



Department of Human Services

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KITSAP COUNTY DEPARTMENT OF HUMAN SERVICES

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Stephen Corcoran,
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Citizens Advisory Committee Meeting **Thursday, February 19, 2026 *DAY CHANGE*** 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 October 16, 2025, and January 15, 2025, 5:05 – 5:10
Minutes* Full Committee (Attachment 1)
3. Additions/Changes to the Agenda 5:10 – 5:15
4. Kitsap County Housing and Homelessness 5:15 – 5:45
HEART OUTREACH Presentation
5. Focus Groups Discussion 5:45 – 6:05
6. Meeting for Application Review 6:05 – 6:15
7. Membership Committee Nominations and Updates 6:15 – 6:25
8. Strategic Plan Updates 6:25 – 6:35
9. Retreat Updates 6:35 – 6:45
10. Committee Member Check in 6:45 – 7:00
(updates on community resources attended by the committee ongoing)
11. Community Input
12. Adjourn

* Action Item



**MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT
COMMUNITY ADVISORY COMMITTEE (CAC)
MINUTES
October 16, 2025**

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

APPROVAL OF MINUTES

After reviewing the September 18, 2025, Minutes, the following action was taken:

ACTION: Derick Bailey moved to approve the September 18, 2025; meeting minutes as presented. Helen Havens seconded the motion. Motion carried.

ADDITIONS/CHANGES TO THE AGENDA:

None.

MEDICAID INITIATIVE

Hannah shared an overview of the Medicaid Waiver and Reentry Demonstration Initiative. Washington has been phasing MTP since 2017, each year expanding services in areas of long-term care, behavioral and substance use, and for women and children. Washington received federal approval to extend Medicaid into jails, prisons, and juvenile facilities to provide services during the 90 days before release. The new initiative started July 1, 2025. Prior to this initiative, incarcerated individuals would lose their benefits and have to reenroll on their own following release. This created barriers to continuity of care with medicated assisted treatment and further medical follow ups. With the new initiative;

- Covers assessments for treatment
- Covers MAT services in jail and allows individuals to discharge with 30 days of medication
- Covers substance-use disorder treatment, care coordination, behavioral health services, and connections to community providers.
- Institutions and nonprofits can participate if they are contracted and credentialed through Health Care Authority's implementation plan
- Kitsap County Jail will participate

EVALUATION MEETINGS NEXT STEPS

Hannah provided an update. Evaluations spanned from September 3 through October 8th. All contractors have met with Hannah and Christine to complete revisions of the metrics Kitsap County Human Services Department will collect for all Treatment Sales Tax funded awardees. Next steps include, aligning the metrics with goals and objectives. Hannah is hoping to standardize data in addition to tracking metrics unique to individual agencies. The next contractors' meeting will be held on October 28.

RFP REVIEW PROCESS/BYLAW REVIEW

Members discussed the RFP process debriefing and solicited feedback from members on the process. Kimberly reiterated possible changes to make the scoring process less cumbersome. Charmaine suggested basic requirements to shorten the application, mainly items that refer to eligibility, since eligibility is completed prior, the scoring to these questions seems redundant.

- Hannah shared that two pilots are being created for determining the new reporting portal, one of the solutions allows for running applications in addition to collecting metrics. Depending on the solution that gets approved, it is possible that the separation or the organizational portion of the application may be eliminated.
- Bylaws currently state that all applications must be reviewed by all members. Recognizing the amount of work this creates for board members, but emphasizing the importance that to fully participate and make educated funding recommendations all members must review all the applications.
- Members provided additional ideas on managing application review.
- Further, Hannah expressed her gratitude for each member and the expertise each brings to the process, she included that it is likewise important to care for oneself and to evaluate if this heavy lift of a volunteer commitment is workable for each member in their lives. There is no shame if you need to step back and rejoin at a later time.
- Hannah reviewed the duties and expectations for the members per the bylaws as well as other requirements outlined for committee members.
- MHCDTC program is preparing for the strategic planning process to start in January 2026 that will guide the programs work for the next 6-years, in alignment with the county commissioner's goals.

