

2015 GRANT SUMMARY PAGE

MENTAL HEALTH, CHEMICAL DEPENDENCY, AND THERAPEUTIC COURTS RFP  
KITSAP COUNTY HUMAN SERVICES DEPARTMENT

Proposal Title: Veterans Treatment Court Grant

Please Check One  New Grant Application  Continuation Grant Application

Proposal Summary:

The Kitsap County Superior Court is requesting grant funding to sustain the Veterans Court Treatment Track initiated in October 2012 under a three-year, Federal SAMHSA grant. The Veterans Treatment Court is designed to serve up-to 25 veterans engaged in the criminal justice system due to co-occurring substance abuse and/or mental health issues. The Court is designed similar to other treatment courts, with a specific focus on connecting veterans with VA And other treatment services. The Federal SAMHSA grant is scheduled to end on September 30, 2015; funding is sought here to sustain this program beyond grant completion.

Requested Funds Amount: \$179,368

Matching/In-kind Funds Amount: \$0

Kitsap County Superior Court

Agency or Organizational Name

614 Division Street, MS-24

Street Address

Port Orchard

WA

98366

City

State

Zip

Frank A. Maiocco, Jr.

360-337-4455

fmaiocco@co.kitsap.wa.us

Primary Contact

Phone

E-Mail

Non-Profit Status: 501©3 of the Internal Revenue Code?  Yes  No

Federal Tax ID Number: 91-6001348

- If incorporated, attach a list of the members of the Board of Directors, including names and addresses.
- If not incorporated (sole proprietor or partnership), attach a list of the names and addresses of the principals.

Signature

Superior Court Administrator

3/25/15

Title

Date



**Kitsap County Superior Court  
Veterans Treatment Court Sustaining Grant  
Project Narrative**

**Organizational Capacity**

*A. Organizational Governance*

The eight elected Superior Court judges, in consultation with the court commissioner, juvenile court administrator and superior court administrator, provide oversight and guidance in the Superior Court. The Bench, acting as the governing board, is “chaired” by a Presiding Superior Court judge who is elected from among the eight judges to a two year term. Members of the Bench serve four year terms during the period in which they are either appointed or elected.

All Superior Court policies are adopted by the Bench collectively through regularly scheduled monthly meetings. The Bench has not discretely codified separate, written policies governing fiscal controls, non-discrimination, or procurement. Rather, in the absence of separate, written policies, the Bench has assumed most policies set-forth by Kitsap County. The Veterans Treatment Court judge provides a monthly status report at each Bench meeting to ensure treatment court programs continue to align with broader, organizational policy decisions.

Operationally, the Veterans Treatment Court program is governed by the multi-disciplinary Veterans Treatment Court team. The Veterans Treatment Court judge chairs the team. Policies and procedures related directly to participants are predominantly made at this level.

The Superior Court’s financial management is performed primarily by the Superior Court administrator and full-time office assistant III/bookkeeper. The treatment court manager is responsible for program management and the Superior Court administrator is responsible for managing the budget, accounting, fiscal controls and contracts. The day-to-day responsibility for accounts payable and receivable are performed by the office assistant III/bookkeeper.

The Court has monitored the Veterans Treatment Court in accordance with performance metrics and evaluative criteria set-forth in the initiating Federal Substance Abuse and Mental Health Services Administration (SAMHSA) grant. Veterans’ data is entered in a web-based program mandated by the Department of Health, and a third-party evaluator has been contracted and funded through the grant to this point. The treatment court administrative specialist collects basic data regarding the number of participants entering, graduating, or terminating from the program, but these are typically only summarized for purposes of budgeting or upon request. Because the funding capacity for a third-party evaluator will end at the completion of the grant, the Court has included a request for funding in this grant proposal to fund the DCCM application that was funded last year for the Adult Drug Court expansion.



The Kitsap County Clerk's Office is statutorily responsible for receipting money for the Superior Court, and the Court, therefore, is not subject to triennial accounting audits. However, the Court has received Federal grant funding, and it has not been challenged, investigated or audited for any Federal, State, local or other grant funding.

### *B. History of Project Management*

The Superior Court has been the recipient of four separate Federal grants, three through the Bureau of Justice Administration, and the fourth nearing completion of a three-year Substance Abuse and Mental Health Services Administration (SAMHSA) Veterans Treatment Court grant. The Superior Court is presently seeking an extension of this SAMHSA grant, in lieu of sales tax grant funding requested herein, to sustain the Veterans Court for a fourth year.

The Superior Court administrator is responsible for managing the budget awards, accounting, fiscal controls and contracts. This has ensured that the expenditure of grant funds has been consistent with overarching grant program requirements and established grant goals. The Superior Court has not exceeded the amount appropriated in any of these grants, nor has its management of public funds been questioned or investigated.

