



Governing Board Annual Meeting

1:00 PM–3:30 PM December 6, 2021

<p><u>Location</u> Virtual Meeting Only</p>	<p><u>Call-in Details</u> Conference Dial-in Number: (253) 215-8782 US Meeting ID: 831 8445 6718 Passcode: 123456 One tap mobile: +12532158782,,83184456718# Join Zoom Meeting: https://tinyurl.com/NCACHWPCC</p>
--	--

TIME	AGENDA ITEM	PROPOSED ACTIONS	ATTACHMENTS	PAGE
1:00 PM	Introductions – Molly Morris <ul style="list-style-type: none"> Zoom Etiquette Board Roll Call Declaration of Conflicts Public Comment Approval of Consent Agenda 	<ul style="list-style-type: none"> Approval of Consent Agenda 	<ul style="list-style-type: none"> Agenda, Acronyms & Decision Funds Flow Chart Consent Agenda – <ul style="list-style-type: none"> Minutes 11/01 meeting Monthly Financial Statement 	<i>1-4</i> <i>5-8</i> <i>9-11</i>
1:05 PM	Strategic Planning, Distributed Leadership Models – Karen Minyard & Greg Paulson		<ul style="list-style-type: none"> Presenter Bios 	<i>12-13</i>
2:20 PM	Executive Director Update – Linda Parlette			
2:30 PM	2022 NCACH Budget – John Schapman	<ul style="list-style-type: none"> Approval of 2022 NCACH Budget 	<ul style="list-style-type: none"> Board Decision Form 2022 Budget Slide deck 	<i>14</i> <i>15-20</i>
2:40 PM	2022 NCACH Board Annual Elections – Ken Sterner	<ul style="list-style-type: none"> Approve Annual Slate of Nominees 	<ul style="list-style-type: none"> 2022 Slate of Nominees 	<i>21</i>
2:50 PM	NCACH Transition Update – John Schapman & Krystal Frost <ul style="list-style-type: none"> Personnel Manual Resolutions and Bylaw amendment 	<ul style="list-style-type: none"> Approval of Personnel Manual Approval of Resolutions & Bylaw amendment 	<ul style="list-style-type: none"> Personnel Manual Board Decision Form Board Resolutions 	<i>Separate Attachment</i> 22 23-28
3:20 PM	Round Table - All			
3:30 PM	Adjournment – Molly Morris			

The Mission of NCACH is to advance whole-person health and health equity in North Central Washington by unifying stakeholders, supporting collaboration, and driving systemic change, with particular attention to the social determinants of health.

A Handy Guide to Acronyms within the Medicaid Transformation Project

ACA: Affordable Care Act	EMS: Emergency Medical Services
ACH: Accountable Community of Health	FIMC: Fully Integrated Managed Care
ACO: Accountable Care Organization	FCS: Foundational Community Supports
AI/AN: American Indian/Alaska Native	HCA: Health Care Authority
BAA: Business Associate Agreement	HIT/HIE: Health Information Technology / Health Information Exchange
BH: Behavioral Health	MAT: Medication Assisted Treatment
BH-ASO: Behavioral Health - Administrative Service Organization	MCO: Managed Care Organization
BLS: Basic Life Skills	MH: Mental Health
CBO: Community-Based Organization	MOU: Memorandum of Understanding
CCHE: Center for Community Health and Evaluation	MTP: Medicaid Transformation Project(s)
CCMI: Centre for Collaboration Motivation and Innovation	NCACH: North Central Accountable Community of Health
CCS: Care Coordination Systems	NCECC: North Central Emergency Care Council
CHART: Community Health Access and Rural Transformation	OHSU: Oregon Health & Science University
CHI: Coalition for Health Improvement	OHWC: Okanogan Healthcare Workforce Collaborative
CHW: Community Health Worker	OTN: Opioid Treatment Network
CMS: Centers for Medicare and Medicaid Services	OD: Opioid Use Disorder
CMT: Collective Medical Technologies	P4P: Pay for Performance
COT: Chronic Opioid Therapy	P4R: Pay for Reporting
CP: Change Plans	PCS: Pathways Community Specialist
CPTS: Community Partnership for Transition Solutions	PDSA: Plan Do Study Act
CSSA: Community Specialist Services Agency	PHSKC: Public Health Seattle King County
DOH: Department of Health	RFP: Request for Proposals
DSRIP: Delivery System Reform Incentive Program	SDOH: Social Determinants of Health
EDie: Emergency Dept. Information Exchange	SSP/SEP: Syringe Services Program / Syringe Exchange Program



