

## 2014 GRANT SUMMARY PAGE

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



**Proposal Title:** Adult Drug Court Expansion Grant

**Proposal Summary:**

The Kitsap County Superior Court is requesting grant funding in order to (1) expand the number of participants (capacity) in its successful Adult Drug Court program from 100 to 150 participants; (2) to expand the current cadre of treatment services to include mental health screening, assessment and counseling for any of the 150 participants where the absence of such services presently hinders individual compliance and success; (3) bolster participant behavioral compliance tools; and, (4) implement a Drug Court case management database to support a more robust data collection and evaluation system.

**Requested Funds Amount:** \$ 526,912

**Matching/In-kind Funds Amount:** \$255,401 - County GF investment, incl. jud. time

Kitsap County Superior Court

Agency or Organizational Name

614 Division Street, MS-24

Street Address

Port Orchard,

WA

98366

City

State

Zip

Frank A. Maiocco, Jr.

(360) 337-7140, Ext. 3305

fmaiocco@co.kitsap.wa.us

Primary Contact

Phone

E-Mail



Signature

Superior Court Administrator

Title

**Kitsap County Superior Court  
Adult Drug Court Expansion Grant  
Project Narrative**

**Organizational Capacity**

*Staffing Capacity - Internal*

The existing Adult Drug Court program is staffed by a number of criminal justice and treatment professionals. The program is directed by a Superior Court judge who spends 35 percent of his total time leading participant staffing, and conducting weekly drug court calendars and departmental calendars to address participant compliance issues. Judge Jay B. Roof, the current Adult Drug Court judge, has over 40 years' experience in Kitsap County's Courts with his last 20 years spent in the Superior Court. He has been the Adult Drug Court judge since 1999. Judge Roof will expand his Drug Court time to approximately 40-45 percent under this proposal.

Judge Roof guides the program with a treatment court manager who devotes approximately 50 percent of her time managing the Adult Drug Court. The current Treatment Court Manager, Ms. Samantha Lyons, has 11 years of treatment court experience, having spent 2 years as the Clinical Director for the Brooklyn (NY) Treatment Court and 9 years as the Drug Court Coordinator in the Montgomery County (MA) Circuit Court. She possesses a Bachelor's degree in Fine Arts from UCLA and a Master's degree in Forensic Psychology from John Jay College. Ms. Lyons is the liaison between the judge and the team, law enforcement, participants and the public. She directly supervises two compliance specialists. Ms. Lyons has served as Kitsap County Treatment Court Manager since October 2013.

The treatment court compliance specialists are responsible for direct contact with the participants. Each manages a caseload of participants with whom each meets on a weekly basis to verify compliance with program requirements, troubleshoot individual challenges, and prepare and present compliance reports to the Drug Court team at weekly staffing meetings. The compliance specialists conduct periodic home visits in the company of a Sheriff's community resource officer to monitor participant compliance in the community.

Ms. Victoria Ackerman and Mr. Andrew Sawtell serve as the Treatment Court Compliance Specialists. Ms. Ackerman was hired in November 2011, following 9 years as a Social Worker in the Washington Department of Health and Human Services. Ms. Ackerman earned a Bachelor's degree in Education and Counseling from William Jessup University.

Mr. Sawtell is new to the Kitsap County Adult Drug Court, having just started in April 2014. He previously served as the Drug Court Supervision Officer in the Lancaster County (Nebraska) Adult Drug Court, a position that he held since June 2008. Mr. Sawtell holds a Bachelor's degree in Criminal Justice from the University of Nebraska and a Master's degree in Forensic Science from Nebraska Wesleyan University.

Under this proposal, it is anticipated the Court will need to increase internal staffing with one additional, full-time drug court compliance specialist and a full-time administrative assistant.

### Staffing Capacity - External

The Adult Drug Court program currently has the commitment of a deputy prosecuting attorney, a public defense attorney and a community resource officer from the Sheriff's Department. The Kitsap County Prosecutor and Director of Public Defense have committed their respective resources for no less than 12 hours each week, or 35 percent of their time. The Kitsap County Sheriff has, likewise, committed a community resource officer to provide jail transportation, courtroom security and participant field visits.

Mr. Kevin P. Kelly, Kitsap County Deputy Prosecuting Attorney has served as the prosecuting attorney in the Adult Drug Court for much of the last five years. Mr. Kelly holds a Bachelor's degree in Telecommunications from Kent State University and earned his Juris Doctorate from the Cleveland Marshal School of Law at Cleveland State University.

Mr. Jacob P. Murphy, a partner in the firm Cross, La Cross and Murphy, has been the public defense attorney in the Adult Drug Court since 2010. Mr. Murphy earned a Bachelor's degree from the Virginia Polytechnic and State University and his Juris Doctorate in 1999 from St. Mary's University of San Antonio.

It is anticipated that the two attorneys and the community resource officer will expand their respective time by 10 percent under this proposal.

The Kitsap Recovery Center provides four chemical dependency professionals (CDPs) for substance abuse treatment for 100 participants. This includes weekly individual and group treatment sessions, and weekly appearances at staffing and court. Ms. Bergen Starke, the Clinical Supervisor of the Kitsap Recovery Center, holds a Bachelor's degree in Human Services from Western Washington University and a Master's degree in Psychology, Marriage and Family Therapy from Brandman University. She is a certified Chemical Dependency Counselor and holds an Associate License in mental health counseling. Ms. Starke has been integrally involved in the Adult Drug Court since February 2003.

