

2018 GRANT SUMMARY PAGE

Organization name: **KITSAP COUNTY DISTRICT COURT; BEHAVIORAL HEALTH COURT**

Proposal Title: **KITSAP COUNTY BEHAVIORAL HEALTH COURT SUPPORT:
BEHAVIORAL HEALTH SPECIALIST AND DEDICATED PUBLIC DEFENDER**

Proposal: **New Grant Proposal**

Areas of the Continuum This Project Addresses:

- ✓ **Prevention, Early Intervention and Training**
- ✓ **Crisis Intervention**
- ✓ **Recovery Support Services**

Proposal Summary: The newly created Behavioral Health Court (BHC) in Kitsap County District Court is respectfully requesting new funding to support its burgeoning program. The program has a demonstrated need for, and is requesting funding for: one full-time Behavioral Health Specialist (BHS), and a dedicated Public Defender (PD). The BHC utilizes the Sequential Intercept Model for dealing with crisis intervention. In short, the Court has developed a coordinated response with law enforcement, the KC jail, mental health and substance abuse service providers, behavioral health outreach programs, court probation officers, prosecutors and defense attorneys. During each contact with the individual, the goal is to provide essential services such as housing, behavioral health resources, medication and a more stable environment. We know that if the individual has help, treatment, medication management and a stable living situation, the odds of successful treatment are vastly improved. Our program is hybrid of a therapeutic court (with diversion from jail and avoidance of a conviction as just one part of the goal), with the addition of facilitation/provision of "wrap-around services" for our participants. The goal is to facilitate/provide the resources to our participants to reduce and/or eliminate the need for crisis intervention in the first place, thereby reducing the number of people cycling through our emergency rooms and criminal justice systems, including jails and courts. Since its inception in November of 2016, the BHC has outgrown the part-time BHS resource provided by a Behavioral Health Outreach program, and the current mode of individual defense attorneys appearing on each case has proven to be inefficient, and problematic. Given the explosive growth of this court program, and the positive impact this program has already shown, it is clear that without the proper support, this program will not be reaching anywhere near its potential. This program meets the County's goals of Prevention, Early Intervention, Crisis Intervention and Recovery Support Services.

Requested Funds Amount: \$ 151,997.76

Matching/In-kind Funds Amount: \$ 319,004.21

Address: **614 Division St., MS-25, Port Orchard, WA 98366**

Primary Contact: **Claire Bradley** Phone: **360.337.4468** E-Mail: **cabradle@co.kitsap.wa.us**

Non-Profit Status: No Federal Tax ID Number **91-6001348**


Kitsap County District Court Judge
8/1/17
 Signature Title Date

ATTACHMENT B

**NARRATIVE FOR
NEW PROPOSAL**

**KITSAP COUNTY DISTRICT COURT
BEHAVIORAL HEALTH COURT: BEHAVIORAL HEALTH SPECIALIST AND
DEDICATED PUBLIC DEFENDER GRANT PROPOSAL**

PROJECT NARRATIVE

1. Organizational Capacity

A. Organizational Governance

The Kitsap County Behavioral Health Court (BHC) is a court program created in the Kitsap County District Court. The District Court has four elected judges, and an administrator, who oversees the staff of 20¹. Judges serve four-year terms, and must be elected or appointed. The bench elects a presiding judge, who serves to provide guidance, oversight and maintains contact with other departments.

This last year, in answer to a defined need created by the new BHC, the Court consolidated and re-classified two unfilled FTE positions to create the Behavioral Health Court Program Manager/ Probation Supervisor. That position will manage the BHC program and supervise two (2) probation monitors, and was recently filled by Mindy Nelson-Oakes. Ms. Nelson-Oakes is a long-time mental health professional who has served as a Poulsbo BHO Behavioral Health Specialist for the last 18 months. She was instrumental in the planning and administration of the BHC, and has been an essential part of the BHC team from the start.

B. History of Project Management by Kitsap County District Court

The Kitsap District Court has a long history of successful project management. For years now, our bench has presided over the Prosecutor's Office Felony Diversion Program, and more recently, has been presiding over the Human Trafficking Diversion Program. Our bench and administrator successfully collaborate with prosecutors, defense attorneys and victim advocates to give victims of Human Trafficking and defendants charged with non-violent felony charges the opportunity to avoid a conviction, and improve their lives.

District Courts are, by their very nature, "rehabilitative" courts. Our judges are charged with looking for treatment options and alternatives to incarceration on a daily basis. Maintaining a therapeutic court in our District Court is a natural fit, and is a logical extension of what courts of limited jurisdiction should be doing.

Our Kitsap District Court is known across the state as being one of the most innovative and efficient District Courts. Our bench has successfully navigated a move to a

¹ Please see Attachment I (for Organizational Chart(s)).

“paperless court,” and a move to video arraignments/court hearings for people who are incarcerated in the jail. These types of innovations have created concrete efficiencies and, in some cases, generated a demonstrable cost savings for the jail, prosecutor’s office and defense bar.

Judge Bradley, as an 18-year, veteran prosecutor in the Kitsap Special Assault Unit, garnered extensive experience in seeking out grants, writing grant proposals and grant administration, including maintaining compliance with reporting requirements. In addition, the new BHC Program Manager will be trained in all aspects of grant funding.

