



Department of Human Services
Doug Washburn

Mental Health, Chemical Dependency and Therapeutic Court Community Advisory Committee Meeting AGENDA

Join the webinar: <https://us02web.zoom.us/j/89460031023?pwd=9Cq2FauawEhbzENT6iUK0j0CPrchay.1>

Webinar ID: 894 6003 1023

Passcode: 714788

Thursday, May 21, 2026

5:00 p.m. – 7:00 p.m.

1. Call to Order - Introductions 5:00 – 5:05
Charmaine Scott, Chair
2. Review & Approval of March 19, 2026 Minutes* 5:05 – 5:10
Full Committee (Attachment 1)
3. Additions/Changes to the Agenda 5:10 – 5:15
4. Bylaws Changes* Update 5:15 – 5:20
5. **PEER Support Specialists Presentation** 5:20 – 5:50
Shor, Shelly (HCA) shelly.shor@hca.wa.gov Peer
Support Program Supervisor
Division of Behavioral Health and Recovery
Washington Health Care Authority
6. Sarah Barnett 5:50 – 6:30
Fiscal Manager Kitsap County Human Services
Administrative Cap
7. Retreat follow up 6:30 – 6:35
8. Strategic Plan Update 6:35 – 6:40



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9. RFP Timeline Update 6:40 – 6:45
10. Committee Member Check in 6:45 – 6:55
(updates on community resources attended by the committee ongoing)
11. Community Input: Helpline House 6:55 – 7:00
12. Adjourn

*** Action Item**

**MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT
COMMUNITY ADVISORY COMMITTEE (CAC)
MEETING MINUTES
March 19, 2026**

Hannah Shockley called the meeting to order at 5:04 p.m. Introductions were conducted via Zoom.

APPROVAL OF MINUTES

After review of the February 19, 2026, Minutes, the following action was taken:

ACTION: Tim Garrity moved to approve the February 19, 2026; meeting minutes as presented. Helen Havens seconded the motion. Motion carried.

ADDITIONS/CHANGES TO THE AGENDA:

None.

CHRISTINE SURRETTE, EPIDEMIOLOGIST

Christine Surette introduced herself and provided an overview of the role of an Epidemiologist and how she supports the Mental Health, Chemical Dependency, Therapeutic Courts (MHCDDTC) program. Highlights included:

- What is an Epidemiologist – They are public health professionals that collect and analyze data, identifies risk factors, develop strategic strategies and uses statistics to find trends to help aid in the decision-making process.
- Christine is working diligently with Hannah to develop standardized metrics that align with each agencies program goals and outcomes ensuring data consistency across providers and contracts.
- Turning data into a story – Aggregate and clean data from multiple agencies, analyze trends quarter by quarter, identify disparities, interpret results and provide data visualization to clearly identify what has been accomplished by each agency.
- Strategic Plan – Christine will utilize the data received to guide long-term program direction and funding decisions. Conduct needs assessments, identify emerging trends and support grant applications with data-backed justification.
- Strengthening Board Oversight – Effectively turn complex program metric data into clear guidance for oversight, funding, and policy decisions. Ultimately this will give the Community Advisory Committee board members a chance to move from reviewing reports to making informed decisions based on actual data collected.

SWOT FOR RETREAT (REVIEW)

The Strengths, Weaknesses, Opportunities, Threats (SWOT) analysis is a strategic framework used to evaluate an organization's competitive position by identifying internal Strengths and Weaknesses, alongside external Opportunities and Threats. Bringing SWOT analysis to the upcoming retreat will help leverage strengths, address weaknesses, capitalize on opportunities, mitigate risks, which will aid in informed decision-making and strategic

planning for the upcoming application review process.

RETREAT UPDATES

In addition to SWOT analysis, Hannah will be reviewing the scoring sheet and how the board can work together by bringing their personal strengths and weaknesses to the retreat.

STRATEGIC PLAN UPDATES

The first strategic plan meeting will take place in April, invitations have been sent out, and Hannah has been working with Christine to create two surveys. They hope to have both solidified by March. Christine is working on pulling all credible local data for April's first Strategic Planning meeting. She is waiting for the Housing and Homelessness Point-in-Time and Children and Youth Survey to complete her report.

COMMITTEE MEMBER CHECK IN

- Hannah shared this [link](#), which provides information regarding the Washington State Health Care Authority billing guides and fee schedules. The page contains billing guides, fee schedules, and additional billing materials to help people submit Prior Authorizations (PA) for services and claims. Hannah also shared that board member Derick Bailey has resigned from the board.
- Helen shared information regarding the National Alliance on Mental Illness (NAMI) Stigma group that provides quarterly summits in Hospitals, which includes detailed training with staff on how to respond to patients without judgement. Helen would like to share this training with the board in the future.
- Charmaine met with Aging and Long-Term Care to go over their bylaws that needed to be updated to meet federal laws. They are also working on the Area Plan Survey and re-doing their Strategic Plan.
- Tim confirmed with Hannah that there will only be one Recovery, Empowerment, Advocacy, and Linkage (REAL) team this year, which is designed to support individuals with substance use disorders and mental health challenges, often diverting them from incarceration or dangerous situations.
- Rick shared that the 2026 Spring Veterans Stand Down is scheduled for April 25, 2026, from 10:00 a.m. to 2:00 p.m. at the Sheridan Park Community Center in Bremerton.

COMMUNITY INPUT

None.

NEXT MEETING

The next Community Advisory Committee meeting will be held on Saturday, April 4, 2026, at Eagles Nest in Bremerton from 9 a.m. to 3 p.m. (closed annual business meeting)

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, Chair	Christine Surrette, Epidemiologist from Sound Within
Helen Havens, Vice Chair	
Tatiana Leone	
Tim Garrity	
Bruce Sturdevant, Membership	
Tyler McKlosky	
Cynthia Griggins	
Charlotte McMillan	
Rick Becker, Membership	
Vacant D2	
STAFF	
Hannah Shockley, Program Planner	
Justin Wing	
Sonya Miles, Deputy Director	