

**Northwest Regional Council Governing Board**  
**July 20, 2023**  
**10:00 am – noon**

**Governing Board**

Join Zoom Meeting

<https://us06web.zoom.us/j/85704600435?pwd=WXJhaXMrbVhsZ3NVUm9na3dsUmJ5UT09>

Meeting ID: 857 0460 0435

Passcode: 102209

One tap mobile

+12532158782,,85704600435# US (Tacoma)

**Public**

600 Lakeway Drive

Bellingham, WA 98225

**AGENDA**

Agenda Topic	Pages	Action Required
<b>1. Call to Order</b>		
<b>2. Public Comment</b>		
<b>3. Announcements</b>		
Consent Agenda All matters listed with the Consent Agenda have been distributed to each Council Member for reading and study, are considered to be routine, and will be enacted by one motion of the Northwest Regional Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Council Member.		
<b>Consent Agenda:</b>		
a) Approval of the Minutes, May 19, 2023, June 29, 2023, July 10, 2023		Motion to Approve
b) Approval of March, April, and May 2023 Expenditure Listings		Motion to Approve
c) 2023 Budget to Actual Report		Motion to Approve
d) Routine Contracts and Amendments		Motion to Approve
e) County Contribution Request for 2024		Motion to Approve
<b>4. Executive Director's Report</b>		
a) Legislative and Agency Updates		Information Only
<b>5. New Business</b>		
a) Supplemental Budget, Resolution #23-01		Motion to Approve
b) Behavioral Health Clinician Wages and Professional Funds		Motion to Approve
<b>6. Executive Session</b>		Information Only
• Legal Updates		

## **7. Adjournment**

### **Future NWRC Meetings**

December 7, 2023, venue to be determined

**MINUTES OF THE  
NORTHWEST REGIONAL COUNCIL  
May 19, 2023**

**BOARD MEMBERS:**

Island County Commissioners Melanie Bacon and Jill Johnson, San Juan County Council Members Jane Fuller and Christine Minney, Whatcom County Executive Satpal Sidhu, Whatcom County Council Member Kathy Kershner

**STAFF:** Amanda McDade, Elizabeth Anderson, Sarah Silvas, Katie Durbec, Darla Smith, Bethany Chamberlain, Aly Horry,

**PUBLIC:** Barb Pesola, San Juan County, NWSSB Chair

The meeting was called to order at 10:02 am by Island County Commissioner Jill Johnson.

There was no public comment.

**Consent Agenda**

**Motion was made by Island County Commissioner Melanie Bacon and Seconded Whatcom County Executive Satpal Sidhu to approve the Consent Agenda items a – e: Approval of the Minutes, Regular Meeting December 15, 2022: Approval of November, December, January, and February 2023 Expenditure Listings: 2022 Budget to Actual Report: Routine Contracts and Amendments: Signatures of Authoritative Body. The Motion passed unanimously.**

**Executive Director's Report**

NWRC Executive Director Amanda McDade shared a presentation with the Board that covered legislative updates; including a 26% increase for the rate for the Health Homes program, a \$2.4 million general fund increase for case management, and approved maintenance level funding for the Dementia Support Program. In addition, she reviewed the 2022 annual report, WA Cares – Long Term Trust Act, future growth, strategic planning, and discussed the concern regarding lack of future caregivers. There was discussion about the need to advocate for WA Cares funds not being counted as personal resources so that people trying to apply for Medicaid can use the funds to help bridge the gap between available resources and when Medicaid will kick in. The funds need to be recognized as a state asset and not personal asset. Kate White Tudor was noted as the agency lobbyist.

**Regular Agenda**

a) Proposed Benefit Changes

NWRC Executive Director Amanda McDade reviewed the proposed benefit changes which include adding 3 wellness days and reducing accrued vacation cash out to one time a year. NWRC staff previously met with Commissioner Bacon to discuss proposed benefit changes as suggested at the last Board meeting. The proposed benefit changes are the same as presented in December, with additional details about the need for the changes. The agency remains committed to encouraging staff to take their earned benefits.

**Motion was made by Whatcom County Executive Satpal Sidhu to approve, as presented, 3 additional personal holidays (Wellness Days) to be available for employee use effective June 1, 2023, and vacation payout to be 1 time per calendar year, effective January 1, 2024. Island**

**County Commissioner Melanie Bacon seconded the motion. Discussion followed. Motion passed unanimously.**

b) Market Rate and Staffing Adjustments

NWRC Executive Director Amanda McDade provided an overview of the proposal to increase the base salary for range 6 and reclassify 1 Case Manager to Lead Case Manager. There was discussion about the job descriptions, and how the budget would be impacted.

**Motion was made by Whatcom County Executive Satpal Sidhu to authorize the proposed Market Rate Adjustment to Range 6 of the salary schedule, and the addition of a Lead Case Manager role, effective June 1<sup>st</sup>. Whatcom County Council Member Kathy Kershner seconded the motion. The Motion passed unanimously.**

c) Establish Reloadable Debit Card Account Balance

NWRC Executive Director Amanda McDade and NEMT Manager, Aly Horry, discussed moving \$10,000 into the NWRC US Bank account to fund the NEMT gas voucher program. The gas voucher program will eliminate the need for the Agency to reimburse people for their mileage expenses via check and create much wider options to fuel their vehicles by allowing them to go to any gas station, instead of the 6 currently listed. The utilization of the Relias Card via US Bank was piloted after Board approval in 2022 and is going well. Currently we load pre-paid debit cards 1x a week. To fully transition the program the cards need to be loaded daily. The agency currently has issued approximately 200 cards and we want to increase this to reach all who need it. If cards are lost they are more easily replaced than a lost check. Clients must go to their appointment prior to receiving reimbursement and attendance is verified by the agency.

**Motion was made by Island County Commissioner Melanie Bacon to establish a balance of \$10,000 for its reloadable debit card program at US Bank in Bellingham to ensure timely expense reimbursement to Non-Emergency Medical Transportation clients. Whatcom County Council Member Kathy Kershner seconded the motion. The Motion passed unanimously.**

d) Strategic Plan

The Board reviewed the 2023 proposed meeting schedule. There was discussion about lack of bus service to Blaine and other transportation needs throughout the 4 communities we serve. The group discussed agency DEI initiatives and the need to weave them into the strategic plan.

**Motion was made by Island County Commissioner Melanie Bacon to authorize staff to proceed with development of the 2024 – 2027 Strategic Plan, with the focus on the following areas:**

- 1. Building Long-Term Services and Supports to meet Complex Needs**
- 2. Providing Information and Access**
- 3. Supporting Family Caregivers and People Impacted by Dementia**
- 4. Transportation**
- 5. Coordination with Tribes**
- 6. Behavioral Health and Isolation**
- 7. Ensuring leadership and success in regards to diversity, equity, inclusion and belonging.**

**The motion was seconded by San Juan County Council Member Jane Fuller. Discussion followed. The motion passed unanimously.**

e) Nomination of Officers and Executive Committee

It was noted that the new term would start in January 2024 and last for 2 years. Nominations were as follows:

Chair: San Juan County Council Member Jane Fuller

Vice-Chair: Whatcom County Council Member Kathy Kershner

Executive Committee: Island County Commissioner Melanie Bacon, Skagit County Commissioner Ron Wesen

**Motion made to approve the nominations by Island County Commissioner Melanie Bacon and seconded by San Juan County Commissioner Christine Minney. Motion passed unanimously.**

f) Other Issues

There was no additional county information shared.

g) Announcements

Kathy Kershner was invited to participate on the Aging Well Steering Group – Aging Well Whatcom Plan and will share back to this group.

There was a request for a presentation/retreat with a focus on how different counties provide program services. It was suggested that a member from each County provide a presentation to the group.

**Executive Session**

- a) An Executive Session was called at 11:37 am to discuss legal updates. The Chair estimated the session would last up to 10 minutes.

The regular board meeting reconvened at 11:50 am.

**Adjournment**

There being no further business, the meeting adjourned at 11:51 am.

Prepared and submitted by:

*Darla Smith*

Darla Smith, Administrative Manager

**MINUTES OF THE  
NORTHWEST REGIONAL COUNCIL  
June 29, 2023**

**BOARD MEMBERS:**

Island County Commissioners Melanie Bacon and Jill Johnson, San Juan County Council Members Jane Fuller and Christine Minney, Whatcom County Executive Satpal Sidhu, Skagit County Commissioners Peter Browning and Ron Wesen

**STAFF:** Amanda McDade, Darla Smith

**PUBLIC:** Barbara Pesola, San Juan County, NWSSB Chair, Kirsten Barron

The meeting was called to order at 8:31 am by Island County Commissioner Jill Johnson.

There was no public comment.

**Executive Session**

- a) An Executive Session was called at 8:33 am to discuss legal updates. The Chair estimated the session would last up to 20 minutes.

The regular board meeting reconvened at 9:25 am.

**Adjournment**

There being no further business, the meeting adjourned at 9:26 am.

Prepared and submitted by:

*Darla Smith*

Darla Smith, Administrative Manager

**MINUTES OF THE  
NORTHWEST REGIONAL COUNCIL  
July 10, 2023**

**BOARD MEMBERS:**

Island County Commissioner Melanie Bacon, Whatcom County Executive Satpal Sidhu, Skagit County Commissioner Ron Wesen

**STAFF:** Amanda McDade, Darla Smith

**PUBLIC:** Barbara Pesola, San Juan County, NWSSB Chair, Kirsten Barron, Eron Cannon

The meeting was called to order at 8:34 am by Whatcom County Executive Satpal Sidhu

There was no public comment.

**Executive Session**

a) An Executive Session was called at 8:35 am to discuss legal updates. The Chair estimated the session would last up to 30 minutes.

The regular board meeting reconvened at 9:03 am.

**Adjournment**

There being no further business, the meeting adjourned at 9:05 am.

