



Department of Human Services

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Citizens Advisory Committee Meeting Tuesday, May 20, 2025 5:00 p.m. – 7:00 p.m.

Webinar ID:
[Join ZOOM Meeting](#)
Webinar ID: 894 6003 1023
Passcode: 714788
Phone: +1 253 215 8782

AGENDA

1. Call to Order - Introductions 5:00 – 5:05
Charmaine Scott, Chair
2. Review & Approval of April 15, 2025 Minutes* 5:05 – 5:10
Full Committee (Attachment 1)
3. Additions/Changes to the Agenda 5:10 – 5:15
4. Membership Committee Updates 5:15 – 5:20
Helen Havens, Sub-Committee Chair
5. Quarterly Reports 5:20 – 5:30
Financial Spend Out Q1 (Attachment 2)
6. RFP Updates 5:30 – 5:40
 - Pre-application
 - Estimated ask
 - RFP
 - Training
 - Begin scoring
7. Community Exploration Updates 5:40 – 6:10
 - One Heart Wild
 - District Court behavioral Health Court
 - Juvenile Courts
 - Sheriff's Reentry, CIO, CIT
 - Communities in Schools
 - Flying Bagel
 - Kitsap Brain Injury
 - Eagles Wings
 - Bremerton Courts
8. General Discussion on Community Exploration 6:10 – 6:30
9. Committee Member Check in 6:30 – 7:00
10. Community Input
11. Adjourn

* Action Item



**MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT
COMMUNITY ADVISORY COMMITTEE (CAC)**

MINUTES

April 15, 2025

Charmaine Scott, Chair, called the meeting to order at 5:04 p.m. Introductions were conducted around the table.

APPROVAL OF MINUTES

After review of the March 18, 2025, Minutes, the following action was taken:

ACTION: Tyler McKlosky moved to approve the March 18, 2025; meeting minutes as presented. Derick Bailey seconded the motion. Motion carried.

ADDITIONS/CHANGES TO THE AGENDA:

None

BONNIE TUFTS - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Bonnie Tufts provided an overview of the community development block grant (CDBG) program, funding, and projects. The program manages two federal block grants for the U.S. Department of Housing and Urban Development (HUD), Block Grant and HOME. Bremerton receives funding separately from the rest of Kitsap County and funding is pre-allocated. Area median income is predetermined by HUD and establishes project eligibility for funding.

- a. 2026 funding amounts are anticipated to drop and will develop a contingency plan to address the funding shortfalls. No updates on funding from HUD. Bonnie also discussed staff responsibilities for program and funding administration which includes contract management, reporting, project management.
- b. Project types must serve populations below 80% of the annual median income.
 - a. CDBG projects funded include various rehab projects, property acquisitions, funding for food banks, and affordable housing.
 - b. HOME program funding provided for non-profit housing projects, rehab, acquisitions, direct assistance to homebuyers, and rental housing projects. Completed projects must remain affordable (period of affordability) for a set period.
- c. Currently working on the 5-year consolidated plan, coordinated between Kitsap County and the City of Bremerton and runs concurrently with the coordinated grant application process. Completed a community needs assessment survey in March and will use that information to inform and
- d. The coordinated grant application funding cycle opens in June for Mental Health, Chemical Dependency, and Therapeutic Courts, and July for the rest of the coordinated group. There is a coordinated grant review committee selected to review applications

and determine project priorities aligning with the consolidated plan annually to make recommendations for funding.

- e. Bonnie also discussed the Community Investments in Affordable Housing (CIAH) program. The primary objective is to provide affordable and decent housing. Funding is providing through a 1/10th of 1% of two sales and use tax sources. Poulsbo and Bainbridge Island are not included under this funding as they have chosen to manage funding independently.

KIMBERLY RILEY - COURT INVOLVED YOUTH

Kimberly discussed the coordination of care for a program hosted through the juvenile criminal justice system through the therapeutic courts, serving youth ages 13 – 17 who are participating in a deferred sentence program. The program centers around individual needs, as well as, on choice theory and identity (making choices and the needs for those choices). A quarterly email from members of the program invite community members to present to the youth at Kitsap Community Resources. The program runs for 4 weeks. Member's of the group will present to the Community Advisory Committee in the fall.

COMMUNITY EXPLORATION UPDATES

Charmaine provided an overview of the agencies that board members went to visit through community exploration. Charmaine also spoke with another treatment court and jail to set up future visits. Flying Bagel and One Heart Wild were rescheduled.

