



Department of Human Services

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Citizens Advisory Committee Meeting Tuesday, April 20, 2021 5:00 p.m. – 7:00 p.m.

Join the webinar:

<https://us02web.zoom.us/j/85820740983?pwd=RG43TUIEbXISelJvYzllaTI2YVlrUT09>

Webinar ID: 858 2074 0983
Passcode: 481013
Phone: 1-253-215-8782

AGENDA

1. Call to Order - Introductions 5:00 – 5:05
Jeanne Screws, Chair
2. Review & Approval of March 16, 2021 Minutes* 5:05 – 5:10
Full Committee (Attachment 1)
3. Additions/Changes to the Agenda 5:10 – 5:15
Full Committee
4. Impact of Blake Supreme Court Decision on 5:15 – 5:45
Therapeutic Courts
Barbara O. Dennis, Kitsap County Prosecutors Office
5. Request for Proposal Update 5:45 – 6:00
Charmaine Scott, Sub-Committee Chair (Attachment 2 and 3)
6. Membership Sub-Committee Update 6:00 – 6:15
Jackie Fojtik, Sub-Committee Chair
7. CAC Strategic Planning Retreat 6:15 – 6:30
Full Committee
8. Site Visits 6:30 – 6:40
Full Committee (Attachment 4)
9. Community Input 6:40 – 6:50
Please limit individual comments to 2 minutes. Written comments may also
be submitted to the Board, if this timeframe is insufficient.
10. Committee Member Check-in 6:50 – 7:00
11. Adjourn

* Action Item



**MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT
CITIZENS ADVISORY COMMITTEE (CAC)
MINUTES
March 16, 2021**

Jeannie Screws, Chair, called the meeting to order at 5:00 p.m. Introductions were conducted around the table.

APPROVAL OF MINUTES

After review of the February 16, 2021 Minutes, the following action was taken:

ACTION: Jackie Fojtik moved to approve the February 16, 2021 meeting minutes as presented. Alexis Foster seconded the motion. Motion carried.

ADDITIONS/CHANGES TO THE AGENDA

ACTION: None

TRAUMA INFORMED CARE PRESENTATION

Gay recapped on updates to the Strategic Plan included viewing proposals and organizations through a Trauma informed lens. Presenters explained Trauma Informed Care and the transformation of service organizations and impacts on the community at large.

Kody Russell explained that trauma care is not a one-time training, it is a culture of care. Humans respond to trauma differently. Informed care is a shift in culture and how we approach people. It's the difference between people need to be fixed and people need safety.

The phases of Trauma Care;

- Trauma Aware: The prevalence of trauma apparent in people's lives and the impact
- Trauma Sensitivity: Readiness for establishments to create new process with the understanding that most people have trauma vs. the minority of people who don't
- Trauma Responsive: The approaches that create more efficient outcomes
- Trauma Informed: Are the changes made that become a sustainable practice

There is no one size fits all, perfect curriculum. Most programs out there have core tools, but each audience needs different and focused tools based on their line of work. All programs are centered around the client. In addition, it gives the teacher/healer/helper an opportunity to grow with balance and awareness in their practice.

Jennifer Johnson Joefield Trauma care is a giant topic. Most care givers unknowingly learn to adapt to the world around. There is this ah ha moment when learning how to implement trauma informed care, where it just makes sense to approach clients with an

informed lens. A few of the adjustments Peninsula Community Health made and how it changed the practice and level of service;

- No-Show Policy: Before it was 3 strikes in 6 months and you're out. Patients could not get extended care, even if they really needed it.
 - What wasn't considered in this policy was that these people had transportation issues and barriers that prevented them from being consistent with getting to basic needs appointments on time, if at all.
 - Essentially, they were being punished for it
- Changes after removing the No-Show policy: It became standard practice to reach out and ask the patient what barriers they were experiencing that prevented them from making their appointments and how could PCH assist
- The model of care was altered to reflect a culture of "make space", meaning just see the patient if they show up
- Substance Use Disorder Professionals
 - They receive a technical certification that is rigid
 - Their work requires they conduct an invasive intake that is extremely intense. They ask clients to repeat and relive a lifetime of all their trauma in one sitting
 - Clients need to be given permission to take breaths and breaks in order to continue
 - Changing terminology used in the field which labels negatively, the suffering condition. An example; a urine analysis and saying "dirty" vs. saying "positive for specific drug or alcohol"

Nancy Olsten Kitsap Rescue Mission relocated to the Pavilion at the Fairgrounds during COVID19. Having a shift in space alone, changed the face of their practice. With trauma informed care, staff was able to progress in their understanding on how to serve at a more effective level.

