



Department of Human Services

Doug Washburn
Director

**KITSAP COUNTY
DEPARTMENT OF HUMAN
SERVICES**
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**Mental Health/Chemical
Dependency/Therapeutic Court**
Gay Neal, Coordinator
Phone: 360.337.4827

**Substance Abuse Prevention/
Treatment and Youth Services**
Laura Hyde, Coordinator
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Substance Abuse Prevention
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**Aging & Long-Term
Care/Senior Information &
Assistance**
Givens Community Center
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614 Division Street, MS-5
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Stacey Smith, Administrator
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**Community Development
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Fax: 360.337.4609
Bonnie Tufts, Coordinator
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Housing and Homelessness
Kirsten Jewell, Coordinator
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**Kitsap Recovery Center
Outpatient Services:**
1026 Sidney Road
Port Orchard, WA 98366

Inpatient and Detox Services:
661 Taylor Street
Port Orchard, WA 98366
Fax: 360.377.7027
Keith Winfield, Clinical Manager
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Workforce Development
1300 Sylvan Way
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Phone: 360.337.4767

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Andrew Sargent, Coordinator
Phone: 360.337.4811

Citizens Advisory Committee Meeting Tuesday, May 18, 2021 5:00 p.m. – 7:00 p.m.

Join the webinar:

<https://us02web.zoom.us/j/83288376853?pwd=U2tGa1ZmUE05eUgvR0Ztb3c2YWpKdz09>

Passcode: 017328

Webinar ID: 832 8837 6853

Phone: 1-253-215-8782

AGENDA

- | | |
|--|-------------|
| 1. Call to Order - Introductions
Jeanne Screws, Chair | 5:00 – 5:05 |
| 2. Review & Approval of April 20, 2021 Minutes*
Full Committee (Attachment 1) | 5:05 – 5:10 |
| 3. Additions/Changes to the Agenda
Full Committee | 5:10 – 5:15 |
| 4. Update on the State of Mental Health
Richard VanCleave, Kitsap County Department of Human Services | 5:15 – 5:45 |
| 5. Approval of 2022 Request for Proposals
Charmaine Scott, Sub-Committee Chair (Attachment 2 and 3) | 5:45 – 6:00 |
| 6. Membership Sub-Committee Update
Jackie Fojtik, Sub-Committee Chair | 6:00 – 6:15 |
| 7. First Quarter Contractor Report
Full Committee | 6:15 – 6:30 |
| 8. Site Visits
Full Committee | 6:30 – 6:40 |
| 9. Community Input
Please limit individual comments to 2 minutes. Written comments may also be submitted to the Board, if this timeframe is insufficient. | 6:40 – 6:50 |
| 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
April 20, 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 March 16, 2021 Minutes, the following action was taken:

ACTION: Kathleen Cronin moved to approve the March 16, 2021 meeting minutes as presented. Hellen Havens seconded the motion. Motion carried.

ADDITIONS/CHANGES TO THE AGENDA

ACTION: None

IMPACT OF BLAKE SUPREME COURT DECISION ON THERAPEUTIC COURTS

Barbara Dennis, Prosecutor Kitsap County discussed the recent state decision to toss out the felony drug possession law, and the impacts on the therapeutic courts.

On February 25th the Washington Supreme Court ruled that the RCW that makes a drug possession charge a felony, exceeded the states authority to unwittingly consider possession of a controlled substance as criminal. Washington state is now working to model after Oregon state and the impact of the decision has reduced the number of individuals in the therapeutic drug court program.

- Past and current pending charges must be dropped
- Persons in custody, will require resentencing or exoneration
- To qualify for drug court, one must be charged with a crime
- Marijuana and alcohol are still illegal for minors to have in possession

REQUEST FOR PROPOSAL UPDATE

Charmaine announced the information sessions, one has occurred and the other is scheduled for later this week.

Gay discussed the session that was held on April 11th and 13th

- 8 individuals signed up; 2 people attended
- 7 individual sessions were conducted
- 12 people are signed up for the April 21st session
- New service providers that showed interest in funding included; The Immigrant Assistance Center for therapists who were Spanish speaking and culturally attuned and Catholic Community Resources for their foster kids' program
- The press release flyer was reviewed

- The committee met and reviewed the RFP changes
- Draft has been sent out and feedback is due next week
- May 18th the committee will vote to approve the final draft

MEMBERSHIP COMMITTEE

Jackie gave the update.

- Committee is still searching for the 11th member, preferably from the Bremerton district

STRATEGIC PLANNING COMMITTEE RETREAT

Jackie suggested opportunities for the committee to come together to discuss topics outside of the typical yearly Request for Proposal (RFP) process. These include ideas that have been presented in meetings with no time having been allocated to develop them yet; outreach, mini grants etc. With the current Washington, “state of emergency” extended until June 30th, the committee will revisit the availability to host an outdoor retreat for developing these ideas further.

SITE VISITS

Gay informed the committee of the process for this year.

- Site visits will be conducted via Zoom
- Quarterly reports are due at the end of April, giving the committee time to review before visits commence
- Schedule for sign ups to be sent out
- Site visits will be conducted at the end of May and June

COMMUNITY INPUT

D. Michael Coy, Clinical Social Worker in Bremerton and activist introduced himself and his work in the community. Serving individuals with trauma and disassociation, mainly 18-25 years and older adults.

Jolene highlighted the Mental Health Substance Use Block Grant, federally funded, soon to be available through COVID relief and CARES. The Administrative Service Organization (ASO) will know the amount by May, and they intend to release a Request for Proposal (RFP) in June.

