

## AGREEMENT KC-017-19

This Agreement is entered into between Kitsap County and the City of Poulsbo for the Behavioral Health Outreach Program.

### I. Purpose

This Agreement is for the appropriation of \$296,784 for the purpose of augmenting state and federal funding of mental health, chemical dependency and therapeutic court programs and services with the goal of preventing and reducing the impacts of disabling chemical dependency and mental illness by creating and investing in effective, data-driven programs for a continuum of recovery-oriented systems of care per RCW 82.14.460 for the time period January 1, 2019 – December 31, 2019. Funding must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services. No funding provided under this agreement may be used to supplant existing funding for these programs.

### II. Collaboration and Collective Impact

The City of Poulsbo shall take the initiative to work with other systems to reduce fragmentation or duplication and to strengthen working relationships utilizing collective impact strategies. The City of Poulsbo will provide quarterly updates on collaborative efforts and outreach activities that will include issues mutually identified by the City of Poulsbo and respective systems that can be addressed through collective impact strategies. Examples of such systems include: mental health, aging, veterans, child protection and welfare, adult protection and welfare, education, juvenile justice, housing, employment services, primary health care plans and other publicly-funded entities promoting substance abuse and mental health services.

All entities providing services to working age adults and youth shall establish a connection with the local WorkSource system to ensure people have access to employment training and placement services.

### III. Identification and Coordination of Available Funding Sources

The City of Poulsbo is required to identify and coordinate all available funding resources to pay for the mental health and chemical dependency services funded by this agreement, including Federal (Medicaid and Affordable Care Act, etc.), State, local, private insurance and other private sources. The 1/10<sup>th</sup> of 1% funding should be utilized as a Payor of Last Resort.

#### **IV. Project Description**

This project will provide behavioral health services within the Crisis Intervention level of the continuum of care and addresses the following strategic goals:

- Reduce the number of chemically dependent and mentally ill youth and adults from initial or further criminal justice system involvement.
- Reduce the number of people in Kitsap County who recycle through our criminal justice systems, including jails and prisons.
- Reduce the number of people in Kitsap County who use costly interventions including hospitals, emergency rooms, and crisis services.

The Behavioral Health Outreach Program is a multi-city, cooperative effort between Poulsbo, Bainbridge Island, Bremerton, Port Orchard and the Kitsap County Sheriff's Office. The program provides outreach to individuals struggling with behavioral health issues with the primary aim of reducing involvement with the criminal justice system.

#### **V. Project Activities**

The program embeds behavioral health specialists—or “Navigators”—in police departments in Poulsbo, Bremerton, Bainbridge Island, Port Orchard and the Kitsap County Sheriff's Office. Navigators respond with officers to calls involving individuals whose behavior is affected by mental illness, developmental disability, and/or co-occurring substance use disorders. They also take police referrals about these encounters and follow up with outreach. Navigators offer support to individuals with behavioral health disorders and connect them to treatment and services. Navigators may:

- Work with police to address behavioral health issues causing repeat 911 calls.
- Work with police to follow up to suicide ideation and attempts.
- Work with police to offer services to homeless and transient individuals.
- Work with prosecutors to find treatment options for individuals after they are charged with minor offenses.
- Work with individuals to overcome obstacles to treatment (we help with communication issues, insurance issues, transportation issues, appointments).
- Work with individuals and caregivers to share information about how the mental health system works and set appropriate expectations.
- Work with neighbors of people with behavioral health disorders who call 911 to report concerns.
- Bring individuals struggling with severe mental health disorders to the attention of Designated Crisis Responders.
- Meet with individuals in jail to discuss post-release treatment options.
- Notify Department of Social and Health Services, Adult Protective Services and Child Protective Services of unsafe situations.
- Assist police working with schools to address the needs of students deemed a threat to themselves or others.

## **VI. Project Design**

Co-responder teams—like police/Navigator partnerships—are being adopted in cities across the county and have been recognized at the state and federal level as a best practice and promising approach. Navigators do outreach to individuals referred by police and prosecutors and work closely with treatment facilities and social service agencies. Navigators team with police officers to do outreach in private residences. They work alone, or with community partners, when meeting people in other settings. A significant amount of outreach is also done by phone. Outreach efforts typically end if an individual is not interested in services.

