

2018 GRANT SUMMARY PAGE

**MENTAL HEALTH, CHEMICAL DEPENDENCY, AND THERAPEUTIC COURTS RFP  
KITSAP COUNTY HUMAN SERVICES DEPARTMENT**

Organization name: KITSAP RECOVERY CENTER

Proposal Title: TRAUMA-INFORMED CARE SERVICES

Please Check One  New Grant Proposal  Continuation Grant Proposal

Please check which area of the Continuum this project addresses:

<input checked="" type="checkbox"/> Prevention, Early Intervention and Training <input checked="" type="checkbox"/> Crisis Intervention <input checked="" type="checkbox"/> Outpatient treatment	<input type="checkbox"/> Medical and Sub-Acute Detoxification <input type="checkbox"/> Acute Inpatient Care <input checked="" type="checkbox"/> Recovery Support Services
--	---

**Proposal Summary:**  
 Kitsap Recovery Center is requesting grant funds to provide mental health services, chemical dependency treatment and case management for the Human Trafficking Diversion Program in conjunction with the Kitsap County Prosecuting Attorney's Office. These services would provide the capacity within the HT Diversion Program to increase to 20 participants. The treatment and case management services would also be available for individuals outside the HT Diversion Program on an as needed and referral basis.

Requested Funds Amount: \$ 275,149.17

Matching/In-kind Funds Amount: \$ 0

Street Address: 1026 SIDNEY RD

City: PORT ORCHARD State: WA Zip: 98366

Primary Contact: BERGEN STARKE Phone: 337-5722 E-Mail: bstarke@co.kitsap.wa.us

Non-Profit Status: 501C3 of the Internal Revenue Code?  Yes  No

Federal Tax ID Number: 916-001348

- If incorporated, attach a list of the members of the Board of Directors, including names and addresses.
- If not incorporated (sole proprietor or partnership), attach a list of the names and addresses of the principals.


*Clinical Manager*
08/01/17  
 Signature Title Date

## 1. Organizational Capacity

### Organizational Governance

With the signing of the Interlocal Agreement establishing the Salish Behavioral Health Organization (SBHO), Kitsap, Clallam and Jefferson Counties formed a consortium, the Peninsula Regional Support Network, under the state Community Mental Health Act, RCW 71.24, to plan, establish, and operate a comprehensive community mental health system within the three-county area.

Kitsap Recovery Center (KRC) is governed by the Salish Behavioral Health Organization (SBHO) and the SBHO Advisory Board. The SBHO Executive Board works with the Advisory Board to provide policy guidance and oversight of the local behavioral health programs. The Advisory Board helps determine procedures for the delivery of mental health services in all three counties and develops a service plan. The Kitsap County Department of Human Services has been designated as the administrative entity for the region and provides staff support to the Executive Board.

The Executive Board is composed of nine county commissioners:

<b>Board Member</b>	<b>County Represented</b>
Commissioner Randy Johnson	Clallam
Commissioner Bill Peach	Clallam
Commissioner Mark Ozias	Clallam
Commissioner Phil Johnson	Jefferson
Commissioner David Sullivan	Jefferson
Commissioner Kathleen Kler	Jefferson
Commissioner Charlotte Garrido	Kitsap
Commissioner Edward E. Wolfe	Kitsap
Commissioner Robert Gelder	Kitsap
Liz Mueller	Tribal Authority

The Advisory Board is composed of 17 members:

<b>Member</b>	<b>County</b>	<b>Term</b>
Charles, Roberta	At Large - Tribal Rep	4/29/16 - 12/31/18
Dean, Anne	Jefferson	1/1/17 - 12/31/19
Fenn, Freida	Jefferson	2/17/17 - 12/31/19
George, Jolene	At Large - Tribal Rep	2/11/16 - 12/31/18

Hartman, Russell	Kitsap	1/1/17 - 12/31/19
Hoell, Lois	Kitsap	1/1/16 - 12/31/18
Kreidler-Moss, Jennifer	Kitsap	1/1/16 - 12/31/18
Morrison, Helen	Jefferson	1/1/16 - 12/31/18
Nickolaus, Janet	Clallam	1/1/16 - 12/31/17
Pridgen, Charles	Clallam	1/1/17 - 12/31/19
Robinson, Catharine	Jefferson	1/1/16 - 12/31/17
Schermerhorn, Steve	Clallam	1/1/17 - 12/31/19
Stroup, Jon	Kitsap	1/1/17 - 12/31/19
Goodwick, Sandy	Clallam	6/16/17 - 12/31/19
Risinger, Jennifer	Clallam	6/16/17 - 12/31/19
VACANCY	Jefferson	
VACANCY	Kitsap	

### **History of Project Management**

Kitsap Recovery Center (KRC) is the only county owned and operated treatment center in Washington State. The mission of KRC is to promote healthy lifestyles and communities through superior, responsive, cost-effective chemical dependency treatment services leading to improved quality of life for those involved in or affected by chemical dependency.

Currently KRC provides outpatient services for 175 participants, including outpatient services, the Adult Drug Court Program and the Veteran's Treatment Court Program with the Kitsap Superior Court (established 1999). Twelve withdrawal management services beds (established June 1990), and sixteen intensive inpatient treatment beds 24-hours per day (established June 1990).

In the past, KRC housed a six bed guest program which provided emergency shelter for homeless individuals (2009-2015), and triage services (1990-2017) within the county.

To accommodate the significant growth of need in recent years, KRC continuously improves its services through training and program development to strengthen the ties of individuals to their community. These improvements include, but are not limited to implementing nationally recognized evidence-based practices such as motivational interviewing; mindfulness practices; harm reduction; ASAM assessment criteria; intake/discharge surveys; and referrals for continuing services while constantly meeting the regulations and quality standards set by the Washington Administrative Codes (WAC), Department of Health, SBHO, and Division of Behavioral Health and Recovery.

## **Staffing Capacity**

**Bergen Starke, MA, CDP, Clinical Manager / Kitsap Recovery Center**

Project director, clinical and contractual oversight. Ms. Starke has 15 years of experience as a Chemical Dependency Professional with a background in criminal justice related to the Kitsap County Drug Court program and as a licensed Mental Health Counselor. She has been employed at Kitsap Recovery Center (KRC) as a CDP since 2003 and now serves as Clinical Manager since June 2013. Develops operational goals, policies and program objectives consistent with the procedures and guidelines outlined in Title 70 RCW: Public Health and Safety, to insure the health and safety of clientele of the residential treatment program for drug and alcohol addiction, which includes dealing with dual diagnosis and mental health issues. Under the direction of the Human Services Director, selects, supervises and evaluates assigned staff. Assesses training needs/provide for proper evaluation, control and documentation of assigned operations.

