

AGREEMENT KC-038-24

This Agreement is entered into between Kitsap County Department of Human Services and Kitsap County Prosecutor's Office, for resources to operate the Therapeutic Court Unit within the Kitsap County Prosecuting Attorney's Office to serve one hundred (100) individuals.

I. Purpose

This Agreement is for the appropriation of \$395,862 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, 2024 – December 31, 2024. 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 contract may be used to supplant existing funding for these programs.

II. Collaboration and Collective Impact

Kitsap County Prosecutor's Office shall take the initiative to work with other systems to reduce fragmentation or duplication and to strengthen working relationships utilizing collective impact strategies. Kitsap County Prosecutor's Office will provide quarterly updates on collaborative efforts and outreach activities that will include issues mutually identified by Kitsap County Prosecutor's Office and respective systems that can be addressed through collective impact strategies. Examples of such systems include: mental health, veterans, adult protection and welfare, education, criminal 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

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

IV. Project Description

This project will provide behavioral health services within the Therapeutic Courts and Outpatient Treatment level of the continuum of care and addresses the following strategic goals:

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

The Therapeutic Court Unit (TCU) will have two experienced deputy prosecuting attorneys and one legal assistant. The TCU will be responsible for all therapeutic-court prosecutorial responsibilities and handle all therapeutic courts as a cohesive and integrated team with the two deputy prosecuting attorneys (DPAs) dividing up primary responsibility for each of the six courts and the legal assistant handling all administrative functions. The TCU will act as a centralized-referral unit for all the therapeutic courts.

V. Project Activities Project Activities

The Therapeutic Court Unit will be comprised of two (2) FTE deputy prosecuting attorneys (DPAs) and one (1) FTE legal assistant. The Therapeutic Court Unit will be a part of the Felony Division within the Prosecutor's Office.

The two (2) FTE DPAs will be responsible for initial review and determination of eligibility of all therapeutic-court referrals. Each FTE DPA will be assigned approximately 50 percent of the therapeutic courts with Drug Court weighted to account for 150 participants. The two (2) FTE DPAs will attend the staffing and calendars for their assigned courts, respond to motions, attend contested hearings, and litigate all contested matters completely and thoroughly, as well as collaborate as a team, which includes one (1) FTE legal assistant.

The one (1) FTE Legal Assistant will be responsible for all case processing for Felony Drug Court, Veterans Court, Residential Drug Offender Sentencing Alternative Court (ResDOSA), Behavioral Health Court, Felony Diversion Court, and Human Trafficking Diversion Court, including but not limited to, initial victim contact, preparing cases, pulling calendars, attending hearings, preparing cases for graduation, providing weekly status reports, running reports, processing supplementals, processing victim impact statements, creating restitution orders.

VI. Project Design

Strategic Plan Goals:

By diverting defendants from the traditional criminal prosecution process of jury trial or guilty plea and sentencing, instead offering them structure and intensive substance use disorder or mental health treatment services, successful defendants remove themselves from future involvement in the criminal justice system. If the underlying reason they become criminally involved in the system is a treatable disorder, providing the necessary treatment eradicates at the source the reason they became involved in the first place.

Participants apply the tools they learn in the program to refrain from committing crimes in the future. One requirement of drug court called "Moral Reconciliation Therapy" (MRT), is designed to address criminal thinking that leads to unlawful behavior. MRT helps identify different ways of thinking to replace old habits and to develop healthier approaches to life's inevitable conflicts. Through MRT, participants learn new, non-criminal ways to address problems that they can apply to future instances of conflict.

Many therapeutic court participants did not have medical insurance coverage prior to joining the programs. Moreover, they often ignored routine or preventative care recommendations, only visiting a doctor if the situation became urgent. Most of the Behavioral Health Court clients, when seeking medical or mental health help prior to joining the program, would utilize emergency rooms and crisis centers because they knew they would not be turned away. One of the first activities a new drug court participant is required to do is to meet with an insurance navigator to establish state health care. By getting new participants enrolled in the state system's coverage, and by teaching participants how to advocate for themselves, set appointments, and be proactive about their care, the frequency of this type of costly and avoidable utilization of services reduces substantially.

The project will follow the National Association of Drug Court Professions Adult Drug Court Best Practice Standards including:

- Use of collaborative, non-adversarial team approach with prosecution, defense, Drug Court team (chemical dependency counselors, treatment aides, educational and vocational training counselor, behavioral health counselor, etc.), Behavioral Health Court team (Behavioral Health Specialists, chemical dependency treatment services, etc.), 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, individuated response to participants' compliance or non-compliance;
- Abstinence monitored by random Urinalysis and/or other testing;
- Early identification of potential candidates and address program entry barriers;
- Multi-disciplinary team partnerships created and maintained;
- Judicial interaction/connection made with each participant;
- System of rewards/incentives created;
- Consequences/sanctions are on graduated/progressive basis, are consistent, fair and proportionate to the violation, and designed to create a learning moment (e.g., 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 the appropriate therapeutic court.

