

Attachment B: Memorandum of Agreement

Objective

The ultimate goal for the development of a strong, mutual relationship among the Region 3 Behavioral Health Board (R3BHB), the Southwest District Health (SWDH) and the Department of Health and Welfare, Division of Behavioral Health (DBH) is to better serve all of our customers in need of behavioral health services. We clearly understand that each of our client bases, as well as those we mutually serve, will benefit when we share and combine our expertise. As more attention is given to addressing patients in a holistic manner, this effort becomes essential, both because of specific requirements under the Affordable Care Act, and because it is what is best for our customers.

Background

Through this MOA, the R3BHB, the SWDH and the DBH enter into a joint agreement that will support the establishment, maintenance, and the execution of powers and duties under Idaho Statute 39-3132, 39-3135 and 39-3136. This agreement seeks to outline the roles and responsibilities that are required of the R3BHB to demonstrate readiness to accept responsibility for Community Family Support and Recovery Support Services as defined in 39- 3135. The DBH seeks to support the R3BHB's readiness, duties and powers by defining its role and responsibilities under this agreement in the promotion of better outcomes for Behavioral Health. The SWDH seeks to promote a Healthier Southwest Idaho and endeavors to partner with the R3BHB to promote the health and wellness of those who live, work and play in Southwest Idaho. As stated in section XV, subsection B of the contract between the State of Idaho Department of Health and Welfare and the Southwest District Health, the Department of the Contractor may cancel the contract at any time, with or without cause, upon thirty (30) calendar days' written notice to the other party specifying the date of termination."

Mission

The mission of the R3BHB is to advocate, educate, and ensure accessible care for those in need of Mental Health and Substance Use Services, by developing and sustaining a network that promotes prevention and ready to access to a full range of services.

Vision

The vision of the R3BHB is a healthy community through a collaborate integrated network that promotes and sustains hope and recovery for all.

Roles and Responsibilities

1. SWDH Responsibilities:

- A. SWDH will comply with the rules, regulations and policies as outlined by the DBH and rules, regulations and policies pertaining to R3BHB as outlined in Idaho Statutes 39-3132, 39-3133, 39-3134, and 39-3135.
- B. SWDH shall ensure that procedural safeguards are followed in confidentiality requirements according to IDAPA 16.05.01, Use and Disclosure of Department Records.
- C. SWDH agrees to support the goals and objectives of the DBH in the establishment of readiness and maintenance of R3BHBs under 39-3132.
- D. SWDH will manage personnel, operational and support tasks as stated in the Scope of Work, under the DBH contract.
- E. SWDH will maintain a webpage for the R3BHB.
- F. SWDH will not be responsible for services that are not funded or outlined within the Scope of Work under contract with the DBH.
- G. SWDH will participate with the R3BHB in the budget development process.
- H. SWDH will participate with the R3BHB in identifying service gaps and contract opportunities.
- I. SWDH will provide the R3BHB with assistance in the development of the Gaps and Needs Analysis report to the State Behavioral Health Planning Council (SBHPC).
- J. SWDH will collaborate on joint projects or initiatives that fit within the scope of the R3BHB, including but not limited to grant opportunities pursuable by SWDH.
- K. SWDH will provide behavioral health integration expertise and resources from the regional Behavioral Health Board, where available, and/or through the IDHW Division of Behavioral Health, or existing resources in the Western Idaho Community Health Collaborative (WICHC).
- L. SWDH agrees to meet at least bi-annually with the R3BHB and DBH to ensure ongoing alignment and compliance with this MOA.
- M. SWDH will promptly notify R3BHB of any anticipated or received funding that may be relevant or applicable to the mission of the R3BHB.

2. R3BHB Responsibilities:

- A. R3BHB will advise the SBHPC on behavioral health needs for adults and children within region/district.
- B. R3BHB will advise the SBHPC on progress, problems and proposed projects of the regional/district service.
- C. R3BHB will promote improvements in the delivery of behavioral health services and coordinate and exchange information regarding behavioral health services in the region/district.

- D. R3BHB will develop an annual Gaps and Needs Analysis assessment of behavioral health services for the region/district.
- E. R3BHB will assist the SBHPC with planning for service improvements.
- F. R3BHB will report annually to the SBHPC, the DBH and SWDH the progress being made toward building a comprehensive community family support and recovery support system that will include performance and outcome data.
- G. R3BHB will establish and maintain a children's mental health subcommittee.
- H. R3BHB will work actively to build and support community support and recovery support services within the region/district.
- I. R3BHB will follow all Idaho Code requirements for board membership as stated in 39-3134.
- J. R3BHB will coordinate all grant funding requests with SWDH in advance of the proposals being submitted for consideration. Guidelines for grant funding requests where SWDH will be the fiduciary agent are as follows:
 - i. SWDH must be notified at least 30 days in advance of the grant application deadline
 - ii. All grant writing responsibilities placed on SWDH will be paid by R3BHB
 - iii. SWDH's Finance Manager must approve the budget in the grant proposal prior to submission
 - iv. Grants that will require SWDH to hire and retain staff must be approved by the Director in advance of the grant proposal submission
 - v. All grant awards must cover the full cost of the project or program unless the Board of Health approves the use of SWDH funds to support the project or program in advance of the grant proposal submission
- K. R3BHB will meet at least bi-annually with SWDH and DBH to ensure ongoing alignment and compliance with this MOA.
- L. R3BHB will promptly notify SWDH of any anticipated or received funding that may be relevant or applicable to the mission of SWDH.

3. DBH Responsibilities:

- A. DBH will commit to annual funding of \$50,000 for the life of the contract which will be established at 4 year intervals.
- B. DBH will provide federal grant writing support for efforts agreed upon by the R3BHB and the SWDH.
- C. DBH will write and submit those grants that are agreed to by the R3BHB and SWDH that can only be submitted through the DBH (federal grants).
- D. DBH will meet at least bi-annually with the R3BHB and SWDH to ensure ongoing alignment and compliance with this MOA.