**Natalie Mays, Prosecutor's Investigator/Probation Officer / Human Trafficking Diversion Program**

Responsible for current case management of the Human Trafficking Diversion Program. Referrals and transportation for participants to obtain chemical dependency evaluation and treatment, mental health evaluation and treatment and further stipulated obligations. Functioning as a probation officer, investigator and first point of contact for victims in human trafficking cases. Providing direct services including court accompaniment and crisis intervention; and has extensive experience working with victims of human trafficking during all stages of cases from initial contact, investigation, trial prep and during trial assistance.

**Coreen Schnepf, Deputy Prosecuting Attorney / Kitsap County Prosecutors Office**

Responsible for approving reductions, critiquing trial skills, and providing assistance regarding legal issues. Initiated changes in the special assault unit protocol for Kitsap County to address how law enforcement and other government agencies respond to human trafficking victims and investigations. Provided training to all local law enforcement in Kitsap County to train officers to recognize human trafficking, investigate the cases, and assist victims. Created, and now supervises the Human Trafficking Diversion Program for victims of human trafficking charged with low level felony and misdemeanor offenses. Started a community based human trafficking task force in conjunction with the CCYJ. The task force brings together community groups, law enforcement, advocacy groups, chemical dependency groups and other important community members to work together to find solutions for victims of human trafficking in the community. Additionally Coreen received the Humanitarian Award from the Kitsap County Bar Association for her work on Human Trafficking in 2013.

**Mental Health Therapist / Kitsap Recovery Center (1.5 FTE)**

This position is unique in that it will work in partnership with law enforcement in the field to provide immediate crisis interventions and preliminary assessment services during

sting operations. This position will assist the Human Trafficking (HT) Diversion Program in providing screenings and/or testimony with the victims. This position will provide individual initial screenings for suitability for the HT Diversion Program. This position will also provide assessment screenings for both Chemical Dependency and Mental Health. This position will adhere to the program policies and procedures and Washington Administrative Code (WAC) requirements, as well as maintaining records and documents in support of programs and services administered by KRC.

This position will assist in supporting a caseload of human-trafficking victims and provide case management in conjunction with Natalie Mays. This position will develop case plans to match individual victim's needs and preferences, as well as monitor victim's progress in treatment. Case management will provide comprehensive care and coordination of services for the victims while they are under the supervision or care of KRC and/or the HT Diversion Program.

## **2. Community Needs and Benefits**

### **Needs Assessment and Target Population**

As a result of its proximity to Seattle and Tacoma, Kitsap County has been significantly impacted by the growing epidemic of sex trafficking offenses in the area. This is not surprising considering that the Washington State Department of Commerce found that Seattle saw a 200 percent increase between 2003 and 2007 in the size and structure of its underground commercial sexual economy (UCSE). Major metropolitan areas like Seattle have a variety of different funding resources, nonprofits, and grants used to address sex trafficking cases. There are resources in Seattle, but are simply too far for victims to be able to travel to.

Between 2014 and 2016, Kitsap County had a total of 112 cases of sex trafficking. This number is representative only of those cases that were reported. Since there is a lack of substantial targeted resources allotted to combating and preventing sex trafficking in Kitsap County, investigations and stings specifically targeting sex trafficking are severely limited, as they must be balanced with other law enforcement needs. In addition, there are very few efforts being made to attempt to outreach to the community and individuals in order to prevent sex trafficking and help those, not only who are already involved in sex trafficking, but who are at-risk as well. As such, it is nearly impossible to know how extensive the problem of sex trafficking really is in the area.

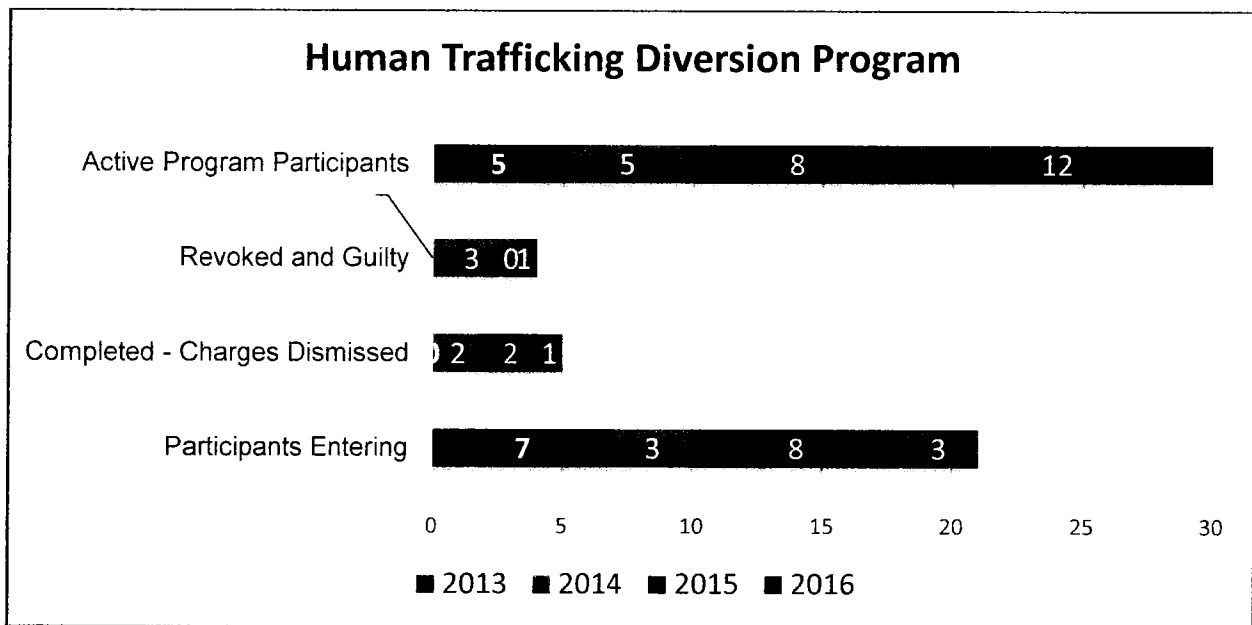
Local law enforcement investigations and prosecutions into human trafficking in the community over the last several years revealed a lack of available services within the county. After each investigation from law enforcement related to human trafficking, Natalie Mays with the prosecutor's office makes attempts to assist victims in need of services. Often they were sent out of the area for resources in other communities, in part, because services in Kitsap County were unavailable.