Prepared and submitted by:

*Darla Smith*

Darla Smith, Administrative Manager

# NORTHWEST REGIONAL COUNCIL

## EXPENDITURE APPROVAL

We, the undersigned Northwest Regional Council, do hereby approve payments in the amount of \$2,142,925.43 this 20<sup>th</sup> day of July, 2023.

March 2023

Month of Expenditures

Amanda McDade  
Executive Director

Melanie Bacon  
Island County Commissioner

Jill Johnson  
Island County Commissioner

Jane Fuller  
San Juan County Councilmember

Christine Minney  
San Juan County Councilmember

Peter Browning  
Skagit County Commissioner

Ron Wesen  
Skagit County Commissioner

Satpal Sidhu  
Whatcom County Executive

Kathy Kershner  
Whatcom County Councilmember

# NORTHWEST REGIONAL COUNCIL

## EXPENDITURE APPROVAL

We, the undersigned Northwest Regional Council, do hereby approve payments in the amount of \$2,016,534.54 this 20<sup>th</sup> day of July, 2023.

April 2023

Month of Expenditures

Amanda McDade  
Executive Director

Melanie Bacon  
Island County Commissioner

Jill Johnson  
Island County Commissioner

Jane Fuller  
San Juan County Councilmember

Christine Minney  
San Juan County Councilmember

Peter Browning  
Skagit County Commissioner

Ron Wesen  
Skagit County Commissioner

Satpal Sidhu  
Whatcom County Executive

Kathy Kershner  
Whatcom County Councilmember

# NORTHWEST REGIONAL COUNCIL

## EXPENDITURE APPROVAL

We, the undersigned Northwest Regional Council, do hereby approve payments in the amount of \$2,321,134.76 this 20<sup>th</sup> day of July, 2023.

May 2023

Month of Expenditures

Amanda McDade  
Executive Director

Melanie Bacon  
Island County Commissioner

Jill Johnson  
Island County Commissioner

Jane Fuller  
San Juan County Councilmember

Christine Minney  
San Juan County Councilmember

Peter Browning  
Skagit County Commissioner

Ron Wesen  
Skagit County Commissioner

Satpal Sidhu  
Whatcom County Executive

Kathy Kershner  
Whatcom County Councilmember



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## Memorandum

**To:** Northwest Regional Council Governing Board  
**From:** Amanda McDade, Executive Director  
**Date:** July 20, 2023  
**Subject:** January through May 2023 Budget to Actual Report

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We are pleased to present you with the Budget to Actual Reports for the period of January through May 2023. Through the first 42% of the year revenues were at 43% of the budgeted projection and total expenses were at 41%.

Please let me know if you have questions.

**Proposed Motion: The NWRC Governing Board approves the January through May 2023 Budget to Actual Report.**

NORTHWEST REGIONAL COUNCIL		TOTAL		
BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)		2023	% of Year	42%
JANUARY - MAY 2023		Original	Actual	% of Budget
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	6,134,811	2,548,410	42%
2	DSHS - ALTSA - All Other	5,707,232	2,319,100	41%
3	Disaster Relief Funding - COVID	817,356	642,922	79%
4	Health Care Authority	9,588,800	4,059,015	42%
5	Local Funds	123,628	117,132	95%
6	Other Contracted	4,366,683	1,730,901	40%
<b>Subtotal Current Year Funding</b>		26,738,510	11,417,480	43%
7	Use of Fund Balance Reserves	173,796	69,700	40%
<b>Subtotal Funding (including reserves)</b>		<b>26,912,306</b>	<b>11,487,180</b>	<b>43%</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	9,343,365	3,551,901	38%
9	Taxes & Benefits	4,019,505	1,521,267	38%
<b>Total Personnel</b>		13,362,870	5,073,168	38%
10	Office/Operating Supplies	109,577	35,121	32%
11	Small Tools/Capital Equipment	112,225	19,412	17%
12	Professional Services	526,025	202,433	38%
13	Communication	280,363	63,216	23%
14	Travel	206,822	47,250	23%
15	Occupancy/Insurance	594,845	208,489	35%
16	Disaster Relief	380,677	207,250	54%
17	Miscellaneous	185,377	59,927	32%
<b>Total Operating Expenditures</b>		2,395,911	843,098	35%
<b>Total Direct Service and Administration</b>		15,758,781	5,916,266	38%
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County	783,030	260,514	33%
20	San Juan County Senior Services	192,395	24,603	13%
21	<b>Legal Services</b>	54,072	5,773	11%
22	<b>Nutrition</b>			
23	ISR/Island County	265,748	171,037	64%
24	Skagit County	363,843	270,842	74%
25	WCOA/Whatcom and San Juan Counties	669,684	444,616	66%
26	<b>Disaster Relief</b>	436,679	435,672	100%
27	<b>Volunteer Services</b>			
28	ISR/Island County	34,628	17,772	51%
29	CASC/Skagit County	38,602	20,194	52%
30	Opportunity Council/Whatcom County	45,638	27,892	61%
31	<b>Long Term Care Ombudsman Program</b>	3,959	1,980	50%
32	<b>Medicaid Transportation Brokerage</b>	5,040,000	2,151,671	43%
33	<b>Family Caregiver Support Project &amp; Respite Services</b>	462,440	201,201	44%
34	<b>Dementia Partnerships Project</b>	-	-	
35	<b>Kinship Caregivers Support Program/Kinship Navigator</b>	114,055	30,830	27%
36	<b>Caregiver Training/Agency Workers Health Insurance</b>	299,800	92,137	31%
37	<b>Evidence Based Programs</b>	32,306	2,000	6%
38	<b>Dementia Support Program</b>	202,500	58,774	29%
39	<b>Health Homes</b>	1,725,000	773,105	45%
<b>Total Subcontractor Expenditures</b>		10,764,379	4,990,613	46%
40	<b>Total Budgeted Expenditures</b>	<b>26,523,160</b>	<b>10,906,879</b>	<b>41%</b>
41	<b>Unallocated Funding</b>	389,146	580,301	149%

NORTHWEST REGIONAL COUNCIL		Community Programs		
BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)		2023	% of Year	42%
JANUARY - MAY 2023		Original	Actual	% of Budget
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	159,000	50,046	31%
2	DSHS - ALTSA - All Other	3,468,005	1,138,043	33%
3	Disaster Relief Funding - COVID			
4	Health Care Authority			
5	Local Funds			
6	Other Contracted	-	-	
<b>Subtotal Current Year Funding</b>		3,627,005	1,188,089	33%
7	Use of Fund Balance Reserves	62,213	69,700	112%
<b>Subtotal Funding (including reserves)</b>		<b>3,689,218</b>	<b>1,257,789</b>	<b>34%</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	1,585,695	566,794	36%
9	Taxes & Benefits	713,981	250,604	35%
<b>Total Personnel</b>		2,299,676	817,398	36%
10	Office/Operating Supplies	23,262	5,816	25%
11	Small Tools/Capital Equipment	16,660	1,682	10%
12	Professional Services	16,731	4,834	29%
13	Communication	39,288	14,521	37%
14	Travel	30,981	8,136	26%
15	Occupancy/Insurance	124,522	41,210	33%
16	Disaster Relief	-		
17	Miscellaneous	37,671	24,320	65%
<b>Total Operating Expenditures</b>		289,115	100,519	35%
<b>Total Direct Service and Administration</b>		2,588,791	917,917	35%
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County	243,092	55,294	23%
20	San Juan County Senior Services	192,395	24,603	13%
21	<b>Legal Services</b>			
22	<b>Nutrition</b>			
23	ISR/Island County			
24	Skagit County			
25	WCOA/Whatcom and San Juan Counties			
26	<b>Disaster Relief</b>			
27	<b>Volunteer Services</b>			
28	ISR/Island County			
29	CASC/Skagit County			
30	Opportunity Council/Whatcom County			
31	<b>Long Term Care Ombudsman Program</b>			
32	<b>Medicaid Transportation Brokerage</b>			
33	<b>Family Caregiver Support Project &amp; Respite Services</b>	462,440	201,201	44%
34	<b>Dementia Partnerships Project</b>	-		
35	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			
36	<b>Caregiver Training/Agency Workers Health Insurance</b>			
37	<b>Evidence Based Programs</b>			
38	<b>Dementia Support Program</b>	202,500	58,774	29%
39	<b>Health Homes</b>			
<b>Total Subcontractor Expenditures</b>		1,100,427	339,872	31%
40	<b>Total Budgeted Expenditures</b>	<b>3,689,218</b>	<b>1,257,789</b>	<b>34%</b>
41	<b>Unallocated Funding</b>	-	-	

NORTHWEST REGIONAL COUNCIL		Clinical and Long-Term Care Programs		
BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)		2023	% of Year	42%
JANUARY - MAY 2023		Original	Actual	% of Budget
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	5,975,811	2,498,364	42%
2	DSHS - ALTSA - All Other	281,683	133,315	47%
3	Disaster Relief Funding - COVID	-		
4	Health Care Authority	3,500,000	1,451,739	41%
5	Local Funds	-		
6	Other Contracted	2,211,542	792,401	36%
<b>Subtotal Current Year Funding</b>		11,969,036	4,875,819	41%
7	Use of Fund Balance Reserves	-	-	
<b>Subtotal Funding (including reserves)</b>		<b>11,969,036</b>	<b>4,875,819</b>	<b>41%</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	5,648,703	2,145,386	38%
9	Taxes & Benefits	2,434,703	919,919	38%
<b>Total Personnel</b>		8,083,406	3,065,305	38%
10	Office/Operating Supplies	70,947	26,168	37%
11	Small Tools/Capital Equipment	75,505	16,073	21%
12	Professional Services	199,565	88,754	44%
13	Communication	200,649	41,771	21%
14	Travel	163,350	36,596	22%
15	Occupancy/Insurance	402,299	145,077	36%
16	Disaster Relief	-		
17	Miscellaneous	119,231	29,177	24%
<b>Total Operating Expenditures</b>		1,231,546	383,616	31%
<b>Total Direct Service and Administration</b>		9,314,952	3,448,921	37%
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County	539,938	205,220	38%
20	San Juan County Senior Services			
21	<b>Legal Services</b>			
22	<b>Nutrition</b>			
23	ISR/Island County			
24	Skagit County			
25	WCOA/Whatcom and San Juan Counties			
26	<b>Disaster Relief</b>			
27	<b>Volunteer Services</b>			
28	ISR/Island County			
29	CASC/Skagit County			
30	Opportunity Council/Whatcom County			
31	<b>Long Term Care Ombudsman Program</b>			
32	<b>Medicaid Transportation Brokerage</b>			
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			
34	<b>Dementia Partnerships Project</b>			
35	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			
36	<b>Caregiver Training/Agency Workers Health Insurance</b>			
37	<b>Evidence Based Programs</b>			
38	<b>Dementia Support Program</b>			
39	<b>Health Homes</b>	1,725,000	773,105	45%
<b>Total Subcontractor Expenditures</b>		2,264,938	978,325	43%
40	<b>Total Budgeted Expenditures</b>	<b>11,579,890</b>	<b>4,427,246</b>	<b>38%</b>
41	<b>Unallocated Funding</b>	389,146	448,573	

