



Nicholas A. Toumpas Commissioner

Nancy L. Rolling Associate Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF BEHAVIORAL HEALTH

105 PLEASANT STREET, CONCORD, NH 03301 603-271-5000 1-800-852-3345 Ext. 5000 Fax: 603-271-5058 TDD Access: 1-800-735-2964

December 30, 2013

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council State House Concord, NH 03301

Requested Action

100% General Andr Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Behavioral Health, to amend contract number 1031196 with Seacoast Mental Health Center, Inc., 1145 Sagamore Avenue, Portsmouth, New Hampshire 03801, vendor number 174089, to provide additional funding to the agency for administrative costs, by increasing the price limitation by \$10,000 from \$1,088,161 to \$1,098,161, effective January 1, 2014, or date of Governor and Council approval, whichever is later, through June 30, 2014. This contract was originally approved by Governor and Council on June 19, 2013, item number 106. Funds to support this amendment are available in the following account in State Fiscal Year 2014:

05-95-92-920010-5945 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH-DIV OF, DIV OF BEHAVIORAL HEALTH, CMH PROGRAM SUPPORT

Class/Object	Class Title	Activity Code	 <u>Modified</u> lget	<u>Incre</u> (Decre Amo	ease)	Revised I Bud	
102-0731	Contracts for Program Services	92205945	\$ 697,289	\$	10,000	\$	707,289

05-95-92-920010-2087 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH-DIV OF, DIV OF BEHAVIORAL HEALTH, MIPCD GRANT

Class/Object	<u>Class Title</u>	Activity Code	Current Modified Budget	<u>Increase</u> (Decrease) <u>Amount</u>		<u>Modified</u> dget
102-0731	Contracts for Program Svs	92202087	\$ 154,602	\$	0 \$	154,602

05-95-92-920010-7851 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH-DIV OF, DIV OF BEHAVIORAL HEALTH, MENTAL HEALTH DATA

Class/Object	Class Title	Activity Code	Current Mo Budge		Increas (Decreas	<u>se)</u>	Revised M Budg	
102-0731	Contracts for Program Svs	92207851	\$	10,000	<u>Amoun</u> \$	0	\$	10,000



Her Excellency, Governor Margaret Wood Hassan and the Honorable Council Page 2

05-95-920010-1858 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, EDI GRANT

Class/Object	Class Title	Activity Code	Current Mo Budget		Increas (Decreas Amoun	<u>se)</u>	Revised M Budg	
502-0891	Payments to Providers	92201858	\$	1,500	\$	- 0	\$	1,500

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HUMAN SERVICE, HOMELESS & HOUSING, PATH GRANT

Class/Object	Class Title	Activity Code	Current N Bud		Increase (Decrease Amount	<u>e)</u>	Revised N Bud	
102-0731	Contracts for Program Svs	42307150	\$	25,000	\$	0	\$	25,000

05-95-49-490510-2985 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: DIV OF COMM BASED CARE SVC, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP

Class/Object	<u>Class Title</u>	Activity Code	Current Modified Budget	Increase (Decrease) Amount		Revised Modified Budget
102-0731	Contracts for Program Svcs	49052985	\$ 100,000	\$	0	\$ 100,000

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HUMAN SERVICES, CHILD PROTECTION, CHILD FAMILY SERVICES

Class/Object	<u>Class Title</u>	Activity Code	Current Modified Budget		Increase (Decrease Amount	•	Revised N Bud	
550-0398	Assessment and Counseling	42105824	\$	1,770	\$	0	\$	1,770

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY – ADULT SERVICES, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS

Class/Object	Class Title	Activity Code	Current Mo Budge		<u>Increase</u> (Decrease Amount	<u>:)</u>	Revised N Bud	
102-0731	Contracts for Program Services	48108462	\$	35,000	\$	0	\$	35,000

05-95-49-491510-2988 HEALTH AND SOCIAL SERV ICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DIV OF COMM BASED CARE SVS, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES

Class/Object	Class Title	Activity Code	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
102-0731	Contracts for Program Services	49156502	\$ 63,000	\$ 0	\$ 63,000
		Total	\$ 1,088,161	\$ 10,000	\$ 1,098,161

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council Page 3

Explanation

The funds awarded in this amendment will be used by Seacoast Mental Health Center, Inc. to pay the additional administrative costs of operating the expanded Referral, Education, Assessment, Prevention (REAP) Program. On June 19, 2013, G&C approved a Fiscal Year 2014 contract for the agency that included an increase of \$100,000 in program funding for the Referral, Education, Assessment, Prevention (REAP) Program. The contract inadvertently did not include funding for increased administrative costs. The Bureau now would like to supplement the \$100,000 in program funding with \$10,000 to cover the administrative costs of running the expanded program.