In addition to not having resources for the investigation of sex trafficking cases, Kitsap County does not have comprehensive service providers available for victims of sex trafficking. Though there are agencies within community that provide victim-support services, none specifically serve individuals involved in sex trafficking. With the award of

this grant, victims of sex trafficking will be able to access a Mental Health Therapist for immediate service and other service coordination.

The Kitsap County Prosecutor's Office HT Diversion Program was designed to help victims of human trafficking leave the life of prostitution by providing treatment and resources to the participants. Victims of human trafficking enter the criminal justice system under a variety of charges. Most of the charges that the victims face are not human trafficking offenses but all are related to the victimization and trauma of being trafficked. Currently, the diversion program has 10 participants. The participants meet with a probation officer who assists the victims in obtaining services and monitors compliance with the program.

The chart below gives a breakdown of the number of participants in the diversion program since 2013. As the program expands, the ability to provide assistance to the participants in the program is weakened. The probation officer is not trained to assess specific treatment needs or evaluate the progress participants are making in treatment. While the program was small, this was not a significant issue; but as the program expanded, so did the needs of the participants. A mental health therapist would have the training to make formal assessments to determine the participant's needs and would also have direct contact with service providers to determine what placement would be most effective in providing a means of recovery. With a mental health therapist, the program would be able to expand to 20 participants.



The Mental Health Therapist, in addition to providing therapeutic services to victims of sex-trafficking, will be tasked to work with community partners and train agencies on identifying victims and determining how to respond. They will be responsible for assisting KRC in conjunction with the Kitsap County Human Trafficking Task Force in educating the public.

As victims often do not self-identify, human trafficking targets vulnerable people of all ages. It is difficult for trafficking victims to come forward as they find themselves physically and socially isolated in an unfamiliar culture. They fear reaching out to law enforcement officers, health providers or even others that have the ability to assist them. Therefore, it is important to educate first responders, services providers and the public as they tend to be the population that have the initial, and perhaps, the most direct contact with trafficked persons or at-risk individuals.

### **Outreach**

It is important to target community organizations such as local schools, public libraries, and small businesses as they are conduits to increase the general public's awareness and knowledge of human trafficking. The Mental Health Therapist will assist the Kitsap County Human Trafficking Task Force in developing materials to educate the community, such as posters to distribute, fact sheets, public service announcements, and a website to raise awareness about human trafficking.

KRC, as a community based organization, has the ability to successfully reach and provide services to trafficked persons and the residents within the community through the established network of connections.

### **Link Between Community Need and Strategic Plan**

- Improve the health status and well being of Kitsap County residents
- Reduce the incidence and severity of chemical dependency and/or mental health disorders in adults and youth
- Reduce the number of chemical dependent and mentally ill youth and adults from initial or further criminal justice system involvement
- Reduce the number of people in Kitsap County who recycle through our criminal justice systems, including jails and prisons
- Reduce the number of people in Kitsap County who use costly interventions including hospitals, emergency rooms, and crisis services

## **3. Project Description**

### **Project Design**

Trauma-informed and victim-centered therapy will be offered to assist victims/survivors of human trafficking in recovering from the trauma of their victimization.

The primary victim services provider will be at KRC and will provide mental health therapy, chemical dependency and comprehensive case management services on location. Partnerships will be established between the provider and other local agencies to provide a wide array of client services. This list includes, but is not limited to YWCA, Kitsap Sexual Assault Center (KSAC), Peninsula Community Health Services, Goodwill, Worksource and WorkForce.

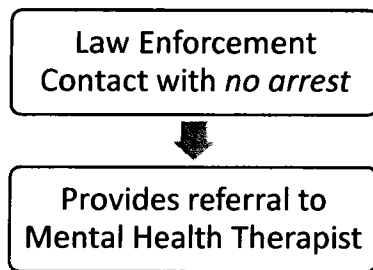
A master's level therapist would provide counseling using evidence based treatment to address the issues and symptoms resulting from sexual assault and human trafficking. This therapist would be dually licensed to also treat chemical dependency. The connection between therapy and chemical dependency counseling is critical because the majority of human trafficking victims suffer from substance use disorder. The therapy provided would be individual counseling, group counseling and family counseling. The length of treatment would be determined by the need of the individual.

The therapist would provide compliance reports to Natalie Mays on an as needed basis as directed by the court. The compliance reports would include treatment progress, or the lack of.

*Basic Workflow Expectations:*

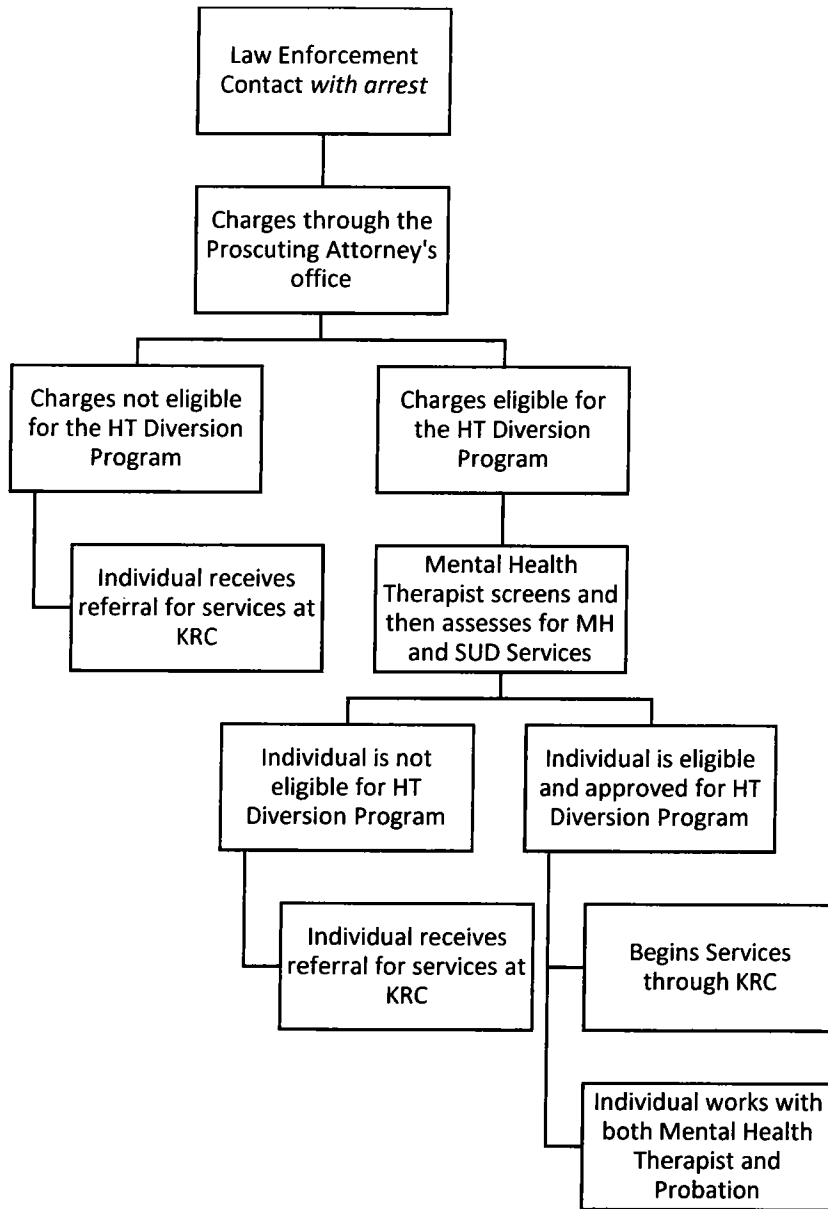
Walk-ins: Will be scheduled for an appointment for a screening and evaluation for both chemical dependency and mental health services. Upon assessment completion, clients will receive referrals and/or participate in individualized treatment.