NORTHWEST REGIONAL COUNCIL		Other Subcontracting		
BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)		2023	% of Year	42%
JANUARY - MAY 2023		Original	Actual	% of Budget
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	-		
2	DSHS - ALTSA - All Other	1,957,544	1,047,742	54%
3	Disaster Relief Funding - COVID			
4	Health Care Authority	-		
5	Local Funds			
6	Other Contracted	60,000	60,000	100%
<b>Subtotal Current Year Funding</b>		2,017,544	1,107,742	55%
7	Use of Fund Balance Reserves	-	-	
<b>Subtotal Funding (including reserves)</b>		<b>2,017,544</b>	<b>1,107,742</b>	<b>55%</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	57,618	13,810	24%
9	Taxes & Benefits	23,250	5,711	25%
<b>Total Personnel</b>		80,868	19,521	24%
10	Office/Operating Supplies	855	300	35%
11	Small Tools/Capital Equipment	1,622	129	8%
12	Professional Services	1,805	1,018	56%
13	Communication	3,693	403	11%
14	Travel	534	74	14%
15	Occupancy/Insurance	3,503	792	23%
16	Disaster Relief	-		
17	Miscellaneous	2,329	432	19%
<b>Total Operating Expenditures</b>		14,341	3,148	22%
<b>Total Direct Service and Administration</b>		95,209	22,669	24%
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			
20	San Juan County Senior Services			
21	<b>Legal Services</b>	54,072	5,773	11%
22	<b>Nutrition</b>			
23	ISR/Island County	265,748	171,037	64%
24	Skagit County	363,843	270,842	74%
25	WCOA/Whatcom and San Juan Counties	669,684	444,616	66%
26	<b>Disaster Relief</b>			
27	<b>Volunteer Services</b>			
28	ISR/Island County	34,628	17,772	51%
29	CASC/Skagit County	38,602	20,194	52%
30	Opportunity Council/Whatcom County	45,638	27,892	61%
31	<b>Long Term Care Ombudsman Program</b>	3,959	1,980	50%
32	<b>Medicaid Transportation Brokerage</b>			
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			
34	<b>Dementia Partnerships Project</b>			
35	<b>Kinship Caregivers Support Program/Kinship Navigator</b>	114,055	30,830	27%
36	<b>Caregiver Training/Agency Workers Health Insurance</b>	299,800	92,137	31%
37	<b>Evidence Based Programs</b>	32,306	2,000	6%
38	<b>Dementia Support Program</b>	-		
39	<b>Health Homes</b>	-		
<b>Total Subcontractor Expenditures</b>		1,922,335	1,085,073	56%
40	<b>Total Budgeted Expenditures</b>	<b>2,017,544</b>	<b>1,107,742</b>	<b>55%</b>
41	<b>Unallocated Funding</b>	-	-	

NORTHWEST REGIONAL COUNCIL		Non Emergency Transportation Brokerage		
BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)		2023	% of Year	42%
JANUARY - MAY 2023		Original	Actual	% of Budget
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid			
2	DSHS - ALTSA - All Other			
3	Disaster Relief Funding - COVID			
4	Health Care Authority	6,088,800	2,607,276	43%
5	Local Funds	123,628	20,186	16%
6	Other Contracted			
<b>Subtotal Current Year Funding</b>		6,212,428	2,627,462	42%
7	Use of Fund Balance Reserves	50,637	-	0%
<b>Subtotal Funding (including reserves)</b>		<b>6,263,065</b>	<b>2,627,462</b>	<b>42%</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	727,818	296,301	41%
9	Taxes & Benefits	332,352	135,414	41%
<b>Total Personnel</b>		1,060,170	431,715	41%
10	Office/Operating Supplies	5,947	2,036	34%
11	Small Tools/Capital Equipment	13,584	1,111	8%
12	Professional Services	39,951	12,803	32%
13	Communication	25,689	4,486	17%
14	Travel	3,717	777	21%
15	Occupancy/Insurance	57,810	19,221	33%
16	Disaster Relief	-		
17	Miscellaneous	16,197	3,642	22%
<b>Total Operating Expenditures</b>		162,895	44,076	27%
<b>Total Direct Service and Administration</b>		1,223,065	475,791	39%
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			
20	San Juan County Senior Services			
21	<b>Legal Services</b>			
22	<b>Nutrition</b>			
23	ISR/Island County			
24	Skagit County			
25	WCOA/Whatcom and San Juan Counties			
26	<b>Disaster Relief</b>			
27	<b>Volunteer Services</b>			
28	ISR/Island County			
29	CASC/Skagit County			
30	Opportunity Council/Whatcom County			
31	<b>Long Term Care Ombudsman Program</b>			
32	<b>Medicaid Transportation Brokerage</b>	5,040,000	2,151,671	43%
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			
34	<b>Dementia Partnerships Project</b>			
35	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			
36	<b>Caregiver Training/Agency Workers Health Insurance</b>			
37	<b>Evidence Based Programs</b>			
38	<b>Dementia Support Program</b>			
39	<b>Health Homes</b>			
<b>Total Subcontractor Expenditures</b>		5,040,000	2,151,671	43%
40	<b>Total Budgeted Expenditures</b>	<b>6,263,065</b>	<b>2,627,462</b>	<b>42%</b>
41	<b>Unallocated Funding</b>	-	-	

NORTHWEST REGIONAL COUNCIL		Jail Health Program		
BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)		2023	% of Year	42%
JANUARY - MAY 2023		Original	Actual	% of Budget
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid			
2	DSHS - ALTSA - All Other			
3	Disaster Relief Funding - COVID			
4	Health Care Authority			
5	Local Funds			
6	Other Contracted	1,943,281	788,902	41%
<b>Subtotal Current Year Funding</b>		1,943,281	788,902	41%
7	Use of Fund Balance Reserves	-	-	
<b>Subtotal Funding (including reserves)</b>		<b>1,943,281</b>	<b>788,902</b>	<b>41%</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	1,300,002	499,392	38%
9	Taxes & Benefits	505,787	198,465	39%
<b>Total Personnel</b>		1,805,789	697,857	39%
10	Office/Operating Supplies	8,014	569	7%
11	Small Tools/Capital Equipment	3,821	296	8%
12	Professional Services	95,036	9,530	10%
13	Communication	8,700	1,571	18%
14	Travel	7,859	1,584	20%
15	Occupancy/Insurance	5,576	1,529	27%
16	Disaster Relief	-		
17	Miscellaneous	8,486	841	10%
<b>Total Operating Expenditures</b>		137,492	15,920	12%
<b>Total Direct Service and Administration</b>		1,943,281	713,777	37%
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			
20	San Juan County Senior Services			
21	<b>Legal Services</b>			
22	<b>Nutrition</b>			
23	ISR/Island County			
24	Skagit County			
25	WCOA/Whatcom and San Juan Counties			
26	<b>Disaster Relief</b>			
27	<b>Volunteer Services</b>			
28	ISR/Island County			
29	CASC/Skagit County			
30	Opportunity Council/Whatcom County			
31	<b>Long Term Care Ombudsman Program</b>			
32	<b>Medicaid Transportation Brokerage</b>			
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			
34	<b>Dementia Partnerships Project</b>			
35	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			
36	<b>Caregiver Training/Agency Workers Health Insurance</b>			
37	<b>Evidence Based Programs</b>			
38	<b>Dementia Support Program</b>			
39	<b>Health Homes</b>			
<b>Total Subcontractor Expenditures</b>		-	-	
40	<b>Total Budgeted Expenditures</b>	<b>1,943,281</b>	<b>713,777</b>	<b>37%</b>
41	<b>Unallocated Funding</b>	-	75,125	