VII. Project Outcomes and Measurements

Kitsap County Prosecutor's Office will participate in the Evaluation Plan for Treatment Sales Tax Programs. Programs or services implemented under the Treatment Sales Tax are reviewed by the Citizens Advisory Committee and monitored by the Human Services Department. Kitsap County Prosecutor's Office 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 met 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 reported to Kitsap Public Health District

Data will be collected to monitor the following goals and objectives identified by the Contractor:

Goal #1: Reduce perpetual cycle of those in the criminal justice system stuck in the "revolving door" of the courts and jails by diverting appropriate cases from the traditional prosecution track.

Objective #1: Increase participant numbers by reviewing and approving for entry all appropriate candidates.

Objective #2: Reduce or maintain average number of days of 5 days from receipt of application to when attorney reviews for eligibility.

Objective #3: Average days from the receipt of application to entry date (no goal due to no control of days from attorney review to entry date).

Goal #2: Provide satisfactory services to participants.

Objective #4: 75% of program participants agree or strongly agree that they are satisfied with program services.

VIII. Data Collection and Reporting

Kitsap County Prosecutor's Office will provide a Quarterly Report to the Kitsap County Department of Human Services by April 30, July 31, and October 31, 2024; and January 31, 2025 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

Kitsap County Prosecutor's Office will send a monthly invoice to the Kitsap County Department of Human Services for reimbursement for expenses incurred.

The Department of Human Services will prepare an interdepartmental transfer and make payment to Kitsap County Prosecutor's Office.

Reimbursement shall not exceed the total amount indicated on the Agreement Budget Sheet (Attachment A) \$395,862 of this agreement and any other modifications hereof.

X. Duration

This agreement is in effect from January 1, 2024 – December 31, 2024.

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, which are attached to this agreement, are expressly incorporated by this reference:

This Agreement shall be effective January 1, 2024.

Dated this 28 day of December, 2024.

**CONTRACTOR
KITSAP ROSECUTING ATTORNEYS
OFFICE**

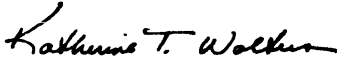


Chad M. Enright, Kitsap County
Prosecutor

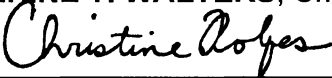


Dated this 22 day of Jan, 2024.

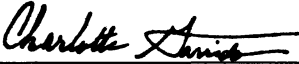
**KITSAP COUNTY BOARD OF
COMMISSIONERS**



KATHERINE T. WALTERS, Chair



CHRISTINE ROLFES, Commissioner



CHARLOTTE GARRIDO, Commissioner

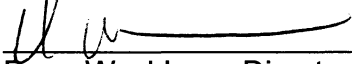
ATTEST:



Dana Daniels, Clerk of the Board

Dated this 5 day of January, 2024.

**KITSAP COUNTY DEPARTMENT OF
HUMAN SERVICES**



Doug Washburn, Director

Attachment A: Budget

Mental Health, Chemical Dependency and Therapeutic Court Program 2024 Special Project Budget Form

Agency Name: Kitsap County Prosecutor

Project: Therapeutic Courts Unit

Enter the estimated costs associated with your project/program	2023			2024		
	Award	Expenditures	%	Request	Modifications	%
Personnel						
Managers	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Staff	\$ 270,325.00	\$ 138,677.87	51%	\$ 293,518.00	\$ 23,193.00	9%
Total Benefits	\$ 97,000.00	\$ 25,568.27	26%	\$ 102,344.00	\$ 5,344.00	6%
SUBTOTAL	\$ 367,325.00	\$ 164,246.14	45%	\$ 395,862.00	\$ 28,537.00	8%
Supplies & Equipment						
Equipment	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Office Supplies	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other (Describe):	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
SUBTOTAL	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Administration						
Advertising/Marketing	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Audit/Accounting	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Communication	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Insurance/Bonds	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Postage/Printing	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Training/Travel/Transportation	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
% Indirect (Limited to 5%)	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other (Describe):	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
SUBTOTAL	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Ongoing Operations & Maintenance						
Janitorial Service	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Maintenance Contracts	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Maintenance of Existing Landscaping	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Repair of Equipment and Property	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Utilities	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other (Describe):	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other (Describe):	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other (Describe):	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
SUBTOTAL	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Sub-Contracts						
Organization:	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Organization:	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Organization:	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Organization:	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
SUBTOTAL	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other						
Debt Service	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other (Describe):	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
SUBTOTAL	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Total Project Budget	\$ 367,325.00	\$ 164,246.14	45%	\$ 395,862.00	\$ 28,537.00	8%

NOTE: Indirect is limited to 5%

Mental Health, Chemical Dependency and Therapeutic Court Program 2024 Project Salary Summary

Agency Name: Kitsap County Prosecuting Attorney

Project: Therapeutic Courts Unit

Description

Number of Professional FTEs	2.00
Number of Clerical FTEs	1.00
Number of All Other FTEs	0.00
Total Number of FTEs	3.00

Salary Information

Salary of Executive Director or CEO	\$ -
Salaries of Professional Staff	\$ 231,886.00
Salaries of Clerical Staff	\$ 61,632.00
Other Salaries (Describe Below)	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Total Salaries	\$ 293,518.00
Total Payroll Taxes	\$ 26,637.00
Total Cost of Benefits	\$ 45,210.00
Total Cost of Retirement	\$ 30,497.00
Total Payroll Costs	\$ 395,862.00