and make changes to the budget.</p>	Informational

TOPIC/WHO	DISCUSSION	ACTION
Contract Changes	<p>Richard explained that new contracts will have some changes, including:</p> <p>Requiring outputs for all programs, for example, number of clients served, number of services, demographics, and insurance type. Pierce County BH will negotiate with each program based on data available and program goals.</p> <p><i>Program-Specific Outputs</i> -Veteran, housing, employment status</p> <p><i>Program-Specific Outcomes</i> - score improvements on specific tools, number of individuals maintaining housing over a specific period, days incarcerated pre- and post-intervention.</p> <p>Quarterly Narrative Reports - to include: what’s working, what’s not working, barriers, description of achievements, any objectives that were unmet, description of collaborative/outreach efforts, sustainability planning, and success stories.</p> <p>Payment -</p> <p><i>Admin cap?</i> Need to establish a definition of admin.</p> <p><i>Value-based payments</i> - reserving a portion of the award and requiring program to meet a benchmark in order to receive the full amount.</p> <p><i>Funding</i> based on cost-reimbursement or services provided.</p>	Informational
RFP Development	<p>Richard explained that we have a template for RFPs and there’s some flexibility on how they can be written.</p> <p><u>Question Content</u></p> <p>Project Description</p> <ul style="list-style-type: none"> • Project design • Evidence-based, promising, best or innovative practice • Value-based component • Outreach & accessibility • Culturally competent care <p>Community Needs and Benefit</p> <ul style="list-style-type: none"> • Priority areas of need • Needs assessment and Target Population • Evaluation • Community Collaboration, Integration and Collective Impact 	Informational

TOPIC/WHO	DISCUSSION	ACTION
<p>RFP Development, continued</p>	<p><u>RFP Question Content, continued</u></p> <p>Organizational Capacity</p> <ul style="list-style-type: none"> • Organizational governance <p>Organizational Finances</p> <ul style="list-style-type: none"> • Staffing Qualifications, Organizational Licenses and Certifications • History of Project Management <p>Project Financial Feasibility</p> <ul style="list-style-type: none"> • Budget Narrative • Additional Resources and Sustainability <p>Heather explained that Human Services does a lot of this; she invited Board members to chime in. She requested questions on the scoring criteria. Lovey asked if it's a competitive process? Yes. Do we want to set priorities, such as, for example, do we want to fund school-based programs first? Or designate percentages towards each area? There are various ways to allocate funds.</p> <p>Vicky asked who will be rating the applications? It might be easier to take on one category at a time, rather than the whole portfolio. Heather said that raters should include some Board members. Richard added that you never know who's going to apply. Usually there's a wide variety of proposals, rarely multiple proposals for the same exact program.</p> <p><u>Awards</u></p> <ul style="list-style-type: none"> • Highest score overall? • Highest score in funding priority category? • Example: <ul style="list-style-type: none"> ○ top three scores are all school-based services. ○ The need is for only one additional school-based program and ○ Funding all three would leave less for other priority areas. ○ Solution: award the school-based services to the top-scoring program proposing that intervention. Continue down the list of top scorers to determine what programs to fund next. <p>Vicky pointed out that at times it's appropriate to not fund the full award. Regarding the example above, there might be a time when it's appropriate to fund all three programs, for example if they served different regions.</p>	<p>Discussion</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>RFP Development, continued</p>	<p>Cameron sees a potential conflict of interest - what if a program has good outcomes yet their governance structure is lacking? Do all components carry the same weight, or are some higher priority? Heather noted that some of this is covered in the scoring rubric, and some may take place in funding conversations.</p> <p>Vicky does a lot of RFPs and noted that often those who submit proposals will ask for the full amount budgeted for all.</p> <p>Lovey asked if a minimum or maximum will be established? Also, would it be a conflict of interest if a Board member's agency applies? Heather encouraged all who wish to apply to do so; members would be recused from voting if they have a proposal being considered.</p> <p>Chris asked if applicants would be competing against services unlike theirs, for example, would school-based services be competing against Veterans services? Heather explained that one RFP would be issued, but proposals can be reviewed by category. Richard added that issuing one RFP allows for more flexibility.</p> <p>Vicky reported that the City of Tacoma has a \$40,000 minimum due to staff time required during the contract process.</p> <p>Hayley agreed that one RFP allows for more flexibility - she suggested having applicants list their top three priorities if they were funded.</p> <p>Kim asked if there will be a way for reviewers to know whether applicants are already receiving funding, and how much? Should this affect decisions? Richard noted that the budget form attachment asks how much applicants are requesting, and what other funding sources they have. Heather encouraged Board member input - their feedback will help Arrika, Richard and Taffi to finetune the RFP and accompanying tools. They will meet with County RFP staff to ensure the documents meet requirements.</p> <p>How involved does the Board want to be in the RFP process? Options include:</p> <ol style="list-style-type: none"> 1. Small subcommittee participates in scoring, scores are voted on by entire Board; 2. Board not involved in scoring, but they vote on final recommendations; 3. Board not involved in scoring or voting; County reports back with results; or 4. The entire Board scores all (unless their agencies are applying). 	<p>Discussion</p>