NORTHWEST REGIONAL COUNCIL		Other NWRC Activities		
BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)		2023	% of Year	42%
JANUARY - MAY 2023		Original	Actual	% of Budget
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid			
2	DSHS - ALTSA - All Other			
3	Disaster Relief Funding - COVID	817,356	642,922	79%
4	Health Care Authority			
5	Local Funds	-	96,946	--
6	Other Contracted	151,860	89,598	59%
<b>Subtotal Current Year Funding</b>		969,216	829,466	86%
7	Use of Fund Balance Reserves	60,946	-	0%
<b>Subtotal Funding (including reserves)</b>		<b>1,030,162</b>	<b>829,466</b>	<b>81%</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	23,529	30,218	128%
9	Taxes & Benefits	9,432	11,154	118%
<b>Total Personnel</b>		32,961	41,372	126%
10	Office/Operating Supplies	552	232	42%
11	Small Tools/Capital Equipment	1,033	121	12%
12	Professional Services	172,937	85,494	49%
13	Communication	2,344	464	20%
14	Travel	381	83	22%
15	Occupancy/Insurance	1,135	660	58%
16	Disaster Relief	380,677	207,250	54%
17	Miscellaneous	1,463	1,515	104%
<b>Total Operating Expenditures</b>		560,522	295,819	53%
<b>Total Direct Service and Administration</b>		593,483	337,191	57%
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			
20	San Juan County Senior Services			
21	<b>Legal Services</b>			
22	<b>Nutrition</b>			
23	ISR/Island County			
24	Skagit County			
25	WCOA/Whatcom and San Juan Counties			
26	<b>Disaster Relief</b>	436,679	435,672	100%
27	<b>Volunteer Services</b>			
28	ISR/Island County			
29	CASC/Skagit County			
30	Opportunity Council/Whatcom County			
31	<b>Long Term Care Ombudsman Program</b>			
32	<b>Medicaid Transportation Brokerage</b>			
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			
34	<b>Dementia Partnerships Project</b>			
35	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			
36	<b>Caregiver Training/Agency Workers Health Insurance</b>			
37	<b>Evidence Based Programs</b>			
38	<b>Dementia Support Program</b>	-		
39	<b>Health Homes</b>			
<b>Total Subcontractor Expenditures</b>		436,679	435,672	
40	<b>Total Budgeted Expenditures</b>	<b>1,030,162</b>	<b>772,863</b>	<b>75%</b>
41	<b>Unallocated Funding</b>	-	56,603	



## Memorandum

TO: Northwest Regional Council  
FROM: Amanda McDade, Executive Director  
DATE: July 6, 2023  
SUBJECT: NWRC Routine Contracts/Amendments

### Background

Northwest Regional Council receives funding from various sources and, in turn, contracts for a variety of community services. An update of contracted activity is provided at each NWRC Board meeting.

### Issue

Since April 5, 2023, we have received the following contracts or amendments:

### Contracts

Contract No.	Purpose	Amount	Dates
2269-43433 [02]	AAA State Federal Agreement Amendment 2 - Additional SFMNP and SFCSP Funds	\$183,346.00 increase	7/1/22 - 6/30/23
2369-46174 Amendment 01	MAC/TSOA Interlocal Agreement Amendment 1 - Additional Funds for MAC/TSOA Implementation	\$427,820.00 increase	1/1/23 - 12/31/23
2369-46214 Amendment 01	2023 OAA Agreement Amendment 1 - Funding Increase	\$553,674.00 increase	1/1/23 - 9/30/24
G102 Amendment 1	Behavioral Health Workforce Stabilization Funding	\$20,970.83 increase	5/24/23 - 06/30/23
202205010-2	Extension of MOUD Services at Whatcom County Jail	\$119,142.00	7/1/23 - 12/31/23

### **Subcontracts for Services**

<b>Contract No.</b>	<b>Contractor</b>	<b>Purpose</b>	<b>Dates</b>
230353-DSP	Camano Senior Services Association, dba Camano Center	Dementia Support Program	4/1/23 - 12/31/23
250074-NEMT	Camano Senior Services Association, dba Camano Center	NEMT	6/1/23 - 6/30/25
250078-NEMT	Kin Care Transportation, LLC	NEMT	6/1/23 - 6/30/25
260607-NWRC-RN	Mt. Baker Nurse Consulting, LLC	Nurse Consultation	6/15/23 - 6/30/26

### **Terminated Contracts**

<b>Contract No.</b>	<b>Contractor (Termed Date)</b>	<b>Purpose</b>	<b>Dates</b>
250030-HC	Korean Women's Association (5/15/23)	Home Care Agency	6/1/21 - 5/15/23

### **Amendments**

<b>Contract No.</b>	<b>Contractor</b>	<b>Purpose</b>	<b>Dates</b>
242017-NUTR [02]	Island Senior Resources	Awarding Hunger Relief Funds, HB 1784	4/1/23 - 12/31/23
242018-NUTR [01]	Skagit County Public Health	Awarding Hunger Relief Funds, HB 1784	4/1/23 - 12/31/23
242019-NUTR [02]	Whatcom Council on Aging	Awarding Hunger Relief Funds, HB 1784	4/1/23 - 12/31/23
242017-NUTR [03]	Island Senior Resources	Awarding SFMNP additional funding for season program	6/1/23 - 12/31/23
242018-NUTR [02]	Skagit County Public Health	Awarding SFMNP additional funding for season program	6/1/23 - 12/31/23
242019-NUTR [03]	Whatcom Council on Aging	Awarding SFMNP additional funding for season program	6/1/23 - 12/31/23
242017-NUTR [04]	Island Senior Resources	Awarding additional OAA funds and NSIP funds	6/1/23 - 12/31/23
242018-NUTR [03]	Skagit County Public Health	Awarding additional OAA funds and NSIP funds	6/1/23 - 12/31/23

**Amendments, cont.**

<b>Contract No.</b>	<b>Contractor</b>	<b>Purpose</b>	<b>Dates</b>
242019-NUTR [04]	Whatcom Council on Aging	Awarding additional OAA funds and NSIP funds	6/1/23 - 12/31/23
242008-IAFC [01]	San Juan County	Awarding additional OAA funds for I&A services	6/1/23 - 12/31/23
242009-IAFC [01]	Island Senior Resources	Awarding additional OAA funds for I&A services	6/1/23 - 12/31/23
260353-DSP [02]	The Upfront Theatre	Pay for planning time and change format of workshops	6/1/23 - 6/30/26
200090-HH [06]	Compass Health	Update Care Coordination rates	7/1/23 - 12/31/23
200091-HH [06]	Full Life Care	Update Care Coordination rates	7/1/23 - 12/31/23
200093-HH [06]	Sea Mar Community Health Center	Update Care Coordination rates	7/1/23 - 12/31/23
200094-HH [06]	Sunrise Services	Update Care Coordination rates	7/1/23 - 12/31/23
200096-HH [06]	Asian Counseling and Referral Service	Update Care Coordination rates	7/1/23 - 12/31/23
200097-HH [03]	Lummi Nation	Update Care Coordination rates	7/1/23 - 12/31/23
250061-NEMT [04]	Birch Bay Cab Company, dba Red Cab	Quarterly Rate Change	7/1/23 - 6/30/25
230351-DSP [02]	Dementia Support Northwest	Extend Intro to Dementia training contract	7/1/23 - 6/30/25
230350-DSP [01]	Barry Meyers	Extend Dementia-Focused Legal Clinic contract	7/1/23 - 6/30/25

**Agreements**

<b>Organization</b>	<b>Purpose</b>	<b>Dates</b>
Amerigroup	DSNP Health Home Lead Agreement	1/1/23 - ongoing
Public Employee Benefits Board (PEBB)	PEBB Employer Group Interlocal Agreement - Insurance Benefits	6/23/23 - ongoing

**Agreements, cont.**

Organization	Purpose	Dates
Health Care Authority	Update Training, Reporting, and Subcontracting Requirements and Rates for Health Homes	7/1/23 - 12/31/23
Health Care Authority	NEMT Broker Services Contract Extension	7/1/23 - 6/30/25

**Proposed Motion:**

**The NWRC Governing Board approves the above referenced contracts and agreements.**



July 12, 2023

Island County Commissioners  
Island County  
P. O. Box 5000  
Coupeville, WA 98239

SUBJECT: Northwest Regional Council 2024 Budget Request

Dear Commissioners,

Enclosed please find the Northwest Regional Council (NWRC) local funding request for consideration in the Island County budgeting process for CY2024.

NWRC is requesting an 8% overall increase in County contribution support. This is the first requested increase in County financial support in more than 10 years. The increase reflects cost of living adjustments from 2022 and 2023.

The attached request reflects the overall increase and adjustments in the population base between the four counties we serve based on the 2022 US Census.

	2022 Population	65 an over	Percent of Population Served by NWRC
Island County	86,625	23,389	22.65%
San Juan County	18,662	6,737	6.53%
Skagit County	131,179	29,515	28.59%
Whatcom County	230,677	43,598	42.23%
Total Population Served		103,239	100.00%

NWRC and staff continue to adhere to the goal of providing public services within prudent budget constraints. This local funding request is consistent with this goal.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Amanda McDade  
Executive Director

Enclosures

cc: Susan Geiger, Budget & Risk Manager

## **ISLAND COUNTY**

### **NWRC LOCAL FUNDING REQUEST BUDGET NARRATIVE - 2024**

#### **NWRC AGENCY MATCH - \$24,254**

The Northwest Regional Council receives more than twenty-two million dollars in funds for many types of programs for seniors and people with disabilities in our area. NWRC is required to match parts of those funds with locally generated cash. The dollars from your county are pooled with funds from the other member counties and constitute part of the required match.

Overall, and for your member county this local match request is the same as in prior years. Your contribution is based on guidelines in the Interlocal Agreement which state that "All members of the NWRC shall pay contributions .....based proportionally on a formula to include population of the member counties."

This local funding will be integrated into NWRC work programs, objectives, and budget for 2024 for the stated purposes, subject to review by staff, various advisory committees/boards and by the Northwest Regional Council Governing Board. Northwest Regional Council members from Island County are Commissioners Melanie Bacon and Jill Johnson.



July 12, 2023

San Juan County Council  
San Juan County  
350 Court Street #1  
Friday Harbor, WA 98250

SUBJECT: Northwest Regional Council 2024 Budget Request

Dear San Juan County Council,

Enclosed please find the Northwest Regional Council (NWRC) local funding request for consideration in the Island County budgeting process for CY2024.

NWRC is requesting an 8% overall increase in County contribution support. This is the first requested increase in County financial support in more than 10 years. The increase reflects cost of living adjustments from 2022 and 2023.

The attached request reflects the overall increase and adjustments in the population base between the four counties we serve based on the 2022 US Census.