Law Enforcement Contact - without arrest: Law Enforcement/Westnet encounters a victim, but does not arrest them. They will provide the victim a referral in the form of brochure and/or cards and talk about the resources that are available to them within their jurisdiction.

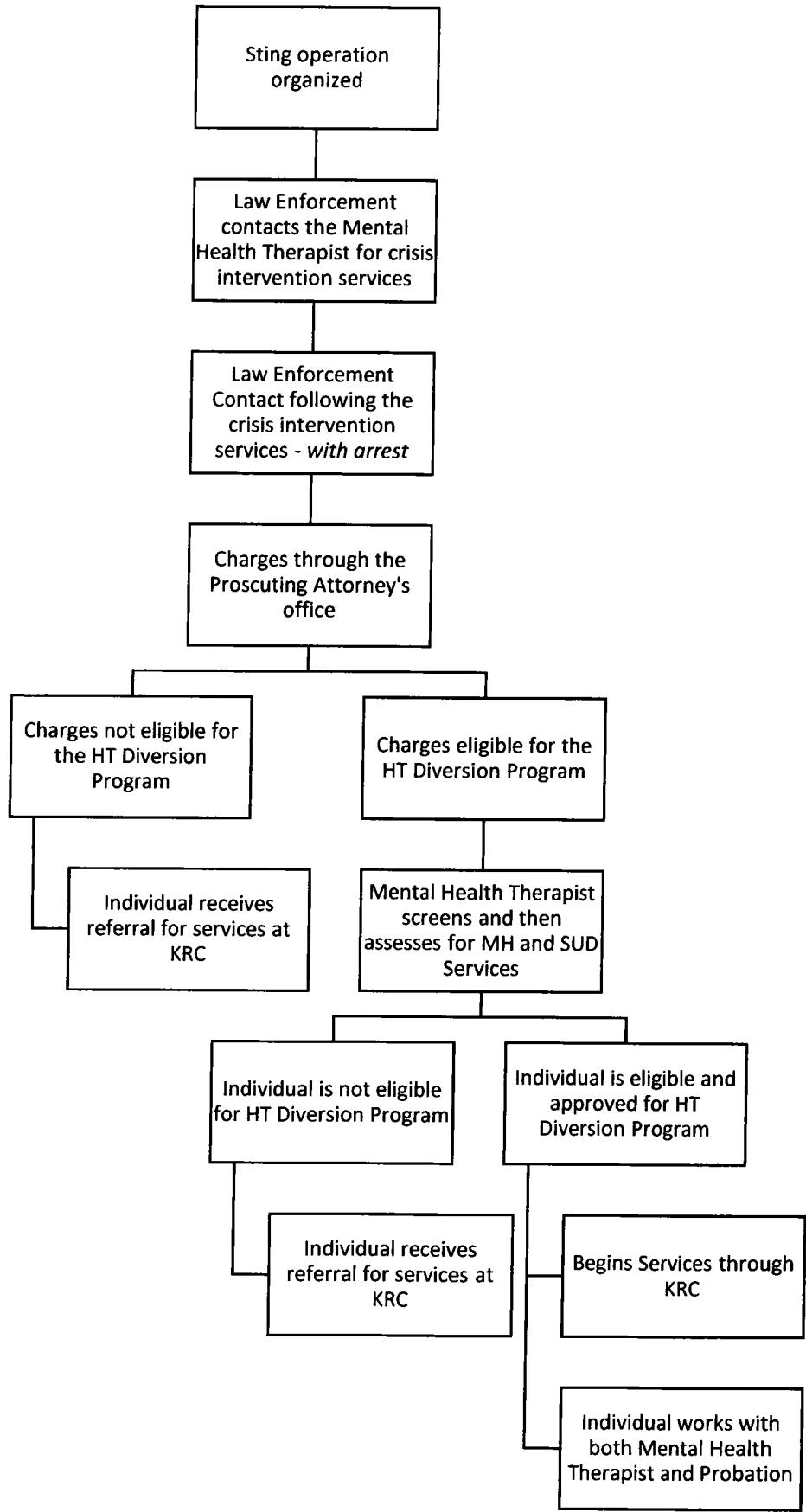


Law Enforcement Contact – with arrest: Law Enforcement/WestNet encounters a victim, and makes an arrest. If the charges are eligible for the HT Diversion Program, they would be screened while in custody for eligibility for the program and services. If the individual is found eligible, the services would start directly in conjunction with Natalie's probation services. If the individual was found not eligible for the HT Diversion Program, referral for services will be given at that time.





Law Enforcement Contact – Sting Operations / Crisis Intervention Services: Law Enforcement/WestNet organizes and contacts the Mental Health Therapist for on call services. Following the sting operation the Mental Health Therapist will provide crisis intervention for the victims involved. An arrest is made, and the charges are eligible for the HT Diversion Program, they would be screened for eligibility while in custody. If the individual is found eligible, the services would start directly in conjunction with Natalie’s probation services. If the individual was found not eligible to participate in the HT Diversion Program, a referral for services will be given at that time.



## **Evaluation**

*Goal #1:* Expand behavioral health outreach, assessment, intervention, referral, and treatment in the substance use disorder throughout the continuum of care.

- Measure the number of clients referred to comprehensive services including care coordination, access to medication, prompt access to benefits, health care, and mental health and chemical dependency treatment.
- Measure the number of clients to be referred to Peninsula Community Health and/or other medical partners.
- Measure the number of clients referred to and screened for services for the Human Trafficking Diversion Program.
- Measure the number of clients contacting for services due to referrals by law enforcement.