### *C. Staffing Capacity - Internal*

The Veterans Treatment Court is supported by a number of criminal justice and treatment professionals. The program is directed by a Superior Court judge who spends 20 percent of his time leading participant staffing, and conducting weekly court calendars and departmental calendars to address veteran compliance issues. Judge Jay B. Roof, the current Adult Drug Court judge, has over 40 years' experience in Kitsap County's Courts with his last 20 years spent in the Superior Court. He has been the Veterans Treatment Court judge since its creation in October 2012. Judge Roof will continue to spend 20 percent of his time, in addition to the 50 percent of his time dedicated to the Adult Drug Court program.

Judge Roof guides the program with Ms. Samantha Lyons, the Treatment Court Manager, who devotes approximately 25 percent of her time managing the Veterans Treatment Court. Ms. Lyons, has 12 years of treatment court experience, having spent 2 years as the Clinical Director for the Brooklyn (NY) Treatment Court and 9 years as the Drug Court Coordinator in the Montgomery County (MA) Circuit Court. She possesses a Bachelor's degree in Fine Arts from UCLA and a Master's degree in Forensic Psychology from John Jay College. Ms. Lyons is the liaison between the judge and the team, law enforcement, participants and the public. She directly supervises three compliance specialists, including one specifically created to work directly with veterans. Ms. Lyons has served as Kitsap County Treatment Court Manager since October 2013.



Mr. Andrew Sawtell has served as the Veterans Treatment Court Compliance Specialist since his appointment in April 2014. He previously served as the Drug Court Supervision Officer in the Lancaster County (Nebraska) Adult Drug Court, a position that he held since June 2008. Mr. Sawtell holds a Bachelor's degree in Criminal Justice from the University of Nebraska and a Master's degree in Forensic Science from Nebraska Wesleyan University. Mr. Sawtell is responsible for direct contact with the veterans in the program, meeting individually with them on a weekly basis to verify compliance with program requirements, troubleshoot individual challenges, and prepare and present compliance reports to the Veterans Court team at weekly staffing meetings. Mr. Sawtell also conducts periodic home visits in the company of a Sheriff's community resource officer to monitor participant compliance in the community. In addition to a veteran caseload of 25, Mr. Sawtell manages a caseload of 50 participants in the Adult Drug Court.

Ms. Alisha Hebden has served as the extra help Veterans Court Mentor Coordinator since January 2015 and spends approximately 8-10 hours each week facilitating this part of the program. Ms. Hebden's role includes recruiting, screening, training, organizing, assigning, and supervising volunteer mentors for veterans who are enrolled in the Veterans Court Treatment track. She also serves as the Superior Court's Pretrial Services Officer, funded through the Court's General Fund budget, half-time.

#### *D. Staffing Capacity - External*

The Adult Drug Court program currently has the commitment of a deputy prosecuting attorney, a public defense attorney and a community resource officer from the Sheriff's Department. The Kitsap County Prosecutor and Director of Public Defense have committed their respective resources for no less than 4 hours each week, or 10 percent of their time. The Kitsap County Sheriff has, likewise, committed a community resource officer to provide jail transportation, courtroom security and participant field visits.

Mr. Kevin P. Kelly, Kitsap County Deputy Prosecuting Attorney has served as the prosecuting attorney in the Adult Drug Court for much of the last five years. Mr. Kelly holds a Bachelor's degree in Telecommunications from Kent State University and earned his Juris Doctorate from the Cleveland Marshal School of Law at Cleveland State University. Mr. Kelly has been a member of the Veterans Treatment Court team since October 2012, but may be replaced in this role in the near future.

Mr. Jacob P. Murphy, a partner in the firm Cross, La Cross and Murphy, has been the contract public defense attorney in the Veterans Treatment Court since 2012. Mr. Murphy earned a Bachelor's degree from the Virginia Polytechnic and State University, and his Juris Doctorate in 1999 from St. Mary's University of San Antonio.

Participation by the two attorneys and the community resource officer was initially funded through the Federal SAMHSA grant, and continuation funding is requested in this application to sustain their essential roles.





The Kitsap Recovery Center provides one chemical dependency professional (CDP) for substance abuse treatment for 25 participants. This includes weekly individual and group treatment sessions, and weekly appearances at staffing and court. Mr. Demian Putzke has served as the CDP in the Veterans Treatment Court since May 2014. Mr. Putzke possesses an Associate's degree in chemical dependency and is working towards achieving his Bachelor's degree. He also served in the U.S. Navy for nine-and-a-half years. Mr. Putzke's role at KRC has included managing an in-patient caseload, serving as a Detox counselor, conducting chemical dependency assessments, and managing a housing program.

Bergen Starke, the Clinical Supervisor of the Kitsap Recovery Center, holds a Bachelor's degree in Human Services from Western Washington University and a Master's degree in Psychology, Marriage and Family Therapy from Brandman University. She is a certified Chemical Dependency Counselor and holds an Associate License in mental health counseling. Ms. Starke has been integrally involved in the Veterans Treatment Court since October 2012, and with the Adult Drug Court since February 2003.

Substance abuse treatment is best provided at a ratio of one CDP to twenty-five participants, so grant funding is requested to sustain the one chemical dependency professional previously created with Federal SAMHSA grant funding.