IT 1/10TH REPORTING PORTAL FOR CONTRACTORS PILOT PROJECT

Hannah provided an update on this process. Working with internal IT personnel and a representative from a software company named DOMO. The intended outcome would be to bridge the gap between the metrics and reporting as well as allowing for greater transparency. There will be pilots ran on both sides to see how the systems will process and manage the data entered, and capture the intended information in a user-friendly and straightforward approach. Once the pilot projects have been completed, department leadership and Hannah will review and make a decision on next steps, in hopes to have it ready for use by April 2026.

RACE, EQUITY, & SOCIAL JUSTICE RECAP – Helen Haven

Tabled for discussion at next meeting.

COMMITTEE MEMBER CHECK IN

- Charmaine attended an ALTC summit focused on home and community living and other changes with DSHS/ALTSA. Discussions also covered funding shortfalls.
- Helen shared highlights from the Salish meeting, attended social justice summit which

focused on persons of color and others experiencing barriers and lack of supports needed to meet community member needs, and how these types of supports are built into their programs/services. Harm reduction was also discussed. Helen mentioned the conversations surrounding unhoused people and the Bremerton City Council conversations that are taking place.

- Kimberly will share information on an upcoming youth event at the next meeting.
- Tatiana shared recent personal experiences and outreach activities in Seattle.
- Charlotte shared information on Communities in Schools
- Hannah shared that the BOCC has extended an invitation to all 1/10th contractors, to join an informal roundtable discussion. The roundtable discussions will be held Monday, October 20, from 2 – 4:30 p.m. Agencies will share how the funding has impacted their work and community, in addition to future projects and goals.

- a) Kitsap County Jail will be working with the Department of Licensing (DOL) to run a pilot where incarcerated individuals have their ID's upon release.

COMMUNITY INPUT

Adrienne, Program and Services Director, for Fishline provided an update about WIC being in jeopardy, currently there is an extension through October 31st. The Fishline Foodbank is open Monday – Saturday and no one is turned away. For those losing WIC benefits, navigators will be available to assist those in need.

NEXT MEETING

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

ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at 6:33 p.m.

COMMUNITY ADVISORY COMMITTEE ATTENDANCE

MEMBERS	GUESTS
Charmaine Scott	Adrienne Briggs, North Kitsap Fishline
Helen Havens	Rebecca Newsome, Kitsap County Office of Public Defense Attorney
Tatiana Leone	
Tim Garrity (Unexcused)	
Derick Bailey	
Bruce Sturdevant (Excused)	
Tyler McKlosky (Excused)	
Cynthia Griggins (Excused)	
Charlotte McMillian	
Kimberly Riley	
Rick Becker (Excused)	
STAFF	
Hannah Shockley	
Kesha Anderson – Evans	
Sonya Miles	

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

MINUTES

January 15, 2026

Charmaine Scott, Chair, called the meeting to order at 5:02 p.m. Introductions were conducted via Zoom.

APPROVAL OF MINUTES

Tabled until next month's meeting because some members didn't receive the minutes with the agenda packet.

ADDITIONS/CHANGES TO THE AGENDA:

None.

KITSAP HOUSING AND HOMELESSNESS COALITION

- Hannah met with the Housing and Homelessness (HH) Encampment Response Coordinator Derrick Means and would like him to present to the board to update the group about new HH initiatives. Sonya will work on arranging for Derrick to present to the committee in the coming months.
- Hannah recommended interested committee members to attend the Kitsap Housing and Homelessness Coalition Community Meeting, which takes place via Zoom on January 21, 2026, from 2 p.m. – 4 p.m. For more information you can visit the [Kitsap Housing and Homelessness Coalition](#) page.
- Helen shared information regarding the 2026 Point-in-Time Count, which helps gather information about homelessness in the community. For more information and to register as a volunteer you can visit the [Kitsap County Housing and Homelessness](#) page.