Substance abuse treatment is best provided at a ratio of one CDP to twenty-five participants, so grant funding is requested to fund two additional chemical dependency professionals. The proposal also seeks a half-time treatment aide to assist the Kitsap Recovery Center in facilitating observed urinalysis testing for the expanded participant pool.

### Board Capacity

The eight elected Superior Court judges, in consultation with the court commissioner, juvenile court administrator and superior court administrator, provide oversight and guidance in the Superior Court. The Bench, acting as the governing board, is "chaired" by a Presiding Superior Court judge who is elected from among the eight judges to a two year term. Members serve four year terms during the period in which they are either appointed or elected.

### Internal Policies

All Superior Court policies are adopted by the Bench collectively through regularly scheduled monthly meetings. The Bench has not discretely codified separate, written policies governing fiscal controls, non-discrimination, or procurement. Rather, in the absence of separate, written policies, the Bench has assumed most policies set-forth by Kitsap County. The Adult Drug Court judge provides a monthly status report at each Bench meeting to ensure treatment court programs continue to align with broader, organizational policy decisions.

Operationally, the Adult Drug Court program is governed by the multi-disciplinary Adult Drug Court team. The Adult Drug Court judge chairs the team. Policies and procedures related directly to participants are predominantly made at this level.

### History of Project Management

The Superior Court has been the recipient of three separate Federal grants through the Bureau of Justice Administration, and is presently in the second of a three-year Substance Abuse and Mental Health Services Administration (SAMHSA) Veterans Treatment Court grant. The Superior Court administrator is responsible for managing the budget awards, accounting, fiscal controls and contracts. This has ensured that the expenditure of grant funds has been consistent with overarching grant program requirements and established grant goals. The Superior Court has not exceeded the amount appropriated in any of these grants, nor has its management of public funds been questioned or investigated.

### Financial Management Capacity

The Superior Court's financial management is performed primarily by the Superior Court administrator and full-time office assistant III/bookkeeper. The treatment court manager is responsible for program management and the Superior Court administrator is responsible for managing the budget, accounting, fiscal controls and contracts. The day-to-day responsibility for accounts payable and receivable are performed by the office assistant III/bookkeeper.

The Court has struggled with program monitoring and evaluation for several years due to the lack of sufficient staff and automation tools. The extra help office assistant collects basic data regarding the number of participants entering drug court, graduating from drug court or terminated from the program, but these are typically only summarized for purposes of budgeting or upon request. While these efforts have been helpful, they point to the need for a better, more accurate and timely data reporting system. This information gap is addressed as a part of this grant proposal.

The Kitsap County Clerk's Office is statutorily responsible for receipting money for the Superior Court, and the Court, therefore, is not subject to triennial accounting audits. However, the Court has received Federal grant funding in the past, and it has not been challenged, investigated or audited for any Federal, State, local or other grant funding.

## Community Services and Community Needs

### Needs Assessment - Pretreatment

The Superior Court currently operates an Adult Drug Court program that serves 100 participants plus a regular pretreatment, or “waitlist,” that averages from 5 to 20 participants at any given time. Prior to entry into the program, participants are screened by the Kitsap County Prosecutor’s Office to ensure they are legally eligible to participate in drug court. Drug court is limited to defendants who (1) have no conviction history of violent offenses; (2) have no history of sexual offenses; (3) did not use a firearm in the currently-charged case; and, (4) are charged with an eligible offense, including drug offenses (including possession) or non-drug offenses if behaviors were drug-motivated (like forgeries, thefts, etc.).

The pretreatment or “waitlist” group decreases after every graduation as pretreatment participants fill the treatment spots vacated by successful graduates. However, depending on the number of graduates, the pretreatment group will swell rapidly. Over the fifteen year history of the Adult Drug Court, the pretreatment group has contained as many as 40 participants in the pretreatment group.

It is important to note that pretreatment participants are programmatically held accountable to the same compliance requirements as enrolled drug court participants. However, “pretreatment” participants do not receive substance abuse treatment until a vacant treatment is available.

### Needs Assessment – Mental Health Services

The Adult Drug Court program has historically not had resources effectively address mental health disorders for participants with co-occurring disorders. Research conducted by the National Drug Court Institute concluded that approximately 60-70 percent of the participants enrolled in drug court programs also have a co-occurring mental health disorder that needs treatment in order to assure long-term success. This proposal seeks funding for a full-time, contracted mental health professional at Kitsap Mental Health Services (KMHS) to augment existing substance abuse services with mental health treatment. It is estimated that an Adult Drug Court capacity of 150 will result in mental health services for 30 participants.

### Link Between Services and Community Needs

The Superior Court’s goal in this grant proposal is to secure the necessary funding to increase the number of adult drug court participants to a maximum capacity that matches the criminal justice community’s demonstrated need. The Court recognizes that holding individuals accountable to the same programmatic requirements as enrolled participants without the benefit of treatment services is not a best practice approach. Studies reveal that the application of substance abuse treatment is much more effective when delivered quickly following a crisis (i.e., arrest). The Court’s desire to increase to a 150 participant capacity will place the Court on a path to provide services when they are most advantageous, increasing the rate of success among addicts, and providing eligible defendants the benefits of full participation in the Drug Court. Anecdotally, the team has repeatedly resigned itself to participant termination from drug court because the

individual's mental health impairment(s) has prevented him/her from successfully adhering to the programs requirements. This proposal requests the resources necessary to address this gap so that KMHS mental health professionals can screen, stabilize, diagnose and treat participants with co-occurring disorders.