*Goal #2:* Clients are satisfied with the services provided.

- Measure satisfaction ratings at intake and discharge of services.

*Goal #3:* Prevent mental illness, behavioral problems, and future addiction in victims of trauma who either have, or are at risk for substance abuse and/or mental health problems.

- Measure the number of clients to receive Seeking Safety and Relapse Prevention education.

## **Evidence-Based, Promising, Best or Innovative Practices**

The therapist at KRC will be utilizing the following evidenced-based screenings to assist in the healing process with the victims:

### *Adverse Childhood Experiences (ACEs):*

Childhood experiences, both positive and negative, have a tremendous impact on future violence victimization and perpetration, and lifelong health and opportunity. As such, early experiences are an important public health issue. Much of the foundational research in this area has been referred to as Adverse Childhood Experiences (ACEs).

### *Post-traumatic Checklist for DSM-V (Civilian) (PCL-5):*

The PCL-5 is a 20-item self-report measure that assesses the 20 DSM-V symptoms of PTSD. The PCL-5 has a variety of purposes, including:

- Monitoring symptom change during and after treatment
- Screening individuals for PTSD
- Making a provisional PTSD diagnosis

The gold standard for diagnosing PTSD is a structured clinical interview such as the Clinician-Administered PTSD Scale (CAPS-5). When necessary, the PCL-5 can be scored to provide a provisional PTSD diagnosis.

*Life Events Checklist for DSM-V (LEC-5):*

The Life Events Checklist for DSM-5 (LEC-5) is a self-report measure designed to screen for potentially traumatic events in a respondent's lifetime. The LEC-5 assesses exposure to 16 events known to potentially result in PTSD or distress and includes one additional item assessing any other extraordinarily stressful event not captured in the first 16 items.

*Generalized Anxiety Disorder (GAD-7):*

GAD-7 is a 7-question screening tool that identifies whether a complete assessment for anxiety is indicated.

*Patient Health Questionnaire (PHQ):*

Screeener for depression

The primary therapies to be used will be:

*Trauma-Focused Cognitive Behavioral Therapy (TF-CBT):*

An evidence-based treatment for children and adolescents impacted by trauma and their parents or caregivers. Research shows that TF-CBT successfully resolves a broad array of emotional and behavioral difficulties associated with single, multiple and complex trauma experiences.

*Seeking Safety:*

Nationally-recognized curriculum Seeking Safety is an evidence-based, present-focused counseling model to help people attain safety from trauma and/or substance abuse. It can be conducted in group (any size) and/or individual modality. It is an extremely safe model as it directly addresses both trauma and addiction, but without requiring clients to delve into the trauma narrative (the detailed account of disturbing trauma memories), thus making it relevant to a very broad range of clients and easy to implement.

Seeking Safety offers 25 topics that can be conducted in any order and as few or many as time allows: Introduction/Case Management, Safety, PTSD: Taking Back Your Power, When Substances Control You, Honesty, Asking for Help, Setting Boundaries in Relationships, Getting Others to Support Your Recovery, Healthy Relationships, Community Resources, Compassion, Creating Meaning, Discovery, Integrating the Split Self, Recovery Thinking, Taking Good Care of Yourself, Commitment, Respecting Your Time, Coping with Triggers, Self-Nurturing, Red and Green Flags, Detaching from Emotional Pain (Grounding), Life Choices and Termination.

**Community Collaboration, Integration and Collective Impact**

Understanding that the public has a critically important role to play in identifying victims and reducing demand. Media presentations often perpetuate myths about the nature

and the scope of the problem of human trafficking. An effective public awareness program can help to change public perception and ultimately reduce crime.

If the victim is a foreign national, the collaborative partnership with the Kitsap Immigration Assistant Center will assist the victim in obtaining their Office of Refugee Resettlement (ORR) Certification.

Medical services will be provided through Harrison Medical Center and Peninsula Community Health. Harrison Medical Center has registered Sexual Assault Nurse Examiners (SANE) available for victims of sexual assault. According to the International Association of Forensic Nurses, SANE nurses provide forensic care of client who has experienced sexual assault or abuse including streamlined care, comprehensive medical forensic examinations, testifying in legal proceedings related to the examination and ensuring proper chain-of-custody. They will also collaborate with other agencies that provide services to victims including: crime lab personnel, law enforcement, advocates, attorneys and Child Protective Agency. Peninsula Community Health will provide basic medical care, dental services and medically-assisted treatment. Victims will be financially covered through state-funded insurance for these services.

Victims will also have access to advocacy services through the YWCA, Kitsap Special Assault Investigations and Victim's Services (SAIVS) and KSAC at no cost.

The YWCA is trained in identifying victims of sexual assault and ensuring that the individuals receive the legal and social support that they need to maintain their safety. The advocates at the YWCA provide safety planning, legal advocacy, resources and immediate assistance to victims including step-by-step explanations of the investigative and prosecutorial process.

Kitsap SAIVS will coordinate advocacy services through KSAC that will be available to adult and child victims of sexual assault. They ensure that the victim has resources and that their rights and safety are maintained throughout the process of investigation and prosecution and ongoing support after resolution of the case.

Work Source and Goodwill provide job training and employment assistance. Both provide an array of employment and training services to job seekers and employers in Washington. Work Source additionally serves individuals to connect them with educational opportunities such as pursuing a GED, high school diploma or college degree.

The Kitsap County Human Trafficking Task Force along with the Mental Health Therapist will host a semi-annual community event to increase awareness regarding human trafficking. In collaboration with the Task Force, the Mental Health Therapist will assist in providing semi-annual training to first responders, law enforcement, medical providers and other social service workers that come in contact with victims. They will be able to provide tools to recognize human trafficking victims and what to do when the victim is identified.

#### **4. Project Financial Feasibility**

##### **Budget Narrative**

Budget line items include total salaries and benefits: \$238,027.00, equipment (computers and related equipment): \$1,161.17, training and travel costs: \$1,855.00, curriculum materials: \$1,000, office supplies: \$23,100.00, and urinalysis testing in continuing care treatment (to include laboratory confirmation): \$10,000. (See Attachment F)

##### **Additional Resources and Sustainability**

The Kitsap County Human Trafficking Task Force has applied for a Federal Grant in conjunction with the Kitsap County Sheriff's Office and Kitsap Recovery Center to establish a Drop-In Center for human trafficking victims in Kitsap County. This grant would provide initial funding for a Drop-In Center that would house wrap-around services to all victims and provide temporary housing for the individuals served. The initial funding would also allow for law enforcement to expand training and ability to investigate HT cases. If the federal grant was awarded, this position would be a direct transfer for these services.