The Referral, Education, Assistance and Prevention (REAP) program is an early intervention program for older adults designed to address substance abuse, medication misuse, depression, and other issues which can lead to psychiatric crises. Trained REAP counselors throughout the state provide educational sessions and brief interventions at older adults' natural settings, including housing sites and senior centers. In the Fiscal Year 2014-2015 budget, the REAP program was expanded to allow up to 350 older adults, not previously connected to mental health or substance abuse services, to be connected to treatment.

Area served: Please see the attached list of communities.

Source of funds: 100% General.

Respectfully submitted,

Sheri L. Rockburn

Acting Associate Commissioner Director, Financial Management

Division of Community Based Care Services

Approved by:

Nicholas A. Toumpas

Commissioner

SR/PBR/s1 FY14 Region 6 G&C Amendment #1 Enclosures

Region VIII Seacoast Mental Health Center, Inc.

Communities Served:

Brentwood

Deerfield

East Kingston

Epping

Exeter

Fremont

Greenland

Hampton

Hampton Falls

Kensington

Kingston

New Castle

Newfields

Newington

Newmarket

North Hampton

Northwood

Nottingham

Portsmouth

Raymond

Rye

Seabrook

South Hampton

Stratham

Amendment to Agreement

WHEREAS, pursuant to an Agreement dated May 16, 2013, the Contractor has agreed to provide certain services upon the terms and conditions specified in the Agreement, in consideration of payment by BBH of certain sums specified therein; and

WHEREAS, pursuant to Paragraph 17. of the Agreement, the Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties thereto and only after approval of such amendment, waiver, or discharge by the Governor and Executive Council of the State of New Hampshire;

WHEREAS, BBH and the Contractor have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing and of the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows:

- 1. Amendment and Modification of Agreement.
 - **1.1.** The Agreement is hereby amended as follows:

By deleting, in Subparagraph 1.8. of the General Provisions the number \$1,088,161 and substituting therefore the number \$1,098,161. This represents an increase of \$10,000 to supplement the funding for the administrative costs of the Referral, Education Assistance & Prevention Program (REAP).

- 2. Amendment and Modification to Exhibit B, Methods of Payment.
 - 2.1. By changing Paragraph 7. to read, "The following Program funds shall only be expended by the Contractor as directed by BBH. Failure to expend Program funds as directed may, at the discretion of BBH, result in financial penalties not greater than the amount of the directed expenditure:

Older Adult Initiatives (REAP)		238,000
Homeless and Housing Federal Grant		25,000
Division for Children Youth and Families Consultation	_	1,770
Emergency Services		437,789
Medicaid Incentive for the Prevention of Chronic Disease		154,602
Assertive Community Treatment Team		129,500
Balancing Incentive Program		100,000
Data Infrastructure Grant		10,000
Employment Development Initiative		1,500
	Total	\$1,098,161

Contractor Initials: Date:

- 4. Effective Date of Amendment: The Effective Date of this action is January 29, 2014, or date of Governor and Council approval through June 30, 2014.
- 5. Continuance of Agreement: Except as specifically amended and modified by the terms and conditions of this Agreement, the Agreement and the obligations of the parties there under shall remain in full force and effect in accordance with the terms and conditions set forth therein.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the day and year written above.

DHHS/Community Based Care Services The Bureau of Behavioral Health

Acting Associated Director

Director of Finance

Division of Community Based Services

Seacoast Mental Health Center, Inc.

John Pendleton

President of the Board of Directors

STATE OF NEW HAMPSHIRE COUNTY OF ROCKINGHAM

> The forgoing instrument was acknowledged before me this _/6 */* day of January, 2014, by John Pendleton, Board President.

> > otary Public / Justice of

Commission Expires: ORRAINE MANSFIELD, Justice of the Peace My Commission Expires April 1, 2014

Approved as to form, execution and substance:

OFFICE OF THE ATTORNEY GENERAL

Contractor Initials:

CERTIFICATE OF VOTE

- I, Paul Sorli, do hereby certify that:
- 1. I am the duly elected Secretary of Seacoast Mental Health Center, Inc.
- 2. The following are true copies of two resolutions duly adopted at a meeting of the Board of Directors of the Corporation duly held on **December 17, 2013**.

