

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

3:00 – 3:30 p.m.

June 27, 2022

**Members:** Cameron Birk, Absolute Ministries - absent  
 Chris Ladish, MultiCare - excused  
 Dana Orr, Pierce County Aids Foundation - absent  
 Danelle Reed, Kwawatchee Counseling  
 Elizabeth Grasher, JBLM  
 Hayley Smith, Metropolitan Development Council  
 Jeannie Larberg, Whole Child Counselor Services  
 Kimberley Bjorn, Elevate Health  
 Chief Lauren Wallin, Pierce County Sheriff's Department - excused  
 Lovey Offerle, NAMI - excused  
 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  
 Vicky McLaurin, City of Tacoma - excused

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

**Guests:** Stefanie Love, Community Navigator, Pierce County Human Services

**MINUTES**

TOPIC/ WHO	DISCUSSION	ACTION
<b>Call to Order/ Welcome</b>	Richard welcomed all! Elizabeth called the meeting to order at 3:02 p.m. Roll was called as above.	Welcome!
<b>April Minutes Approval</b>	Heather asked if there were any questions or comments about last month's meeting minutes? Jeannie moved that the minutes of the 4/18 meeting be accepted as presented. The motion was seconded. The group voted and the motion passed.	Minutes of the 4/18 meeting were approved as presented.

TOPIC/WHO	DISCUSSION	ACTION
<p><b>Implementation Update</b></p>	<p>The Pierce County Council approved this Board’s recommendations on May 24th, and added a few items: the Oasis Youth Center, another Program Specialist 3 for PCHS Behavioral Health, and two additional Tacoma-Pierce County Health Department programs – the Opioid Task Force, and Building Mental Wellness through Resiliency youth program, via Resolution 2022-76. Richard’s team is working on contracts and technical assistance for new providers.</p> <p>MH First Aid was on the first list approved by the Board; the News Tribune reported on the program.</p>	<p>Informational</p>
<p><b>Review Draft ByLaws</b></p>	<p>Since the Board was established a year ago, the group’s been busy developing the plan and making funding decisions on BH tax dollars, and hasn’t established Bylaws. A draft was shared in advance of the meeting and at this meeting. Heather asked if there were any comments or questions. Kimberley moved and Hayley seconded to approve the Bylaws as presented. The group voted and the Bylaws were adopted.</p>	<p>The BH Board Bylaws were adopted.</p>
<p><b>Discussion: Role of the BHAB</b></p>	<p>Heather thanked the group for all of their work so far. Now we can coast a little bit, and the need for meetings and subcommittees is less frequent. Who would the group like to hear from? Hayley said it would be nice to hear from some of the funded programs, although she realizes they’re probably busy setting up programs, maybe in a few months once they get rolling. Elizabeth asked about flair like business cards, flyers, something tangible to help people be aware of the programs we fund. Heather and Richard agreed that’s a great idea.</p> <p>There will be a webinar on the 988 system on July 6. That’s a big one to inform public about.</p> <p>How does the group feel about meeting quarterly? No objections; the next meeting will be the third Monday in September, September 19, and potentially the third Monday in December. Additional meetings and subcommittees will be scheduled as needed.</p>	<p>Richard will send the group the link to the 988 webinar.</p>