Sustainability would be established through Medicaid funding and anticipated growth through the HT Diversion Program. Currently the Prosecuting Attorney's Office is working towards establishing new structure to increase the capacity within the HT Diversion Program within Kitsap County. With the increase of immediate service availability with the position, the capacity within the HT Diversion Program would increase to 20 participants.

In partnership with the Kitsap County Human Trafficking Task Force the awareness of Human Trafficking and its practices will increase, providing more opportunities for legal and crisis intervention, awareness of services and a direct referral source for WestNet and law enforcement for assessments and services.

EVALUATION WORKSHEET

PROJECT NAME: Trauma-Informed Care Services

A. GOAL	B. ACTIVITY	C. SUCCESS CRITERIA	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE Data and time	G. SOURCE
Expand behavioral health outreach, assessment, intervention, referral, and treatment in the substance use disorder throughout continuum of care	Conduct chemical dependency assessments using ASAM and DSM-V criteria	60% of those receiving assessments are eligible for services	<input checked="" type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input type="checkbox"/> Outcome: Knowledge, attitude, skill <input checked="" type="checkbox"/> Outcome: Practice or behavior <input type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit  If applicable: <input type="checkbox"/> Fidelity measure	<input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>04/01/2018</u>  Frequency: <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____	Assessment of Need	Program Database
	Create and implement a mental health assessment based on trauma-informed care	To create and implement a mental health assessment based on ACEs, PCL-5, PHQ, and GAD-7 by the end of the first quarter	<input checked="" type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input type="checkbox"/> Outcome: Knowledge, attitude, skill <input checked="" type="checkbox"/> Outcome: Practice or behavior <input type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit  If applicable: <input type="checkbox"/> Fidelity measure	<input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>01/01/2018</u>  Frequency: <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Other: _____	n/a	Program Database / Materials
	Offer referral to PCHS for physical exam and health needs	75% of clients referred to PCHS for physical exam and health needs	<input type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input type="checkbox"/> Outcome: Knowledge, attitude, skill <input checked="" type="checkbox"/> Outcome: Practice or behavior <input checked="" type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit  If applicable: <input type="checkbox"/> Fidelity measure	<input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>04/01/2018</u>	Assessment of Need	Program Database

EVALUATION WORKSHEET

A. GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE	G. SOURCE
Prevent mental illness, behavioral problems, and future addiction in victims of trauma who either have, or are at risk for substance abuse and/or mental health problems	Provide Seeking Safety evidence-based model to all participants enrolled in program	75% of participants will receive the Seeking Safety education while enrolled	<input type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input checked="" type="checkbox"/> Outcome: Knowledge, attitude, skill <input checked="" type="checkbox"/> Outcome: Practice or behavior <input checked="" type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit  If applicable: <input type="checkbox"/> Fidelity measure	<input type="checkbox"/> Other: _____  <input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>04/01/2018</u>  Frequency: <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____	New tool – 0%	Program Database
	Provide relapse prevention education to all participants enrolled in program	75% of participants will receive relapse prevention education while enrolled	<input type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input checked="" type="checkbox"/> Outcome: Knowledge, attitude, skill <input checked="" type="checkbox"/> Outcome: Practice or behavior <input checked="" type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit  If applicable: <input type="checkbox"/> Fidelity measure	<input type="checkbox"/> Other: _____  <input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>04/01/2018</u>  Frequency: <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____	New tool – 0%	Program Database



## Total Agency or Departmental Budget Form

ATTACHMENT E

Agency Name: Kitsap Recovery Center

Project: Trauma-Informed Care Services

Accrual       Cash

AGENCY REVENUE AND EXPENSES	2016		2017		2018	
	Actual	Percent	Budget	Percent	Budget	Percent
<b>AGENCY REVENUE</b>						
Federal Revenue	\$ 1,670,927.73	62%	\$ 1,840,000.00	63%	\$ 1,840,000.00	63%
WA State Revenue	\$ 380,071.10	14%	\$ 460,000.00	16%	\$ 460,000.00	16%
Local Revenue	\$ 518,444.18	19%	\$ 537,758.00	18%	\$ 537,758.00	18%
Private Funding Revenue	\$ -	0%	\$ -	0%	\$ -	0%
Agency Revenue	\$ -	0%	\$ -	0%	\$ -	0%
Miscellaneous Revenue	\$ 120,337.33	4%	\$ 106,000.00	4%	\$ 106,000.00	4%
<b>Total Agency Revenue (A)</b>	<b>\$ 2,689,780.34</b>		<b>\$ 2,943,758.00</b>		<b>\$ 2,943,758.00</b>	
<b>AGENCY EXPENSES</b>						
<b>Personnel</b>						
Managers	\$ 79,421.00	3%	\$ 81,458.00	3%	\$ 83,494.00	3%
Staff	\$ 1,301,106.28	49%	\$ 1,480,656.00	50%	\$ 1,478,620.00	50%
Total Benefits	\$ 644,845.94	24%	\$ 702,779.00	24%	\$ 702,779.00	24%
<b>Subtotal</b>	<b>\$ 2,025,373.22</b>	<b>77%</b>	<b>\$ 2,264,893.00</b>	<b>77%</b>	<b>\$ 2,264,893.00</b>	<b>77%</b>
<b>Supplies/Equipment</b>						
Equipment	\$ 11,784.79	0%	\$ 6,200.00	0%	\$ 6,200.00	0%
Office Supplies	\$ 60,514.28	2%	\$ 81,800.00	3%	\$ 81,800.00	3%
Other (Describe)	\$ 32,907.54	1%	\$ 34,500.00	1%	\$ 34,500.00	1%
<b>Subtotal</b>	<b>\$ 105,206.61</b>	<b>4%</b>	<b>\$ 122,500.00</b>	<b>4%</b>	<b>\$ 122,500.00</b>	<b>4%</b>
<b>Administration</b>						
Advertising/Marketing	\$ -	0%	\$ 625.00	0%	\$ 625.00	0%
Audit/Accounting	\$ -	0%	\$ -	0%	\$ -	0%
Communication	\$ 13,734.32	1%	\$ 9,154.00	0%	\$ 9,154.00	0%
Insurance/Bonds	\$ 22,979.52	1%	\$ 23,892.00	1%	\$ 23,892.00	1%
Postage/Printing	\$ 8,492.35	0%	\$ 6,795.00	0%	\$ 6,795.00	0%
Training/Travel/Transportation	\$ 18,322.09	1%	\$ 9,725.00	0%	\$ 9,725.00	0%
% Indirect	\$ 50,960.00	2%	\$ 57,259.00	2%	\$ 57,259.00	2%
Other (Describe) Miscellaneous expense	\$ 15,413.62	1%	\$ 72,245.00	2%	\$ 72,245.00	2%
<b>Subtotal</b>	<b>\$ 129,901.90</b>	<b>5%</b>	<b>\$ 179,695.00</b>	<b>6%</b>	<b>\$ 179,695.00</b>	<b>6%</b>
<b>Ongoing Operations and Maintenance</b>						
Janitorial Service	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance Contracts	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance of Existing Landscaping	\$ -	0%	\$ -	0%	\$ -	0%
Repair of Equipment and Property	\$ 65,980.53	3%	\$ 7,025.00	0%	\$ 7,025.00	0%
Utilities	\$ 51,858.64	2%	\$ 52,125.00	2%	\$ 52,125.00	2%
Other (Describe)	\$ 117,774.20	4%	\$ 132,250.00	4%	\$ 132,250.00	4%
Other (Describe)	\$ 141,845.41	5%	\$ 185,270.00	6%	\$ 185,270.00	6%
Other (Describe)	\$ -	0%	\$ -	0%	\$ -	0%
<b>Subtotal</b>	<b>\$ 377,458.78</b>	<b>14%</b>	<b>\$ 376,670.00</b>	<b>13%</b>	<b>\$ 376,670.00</b>	<b>13%</b>
<b>Other Costs</b>						
Debt Service	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe)	\$ -	0%	\$ -	0%	\$ -	0%
<b>Subtotal</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Direct Expenses</b>	<b>\$ 2,637,940.51</b>		<b>\$ 2,943,758.00</b>		<b>\$ 2,943,758.00</b>	