North Central Accountable Community of Health

SMI: Serious Mental Illness

SUD: Substance Use Disorder

TCDI: Transitional Care and Diversion Interventions

TCM: Transitional Care Management

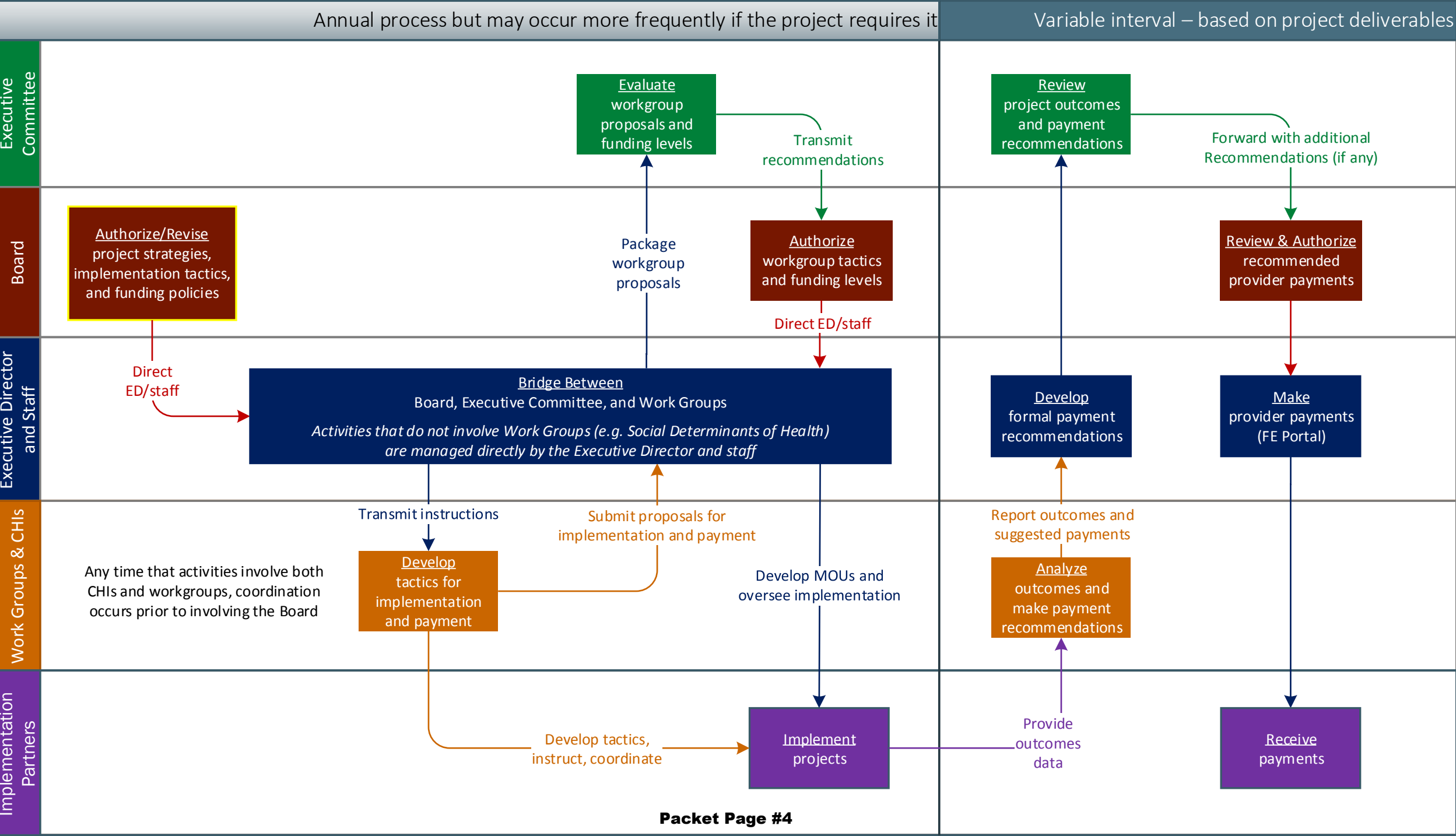
VBP: Value-Based Payment

WPCC: Whole Person Care Collaborative

LHJ: Local Health Jurisdiction

Decision Flow for Funding Design and Allocation

[This process is utilized when a budget amendment is requested to the Annual Budget]



