

TRSN Regional Governing Board
Meeting Minutes
Friday, March 11, 2011 – Timberlands RSN, Cathlamet, WA

ORIGINAL

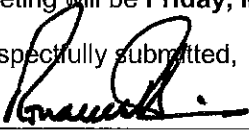
FACILITATOR: Ron Averill

MEMBERS PRESENT: Ron Averill (Lewis County Commissioner) and Lisa Marsyla (Wahkiakum County Commissioner)

GUESTS PRESENT: Joannie Bjorge and Steve Clark (TRSN Advisory Board) and Sue Killillay (Cascade MHC Executive Director)

STAFF PRESENT: Bill Hardy (Administrator), Brian Cameron (Fiscal Manager), Sandy Everman (Executive Coordinator), Jan Kaschmitter (Quality Manager), Trinidad Medina (IS Administrator) and Heather Maxwell (QRT Coordinator)

AGENDA ITEM	DISCUSSION	LEADER	Decisions, Actions, Assignments
CALL TO ORDER & INTRODUCTIONS	Ron called the meeting to order at 10:07 am and introductions followed	Ron	
ANNOUNCEMENTS & PUBLIC COMMENTS	Bill announced: <ul style="list-style-type: none"> • Lisa Ayers, Pacific County Commissioner unable to attend the meeting due to the tsunami warning as she serves on the Pacific County Emergency Team. • Theresa Mahar, Ombuds Services is recovering from open-heart surgery; January and February Ombuds Reports included in the packet. • Chris Holmes, Wahkiakum CMHS Manager is recovering from hip replacement. • Eric Cummins, Willapa BH unable to attend the meeting as agency is addressing the tsunami warning transportation and crisis issues today. 	Bill	
ADOPTION OF THE AGENDA	WCIP updates and Surplus Equipment Resolution were added to Old Business. MSP	Ron	MSP (Marsyla / Averill)
APPROVAL OF MINUTES	Lisa moved to approve the October 2010 – January 2011 Governing Board Vote Documentation Minutes and the Friday, January 14, 2011 Governing Board Minutes as presented. MSP	Ron	MSP (Marsyla / Averill)
ACTION ITEMS	Timberlands RSN Fiscal Policy & Procedures, Section 2000 – the Fiscal Policies and Procedures were reviewed individually. <ul style="list-style-type: none"> • Policy 2000 – Investment of Residual Cash, <i>rework with discussed changes to present at the May meeting;</i> • Policy 2001 – In Kind Donations & Services, <i>approved as presented;</i> • Policy 2002 – Purchasing, <i>approved as presented;</i> • Policy 2003 – Inventory & Disposal Of Property, add 'By Governing Board Resolution', <i>approved;</i> • Policy 2004 – Internal Controls & Segregation of Duties, with discussed changes <i>approved;</i> • Policy 2005 – Out Of Network Payment Coordination, <i>approved as presented;</i> • Policy 2006 – Third Party Resource Requirements, <i>approved as presented;</i> • Policy 2007 – Closeout, add 'No later than September 30th', <i>approved;</i> • Policy 2008 – Financial Reporting, <i>approved as presented;</i> • Policy 2009 – Funds Available For Direct Services, <i>approved as presented;</i> 	Ron	Policy 2000 – Investment of Residual Cash , <i>rework with discussed changes to present at the May meeting.</i>

	<p>Brian reviewed the vouchers, February 2011, Batch Number 2010-20 and March 2011 Batch Number 2010-21 with line item detail and narrative handouts detailed handouts were emailed to the Board for reviewed.</p> <ul style="list-style-type: none"> • February 2011 Batch Number 2010-20 in the amount of \$753,088.08 • March 2011 Batch Number 2010-21 in the amount of \$759,268.07 <p>Lisa moved to approve the February 2011 and March 2011 Voucher Approval sheets Batch Number 2010-20 and Batch Number 2010-21 as presented. MSP</p> <p>The Revenue and Expenditure Report was reviewed and discussed. Lisa moved to approve the Revenue and Expenditure Report, Budget July 1, 2009 to June 30, 2011 as presented. MSP</p>		<p>MSP (Marsyla / Averill)</p> <p>MSP (Marsyla / Averill)</p>
Administrator Report	<p>Bill highlighted the following items:</p> <ul style="list-style-type: none"> • 2011 Supplemental Budget RSN Impact • Proposed Legislation that will impact RSNs • Lewis County Jail MOU – Update of progress 	Bill	
Quality Manager	<p>Jan highlighted the following items:</p> <ul style="list-style-type: none"> • Utilization Reviews July – December 2010; reviews included in packets • Electronic Health Record – update on training at provider agencies on Treatment Plan • CLIP update • PALS transfer • Crisis Plan Training • Quality Management Plan / Matrix update 	Jan	
IS Administrator	<p>Trinidad highlighted the following items:</p> <p>State Reporting</p> <ul style="list-style-type: none"> • Service Encounter Reporting Instructions (SERI) Update; new codes April 1, 2011. • Consumer Information System (CIS) Data Dictionary Update <p>Health Information Technology for Economic and Clinical Health (HITECH) Act</p> <ul style="list-style-type: none"> • Electronic Health Record 	Trinidad	
Quality Review Team	<p>Heather gave an overview of the January, February and Quarterly QRT Reports as well as the results from the 2010 Community Partners and Allied Service Providers.</p>	Heather	
EXECUTIVE SESSION	N/A		
ADJOURNMENT	<p>Ron adjourned the meeting at 12:35 pm. The next scheduled Governing Board meeting will be Friday, May 13, 2011.</p> <p>Respectfully submitted,</p>  <p>Ron Averill, Governing Board Chair</p> <p style="text-align: center;">5.13.11 Date</p>	Ron	

Submitted by Sandy Everman, TRSN Executive Coordinator

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