## **Community Needs and Benefit**

### *A. Needs Assessment*

The Superior Court currently operates a Veterans Treatment Court program that serves up-to 25 veterans. Prior to entry into the program, participants are screened by the Kitsap County Prosecutor's Office to ensure they are legally eligible to participate in drug court. Veterans are also screened through the Veterans Administration to determine each individual's service record, eligibility for treatment services, and other demographics.

There are currently 36,294 veterans (2010 Census Bureau) who call Kitsap County home. Within the county are the Bremerton Naval Shipyard, Sub-base Bangor, NAVSEA Keyport, Retsil Veteran's Home, Bremerton Naval Hospital and Manchester Fuel Depot, all of which employ active duty military and veterans. Of the veterans residing in Kitsap County, a growing number of them are recent returnees from combat operations in Iraq and Afghanistan.



### B. Link Between Services and Community Needs

The Superior Court's goal in this grant proposal is to secure the necessary funding to sustain treatment for the number of veterans that matches the criminal justice community's demonstrated need. In 2010, 990 veterans were booked into the Kitsap County Jail, and more than 50% had been booked previously. Of these, 39 were homeless. There is an extreme need to intervene with these veterans early in the criminal process to engage them in wrap-around services, greatly increasing the chance of their long-term success in a treatment program.

Many veterans are eligible for services but have not accessed them through the Veterans Administration. The Veterans Treatment Court serves as a vehicle to identify veterans in the criminal justice system and provides case management to help them navigate the often complicated process to determine and access their eligible services. Further, where veterans may be ineligible for VA services, the Veterans Treatment Court provides a mechanism for veterans to obtain services similar to those provided by the VA through the Kitsap Recovery Center and Kitsap Mental Health Services.

### C. Project Scope

The 2014 Kitsap County Behavioral Health Strategic Plan identifies the lack of sufficient Outpatient Care, Medical and Medication Management, Counseling Services (Gap #3) as one of the local gaps in services for individuals with mental illness and substance abuse disorders in the adult criminal justice system. To address this gap, the Behavioral Health Strategic Planning Team recommended the expansion of mental health and substance abuse outreach, assessment, intervention, referral and treatment in existing adult therapeutic courts. In this proposal, the Superior Court requests sufficient funding to address this need by (1) matching up-to 25 veterans with mental health and substance abuse screening, diagnoses and treatment services, either through the VA or through KRC; and, (2) increase the number of individuals who can receive these services to a service level that meets the community's demonstrated demand.

## Project Description

### A. Project Design

The Veterans Treatment Court team is well acquainted with the concept of treatment courts given its prior planning and implementation efforts. The Superior Court has successfully implemented and sustained an Adult Drug Court, Family Dependency Drug Court, Juvenile Drug Court, and a Juvenile Mental Health Court (ITC). The Kitsap County Superior Court utilizes the 10 key components of treatment courts in the process, and has incorporated best practices as outlined by the National Association of Drug Court Professionals. The 10 key treatment court components include:



- Integration of alcohol and other drug treatment services with justice system case processing.
- Use of a non-adversarial approach, with prosecution and defense counsel promoting public safety while protecting participants' due process rights.
- Early identification of eligible participants and prompt placement into drug court program.
- Access to a continuum of alcohol drug and other related treatment and rehabilitation services.
- Abstinence monitored by frequent alcohol and other drug testing.
- Coordinated strategy governs drug court responses to participants' compliance.
- Ongoing judicial interaction with each drug court participant.
- Monitoring and evaluation, measuring the achievement of program goals and gauging effectiveness.
- Continuing interdisciplinary education to promote effective planning, implementation and operations.
- Forging of partnerships among drug courts, public agencies, and community-based organizations to generate local support and enhance drug court program effectiveness.

The Veterans Court team has found that adherence to these ten, evidence-based principles has produced the most desirable results among graduates in other treatment courts and will continue to adhere to them with the veterans court population.

In both 2013 and 2014, six Veterans Treatment Court team members were required to attend the National Association of Drug Court Professionals conference under the Federal SAMHSA Veterans Court grant. Team members were familiarized with 23 "Best Practices Standards" in treatment courts that have been developed based on demonstrated successes across the nation over the last ten years. The conference also provided a strictly-defined education and training track focused on best practices that have been developed and implemented by Veterans Courts across the nation. Many of these have been vetted, remolded and implemented in the developing Kitsap County Veterans Treatment Court in the context of available local resources. This grant proposal includes a request for funding to continue to send an annual contingent from the Veterans Court team to the annual conference as a means of identifying, adapting and incorporating innovations that are being effectively used in similar programs around the nation.

Introduction of a new data management application provides an opportunity to build-on the evaluation and reporting function that was required under the initiating Federal grant. The web-based application for which funding is sought in this grant proposal is the same application that will be procured and used by both the Adult and Juvenile Drug Courts, as provided under separate continuation grant proposals.