OFFICERS

• NOMINATIONS PRESENTED BY EXECUTIVE COMMITTEE

The committee nominated Charmaine Scott to remain as chair, and Helen Havens to remain as vice chair. Charmaine and Helen discussed their goal to help members become more involved and prepare for future leadership roles. Charmaine added that they will be nominating members for the membership committee during next month's meeting.

• OFFICERS VOTE*

Charmaine was re-elected as chair and Helen as vice chair, with both positions confirmed unanimously by the committee.

- **RETREAT COMMITTEE AND DATE**

The annual retreat has been scheduled for April 4, 2026, from 9 a.m. – 3 p.m. at Eagles Nest in Bremerton. Cynthia volunteered to join the retreat planning committee alongside Charmaine and Helen.

- **RFP APPLICATION REVIEW**

The flow of the application regarding the scoring sheet aligning with the application was discussed. Committee members agreed to meet to review the scoring sheet against the application with Charmaine, Cynthia, and Helen expressing interest. Next month, Bruce will demonstrate an AI tool for summarizing RFP applications, coordinating with Hannah for screen sharing time. Sonya will check with county leadership regarding the appropriateness of using AI tools for RFP application review and will report back to the committee. Interested members in utilizing AI should bring complaints, ideas, and suggestions for additional discussion next month.

WORKPLAN APPROVAL* (ATTACHMENT 2)

After review of the 2026 Workplan, the following action was taken:

ACTION: Charmaine Scott moved to approve the 2026 Workplan as presented. Helen Havens seconded the motion. Motion carried.

BYLAWS REVIEW

BYLAW VOTE ANY CHANGES* (ATTACHMENT 3)

After review of the 2026 Bylaws, which includes strategic planning activities, the board unanimously voted to approve without any changes.

UPDATES:

CONTRACTS, DESK AUDITS, DATA COLLECTION AND REPORTING

- Hannah shared that all contracts have been completed and are in the routing process.
- Hannah mentioned that desk audits that are being conducted are random and is based on what invoices have been submitted to the 1/10th program. This will ensure accuracy and to be sure that everything adds up correctly.
- Hannah shared that contractors currently report quarterly data inside a reporting system on Kitsap Public Health District's (KPHD) server. Hannah and Justin are working with the IT department to pull all historical records from the KPHD server to keep them in house and accessible. We are breaking out the entire system to determine what we want this data to tell us. A new reporting system is being developed in Cognito and will be ready by quarter one submittals in April.

COMMITTEE MEMBER CHECK IN

- Helen mentioned attending Bremerton City Council meetings and will be sending Hannah information specifically related to Salvation Army funding along with relevant community links for distribution to the committee.
- Charmaine met with ALTC focusing on home and community living and other changes with DSHS/ALTSA. Discussions also covered the need for additional housing care.
- Cynthia mentioned that she is working with Kitsap Brain Injury, but they are not sure how to utilize her yet.
- Charlotte attended the grand opening of the newly located South Kitsap Helpline Food Bank located on Mile Hill Road in Port Orchard. Charlotte mentioned that the food bank offers additional resources for senior citizens along with fuel and laundry cards. Charlotte also shared that Communities in Schools has set up a monthly meeting with multiple community members that serve the community to help with planning future events.
- Kimberly shared that the Kitsap Youth Forum will take place on March 19, 2026, from 4:30 p.m. – 7 p.m. at the Norm Dicks Government building in Bremerton. There will local policy makers present to listen to youth ideas and concerns.

COMMUNITY INPUT

None.

NEXT MEETING

The next Community Advisory Committee meeting will be held on Thursday, February 19, 2026, at 5:00 p.m.

ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at 6:10 p.m.

COMMUNITY ADVISORY COMMITTEE ATTENDANCE

MEMBERS	GUESTS
Charmaine Scott	
Helen Havens	
Tatiana Leone	
Tim Garrity	
Derick Bailey	
Bruce Sturdevant	
Tyler McKlosky	
Cynthia Griggins	
Charlotte McMillian	
Kimberly Riley	
Rick Becker	
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