RESOLVED: That this Corporation enter into a contract with the State of New Hampshire, acting through its Department of Health and Human Services, Division of Community Based Care Services, Bureau of Behavioral Health, concerning the following matter:

To Provide: Mental Health Services,

Projects for Assistance in Transition from Homelessness (PATH) Services,

Referral, Education, Assistance & Prevention Services (REAP).

RESOLVED: That the **President of the Board of Directors** hereby is authorized on behalf of this Corporation to enter into the said contract with the State and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate.

3. The foregoing resolutions have not been amended or revoked and remain in full force and effect as of JAN 16, 2014. John Pendleton is duly elected President of the Corporation. 4. (Seal) (Corporation) State of **New Hampshire** County of **Rockingham** The foregoing instrument was acknowledged before me this _1675 day of January, 2014 by Paul Sorli, Board Secretary. Title: Notary Public/Justice of the Peace (Seal) (Notary Public) Commission Expires: (date) LORRAINE MANSFIELD, Justice of the Peace My Commission Expires April 1, 2014



INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Seacoast Mental Health Center, Inc. Portsmouth, New Hampshire

We have audited the accompanying financial statements of Seacoast Mental Health Center, Inc. (a nonprofit organization) which comprise the statement of financial position as of June 30, 2013, and the related statement of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Seacoast Mental Health Center, Inc. as of June 30, 2013, and the changes in its net assets and its eash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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Other Matter

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information on Pages 9 through 12 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements in Lordin additional procedures, archiding comparing and reconding such information directly to the underlying accounting and other records used to prepare the financial statement and other records used to prepare the financial statement and other records used to prepare the financial statements or to the financial statement themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all ours real respects in relation to the financial statements is a whole

St. Albans, Vermont August 9, 2013

Kittell Branajan a Sujent

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ASSETS

CURRENT ASSETS Cash and Cash Equivalents Accounts receivable (net of \$381 000 allowance) Prepaid expenses	£.	549,725 777,040 78,500
COPAL CURTAL ASSETS		1.105 265
PROPERTY AND EQUIPMENT - NET		26.945
TOTAL ASSETS	*	1,432.210
L <u>IABILITIES AN</u> D NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	3	58,703
Deferred income		22,362
Medicaid advance		111,931
Acoused vacation		121,745
Aconted expenses		133.306
TOTAL CURRENT LIABILITIES		448,547
NET ASSETS		
Unestricted Net Assets		983,563
TOTAL LIABILITIES AND NET ASSETS	\$	1.432,210

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	NET ASSETS, beginning	503.248
	NET ASSETS, ending	\$ 283,663
See Notes to I manorial Statements		
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CASH FLOWS FROM OPERATING ACTIVITIES		
Increase an net assets	:	. 2 10
Adjustments to reconcile to not cash		
provided by operations:		
Depreciation		, , , , , , ,
(figrease) decrease in:		
Accounts receivable - made		1,-34
Proposit expenses		769
Increase (decrease) in:		
Accounts payable & accound liabilities		1 " 3315, ;
Deferred income		11.
Medicuid advance		
NET CASH PROVIDED BY OPERATING ACTIVITIES		(57,50)
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment		(11.17.)
CASH FLOWS FROM FINANCING ACTIVITIES		
Related party repayments, net		
		*
NET INCREASE IN CASH		231,202
AND AS DECINARY OF VEHI		632,
CASH AT BEGINNING OF YEAR		318.573
CASH AT END OF YEAR	\$	~. {II ** ~
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SUPPLEMENTAL DISCLOSURES	٠	5 . 5.
Cash Payor has for Interest	\$	9.4

Seacoast Mental Health Center, Inc.

Mission Statement

SEACOAST MENTAL HEALTH CENTER, INC. is a private, not-for-profit, comprehensive mental health facility serving the eastern half of Rockingham County, New Hampshire. The mission of the Center is to provide a broad, comprehensive array of high quality, effective and accessible mental health services to residents of the Seacoast area. Some of these services seek to promote positive mental well-being and prevent occurrences of mental illness. Some of these services endeavor to address problematic emotional functioning, treating those directly or indirectly affected by mental illness. Other services strive to care for and improve the quality of lives of those with severe or persistent mental illness.

KEY ADMINISTRATIVE PERSONNEL - FY2014

SEACOAST MENTAL HEALTH CENTER

				Sa	lary contributed	% of Salary
Postion	Name	FTEs	Salary		from BBH	from BBH
Executive Director	Geraldine Couture	1.00	\$ 136,578.00	\$	58,735.99	43%
Chief Financial Officer	Linda Every	1.00	\$ 81,541.00	\$	35,067.08	43%
Medical Director	Wassfy Hanna	0.60	\$ 94,999.00	\$	40,854.75	43%
Chief Operations Officer	Vacant	1.00	\$ -	\$	-	#DIV/0!