- Before the move, the shelter was only open in the evening and those needing shelter for the night were required to call ahead and reserve a spot
- Individuals had to take their belongings with them to wherever they went for the day. A shift in the stability of individuals was a drastic apparent change from having the shelter open 24-hours, allowing individuals to leave their belongings for the day
- Focus on care vs. focus on controlling behavior was a shift in staff service
 - Example: If an individual's behavior is creating an unsafe atmosphere for others in the shelter, with the focus on care, staff shifts their focus to how to serve this individual displaying stress rather than forcing them to leave
 - The shelter is run by placing people in pods of six, with each having a pod leader who advocates and communicates the needs of their group to staff

- This has created a feedback loop for individuals being served to become a part of the decision-making process on what works and what doesn't
- Outcomes seen this year: 56 people found housing compared to 10 the year before
- 16 people entered recovery
- One individual being served was able to start a technical certificate program with more stability offered through a 24-hour shelter
- Humans can flourish if we change the framework;
 - Be human first
 - Establish an atmosphere of collective safety
 - Create space for fostering relationships
- Some Trauma Informed Care providers;
 - ACES Overcomers
 - SAMSA- used by Kitsap Mental Health
 - Kaiser
 - Kitsap Strong
 - <http://www.albertafamilywellness.org/training> (free web training)
- Training isn't enough, effectiveness comes from doing the work with others

REQUEST FOR PROPOSAL UPDATE

Charmaine gave the updates. The committee met on March 8th with the county commissioners to present an informative brief on the Strategic Plan changes. They met again on the 16th to discuss;

Reaching communities of disparity

- Getting the word out with targets, marketing towards these communities who are unaware of the 1/10th and underserved
- Reaching out to churches
- Partnership with networks through the county's Communications Coordinator

RFP Changes

- Consolidating the body to be more organized
- Added definitions for more clarity
- Scoring sheet will be revised and updated next

OUTREACH DISCUSSION

Gay discussed creating informal opportunities for applicants to talk openly about their ideas with real feedback. With the hopes of reducing fear of potential applicants and offering support from the committee for new ideas to flourish.

- Discussion Sessions:
 - Introduction to the grant:
 - 4/13 and 5/11 @ 5pm **and** 4/21 and 5/19 @ 10am

- Other ideas for Outreach;
 - Advocacy groups: MADD, United Way, Partnership for Youth Achievement, Leadership Connection

MEMBERSHIP COMMITTEE

Jackie gave the update.

- Consider mini grants
- Obtain feedback from applicants on what works well vs. what doesn't
- Revisit multiple-year funding options with courts
- Welcome to Shelley Evans, interested member
- Committee to review two interested applicants

COMMUNITY INPUT

None

COMMITTEE MEMBER CHECK IN

NEXT MEETING

The next Citizens Advisory Committee meeting will be held on Tuesday, April 20, 2021 via Zoom at 5:00 p.m. and ending at 6:45 p.m.

ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at 6:50 p.m.

CITIZENS ADVISORY COMMITTEE ATTENDANCE

MEMBERS	GUESTS
Jeannie Screws	Jolene Kron, SBH ASO
Jackie Fojtik	Christina Roark,
Kathleen Cronin	Jennifer Johnson Joefield, Peninsula Community of Health
Ursula Petters	Shelley Evans, Interested Committee Member
Kimberly House	Kody Russell, Kitsap Strong
Valerie Nau	Nancy Olsten, Kitsap Rescue Mission
Charmaine Scott	
Hellen Havens (EXCUSED)	
Alexis Telles (EXCUSED)	
Alexis Foster	
STAFF	
Gay Neal	
Doug Washburn (EXCUSED)	
Hannah Shockley	
Richard VanCleave	

2022 NEW GRANT REQUEST FOR PROPOSALS (RFP) TIMELINE

Mental Health, Chemical Dependency and Therapeutic Court Programs

All New Grant Applicants must attend a Mandatory New Grant Proposer's Conference and submit a letter of intent online via Survey Monkey Apply to be eligible to apply for the 2022 Treatment Sales Tax funding. The "New Grant Proposal Letter of Intent" will be made available at the New Grant Proposer's Mandatory Conference. **The "New Grant Proposal Letter of Intent" is due on Monday, June 28, 2021 at 3:00 p.m.**

New Grant Proposal Deadline: August 6, 2021 at 3:00 p.m.

Date	Activity
May 2021	CAC presents RFP recommendations to the Board of Kitsap County Commissioners (BOCC) in Work Study Session
May 18, 2021	Citizens Advisory Committee (CAC) Meeting to Approve RFP and Timeline
May 28, 2021	2021 New Grant Request For Proposals Released upon Board of Commissioners approval
June 16, 2021	Mandatory New Grant Proposers Conference – 10:00 a.m. Via Zoom
June 21, 2021	Notes and Q&A from Proposers Conference Posted
June 28, 2021	Mandatory "New Grant Proposal Letter of Intent" Due by 3:00 p.m. Online submission only via Survey Monkey Apply.
August 6, 2021	New Grant Proposals Due by 3:00 P.M. Online submission only via Survey Monkey Apply
August 5 th – September 6 th , 2021	CAC reviews Proposals and completes Rating Sheets
September 6, 2021	CAC Rating Sheets due to Department of Human Services at 12:00 p.m.
September 9, 2021	CAC convenes to discuss Proposals and develop questions for Proposers
September 13, 2021	Questions for Question and Answer (Q&A) Sessions emailed to Proposers
September 27, 2021	Mandatory written responses to the CAC Questions Due at 3:00 p.m. Online submission only via Survey Monkey Apply.
September 27 th – October 12 th , 2021	CAC reviews written responses to Questions
October 12th – 14th, 2021	Mandatory Proposer Question and Answer Sessions. Organizations must make time available for their Question and Answer Session which will be scheduled during this time frame.
October 18 th and 19 th , 2021	CAC Executive Committee Meetings to develop funding recommendations
October 19, 2021	CAC Regular Business Meeting to Approve Recommendations for BOCC
November 2021	Make funding recommendations to BOCC (Work Study)
November 2021	BOCC Acts on Funding Recommendations – Public Meeting
November – December 2021	Statements of Work, Expenditure Plans and Contracts completed
January 1, 2022	2022 Program Year Begins

