



**NAME:** ASO EXECUTIVE COMMITTEE  
**MEETING DATE:** FEBRUARY 7, 2019  
**MEETING TIME:** 9:00 A.M.  
**MEETING LOCATION:** GCBH OFFICE  
**KEY CONTACT:** SHON SMALL  
**PREPARED BY:** SHEREL WEBB

**VOTING MEMBERS PRESENT:** MIKE BERNEY-WHITMAN, CHRIS SEUBERT-ASOTIN, BOB JOHNSON-GARFIELD, BOB KOCH-FRANKLIN, SHON SMALL-BENTON; CHARLES AMEREIN-COLUMBIA.  
**OTHER BOARD MEMBERS PRESENT:** DIMITA WARREN, KYLE SULLIVAN; GREG TOMPKINS; SUSAN REMER, JODI DALY.  
**STAFF:** JIM BELL, SINDI SAUNDERS, KAREN RICHARDSON, GLENN LIPPMAN, SHEREL WEBB, CODY NESBITT, SARAH GILLARD **GUESTS:** JOEL CHAVEZ, CINDY ADAMS.

**MINUTES**

#	Item	Discussion	Discussion Leader	Action
1.	<b>Call to Order</b>	The meeting was called to order at 9:02 a.m.	Shon Small	
2.	<b>Introductions</b>	Introductions were held by those in attendance.	Shon Small	
3.	<b>Agenda Changes</b>	None	Shon Small	
4.	<b>Previous Board Minutes</b>	Approve December 6, 2018 minutes.	Shon Small	<b>Bob Johnson moved to approve the December 6, 2018 minutes, Chris Seubert seconded, carried.</b>
5.	<b>Warrants/ Vouchers</b>	Approve Warrants & Vouchers: 1. GCBH BHO Warrant Review & Approval for month ending December 31, 2018 2. GCBH BHO Warrant Review & Approval for month ending January 31, 2019 3. GCBH ASO Warrant Review & Approval for month ending January 31, 2019	Shon Small	<b>Chris Seubert moved to approve all three Warrant Review and Approval as presented for the months ending December 31, 2018 (BHO), January 31, 2019 (BHO), and January 31, 2019 (ASO), Charles Amerein seconded, carried.</b>
6.	<b>ASO Resolutions</b>  <b>ASO Information</b>	These are resolutions that update previous BHO language to current ASO language, including VEBA accounts and other payroll necessities due to the new LLC tax number. 1. Resolution: GCBH ASO VEBA Establishment #19-07 2. Resolution: GCBH ASO Resolution Section #19-08  A letter from MaryAnne Lindeblad of the HCA was included as an informational item in case of any questions. It was essentially just an update of the integration process to day.	Shon Small	<b>Bob Johnson moved to approve ASO Resolutions #19-07 and #19-08 as presented, Chris Seubert seconded, carried.</b>
7.	<b>ASO Professional Services Agreements (PSAs)</b>	Updating former BHO PSAs to ASO Professional Services Agreements (PSAs) 1. Professional Services Agreement: Jet Computer Support 2. Professional Services Agreement: Lippman 3. Professional Services Agreement: Infrastructure 4. Professional Services Agreement: Jim Bell	Shon Small	<b>Bob Johnson moved to approve ASO Professional Service Agreements for Jet Computer, Glenn Lippman, Infrastructure, and Jim Bell as presented, Chris Seubert seconded, carried.</b>