The Adult Drug Courts prior successes with substance abuse treatment – a recent, internal study revealed that only 14 percent of the 500 graduates from the Kitsap Superior Court Adult Drug Court had recidivated post-graduation – strongly suggests that increasing the current program capacity to 150 participants and adding a mental health component will have a significant position impact on Kitsap County.

### *Project Scope*

The 2014 Kitsap County Behavioral Health Strategic Plan identifies the lack of sufficient Outpatient Care, Medical and Medication Management, Counseling Services (Gap #3) as one of the local gaps in services for individuals with mental illness and substance abuse disorders in the adult criminal justice system. To address this gap, the Behavioral Health Strategic Planning Team recommended the expansion of mental health and substance abuse outreach, assessment, intervention, referral and treatment in existing adult therapeutic courts. In this proposal, the Superior Court requests sufficient funding to address this need by (1) adding mental health screening, diagnoses and treatment services to its, otherwise, successful adult drug court program, and (2) increase the number of individuals who can receive these services to a service level that meets the community's demonstrated demand.

## **Project Description**

### *Community Collaboration, Support and Synergy*

As previously described, the Adult Drug Court program is presently a collaborative approach to address criminal defendants challenged with substance abuse and to holistically restore these individuals so that they may more fully contribute to the community. Because the drug court combines the criminal justice system with clinical treatment, the program relies heavily upon the collaboration of multiple agencies. These include the Superior Court, the Kitsap County Prosecutor's Office, the local Office of Public Defense, the Kitsap Recovery Center, Cascade Recovery Services, and the Kitsap County Sheriff's Office. This proposal seeks to draw much-needed mental health services through Kitsap Mental Health Services in order to expand the opportunity for comprehensive recovery services for drug court participants.

### *Project Goals*

The purpose of this project is to increase, by 50, the number of treatment slots for criminal defendants who require substance abuse and/or mental health treatment through the delivery of expanded services, and to augment a time-tested therapeutic court program with resources, primarily mental health services, that further address the local service gaps outlined in the 2014 Behavioral Health Strategic Action Plan. An additional goal is to develop a more robust data collection and evaluation effort that will effectively measure the performance of the Adult Drug Court.

The Court's objectives in meeting these goals include:

- Eliminating a pretreatment or "waitlist" group;
- Employing mental health screening and treatment tools so the Court can effectively serve participants with co-occurring disorders;
- Strengthening court compliance measures through the use of SCRAM devices and other measurement tools;
- Providing civil legal representation services to assist participants in addressing unrelated legal issues that hinder full recovery; and,
- Adding full-time administrative support and a data management system to track and manage data outcomes.

The Adult Drug Court has grown from an initial capacity of 40 participants in 1999 to a maximum capacity of 100 participants in 2014. In the interim, the Adult Drug Court population grew to a maximum capacity of 125 participants plus a pretreatment group, but the Court was unable to sustain this capacity based on challenging economic times. Given the Court's commitment and successful implementation/expansion over the last fifteen years, the Court is convinced that the increase in capacity to a total of 150 participants and the addition of mental health services will promote greater long-term success among the drug court population.

The success of this effort will be measured by a proportionally higher number of graduates over time, the absence of a pretreatment group, a reduction in program terminations based on individuals with co-occurring disorders, and a continuing low recidivism rate among graduates.

### Project Activities

Because this proposal is intended to expand and build upon the successes of the existing Adult Drug Court program, the process for screening and adding new participants to the Drug Court are mostly in place already. The treatment court manager and the Drug Court team will need to consult with KMHS representatives to modify this screening, where appropriate, to ensure mental health screening is incorporated into this existing process.

Critical preparation steps will include recruitment and hiring of new staff resources, negotiation and execution of appropriate service contracts, and adjustments to existing court calendars to accommodate the expansion of the Adult Drug Court. It is anticipated that the treatment court manager and the clinical supervisor at KRC will collaborate on recruiting two chemical dependency professionals and one Treatment Aide who will be hired through KRC. Simultaneously, the treatment court manager will collaborate with the Adult Drug Court judge and the Drug Court team to recruit and hire one additional Compliance Specialist and one Administrative Assistant in the Superior Court.

The Superior Court administrator, treatment court manager and Adult Drug Court team will meet with KMHS representatives to narrow the scope of screening and treatment work contemplated in a professional services contract, and the court administrator will shepherd the contract through the appropriate County process. Similarly, the court administrator and treatment court manager will work with representatives from the County Human Services Department to ensure that arrangements are made for UA reimbursements. Finally, the court administrator and the treatment court manager, in tandem with the Juvenile Court Director and his team, will coordinate a contract to implement the Drug Court Case Management (DCCM) data management system.

Anticipating the potential for program expansion, the Adult Drug Court judge has already initiated discussions with the Superior Court Bench to adjust weekly court calendars. The Bench has tentatively agreed with the Drug Court judge's proposal regarding how to best expand these calendars.

With these critical steps completed, the Adult Drug Court team will be well-positioned to begin adding the increased number of participants into the Drug Court.