	2022 Population	65 an over	Percent of Population Served by NWRC
Island County	86,625	23,389	22.65%
San Juan County	18,662	6,737	6.53%
Skagit County	131,179	29,515	28.59%
Whatcom County	230,677	43,598	42.23%
Total Population Served		103,239	100.00%

NWRC and staff continue to adhere to the goal of providing public services within prudent budget constraints. This local funding request is consistent with this goal.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Amanda McDade  
Executive Director

cc: Natasha Warmenhoven, Auditor

## **SAN JUAN COUNTY**

### **NWRC LOCAL FUNDING REQUEST BUDGET NARRATIVE - 2024**

#### **NWRC AGENCY MATCH - \$ 6,986**

The Northwest Regional Council receives more than twenty-two million dollars in funds for many types of programs for seniors and people with disabilities in our area. NWRC is required to match parts of those funds with locally generated cash. The dollars from your county are pooled with funds from the other member counties and constitute part of the required match.

Overall, and for your member county this local match request is the same as in prior years. Your contribution is based on guidelines in the Interlocal Agreement which state that "All members of the NWRC shall pay contributions .....based proportionally on a formula to include population of the member counties."

This local funding will be integrated into NWRC work programs, objectives, and budget for 2024 for the stated purposes, subject to review by staff, various advisory committees/boards and by the Northwest Regional Council Governing Board. Northwest Regional Council members from San Juan County are Councilmembers Christine Minney and Jane Fuller.



July 12, 2023

Skagit County Commissioners  
1800 Continental Place  
Mount Vernon, WA 98273

SUBJECT: Northwest Regional Council 2024 Budget Request

Dear Commissioners,

Enclosed please find the Northwest Regional Council (NWRC) local funding request for consideration in the Island County budgeting process for CY2024.

NWRC is requesting an 8% overall increase in County contribution support. This is the first requested increase in County financial support in more than 10 years. The increase reflects cost of living adjustments from 2022 and 2023.

The attached request reflects the overall increase and adjustments in the population base between the four counties we serve based on the 2022 US Census.

	2022 Population	65 an over	Percent of Population Served by NWRC
Island County	86,625	23,389	22.65%
San Juan County	18,662	6,737	6.53%
Skagit County	131,179	29,515	28.59%
Whatcom County	230,677	43,598	42.23%
Total Population Served		103,239	100.00%

NWRC and staff continue to adhere to the goal of providing public services within prudent budget constraints. This local funding request is consistent with this goal.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Amanda McDade  
Executive Director

Enclosures

cc: Trishia Logue, Budget and Finance Director

## **SKAGIT COUNTY**

### **NWRC LOCAL FUNDING REQUEST BUDGET NARRATIVE - 2024**

#### **NWRC AGENCY MATCH - \$ 30,607**

The Northwest Regional Council receives more than twenty-two million dollars in funds for many types of programs for seniors and people with disabilities in our area. NWRC is required to match parts of those funds with locally generated cash. The dollars from your county are pooled with funds from the other member counties and constitute part of the required match.

Overall, and for your member county this local match request is the same as in prior years. Your contribution is based on guidelines in the Interlocal Agreement which state that "All members of the NWRC shall pay contributions .....based proportionally on a formula to include population of the member counties."

This local funding will be integrated into NWRC work programs, objectives, and budget for 2024 for the stated purposes, subject to review by staff, various advisory committees/boards and by the Northwest Regional Council Governing Board. Northwest Regional Council members from Skagit County are Commissioners Ron Wesen and Peter Browning.



July 12, 2023

Satpal Sidhu  
Whatcom County Executive  
311 Grand Avenue, Suite 108  
Bellingham, WA 98225

SUBJECT: Northwest Regional Council 2024 Budget Request

Dear Satpal,

Enclosed please find the Northwest Regional Council (NWRC) local funding request for consideration in the Island County budgeting process for CY2024.

NWRC is requesting an 8% overall increase in County contribution support. This is the first requested increase in County financial support in more than 10 years. The increase reflects cost of living adjustments from 2022 and 2023.

The attached request reflects the overall increase and adjustments in the population base between the four counties we serve based on the 2022 US Census.

	2022 Population	65 an over	Percent of Population Served by NWRC
Island County	86,625	23,389	22.65%
San Juan County	18,662	6,737	6.53%
Skagit County	131,179	29,515	28.59%
Whatcom County	230,677	43,598	42.23%
Total Population Served		103,239	100.00%

NWRC and staff continue to adhere to the goal of providing public services within prudent budget constraints. This local funding request is consistent with this goal.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Amanda McDade  
Executive Director

Enclosures

cc: Diana Bradrick, Auditor

## **WHATCOM COUNTY**

### **NWRC LOCAL FUNDING REQUEST BUDGET NARRATIVE - 2024**

#### **I. NWRC AGENCY MATCH - \$45,211**

The Northwest Regional Council receives more than twenty-two million dollars in funds for many types of programs for seniors and people with disabilities in our area. NWRC is required to match parts of those funds with locally generated cash. The dollars from your county are pooled with funds from the other member counties and constitute part of the required match.

Overall, and for your member county this local match request is the same as in prior years. Your contribution is based on guidelines in the Interlocal Agreement which state that "All members of the NWRC shall pay contributions .....based proportionally on a formula to include population of the member counties."

#### **II. SENIOR NUTRITION PROGRAM - \$60,000**

This portion of the request is the same as in 2022. Northwest Regional Council integrates the funds with existing service delivery contracts with Whatcom County Council on Aging to provide Whatcom County residents with Home Delivered Meals Services.

This local funding will be integrated into NWRC work programs, objectives, and budget for 2024 for the stated purposes, subject to review by staff, various advisory committees/boards and by the Northwest Regional Council Governing Board. Northwest Regional Council members from Whatcom County are County Executive Satpal Sidhu and County Council Member Kathy Kershner.



**To:** Northwest Regional Council Governing Board  
**From:** Amanda McDade, Executive Director  
**Date:** July 20, 2023  
**Subject:** Supplemental Budget #1 for 2023

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This material related to our routine mid-year budget adjustment includes Resolution #23-01 Supplemental Budget #1 and supporting detail materials, which reflect a net increase in funding of \$843,200 and an increase of \$1,032,684 in expenditures. The increase in both revenues and expenditures is largely due to receipt and subsequent obligation of increases appropriated by the state legislature in their 2023 session.

In summary, the major changes from the previously approved 2023 budget are:

**Current Year Revenues**

Funding Source	Adjustments – Increase (Decrease)	Explanation
DSHS Medicaid	(\$159,196)	Rate adjustment effective July 1, 2023.
DSHS All Other	\$586,510	Mostly due to increase in Senior Farmers Market Nutrition Program, one-time Hunger Relief funding for senior nutrition programs, WA Cares funding, Kinship Navigator funding, and an increase to OAA funding.
COVID Disaster Relief	\$19,795	Prior year funding to be spent in 2023.
Health Care Authority	\$491,900	Rate increase for Health Homes program plus an increase in projected NEMT revenue.
Local Funds	\$22,000	Increase in interest revenue.
Other Contracted	(\$114,169)	Primarily due to decrease of Behavioral Health projections because of staff turnover.
Reserves	(\$3,640)	Reduced need for reserves.

**Expenditures – Selected Line Items**

Line Item Description	Major Adjustment – Increase (Decrease)	Explanation
Personnel	(\$108,441)	Reduction of Behavioral Health Clinicians filled later in year, addition of 1 Case Manager for half year, promotion of one Case Manager to Lead Case Manager, and Behavioral Health Clinician salary adjustments outlined in separate memo.
Operating Expenditures	\$134,938	Mostly related to increases in professional services, insurance, and Disaster Relief expenses, along with a decrease in budgeted telecommunications due to COVID related internet stipends being discontinued at the end of 2022. Also included is budget to increase Whatcom County Jail staff parking from up to \$50/month per employee to up to \$100/month per employee for parking expenses incurred by NWRC employees while working at the jail.
Subcontractor expenditures	\$1,006,187	Increases for contracted services for I&A, nutrition, Disaster Relief, volunteer services, Medicaid Transportation, FCSP, Kinship Navigator, and Health Homes. Reduction for Dementia Support Program, and a decrease to ISR's TXIX unit rate.
<b>Increase (Decrease) in unallocated funding, available for carryover</b>	<b>(\$189,484)</b>	

**NWRC Staff Positions**

Adds 1 FTE: 1 FTE Case Manager.

Reclassify 1 FTE: 1 FTE from Case Manager to Lead Case Manager (authorized at May Board meeting).

