

AGREEMENT KC-130-24

This Agreement is entered into by Kitsap County. Under the Human Services Department, funding will be allocated from the Mental Health sales tax to Housing and Homelessness to provide operating equipment for the Pacific Shelter Building located at 4459 SE Mile Hill Dr. Port Orchard, WA 98366.

I. Purpose

This Agreement is for the appropriation of \$255,985 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 Housing and Homelessness Division shall take the initiative to work with other systems to reduce fragmentation or duplication and to strengthen working relationships utilizing collective impact strategies. Kitsap Housing and Homelessness Division will provide quarterly updates on collaborative efforts and outreach activities that will include issues mutually identified by Kitsap County Housing and Homelessness 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 Housing and Homelessness 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 Recovery Support level of the continuum of care and addresses the following strategic goals:

- Improve the health status and wellbeing of Kitsap County residents.
- Reduce the incidence and severity of chemical dependency and or mental health disorders in adults and youth.
- Increase the number of stable housing options for chemically dependent and mentally ill residents of Kitsap County.

This funding will provide equipment for operating a 75 person shelter on Mile Hill, in Port Orchard. Kitsap county purchased and is in the process of remodeling an existing fitness center into a 24/7 homeless shelter. The shelter will be staffed and managed by Kitsap Rescue Mission. Guests will be allowed to stay as long as needed so they may remain housed. Case management is provided with substance use and mental health supports, on-site. By providing wrap around case management for acute, subacute, and post-acute care on-site, guests are assisted to overcome their current life challenges including substance use, mental health, and homelessness with the ultimate goal of transitioning to stable housing and becoming a productive part of society.

V. Project Activities

Kitsap County Housing and Homelessness Division under Human Services is overseeing the remodel of the County owned Pacific Building. Treatment Sales tax has been allocated to a Barker Creek who will be the designated construction manager consultants. They are handling supervision of the phases from permits, construction oversight, to completion. In conjunction with the phase-structured remodel, the Housing and Homelessness Division will utilize the funds expressed in this contract to purchase items of necessity for operation and maintenance.

1. Items to include but not limited by.
 - a. Commercial Freezer two door reach in 47"
 - b. Mobile convection oven on stand
 - c. Stainless steel prep tables (6')
 - d. Mobile food transport cart (2)
 - e. Shelving for pots and pans storage
 - f. Dishwasher Commercial
 - g. Dishwasher shelves upper
 - h. Dishwasher racks (4) peg tray
 - i. Dishwasher racks (4) cups, utensils
 - j. Icemaker Commercial
 - k. Refrigerator -tall (2)
 - l. Refrigerator -mini
 - m. Dishwasher undercounter

- n. Shower curtain tracks (16)
- o. Shower freestanding benches (16)
- p. Shower towel bar with shelf
- q. Restroom paper towel dispenser
- r. Restroom soap dispenser
- s. Toilet paper dispenser
- t. Toilet seat cover dispenser
- u. Restroom waste bins

VI. Project Design

The overall goal is to help those experiencing homelessness find the stability necessary to enable them to seek and secure housing. Those finding themselves homeless, a traumatic experience on its own, often come from backgrounds of abuse, neglect, and household dysfunction. It takes both a safe place to live as well as added services, for them to stabilize enough, to successfully navigate the housing process, and find their way home.

All guests who enter the shelter receive prompt triage and intake. The intake process included the collection of comprehensive information in an effort to provide relevant services and meet the unique goals and needs of the individual and family. Guests often do not share a need for support until they feel safe, and staff have earned their trust. All staff are trained in trauma informed care.

Onsite services are immediately available for shelter guests. Kitsap Rescue Mission has prioritized cultural competency and racial disparity through ongoing training to improve KRM staff's ability to serve vulnerable shelter guests. Shelter guests come from a myriad of cultural, racial, religious backgrounds and orientations.

Interpreter services are utilized for direct communication and including translating written content on paper or electronic forms, when needed.

VII. Project Outcomes and Measurements

Kitsap County Housing and Homelessness will participate in monitoring for Treatment Sales Tax Programs. Programs or services implemented under the Treatment Sales Tax are reviewed by the Citizens Advisory Committee. Kitsap County Housing and Homelessness will have an evaluation plan with performance measures developed in partnership with Kitsap Public Health District Epidemiologist. The emphasis will be on capturing progress 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 reporting that produce the following types of information:

- Return-on-investment or cost-benefit (system savings) if evidence-based
- Adherence to the model (fidelity)
- Common measures of progress

Division of Mental Health, Chemical Dependency, and Therapeutic Courts will monitor the following goals and objectives identified by Housing and Homelessness:

Goal #1: Ensure public safety and promote participant stability.

Objective #1: Partnership with Barker Creek for the remodel of the Pacific Shelter Building through structured phases.

Goal #2: Purchase equipment for operations and maintenance of the 75 person shelter.

Goal #3: Improve quality of life for individuals facing homelessness in Kitsap County.

Goal #4: Successful completion.

Data Collection and Reporting

Kitsap County Housing and Homelessness 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 Division of Housing and Homelessness 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 payments to purchase needed equipment.

Reimbursement shall not exceed the total amount indicated on the Agreement Budget Sheet (Attachment A) \$255,985 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.

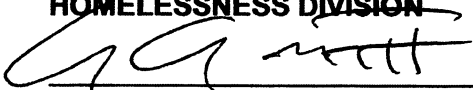
XII. Attachments

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 17 day of January, 2024.

**CONTRACTOR
KITSAP COUNTY HOUSING AND
HOMELESSNESS DIVISION**



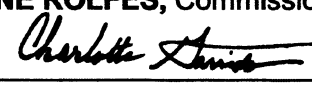
Carl Borg, Program Planner

Dated this 12 day of Feb, 2024.

**KITSAP COUNTY BOARD OF
COMMISSIONERS**

NOT PRESENT

KATHERINE T. WALTERS, Chair


CHRISTINE ROLFES, Commissioner


CHARLOTTE GARRIDO, Commissioner

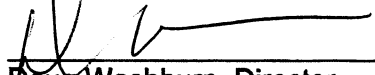


ATTEST:


Dana Daniels, Clerk of the Board

Dated this 17 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: Housing and Homelessness

Project: Pacific Building Shelter

Enter the estimated costs associated with your project/program	2023			2024		
	Award	Expenditures	%	Request	Modifications	%
Personnel						
Managers	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Staff	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Total Benefits	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
SUBTOTAL	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Supplies & Equipment						
Equipment		\$ -	#DIV/0!	\$ 255,985.00	\$ 255,985.00	#DIV/0!
Office Supplies	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
Other (Describe):	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!
SUBTOTAL		\$ -	#DIV/0!	\$ 255,985.00	\$ 255,985.00	#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):Construction Manager		\$ -	#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	\$ -	\$ -	#DIV/0!	\$ 255,985.00	\$ 255,985.00	#DIV/0!

NOTE: Indirect is limited to 5%