C. Staffing Capacity of the BHC

The existing Behavioral Health Court (BHC) is staffed by a number of representatives from the criminal justice system, and mental health professionals. The program is overseen and presided over by Judge Claire Bradley, who currently spends at least 33% of her time leading team staffing meetings, conducting weekly BHC calendars and addressing policy, practice and procedure issues. Judge Bradley has over 20 years’ experience in the criminal justice system, and is the newest member of the District Court bench.

Judge Bradley leads the program through collaboration with a deputy prosecutor², and an attorney from the Office of Public Defense³. Kitsap County Prosecutor, Tina Robinson and the Office of Public Defense (OPD) have each committed to continuing these resources for at least .25 FTE for each position. In addition, the Prosecutor has pledged to provide 33.3% FTE for a legal assistant to provide assistance and support to the program. DPA Jeter will also be supervised by the Chief Deputy Prosecutor assigned to the District Court division as well. Most referrals for BHC participation come from individual defense attorneys, and all referrals go through the prosecutor’s office before the BHC team staffs the case. It is extremely important to retain these resources to maintain a constant, consistent team approach to participant referrals, case staffings and policy and procedure implementation.

Our participants are all represented by outside counsel, meaning that each BHC participant potentially has a different attorney. In some cases, our participants have multiple attorneys (on multiple cases). The program is extremely rigorous, with the first 6-8 weeks requiring weekly attendance in court, among other requirements. Oftentimes, the BHC team will require the attorney to provide some background information or work on obtaining specific resources before the participant can enter the program.

Being a defense attorney in the BHC requires legal skill to counsel participants on legal issues and review program documents and requirements, the ability to collaborate on a therapeutic court team, but also act almost as a social worker. This position will be required to navigate complex mental health legal issues, involving medication, treatment, diagnoses, insurance issues, housing concerns as well as dealing with

² DPA Chris Jeter, an experienced deputy prosecutor in the District Court Division.

³ Supervising Attorney Steve Lewis, who has many years of criminal defense experience and currently has direct supervision duty over all OPD attorneys.

sometimes difficult family dynamics. It takes a great deal of time, expertise and patience. The BHC team has found that some attorneys are not willing or able to provide the time or expertise to help their clients or to appear in court with them on a weekly basis, and having multiple attorneys representing one person further frustrates the process. Not having a dedicated public defender as part of the BHC team has been a demonstrable deficit.

The BHC team has been fortunate to have two part-time Behavioral Health Specialists (BHS), who were funded by a Behavioral Health Outreach grant received by the City of Poulsbo. Mindy Nelson-Oakes and Matt Duthie are KMHS employees, who are shared among KMHS and four (4) courts: Poulsbo Municipal Court, Bainbridge Island Municipal Court, Bremerton Municipal Court and Kitsap District Court. They currently work in District Court once a week, with some care coordination work being performed on non-court days.

The BHSs are responsible for direct contact with the BHC participants, starting with an initial evaluation which is conducted before the team staffs the potential candidate for entry. Each manages a caseload of participants with whom they maintain constant contact, verify compliance with treatment and BHC program requirements, staff participant progress weekly, and coordinate the provision of resources. They have indicated that a caseload of 20 total participants would be optimal, but that they could absolutely not handle more than 30 total participants. They are simply amazing and without their tireless efforts, this program simply would not work. However, they are pulled in so many directions and have such limited time to devote to the District Court program, that we simply cannot handle the volume of participants that need our services. Ms. Nelson-Oakes has now accepted the job as BHC Program Manager, so that position will be unfilled. Also, the BHO grant will expire on December 31, 2017, so their invaluable work will cease on that day.

The BHC has enjoyed a strong collaboration with Kitsap Mental Health Services (KMHS) throughout the initial planning stages of the BHC and up to the present administration of the program. Recently, KMHS was awarded a *Trueblood Jail Diversion* Grant. The grant includes funding for a 1 FTE dedicated Behavioral Health Specialist/ Jail Diversion Liaison for the Behavioral Health Court. Once that position is filled, the BHC's capacity will increase, but only for a brief period of time because the Poulsbo BHO grant will expire, leaving us without *those* BHS resources.

This program needs two (2) FTE Behavioral Health Specialists in order to operate at a capacity that reflects the needs of our community. KMHS recognizes the great partnership we have created, as well as the incredible progress we have made together, and has committed to contract with Kitsap County District Court to provide that additional BHS, should we receive this grant funding.

The BHC started accepting participants into the program in early November, 2016. At the time of this proposal (7 months into the program), there have been 21 participants accepted into the program. We conduct our case staffings from 9:00-12:00 PM every Thursday morning, and then operate the BHC calendar every Thursday from 1:00 to 4:30 pm. Each week, the BHC also sees at least 6 additional people who are interested

in entering the program, and come to court to “View” the court to make sure the program is something that they will be willing and able to commit to undertake. Our court calendar is already too heavy, and we will need to expand to two court days a week in the very near future. Currently, the BHC team has to be extremely judicious in determining who can enter the program largely because of the constraints of limited BHS resources. At present, the BHC has almost reached the critical capacity limit, and we will be forced to turn away potential participants, or create a “waiting list.” Many of our candidates/participants are in custody (in the jail) and/or are in urgent need of BHC resources, so having to wait for a spot to open is absolutely unworkable.

Our grant proposal seeks to dramatically increase the capacity of the BHC by increasing our current funded Behavioral Health Specialist positions by 1 FTE position. We are also requesting funding for a dedicated contract public defender who will have the expertise, the resources and the time to devote to our program participants.