Total FTE Change: 1

**PROPOSED MOTION:**

**The NWRC Governing Board hereby approves and adopts Resolution #23-01, Supplemental Budget #1.**

	NORTHWEST REGIONAL COUNCIL	TOTAL		
	2023 DEPT BUDGET	2023	2023	
		Budget	Revised	Change
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	6,134,811	5,975,615	(159,196)
2	DSHS - ALTSA - All Other	5,707,232	6,293,742	586,510
3	Disaster Relief Funding - COVID	817,356	837,151	19,795
4	Health Care Authority	9,588,800	10,080,700	491,900
5	Local Funds	123,628	145,628	22,000
6	Other Contracted	4,366,683	4,252,514	(114,169)
<b>Subtotal Current Year Funding</b>		26,738,510	27,585,350	846,840
7	Use of Fund Balance Reserves	173,796	170,156	(3,640)
<b>Subtotal Funding (including reserves)</b>		<b>26,912,306</b>	<b>27,755,506</b>	<b>843,200</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	9,343,365	9,252,976	(90,389)
9	Taxes & Benefits	4,019,505	4,001,453	(18,052)
<b>Total Personnel</b>		13,362,870	13,254,429	(108,441)
10	Office/Operating Supplies	109,577	102,248	(7,329)
11	Small Tools/Capital Equipment	112,225	111,499	(726)
12	Professional Services	526,025	656,690	130,665
13	Communication	280,363	227,143	(53,220)
14	Travel	206,822	212,063	5,241
15	Occupancy/Insurance	594,845	635,209	40,364
16	Disaster Relief	380,677	391,243	10,566
17	Miscellaneous	185,377	194,754	9,377
<b>Total Operating Expenditures</b>		2,395,911	2,530,849	134,938
<b>Total Direct Service and Administration</b>		15,758,781	15,785,278	26,497
<b>Subcontractor Expenditures</b>				
18	I&A/Case Management/FCSP	-	-	
19	ISR/Island County	783,030	772,312	(10,718)
20	San Juan County Senior Services	192,395	201,384	8,989
21	Legal Services	54,072	54,072	-
22	Nutrition	-	-	
23	ISR/Island County	265,748	373,452	107,704
24	Skagit County	363,843	512,712	148,869
25	WCOA/Whatcom and San Juan Counties	669,684	904,970	235,286
26	Disaster Relief	436,679	445,908	9,229
27	Volunteer Services	-	-	
28	ISR/Island County	34,628	38,477	3,849
29	CASC/Skagit County	38,602	42,893	4,291
30	Opportunity Council/Whatcom County	45,638	50,711	5,073
31	Long Term Care Ombudsman Program	3,959	3,959	-
32	Medicaid Transportation Brokerage	5,040,000	5,220,000	180,000
33	Family Caregiver Support Project & Respite Services	462,440	496,440	34,000
34	Kinship Caregivers Support Program/Kinship Navigator	114,055	156,934	42,879
35	Caregiver Training/Agency Workers Health Insurance	299,800	299,800	-
36	Evidence Based Programs	32,306	36,542	4,236
37	Dementia Support Program	202,500	150,000	(52,500)
38	Health Homes	1,725,000	2,010,000	285,000
<b>Total Subcontractor Expenditures</b>		10,764,379	11,770,566	1,006,187
39	<b>Total Budgeted Expenditures</b>	<b>26,523,160</b>	<b>27,555,844</b>	<b>1,032,684</b>
40	Unallocated Funding	389,146	199,662	(189,484)
41	Percent Change in Revenue			3%
42	Percent Change in Budgeted Expenditures			4%

## Northwest Regional Council - Year 2023 Budget Revision

NORTHWEST REGIONAL COUNCIL		Community Programs		
2023 DEPT BUDGET		2023	2023	
		Budget	Revised	Change
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	159,000	159,000	-
2	DSHS - ALTSA - All Other	3,468,005	3,497,625	29,620
3	Disaster Relief Funding - COVID			-
4	Health Care Authority			-
5	Local Funds			-
6	Other Contracted	-		-
<b>Subtotal Current Year Funding</b>		3,627,005	3,656,625	29,620
7	Use of Fund Balance Reserves	62,213	20,630	(41,583)
<b>Subtotal Funding (including reserves)</b>		<b>3,689,218</b>	<b>3,677,255</b>	<b>(11,963)</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	1,585,695	1,571,143	(14,552)
9	Taxes & Benefits	713,981	711,280	(2,701)
<b>Total Personnel</b>		2,299,676	2,282,423	(17,253)
10	Office/Operating Supplies	23,262	17,638	(5,624)
11	Small Tools/Capital Equipment	16,660	17,201	541
12	Professional Services	16,731	17,171	440
13	Communication	39,288	32,942	(6,346)
14	Travel	30,981	31,375	394
15	Occupancy/Insurance	124,522	131,285	6,763
16	Disaster Relief	-	-	-
17	Miscellaneous	37,671	47,064	9,393
<b>Total Operating Expenditures</b>		289,115	294,676	5,561
<b>Total Direct Service and Administration</b>		2,588,791	2,577,099	(11,692)
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County	243,092	252,332	9,240
20	San Juan County Senior Services	192,395	201,384	8,989
21	<b>Legal Services</b>			-
22	<b>Nutrition</b>			
23	ISR/Island County			-
24	Skagit County			-
25	WCOA/Whatcom and San Juan Counties			-
26	<b>Disaster Relief</b>			-
27	<b>Volunteer Services</b>			
28	ISR/Island County			-
29	CASC/Skagit County			-
30	Opportunity Council/Whatcom County			-
31	<b>Long Term Care Ombudsman Program</b>			-
32	<b>Medicaid Transportation Brokerage</b>			-
33	<b>Family Caregiver Support Project &amp; Respite Services</b>	462,440	496,440	34,000
34	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			-
35	<b>Caregiver Training/Agency Workers Health Insurance</b>			-
36	<b>Evidence Based Programs</b>			-
37	<b>Dementia Support Program</b>	202,500	150,000	(52,500)
38	<b>Health Homes</b>			-
<b>Total Subcontractor Expenditures</b>		1,100,427	1,100,156	(271)
39	<b>Total Budgeted Expenditures</b>	<b>3,689,218</b>	<b>3,677,255</b>	<b>(11,963)</b>
40	<b>Unallocated Funding</b>	-	-	-
41	<b>Percent Change in Revenue</b>			
42	<b>Percent Change in Budgeted Expenditures</b>			

Northwest Regional Council - Year 2023 Budget Revision

	NORTHWEST REGIONAL COUNCIL	Clinical and Long-Term Care Programs		
	2023 DEPT BUDGET	2023	2023	
		Budget	Revised	Change
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	5,975,811	5,816,615	(159,196)
2	DSHS - ALTSA - All Other	281,683	280,127	(1,556)
3	Disaster Relief Funding - COVID	-		-
4	Health Care Authority	3,500,000	3,800,000	300,000
5	Local Funds	-		-
6	Other Contracted	2,211,542	2,049,233	(162,309)
<b>Subtotal Current Year Funding</b>		11,969,036	11,945,975	(23,061)
7	Use of Fund Balance Reserves	-	-	-
<b>Subtotal Funding (including reserves)</b>		<b>11,969,036</b>	<b>11,945,975</b>	<b>(23,061)</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	5,648,703	5,561,583	(87,120)
9	Taxes & Benefits	2,434,703	2,403,202	(31,501)
<b>Total Personnel</b>		8,083,406	7,964,785	(118,621)
10	Office/Operating Supplies	70,947	70,347	(600)
11	Small Tools/Capital Equipment	75,505	75,000	(505)
12	Professional Services	199,565	229,175	29,610
13	Communication	200,649	159,371	(41,278)
14	Travel	163,350	163,357	7
15	Occupancy/Insurance	402,299	431,928	29,629
16	Disaster Relief	-	-	-
17	Miscellaneous	119,231	122,370	3,139
<b>Total Operating Expenditures</b>		1,231,546	1,251,548	20,002
<b>Total Direct Service and Administration</b>		9,314,952	9,216,333	(98,619)
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County	539,938	519,980	(19,958)
20	San Juan County Senior Services			-
21	<b>Legal Services</b>			-
22	<b>Nutrition</b>			
23	ISR/Island County			-
24	Skagit County			-
25	WCOA/Whatcom and San Juan Counties			-
26	<b>Disaster Relief</b>			-
27	<b>Volunteer Services</b>			
28	ISR/Island County			-
29	CASC/Skagit County			-
30	Opportunity Council/Whatcom County			-
31	<b>Long Term Care Ombudsman Program</b>			-
32	<b>Medicaid Transportation Brokerage</b>			-
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			-
34	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			-
35	<b>Caregiver Training/Agency Workers Health Insurance</b>			-
36	<b>Evidence Based Programs</b>			-
37	<b>Dementia Support Program</b>			-
38	<b>Health Homes</b>	1,725,000	2,010,000	285,000
<b>Total Subcontractor Expenditures</b>		2,264,938	2,529,980	265,042
39	<b>Total Budgeted Expenditures</b>	<b>11,579,890</b>	<b>11,746,313</b>	<b>166,423</b>
40	<b>Unallocated Funding</b>	389,146	199,662	(189,484)
41	<b>Percent Change in Revenue</b>			
42	<b>Percent Change in Budgeted Expenditures</b>			

Northwest Regional Council - Year 2023 Budget Revision

NORTHWEST REGIONAL COUNCIL		Other Subcontracting		
2023 DEPT BUDGET		2023	2023	
		Budget	Revised	Change
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid	-		-
2	DSHS - ALTSA - All Other	1,957,544	2,515,990	558,446
3	Disaster Relief Funding - COVID			-
4	Health Care Authority	-		-
5	Local Funds			-
6	Other Contracted	60,000	60,000	-
<b>Subtotal Current Year Funding</b>		2,017,544	2,575,990	558,446
7	Use of Fund Balance Reserves	-	-	-
<b>Subtotal Funding (including reserves)</b>		<b>2,017,544</b>	<b>2,575,990</b>	<b>558,446</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	57,618	62,992	5,373
9	Taxes & Benefits	23,250	25,595	2,346
<b>Total Personnel</b>		80,868	88,587	7,719
10	Office/Operating Supplies	855	700	(155)
11	Small Tools/Capital Equipment	1,622	1,442	(180)
12	Professional Services	1,805	1,594	(211)
13	Communication	3,693	2,905	(788)
14	Travel	534	475	(59)
15	Occupancy/Insurance	3,503	3,870	367
16	Disaster Relief	-	-	-
17	Miscellaneous	2,329	1,895	(434)
<b>Total Operating Expenditures</b>		14,341	12,881	(1,460)
<b>Total Direct Service and Administration</b>		95,209	101,468	6,259
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			-
20	San Juan County Senior Services			-
21	<b>Legal Services</b>	54,072	54,072	-
22	<b>Nutrition</b>			
23	ISR/Island County	265,748	373,452	107,704
24	Skagit County	363,843	512,712	148,869
25	WCOA/Whatcom and San Juan Counties	669,684	904,970	235,286
26	<b>Disaster Relief</b>			-
27	<b>Volunteer Services</b>			
28	ISR/Island County	34,628	38,477	3,849
29	CASC/Skagit County	38,602	42,893	4,291
30	Opportunity Council/Whatcom County	45,638	50,711	5,073
31	<b>Long Term Care Ombudsman Program</b>	3,959	3,959	-
32	<b>Medicaid Transportation Brokerage</b>			-
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			-
34	<b>Kinship Caregivers Support Program/Kinship Navigator</b>	114,055	156,934	42,879
35	<b>Caregiver Training/Agency Workers Health Insurance</b>	299,800	299,800	-
36	<b>Evidence Based Programs</b>	32,306	36,542	4,236
37	<b>Dementia Support Program</b>	-		-
38	<b>Health Homes</b>	-		-
<b>Total Subcontractor Expenditures</b>		1,922,335	2,474,522	552,187
39	<b>Total Budgeted Expenditures</b>	<b>2,017,544</b>	<b>2,575,990</b>	<b>558,446</b>
40	<b>Unallocated Funding</b>	-	-	-
41	<b>Percent Change in Revenue</b>			
42	<b>Percent Change in Budgeted Expenditures</b>			