## B. Community Collaboration, Support and Synergy

As previously described, the Veterans Treatment Court is a collaborative approach to address criminal defendants with military veteran's status who are confronted with substance abuse and/or mental health issues, and holistically restore them so that they may more fully contribute to the community. Because the Veterans Court combines the criminal justice system with clinical treatment, the program relies heavily upon the collaboration of multiple agencies. These include the Superior Court, the Kitsap County Prosecutor's Office, the local Office of Public Defense, the Veterans Administration, the Washington State Veterans Affairs office, the Kitsap Recovery Center, and the Kitsap County Sheriff's Office.

## C. Project Goals

The purpose of this project is to sustain the Veterans Treatment Court, initiated under a Federal SAMHSA grant and funded over a three year period beginning in October 2012. The Federal grant is presently scheduled to end on September 30, 2015. The Court is preparing a request for a no-cost grant extension to expend unobligated Federal funds to sustain the Veterans Court an additional year. However, since this decision is entirely in the hands of the Department of Health through SAMHSA, the Court presents this proposal to secure contingency program funding.

The Veterans Treatment Court is comprised of 25 treatment slots dedicated specifically for veterans who are facing criminal charges, and who require substance abuse and/or mental health treatment through the delivery of expanded services, and to sustain a time-tested therapeutic court program with resources that address the local service gaps outlined in the 2014 Behavioral Health Strategic Action Plan. An additional goal is to develop and maintain a more robust, internal data collection and evaluation effort that will continue to measure the performance of the Veterans Treatment Court.

The success of this effort will be measured by the steady rate at which veterans entered into the program successfully progress through the phases of the program, a proportionally higher number of program graduates when compared against program terminations, and a low recidivism rate among graduates.

## D. Project Activities

Because this proposal is intended to sustain a newly-developed Veterans Treatment Court program, the process for screening and adding new veterans is mostly established. The treatment court manager and the Veterans Court team will continue to work with the District Court to identify potential veterans with higher level criminal misdemeanor charges to ensure early treatment intervention. The team will also continue to collect veteran-specific screening data, including clinical screening through the VA that has been required under the Federal grant, to ensure individualized treatment for co-occurring disorders is identified early.





As with all drug courts, the judge plays a central role in the treatment process, responding to the individual's relative compliance with a spectrum of positive rewards and sanctions. The Veterans Treatment Drug Court judge has presided over the Adult Drug Court since implementation and has been essential in building the program to the level of success it has attained. This judge has committed to remaining on this calendar until the Veteran's Treatment Track is fully implemented to ensure consistency in leadership.

While all of the local treatment court programs already make use of a wide variety of community resources to address these needs, the great value of the collaboration with the veterans affairs offices is that the veteran in the drug court program will also be able to tap into a much larger network of services, available only to qualified veterans and targeted to the particular needs of the veteran.

The process for accessing these services begins as soon as the veteran is charged and identified as having a service background, either through the Incarcerated Veteran Service representative who is frequently on-site at the jail or through the defense counsel. Once identified as potentially eligible for veteran's benefits, the Washington Department of Veterans Affairs (WDVA) is contacted to confirm the veteran's status as well as to conduct of a criminal history search and Washington State Patrol background check to ensure the veteran remains eligible for services.

All needed services are identified in the case plan developed by the counselor based upon the comprehensive assessment. The compliance specialist maintains a continuous follow-through effort to ensure the veteran is able to access all needed services and help him or her deal with applications and/or overcome other hurdles that may impede service delivery. The compliance specialist and VA representative will continue close coordination and, in conjunction with the treatment court manager, maintain constant monitoring of service delivery and client access.

Besides assisting with assessment, case management and advocacy, the WDVA plays an invaluable role in stabilizing and sustaining the veteran, both during and post-treatment, by providing direct support and linkages to an array of services, to include the following:

- Inpatient substance abuse treatment.
- Referral to the Access to Recovery (ATR) program which provides assistance and funds to overcome barriers to treatment.
- Mental health services.
- Specialized assessment and licensed mental health treatment for PTSD through WDVA-contracted community providers.
- Housing assistance, to include veterans housing units available in Port Orchard, WA; referrals to local transitional housing or other shelters; as well as rental assistance.



- Washington State's WorkSource program, which considers veterans a priority population. WorkSource centers across the state offer free workshops, skill and interest assessments and help veterans transfer military skills to civilian employment while marketing them to local businesses. WorkSource also connects veterans to services that help with health care, food, clothing or housing.
- Veterans Conservation Corps, a program that helps veterans obtain training, certification, and employment in the field of environmental restoration and management. The program has demonstrated benefits for many veterans coping with post-traumatic stress disorder or other mental health or substance abuse disorders.
- The Homeless Veterans Reintegration Program (HVRP). The HVRP offers a structured, individually designed case management plan to assist veterans become employable and secure, and has proven to be successful in getting homeless veterans off the street and back to being productive members of society.
- Assistance of a Benefits Service Officer. The benefits service officer works directly with the veteran to identify and apply for financial benefits and/or disability allowances the veteran may not be aware of. For example, many veterans are not aware that their service in Vietnam presumes exposure to Agent Orange for which medical services are available to treat the resultant effects of diabetes or certain types of cancer.
- Funds from the Kitsap County Veterans Assistance program to help veterans with such things as emergency housing, paying utilities, purchasing work clothes, and obtaining household items.
- Transportation assistance obtained through specially-issued transit coupons
- Assistance with family issues: Where the veteran may have issues regarding family reconciliation, the WDVA is able to access programs designed for veterans and operated by local Catholic Community Service (CCS) organizations, including anger management courses related to domestic violence.