## **VII. Project Outcomes and Measurements**

The City of Poulsbo will participate in the Evaluation Plan for Treatment Sales Tax Programs. Programs or services implemented under the Treatment Sales Tax are monitored by the Citizens Advisory Committee. The City of Poulsbo will have an evaluation plan with performance measures developed in partnership with Kitsap Public Health District Epidemiologist. The emphasis will be on capturing data at regular intervals that can be used to determine whether Treatment Sales Tax funded programs meet expectations. Some common measures will be identified that will be reported on. Evaluation efforts must include standardized data collection and reporting processes that produce the following types of information:

- Quantity of services (outputs).
- Level of change occurring among participants (outcomes).
- Return-on-investment or cost-benefit (system savings) if evidence-based
- Adherence to the model (fidelity).
- Common measures (to be identified by the Citizens Advisory Committee and Kitsap Public Health District staff that all programs must report on).

Data will be collected to monitor the following goals and objectives identified by the City of Poulsbo:

**Goal #1:** Divert individuals with Behavioral Health Issues (BHI) from criminal justice system after police contact by connecting individuals who have non-criminal police contact or a criminal offense to treatment and services.

**Objective #1:** 50% of individuals receiving ongoing support from Navigators (defined as over ten (10) contacts) have reduced involvement with police as measured by police records three years prior to Navigator contact compared to police records after initial Navigator contact.

**Objective #2:** 50% of individuals receiving ongoing support from Navigators (defined as over ten (10) contacts) have reduced involvement with police as measured by police records three years prior to Navigator contact compared to police records six (6) months after initial Navigator contact.

Objective #3: 50% of individuals receiving ongoing support from Navigators (defined as over ten (10) contacts) were successfully connected to behavioral health services.

Goal #2: Provide referral and support services for individuals with BHI who have contact with police

Objective #4: Engage in outreach to at least sixty (60) individuals per month, noting the type of assistance provided and type of referrals.

Objective #5: Make at least thirty-five (35) individualized, targeted referrals to services per month, noting the type of referral provided.

Goal #3: Enhance capacity of police and prosecutors to employ diversion strategies.

Objective #6: 75% of police and prosecutors working with Navigators report improved effectiveness of diversion strategies in 2019.

Objective #7: Work with prosecutors and defendants on at least five (5) diversion agreements each month, either to create new agreements or encourage compliance with existing agreements.

Objective #8: 50% of individuals with court supervised diversion agreements with which the program was involved remain in compliance.

Goal #4: Convene police partners to collaborate on procedures for working with individuals with BHI.

Objective #9: 100% of law enforcement jurisdictions have a Crisis Intervention Officer (CIO) attend at least one (1) Navigator Advisory Group meeting.

Objective #10: Advisory group develops county-wide policy and procedures for using Navigators throughout the County.

Objective #11: After creation, 6<sup>th</sup> Street group consisting of police and social service providers meets monthly to implement Law Enforcement Assisted Diversion (LEAD) program.

Objective #12: Create LEAD plans for five (5) individuals per month.

#### **VIII. Data Collection and Reporting**

The City of Poulsbo will provide a Quarterly Report to the Kitsap County Human Services Department by April 30, July 31, October 31, 2019 and January 31, 2020 each year funding is received under this grant detailing progress made on program outcomes

during the quarter, what other funding sources have been investigated, and what the future potential for alternative funding is. In addition, outcomes identified in the Evaluation Plan for Mental Health, Chemical Dependency and Therapeutic Court Programs will be reported.

**IX. Billing and Payment**


Payments to the City of Poulsbo shall be requested using an invoice form, which is supplied by the County. City of Poulsbo invoices must be sent to the County by the fifteenth (15th) calendar day after the end of the month.

The City of Poulsbo is authorized to receive payments in accordance with the cost reimbursable budget included under this agreement. The City of Poulsbo will comply with the following standards as applicable.

Reimbursement Request – Upon Completion of each month, the City of Poulsbo must provide to the County a written explanation of expenditures which are less than 90% of, or more than 115% of the year-to-date budgeted total.