### Project Design

The Adult Drug Court team is well acquainted with the concept of treatment courts given its prior planning and implementation efforts. The Superior Court has successfully implemented and sustained an Adult Drug Court, Family Dependency Drug Court, Juvenile Drug Court, Juvenile Mental Health Court and a growing Veterans Treatment Court. The Kitsap County treatment courts utilize the 10 key components of the drug court in the process, and have



incorporated researched best practices as outlined by the National Association of Drug Court Professionals. The 10 key treatment court components include:

- Integration of alcohol and other drug treatment services with justice system case processing.
- Use of a non-adversarial approach, with prosecution and defense counsel promoting public safety while protecting participants' due process rights.
- Early identification of eligible participants and prompt placement into drug court program.
- Access to a continuum of alcohol drug and other related treatment and rehabilitation services.
- Abstinence monitored by frequent alcohol and other drug testing.
- Coordinated strategy governs drug court responses to participants' compliance.
- Ongoing judicial interaction with each drug court participant.
- Monitoring and evaluation, measuring the achievement of program goals and gauging effectiveness.
- Continuing interdisciplinary education to promote effective planning, implementation and operations.
- Forging of partnerships among drug courts, public agencies, and community-based organizations to generate local support and enhance drug court program effectiveness.

The Drug Court team has found that adherence to these ten, evidence-based principles has produced the most desirable results among drug court graduates and will continue to adhere to them with an expanded population.

In 2013, some Adult Drug Court team members were able to attend the National Association of Drug Court Professionals conference under the Superior Court's current Federal SAMHSA Veterans Court grant. Team members were presented with five "Best Practices Standards" in treatment courts that have been developed based on demonstrated successes across the nation over the last ten years. These best practice standards included:

- 1) **Target Population** – participant eligibility and exclusion for treatment court participation should be based on empirical evidence indicating which offenders can be treated safely and effectively. Candidates should be evaluated for Drug Court admission using evidence-based assessment tools and procedures.
- 2) **Historically Disadvantaged Groups** – treatment court teams should take necessary steps to ensure that citizens who have historically experienced sustained discrimination or reduced social opportunities because of race, ethnicity, gender, sexual orientation, sexual identity, physical or mental disability, religion or socioeconomic status citizens are provided the same opportunities to participate and succeed in Drug Court.
- 3) **Roles and Responsibilities of the Judge** – the drug court judge has an obligation to stay abreast of current law and research on best practices in Drug Court, participates

regularly and meaningfully in team meetings, interacts frequently and respectfully with participants, and gives due consideration to the input of all team members.

- 4) **Incentives, Sanctions and Therapeutic Adjustments** – consequences for participant behavior should be predictable, fair, consistent and administered in accordance with evidence-based principles of effective behavior modification.
- 5) **Substance Abuse Treatment** – participants should receive substance abuse treatment based on a standardized assessment of their treatment needs. Treatment providers are trained and supervised to deliver a continuum of evidence-based interventions that are documented in treatment manuals.

The Adult Drug Court judge has shared these best practices with the Drug Court team and collaboratively reviewed the Court's existing policies and procedures for adherence to these principles. The NADCP expects to release the remaining 13 best practices standards in the next two months, at which time the team will, again, review and integrate these into its existing model to ensure the Adult Drug Court remains a "best practices" court.

The addition of a contract with Kitsap Mental Health Services represents a new "innovation" to the Adult Drug Court given the absence of mental health screening or treatment in the past. This has been a recognized gap in the Adult Drug Court program by the team for several years, and this proposal's request for funding to provide mental health screening and treatment services is the Drug Court team's attempt to more fully implement a strategy that achieves #4, above. The Drug Court team will work closely with a mental health professional to determine where in the overall screening process the initial assessment should occur, what standardized or best practice screening instruments are recommended, and what treatment modalities are commonly used by drug courts around the nation. Because this innovation introduces a new level of service, the team will rely heavily upon the expertise of KMHS representatives to develop and implement this feature as an integral component to the existing processes.

Introduction of a new data management application provides an opportunity to build a robust evaluation and reporting function that has not, heretofore, been available. The targeted application is presently deployed in nine Washington Adult Drug Courts and will be deployed in several Juvenile Drug Courts, including the Kitsap County Drug Court, in the next year.

### *Project Outcomes*

The Superior Court hopes to achieve several outcomes through the funding of this proposal. The Court seeks to eliminate the historic waitlist and serve those in the community who most need treatment court services.

The Court also anticipates entering more Drug Court candidates who are faced with not just substance abuse but also co-occurring mental disorders, once a contract for such services is in place. Contemplated measurements of the Court's success in this area include (a) successful program phase progression by participants having co-occurring mental disorders at the same rate as existing substance abuse participants; (b) successful mental health/substance abuse graduates at the same proportion as substance abuse-only participants, and (c) mental health/substance

abuse participant terminations at a rate proportionally similar to the terminations of substance abuse-only participants.

Other early measures of success that are related to adding the mental health service component include: (1) adoption and institutional use of a standardized screening tool; (2) revised procedures that integrate mental health screening and intervention early in Drug Court referral process; and, (3) effective stabilization of participants having co-occurring disorders in the various program phases. This last outcome will be measured in comparison to relapses and/or sanctions among this unique population as compared to substance abuse-only participants.

The Court is committed to analyzing the outcomes set-forth above using a fully-implemented and user-friendly, Drug Court Case Management database that provides timely and accurate participant reports. This outcome is intended to collect data and ensure that it is timely entered in the database so it is available to share among the Adult Drug Court team. A critical step in achieving this outcome will be to develop data entry standards and a data collection plan that governs the task performance of the grant-funded administrative assistant position. For instance, “timely” as defined in the data entry plan may be defined as “within 48 hours of triggering event or status.”