COMMITTEE MEMBER CHECK IN

NEXT MEETING

The next Citizens Advisory Committee meeting will be held on Tuesday, May 18, 2021 via Zoom at 5:00 p.m. and ending at 7:00 p.m.

ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at 6:30 p.m.

CITIZENS ADVISORY COMMITTEE ATTENDANCE

MEMBERS	GUESTS
Jeannie Screws	Jolene Kron, SBH ASO
Jackie Fojtik	Barbara Dennis, Prosecutor Kitsap County
Kathleen Cronin	D. Michael Coy, Clinical Social Worker
Ursula Petters	
Kimberly House	
Valerie Nau	
Charmaine Scott	
Hellen Havens	
Alexis Telles	
Alexis Foster (EXCUSED)	
STAFF	
Gay Neal	
Doug Washburn (EXCUSED)	
Hannah Shockley	
Richard VanCleave	

**KITSAP COUNTY MENTAL HEALTH, CHEMICAL DEPENDENCY
AND THERAPEUTIC COURT PROGRAMS
2022 NEW GRANT REQUEST FOR PROPOSALS (RFP) SUMMARY**

Treatment Sales Tax (TST)

The Kitsap County Department of Human Services (KCDHS) is requesting New Grant Proposals for moneys collected under RCW 82.14.460. New Grant Proposals are proposals from organizations which have not been funded during the previous funding year (2021) using the TST. Proposals **“must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services.** Programs and services includes, but is not limited to, **treatment services, case management, transportation, and housing that are a component of a coordinated chemical dependency or mental health treatment program or service.”**

Approximately \$7,000,000 will be awarded for projects or program services delivered between January 1, 2022 and December 31, 2022. **Proposal Deadline: August 6, 2021 at 3:00 p.m.**

Eligibility Requirements: 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 TST funding. Access to the “New Grant Proposal Letter of Intent” will be made available to those in attendance. The Mandatory New Grant Proposers Conference will be a Zoom Webinar held on June 16, 2021, 10:00 a.m. – 12:00 p.m. Registration is required at: <https://us02web.zoom.us>

The “New Grant Proposal Letter of Intent” is due June 28, 2021 at 3:00 p.m.

Background: In 2005, Washington State approved legislation allowing counties to raise their local sales tax by one-tenth of one percent to augment state funding of mental health and chemical dependency programs and services. In September 2013, the Kitsap County Board of Commissioners (BOCC) passed a resolution authorizing a sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs. This sales and use tax shall be known as “Treatment Sales Tax” or TST. The BOCC has the decision-making authority for funding decisions, the KCDHS serves as the fund manager, and the Citizens Advisory Committee (CAC) has the recommending authority.

Scope of Work: Proposals for TST funding must address the Goals, Objectives and Strategies prioritized in the 2021 Kitsap County Behavioral Health Strategic Plan. The Strategic Plan and Review can be found at <https://www.kitsapgov.com/hs/Documents/Final%202021%20Behavioral%20Health%20Strategic%20Plan.pdf>.

Access the RFP at <https://www.kitsapgov.com/das/Pages/Online-Bids.aspx> or by contacting Vicki Martin at: Kitsap County Purchasing Department, 614 Division Street MS-7, Port Orchard, Washington 98366, Phone: 360.337.4788, Fax 360.337.4638, Email: purchasing@co.kitsap.wa.us. The Kitsap County Human Services Department reserves the right to make unilateral modifications to the RFP to address changes at the state and/or local level. Questions about the RFP and related issues should be directed to Vicki Martin at the address and phone number above.

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 24th - 28th, 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 6 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

**KITSAP COUNTY MENTAL HEALTH, CHEMICAL DEPENDENCY
AND THERAPEUTIC COURT PROGRAMS
2022 CONTINUATION GRANT REQUEST FOR PROPOSALS (RFP) SUMMARY**

Treatment Sales Tax (TST)

The Kitsap County Department of Human Services (KCDHS) is requesting Continuation Grant Proposals for moneys collected under RCW 82.14.460. Continuation Grant Proposals are proposals from current grantees whose projects were funded during the 2021 Grant Cycle to request one additional budget period of funding for a project period that would otherwise expire. Proposals **“must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services.** Programs and services includes, but is not limited to, **treatment services, case management, transportation, and housing that are a component of a coordinated chemical dependency or mental health treatment program or service.”**

Approximately \$7,000,000 will be awarded for projects or program services delivered between January 1, 2022 and December 31, 2022. **Proposal Deadline: August 5, 2021 at 3:00 p.m.**

Eligibility Requirements: 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 TST funding. Access to the “Continuation Grant Proposal Letter of Intent” will be made available to those in attendance. The Mandatory Continuation Grant Proposers Conference will be a Zoom Webinar held on June 16, 2021, 1:00 p.m. – 3:00 p.m. Registration is required at:
<https://us02web.zoom.us/> .

The “Continuation Grant Proposal Letter of Intent” is due June 28, 2021 at 3:00 p.m.

Background: In 2005, Washington State approved legislation allowing counties to raise their local sales tax by one-tenth of one percent to augment state funding of mental health and chemical dependency programs and services. In September 2013, the Kitsap County Board of Commissioners (BOCC) passed a resolution authorizing a sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs. This sales and use tax shall be known as “Treatment Sales Tax” or TST. The BOCC has the decision-making authority for funding decisions, the KCDHS serves as the fund manager, and the Citizens Advisory Committee (CAC) has the recommending authority.

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

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