Geraldine A. Couture

Professional Experience

Seacoast Mental Health Center, Inc., Portsmouth, NH **Executive Director, April 2002**

Seacoast Mental Health Center, Inc., Portsmouth, NH

Associate Director, March 1993 - April 2002

Interim Director of Child Adolescent and Family Services, November 2000 -

Compliance Officer

Oversee fiscal and administrative functions of large community mental health center.

Coordinate development and monitoring of annual budget and state contract.

Facilitate ongoing development of team model Child, Adolescent and Family Services Department including direct supervision of management staff, regional planning and inter-agency collaboration.

Chair: Compliance Committee.

Member: Personnel, Staff Growth and Development and Quality Improvement Committees

Strafford Guidance Center, Inc., Dover, NH Business Manager, December 1991 - March 1993

Assistant Business Manager, January 1991 - December 1991

Accounts Receivable Manager, August 1987 - January 1991

Actively oversee daily operations of Accounts Receivable Department in a community mental health center.

Participate in development and monitoring of annual budget and contract with the New Hampshire Division of Mental Health.

Rochester Site Office Manger, December 1986 - August 1987

Responsible for all daily operations of satellite office.

Administrative Assistant, June 1986 - December 1986

Provided administrative support services to the Director of the Community Support Program.

Fradco Holdings, Inc., Greensburg, PA

President, June 1984 - April 1986

Administered all functions of company dealing in coal, timber and natural gas holdings.

Educational Experience

University of New Hampshire, Durham, NH

Master of Health Administration, May 2001.

University of New Hampshire, Durham, NH

Bachelor of Science, College of Life Sciences and Agriculture, Family and Consumer Studies, May 1984

Honors and Awards

Federal Traineeship in Health Management and Policy, Academic Year 2000-2001

Membership

National Association of Reimbursement Officers, Past President

Seacoast Mental Health Center, Inc. Board of Directors August 14, 2013

PRESIDENT
John Pendleton

VICE PRESIDENT
Carole Bunting

TREASURER Jason Coleman

SECRETARY Paul Sorli

Anthony Andronaco

Timothy Black

Susan Craig

Kathleen Dwyer

Timothy Graff

Kimberly Hyer

Lindsay Josephs

Monica Kieser

Ed Miller

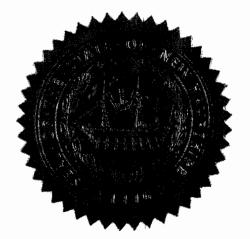
Nike Speltz

Robert Stomierosky

State of New Hampshire Bepartment of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that SEACOAST MENTAL HEALTH CENTER, INC. is a New Hampshire nonprofit corporation formed January 21, 1963. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 12th day of April A.D. 2013

William M. Gardner Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 05/28/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to

_ 9	he terms and conditions of the policy ertificate holder in lieu of such endor								es not conf	er rights to the
	DDUCER d C. Church, Inc.				CONTAC NAME:		eline Normandin,			
	Wellman Street vell, MA 01851				PHONE (A/C, No.	Ext): 978 3227	287		FAX (97) (A/C, No):	8) 454-1865 ——
	0) 225-1865				E-MAIL ADDRES	s: jnorm	andin@fredcchur	rch.com		
					INSURE	Markel Ar	URER(S) AFFOR	RDING COVERAGE e Company		NAIC # 28932
INS	JRED				INSURE	Technolo	gy Insurance Con	npany, Inc.		42376
Sea	acoast Mental Health; Seacoast Mental Health Center,	, inc.								
	5 Sagamore Avenue				INSURER					_
Por	tsmouth, NH 03801				INSURER					_
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	XCLUSIONS AND CONDITIONS OF SUCH									
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\vdash	UMBRELLA LIAB X OCCUR							EACH OCCURRENC	F 5	000,000,
A	X EXCESS LIAB CLAIMS-MADE			4602SS322327		3/1/2013	3/1/2014	AGGREGATE		5,000,000
	DED X RETENTION\$ 10,000	1						AGGREGATE	\$	
\vdash	WORKERS COMPENSATION				_			WC STATU-	OTH-	
_	AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE							E.L. EACH ACCIDEN	ER S	000,000
В	OFFICER/MEMBER EXCLUDED? (Mandatory In NH)	N/A		TWC3347218		3/1/2013	3/1/2014	E.L. DISEASE - EA E		000,000
l	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLI	- 5	500,000
┢	DESCRIPTION OF OPERATIONS BRIDW	_						Professional Liability I	Limit \$1,000,000	per occurence
A	Professional Liability			8502SS322326		3/1/2013	3/1/2014	\$3,000,000 annual ag	gregate	
	-									
DES Evide	CRIPTION OF OPERATIONS / LOCATIONS / VEHICLE CONTROL OF COVERAGE	LES (A	Attach	ACORD 101, Additional Remarks S	Schedule,	if more space is	required)	<u> </u>		
				1						
<u> </u>										
	RTIFICATE HOLDER				CANC	ELLATION				
Department of Health & Human Services Bureau of Behavioral Health Atn: Sandy Lawrence 105 Pleasant Street Hugh Gallon Office Park South Concord, NH 03301-3857 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFO THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED ACCORDANCE WITH THE POLICY PROVISIONS.										
					AUTHOP	IZED REPRESE	NTATIVE			
					AUTHUR			n P Lat	- uma	eu.
						• •	. •	• •		