Location	Attendees
Virtual	<p>Governing Board Members Present: Molly Morris, Cathy Meuret, Carlene Anders, Deb Murphy, Jesus Hernandez (left at 2:15), Kaitlin Quirk, Ken Sterner, Senator Warnick, Nancy Nash Mendez, Rebecca Davenport, Michael Tuggy, Kelsey Potter, Ramona Hicks, Theresa Adkinson</p> <p>Governing Board Members Absent: Ray Eickmeyer, Dell Anderson, Rosalinda Kibby</p> <p>Public: Veronica Arroyo-Perez, Rachel Lange, Deb Miller, Chenia Flint, Kelsey Gust, Sioban Brown, Jerry Perez, Loretta Stover, Armando Isais-Garcia</p> <p>NCACH Staff: Linda Parlette, John Schapman, Caroline Tillier, Wendy Brzezny, David Goehner, Joey Hunter, Teresa Davis – Minutes</p>
Agenda Item	Minutes
<ul style="list-style-type: none"> Review of Agenda & Declaration of Conflicts Public Comment 	<ul style="list-style-type: none"> Meeting called to order at 1:00 PM by Molly Morris. Molly started the meeting with a land acknowledgment. Honoring the open meetings act, all conversations need to be public. Board members can chat with staff member that is monitoring the chat and they can relay the message if you are having trouble speaking. Declarations of conflicts: None Public Comment: None ❖ <i>Deb Murphy moved, Jesus Hernandez seconded the motion to approve the consent agenda, motion passed.</i>
<ul style="list-style-type: none"> Executive Director Report 	<ul style="list-style-type: none"> ACH/HCA Symposium: November 2, 3 & 4 8:30-12:00. Linda will be a moderator on the third day. Waiver Renewal: Will not be submitted at the end of the year as originally proposed. 6th Year Extension, ACH's have weighed in on the reporting criteria. Lisa Apple has resigned from OBHC and from the NCACH Board. New Office – shared pictures of new office. Gave and update on Hope Squad & Communities in Schools. Alexie Orr has been hired as new full-time recovery coach at FYRE (Foundation for Youth Resiliency) program in Okanogan County. Position started in October and is funded into December 2022. Wendy shared her experience in attending the NW Tech Alliance meeting and also shared that that group is applying for the Digital Navigator funding.
<ul style="list-style-type: none"> 2022 Budget 	<p>John Schapman reviewed the draft 2022 NCACH Budget that will be brought for approval at the December annual meeting. He responded to a question on past county funding distribution by showing how funds have been distributed. He also noted that we plan to keep this on our radar to remind us to reach out to the counties and find partners to work with and/or fund.</p> <p>Shared budget adjustments in response to board retreat comments and feedback</p> <ul style="list-style-type: none"> Increased equity line item to \$50K Added funding for BH work

- Increased funding for training for grassroots orgs 10K for consulting / \$4K training supports
- Operations – adjusted salary & benefits to reflect updated assumptions
- Added an additional FTE to account for capacity needs
- Updated known expenditures

Strategic Priority	Capacity Building	Organizational Redesign	System Redesign	Consultants	Operations	Grand Total
Equity	\$40,000	\$600,000		\$59,000		\$699,000
Cross Sector Collaboration	\$7,500	\$954,000	\$1,647,325	\$60,000		\$2,668,825
Behavioral Health and Recovery	\$139,150	\$1,344,000	\$1,000,000	\$105,000	\$82,500	\$2,670,650
Education and Advocacy	\$8,000			\$10,000		\$18,000
Capacity Building	\$39,100	\$800,000		\$214,000		\$1,053,100
Operations				\$300,520	\$1,106,511	\$1,407,031
Grand Total	\$233,750	\$3,698,000	\$2,647,325	\$748,520	\$1,189,011	\$8,516,605

Bold = Adjustments in budget

- Awarded accounting contract to Clifton Larson Allen

Questions:

- Behavioral Health – How will that work? We are looking to put out a joint collaborative application in the future. It is still in development. We are working to simplify and streamline our application and reporting process.

Transition Update

John provided and update on the transition to the new agency. Everything is running on schedule.

Organizational Chart – John shared the new job titles and rolls for the staff starting in 2022.

Employee benefits are as follows:

- **Medical:** (Employee Only + **50% premium for spouse/dependents**)
 - PPO Plan (Covered in Full)
 - High Deductible Plan (Covered in full)
 - Employer contributes to HSA difference between PPO Premium & High Deductible Premium
 - Sample PPO Plan Premium (\$600) | High Deductible Premium (\$500) | Employer HSA Contribution: \$600 - \$500 = \$100 contribution
 - * Depending on discussions, may end up with High Deductible Plan Option only
 - Estimated Premium: \$500 - \$600 per Employee per month
- **Vision/Dental:** (Employee Covered in full + **50% premium for spouse/dependent**)
 - Estimated Premium:
 - Dental: \$50 per Employee per Month
 - Vision: \$5-\$10 per Employee per Month
- **Medical Stipend:** \$500/year per employee
 - If go with High deductible plan only, would look at folding this into Health Savings Account each year

- **Group Life & Long Term Disability**
 - Group Life: \$50,000 (Employee Only)
 - Long Term Disability: 60% of monthly earnings to a maximum benefit of \$5,000 per month (Depending on plan)
- **Cell Phone Stipend: \$40 a month per employee (\$480/year)**
- **403(b) Plan (Vanguard) – Up to 6% match**
 - Working out details on employer match/contribution.
 - Up to amount of 6%
 - Hoping to include a mix of a match and set rate (TBD)
- **Salary/Job Descriptions:**
 - Finalizing job descriptions with Diversified HR services & NCACH Staff
 - Conducting a Market analysis with other ACHs on position salaries
 - *Goal: Finalize salary analysis and have recommendations mid November*

PTO Format:

NCACH Modified					
Leave Type	0 yrs - 2 yrs	2.1 yrs - 5 yrs	5.1yr - 10 yr	10.1+ yrs	20+ yrs
Holidays	10	10	10	10	10
Personal Days	2	2	2	2	2
PTO	20	25	30	35	40
Vacation	0	0	0	0	0
Sick	0	0	0	0	0
TOTAL	32	37	42	47	52

PTO **Carry Over 160 hours**
 Paid out up to 160 hours
 anything unused above 160 hours paid out at end of year

** Reviewed with Legal and complies with PFML*

Personnel Handbook:

We are still working on the Personnel Handbook (draft was attached to meeting invite). We are asking Board and staff to review and send any comments to John. John will send a follow up email to all with instructions.