All payments to be made by the County under this agreement shall be made to:

City of Poulsbo  
200 NE Moe Street  
Poulsbo, WA 98370



The agreement shall not exceed the total amount indicated on the cover sheet of this agreement and any other modifications hereof.

**X. Duration**

This agreement is in effect from January 1, 2019 – December 31, 2019.

**XI. Amendments**

This agreement may only be modified by one or more written amendments duly approved and executed by both parties.

**XII. Attachments**

The parties acknowledge that the following attachments constitute a part of this agreement:

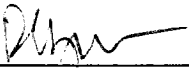
**Attachment A: Budget**

This Agreement shall be effective January 1, 2019.


Dated this 21 day of NOV, 2018. Dated this 10 day of DECEMBER, 2019.


**CITY OF POULSBO**


**KITSAP COUNTY BOARD OF COMMISSIONERS**

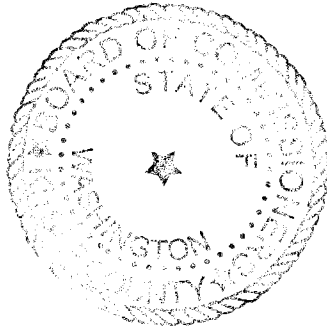
  
\_\_\_\_\_  
Becky Erickson, Mayor

  
\_\_\_\_\_  
ROBERT GELDER

  
\_\_\_\_\_  
EDWARD E. WOLFE

  
\_\_\_\_\_  
CHARLOTTE GARRIDO

ALIAS:  
  
\_\_\_\_\_  
Dana Daniels, Clerk of the Board



**Approved as to form by the Prosecuting Attorney's Office**

**ATTACHMENT A: BUDGET SUMMARY/ESTIMATED EXPENDITURES**

<b>Kitsap County Human Services Department</b>			
<b>Expenditure Plan: January 1, 2019 - December 31, 2019</b>			
<b>Agency Name:</b>	<u>City of Poulsbo</u>		
<b>Project Name:</b>	<u>Behavioral Health Outreach</u>		
<b>Contract:</b>	<u>\$296,784</u>	<b>Contract #</b>	<u>KC-017-19</u>

Contract Line item	1/1/2019 3/31/2019	4/1/2019 6/30/2019	7/1/2019 9/30/2019	10/1/2019 12/31/2019	Total Budget
<b>Personnel</b>	\$ 63,515.75	\$ 63,515.75	\$ 63,515.75	\$ 63,515.75	\$ 254,063.00
Manager and Staff (Program Related)	27,765.00	27,765.00	27,765.00	27,765.00	111,060.00
Fringe Benefits	35,750.75	35,750.75	35,750.75	35,750.75	143,003.00
<b>Supplies &amp; Equipment</b>	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 800.00
Equipment	-	-	-	-	-
Office Supplies	125.00	125.00	125.00	125.00	500.00
Other (Describe):	75.00	75.00	75.00	75.00	300.00
<b>Administration</b>	\$ 10,480.25	\$ 10,480.25	\$ 10,480.25	\$ 10,480.25	\$ 41,921.00
Advertising/Marketing	-	-	-	-	-
Audit/Accounting	-	-	-	-	-
Communication	-	-	-	-	-
Insurance/Bonds	150.00	150.00	150.00	150.00	600.00
Postage/Printing	-	-	-	-	-
Training/Travel/Transportation	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00
% Indirect	3,933.00	3,933.00	3,933.00	3,933.00	15,732.00
Other (Describe): Prof Services	3,897.25	3,897.25	3,897.25	3,897.25	15,589.00
Other (Describe):	-	-	-	-	-
<b>Operations &amp; Maintenance</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial Service	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Maintenance of Existing Landscaping	-	-	-	-	-
Repair of Equipment and Property	-	-	-	-	-
Utilities	-	-	-	-	-
Other (Describe):	-	-	-	-	-
Other (Describe):	-	-	-	-	-
<b>Other</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	-	-	-	-	-
Other (Describe):	-	-	-	-	-
Other (Describe):	-	-	-	-	-
<b>Project Budget Total</b>	<b>\$ 74,196.00</b>	<b>\$ 74,196.00</b>	<b>\$ 74,196.00</b>	<b>\$ 74,196.00</b>	<b>\$ 296,784.00</b>