2022 CONTINUATION GRANT REQUEST FOR PROPOSALS (RFP) TIMELINE

Mental Health, Chemical Dependency and Therapeutic Court Programs

All Continuation Grant Applicants must attend a Mandatory Continuation Grant Proposer's Conference and submit a letter of intent online via Survey Monkey Apply to be eligible to apply for the 2022 Treatment Sales Tax funding. The "Continuation Grant Proposal Letter of Intent" will be made available at the Continuation Grant Proposer's Mandatory Conference. **The "Continuation Grant Proposal Letter of Intent" is due on Monday, June 28, 2021 at 3:00 p.m.**

Continuation Grant Proposal Deadline: August 5, 2021 at 3:00 p.m.

Date	Activity
May 2021	CAC presents RFP recommendations to the Board of Kitsap County Commissioners (BOCC) in Work Study Session
May 18, 2021	Citizens Advisory Committee (CAC) Meeting to Approve RFP and Timeline
May 28, 2021	2021 Continuation Grant Request For Proposals Released upon Board of Commissioners approval
June 16, 2021	Mandatory Continuation Grant Proposers Conference – 1:00 p.m. Via Zoom
June 21, 2021	Notes and Q&A from Proposers Conference Posted
June 28, 2021	Mandatory "Continuation Grant Proposal Letter of Intent" Due by 3:00 p.m. Online submission only via Survey Monkey Apply.
August 5, 2021	Continuation Grant Proposals Due by 3:00 P.M. Online submission only via Survey Monkey Apply
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TARGETED SERVICES

MENTAL HEALTH

SUBSTANCE ABUSE

THERAPEUTIC COURTS



PROGRAM GOALS & STRATEGIES



WELL BEING

TREATMENT

DIVERSION

RECIDIVISM

CRISIS

HOUSING

Behavioral Health Equity
Prevention
Trauma Informed Care

Non-Traditional Treatment
Children, Youth & Aging
Recovery Support

Diversion Programs
Police Training
Specialized Police Response

Jail Based Services
Reentry Services
Therapeutic Courts

Serve High Utilizers
Serve Youth in Crisis
Serve Families in Crisis

Serve Homeless
Supportive Housing
Shelter, Transitional & Long Term Housing

FUNDING LENS

BEHAVIORAL HEALTH EQUITY

TRAUMA INFORMED CARE

PROGRAM EVALUATION

COLLECTIVE IMPACT



Funding Eligibility

- Organization is a Government entity; public or private nonprofit organization 501(c)(3); private for profit; or faith-based organization.
- The request is solely for the purpose of providing mental health, chemical dependency or therapeutic court programs and services.
- Organization has a representative at the Mandatory New or Continuation Grant Proposer Conference.
- Organization meets requirements for providing behavioral health “treatment” services, sub-contracts with or provides non-treatment services.
- Organization meets all county requirements for contracting including insurance requirements, audit and financial requirements.

May 28, 2021
RFP Released

June 16, 2021
Mandatory Webinar

June 28, 2021
Letter of Intent Due

August 6, 2021
New Grant Proposal Due

For More Information Contact:
Gay Neal at gneal@co.kitsap.wa.us



Mental Health, Chemical Dependency & Therapeutic Court Program Citizens Advisory Committee (CAC) Grantee Site Visit Guidelines

Agency:

Program Name:

Number of Years Funded:

Participant Names/Roles:

CAC Members at Visit:

Site Visit Goal: CAC members and program staff will increase direct communication and CAC members will become knowledgeable of individual program evaluation measures including outputs, outcomes and progress towards overall program goals.

I. Ask program staff to provide a brief introduction to the program – if applicable, do this during a facility tour.

II. Review Quarterly Report

Describe and Explain Quarterly Outputs

Describe and Explain Quarterly Outcomes

III. What is the overall progress towards meeting project goals, outputs and objectives:

IV. Describe any challenges including hiring issues, staffing, job description, and/or retention of staff:

V. Do you foresee the need to make any changes to your scope of work, vision, budget or evaluation plan:

VI. Review project budget, current spending, efforts to find other funding sources, and sustainability planning:

VII. Do you have any questions for us?