#### *E. Project Outcomes and Measures*

The Veterans Treatment Court team will maintain a data collection and reporting system similar to the GPRA data required under the Federal SAMHSA grant. The data collection and reporting process is integral to the program's day-to-day management and also supports the continuous review of progress towards meeting program goals by the entire therapeutic team. Periodic reviews of program effectiveness are essential to



maintaining program quality and crucial to the program's ability to identify problem areas and/or areas needing additional attention or resources. The court will report performance on the following measures: client's substance use, family and living condition, employment status, social connectedness, access to treatment, retention in treatment, and criminal justice status. It is understood that relative rates of abstinence, program attendance, sanctioning, successful graduation, recidivism, and other related outcome information is of key importance to the stakeholders and policy makers who will make future funding decisions for the treatment court and like programs.

The Court is committed to analyzing the outcomes set-forth above using a fully-implemented and user-friendly, Drug Court Case Management (DCCM) database that provides timely and accurate participant reports. This outcome is intended to collect data and ensure that it is timely entered in the database so it is available to share among the Veterans Treatment Court team. The Court anticipates an efficient transition from the required Federal data tools to the DCCM application given its experience with having already introduced it in the Adult Drug Court program. Data standards have already been developed in the context of the required application database required under the Federal grant.

The treatment court manager is responsible for directing the measuring and reporting of outcomes to the Veterans Court judge, team, and the Superior Court administrator. Specifically, data reports from the requested data management system will be run monthly and quarterly to ensure data is being entered timely and accurately, and that the data reports are relevant and meaningful.

## **Project Financial Feasibility**

### *Proposed Budget*

The proposed budget is broken into two parts – one for funding to support the Superior Court, and one that provides funding to non-Court agencies, as follows:

#### **Superior Court Direct Support**

Funding (**\$32,859**) is requested to sustain one-half of an existing Compliance Specialist position to meet weekly with veterans. This funding would supplement existing General Fund appropriations for the second half of the position which is dedicated to a portion of the adult drug court population. The amount requested here is only intended to support the veterans in this specialized program, and is incorporated under **Managers and Staff and Fringe Benefits** in Attachment B.

Funding for a part-time, extra help Veterans Mentor Coordinator position (**\$11,036**) is intended to continue developing a corps of volunteer mentors who will support veterans as they successfully navigate the treatment program. (**Managers and Staff and Fringe Benefits**).

Funding for transportation (**\$3,840**) is included to address transportation barriers that occasionally prevent veterans from attending necessary VA treatment appointments at



American Lakes in Tacoma. While the Court has, thus far, leveraged regular transportation through Retsil, this resource is pretty limited and cannot always meet the transportation and/or scheduling needs of all program veterans. These funds will be used to facilitate other methods of transportation (taxis, etc.) to ensure veterans are able to meet treatment obligations. (**Maintenance Contracts**).

Funding for a data management application (**\$5,250**) will provide the Veterans Treatment Court team with the opportunity to leverage similar tools used in the Adult Drug Court to capture participant data, manage case information, and monitor intervening and final outcome measurements through standardized reporting. The system will facilitate the sharing of information among team members. (**Other**).

Funding (**\$9,000**) is requested for six (6) Veterans Treatment Court team members to attend the annual National Association of Drug Court Professionals' training conference in Anaheim, California in June 2016. (**Training/Travel/Transportation**).

Office supplies funding (**\$1,000**) is requested to fund necessary operational supplies and provide graduation refreshments, coins, shirts, and other incidentals. (**Supplies**).

#### **Non-Court Direct Support**

Funding (**\$64,525**) is requested to sustain one chemical dependency professional at Kitsap Recovery Services to provide substance abuse treatment services for up-to 25 veterans. The creation of one position is consistent with the 25-to-1 ratio of treatment court veterans to chemical dependency counselors. This amount is incorporated under **Managers and Staff** and **Fringe Benefits** in Attachment B.

Funding for the cost of UA testing (**\$18,000**) is intended to provide 1-2 additional UA tests per week for up-to 25 veterans that are required to submit to random UA's in the Veterans Treatment Court. The requested amount is based on the current rate of testing, as follows: \$10.05 per test x 1.3 tests (average) per week x 52 weeks per year x 25 veterans. The funding requested here is intended to provide UA tests beyond those already provided through the Veterans Administration (VA). (**Other**).