Client # 3334

Cert Holder # 5107

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Nicholas A. Toumpas Commissioner

Nancy L. Rollins

Associate Commissioner

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF BEHAVIORAL HEALTH

105 PLEASANT STREET, CONCORD, NH 03301 603-271-5000 1-800-852-3345 Ext. 5000 Fax: 603-271-5058 TDD Access: 1-800-735-2964

May 15, 2013

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council State House Concord, NH 03301

Requested Action

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Behavioral Health to enter into Agreements with vendors to provide community mental health services, in an amount not to exceed \$7,528,167 in the aggregate, effective July 1, 2013, or the date of Governor and Council approval, whichever is later, through June 30, 2014.

Summary of contracted amounts by vendor:

38-37% Beneral Ful

Vendoren Communication and the Communication of the	Amount
Northern Human Services	\$ 521,910
West Central Behavioral Health	\$ 519,699
Genesis Behavioral Health	\$ 507,053
Riverbend Community Mental Health, Inc.	\$- 744 <u>,</u> 544
Monadnock Family Services	\$ 436,270
Greater Nashua Mental Health Center at Community Council	\$1,022,852
The Mental Health Center of Greater Manchester	\$1,698,723
Seacoast Mental Health Center, Inc.	\$1,088,161
Community Partners of Strafford County	\$ 470,398
CLM Center for Life Management	\$ 518,557
TOTAL	\$7,528,167

Funds are anticipated to be available in the following accounts in state fiscal year 2014 based upon the availability and continued appropriation of funds in the future operating budget:

05-95-92-920010-5945 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, CMH PROGRAM SUPPORT (100% General Funds)

05-95-92-920010-7851 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

05-95-92-920010-2087 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, MIPCD GRANT (100% Federal Funds)

100

05-95-92-920010-1858 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH EDI GRANT (100% Federal Funds)

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, CHILD FAMILY SERVICES (44% General Funds, 54% Federal Funds, 2% Other Funds)

05-95-42-421010-2969 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, CHILD ABUSE PREVENTION CAPTA (100% Federal Funds)

05-95-42-423010-7926 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICE, HOMELESS & HOUSING, PATH GRANT (100% Federal Funds)

05-95-49-490510-2985 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DIV OF COMM BASED CARE SVC, COMMUNITY BASED CARE SERVICES, BALANCE INCENTIVE PROGRAM BIP (100% Federal Funds)

05-95-49-491510-2988 HEALTH AND SOCIAL SERV ICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: DIV OF COMM BASED CARE SVS, BUREAU OF DRUG & ALCOHOL SVCS, PREVENTION SERVICES (100% Federal Funds)

05-95-48-481010-8917 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: ELDERLY - ADULT SERVICES, GRANTS TO LOCALS, HEALTH PROMOTION CONTRACTS (100% Federal Funds)

Explanation

This package includes 10 of the 10 contracts the Bureau of Behavioral Health has negotiated with the Community Mental Health Centers for a total of \$7,528,167. This represents the complete procurement of community mental health services for state fiscal year 2014.

The agreement is for community mental health services for approximately 52,779 adults, children and families. The services are specified in NH Administrative Rule He-M 426 and include Emergency Services, Individual and Group Psychotherapy, Targeted Case Management, Medication Services, Functional Support Services, and Evidence Based Practices including Illness Management and Recovery, Evidence Based Supported Employment, Trauma Focused Cognitive Behavioral Therapy, and Community Residential Services. Services to be provided are designed to build resiliency, promote recovery within a person-centered approach, promote successful access to competitive employment, reduce inpatient hospital utilization, improve community tenure, and assist individuals and families in managing the symptoms of mental illness. Included in this agreement are estimates on the number of clients to be served and the projected units of service for each program.