BH Internship Program
Funding HB1504 Workforce
Education Funding Act

As part of the pilot program, Washington State Health Care Authority (HCA) awarded \$292,666 to North Central Accountable Community of Health (NCACH) to implement a 2 year workforce pilot program (\$146,333 per intern year) in this region. NCACH adapted a framework designed by Greater Columbia ACH to meet the needs of our region and Health Care Authority requirements. At the September Board meeting, Board members gave consent to the process outlined by NCACH and also signified interest in funding internships above the original awarded amount. An RFP was released on October 5th with a due date of October 22nd.

NCACH received responses from five organizations requesting a total of \$180,000 for 12 interns. Intern levels include 5 SUDP-SUDPT, 6 Master-level and 1 Doctoral-level intern. Three of the organizations serve Chelan & Douglas, one in Chelan County, and one organization serves all four counties: Chelan, Douglas, Grant and Okanogan Counties. One organization's focus is on the pediatric population while the other 4 organizations focus on adults.

	<p>❖ <i>Carlene Anders moved, Senator Warnick seconded the motion to approve \$180,000 to support 12 behavioral health interns across 5 organization's behavioral health internship programs, motion passed.</i></p>
Round table	<ul style="list-style-type: none"> • Confluence – Struggling with loss of staff due to mandate • Education – A lot of work going on to identify sites to begin doing pediatric vaccines • Senator Warnick – Sad to hear of struggles of loss of personnel / this is why she is supporting workforce funding. • Public Health – Working on finalizing 2022 operating budget. Working very closely as a region on sharing positions as needed. Continue to work in vaccine efforts. Kudos to all school nurses • MCO – COVID in the front of minds. • CD CHI – Next CHI Meeting 10/10/2021, will be hearing from CHI initiative funding recipients • Carlene – Childcare stabilization grants started. That is going to help provide additional staffing this year until June. Poured 4 foundations on the reservation for families that are currently living in their cars. • Deb Miller – Medicare open enrollment is underway. Have clients call Action Health Partners for free assistance. • Molly is getting settled in her new office

Balance Sheet (As of 09.30.2021)

Funding Source	Funds Received	Funds Expended	Funds Remaining
SIM Funding* (CDHD Account)	\$ 115,329	\$ 115,329	\$ -
Transformation Project (CDHD Account)			
Original Contract K2296 - Demonstration Phase 1	\$ 1,000,000		
Original Contract K2296 - Demonstration Phase 2	\$ 5,000,000		
Transfer from FE Portal	\$ 226,961		
Interest Earned on Demo Funds	\$ 271,729		
Transformation Total (CDHD Account)	\$ 6,498,690	\$ 4,670,071	\$ 1,828,619
Grants Other (CDHD Account)			
Aetna Grant	\$ 70,000	\$ 70,000	\$ (0)
Cambia	\$ 245,000		\$ 245,000
Beacon	\$ 80,000		\$ 80,000
City of East Wentchee	\$ 18,750		\$ 18,750
Workshop Registration Fees/Misc. Revenue* (CDHD Account)	\$ 23,387	\$ 13,720	\$ 9,667
Transformation Project (FE Portal Funds)			
Project Incentive Funds	\$ 21,755,702	\$ 13,592,633	\$ 8,163,069
Integration Funds	\$ 5,781,980	\$ 58,422	\$ 5,723,558
Bonus Funds	\$ 2,595,575		\$ 2,595,575
Value Based Payment (VBP) Incentives	\$ 1,050,000		\$ 1,050,000
Interest Earned in FE Portal	\$ 62,283		\$ 62,283
DY1 Shared Domain 1 Funds**	\$ 5,811,865	\$ 5,811,865	\$ -
Transformation Total (FE Portal)	\$ 37,057,405	\$ 19,462,920	\$ 17,594,486
Totals	\$ 44,089,811	\$ 24,332,039	\$ 19,757,772

*A portion of funds in this category were collected when CDHD held the SIM Contract

**Automatically paid out through FE Portal from Health Care Authority and therefore not reflected on the budget spreadsheet

Monthly Notes:

No Interest earned in FE portal due to Federal Reserve rates

2021 NCACH Budget: Monthly Financials (January - December 31st, 2021)

EXPENSES	Total Budgeted	Oct-21	Totals YTD	% Expended YTD to Budget
Operations and Project Management				
Salary & Benefits	\$942,981	\$68,497	\$695,930	74%
Supplies	\$37,000	\$12,566	\$34,058	92%
Services	\$165,439	\$9,785	\$49,116	30%
Other Expenditure^	\$198,327	\$8,148	\$175,455	88%
CDHD Hosting Fee 15%	\$200,347	\$12,007	\$114,988	57%
Operations, and Project Management Contracts				
Governance and Organizational Development	\$141,600	\$5,569	\$96,848	68%
Program Evaluation & Data Analytics	\$70,000		\$0	0%
Workforce Development	\$63,250		\$0	0%
CHI Lead Agencies	\$225,000	\$31,021	\$169,038	75%
CBCC Contracted Support for Partners	\$64,680		\$2,363	4%
Telehealth Assessment Contractors^	\$283,991		\$133,000	47%
WPCC Advising and Learning Contracted Support	\$366,809	\$2,917	\$213,098	58%
Harm Reduction Fund	\$120,000		\$0	0%
Narcan Vending Machine Project^	\$160,000		\$159,975	100%
Recovery Corps Mentorship Program	\$150,000		\$0	0%
Recovery Training and Support	\$129,000	\$0	\$28,600	22%
Partner Payments:				
Youth Mental Health Year 1 (Cambia)^	\$140,090		\$136,605	98%
CHI Partner Payments	\$1,150,000		\$430,776	37%
Tribal Investment	\$519,000	\$169,000	\$519,000	100%
CBCC Partner Payment^	\$1,650,000	\$100,000	\$443,090	27%
WPCC Learning Community	\$1,780,000	\$0	\$1,199,167	67%
TCDI Partner Payments	\$880,000		\$246,560	28%
Opioid Partner Payments	\$180,000	\$0	\$60,000	33%
Total Budgeted Expenses	\$9,617,515	\$419,508	\$4,907,667	51%

"^" Budget Amendment occurred in 2021

Notes:

NCACH has expended 51% of Overall Budget

Budget Amendments - 2021

Date	Amendment
02.01.2021	Doug Wilson moved, Christal Eshelman seconded the motion to fully remove the asterisk on the CBCC partner payment line item with expectation that updates be provided at monthly Board meetings, Ken, Kaitlin, Jesus abstained, Motion passed.
03.01.2021	Kaitlin Quirk moved, Nancy Nash Mendez seconded the Motion #1 - Community Assessment: Approve Washington State University's proposal to produce a practical and achievable plan for a community-based solution to enhance telehealth capacity for the North Central Washington region, Abstain: Ramona Hicks and Jesus Hernandez, motion passed.
03.01.2021	Rosalinda Kibby moved, Dell Anderson seconded the motion #2 - Individual Organizational Assessment: Approve Option #2 of three telehealth investment options, that would be made available to clinical providers in the North Central Region: PTION 2: Motion to approve Ingenium Consulting Group's proposal in the amount up to \$230,000 (dependent upon the number/type of organizations who participate) to conduct a telehealth strategy, performance and maturity assessment and produce deliverables as requested in the RFP. With the option of moving into option 3, Carlene noted that we need to be clear on the scope of work, motion passed.
4.5.2021	Kaitlyn Quirk moved, Jesus Hernandez seconded the motion to approve funding for Hope Squad training and curriculum and 4 year coordinator position in the amount of \$456,736. Motion passed
6.7.2021	Authorize NCACH to partner with Beacon Health Options to place 2 Narcan Vending Machines in North Central Washington and supply machines with Narcan for approximately 9 months. When a 3rd location is identified in Okanogan County, NCACH staff is authorized to purchase a 3rd machine.
8.13.21	Executive Committee reviewed and approved increase of \$80,000 to Beacon contract to NCACH for the purchase of Narcan and a 3rd vending machine

Exploring Networks & Distributed Leadership

Board Learning Session

Guest speakers Karen Minyard and Greg Paulson will share experiences and lessons learned as network leaders and researchers.



[Karen Minyard](#)

Karen Minyard, Ph.D., has been director of the Georgia Health Policy Center (GHPC) since 2001 and is also a research professor with the Department of Public Management and Policy. Minyard connects the research, policy, and programmatic work of the center across issue areas including population health, health philanthropy, public and private health coverage, and the uninsured.

Minyard has experience with the state Medicaid program, both with the design of program reforms and external evaluation. Her research interests include financing and evaluation of health-related social policy programs; strategic alignment of public and private health policy through collective impact; the role of local health initiatives in access and health improvement; the role of targeted technical assistance in improving the sustainability, efficiency, and programmatic effectiveness of nonprofit health collaboratives; and health and health care financing.

In addition to overseeing the center's overall strategic vision, Minyard plays a leadership role in several center projects that weave together the key learnings, skillsets, and areas of expertise of the GHPC, including evaluation, technical assistance, policy and economic analysis, backbone and organizational support, health and health care financing, health system transformation, Health in All Policies, and rural health. She is currently co-principal investigator of Aligning Systems for Health by the Robert Wood Johnson Foundation. She also serves on the executive trio of the Atlanta Regional Collaborative for Health Improvement, along with the Atlanta Regional Commission and the United Way of Greater Atlanta.