TOPIC/WHO	DISCUSSION	ACTION
RFP Development, continued	<p>Hayley suggested Option 1 or 4 with 1 possibly being more feasible; she doesn't like 3. Cameron agreed. The option used may depend on the number of proposals received.</p> <p>In Kitsap County, Richard used to receive about 30 proposals; he's not sure how many we'll receive. Vicky said that the City of Tacoma received over 200 proposals during their last competitive process. Agencies can apply multiple times, so, think big!</p> <p>Heather suggested having subgroups to work on various categories, for example, one group might review school-based program proposals.</p>	<p>Option 1 or 4 will be used, depending on the number of proposals received.</p> <p>RFP and tool drafts will be shared at the next meeting, to hit the ground running!</p>
Meeting Cadence	<p>This Board has been meeting monthly since it was formed. Heather and Richard are contemplating moving to an every-other month schedule. How does the Board feel about that?</p> <p>Hayley asked when RFPs had to be finalized? The RFP will be released in February.</p> <p>Chris asked if Richard's getting the input he needs from the Board - he's doing a lot of work!</p>	<p>The next Board meeting will be in December</p>
Good of the Order	<p>Heather asked if anyone had anything else to cover?</p>	<p>None.</p>
Adjournment	<p>Heather thanked everyone for their time! The meeting adjourned at 4:07 p.m.</p>	<p>Thank you!</p>

The next *Behavioral Health Advisory Board* meeting is scheduled for Monday, December 20, 2021, at 3:00 p.m.