Funding for the prosecuting attorney (**\$12,531**), public defender (**\$12,000**), and community resources officer (**\$9,326**) are based on the calendar time necessary for the Veterans Court hearings and staffing. The public defender is paid a flat, contracted rate of \$1,000 per month. (**Managers and Benefits** and **Maintenance Contracts**).

#### **Additional Resources and Sustainability**

Some State and County-funded positions are committed to the existing Veterans Treatment Court program, including the Superior Court judge's time and the Treatment Court Manager's time. It is anticipated that the Kitsap County General Fund will continue to fund these resources, and there is no request in this proposal to supplant these components. The remainder of the Veterans Court, at this point, is funded through a three-year Federal SAMHSA grant set to expire on September 30, 2015.





Consequently, no supplanting of Kitsap County General Fund dollars is requested through this grant proposal.

Also, as noted earlier, the Superior Court is in the process of requesting a no-cost extension of unobligated Federal funds with the hope that the Veterans Treatment Court program will remain federally-funded for one more year. If the Court is successful in this bid, this grant proposal will be immediately withdrawn for consideration in this grant cycle.

This proposal sets-forth a plan to sustain the Veterans Treatment Court maximum capacity of 25 veterans. It is anticipated the Kitsap County Commissioners will either (1) sustain funding through the County General Fund, or (2) sustain funding for an extended period using Mental Health, Chemical Dependency Therapeutic Court funds once this strategy is proven. A decline in funding will require the Court to either reduce its overall service capacity or significantly curtail the breadth of services envisioned in this proposal.



## Total Agency Budget Form

ATTACHMENT B

Agency Name: Kitsap County Superior Court      Project: Veterans Treatment Court

Accrual       Cash

AGENCY REVENUE AND EXPENSES	2013 Actuals Column 1	2014 Actuals Column 2	2015 Budget Column 3
-----------------------------	-----------------------------	-----------------------------	----------------------------

### AGENCY REVENUE

Federal Revenue	\$112,245.00	\$189,190.00	\$270,829.00
WA State Revenue	\$21,558.00	\$16,073.00	\$21,413.00
Local Revenue	\$115,078.00	\$151,266.00	\$249,811.00
Private Funding Revenue	\$0.00	\$0.00	\$0.00
Agency Revenue	\$0.00	\$0.00	\$0.00
Miscellaneous Revenue	\$16,140.00	\$500.00	\$0.00
<b>Total Agency Revenue (A)</b>	<b>\$265,021.00</b>	<b>\$357,029.00</b>	<b>\$542,053.00</b>

### AGENCY EXPENSES

<b>Personnel</b>			
Managers	\$901,765.00	\$921,803.00	\$949,251.00
Staff	\$764,385.00	\$807,602.00	\$882,811.00
Total Benefits	\$359,887.00	\$378,979.00	\$422,048.00
<b>Subtotal</b>	<b>\$2,026,037.00</b>	<b>\$2,108,384.00</b>	<b>\$2,254,110.00</b>
<b>Supplies/Equipment</b>			
Equipment	\$62,511.00	\$21,796.00	\$3,600.00
Office Supplies	\$14,011.00	\$23,709.00	\$19,700.00
Other (Describe) _____	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$76,522.00</b>	<b>\$45,505.00</b>	<b>\$23,300.00</b>
<b>Administration</b>			
Advertising/Marketing	\$0.00	\$175.00	\$0.00
Audit/Accounting	\$0.00	\$0.00	\$0.00
Communication	\$0.00	\$0.00	\$0.00
Insurance/Bonds	\$0.00	\$0.00	\$0.00
Postage/Printing	\$4,210.00	\$9,205.00	\$6,500.00
Training/Travel/Transportation	\$35,638.00	\$31,391.00	\$35,590.00
% Indirect	\$0.00	\$0.00	\$0.00
Other (Describe) _____	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$39,848.00</b>	<b>\$40,771.00</b>	<b>\$42,090.00</b>
<b>Ongoing Operations and Maintenance</b>			
Janitorial Service	\$0.00	\$0.00	\$0.00
Maintenance Contracts	\$217,337.00	\$172,464.00	\$334,807.00
Maintenance of Existing Landscaping	\$0.00	\$0.00	\$0.00
Repair of Equipment and Property	\$14,327.00	\$3,470.00	\$4,000.00
Utilities	\$0.00	\$0.00	\$0.00
Other (Describe) _____	\$2,649.00	\$3,308.00	\$3,132.00
Other (Describe) _____	\$0.00	\$0.00	\$0.00
Other (Describe) _____	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$234,313.00</b>	<b>\$179,242.00</b>	<b>\$341,939.00</b>
<b>Other Costs</b>			
Debt Service	\$0.00	\$0.00	\$0.00
Other (Describe) <u>Interfund Charges</u>	\$155,732.00	\$179,197.00	\$348,139.00
<b>Subtotal</b>	<b>\$155,732.00</b>	<b>\$179,197.00</b>	<b>\$348,139.00</b>
<b>TOTAL DIRECT EXPENSES</b>	<b>\$2,532,452.00</b>	<b>\$2,553,099.00</b>	<b>\$3,009,578.00</b>