[Greg Paulson](#)

While working as a field Paramedic, Gregory Paulson helped many patients who needed emergency care, and many who sought refuge in the emergency room when they actually needed accessible primary care and social services. A desire to improve how the healthcare system responded to patients led him into healthcare administration, and in 2013, to Trenton Health Team as one of its first employees.

“The opportunity to work with Trenton Health Team intrigued me because it offers a chance to work on the healthcare problems and experiences I saw as a paramedic, in an environment where healthcare institutions are collaborating to build health and well-being in the community they serve,” he said.

As THT Deputy Director, Greg led the effort to develop and launch the Trenton Health Information Exchange (HIE) and worked to build its value for stakeholders through expanded reporting and analytics. He also worked to hire THT’s initial staff and establish programmatic and operational infrastructure to create a foundation for the organization’s growth.

Greg was promoted to Executive Director in May 2015. He spearheaded THT’s visioning and strategic planning efforts and has guided the organization’s growth from 11 employees with a \$1.5M budget to 45 employees with a \$6.1M budget in 2021.

He also has represented THT in national initiatives focused on improving population health through multi-sector alignment and the particular role of a “backbone” or “integrator” organization serving as a steward of regional health and well-being.

Greg earned his BA in Psychology from Princeton University, followed by the Post- Baccalaureate Pre-Medical Program at the University of Pennsylvania. He earned his MS in Emergency Services Management at Drexel University. He is a member of the American College of Healthcare Executives.



Board Decision Form

TOPIC: 2022 NCACH Budget Package

PURPOSE: Approve the 2022 NCACH Budget

BOARD ACTION:

- ☐ Information Only
- ☒ Board Motion to approve/disapprove

BACKGROUND:

NCACH staff has been working since Quarter 2 of 2021 to identify the key priorities for the organization during the 2022 transition year in support of a potential Transformation Project Waiver Renewal and in alignment with the future state work that the NCACH Board Strategy Workgroup has been completing.

At the September 13th Board meeting staff reviewed those key priorities and then presented a detail budget to support those priorities at the October 15th Board retreat. Input from Board members was compiled and reviewed. Feedback was provided to the NCACH Board at the November 1st Board meeting. NCACH staff allowed time for Board members provide further comments prior to the end of the meeting and encouraged board members to comment prior to bringing the budget to approval at the December meeting.

Attached is a final summary of organizational priorities and overall budget spreadsheet. A full review of the 2022 budget was presented at the October 15th Board retreat.

PROPOSAL:

Motion to approve the 2022 annual budget for fiscal year January 1st to December 31st, 2022 as outlined in the attached budget spreadsheet totaling \$8,700,485.

IMPACT/OPPORTUNITY (fiscal and programmatic):

- Will allow NCACH to adopt an operational Budget in 2022 and engage partners in contracting when the budget is approved.
- NCACH staff will work with Clifton Larson Allen to build the budget into the new accounting system for 2022

Submitted Date:

12/06/2022

Staff Sponsor:

John Schapman



North Central Accountable
Community of Health

2022 NCACH Priorities & Budget

Update from 11.01.21 Board Meeting

Mission Statement:

The mission of the North Central Accountable Community of Health is to **advance whole-person health and health equity** in North Central Washington by **unifying stakeholders, supporting collaboration, and driving systemic change**, with particular attention to the social determinants of health.

NCACH Focus Areas (Systems of care):

- Whole Person Health
- Health Equity
- Social Determinants of Health
- Behavioral Health
- Care Coordination (in the broad sense)

2022 Staff Strategic Goals

Develop a culture of equity and increase community resilience

by investing in skill building and capacity building

Promote coordinated whole system responses to whole person health needs

by increasing cross-sector collaborations and integrated partnerships

Improve health outcomes for people struggling with behavioral health issues

by increasing the network of behavioral health supports across the community

Ensure that policy solutions effectively support our region's needs and the health of our residents

by ensuring that North Central partners and residents have a voice in local and state policies

Help partners respond to demand for services

by increasing capacity-building supports for partner organizations

Budget Categories



Capacity Building

Range of in-kind investments (e.g. trainings, learning activities, underwriting evaluations or planning)



Organizational Redesign

Funding for organizations to work on internal processes and systems that will set them up for cross-sector collaboration



System Redesign

Funding for cross-sector collaborations and partners working on joint efforts to achieve whole person health



Operations

- Staff support for work with partners (convening, facilitating, planning, project management)
- Administrative support for organization
- Purchase of physical items to support both operations and initiatives



Consultants

- Subject Matter Experts to support partners with their work
- Support to build out NCACH strategic vision and 3 Pillars

2022 Budget

Strategic Priority	Capacity Building	Organizational Redesign	System Redesign	Consultants	Operations	Grand Total
Equity	\$40,000	\$600,000		\$59,000		\$699,000
Cross Sector Collaboration	\$7,500	\$954,000	\$1,647,325	\$60,000		\$2,668,825
Behavioral Health and Recovery	\$139,150	\$1,344,000	\$1,000,000	\$105,000	\$82,500	\$2,670,650
Education and Advocacy	\$8,000			\$10,000		\$18,000
Capacity Building	\$39,100	\$800,000		\$214,000		\$1,053,100
Operations				\$425,080	\$1,165.831	\$1,590,911
Grand Total	\$233,750	\$3,698,000	\$2,647,325	\$873,080	1,248,331	\$8,700,485

***Bold** = Adjustments in budget*

Board Member Election Slate		
Sector	Board Member	Expiration Date
Tribal Representative	Molly Morris	12/31/2021
Area on Aging	Ken Sterner	12/31/2021
Behavioral Health	Dell Anderson	12/31/2021

If re-elected, the new terms for the above Board members will expire in 3 years on 12/31/2024.