2. Community Needs and Benefit

A. Needs Assessment

Unmanaged mental health issues represent one of the biggest and most deleterious public health crises in our community. One need only look to the jail and court dockets to see how many people suffer with untreated/ under-treated mental illness. Until the BHC was created, our court simply did not have the resources to address these complex mental health issues in any meaningful way. Courts were relegated to ordering mental health evaluations and/or treatment requirements and the defendants were monitored for compliance. How do you expect a population of people suffering from a mental illness, and who are often homeless and without sufficient support or resources, to comply with treatment requirements? Our courts and jail have seen the same people, with the same problems cycle in and out, with no real help or end to the cycle as a result.

In 2013, the Kitsap County Commissioners identified that mental health issues are one of the most serious and pervasive issues in our community. As a result, a county resolution was passed that created a .01 % fund (“Treatment Sales Tax”) to spend on necessary programs to help those in the community who are suffering with mental illness. For the past 4 years, Kitsap County has been utilizing this funding stream to develop and maintain programs aimed at providing mental health services. The progress made as a result of these noble efforts has been real, and has had a profound impact on our community.

In the criminal justice arena, the work remains. The numbers are staggering. Since November, 2016 there have been at least 85-95 referrals to the BHC. Of those, 21⁴

⁴ As of July 17, 2017, one person has been terminated from the program, and one person has been discharged under Administrative Closure. (*Administrative Closure is defined as discharge due to extenuating circumstances beyond the control of the court with no relation to court performance. Examples include deportation and death.*)

have actually entered the program. We also have roughly at least 21 people who are in a pending state (meaning, they have been referred to BHC, and viewed the program, but are still in process of evaluation and/or staffing, and, as such, are not getting the help they need unless and until they enter the program). Referrals continue to pour in on a weekly basis.

Therapeutic courts are a proven commodity (a “best practice”) when it comes to addressing systemic problems in the criminal justice arena. The BHC has had a lot of success, so far (discussed below), and word is spreading in the criminal justice system and mental health community about the efficacy of the program. We simply do not have the resources at present to keep up with the demand.

B. Collective Impact of the BHC Already

Multi-Disciplinary Planning Teams Created. The BHC has reached out to several already well-established mental health treatment providers, substance use disorder treatment providers, other treatment courts and social services/ community programs in order to build lasting partnerships. Most notably, during the planning stages of the BHC, many multi-disciplinary meetings were convened to discuss the resources being utilized in Kitsap County to address the issues. During these planning sessions, it was discovered that the BHC Team was not entirely familiar with all of the mental health-related programs in the community, and concluded that, conversely, those programs probably did not know that the BHC existed either.

Law and Justice Meetings Created. As a direct result of these BHC meetings, the Kitsap County Mental Health Law and Justice Forums were started specifically to get all of these agencies together, in the same room, to discuss provision of services and programs. The agencies included (to name just a few): almost every law enforcement agency in the county, the Kitsap County Jail, Kitsap County Prosecutor’s Office, Kitsap County Human Services, The Health District, Harrison Medical Center, Correct Care Solutions, Kitsap County Superior Court Therapeutic Court Team, City of Poulsbo Behavioral Outreach Program, Peninsula Community Health Services, and multiple city and county leaders. Through the Law and Justice Forums, the BHC is working toward connecting law enforcement to our BHC participants when they are not in crisis, to bridge positive relationships and communication.

These agencies have continued to meet to discuss in detail each intercept level in the Sequential Intercept Model, to develop a deeper understanding of the gaps in the system and discuss potential collective responses to these gaps. In addition to helping to further deepen the lines of communication, the BHC has gotten some referrals for potential participants by agencies in the Law and Justice Forums!

Partnership with NAMI⁵/ Support Groups. Mental illness is a family issue. The person suffering from the mental illness does not suffer alone. It became clear early on in the program that, in order for our participants to succeed, their family members often

⁵ National Alliance on Mental Illness

needed to be educated and offered help and supportive words from people who have been through similar experiences. In order to do that, we decided to provide support and educational resources for the family members of our participants during court proceedings. Having these resources during court is crucial so that they do not have to make an extra trip (which they would be unlikely to make). We provide support groups, educational materials and counseling and referrals to many other resources. We have also strongly encouraged the family members of our participants to come to the hearing when the participant enters the program, so that they know what the requirements of the program are and can help provide additional structure and accountability. So far, it has been extremely well received, and has been an invaluable partnership.

C. Link between Community Need and Strategic Plan

The need to stabilize people in crisis within our community simply must be a priority for our criminal justice system. The BHC seeks to increase its capacity to at least double or triple the number of participants we can serve. At present, the BHC simply does not have the Behavioral Health Specialist (BHS) resources or the defense attorney resources to allow the program to grow to its potential. Having 21 participants in the program is a great start, but to watch how much progress our participants have made, and to be forced to limit the numbers and the level of engagement is frustrating, to say the least. The goal for this grant proposal is to secure the necessary funding to increase the number of BHC participants to match our community's demonstrated needs.

3. Project Description

A. Project Design

The BHC is a standard therapeutic court that follows the Sequential Intercept Model of crisis intervention⁶. At every level of contact in the criminal justice system, we hope to intervene early and often with someone in mental health crisis, and/or intervene before they get to crisis level. Generally, the BHC employs a diversion program, wherein at the end of the program duration, the charges are dismissed⁷.