A final outcome is to have SCRAM alcohol detection bracelets deployed among participants who most need them and a data tracking plan to determine the effect of this more immediate compliance device. The goal for using these bracelets is to (1) identify relapses and/or non-compliant behavior while participants are in the community; and, (2) assess the extent to which introduction of these bracelets on a wider basis effectively deters behavior among the entire Drug Court population.

Ultimately, the Court is interested in determining the extent to which the increase in participant population and the addition of mental health services affects the Court’s recidivism rate among post-graduates. However, given the length of the 18-month Drug Court program and the 12-month duration of this grant period, it is unlikely any meaningful data will be available on this point at the conclusion of the grant.

The treatment court manager will be responsible for directing the measuring and reporting outcomes to the Adult Drug Court judge, team, and the Superior Court administrator. Specifically, data reports from the envisioned data management system will be run monthly and quarterly to ensure data is being entered timely and accurately, and that the data reports are relevant and meaningful.

### Outcome Measurement

Because mental health screening tools have not been used in the past, the existing substance abuse-only participants will serve as the baseline for any conclusions drawn regarding new participants with co-occurring mental disorders. The goal in measuring these outcomes will be to assess how the addition of mental health treatment services enhances the opportunities for participants having co-occurring disorders to succeed in the Adult Drug Court and in longer-term recovery.

## **Project Financial Feasibility**

### **Proposed Budget**

The proposed budget is broken into two parts – one for funding to support the Superior Court, and one that provides funding to non-Court agencies, as follows:

#### **Superior Court Direct Support**

Funding **(\$62,543)** is requested for a full-time Compliance Specialist position to meet with the increased number of participants. The existing drug court participants will continue to report to the Court's existing Compliance Specialists that are funded by the General Fund budget. The amount requested is only for the additional position, and is incorporated under **Managers and Staff** and **Fringe Benefits** in Attachment B.

Funding for an Administrative Assistant position **(\$60,986)** is intended to support the work of the Adult Court team, judge and treatment court manager; and, to help the Court develop and support a more robust data collection system to improve outcome measures and reports. (**Managers and Staff** and **Fringe Benefits**).

Funding for civil legal assistance **(\$25,000)** is included to assist participants in clearing-up existing legal financial obligations owed to Kitsap County and other courts by providing as-needed legal consultation. The request is based on 250 hours of legal services at a cost of \$100 per hour. (**Legal Contracts**).

Funding for SCRAM alcohol bracelets **(\$6,300)** will impose more stringent compliance measures on drug court participants who struggle with alcohol while working towards recovery. The amount requested will supply 15 bracelets at \$14/day for 30 days. (**Maintenance Contracts**).

Funding for computer equipment **(\$5,750)** includes 2 desktop computers for the two CDP positions requested at KRC, 2 laptop computers and 1 tablet for the compliance specialist and administrative assistant positions requested for the Superior Court. (**Equipment**).

Funding for a data management application **(\$5,250)** will provide the Adult Drug Court team with the tools necessary to capture participant data, manage case information, and monitor intervening and final outcome measurements through standardized reporting. The system will facilitate the sharing of information among team members. (**Other**).

Office supplies funding **(\$5,000)** is requested to fund graduation refreshments, coins, shirts, and other incidentals which have historically been funded personally by the Adult Drug Court judge.

#### **Non-Court Direct Support**

Funding **(\$120,064)** is requested for two chemical dependency professionals at Kitsap Recovery Services to provide substance abuse treatment services for the increase of 50 participants in the drug court population. The number of positions requested is based on a 25-to-1 ratio of treatment court participants to chemical dependency counselors. This amount is incorporated under **Managers and Staff** and **Fringe Benefits** in Attachment B.

Funding for the 0.50 FTE Treatment Aide (**\$18,798**) is intended to facilitate observed urinalysis testing at Kitsap Recovery Services for the additional 50 participants contemplated in this proposal. (**Managers and Staff and Fringe Benefits**).

Funding for the cost of UA testing (**\$78,390**) is intended to cover the costs for the additional 50 participants who will submit to random UA's in the Drug Court program. The requested amount is based on the current rate of testing, as follows: \$10.05 per test x 3 tests per week x 52 weeks per year x 50 more participants. (**Other**).

Funding for the prosecuting attorney (**\$14,575**), public defender (**\$12,000**), and community resources officer (**\$11,618**) are based on the estimated increase in calendar time necessary for a drug court population of 150 participants. The public defender is paid a flat, contracted rate of \$1,000 per month. (**Managers and Benefits and Maintenance Contracts**).

Funding for mental health services (**\$96,138**) through Kitsap Mental Health are intended to provide screening, diagnoses and treatment, where appropriate, for the expanded Adult Drug Court population. The estimated cost included in this grant is based on Master's level mental health professional recruitments over the last thirty days. (**Maintenance Contracts**). Also, the Court requests **\$4,500** in mileage/transportation costs to reimburse the mental health professional for weekly travel between KMHS and the County Courthouse.

#### Additional Resources

Some State and County-funded positions are committed to the existing Drug Court program, including the Superior Court judge's time, the Treatment Court Manager's time, and the time and effort committed by a prosecutor, public defender, and community resource officer. It is anticipated that the Kitsap County General Fund will continue to fund these resources, and there is no request in this proposal to supplant these components.

