



# North Sound ACH

Feb 24, 2017 10 am - 1pm  
 Governing Body Meeting  
 North Sound BHO, conference room: Whatcom  
 1.866.348.8234

## Governing Body Members & MCOs

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|---|--|--|
| <input type="checkbox"/> Brian Burch    | ▪ Jennifer Johnson                                 | ▪ Jim Steinruck                        |
| ▪ Kevin Collins                         | ▪ Tim Key  | <input type="checkbox"/> John Stephens |
| ▪ Connie Davis, MD                      | <input type="checkbox"/> David Kincheloe, PhD      | ▪ Joe Valentine, Chair                 |
| ▪ Regina Delahunt                       | ▪ Barbara LaBrash                                  | <input type="checkbox"/> Kim Williams  |
| <input type="checkbox"/> Kayla Down     | ▪ Laurel Lee                                       | ▪ Greg Winter                          |
| ▪ Robin Fenn, PhD                       | ▪ Nickolaus Lewis                                  | ▪ Marilyn Scott, by phone              |
| <input type="checkbox"/> Allan Fisher   | ▪ Linda McCarthy                                   |  |
| <input type="checkbox"/> Scott Forslund | ▪ Dan Murphy, Treasurer                            |  |
| ▪ Linda Gipson, PhD                     | <input type="checkbox"/> Chris Phillips, Secretary |  |
| ▪ Stephen Gockley, JD                   | <input type="checkbox"/> Glenn Puckett             |  |
| ▪ Gary Goldbaum, MD, Vice Chair         | ▪ Caitlin Safford                                  |  |
| ▪ Erin Hafer                            | <input type="checkbox"/> Jason Smith               |  |

### Staff Members:

Liz Baxter  
 Lee Che Leong  
 Tiffany Edlin

## Draft Minutes

### 1. Welcome and Meeting Agenda

- Introductions
- We have added additional public comment periods built into our agenda to move towards a more active engagement with the public.
- We are shifting the focus of these meetings from process to content.
- Federico Cruz-Urbe is stepping down from the Governing Body to focus on the Program Council.
- **Motion:** to accept the January 9<sup>th</sup> meeting minutes. Seconded. All in favor. **Approved.**
- Public Comment: Thank you for making it easier for the public to attend and provide feedback—Donna Star

### 2. Board/Committee Updates

#### Steering Committee:

- Effective February 1<sup>st</sup>, the North Sound ACH is a free-standing entity.
- The Personnel Handbook, Fiscal Policies, and the Bylaws presented today are for your initial review. Send any comments to Liz. They will then be discussed at the next Steering Committee meeting. At the March meeting, they will be presented for approval.
- The Personnel Handbook has been reviewed by staff and legal council
- There is a place holder position for a tribal representative on the Steering Committee. If/when the tribes decide on a representative they will notify Liz.
- Both Dan Murphy and Joe Valentine have offered to have their financial directors review our fiscal policies to help ensure they will pass muster.

- We have a bank account with Peoples Bank. We need to have a banking resolution authorized by the Governing Body in order to open a credit card account.
- **Motion:** to approve a banking resolution for our Executive Director, Liz Baxter, and the Governing Body Chair to open a credit card on behalf of the North Sound ACH. Seconded. All in favor. No abstentions. **Approved.**
- Attachment B3, the Consent to Electronic Notice and Voting, was prepared by our attorney. We need to have a signed copy by every individual for it to be in effect. This will allow us to discuss time sensitive matters between meetings.
- Governing Body agreed to the Consent to Electronic Notice. Those present signed document, Tiffany will follow up with those absent.
- The presented Bylaws were circulated last month with track changes. The document circulated today, is the clean version. The goal is to have them approved at the March meeting.
- The formal board policy manual will be presented and approved by the Board once complete.

Governance Committee:

- A aggressive goal to have the new board in place by May. This would mean appointing the new board at the April meeting.
- This will test members' tolerance for having vacant seats. Allowing time for the County Councils to appoint a representative, consumer representative, and room if the tribes would like to appoint someone at the board level.
- We will be sure to have a well thought out ask to the County Councils so they understand what we are looking for.
- We want to have geographic representation while also maintaining a smaller board.
- Will update the timeline to incorporate a tribal consultation.
- Feedback: the proposed board composition seems larger than we originally discussed.

Program Council:

- The Program Council will be doing project level work. It is their responsibility to vet this work and provide recommendations to the Board. The Board will largely accept the Program Council's recommendations and not micromanage details.
- The legal responsibility will lie at the Board level.
- RHNI needs to be completed before August.
- There is a lot of work to be done at the Program Council level.
- Please send names to staff that are "activated and motivated" to work at the Program Council and work group levels.
- Public Comment: it would be helpful to use Lee Che's diagram to help educate the public on what is needed for each work group—Lorali Gray
- Staff will work on avenues for the public to provide input.

**3. Executive Director Update**

- Liz provided a brief report of her Executive Director report.
- There is a Public Forum in Mt Vernon on March 1<sup>st</sup>. Please attend if able.
- If you know of any upcoming meetings that align with the NSACH work, please send details to Liz/Tiffany so we can include them on our website and newsletter.
- Our Mid-point check-in is scheduled for March 10<sup>th</sup>. Please send any questions or input to Liz.
- We want to capitalize on the work that has already been done in the North Sound. We have started a conversation with the 5 health jurisdictions on how we can work together on the Regional Health Needs Inventory (RHNI) work.
- We would like to collaborate with the tribes on the RHNI work. Tribal clinics provide services to tribal members and the general public.

**5. Public Comment/Question**

- No public Comment

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## **6. Educational Session: Housing**

- Greg Winter, from the Opportunity Council provided a presentation on Weatherization plus Health.
- Thinking about the toolkit, evaluating programs that are already in place with supportive data that can scale up.
- The project works on asthma and includes home education.
- There is a full year of follow up to ensure positive changes.
- Slides will become available on our website.
- Data proving the success of this project
- HCA has indicated this would be a good example of a project to work under the toolkit.
- They are working on a sustainability plan.
- Public comment: If you are not already, integrating input/coordination with providers and school personnel along with providing tobacco/marijuana education could be beneficial in this project.

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## **7. Next Steps**

- If you are interested in presenting on a project at a Governing Body meeting, please contact Liz.
- Provide agenda with room for notes for members of the public.
- Any Governing Body members that are interested in attending the HCA quarterly convening, please contact Liz.
- Upcoming meetings:
  - Public Forum, March 1 Mt Vernon
  - Program Council: March 2, 2017
  - Steering Committee: March 17, 2017
  - Governance Committee: March 6 12-2
  - Governing Body meeting: March 24, 2017

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## **8. Adjourn at 1:00pm**

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