Respectfully submitted,

Becki Foutz
 Administrative Assistant



Behavioral Health Advisory Board

October 18th, 2021

Update on BH Tax Implementation



UPDATED IMPLEMENTATION
TIMELINE



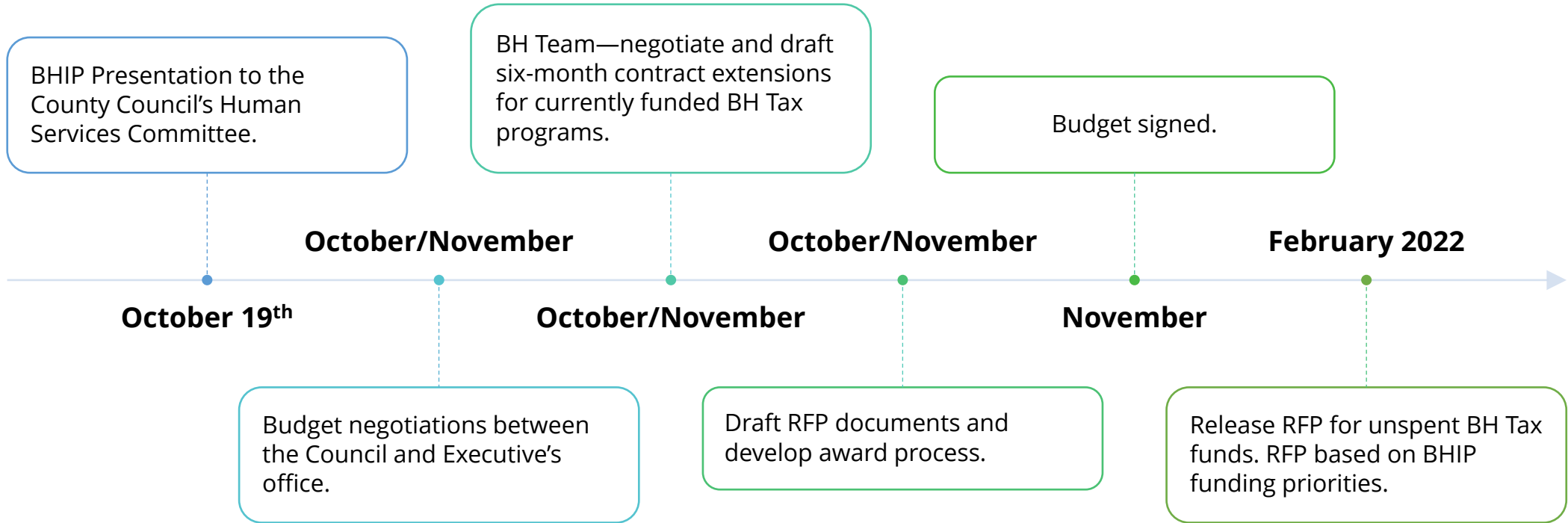
PLANNED CONTRACT
CHANGES



RFP DEVELOPMENT

Updated Implementation Timeline

Update on BH Tax Timeline



Budget Update

- Executive's budget released on September 21st.
- Council reviewing budget now.
- Presentation of BHIP and recommendations on October 19th.
- Final budget: November or December.

Contract Changes

Contract Updates: Required Metrics

- Outputs required of all programs.
- Examples:
 - Numbers served
 - Number of services
 - Demographics
 - Insurance type

Contract Updates: Program-Specific Metrics

- Negotiate with each program based on data available and program goals.
- Program-Specific Outputs
 - Examples:
 - Veteran status
 - Housing status
 - Employment status
- Program-Specific Outcomes
 - Examples:
 - Score improvements on specific tools (e.g. PHQ-9)
 - Number of individuals maintaining housing over a specific period.
 - Days incarcerated pre- and post-intervention.

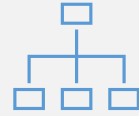
Contract Updates: Quarterly Reports

Quarterly Outcomes and Outputs

Narrative Report (required questions):

- Reflecting on evaluation results and overall program efforts, describe what has been achieved this Quarter.
- If objectives went unmet, why? Are there any needed changes in evaluation or scope of work?
- Briefly describe collaborative efforts and outreach activities employing collective impact strategies.
- Please describe your sustainability planning – new collaborations, other sources of funding, etc.
- Success Stories

Contract Updates: Payment



Admin cap?



Value-based payments



Funding based on cost-reimbursement or services provided.

RFP Development

RFP Process: Question Content

Project Description

- Project Design
- Evidence-Based, Promising, Best, or Innovative Practice
- Value-Based Component
- Outreach & Accessibility
- Culturally Competent Care

Community Needs and Benefit

- Priority Areas of Need
- Needs Assessment and Target Population
- Evaluation
- Community Collaboration, Integration and Collective Impact

RFP Process: Question Content (cont.)

Organizational Capacity

- Organizational Governance

Organizational Finances

- Staffing Qualifications, Organizational Licenses, and Certifications
- History of Project Management

Project Financial Feasibility

- Budget Narrative
- Additional Resources and Sustainability

RFP Process: Awards

- Highest score overall?
- Highest score in funding priority category?
- Example:
 - The top three scores are programs proposing school-based services.
 - The community need is for only one additional school-based program.
 - Funding all three top-scoring programs would also leave less funding for other priority areas, such as BH housing supports, prevention and early intervention, and
 - **Solution:** Award the school-based services to the top-scoring program proposing that intervention. Continue down the list of “top scorers” to determine what programs to fund next.

RFP Process: Selection Team Participants

Question: What is the BHAB's role in scoring?

Options:

- Option 1:
 - Small subcommittee participates in scoring.
 - BHAB votes on final recommendations based on priority areas and scores.
- Option 2:
 - BHAB not involved in scoring.
 - BHAB votes on final recommendations based on priority areas and scores.
- Option 3:
 - BHAB not involved in scoring or final voting.
 - County reports to the BHAB the results of the award/scoring process.

Discussion

Chat from 10/18/21 BH Advisory Board

From Chris Ladish to All Panelists: 03:55 PM

Agree with Hayley

From Elizabeth Grasher to All Panelists: 04:03 PM

November or December?

From Hayley Smith to Everyone: 04:04 PM

December would work best then