MCO Representative
Kat Ferguson-Mahan Latet

This seat is determined by the MCO Sector and the term is 1 year with an expiration date of 12/31/2022

Executive Committee Slate		
Position	Board Member	Expiration Date
Chair	Molly Morris	12/31/2021
Vice Chair	Dell Anderson	12/31/2021
Treasurer	Rosalinda Kibby	12/31/2021
Secretary	Cathy Meuret	12/31/2021

If re-elected, the above Executive Committee members will serve 1 year with an expiration date of 12/31/2022.



Board Decision Form

TOPIC: NCACH Personnel Handbook
PURPOSE: Approve the NCACH Personnel Handbook
BOARD ACTION: <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Board Motion to approve/disapprove
BACKGROUND: In September, NCACH obtain copies of employee/personnel handbooks from other Accountable Communities of Health to utilize in the development of our own NCACH Personnel Manual. NCACH created an initial draft based on information obtained and reviewed the handbook with Davis Arneil Law Firm in October. In November, NCACH Board and staff had the opportunity to review the handbook, provide input and ask questions about the policies. NCACH worked with Davis Arneil Law Firm to make additional edits including the following: <ul style="list-style-type: none">• Developing a flex time policy• Adjusting the cell phone policy to address privacy concerns• Adjusting the social media policy to support work of communications and recovery coach staff.• Additional points of clarifications or minor edits After edits completed by Davis Arneil Law Firm, the final version (presented today) was drafted for review and approval from the Governing Board.
PROPOSAL: Motion to approve the NCACH Personnel Handbook for use effective January 1 st , 2022.
IMPACT/OPPORTUNITY (fiscal and programmatic): <ul style="list-style-type: none">• Allow NCACH to utilize the Personnel Handbook for organizational policies starting January 1st, 2022

Submitted Date:

12/06/2022

Staff Sponsor:

John Schapman

RESOLUTION NO. 1

**RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH CENTRAL
ACCOUNTABLE COMMUNITY OF HEALTH DELEGATING AN INDIVIDUAL
WITH CONTRACTING, AND HIRING AND FIRING AUTHORITY**

WHEREAS, the Board of Directors (“Board”) of North Central Accountable Community of Health, a Washington nonprofit corporation (“NCACH”) desires to grant authority to contract and to execute and deliver any instrument on behalf of NCACH certain person(s) described hereunder;

WHEREAS, the Board also desires to grant authority to hire and fire employees of NCACH to certain person(s) described hereunder;

WHEREAS, the Board is authorized, pursuant to Section 6.2 of its Bylaws, to grant authority to contract and to execute and deliver any instrument on behalf of NCACH to any officers or agents of NCACH;

WHEREAS, the Board has determined that it would be in the best interest of NCACH to grant the Deputy Director (Acting Executive Director, Effective January 1, 2022), John Schapman, said contracting, and hiring and firing authority;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD as follows:

Section 1. The Board hereby authorizes and empowers the Deputy Director (Acting Executive Director, Effective January 1, 2022) of NCACH, John Schapman, to contract and to execute and deliver any instrument on behalf of NCACH.

Section 2. The foregoing contracting and signing authority granted shall include, but shall not be limited to, the execution of Deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates, and other instruments of whatever nature entered into by NCACH.

Section 3. The Board hereby authorizes and empowers the Deputy Director (Acting Executive Director, Effective January 1, 2022) of NCACH, John Schapman, to hire and fire employees of NCACH.

Section 4. This Resolution shall take effect immediately upon adoption.

ADOPTED by the Board of NCACH, this ____ day of _____, 2021.

_____, Chairman

_____, Secretary

RESOLUTION NO. __2__

**RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH CENTRAL
ACCOUNTABLE COMMUNITY OF HEALTH RATIFYING CONTRACTS
EXECUTED BY LINDA PARLETTE WHILE ACTING AS EXECUTIVE DIRECTOR**

WHEREAS, the Board of Directors (“Board”) of North Central Accountable Community of Health, a Washington nonprofit corporation (“NCACH”) is authorized, pursuant to Section 6.2 of its Bylaws, to grant authority to contract and to execute and deliver any instrument on behalf of NCACH to any officers or agents of NCACH;

WHEREAS, the Board unintentionally failed to grant such authority to Linda Parlette, current Executive Director of NCACH;

WHEREAS, the Board has determined that it would be in the best interest of NCACH to ratify all contracts and other instruments executed by Linda Parlette, on behalf of NCACH, while acting in her official capacity as Executive Director of NCACH;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD as follows:

Section 1. The Board hereby ratifies all contracts and other instruments executed by Linda Parlette, on behalf of NCACH, while acting in her official capacity as Executive Director of NCACH.