Substance abuse treatment resources provided for the existing 100 Adult Drug Court participants through Kitsap Recovery Center are substantially funded by State Criminal Justice Treatment Act funds. While the CJTA Committee has projected a reduction in State funding, this reduction is predicated on new, offsetting funding that is expected to result from the Affordable Care Act. Consequently, no supplanting funding is requested for the existing 100 drug court participants.

#### Sustainability

This proposal sets-forth a plan to increase the Adult Drug Court maximum capacity to 150 participants, with the intent of eliminating a "waitlist" and incorporating mental health screening and treatment services that have, thus far, not been available. It is anticipated the Kitsap County Commissioners will either (1) sustain funding through the County General Fund, or (2) sustain funding for an extended period using Mental Health, Chemical Dependency Therapeutic Court funds once this strategy is proven. A decline in funding will require the Court to either reduce its overall service capacity or significantly curtail the breadth of services envisioned in this proposal.

## MH/CD/Courts Special Project Budget Form

Agency Name: Kitsap County Superior Court

Project: Expansion of Adult Drug Court

Enter the estimated costs associated with your project/program	Total	Requested Funds	Other Funds
<b>Personnel</b>			
Managers and Staff (Program Related)	199,130	199,130	
Fringe Benefits	85,341	85,341	
<b>SUBTOTAL</b>	<b>\$ 284,471</b>	<b>\$ 284,471</b>	<b>\$ -</b>
<b>Supplies &amp; Equipment</b>			
Equipment	5,750	5,750	
Office Supplies	5,000	5,000	
<b>SUBTOTAL</b>	<b>\$ 10,750</b>	<b>\$ 10,750</b>	<b>\$ -</b>
<b>Administration</b>			
Advertising/Marketing	-	-	
Audit/Accounting	-	-	
Communication	-	-	
Fees and Taxes	-	-	
Indirect Administrative Expenses	-	-	
Insurance/Bonds	4,113	4,113	
Legal Services	25,000	25,000	
Training/Travel	-	-	
Transportation	4,500	4,500	
<b>SUBTOTAL</b>	<b>\$ 33,613</b>	<b>\$ 33,613</b>	<b>\$ -</b>
<b>Ongoing Operations &amp; Maintenance</b>			
Janitorial Service	-	-	
Maintenance Contracts	114,438	114,438	
Maintenance of Existing Landscaping	-	-	
Repair of Equipment and Property	-	-	
Utilites	-	-	
O & M Staff Salaries & Benefits	-	-	
Other (Describe): UA Testing/Data Mgmt Ap	83,640	83,640	
<b>SUBTOTAL</b>	<b>\$ 198,078</b>	<b>\$ 198,078</b>	<b>\$ -</b>
<b>Other</b>			
Debt Service	-	-	
Short Term Rental Assistance	-	-	
Other (Describe):	-	-	
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 526,912</b>	<b>\$ 526,912</b>	<b>\$ -</b>

## Total Agency Budget

ATTACHMENT C

Agency Name: Kitsap County Superior Court

Project: Adult Drug Court Expansion Grant

accrual basis                       cash basis

AGENCY REVENUE AND EXPENSES	2012 Actuals Column 1	2013 Actuals Column 2	2014 Projected Column 3	variance between col 2 & 3
-----------------------------	-----------------------------	-----------------------------	-------------------------------	----------------------------------

### AGENCY REVENUE

Beginning Fund Balance	-	-	18,353.00	18,353.00
Coordinated Grant Application Funds Revenue	-	-	-	-
Federal Revenue	17,665.00	112,245.00	270,694.00	158,449.00
WA State Revenue	31,098.00	21,558.00	20,825.00	(733.00)
Local Revenue	-	-	-	-
Coordinated Grant Funds	12,000.00	12,000.00	12,000.00	-
Private Funding Revenue	-	-	-	-
Agency Revenue	89,082.00	103,078.00	88,000.00	(15,078.00)
Miscellaneous Revenue	3,233.00	16,140.00	-	(16,140.00)
<b>Total Agency Revenue (A)</b>	<b>\$153,078.00</b>	<b>\$265,021.00</b>	<b>\$409,872.00</b>	<b>\$144,851.00</b>

### AGENCY EXPENSES

<b>Personnel (Including Payroll Taxes, Benefits)</b>				
Managers	992,919.00	924,056.00	990,745.00	66,689.00
Staff	1,012,399.00	1,094,387.00	1,131,454.00	37,067.00
<b>Subtotal</b>	<b>2,005,318.00</b>	<b>2,018,443.00</b>	<b>2,122,199.00</b>	<b>103,756.00</b>
<b>Supplies/Equipment</b>				
Equipment	4,862.00	36,362.00	7,400.00	(28,962.00)
Office Supplies	14,558.00	14,011.00	17,100.00	3,089.00
Other (Describe)	9,260.00	-	-	-
<b>Subtotal</b>	<b>28,680.00</b>	<b>50,373.00</b>	<b>24,500.00</b>	<b>(25,873.00)</b>
<b>Administration</b>				
Advertising	-	-	-	-
Audit	-	-	-	-
Communication	-	-	-	-
Insurance/Bonds	-	-	-	-
Postage/Printing	3,629.00	3,185.00	4,750.00	1,565.00
Operations and Maintenance Expenses	199,219.00	234,313.00	406,879.00	172,566.00
Training/Travel/Transportation	7,149.00	35,638.00	32,340.00	(3,298.00)
Other (Describe) I.S. Interfund Charges	134,870.00	181,881.00	144,212.00	(37,669.00)
<b>Subtotal</b>	<b>344,867.00</b>	<b>455,017.00</b>	<b>588,181.00</b>	<b>133,164.00</b>
<b>Program/Project Costs</b>				
Other (Describe)	-	-	-	-
Other (Describe)	-	-	-	-
Other (Describe)	-	-	-	-
Other (Describe)	-	-	-	-
Other (Describe)	-	-	-	-
Other (Describe)	-	-	-	-
Other (Describe)	-	-	-	-
Other (Describe)	-	-	-	-
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Costs</b>				
Other (Describe)	-	-	-	-
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENSES (Indirect Reimbursement)</b>				
Depreciation (Building and Equipment) OR-if Cash Basis-Asset Acquisition	-	-	-	-
<b>TOTAL DIRECT EXPENSES (B)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DEFICIT OR EXCESS - (A) MINUS (B)</b>	<b>(\$2,225,787.00)</b>	<b>(\$2,258,812.00)</b>	<b>(\$2,325,008.00)</b>	<b>(\$66,196.00)</b>