Referrals are most often brought to the BHC team by a defense attorney, who will notify the prosecutor that they have a client that they would like to put on the BHC calendar to "view" the BHC. Potential participants are allowed to view BHC, provided they meet basic eligibility requirements⁸. It should be noted that while most referrals are generated

⁶ (Which is, of course, a well-established "best practice.")

⁷ However, in some cases, charges are amended to a lesser charge. Also, it is contemplated that the BHC will eventually (if resources allow) take participants who have been previously convicted and are on probation, and if they successfully complete the program, their conviction will be vacated.

⁸ In order to be eligible the defendant must:

- A. Have an open criminal case within the jurisdiction of Kitsap County or contracted cities.
 - 1. Current charges and previous convictions must not be excluded by RCW 2.30.030
 - 2. Entry into the program requires the consent of the prosecutor.
- B. Be diagnosed with a mental illness as defined and recognized by the American Psychiatric Association Diagnostic and Statistical Manual, 5th Edition (APA DSM V) that meets the severe and persistent

by defense attorneys, we have also received direct referrals from Kitsap County Corrections Officers, from local law enforcement officers, other treatment court(s), Judges, prosecutors, and even a concerned parent who read about the BHC in the newspaper.

We require potential participants to “view” at least a few times to make sure that the program is something that they are truly interested in doing, and to ensure that they understand the commitment entailed. Once the potential participant indicates that they are interested, the BHS conducts an extensive evaluation and the complete BHC team then staffs their case. The team looks at: the facts of the case, housing, medication, the nexus between the mental health diagnosis and the crime, criminal history, risk assessments, victim input, amenability to treatment, barriers to completion of the program, motivation level of the participant and any other factors that present as an issue.

If accepted, program requirements are different for every participant and are specific to each individual. At a minimum, the program requires weekly hearings for the first 6-10 weeks (and then tapers slowly), mental health treatment/ counseling, medication, regular contact with the BHS, and chemical dependency treatment, random UAs and self-help groups for co-occurring disorders. Other requirements may be imposed depending on the case and the participant. The requirements are intended to provide structure, medications, stability and necessary treatment. The program is no less than one year. Many participants will take longer than one year; the BHC team’s policy is that we will not terminate someone if they are making progress and need a little extra time to graduate. The goal of BHC is to provide and maintain stability, avoid crisis, teach self-governance and promote resource-seeking *before* things get to crisis level.

If a participant has a violation or a misstep in the program, the BHC team staffs the issue and first decides what resources need to be provided, and then what sanction, or consequence needs to be imposed. Sanctions are also very specific to the individual, are on a graduated level, consistent with the level of violation, and the BHC team always tries to make the consequence be a learning experience for the participant.

threshold. The individual’s primary diagnosis must be a diagnosis that has been clinically shown to respond positively to psychotropic and/or therapeutic interventions.

1. Individuals with a primary or sole diagnosis of a Personality Disorder or Developmental Disorder as defined by the APA DSM V may be considered on a case-by-case basis.
 2. If no diagnosis is documented, the defendant will be referred to the community for a mental health evaluation and treatment recommendations.
- C. Not be determined high risk to the community, utilizing a standard risk assessment tool.
 - D. Have a nexus between their mental illness and the behaviors resulting in the criminal charge(s) as determined by BHC Staff.
 - E. Be competent per RCW 10.77
 - F. Suitability for participation will also be examined; factors of which include ability to benefit from treatment, amenability to intense supervision, motivation level and therapeutic benefit of program participation.

Termination from the program is decided by the entire team at BHC staffing. Graduation occurs when the participant has successfully completed the requirements of the program.

B. Evaluation

- Project Goals/ Objectives: the purpose of this proposal is to increase the capacity *and* the quality of the Behavioral Health Court program. There is a demonstrated need to at least double (if not triple) the capacity of the program and to improve the quality of assistance to our participants. By adding more resources, we are providing more consistency, more stability, and more structure.

We wish to expand program to:

- Allow many more participants into program;
 - Divert people out of the jail faster by quicker screener with 2 FTE BHS and dedicated defense attorney (no wait);
 - Give participants faster access to program, and therefore access to medications and resources (housing, etc);
 - Strengthen resources, improve level of provision of services;
 - Create additional program innovations;
 - Strengthen community partnerships;
 - Create more family support;
 - Create Peer Counseling/Bridging program;
- Data Collection, Management and Analysis:
 - Will collect and manage data by:
 - Running reports through Administrator of the Courts (AOC) Case Management Systems;
 - Sharepoint case records (we already have BHC “administrative records” set up);
 - BHC Program Manager is keeping statistical data⁹, and will compare on a quarterly basis;
 - Reviewing whether to implement the DCCM (Drug Court Case Management) system, or some other similar system;
 - Will be requesting participants to participate in survey at the end of the program (measuring participant satisfaction);
 - Will be requesting family members to participate in survey at the end of the program (measuring participant satisfaction).

⁹ (Participant Numbers, recidivism, court appearance rates, compliance rates, team collaboration stats, time between referral and entry, time spent in custody, etc, just to name a few.)