Northwest Regional Council - Year 2023 Budget Revision

NORTHWEST REGIONAL COUNCIL		Non Emergency Transportation Brokerage		
2023 DEPT BUDGET		2023	2023	
		Budget	Revised	Change
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid			-
2	DSHS - ALTSA - All Other			-
3	Disaster Relief Funding - COVID			-
4	Health Care Authority	6,088,800	6,280,700	191,900
5	Local Funds	123,628	145,628	22,000
6	Other Contracted			-
<b>Subtotal Current Year Funding</b>		6,212,428	6,426,328	213,900
7	Use of Fund Balance Reserves	50,637	37,293	(13,344)
<b>Subtotal Funding (including reserves)</b>		<b>6,263,065</b>	<b>6,463,621</b>	<b>200,556</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	727,818	730,443	2,625
9	Taxes & Benefits	332,352	334,962	2,610
<b>Total Personnel</b>		1,060,170	1,065,405	5,235
10	Office/Operating Supplies	5,947	5,600	(347)
11	Small Tools/Capital Equipment	13,584	13,836	252
12	Professional Services	39,951	55,820	15,869
13	Communication	25,689	23,240	(2,449)
14	Travel	3,717	3,800	83
15	Occupancy/Insurance	57,810	60,764	2,954
16	Disaster Relief	-	-	-
17	Miscellaneous	16,197	15,156	(1,041)
<b>Total Operating Expenditures</b>		162,895	178,216	15,321
<b>Total Direct Service and Administration</b>		1,223,065	1,243,621	20,556
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			-
20	San Juan County Senior Services			-
21	<b>Legal Services</b>			-
22	<b>Nutrition</b>			
23	ISR/Island County			-
24	Skagit County			-
25	WCOA/Whatcom and San Juan Counties			-
26	<b>Disaster Relief</b>			-
27	<b>Volunteer Services</b>			
28	ISR/Island County			-
29	CASC/Skagit County			-
30	Opportunity Council/Whatcom County			-
31	<b>Long Term Care Ombudsman Program</b>			-
32	<b>Medicaid Transportation Brokerage</b>	5,040,000	5,220,000	180,000
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			-
34	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			-
35	<b>Caregiver Training/Agency Workers Health Insurance</b>			-
36	<b>Evidence Based Programs</b>			-
37	<b>Dementia Support Program</b>			-
38	<b>Health Homes</b>			-
<b>Total Subcontractor Expenditures</b>		5,040,000	5,220,000	180,000
39	<b>Total Budgeted Expenditures</b>	<b>6,263,065</b>	<b>6,463,621</b>	<b>200,556</b>
40	<b>Unallocated Funding</b>	-	-	-
41	<b>Percent Change in Revenue</b>			
42	<b>Percent Change in Budgeted Expenditures</b>			

Northwest Regional Council - Year 2023 Budget Revision

NORTHWEST REGIONAL COUNCIL		Jail Health Program		
2023 DEPT BUDGET		2023	2023	
		Budget	Revised	Change
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid			-
2	DSHS - ALTSA - All Other			-
3	Disaster Relief Funding - COVID			-
4	Health Care Authority			-
5	Local Funds			-
6	Other Contracted	1,943,281	1,943,281	-
<b>Subtotal Current Year Funding</b>		1,943,281	1,943,281	-
7	Use of Fund Balance Reserves	-	-	-
<b>Subtotal Funding (including reserves)</b>		<b>1,943,281</b>	<b>1,943,281</b>	<b>-</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	1,300,002	1,267,268	(32,734)
9	Taxes & Benefits	505,787	500,685	(5,102)
<b>Total Personnel</b>		<b>1,805,789</b>	<b>1,767,953</b>	<b>(37,836)</b>
10	Office/Operating Supplies	8,014	7,505	(509)
11	Small Tools/Capital Equipment	3,821	3,100	(721)
12	Professional Services	95,036	131,967	36,931
13	Communication	8,700	6,846	(1,854)
14	Travel	7,859	12,721	4,862
15	Occupancy/Insurance	5,576	6,116	540
16	Disaster Relief	-	-	-
17	Miscellaneous	8,486	7,073	(1,413)
<b>Total Operating Expenditures</b>		<b>137,492</b>	<b>175,328</b>	<b>37,836</b>
<b>Total Direct Service and Administration</b>		<b>1,943,281</b>	<b>1,943,281</b>	<b>-</b>
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			-
20	San Juan County Senior Services			-
21	<b>Legal Services</b>			-
22	<b>Nutrition</b>			
23	ISR/Island County			-
24	Skagit County			-
25	WCOA/Whatcom and San Juan Counties			-
26	<b>Disaster Relief</b>			-
27	<b>Volunteer Services</b>			
28	ISR/Island County			-
29	CASC/Skagit County			-
30	Opportunity Council/Whatcom County			-
31	<b>Long Term Care Ombudsman Program</b>			-
32	<b>Medicaid Transportation Brokerage</b>			-
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			-
34	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			-
35	<b>Caregiver Training/Agency Workers Health Insurance</b>			-
36	<b>Evidence Based Programs</b>			-
37	<b>Dementia Support Program</b>			-
38	<b>Health Homes</b>			-
<b>Total Subcontractor Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>
39	<b>Total Budgeted Expenditures</b>	<b>1,943,281</b>	<b>1,943,281</b>	<b>-</b>
40	<b>Unallocated Funding</b>	<b>-</b>	<b>-</b>	<b>-</b>
41	<b>Percent Change in Revenue</b>			
42	<b>Percent Change in Budgeted Expenditures</b>			

Northwest Regional Council - Year 2023 Budget Revision

NORTHWEST REGIONAL COUNCIL		Other NWRC Activities		
2023 DEPT BUDGET		2023	2023	
		Budget	Revised	Change
<b>Funding</b>				
1	DSHS - ALTSA - TXIX Medicaid			-
2	DSHS - ALTSA - All Other			-
3	Disaster Relief Funding - COVID	817,356	837,151	19,795
4	Health Care Authority			-
5	Local Funds	-		-
6	Other Contracted	151,860	200,000	48,140
<b>Subtotal Current Year Funding</b>		969,216	1,037,151	67,935
7	Use of Fund Balance Reserves	60,946	112,233	51,287
<b>Subtotal Funding (including reserves)</b>		<b>1,030,162</b>	<b>1,149,384</b>	<b>119,222</b>
<b>Operating Expenditures</b>				
8	Salaries & Wages	23,529	59,548	36,019
9	Taxes & Benefits	9,432	25,728	16,296
<b>Total Personnel</b>		32,961	85,276	52,315
10	Office/Operating Supplies	552	458	(94)
11	Small Tools/Capital Equipment	1,033	920	(113)
12	Professional Services	172,937	220,963	48,026
13	Communication	2,344	1,839	(505)
14	Travel	381	335	(46)
15	Occupancy/Insurance	1,135	1,246	111
16	Disaster Relief	380,677	391,243	10,566
17	Miscellaneous	1,463	1,196	(267)
<b>Total Operating Expenditures</b>		560,522	618,200	57,678
<b>Total Direct Service and Administration</b>		593,483	703,476	109,993
<b>Subcontractor Expenditures</b>				
18	<b>I&amp;A/Case Management/FCSP</b>			
19	ISR/Island County			-
20	San Juan County Senior Services			-
21	<b>Legal Services</b>			-
22	<b>Nutrition</b>			
23	ISR/Island County			-
24	Skagit County			-
25	WCOA/Whatcom and San Juan Counties			-
26	<b>Disaster Relief</b>	436,679	445,908	9,229
27	<b>Volunteer Services</b>			
28	ISR/Island County			-
29	CASC/Skagit County			-
30	Opportunity Council/Whatcom County			-
31	<b>Long Term Care Ombudsman Program</b>			-
32	<b>Medicaid Transportation Brokerage</b>			-
33	<b>Family Caregiver Support Project &amp; Respite Services</b>			-
34	<b>Kinship Caregivers Support Program/Kinship Navigator</b>			-
35	<b>Caregiver Training/Agency Workers Health Insurance</b>			-
36	<b>Evidence Based Programs</b>			-
37	<b>Dementia Support Program</b>	-	-	-
38	<b>Health Homes</b>			-
<b>Total Subcontractor Expenditures</b>		436,679	445,908	9,229
39	<b>Total Budgeted Expenditures</b>	<b>1,030,162</b>	<b>1,149,384</b>	<b>119,222</b>
40	<b>Unallocated Funding</b>	-	-	-
41	<b>Percent Change in Revenue</b>			
42	<b>Percent Change in Budgeted Expenditures</b>			