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



# Kitsap County Prosecuting Attorney's Office

**Russell D. Hauge**  
Prosecuting Attorney

April 17, 2014

**Carol I. Maves**  
Office Administrator

**Ione S. George**  
Case Management  
Division Chief

**Timothy A. Drury**  
Felony and Juvenile  
Division Chief

**Claire A. Bradley**  
District/Municipal  
Division Chief

**Jacquelyn M.  
Aufderheide**  
Civil/Child Support  
Division Chief

[www.kitsapgov.com/pros](http://www.kitsapgov.com/pros)

To whom it may concern,

I am writing to you today to express my overwhelming support for the grant proposal to expand treatment and recovery services to the Kitsap county Adult Drug Court.

I am a Senior Deputy Prosecuting Attorney and I have had the good fortune to be assigned to the Adult Drug Court for nearly five years. I have witnessed the transformation these participants have made, from arrest and felony charging to successful Drug Court graduates. This transformation is not easy and it takes a lot of time and effort, not only from them, but also from the many dedicated members of the Drug Court team. The payout at the end is truly amazing. I have personally witnessed people I have seen in the criminal justice system my entire 23 year career come out of this program as productive members of society with steady jobs, reunited with families and drug and alcohol free. It is a far better reward as a deputy prosecutor to hand someone their Drug Court graduation certificate than it is to hand them their Warrant of Commitment to prison.

It is my understanding that part of this grant will allow for the expansion of our Adult Drug court. This is truly needed as I have seen the struggles of those who wish to enter the program and begin treatment only to be told they will be placed on a "wait list" until a spot opens up. This is not an ideal situation for the participant, the Drug Court team or the community. There is a need that this expansion would meet and I strongly advocate for it.

Thank you for considering this funding request.

Sincerely yours,

**RUSSELL D. HAUGE**  
Prosecuting Attorney

**KEVIN P. KELLY**  
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  
Poulsbo 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  
Child Support Division • 614 Division Street, MS-35B • Port Orchard, Washington 98366-4681 • (360) 337-7020 • FAX (360) 337-5733







Kitsap Co. Public Defense *Clarke W. Tibbits, Public Defender Supervisor*

---

614 Division Street, MS 40 – Port Orchard, WA 98366-4692  
360-337-7015 FAX 360-337-4438  
[www.kitsapgov.com/pubdef/](http://www.kitsapgov.com/pubdef/)

April 18, 2014

The Honorable Jay B. Roof  
Kitsap County Superior Court  
614 Division Street  
Port Orchard, WA 98366

Dear Judge Roof:

I am writing this letter on behalf of the Kitsap County Public Defenders' Office to express our support for the expansion of the Kitsap County Drug Court due to additional funding from the 1/10<sup>th</sup> of 1 percent tax earmarked for mental health. I have been directly involved in the Kitsap County Drug Court for nearly five years, which coincided with my arrival to accept the position as the supervisor of this office.

I am well aware of the efficiency and effectiveness of our Drug Court. I am also aware that one of the deficiencies for our clients is the lack of mental health treatment within Drug Court. Many of our clients not only need drug treatment, but are in need of mental health treatment as well. If the mental health issues remain untreated, the chance of success for so many of our clients is minimal.

If Drug Court were allowed to expand as a result of these additional services, our clients would benefit greatly. Additionally, due to the effectiveness of Drug Court in reducing recidivism, the expenditures for public defense are reduced. I fully support the proposed increase in expenditures for Drug Court to provide mental health services, and am more than pleased that grant money is available to contribute to the potential expansion. In the event that the grant money is insufficient to entirely cover the public defense portion of the increase in expenditures due to the expansion, I will authorize that public defense funds will be re-directed in order to fully support this expansion.

Thank you for your consideration in this matter. The increase in mental health services for clients charged with crimes will be greatly beneficial to our clients, and to the citizens of Kitsap County.

Very truly yours,

A handwritten signature in black ink, appearing to read "Clarke W. Tibbits".