C. BHC Uses the Following Evidence-based Practices:

- Crisis Intervention Model;
- Therapeutic Court Model Components¹⁰:
 - Use of collaborative, non-adversarial, team approach with prosecution, defense, BHS, and judge presence at staffings, while promoting public safety and protecting constitutional rights of participants;
 - Access to continuum of care for mental health and chemical dependency treatment, and other related services;
 - Coordinated, individualized response to participant's compliance, or non-compliance;
 - Abstinence monitored by random UA and/or other testing;
 - Early identification of potential candidates, and address of barriers to entry into the program;
 - Multi-disciplinary team partnerships created and maintained;
 - Judicial interaction/ connection made with each participant;
 - System of Rewards/ Incentives created;
 - Consequences/ Sanctions are on a graduated/ progressive basis, are consistent, fair and proportionate to the violation, and designed to create a learning moment (example: written assignment in lieu of jail);
 - All team members continue inter-disciplinary education regularly, to stay abreast of current law and research on best practices;
 - Continued monitoring, evaluation and strategic planning to promote effective practice, procedure and operations;
 - Ensuring that historically disadvantaged groups have equal access and are provided the same opportunities to participate in BHC.

D. Community Collaboration, Integration and Collective Impact

As previously discussed above, the Behavioral Health Court IS community collaboration. It was created through the partnership of the court, prosecutors, defense attorneys, jail staff, mental health treatment providers, substance use disorder treatment providers, other treatment courts and social services/ community programs, and those relationships are utilized daily. The BHC combines a traditional, criminal justice, therapeutic court with wrap-around services to create a structured, stable environment for its participants. As such, the program relies heavily on many other agencies. This proposal seeks to expand the scope of the program to allow more participants to be served by the court and its many partners.

¹⁰ See "Adult Drug Court Best Practice Standards, Volume II," National Association of Drug Court Professionals, 2015.

4. Project Financial Feasibility

A. Budget Narrative

1 FTE Behavioral Health Specialist. Funding (\$91,997.76) is requested for a 1 FTE Behavioral Health Specialist to meet the demonstrated need to expand the BHC program. There is a clear need to expand the BHS resources to double the capacity of the program, at least. Adding one FTE Behavioral Health Specialist will allow more participants into the program, but will also provide increased and more meaningful contacts with the participants, allow for innovation and better provision of services.

Dedicated Full-Time Contract Public Defender. Funding (Contract Attorney: \$60,000) is requested for a Dedicated Full-Time Public Defender position to appear at all BHC team staffings, meet with all potential participants in jail (and out of custody), attend all BHC hearings, and attend any sentencing hearings in Superior Court in the event of termination from BHC. This will be a contract position with no benefits, and a flat fee of \$5,000 per month. This contract amount is based upon the following factors: the projected numbers of cases¹¹ that the BHC is likely to see if allowed to operate at full capacity, BHC increasing to two full court/staffing days, and the complex nature of the cases¹² and the issues presented. This defense attorney position is quite unlike most; it requires legal skill to counsel participants on legal issues and review program documents and requirements, the ability to collaborate on a therapeutic court team, but also act almost as a social worker. This position will be required to navigate complex mental health legal issues, involving medication, treatment, diagnoses, insurance issues, housing concerns as well as dealing with sometimes difficult family dynamics.

B. Additional/ Match Resources:

The Behavioral Health Court (through its partner agencies: Kitsap County District Court, Kitsap County Prosecuting Attorney, Kitsap County Office of Public Defense, Kitsap Mental Health Services) will be contributing \$319,004.21 in match funds.

C. Sustainability

This proposal sets forth a plan to increase the capacity and quality of much-needed Behavioral Health Court services. It is anticipated that the Behavioral Health Court will continue to grow. The Kitsap County District Court has hired a Behavioral Health Court Program Manager in order to provide support and promote efficiencies in the program, look for new innovations, and also seek out federal, state and local grant funding for the BHC. It should be apparent from the match funds that the partnerships already forged in this program are strong, and will continue to grow.

¹¹ And the fact that Kitsap County's Office of Public Defense is likely to create and approve a case-weighting policy for treatment courts sometime in 2017-2018.

¹² Over 80% of the BHC cases have started as felony matters.

In the event no other grant funding can be found, it is expected that the Kitsap County Commissioners will either (1) sustain funding through the County General Fund (Budget Process), or (2) sustain funding for an extended period of time using the "Kitsap County Mental Health, Chemical Dependency and Therapeutic Court" (Treatment Sales Tax) funds. Reduction or termination of funding will drastically affect the number of people the BHC can help, and the quality of services that we can provide.

ATTACHMENT D

EVALUATION

WORKSHEET

PROJECT NAME: BEHAVIORAL HEALTH COURT SUPPORT: BHS AND DEDICATED PD

A. GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE Data and time	G. SOURCE
<p>Stabilize those in crisis in our criminal justice system.</p>	<p>-BHC takes referrals from law enforcement and/or jail staff at earliest opportunity (1st responders). -Use Crisis Intervention Triage Center, Housing Solutions Center, Kitsap Connect, and other solutions instead of booking in jail. -BHS and defense attorney facilitate and provide "wrap around services;" to include housing, medication, treatment, care coordination. -Work with family members/ loved ones of Participants to provide stable environment for Participants, and provide resources for family members to cope/ understand the illness. -Partnerships with KMHS, Jail, law enforcement and treatment providers.</p>	<p>-Reduce ER visits/ costs of ER visits. -Reduce the cost/frequency of need for jail medical services. -Reduce the number of inmates with mental illness. -Fewer incidents of use of force/ assaults for jail staff. -Fewer people with mental illness are homeless. -Provide positive outcomes for Participants. -Find effective solutions for quicker provision of medication, services and resources by collaboration with our partner agencies.- -Quicker referral to BHC means faster route to medications, resources, housing and diversion from jail.</p>	<p><input checked="" type="checkbox"/> Output <input checked="" type="checkbox"/> Outcome: Participant satisfaction <input type="checkbox"/> Outcome: Knowledge, attitude, skill <input type="checkbox"/> Outcome: Practice or behavior <input checked="" type="checkbox"/> Outcome: Impact on overall problem <input checked="" type="checkbox"/> Return-on-investment or cost-benefit If applicable: <input type="checkbox"/> Fidelity measure</p>	<p><input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Long Start date: 11/1/2017 Frequency: <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____</p>	<p>3 years before entry into BHC to present</p>	<p>BHC Program Manager will compile from: law enforcement reports, jail records, treatment records, defendant case histories; and court management records. BHC Participants will complete exit interview and survey of their experience when they graduate. We will also ask family members to complete a survey.</p>