The agreement also provides for the transition to Medicaid Care Management for individuals who are eligible to

The services provided by this vendor are of two types:

- 1.) services provided to Medicaid clients; and
- 2.) non-Medicaid related services, such as, Emergency Services to adults, children and families without insurance.

Should Governor and Council determine not to approve this Request, approximately 52,779 adults, children and families in the state will not receive community mental health services, as required by NH RSA 135-C:13. Many of these individuals will experience a relapse of symptoms. They will seek costly services at hospital emergency

departments due to the risk of harm to themselves or others and will be at significant risk without treatment or interventions. These individuals will also have increased contact with local law enforcement, county correctional programs and primary care physicians, none of which will have the services or supports available to provide assistance.

This agreement is not subject to the competitive bidding requirement of NH ADM 601.03. The Bureau of Behavioral Health contracts for services through the community mental health center designated by the Bureau to serve the towns and cities within a designated geographic region as outlined in NH RSA 135-C and State regulation NH He-M 403.

In conformance with RSA 135-C:7, performance standards have been included in this contract. Those standards include individual outcome measures and fiscal integrity measures. The effectiveness of services will be measured through the use of the Child and Adolescent Needs and Strengths Assessment and the Adult Needs and Strengths Assessment. The individual level outcomes tools are designed to measure improvement over time, inform the development of the treatment plan, and engage the individual and family in monitoring the effectiveness of services. In addition, follow-up in the community after discharge from New Hampshire Hospital will be measured.

The fiscal integrity measures include generally accepted performance standards to monitor the financial health of non-profit corporations on a monthly basis. The vendor is required to provide a corrective action plan in the event of deviation from a standard. Failure to maintain fiscal integrity, or to make services available, could result in the termination of the contract and the selection of an alternate provider.

All residential and partial hospital programs are licensed/certified when required by State laws and regulations in order to provide for the life safety of the persons served in these programs. Copies of all applicable licenses/certifications are on file with the Department of Health and Human Services.

Area served: Statewide.

Source of funds: Varies by vendor. Please see attached financial detail by community mental health center.

In the event that the Federal Funds become no longer available, General Funds shall not be requested to support these programs.

Respectfully submitted,

Nancy L. Rollins

Associate Commissioner

Approved by:

Nicholas A. Toumpas

Commissioner

NLR/PBR/s1

Enclosures

BUREAU OF BEHAVIORAL HEALTH STATE FISCAL YEAR 2014 COMMUNITY MENTAL HEALTH CENTER CONTRACTS (10) FINANCIAL DETAIL

05-95-92-920010-5945 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, CMH PROGRAM SUPPORT (100% General Funds)

	Northern Human Services (Vendor nu	ımber 177222)				
Class/Object	Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$215,906			
			•			
	West Central Behavioral Health (Vendor	number 177654)				
Class/Object	Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$251,827			
	1					
	Genesis Behavioral Health (Vendor 1	number 154480)				
Class/Object	Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$264,117			
	Riverbend Community Mental Health, Inc. (
Class/Object	Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$ 490,295			
	Monadnock Family Services (Yendor n					
Class/Object	Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$233,635			
	Nashua Mental Health Center at Community C					
Class/Object	Class Title	Activity Code	<u>FY 2014</u>			
102-0731	Contracts for Program Services	92205945	\$714,680			
	i					
	he Mental Health Center of Greater Manchester					
Class/Object	Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$1,337,861			
	•					
	Seacoast Mental Health Center, Inc. (Vend		******			
Class/Object	Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$697,289			
G1 (O1)	Community Partners of Strafford County (Ve		EM 2014			
Class/Object		Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$202,526			
Class/Object	CLM Center for Life Management (Vendo Class Title	Activity Code	FY 2014			
102-0731	Contracts for Program Services	92205945	\$221,185			
102-0731		7220J79J ——	\$4,629,321			
	Subtotal		φ ~ 50475341			

Attachment - Bureau of Behavioral Health Financial Detail

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05-95-92-920010-7851 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, MENTAL HEALTH DATA COLLECTION (100% Federal Funds)