**NOTE: If an expenditure line item is larger than 10% of the budget, include an attachment showing detail.**



### Special Project Budget Form

Agency Name: Kitsap County Superior Court

Project: Veterans Treatment Court

Enter the estimated costs associated with your project/program	Total	Requested Funds	Other Funds
<b>Personnel</b>			
Managers	\$85,495.00	\$85,495.00	\$0.00
Staff	\$8,490.00	\$8,490.00	\$0.00
Total Benefits	\$36,293.00	\$36,293.00	\$0.00
<b>SUBTOTAL</b>	<b>\$130,278.00</b>	<b>\$130,278.00</b>	<b>\$0.00</b>
<b>Supplies &amp; Equipment</b>			
Equipment	\$0.00	\$0.00	\$0.00
Office Supplies	\$1,000.00	\$1,000.00	\$0.00
Other (Describe):	\$0.00	\$0.00	\$0.00
<b>SUBTOTAL</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>
<b>Administration</b>			
Advertising/Marketing	\$0.00	\$0.00	\$0.00
Audit/Accounting	\$0.00	\$0.00	\$0.00
Communication	\$0.00	\$0.00	\$0.00
Insurance/Bonds	\$0.00	\$0.00	\$0.00
Postage/Printing	\$0.00	\$0.00	\$0.00
Training/Travel/Transportation	\$9,000.00	\$9,000.00	\$0.00
% Indirect	\$0.00	\$0.00	\$0.00
Other (Describe):	\$0.00	\$0.00	\$0.00
<b>SUBTOTAL</b>	<b>\$9,000.00</b>	<b>\$9,000.00</b>	<b>\$0.00</b>
<b>Ongoing Operations &amp; Maintenance</b>			
Janitorial Service	\$0.00	\$0.00	\$0.00
Maintenance Contracts	\$15,840.00	\$15,840.00	\$0.00
Maintenance of Existing Landscaping	\$0.00	\$0.00	\$0.00
Repair of Equipment and Property	\$0.00	\$0.00	\$0.00
Utilites	\$0.00	\$0.00	\$0.00
Other (Describe): DCCM Annual contract	\$5,250.00	\$5,250.00	\$0.00
Other (Describe): UA Testing	\$18,000.00	\$18,000.00	\$0.00
Other (Describe):	\$0.00	\$0.00	\$0.00
<b>SUBTOTAL</b>	<b>\$39,090.00</b>	<b>\$39,090.00</b>	<b>\$0.00</b>
<b>Other</b>			
Debt Service	\$0.00	\$0.00	\$0.00
Other (Describe):	\$0.00	\$0.00	\$0.00
<b>SUBTOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$179,368.00</b>	<b>\$179,368.00</b>	<b>\$0.00</b>



### Project Salary Summary

#### Description

Number of Professional FTEs	1.70
Number of Clerical FTEs	0.10
Number of All Other FTEs	0.00
<b>Total Number of FTEs</b>	<b>1.80</b>

#### Salary Information

Salary of Executive Director or CEO	\$0.00
Salaries of Professional Staff	\$85,495.00
Salaries of Clerical Staff	\$8,490.00
Other Salaries (Describe Below)	\$0.00
Description: P/T Treatment Aide	\$0.00
Description:	\$0.00
Description:	\$0.00
<b>Total Salaries</b>	<b>\$93,985.00</b>
Total Payroll Taxes	\$6,645.00
Total Cost of Benefits	\$21,649.00
Total Cost of Retirement	\$7,999.00
<b>Total Payroll Costs</b>	<b>\$130,278.00</b>







# Kitsap County Prosecuting Attorney's Office

**Tina R. Robinson**  
Prosecuting Attorney

**Carol I. Maves**  
Office Administrator

**Ione S. George**  
Case Management  
Division Chief

**Kevin P. Kelly**  
District/Municipal  
Division Chief

**Chad M. Enright**  
Felony and Juvenile  
Division Chief

**Jacquelyn M. Aufderheide**  
Civil/Child Support  
Division Chief

[www.kitsapgov.com/pros](http://www.kitsapgov.com/pros)

March 24, 2015                      Please reply to: Adult Criminal & Administrative Divisions

Kitsap County Citizens Advisory Board  
C/O Kitsap County Human Services  
614 Division Street MS-23  
Port Orchard, WA 98366

Re: Letter of Commitment to provide Mental Health, Chemical Dependency and  
Therapeutic Court Programs

Dear Citizens Advisory Committee:

I am writing today to extend my complete and total support for the continuation of the Veterans Treatment Court in Kitsap County. As a member of the local criminal justice system for quite some time, I cannot emphasize the importance of a treatment court for those in our community who have sacrificed so much for their nation. Veterans suffer uniquely due to the residual effects of their military service, and we need a treatment court that is dedicated to address the co-occurring disorders which may plague them.