1 KITSAP COUNTY BEHAVIORAL HEALTH COURT: BEHAVIORAL HEALTH SPECIALIST AND DEDICATED PUBLIC DEFENDER

A. GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE <small>Data and time</small>	G. SOURCE
<p>BHC-Divert people suffering from mental illness from the jail, from the consequences of conviction, from contact with law enforcement, avoid crisis, and provide resources to promote a productive life.</p>	<p>-Take direct referrals for BHC from defense attorneys, jail staff, law enforcement, treatment providers. -Felony Case Diversion. -Misdemeanor Case Diversion -Probation Violations diverted. - BHS and defense attorney facilitate and provide "wrap around services;" to include housing, medication, treatment, care coordination. - Develop and foster collaboration between criminal justice system agencies, social agencies, treatment agencies. -Provide family support for the family members of Participants.</p>	<p>-Participants obtain treatment, structure, resources. -Consequences teach coping skills and resource seeking, instead of just punishment. -Reduce recidivism of crimes and/or police contacts. -Reduce number of mentally ill people in jails. -Reduce number of Failure to Appear/Bench Warrants in Courts. -Successful completion of diversion program, conviction avoided. -Participants obtain jobs, driver's licenses, and regain/obtain their independence. - Better communication/ collaboration among the criminal justice system agencies and treatment agencies. -County-wide protocols developed. -Give family members a voice, and resources to help their loved ones suffering with mental illness.</p>	<p><input checked="" type="checkbox"/> Output <input checked="" type="checkbox"/> Outcome: Participant satisfaction <input type="checkbox"/> Outcome: Knowledge, attitude, skill <input type="checkbox"/> Outcome: Practice or behavior <input checked="" type="checkbox"/> Outcome: Impact on overall problem <input checked="" type="checkbox"/> Return-on-investment or cost-benefit If applicable: <input type="checkbox"/> Fidelity measure</p>	<p><input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Long Start date: 11/1/2017 Frequency: <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____ Start date: Click here to enter text. Frequency: <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____</p>	<p>3 years before entry into BHC to present</p>	<p>BHC Program Manager will compile from: law enforcement reports, jail records, treatment records, defendant case histories; and court management records. BHC Participants will complete exit interview and survey of their experience when they graduate. We will also ask family members to complete a survey.</p>

ATTACHMENT E

**TOTAL AGENCY
BUDGET FORM**

Total Agency or Departmental Budget Form

Agency Name: District Court of Kitsap County

Project: Behavioral Health Court Grant Application

 Accrual Cash

AGENCY REVENUE & EXPENSES	2016		2017		2018	
	Actual	Percent	Budget	Percent	Budget	Percent

AGENCY REVENUE

	2016 Actual	2016 Percent	2017 Budget	2017 Percent	2018 Budget	2018 Percent
Federal Revenue	\$ -	0%	\$ -	0%	\$ -	0%
WA State Revenue	\$ 99,000	4%	\$ 99,000	4%	\$ 99,000	4%
Local Revenue	\$ 2,716,589	96%	\$ 2,600,838	96%	\$ 2,600,838	96%
Private Funding Revenue	\$ -	0%	\$ -	0%	\$ -	0%
Agency Revenue	\$ 2,899	0%	\$ 2,720	0%	\$ 2,720	0%
Miscellaneous Revenue	\$ 666	0%	\$ 1,000	0%	\$ 1,000	0%
TOTAL AGENCY REVENUE	\$ 2,819,154		\$ 2,703,558		\$ 2,703,558	

AGENCY EXPENSES

Personnel						
Managers	\$ 875,155	37%	\$ 970,339	38%	\$ 974,747	37%
Staff	\$ 857,256	36%	\$ 902,457	35%	\$ 930,723	36%
Total Benefits	\$ 633,293	27%	\$ 684,071	27%	\$ 703,700	27%
SUBTOTAL	\$ 2,365,704	100%	\$ 2,556,867	100%	\$ 2,609,170	100%

Supplies/Equipment						
Equipment	\$ 58,455	74%	\$ 31,547	70%	\$ 31,547	70%
Office Supplies	\$ 20,524	26%	\$ 13,500	30%	\$ 13,500	30%
Other	\$ -	0%	\$ -	0%	\$ -	0%
SUBTOTAL	\$ 78,980	100%	\$ 45,047	100%	\$ 45,047	100%