**NOTE: If an expenditure line item is larger than 10% of the budget, include an attachment showing detail.**

## Special Project Budget Form

Agency Name: Kitsap Recovery Center

Project: Trauma-Informed Care Services

Enter the estimated costs associated with your project/program	Total Funds		Requested Funds		Other Matching Funds	
	Budget	Percent	Budget	Percent	Budget	Percent
<b>Personnel</b>						
Managers	\$ 21,500.00	8%	\$ 21,500.00	8%	\$ 1.00	20%
Staff	\$ 76,650.00	28%	\$ 76,650.00	28%	\$ -	0%
Total Benefits	\$ 139,877.00	51%	\$ 139,877.00	51%	\$ -	0%
<b>SUBTOTAL</b>	<b>\$ 238,027.00</b>	<b>87%</b>	<b>\$ 238,027.00</b>	<b>87%</b>	<b>\$ 1.00</b>	<b>20%</b>
<b>Supplies &amp; Equipment</b>						
Equipment	\$ 1,161.17	0%	\$ 1,161.17	0%	\$ 1.00	20%
Office Supplies	\$ 23,100.00	8%	\$ 23,100.00	8%	\$ -	0%
Other (Describe): Drug Testing/ Lab Fees	\$ 10,000.00	4%	\$ 10,000.00	4%	\$ -	0%
<b>SUBTOTAL</b>	<b>\$ 34,261.17</b>	<b>12%</b>	<b>\$ 34,261.17</b>	<b>12%</b>	<b>\$ 1.00</b>	<b>20%</b>
<b>Administration</b>						
Advertising/Marketing	\$ 1.00	0%	\$ 1.00	0%	\$ 1.00	20%
Audit/Accounting	\$ -	0%	\$ -	0%	\$ -	0%
Communication	\$ -	0%	\$ -	0%	\$ -	0%
Insurance/Bonds	\$ -	0%	\$ -	0%	\$ -	0%
Postage/Printing	\$ -	0%	\$ -	0%	\$ -	0%
Training/Travel/Transportation	\$ 1,855.00	1%	\$ 1,855.00	1%	\$ -	0%
% Indirect (Limited to 10%)	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe): Curriculum Materials	\$ 1,000.00	0%	\$ 1,000.00	0%	\$ -	0%
<b>SUBTOTAL</b>	<b>\$ 2,856.00</b>	<b>1%</b>	<b>\$ 2,856.00</b>	<b>1%</b>	<b>\$ 1.00</b>	<b>20%</b>
<b>Ongoing Operations &amp; Maintenance</b>						
Janitorial Service	\$ 3.00	0%	\$ 2.00	0%	\$ 1.00	20%
Maintenance Contracts	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance of Existing Landscaping	\$ -	0%	\$ -	0%	\$ -	0%
Repair of Equipment and Property	\$ -	0%	\$ -	0%	\$ -	0%
Utilities	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe): DBHR License Fees	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
<b>SUBTOTAL</b>	<b>\$ 3.00</b>	<b>0%</b>	<b>\$ 2.00</b>	<b>0%</b>	<b>\$ 1.00</b>	<b>20%</b>
<b>Other</b>						
Debt Service	\$ 2.00	0%	\$ 1.00	0%	\$ 1.00	20%
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	0%
<b>SUBTOTAL</b>	<b>\$ 2.00</b>	<b>0%</b>	<b>\$ 1.00</b>	<b>0%</b>	<b>\$ 1.00</b>	<b>20%</b>
<b>Total Project Budget</b>	<b>\$ 275,149.17</b>		<b>\$ 275,147.17</b>		<b>\$ 5.00</b>	

NOTE: Indirect is limited to 10%

## Project Salary Summary

### Description

Number of Professional FTEs	2.50
Number of Clerical FTEs	0.00
Number of All Other FTEs	0.00
<b>Total Number of FTEs</b>	<b>2.50</b>

### Salary Information

Salary of Executive Director or CEO	\$ 21,500.00
Salaries of Professional Staff	\$ 76,650.00
Salaries of Clerical Staff	\$ -
Other Salaries (Describe Below)	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
<b>Total Salaries</b>	<b>\$ 98,150.00</b>
Total Payroll Taxes	\$ 9,224.00
Total Cost of Benefits	\$ 20,213.00
Total Cost of Retirement	\$ 12,290.00
<b>Total Payroll Costs</b>	<b>\$ 139,877.00</b>



## Kitsap County Prosecuting Attorney's Office

**Tina R. Robinson**  
Prosecuting Attorney  
Office ID #91103

**Carol I. Maves**  
Office Administrator

**Ione S. George**  
Chief General  
Counsel

**Justin B. Zaug**  
District/Municipal  
Division Chief

**Chad M. Enright**  
Felony and Juvenile  
Division Chief

**Jacquelyn M.  
Aufderheide**  
Civil Division Chief

**Holly G. Banks**  
Family Support  
Division Chief

<https://spf.kitsapgov.com/pros>

July 28, 2017

Please reply to: Adult Criminal & Administrative Divisions

Bergan Starke  
Kitsap Recovery Center's Trauma Services  
1026 Sidney Ave  
Port Orchard, WA 98366

Re: 2017 Kitsap County Mental Health, Chemical Dependency, and Therapeutic Court Proposal

Greetings—

The Kitsap County Prosecutor's Office in conjunction with the Kitsap County District Court currently operate a therapeutic court designed specifically for victims of human trafficking that are in the criminal justice system. The program is open to victims that are charged with human trafficking offenses and offenses that are related to the participant's exploitation. The program currently has ten participants but there are almost half a dozen additional defendants that are currently considering entering the diversion program. The diversion program is in need of additional resources to continue to assist victims of human trafficking to get out of the life of prostitution.