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8.	<b>ASO Contracts</b>	<p>These ASO Contracts are either being updated from BHO to ASO and/or language clean-up.</p> <ul style="list-style-type: none"> <li>- <b>1869-33314-01 – HCA State Contract Amendment 01</b> – Minor changes to the language in the original contract</li> <li>- <b>K3297 – HCA – Housing Subsidy (LT BH) Commerce Contract</b> – Contract continuing under the ASO – step down to Comprehensive</li> <li>- <b>1912-42472 – DSHS – Diversion Program Services – Contract</b> – Contract continuing under the ASO - step down to Lourdes</li> <li>- <b>K3306 – HCA – HARPS State Funding Contract</b> - left out of the original State Contract with HCA – step down to Comprehensive</li> </ul>	Shon Small	<p><b>Chris Seubert moved to approve all the ASO Contracts as presented including 1869-33314-01-HCA Contract Amendment 01;K3297 – HCA Housing Subsidy (LT BH) Commerce Contract; 1912-42472 – DSHS Diversion Program Services; and K3306 – HCA – HARPS State Funding Contract. Bob Johnson seconded, carried.</b></p>
9.	<b>Operating Agreement Amendment</b>	<p>This item was marked as “pending” on the agenda, but no document was presented. The process to amend the Operating Agreement should have started with a meeting like this, but got a little out of order due to a sense of urgency regarding GCBH funding. GCBH ASO funds are currently being processed through Benton County, who are treating the ASO like a county department/BHO. As an ASO LLC, GCBH is now a private enterprise, and this funding method is clearly a violation of GCBH’s contract with HCA. The problem is that RCWs have not been changed to reflect this new status, but are still the old ones that applied to the BHO. The RCWs are in the process of being revised, and the proposed Operating Agreement Amendment was intended to reflect those changes. County Prosecuting Attorneys want to wait for the revisions to RCWs to be compliant with the letter of the law. Meanwhile, Benton County will continue to bear the added liability the ASO was intended to eliminate and GCBH will continue to be in violation of the HCA contract, but has developed a workaround process for the interim.</p>	Jim Bell	<p><b>Tabled.</b></p>
10.	<b>Clinical Directors Committee</b>	<p>Approve Membership Applications: Gordon Cable Courtney Hesla</p>	Shon Small	<p><b>Shon Small appointed Gordon Cable and Courtney Hesla to the Clinical Directors Committee.</b></p>
11.	<b>Crisis Providers Committee</b>	<p>Approve Membership Applications: Mike Berney Gordon Cable Crisann Christenson Jodi Daly Cameron Fordmeir Danika Gwinn Courtney Hesla AnnMarie Ridinger Dimita Warren</p>	Shon Small	<p><b>Shon Small appointed the following to the Crisis Providers Meeting: Mike Berney Gordon Cable Crisann Christenson Jodi Daly Cameron Fordmeir Danika Gwinn Courtney Hesla AnnMarie Ridinger Dimita Warren</b></p>
12.	<b>Funding &amp; Fiscal</b>	<p>Approve Membership Applications: Mike Berney</p>	Shon Small	<p><b>Shon Small appointed the following to the Funding &amp; Fiscal Operations</b></p>

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	<b>Operations Committee</b>	Jodi Daly Dimita Warren		<b>Committee:</b> Mike Berney Jodi Daly Dimita Warren
13.	<b>MIS Committee</b>	Approve Membership Applications: Michelle Bagby Racheal Fletcher	Shon Small	<b>Shon Small appointed the following to the MIS Committee:</b> Michelle Bagby Racheal Fletcher
14.	<b>QMOC Committee</b>	Approve Membership Applications: Gordon Cable Courtney Hesla	Shon Small	<b>Shon Small appointed the following to the QMOC Committee:</b> Gordon Cable Courtney Hesla
15.	<b>Compliance Update</b>	Executive Committee Members and Commissioners were reminded of their annual training requirement for HIPPA and Compliance. GCBH ASO staff member, Sindi Saunder, will be emailing the necessary training and attestation documents out and requested their return by February 28, 2019.	Sindi Saunders	
16.	<b>Public Comment Period</b>	Behavioral Ombuds Service contractor, Cindy Adams, noted that any delays in payments to providers have the potential to not only affect providers, but ultimately to affect consumers as well.	Shon Small	
17.	<b>Other Business</b>	The need for the additional Executive Committee officers of Vice Chairman, Secretary and Treasurer was noted. Chris Seubert volunteered as Vice Chair and nominated Ron Anderson for the position of Treasurer. Charles Amerein volunteered for the position of Secretary.  Lourdes has sent a letter announcing the closure of their detox facility due to loss of staff and lack of funds. MCOs have been contacted to inquire about the possibility of their assistance with funding. There has been some interest in opening another detox, but nothing concrete has developed.  GCBH ASO's annual audit by State Auditors will be done soon. A letter announcing the exit conference will be forthcoming. Anyone interested is welcome to attend.  The article about Arizona's experience with integration was discussed.	Shon Small	<b>Shon Small appointed the following positions for the Executive Committee:</b> Chris Seubert as Vice Chairman Charles Amerein as Secretary Ron Anderson as Treasurer
18.	<b>Executive Session (if needed)</b>	Not necessary.	Shon Small	
19.	<b>Adjournment</b>	The meeting was adjourned at 10:25 a.m. The next meeting is scheduled for March 7, 2019 at 9:00 a.m.	Shon Small	

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Respectfully Submitted,

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Charles Amerein, Secretary