Administration						
Advertising/Marketing	\$ -	0%	\$ -	0%	\$ -	0%
Audit/Accounting	\$ -	0%	\$ -	0%	\$ -	0%
Communication	\$ 15,451	6%	\$ 16,716	6%	\$ 16,716	5%
Insurance/Bonds	\$ 15,605	6%	\$ 15,066	5%	\$ 15,066	5%
Postage/Printing	\$ 4,163	2%	\$ 3,000	1%	\$ 3,000	1%
Training/Travel/Transportation	\$ 13,896	6%	\$ 20,550	8%	\$ 20,550	7%
% Indirect	\$ -	0%	\$ -	0%	\$ -	0%
Dues, Subscriptions, Memberships	\$ 721	0%	\$ 3,900	1%	\$ 3,900	1%
Professional Services	\$ 64,773	26%	\$ 90,900	33%	\$ 128,900	41%
IS Interfund Services	\$ 131,404	53%	\$ 123,823	45%	\$ 123,823	40%
SUBTOTAL	\$ 246,014	100%	\$ 273,955	100%	\$ 311,955	100%

Ongoing Operations & Maintenance						
Janitorial Service	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance Contracts	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance of Existing Landscaping	\$ -	0%	\$ -	0%	\$ -	0%
Repair of Equipment & Property	\$ -	0%	\$ -	0%	\$ -	0%
Utilities	\$ -	0%	\$ -	0%	\$ -	0%
Other	\$ -	0%	\$ -	0%	\$ -	0%
SUBTOTAL	\$ -	0%	\$ -	0%	\$ -	0%

Other Costs						
Debt Service	\$ -	0%	\$ -	0%	\$ -	0%
Other	\$ -	0%	\$ -	0%	\$ -	0%
SUBTOTAL	\$ -	0%	\$ -	0%	\$ -	0%

TOTAL DIRECT EXPENSES	\$ 2,690,698		\$ 2,875,869		\$ 2,966,172	
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District Court - Expenditures Exceeding 10% of Budget

Business Unit	Object Account	Subsidiary	Account Description	2016 Actual	2017 Budget	2018 Budget	
9061	5101		REGULAR SALARIES	1,541,605.08	1,646,817.00	1,673,047.00	
9062	5101		REGULAR SALARIES	165,649.82	199,158.00	206,142.00	
9061	5102		OVERTIME PAY	2,256.37			
9062	5102		OVERTIME PAY	2.30			
9061	5103		LONGEVITY PAY	14,894.47	17,818.00	17,280.00	
9062	5103		LONGEVITY PAY	4,369.66	3,024.00	3,414.00	
9061	5106		ANNUAL LEAVE PAYOUT	0.00			
9061	5109		EXTRA HELP	445.91			
9061	5110		OUT OF CLASS PAY	0.00			
9061	5112		BAILIFF	3,187.84	9,000.00	9,000.00	
9061	5201		INDUSTRIAL INSURANCE	19,230.68	21,559.00	21,559.00	
9062	5201		INDUSTRIAL INSURANCE	2,499.71	2,940.00	2,940.00	
9061	5202		SOCIAL SECURITY	107,987.55	128,033.00	129,999.00	
9062	5202		SOCIAL SECURITY	12,149.63	15,467.00	16,031.00	
9061	5203		PERS RETIREMENT	170,726.65	198,326.00	212,756.00	
9062	5203		PERS RETIREMENT	18,661.81	23,959.00	26,236.00	
9061	5215		DISABILITY INSURANCE	1,447.55	1,632.00	1,632.00	
9062	5215		DISABILITY INSURANCE	289.20	384.00	384.00	
9061	5229		BENEFITS BUCKET	254,100.00	254,100.00	254,100.00	
9062	5229		BENEFITS BUCKET	46,200.00	34,650.00	34,650.00	
				2,365,704.23	2,556,867.00	2,609,170.00	Managers, Staff, & Benefits
9061	5922		I/F I.S. PROJECTS	12,743.52	18,479.00	18,479.00	
9062	5922		I/F I.S. PROJECTS	1,167.12	1,468.00	1,468.00	
9061	5451		OPERATING RENTAL/LEASES	1,500.00	3,400.00	3,400.00	
9061	5351		SMALL TOOLS & EQUIPMENT	2,349.96			
9061	5352		COMPUTER SOFTWARE	7,751.43	200.00	200.00	
9061	5353		SMALL COMPUTER EQUIPMENT	32,943.41	8,000.00	8,000.00	
				58,455.44	31,547.00	31,547.00	Equipment
9061	5499		OTHER	60.48	500.00	500.00	
9061	5311		OFFICE/OPERATING SUPPLIES	20,463.76	13,000.00	13,000.00	
				20,524.24	13,500.00	13,500.00	Office Supplies
9061	5413		MEDICAL, DENTAL & HOSPITAL	0.00	2,500.00	2,500.00	
9061	5416	10	PRO TEM JUDGES	35,800.14	52,000.00	75,000.00	
9061	5416	16	INTERPRETERS	26,526.73	30,000.00	45,000.00	
9061	5419		OTHER PROFESSIONAL SERVICES	2,206.35	6,000.00	6,000.00	
9061	5495		WITNESS FEES	240.00	400.00	400.00	
				64,773.22	90,900.00	128,900.00	Professional Services
9061	5912		I/F I.S. SERVICE CHARGES	119,723.04	114,904.00	114,904.00	
9062	5912		I/F I.S. SERVICE CHARGES	11,681.04	8,919.00	8,919.00	
				131,404.08	123,823.00	123,823.00	IS Interfund Charges