If the County authorizes the grant application for Kitsap Recovery Center's Trauma Services to hire a case manager, each new diversion participant would screen through the case manager prior to entry in to the program to determine what services the participant needs. All participants in the program would work with the case manager to determine on going and future needs related to treatment, housing, and other assistance required.

The Case Manager would form support groups and life skills classes as necessary to assist the participants in the diversion program. The participants would be required to attend classes and groups that are necessary to the participant's recovery.

In addition, law enforcement would be able to refer victims of human trafficking to the case manager that are identified during proactive operations. The case manager would be available to assist victims even before they enter the criminal justice system. This would be a substantial benefit to victims.

Sincerely yours,

**TINA R. ROBINSON**  
Prosecuting Attorney

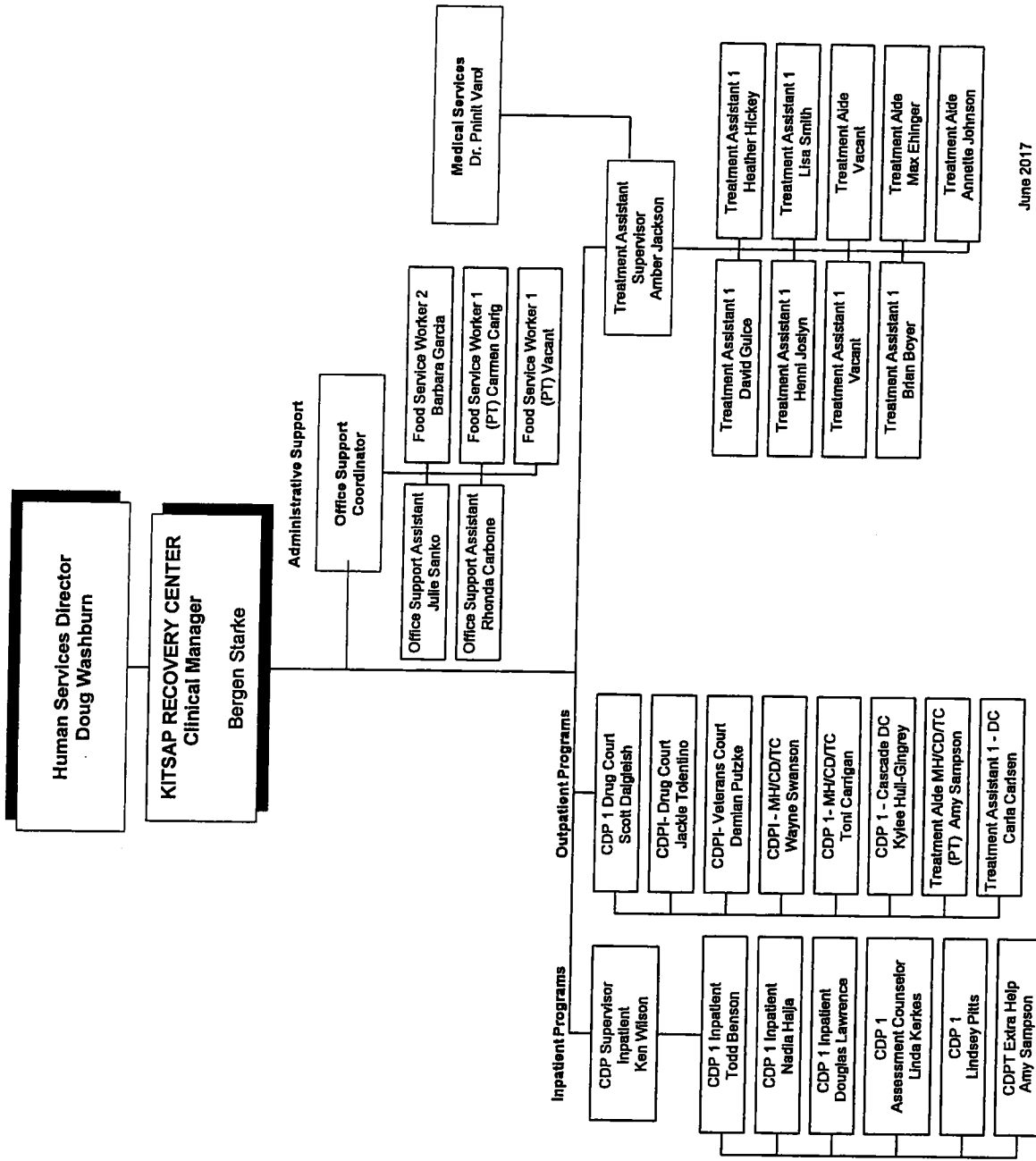
**COREEN E. SCHNEPF**  
Senior Deputy Prosecuting Attorney

Adult Criminal & Administrative Divisions • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-7174 • FAX (360) 337-4949  
Juvenile Criminal Division • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-5500 • FAX (360) 337-4949  
Special Assault Unit • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-7148 • FAX (360) 337-4949

Bainbridge Island Municipal Court Division • 614 Division Street, MS-35 • Port Orchard, Washington 98366 • (360) 337-7174 • FAX (360) 337-4949  
Port Orchard Municipal Court Division • 614 Division Street, MS-35 • Port Orchard, Washington 98366-4681 • (360) 337-7174 • FAX (360) 337-4949

Civil Division • 614 Division Street, MS-35A • Port Orchard, Washington 98366-4681 • (360) 337-4992 • FAX (360) 337-7083  
Family Support Division • 614 Division Street, MS-35B • Port Orchard, Washington 98366-4681 • (360) 337-7020 • FAX (360) 337-5733





June 2017

# Hierarchy of the Human Trafficking Diversion Program