	Northern Human Services (V	endor number 177222)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	es 92207851	\$10,000
	West Central Behavioral Health	(Vendor number 177654)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service		\$10,000
	Canasia Pahaviaval Haalth ()	Van dan mumb an 154490)	
Class/Object	Genesis Behavioral Health (N	Activity Code	FY 2014
102-0731			
102-0731	Contracts for Program Service	92207851	\$10,000
	Riverbend Community Mental Healt		2)
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Service	es 92207851	\$10,000
	Monadnock Family Services (Y	endor number 177510)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	92207851	\$10,000
0	No. 1	; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ;	164110
	ater Nashua Mental Health Center at Comm	1	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	92207851	\$10,000
	The Mental Health Center of Greater Man	chester (Vendor number 17718	34)
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	92207851	\$10,000
	Samuel Manael Hall Control Ya	(7/ 17/000)	
Class/Object	Seacoast Mental Health Center, Inc Class Title		FY 2014
		Activity Code	,
102-0731	Contracts for Program Service	s 92207851	\$10,000
	Community Partners of Strafford Cou	inty (Vendor number 177278)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	s 92207851	\$10,000
	CLM Center for Life Management	(Vendor number 174116)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services		\$10,000
102 0751		72207031	\$100,000
	Subtotal	•	\$100,000

05-95-92-920010-2087 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, MIPCD GRANT (100% Federal Funds)

	Northern Human Services (Ve	ndor number 177222)	
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Service	92202087	\$154,194
	West Central Behavioral Health ((Vendor number 177654)	
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Service	92202087	\$154,602
	Genesis Behavioral Health (V	(endor number 154480)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	s 92202087	\$129,666
	Riverbend Community Mental Health	, Inc. (Vendor number 177192)
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	s 92202087	\$104,729
	Monadnock Family Services (Vo	endor number 177510)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	92202087	\$52,365
	ater Nashua Mental Health Center at Comm	, -	
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Services	92202087	\$154,602
	The Mental Health Center of Greater Man		
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Services	s 92202087	\$205,701
	Seacoast Mental Health Center, Inc.		
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	92202087	\$154,602
•	Community Partners of Strafford Cou		
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	92202087	\$154,602
	CLM Center for Life Management		
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	92202087	\$154,602
	Subtotal	÷ ·	\$1,419,665

05-95-92-920010-1858 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: BEHAVIORAL HEALTH DIV OF, DIV OF BEHAVIORAL HEALTH, EDI GRANT (100% Federal Funds)

	Northern Human Services (Vendor	number 177222)	
Class/Object	Class Title	Activity Code	FY 2014
502-0891	Contracts for Program Services	92201858	\$1,500
	West Central Behavioral Health (Vend	lor number 177654)	
Class/Object	Class Title	Activity Code	FY 2014
502-0891	Contracts for Program Services	92201858	\$1,500
	Genesis Behavioral Health (Vendo	r number 154480)	
Class/Object	Class Title	Activity Code	FY 2014
502-0891	Contracts for Program Services	92201858	\$1,500
	Riverbend Community Mental Health, Inc	. (Vendor number 177192)	
Class/Object	Class Title	Activity Code	FY 2014
502-0891	Contracts for Program Services	92201858	\$1,500
	Monadnock Family Services (Vendor	number 177510)	
Class/Object	Class Title	Activity Code	FY 2014
502-0891	Contracts for Program Services	92201858	\$1,500
Great	er Nashua Mental Health Center at Community	Council (Vendor number 154	¥112)
Class/Object	Class Title	Activity Code	FY 2014
502-0891	Contracts for Program Services	92201858	\$1,500
	The Mental Health Center of Greater Manchest	er (Vendor number 177184)	,
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
502-0891	Contracts for Program Services	92201858	\$1,500
	Seacoast Mental Health Center, Inc. (Ver	ndor number 174089)	
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
502-0891	Contracts for Program Services	92201858	\$1,500
	Community Partners of Strafford County (Vendor number 177278)	
Class/Object	Class Title	Activity Code	FY 2014
502-0891	Contracts for Program Services	92201858	\$1,500
	CLM Center for Life Management (Ven	dor number 174116)	
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
502-0891	Contracts for Program Services	92201858	\$1,500
	Subtotal		\$15,000

05-95-42-421010-2958 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HIS: HUMAN SERVICES, CHILD PROTECTION, CHILD FAMILY SERVICES (44% General Funds, 54% Federal Funds, 2% Other Funds)