ATTACHMENT F

SPECIAL PROJECT

BUDGET FORM

Special Project Budget Form

Agency Name:
KITSAP COUNTY DISTRICT COURT

Project:
BEHAVIORAL HEALTH COURT: BHS AND DEDICATED PD

Enter the estimated costs associated with your project/program	Total Funds		Requested Funds		Other Matching Funds	
	Budget	Percent	Budget	Percent	Budget	Percent
Personnel						
Contract Attorney (no benefits, etc)	\$ 60,000.00	13%	\$ 60,000.00	39%	\$ -	0%
.10 FTE OPD Attorney	\$ 12,000.00	3%		0%	\$ 12,000.00	4%
.333 FTE Legal Assistant Prosecutor	\$ 29,353.95	6%		0%	\$ 29,353.95	9%
.25 FTE Prosecutor	\$ 26,786.00	6%		0%	\$ 26,786.00	8%
1 FTE Behavioral Health Specialist	\$ 76,557.76	16%	\$ 76,557.76	50%	\$ -	0%
1 FTE Behavioral Health Specialist	\$ 76,557.76	16%	\$ -	0%	\$ 76,557.76	24%
.75 FTE BHC Program Manager	\$ 83,202.75	18%	\$ -	0%	\$ 83,202.75	26%
.25 Probation Monitor	\$ 22,460.75	5%	\$ -	0%	\$ 22,460.75	7%
.33 FTE Judge	\$ 68,443.00	15%	\$ -	0%	\$ 68,443.00	21%
SUBTOTAL	\$ 455,361.97	97%	\$ 136,557.76	90%	\$ 318,804.21	100%
Supplies & Equipment						
Equipment	\$ 1,050.00	0%	\$ 1,050.00	1%	\$ -	0%
Office Supplies	\$ 300.00	0%	\$ 100.00	0%	\$ 200.00	0%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
SUBTOTAL	\$ 1,350.00	0%	\$ 1,150.00	1%	\$ 200.00	0%
Administration						
Travel Mileage	\$ 1,397.00	0%	\$ 1,397.00	1%	\$ -	0%
Cell Phone Plan	\$ 720.00	0%	\$ 720.00	0%	\$ -	0%
Software	\$ 960.00	0%	\$ 960.00	1%	\$ -	0%
Liability Insurance/Bonds	\$ 550.00	0%	\$ 550.00	0%	\$ -	0%
Postage/Printing	\$ -	0%	\$ -	0%	\$ -	0%
Training	\$ 2,300.00	0%	\$ 2,300.00	2%	\$ -	0%
Administration (Limited to 10%)	\$ 8,363.00	2%	\$ 8,363.00	6%	\$ -	0%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
SUBTOTAL	\$ 14,290.00	3%	\$ 14,290.00	9%	\$ -	0%
Ongoing Operations & Maintenance						
Janitorial Service	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance Contracts	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance of Existing Landscaping	\$ -	0%	\$ -	0%	\$ -	0%
Repair of Equipment and Property	\$ -	0%	\$ -	0%	\$ -	0%
Utilities	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
SUBTOTAL	\$ -	0%	\$ -	0%	\$ -	0%
Other						
Debt Service	\$ -	0%	\$ -	0%	\$ -	0%
Other	\$ -	0%	\$ -	0%	\$ -	0%
SUBTOTAL	\$ -	0%	\$ -	0%	\$ -	0%
Total Project Budget	\$ 471,001.97		\$ 151,997.76		\$ 319,004.21	

NOTE: Indirect is limited to 10%

ATTACHMENT G

PROJECT SALARY

SUMMARY

Project Salary Summary

Description

Number of Professional FTEs	1.05
Number of Clerical FTEs	0.00
Number of All Other FTEs	0.00
Total Number of FTEs	1.05

Salary Information

	\$	-
Salaries of Professional Staff (see KMHS Budget Template- Attached)	\$	55,328.00
Salaries of Clerical Staff	\$	-
Other Salaries (Describe Below)	\$	60,000.00
CONTRACT ATTORNEY, no benefits, etc	\$	60,000.00
Description:	\$	-
Description:	\$	-
Total Salaries	\$	115,328.00
Total Payroll Taxes	\$	4,565.00
Total Cost of Benefits	\$	14,454.64
Total Cost of Retirement	\$	2,213.12
Total Payroll Costs	\$	136,560.76

KMHS Budget Template

Program / Grant Prep Date:

7/7/2017

Program / Grant Name:

**Behavioral Court Therapist for
Judge Bradley**

Number of Months Covered

12

Start Date

1/1/2018

End Date

12/31/2018

Total Grant Request

91,997.76

Personnel

FTE

Court Behavioral Health Therapist

1

52,000.00

Clinical Supervision

0.05

3,328.00

Total Wages

55,328.00

Total Taxes

4,565.00

Retirement

2,213.12

Other Benefits

14,451.64

Subtotal - Personnel Costs

76,557.76

Asset Purchases

Computer (Desktop)

-

1 Computer (Laptop)

900.00

1 Cell Phone

150.00

Desk

-

Chair

-

Subtotal - Asset Purchases

1,050.00

Operating Costs

Training

2,300.00

Office & Operating Supplies

100.00

Software

960.00

Cell Phone

720.00

Travel / Mileage

1,397.00

Liability Insurance

550.00

Subtotal - Operating Expenses

6,027.00

Administration

10%

8,363.00

Allocated Overhead

ATTACHMENT H

LETTERS OF COMMITMENT

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