TOPIC/WHO	DISCUSSION	ACTION
<b>Public Comment</b>	<p>Guest Stefanie Love worked with the County as a Case Manager for three years and she is now serving as Community Navigator – her job is to make connections in the community, foster current relationships, and actively participate. She’s assessing where Human Services is as far as program accessibility, how we’re doing and how we can improve. Heather added that the County Council recently funded Stefanie’s position as an opportunity to determine how to help more people access our services.</p>	<p>Thank you, Stefanie!</p>
<b>Good of the Order/Community Announcements</b>	<p>Elizabeth attended the South Sound Military &amp; Communities Partnership on May 26. It’s a collaboration of both Pierce and Thurston Counties. United Way, MAMC and Pierce County Veterans Services were represented there as well. It was great networking! Tiffany agreed that the group is a great collaboration, and shared their website that has a lot of great information. Elizabeth is also an adjunct at St Martin’s; she reported that PBS will air <i>Hiding in Plain Sight</i> at 9:00 tonight, a program on youth mental illness featuring Ken Burns.</p>	<p><a href="http://www.ssmcp.org">www.ssmcp.org</a></p>
<b>Adjournment</b>	<p>Heather asked if there was anything else to discuss and thanked everyone for their time!</p> <p>Next meeting will hopefully include a speaker, and the group will begin laying the groundwork for the next round of funding.</p> <p>The meeting adjourned at 3:30 p.m.</p>	<p>Thank you!</p>

The next *Behavioral Health Advisory Board* meeting is scheduled for Monday, September 19 at 3:00 p.m.

Respectfully submitted,

Becki Foutz  
 Administrative Assistant

**BYLAWS  
OF THE PIERCE COUNTY  
BEHAVIORAL HEALTH ADVISORY BOARD**

**ARTICLE I**

Name

The name of this Board shall be the Pierce County Behavioral Health Advisory Board.

**ARTICLE II**

Purpose

Section 1. The purpose of this Board shall be to advise in planning responsibilities required by Chapter 8.101 PCC and other county ordinances, including:

- Developing Pierce County’s Behavioral Health Improvement Plan.
- Making recommendations to the Pierce County Council regarding funding under the BH Tax.
- Other activities that support the goal of improving behavioral services in Pierce County.

Section 2. Members of the Board may participate in scoring applications for funding under the BH Tax.

**ARTICLE III**

Members

Section 1. Each member shall be appointed by the Pierce County Executive and confirmed by a majority the Pierce County Council by resolution.

Section 2. The membership of this Board shall consist of 11 voting members. The first terms of the Board’s voting members shall be staggered as follows:

- Three shall be appointed for one year;
- Five shall be appointed for two years; and
- Three shall be appointed for three years.
- Thereafter, the successors to the first appointment shall be appointed for 3-year terms.

Section 3. No member of the Board shall serve more than two consecutive full terms of office.

Section 4. The Pierce County Human Services Director shall serve as Chair of the Board in a non-voting, ex-officio capacity.

Section 5. One staff designee each from the Tacoma-Pierce County Health Department and the cities of Lakewood, Puyallup, and Tacoma may also serve in a non-voting, ex-officio capacity.

- Section 6. Vacancies occurring for any reason other than the expiration of a term of office shall be filled by appointment for the remainder of the unexpired term.
- Section 7. Any member desiring to resign from the Board shall submit such resignation in writing to the Board and to the Director of the Department of Human Services.
- Section 8. The Executive may remove any appointed member of the Board for inefficiency, neglect of duty, malfeasance, or three unexcused absences in one year, subject to confirmation by a majority of the Pierce County Council.

#### **ARTICLE IV**

##### Recruitment of Members

- Section 1. Members of the Board shall be chosen for their demonstrated concern for behavioral health system improvement, diverse perspectives and experiences, or specialized expertise.
- Section 2. The Executive is encouraged to consider appointing representatives from the following entities or groups:
- A. Service providers operating in Pierce County, including:
    - 1. Emergency medical service providers;
    - 2. Providers of both mental health and chemical dependency services;
    - 3. Large hospitals;
    - 4. Operators of detox and or evaluation and treatment centers;
    - 5. Behavioral health navigator or peer advocates;
    - 6. Law enforcement, criminal justice, and first responders;
    - 7. Therapeutic courts;
    - 8. Youth treatment providers;
    - 9. Providers of homeless and supportive housing; and
    - 10. Provider of veteran services.
  - B. Organizations with experience developing or implementing the Pierce County Accountable Care Organization, particularly those organizations with ties to the Accountable Care Organization Governing Board, such as Elevate Health.
  - C. Organizations or individuals advocating for persons experiencing behavioral health challenges, such as the National Alliance on Mental Illness- Pierce County or persons with personal experience accessing behavioral health systems.