I have supported our local treatment courts for many years, and I believe our Adult Drug Court – our capstone program – is one of the finest in the State. With continued funding and support, our newly-initiated Veterans Treatment Court will match the Adult Court's successes over time. Treatment courts nationally have resulted in the reduction of crime, the lowering of criminal justice costs, and the increased accountability and compliance of target populations. I have witnessed the profound effects of treatment court graduations, both on participants and on reunited families. I have seen lives change, even where some have abruptly and unsuccessfully departed drug court. Our veterans deserve at least this same dedicated effort to assist them in restoring their lives, their families and their honor.

Adult Criminal & Administrative Divisions • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-7174 • FAX (360) 337-4949  
Juvenile Criminal Division • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-5500 • FAX (360) 337-4949  
Special Assault Unit • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-7148 • FAX (360) 337-4949

Bainbridge Island Municipal Court Division • 614 Division Street, MS-35 • Port Orchard, Washington 98366 • (360) 337-7174 • FAX (360) 337-4949  
Port Orchard Municipal Court Division • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-7174 • FAX (360) 337-4949  
Poulsbo Municipal Court Division • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-7174 • FAX (360) 337-4949

Civil Division • 614 Division Street, MS-35A • Port Orchard, Washington 98366-4681 • (360) 337-4992 • FAX (360) 337-7083  
Child Support Division • 614 Division Street, MS-35B • Port Orchard, Washington 98366-4681 • (360) 337-7020 • FAX (360) 337-5733





March 25, 2015  
Page 2

---

I am excited about the prospect of supporting and sustaining a Veterans Treatment Court in Kitsap County, and pledge that my office will devote the time and resources necessary to make the Court a model of success.

Sincerely yours,



TINA R. ROBINSON  
Prosecuting Attorney





Kitsap Co. Public Defense *Clarke W. Tibbits, Public Defender Supervisor*

---

614 Division Street, MS 40 – Port Orchard, WA 98366-4692  
360-337-7015 FAX 360-337-4438  
[www.kitsapgov.com/pubdef/](http://www.kitsapgov.com/pubdef/)

March 25, 2015

Kitsap County Citizens Advisory Board  
c/o Kitsap County Human Services  
614 Division Street, MS-23  
Port Orchard, WA 98366

Re: Letter of Commitment to provide Mental Health, Chemical Dependency and  
Therapeutic Court Programs

Dear Citizens Advisory Committee:

I am writing this letter in support of the newly-formed Veterans Treatment Court in the Kitsap county Superior Court. I am the supervising attorney for the Office of Public Defense in Kitsap County, and have been an attorney in Washington State for over 20 years. I maintain a current contract to provide public defense services in many of the treatment courts, including the Veterans Treatment Court.

I wholeheartedly support the continuation of the Veterans Court, and am willing to devote the resources available in our office in order to support this alternative court. Experience has shown that, often, the best way to reduce recidivism is through treatment courts, and veterans often experience unique challenges that require unique solutions. I am committed to providing the financial resources at our office to ensure that an attorney will be present for all Veterans Court hearings, and that defense attorneys will attend the necessary training so as to fully understand and assist the Court.

If there are any questions as to how the Office of Public Defense will, or can, assist with the Veterans Treatment Court, I encourage anyone to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read "Clarke W. Tibbits".

Clarke W. Tibbits  
Public Defense Supervisor





OFFICE OF  
GARY SIMPSON

# KITSAP COUNTY SHERIFF

614 DIVISION ST. MS-37 • PORT ORCHARD, WASHINGTON 98366 • (360) 337-7101 • FAX (360) 337-4923

March 25, 2015

Kitsap County Citizens Advisory Board  
c/o Kitsap County Human Services  
614 Division Street, MS-23  
Port Orchard, WA 98366

Re: Letter of Commitment to provide Mental Health, Chemical Dependency, and  
Therapeutic Court Programs

Dear Citizens Advisory Committee:

I write to express my support for the Veterans Treatment Court and extend my commitment to provide continuing resources to this important endeavor. The Kitsap County Sheriff's Office has historically been a staunch supporter of our Superior Court's treatment court programs, in large part because they are an effective method for reducing crime, increasing public safety, and lowering system costs, while promoting the return of healthy individuals back into our communities. In the past, my office has been pleased to devote 10 percent of our Community Resource Officer's time and effort in support of both the Adult and Veterans Treatment Court programs. You have my commitment that I will do everything reasonably in my power to continue providing this resource for as long as I can.

Those in my organization know and understand the value of dignity, honor and respect earned through military service. It is a troubling reality that the harshness of battle and the memory of bitter experiences have led some veterans into difficult times, drawing them into our local criminal justice system. We appreciate that we owe so much to those who suffer for standing tall and sacrificing everything for the safety and protection of our nation. Please know that the Sheriff's Office is committed to the goals and objectives outlined for our local Veterans Treatment Court and support its continuation.

If I may provide additional information, please do not hesitate to contact me.

Sincerely yours,

  
Gary Simpson  
Kitsap County Sheriff







# KITSAP COUNTY SUPERIOR COURT

## March 25, 2015