	Northern Human Services (V		
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service	es 42105824	\$5,310
	***	Art 1	
Class/Object	West Central Behavioral Health		EW 2014
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service	es 42105824	\$1,770
	Genesis Behavioral Health (Vendor number 154480)	
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Servic	es 42105824	\$1,770
	Divorband Community Mantal Haal	h Ina (Vandau numban 17710)	• \
Class/Object	Riverbend Community Mental Healt Class Title	Activity Code	FY 2014
550-0398		•	
330-0398	Contracts for Program Servide	es 42105824	\$1,770
	Monadnock Family Services ()	endor number 177510)	
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service		\$1,770
0	A No. 1 No. 1 No. 10 Co. 1 Co. 1		154140
	ter Nashua Mental Health Center at Comm	, •	-
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service	es 42105824	\$1,770
	The Mental Health Center of Greater Ma	nchester (Vendor number 17718	34)
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service	es 42105824	\$3,540
		(V1	
Class/Object	Seacoast Mental Health Center, In Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service	es 42105824	\$1,770
	Community Partners of Strafford Co.	inty (Vendor number 177278)	
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service	42105824	\$1,770
	CLM Center for Life Managemen	t (Vandor number 174116)	
Class/Object	Class Title	Activity Code	FY 2014
550-0398	Contracts for Program Service		\$1,770
550-0596		72103027	\$23,010
	Subtotal	:	343,010

05-95-42-421010-2969. HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, CHILD ABUSE PREVENTION CAPTA (190% Federal Funds)

	Northern Human Services (Vendo	or number 177222)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	42106901	\$35,000
- 12 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	10-7926 HEALTH AND SOCIAL SERVICE, HOMELESS	TO A REPORT #5 (\$1) A THE TOTAL TO A STATE OF A SERVICE AND A SERVICE AN	the first that the second seco
	Riverbend Community Mental Health, In	nc. (Vendor number 177192)	
Class/Object	Class Title "	Activity Code	FY 2014
102-0731	Contracts for Program Services	42307150	\$36,250
	Monadnock Family Services (Vend	or number 177510)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	42307150	\$37,000
Constant	No.		4110)
Class/Object	er Nashua Mental Health Center at Communi Class Title	Activity Code	FY 2014
102-0731		42307150	\$40,300
102-0731	Contracts for Program Services	42307130	\$ 4 0,300
	The Mental Health Center of Greater Manche	ster (Vendor number 177184)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	42307150	\$40,121
	Seacoast Mental Health Center, Inc. (V	ander number 174089)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	42307150	\$25,000
			•
01 101 1	CLM Center for Life Management (Ve		TEXT 2014
Class/Object	Class Title	Activity Code	FY 2014
10 2-0 731	Contracts for Program Services Subtotal	42307150	\$29,500 \$208,171
	Subtotal		\$200,171
DEPT ÓF, H	0 2985 HEALTH AND SOCIAL SERV HS: DIV OF COMM BASED CARE ALANCE INCENTIVE PROGRAM BIP	SVC, COMMUNITY BA	
	Northern Human Services (Vendo	r number 177222)	
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Services	49052985	\$100,000
	West Central Behavioral Health (Ven	dor number 177654)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Services	49052985	\$100,000
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Attachment - Bureau of Behavioral Health Financial Detail

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	Genesis Behavioral Health (Vendor number 154480)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	es 49052985	\$100,000
	Riverbend Community Mental Heal	th, Inc. (Vendor number 17719)	2)
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	es 49052985	\$100,000
	Monadnock Family Services (Vendor number 177510)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Servic	es 49052985	\$100,000
	ater Nashua Mental Health Center at Comr	nunity Council (Vendor number	154112)
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	es 49052985	\$100,000
	The Mental Health Center of Greater Ma	nchester (Vendor number 17718	34)
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	d9052985	\$100,000
	Seacoast Mental Health Center, In	c; (Vendor number 174089)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	es 49052985	\$100,000
	Community Partners of Strafford Co	unty (Vendor number 177278)	
Class/Object	Class Title	Activity Code	FY 2014
102-0731	Contracts for Program Service	es 49052985	\$100,000
	CLM Center for Life Managemen		
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Service	es 49052985	\$100,000
	Subtotal	;	\$1,000,000
05-95-49-491: DEPT OF, 1	510-2988 HEALTH AND SOCIAL SE IHS: DIV OF COMM BASED CARE	RV ICES, HEALTH AND SVS, BUREAU OF DRUG	HUMAN SVCS : & ALCOHOL
	ENTION SERVICES (100% Federal P		
01 (6)	Seacoast Mental Health Center, In		
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Service	49156502	\$63,000
DEPT OF,	010-8917 HEALTH AND SOCIAL SI HHS: ELDERLY - ADULT SERV N CONTRACTS (100% Federal Fund	ices, grants to loc	
O1 10.	Seacoast Mental Health Center, In		
Class/Object	Class Title	Activity Code	<u>FY 2014</u>
102-0731	Contracts for Program Service	es 48108462	\$35,000
	Total		\$7,528,167

Attachment – Bureau of Behavioral Health Financial Detail Page 7 of 7