**ARTICLE V**  
Officers

- Section 1. The officers of the Board shall be a Chair and Vice Chair. These officers shall perform the duties prescribed by these bylaws.
- Section 2. Officers shall be elected to serve for one year or until their successors are elected, and their term of office shall begin at the closing of the meeting at which they are elected. Elections shall be held during the first meeting in September.
- Section 3. No member shall be eligible to serve successive terms in the same office.
- Section 4. Unless otherwise decided by a majority of the Board, the Vice Chair shall automatically succeed to the office of Chair at the end of the Chair's term of office.

**ARTICLE VI**  
Meetings

- Section 1. The Board shall hold a minimum of four quarterly meetings each year.
- Section 2. All meetings shall be open to the public and comply with the Open Public Meetings Act – Chapter 42.30 RCW. Public participation shall be at the discretion of the Chair, who shall be empowered to adopt and enforce rules of procedure for the Board.
- Section 3. Staff support for the Board shall be provided by the Human Services Department, which shall assist the Chair in preparing the agendas and minutes for all meetings of the Board.
- Section 4. Fifty-one percent of the members of the Board shall constitute a quorum.

**ARTICLE VII**  
Committees

- Section 1. Any such committees, standing or special, shall be appointed by the Chair of the Board to carry on the work of the Board.

**ARTICLE VIII**  
Conflict of Interest

- Section 1. It shall be the responsibility of all members to openly declare any potential conflicts of interest in any matter that is before the Committee and, in particular, any application for funding under consideration.

Section 2. A conflict of interest exists when a committee member has a financial interest, either directly or indirectly, through business, investment, or family, with an organization that is seeking funding from the committee. Examples include where the committee member has an ownership or investment interest in an organization which is seeking funding, or where the member receives compensation from the organization. Compensation includes direct and indirect remuneration, as well as gifts or favors that are not insubstantial.

Section 3. Serving as a BHAB member does not preclude individuals from receiving program services for which they are eligible.

Section 4. If a member believes he/she has a conflict of interest the member must declare it and not participate scoring RFP/NOFA applications for that organization. When there is uncertainty about a potential conflict of interest, the Chair shall decide whether the conflict exists and direct the conflicted member to abstain from participation.

#### **ARTICLE IX**

##### Parliamentary Authority

Section 1. The rules contained in the current edition of "Robert's Rules of Order" shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Board may adopt.

#### **ARTICLE X**

##### Amendment of Bylaws

Section 1. These bylaws may be amended at any regular meeting of the Board by two-thirds vote of the membership present, provided the amendment has been submitted in writing at the previous regular meeting, and that the published meeting call notes the intent to amend the bylaws.

## Chat from 6/27/22 Behavioral Health Advisory Board

**From Elizabeth Grasher to All Panelists 02:57 PM**

Good afternoon! Liz Grasher is here

**Me to Elizabeth Grasher (Direct Message) 02:57 PM**

Hi Elizabeth, just Becki the notetaker here so far 😊

**From Kimberley Bjorn to All Panelists 03:13 PM**

[Kimberleybjornpllc@gmail.com](mailto:Kimberleybjornpllc@gmail.com)

**From Tiffany Speir to All Panelists 03:27 PM**

Hi Stephanie - happy to help introduce you to Lakewood folks - [tspeir@cityoflakewood.us](mailto:tspeir@cityoflakewood.us)

[www.ssmcp.org](http://www.ssmcp.org)

**From Heather Moss to Everyone 03:27 PM**

ssmcp.org

**From Tiffany Speir to All Panelists 03:27 PM**

<https://cityoflakewood.us/south-sound-military-and-communities-partnership/>

**From Elizabeth Grasher to Everyone 03:29 PM**

[Hiding in Plain Sight: Youth Mental Illness | PBS](#)