- c. Superior Court, Helen shared there were various program staff present to discuss the differences between the diversion courts, including drug and behavioral health, and how staff try to assign individuals to the most appropriate court. People in the drug program are assigned to treatment housing programs. There have been issues with receiving rental checks/funding on time which impacted participants within their housing programs resulting in eviction notices. There are a number of barriers that impact funding support for housing. Visits to additional courts will be available for committee members to tour and learn about.
- d. Homes of Compassion, Helen visited the Bremerton location and shared that the Homes of Compassion has a number of volunteers and contracted providers to support participants, provide support services and provide assistance with shared housing, mental health, and case management. There are currently 100 – 115 persons in shared housing and are almost at capacity. Participants are referred through the courts. Group meetings to support participants are available and are developing a housing option in Kingston.
- e. OESD #114, works within the schools and provide behavioral health counseling services. Funding is currently a concern and have not increased staffing due to funding. The current director will be retiring soon.
- f. KPHD Nurse Family, met with a perinatal nurse and discussed funding cuts, how individuals are triaged, the vaccination clinic is now closed due to funding. The programs are fully grant funded. Also discussed staffing, training and case management. The programs runs for 2-years for first time mothers, prioritizing younger participants. Nurses meet with pregnant mothers in their homes and offer transition services, parent

education, and other support services.

- a. Services are also available to pregnant mothers from the naval base and coordinate with other providers in the area. The program is evidenced based and has a 70% success rate.
- g. Poulsbo Resource Center, Hannah provided an overview of the program. The center coordinates with other agencies to provide services. Onsite mental health counseling services 3-days a week is provided through Kitsap Homes of Compassion. They are partnering with West Sound Treatment Center to provide additional substance use treatment supports in addition to West sound's facility in Poulsbo offering services since 2015. Vocational support is also available to assist participants who are looking for resume and job assistance. Open 5-days a week, a peer support specialist is onsite. They are working to offer a variety of services for "community" support. The city of Poulsbo currently provides funding and is heavily invested. Membership is required to receive services free of charge.
- h. Kitsap Recovery Center, inpatient treatment services for Medicaid recipients. Capacity is generally at about 60% capacity; this allows for immediate admission beds are available for emergency response teams and their person-in-need program. Outpatient services are provided at Givens Community Center. Keith, the KRC director will be leaving the county for another position.
- i. Kitsap Rescue Mission, Charmaine, shared that Kitsap Rescue Mission works closely with Pendelton Place to place participants in permanent housing.

IDEAS FOR PRESENTATIONS

None, discussions will continue.

COMMITTEE MEMBER CHECK IN

Hannah shared that Q1 data is nearing completion and will be available to review next month. Hannah is also updating Survey Monkey for the new RFP cycle and putting together some trainings. Members interested in testing the process within Survey Monkey are encouraged to contact Hannah. Tyler, Charmaine, and Helen volunteered to test some aspects of the review process.

COMMUNITY INPUT

None

NEXT MEETING

The next Community Advisory Committee meeting will be held on Tuesday, May 20, 2025 at 5:00 p.m.

ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at 6:55 p.m.

COMMUNITY ADVISORY COMMITTEE ATTENDANCE

MEMBERS	GUESTS
Charmaine Scott	Richard Becker, Kitsap County Veterans Coordinator
Helen Havens	Naomi Levine, Kitsap Public Health District
Tatiana Leone (Excused)	Shannon Bauman, Program Analyst, Kitsap County Community Development Block Grant
Tim Garrity	Bonnie Tufts, Program Manager, Kitsap County Community Development Block Grant
Derick Bailey	
Bruce Sturdevant	
Tyler McKlosky	
Cynthia Griggins	
Charlotte Shepherdson	
Kimberly Bailey	
STAFF	
Hannah Shockley	
Sonya Miles	
Kesha Anderson – Evans	