## Northwest Regional Council - Year 2023 Budget Revision

# NORTHWEST REGIONAL COUNCIL 2023 SUPPLEMENTAL BUDGET

COMPARISON OF ANNUALIZED FTEs		Revised	Original	Revised	
Position		2022 FTE	2023 FTE	2023 FTE	Change
Executive Director		1.00	1.00	1.00	-
Long-Term Care Case Management Director		1.00	1.00	1.00	-
Clinical Director		1.00	1.00	1.00	-
Operations Director		1.00	0.00	0.00	-
Medicaid Transportation Services Manager		1.00	1.00	1.00	-
Community Programs Director		1.00	1.00	1.00	-
Community Programs Supervisor		1.00	1.00	1.00	-
Administrative Manager		1.00	1.00	1.00	-
Planner		1.00	1.00	1.00	-
Business Development Director		1.00	1.00	1.00	-
Contract Specialist		2.00	2.00	2.00	-
HR Manager		1.00	1.00	1.00	-
HR Specialist		1.00	1.00	1.00	-
Program Specialist		16.00	8.00	8.00	-
Tribal Program Specialist		1.00	1.00	1.00	-
Outreach Specialist		1.00	1.00	1.00	-
Customer Service Representative		5.00	5.00	5.00	-
Administrative Aide		1.75	1.75	1.75	-
a. Lead TXIX Case Manager		0.00	0.00	1.00	1.00
b. TXIX Case Manager		22.00	23.00	23.00	-
MAC/TSOA & FCSP Case Manager		0.00	8.00	8.00	-
Care Coordinator		17.00	17.00	17.00	-
Behavioral Health Clinician/Substance Use Clinician		9.00	9.00	9.00	-
Care Management Program Supervisor		6.00	6.00	6.00	-
Program Administrative Support Manager		1.00	1.00	1.00	-
Case Aide		8.00	8.00	8.00	-
Program Operations Specialist		3.00	3.00	3.00	-
Fiscal Manager		1.00	1.00	1.00	-
Senior Accountant		1.00	1.00	1.00	-
Accounting Analyst		4.00	4.00	4.00	-
Budget Administrator		1.00	1.00	1.00	-
Receptionist/Administrative Aide		2.00	2.00	2.00	-
Information Technology Specialist		1.00	1.00	1.00	-
IT Network Administrator		1.00	1.00	1.00	-
Administrative Assistant		1.00	1.00	1.00	-
Jail Health Nursing Supervisor		1.00	1.00	1.00	-
Jail Health RN		9.63	9.63	9.63	-
Jail Health LPN		1.00	1.00	1.00	-
Jail Transitions Care Coordinator		0.00	0.00	0.00	-
Jail Health Medical Assistant		1.00	1.00	1.00	-
<b>Total Annualized FTEs</b>		<b>129.38</b>	<b>129.38</b>	<b>130.38</b>	<b>1.00</b>

Revisions for 2023:

- a. Reclassified 1 TXIX Case Manager to Lead TXIX Case Manager
- b. Addition of 1 TXIX Case Manager to maintain caseload ratios

# NORTHWEST REGIONAL COUNCIL 2023 REVISED BUDGET

## REVENUE PROJECTIONS 2023

Funding Source	Original Revenues 2023	Revised Revenues 2023	Increase/ Decrease 2023	% of Change
<b>Older Americans Act</b>				
Title III-B--New	392,421	445,032	52,611	13.4%
--Prior Year Contract Balance	361,254	342,140	(19,114)	-5.3%
Title III-C-1--New	138,889	200,862	61,973	44.6%
--Prior Year Contract Balance	-	1,264	1,264	100.0%
Title III-C-2--New	682,481	673,002	(9,479)	-1.4%
--Prior Year Contract Balance	-	8,995	8,995	100.0%
Title III-D--New	32,306	34,200	1,894	5.9%
--Prior Year Contract Balance	-	2,342	2,342	100.0%
Title III-E--New	231,732	223,633	(8,099)	-3.5%
--Prior Year Contract Balance	143,732	114,434	(29,298)	-20.4%
Elder Abuse--New	4,031	4,013	(18)	-0.4%
<b>Subtotal Older Americans Act</b>	<b>1,986,846</b>	<b>2,049,917</b>	<b>63,071</b>	<b>3.2%</b>
Disaster Relief Funding	817,356	817,356	-	0.0%
--Prior Year Contract Balance	-	19,795	19,795	100.0%
Nutrition Services Incentive Program (NSIP)	252,376	268,854	16,478	6.5%
Senior Farmer's Market Nutrition Project	164,376	218,469	54,093	32.9%
Home Delivered Meals One-Time Funding	43,769	43,769	-	0.0%
Home Delivered Meal Expansion (State Bill 5736)	39,521	39,521	-	0.0%

# NORTHWEST REGIONAL COUNCIL 2023 REVISED BUDGET

<b>Funding Source</b>	<b>Original Revenues 2023</b>	<b>Revised Revenues 2023</b>	<b>Increase/ Decrease 2023</b>	<b>% of Change</b>
Hunger Relief Funds	-	364,812	364,812	100.0%
Medicaid Case Management/Nursing Services	5,476,959	5,313,621	(163,338)	-3.0%
--Requested Match	116,434	116,434	-	0.0%
Core Services Contract Management	382,418	386,560	4,142	1.1%
Medicaid Administrative Claiming	159,000	159,000	-	0.0%
Medicaid Transportation Brokerage	6,088,800	6,280,700	191,900	3.2%
Caregiver Training Reimbursement to Home Care Agencies	260,000	260,000	-	0.0%
Health Care Plan and Training Tuition Reimbursement to HCA	52,800	52,800	-	0.0%
Senior Citizens Services Act	550,205	550,205	-	0.0%
Dementia Resource Catalyst	375,000	375,000	-	0.0%
State Family Caregiver Support Program	708,002	808,002	100,000	14.1%
State Care Transitions	157,025	157,025	-	0.0%
Family Caregiver Expansion Waiver (MTD)	838,177	703,197	(134,980)	-16.1%
Volunteer Services--General Fund	118,868	132,081	13,213	11.1%
Private Pay Case Management	5,000	2,500	(2,500)	-50.0%
WA Cares	-	58,500	58,500	100.0%
Senior Drug Education Program	12,612	12,612	-	0.0%
Kinship Care Support Project	69,812	69,812	-	0.0%

# NORTHWEST REGIONAL COUNCIL 2023 REVISED BUDGET

<b>Funding Source</b>	<b>Original Revenues 2023</b>	<b>Revised Revenues 2023</b>	<b>Increase/ Decrease 2023</b>	<b>% of Change</b>
Kinship Navigator Project	44,243	87,122	42,879	96.9%
Health Homes	3,500,000	3,800,000	300,000	8.6%
Jail Health Program	1,943,281	1,943,281	-	0.0%
Behavioral Health Program	1,600,866	1,298,893	(301,973)	-18.9%
Other Funds including Local Discretionary	538,914	623,812	84,898	15.8%
Humana Care Coordination	135,850	271,700	135,850	100.0%
Skagit County Care Coordination	300,000	300,000	-	0.0%
<b>Total Northwest Regional Council Revenues</b>	<b>26,738,510</b>	<b>27,585,350</b>	<b>846,840</b>	<b>3.2%</b>

(3% between steps)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
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**0.0% Market Rate Increase**



# Memorandum

TO: Northwest Regional Council

FROM: Amanda McDade, Executive Director

Date: July 20, 2023

SUBJECT: Behavioral Health Clinician Wages & Professional Funds

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NWRC's compensation policy is to maintain market level salaries in order to recruit and retain qualified staff. Behavioral Health Clinician (BHC) wages are commonly based upon WA State Department of Health licensure status. NWRC does not currently differentiate between the two levels of licensure for salary schedule placement, despite the significant difference between the two as indicated by market conditions.

*A recent market rate analysis indicated that NWRC clinician wages are 3.2-4.8% behind market for non-licensed, and 12-14.6% behind for Independently Licensed Clinicians.* Given this data, the Governing Board approved a 4% market rate adjustment to Range 6 of the salary schedule at the May 2023 meeting, which served as the first step to a two-step solution to increase BHC wages to the market level and differentiate wages based upon licensure status. Now that BHC non-licensed wages are within market, we are proposing to increase the wage for clinicians that are independently licensed.

This proposal is also supported by the lack of activity we have experienced for BHC recruitment, which has 3 FTE openings currently and has been posted since March 8<sup>th</sup>, 2023. In addition, we currently employ independently licensed staff, with two additional FTEs testing in the next six months. The market rate analysis also determined that many employers of clinicians offer licensure reimbursement to maintain WA State Department of Health credentials required to perform the duties of this role. Given all this information, we propose the following:

1. Establish a Behavioral Health Clinician – Independent Licensure wage and place in Range 5:

This increases independently licensed clinician wages by the initial 4% increase approved in May 2023, with a compounding 4.12%. This will put us into a competitive range while also maintaining adequate compression with the supervisor role.

2. Reimburse up to \$200 annually for clinicians, behavioral health supervisor, and clinical director (11 FTEs) to maintain WA State Department of Health licensures that are required for the roles.

The clinicians, unit supervisor, and unit director are required to maintain WA State Department of Health licensures to perform the functions of their role. Per WAC 246-809-990, many licensures are required to be renewed annually and fees range depending on the licensure and its current status (<https://app.leg.wa.gov/wac/default.aspx?cite=246-809-990>). NWRC recognizes the cost associated with maintaining this licensure and would like to reimburse the 11 FTEs which are required to carry such licensure, up to \$200 annually. This is also a benefit that will make us more competitive in the market, as many of our competitors already supply licensure funding of some type.

This recommendation would increase 2 staff position's compensation by 4.12% this year, and up to 4 more in 2024 – roughly costing \$22,000 in the first year. Additionally allocating \$2,200 annually to reimbursement of licensures fees.

#### **PROPOSED MOTION:**

**The NWRC Governing Board authorizes the proposed establishment of a *Behavioral Health Clinician – Independent Licensure* wage on Range 5 of the salary schedule and reimbursement up to \$200 annually for 11 FTEs to maintain WA State Department of Health licensure effective August 1, 2023.**