Section 2. The Board hereby grants authority to contract and to execute and deliver any instrument on behalf of NCACH to Linda Parlette, current Executive Director, until she resigns from the Executive Director position, effective December 31, 2021.

Section 3. This Resolution shall take effect immediately upon adoption.

ADOPTED by the Board of NCACH, this ____ day of _____, 2021.

_____, Chairman

_____, Secretary

RESOLUTION NO. __3__

**RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH CENTRAL
ACCOUNTABLE COMMUNITY OF HEALTH AUTHORIZING THE OPENING OF A
GENERAL FUND AT CASHMERE VALLEY BANK AND DESIGNATING
SIGNATORIES**

WHEREAS, the Board of Directors (“Board”) of North Central Accountable Community of Health, a Washington nonprofit corporation (“NCACH”) is authorized, pursuant to Section 6.2 of its Bylaws, to establish a general fund utilized for the payment of general operating expenses;

WHEREAS, the Board has determined that it would be in the best interest of NCACH to authorize the opening of a general fund at Cashmere Valley Bank to be utilized for the payment of NCACH’s general operating expenses;

WHEREAS, the Board has also determined that it would be in the best interest of NCACH to designate certain person(s) described hereunder as signatories on the Cashmere Valley Bank general fund account;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD as follows:

Section 1. The Board hereby authorizes the opening of a general fund account of NCACH at Cashmere Valley Bank. The Cashmere Valley Bank general fund account shall serve as the financial institution holding funds for NCACH’s general operating expenses and shall be utilized for the payment of said general operating expenses.

Section 2. The Board hereby authorizes the transfer of Two Hundred and Fifty Thousand Dollars (\$250,000) from NCACH’s account held with Public Consulting Group to the Cashmere Valley Bank general fund account, for the purpose of providing three (3) months of general operating expenses for NCACH.

Section 3. The Board hereby designates the following individuals as signatories on the Cashmere Valley Bank general fund account:

John Schapman, Deputy Director (Acting Executive Director,
Effective January 1, 2022);
Molly Morris, Board Chair; and
Rosalinda Kibby, Board Treasurer.

Section 4. This Resolution shall take effect immediately upon adoption.

ADOPTED by the Board of NCACH, this ____ day of _____, 2021.

_____, Chairman

_____, Secretary



Board Decision Form

TOPIC: Amendment to Bylaws section 6.3

PURPOSE: Adjust fiscal policies outlined in the bylaws to allow NCACH to operate with Clifton Larson Allen utilizing similar accountability measures as is currently used under Chelan Douglas Health District

BOARD ACTION:

- ☐ Information Only
- ☒ Board Motion to approve/disapprove

BACKGROUND:

As NCACH staff have been prepping for the transition away from Chelan Douglas Health District, we have reviewed organizational policies, including putting fiscal policies, in place that will dictate how the organization will manage payments in conjunction with Clifton Larson Allen.

After a review of the Bylaws, it was determined that as currently written, the Bylaws require both the Executive Director and Board member to sign all checks sent on behalf of NCACH. This would be a significant change to how NCACH currently manages fiscal accountability and policies through Chelan Douglas Health District and therefore it was recommended to make an adjustment to this section of the Bylaws.

The recommended amendment below was shared with legal, the Governance Committee members, and Executive Committee members for review and approval prior to going to the whole board.

Additional recommendations to the bylaws were captured, but due to the direct impact changes to section 6.3 will have starting January 1st, 2022, it was recommended to focus on this change and revisit the bylaws in 2022 as we build out our organization's future state.

PROPOSAL:

Amended the following bylaws section 6.3 to read as outlined below:

6.3 Checks, Drafts, Deposits. ~~Unless the agreement with the backbone organization provides otherwise,~~ All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of **NCACH shall utilize a two-step verification process that is finalized and signed** by the Executive Director **or** at least one (1) Board officer. **A summary of monthly expenditures will be shared with the Board Treasurer and/or applicable committee for review.** ~~, and the~~ Funds of the NCACH shall be deposited in a timely manner to the credit of NCACH in the banks, trust companies or other depositories as the Board may select.



North Central Accountable Community of Health

IMPACT/OPPORTUNITY (fiscal and programmatic):

- Will allow NCACH to continue operating under the same financial accountability structures with Clifton Larson Allen as we utilized under Chelan Douglas Health District
- If not adopted, it would require a board member with signature authority to sign all invoices and checks cut from NCACH

Sponsor:

Executive Committee and Governance Committee

Submitted Date:

12/06/2022

Staff Sponsor:

John Schapman

“BUILDING HEALTHIER COMMUNITIES ACROSS NORTH CENTRAL WASHINGTON”

North Central Accountable Community of Health • 200 Valley Mall Parkway, East Wenatchee, WA 98802 • 509-886-6400