										2025 Revenue	\$8,600,000.00
Agency	2025 AWARD	First QT	%	Second QT	%	Third QT	%	Fourth QT	%	2024 Total	2024 Balance
Agape Navigator	\$ 86,123.00	\$ 20,049.28	23.28%		23.28%		23.28%		23.28%	\$ 20,049.28	\$ 66,073.72
Bainbridge Youth Services	\$ 105,000.00	\$ 26,250.00	25.00%		25.00%		25.00%		25.00%	\$ 26,250.00	\$ 78,750.00
Kitsap Brain Injury	\$ 14,387.00	\$ 5,099.78	35.45%		35.45%		35.45%		35.45%	\$ 5,099.78	\$ 9,287.22
Bremerton Therapeutic Courts	\$ 100,000.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 100,000.00
Kitsap Fire CARES	\$ 400,000.00	\$ 98,696.55	24.67%		24.67%		24.67%		24.67%	\$ 98,696.55	\$ 301,303.45
The Coffee Oasis	\$ 299,320.00	\$ 33,889.60	11.32%		11.32%		11.32%		11.32%	\$ 33,889.60	\$ 265,430.40
Communities in Schools	\$ 90,000.00	\$ 22,500.00	25.00%		25.00%		25.00%		25.00%	\$ 22,500.00	\$ 67,500.00
Eagles Wings	\$ 535,428.00	\$ 194,995.43	36.42%		36.42%		36.42%		36.42%	\$ 194,995.43	\$ 340,432.57
Fishline NK	\$ 80,000.00	\$ 19,040.00	23.80%		23.80%		23.80%		23.80%	\$ 19,040.00	\$ 60,960.00
Flying Bagel	\$ 200,000.00	\$ 69,246.32	34.62%		34.62%		34.62%		34.62%	\$ 69,246.32	\$ 130,753.68
Kitsap Community Resources	\$ 500,000.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 500,000.00
Kitsap District Court	\$ 433,762.00	\$ 82,523.48	19.03%		19.03%		19.03%		19.03%	\$ 82,523.48	\$ 351,238.52
Juvenile Therapeutic Courts	\$ 144,442.00	\$ 29,797.65	20.63%		20.63%		20.63%		20.63%	\$ 29,797.65	\$ 114,644.35
Kitsap County Prosecutors	\$ 397,112.00	\$ 105,440.23	26.55%		26.55%		26.55%		26.55%	\$ 105,440.23	\$ 291,671.77
Kitsap Sheriff CIO	\$ 158,635.00	\$ 39,658.74	25.00%		25.00%		25.00%		25.00%	\$ 39,658.74	\$ 118,976.26
Kitsap Sheriff CIT	\$ 22,500.00	\$ 4,710.46	20.94%		20.94%		20.94%		20.94%	\$ 4,710.46	\$ 17,789.54
Kitsap Sheriff Reentry	\$ 181,102.00	\$ 50,626.19	27.95%		27.95%		27.95%		27.95%	\$ 50,626.19	\$ 130,475.81
Kitsap Superior Court AD CT	\$ 637,659.00	\$ 133,684.78	20.96%		20.96%		20.96%		20.96%	\$ 133,684.78	\$ 503,974.22
Kitsap Superior Court VET CT	\$ 87,025.00	\$ 23,452.73	26.95%		26.95%		26.95%		26.95%	\$ 23,452.73	\$ 63,572.27
Kitsap Homes of Compassion	\$ 375,428.00	\$ 93,855.00	25.00%		25.00%		25.00%		25.00%	\$ 93,855.00	\$ 281,573.00
Kitsap Mental Health Services PND	\$ 250,000.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 250,000.00
Kitsap Public Health District NFP	\$ 150,000.00	\$ 47,748.44	31.83%		31.83%		31.83%		31.83%	\$ 47,748.44	\$ 102,251.56
Kitsap Recovery Center (PIN)	\$ 242,335.00	\$ 57,899.47	23.89%		23.89%		23.89%		23.89%	\$ 57,899.47	\$ 184,435.53
Kitsap Rescue Mission	\$ 200,000.00	\$ 59,822.67	29.91%		29.91%		29.91%		29.91%	\$ 59,822.67	\$ 140,177.33
Olympic ESD 114	\$ 500,000.00	\$ 125,081.60	25.02%		25.02%		25.02%		25.02%	\$ 125,081.60	\$ 374,918.40
One Heart Wild	\$ 62,224.00	\$ 32,889.25	52.86%		52.86%		52.86%		52.86%	\$ 32,889.25	\$ 29,334.75
Peninsula PCHS Homeward Bound	\$ 870,000.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 870,000.00
Peninsula PCHS RSP	\$ 150,000.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 150,000.00
Scarlet Road	\$ 117,500.00	\$ 29,745.54	25.32%		25.32%		25.32%		25.32%	\$ 29,745.54	\$ 87,754.46
Suquamish Tribe	\$ 420,000.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 420,000.00
Saint Vincent DePaul	\$ 1,720,000.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 1,720,000.00
West Sound Treatment Center NS	\$ 387,741.00	\$ 108,605.90	28.01%		28.01%		28.01%		28.01%	\$ 108,605.90	\$ 279,135.10
Westsound Treatment Center RL	\$ 250,000.00	\$ 52,248.39	20.90%		20.90%		20.90%		20.90%	\$ 52,248.39	\$ 197,751.61
Westsound Treatment Center FH	\$ 189,999.00	\$ -	0.00%		0.00%		0.00%		0.00%	\$ -	\$ 189,999.00
TOTAL	\$ 10,357,722.00	\$ 1,567,557.48	690.31%	\$ -	690.31%	\$ -	690.31%	\$ -	690.31%	\$ 1,567,557.48	\$ 8,790,164.52