Clarke W. Tibbits  
Supervisor  
Kitsap County Public Defenders' Office



## Department of Human Services

Doug Washburn  
Director

April 14, 2014

**Aging & Long Term Care /  
Senior Information &  
Assistance (Sr. I&A)**  
Givens Community Center  
1026 Sidney Avenue, Suite 105  
614 Division Street, MS-5  
Port Orchard, WA 98366  
Fax: 360.337.5746  
1.800.562.6418 (Sr. I&A)  
**Barry Johnson, Administrator**  
Phone: 360.337.5700

**Community Development Block  
Grant**  
Norm Dicks Government Center  
345 6th Street, Suite 400  
Bremerton, WA 98337  
**Bonnie Tufts, Manager**  
Phone: 360.337.4606

**Developmental Disabilities**  
614 Division Street, MS-23  
Port Orchard, WA 98366  
Fax: 360.337.5721  
**Kelly Oneal, Coordinator**  
Phone: 360.337.4624

**Kitsap Recovery Center**  
1975 NE Fuson Road  
Bremerton, WA 98311  
Fax: 360.377.7027  
**Bergen Starke, Clinical Manager**  
Phone: 360.337.4625

**Mental Health**  
614 Division Street, MS-23  
Port Orchard, WA 98366  
Fax: 360.337.5721  
**Anders Edgerton, Administrator**  
Phone: 360.337.4886

**Substance Abuse Prevention  
and Treatment**  
614 Division Street, MS-23  
Port Orchard, WA 98366  
Fax: 360.337.5721  
**Gay Neal, Treatment  
Coordinator**  
Phone: 360.337.4879  
**Laura Hyde, Prevention  
Specialist**  
Phone: 360.337.4878

**Veterans Assistance**  
614 Division Street, MS-23  
Port Orchard, WA 98366  
Fax: 360.337.5721  
**Jim McKenna, Coordinator**  
Phone: 360.337.4767

**Workforce Development**  
614 Division Street, MS-23  
Port Orchard, WA 98366  
Fax: 360.337.5721  
**Bob Potter, Coordinator**  
Phone: 360.337.4873

**Youth Services**  
614 Division Street, MS-23  
Port Orchard, WA 98366  
Fax: 360.337.5721  
**Gay Neal, Coordinator**  
Phone: 360.337.4879

**Honorable Judge Roof**  
614 Division Street  
Port Orchard, Washington 98366

**SUBJECT: Letter of Support**

To whom it may concern:

As Clinical Manager of Kitsap Recovery Center, I am pleased to write this letter in support of Kitsap County's expansion of Adult Felony Drug Court Program. I have been a member of the Kitsap County Drug Court team for several years.

Kitsap Recovery Center is the largest provider of chemical dependency treatment services in the County and we provide an array of services. As you are aware that includes detox, triage, emergency housing, intensive inpatient treatment and involuntary treatment. We are committed to this population and recognize the need for treatment and support. We also know the impact that Drug Court has had on the community.

Kitsap Recovery Center welcomes the opportunity to help improve the lives of those with substance abuse disorders. We wish you the best in securing resources to make Kitsap County's Adult Felony Drug Court expansion a reality.

Respectfully,

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



April 9, 2014

# KITSAP MENTAL HEALTH SERVICES

Honorable Jay B. Roof  
Kitsap County Superior Court  
614 Division Street  
Port Orchard, WA 98366

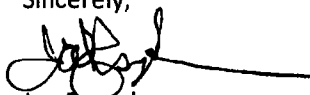
RE: Provision of Comprehensive Mental Health Treatment Services for Superior Court

Dear Judge Roof,

Kitsap Mental Health Services is pleased to support a Superior Court proposal designed to provide both Adult Drug Court and Veteran's Treatment Court participants with comprehensive mental health services. What we know is that when individuals receive treatment for their mental illness, treatment is effective in stabilizing the symptoms of mental illness and that for many people, treatment will lead to full recovery. For a smaller number of persons with chronic persistent mental illnesses, treatment provides an opportunity for the most optimal functioning and offers a path to re-entry into the community.

Kitsap Mental Health Services applauds you for your intention to bring comprehensive mental health services to both Adult Drug Court and to the Veteran's Treatment Court. In our experience at least 60% of adults with serious mental illness also have a co-occurring substance use disorder. Treating these illnesses concurrently can make all the difference in a person's successful recovery. We believe therapeutic courts extend an opportunity for persons with mental illnesses to move forward in their recovery and greatly improves the likelihood of a successfully re-entry into the community. KMHS is pleased to be able to support you in your proposal for comprehensive mental health treatment services being made available through the Kitsap County Superior Court.

Sincerely,



Joe Roszak  
Chief Executive Officer

## BOARD OF DIRECTORS

- Jan Jezak, RN, MN  
President
- Britt Feldman  
President-Elect
- Peter A. Dolys  
Secretary/Treasurer
- Bruce Harlow, USN Ret.  
Immediate Past President
- Tom Hyde, PhD  
Past President
- Faly Lent  
Past President
- Jan Mackinnon, RN
- Bill Mahan
- Keon Smith
- James C. Tracy
- Eve Willett
- Nick Worter
- Emeritus**
- Marilyn WiedD
- Carolyn Bowen
- Wes Hinton
- Deanne Valonin

Joe Roszak  
Chief Executive Officer

The mission of Kitsap  
Mental Health Services  
is to improve the quality of  
mental health care for  
residents of the county  
and to provide a safe,  
secure, and supportive  
environment for all  
individuals who seek  
help.

Phone: (360) 377-5031  
TDD: (360) 428-7745  
Fax: (360) 377-0458

5455 Almirra Drive NE  
Bremerton, WA 98311-8331

[www.kitsapmentalhealth.org](http://www.kitsapmentalhealth.org)



KMHS does not discriminate against  
any person on the basis of race, color,  
national origin, sex, disability, marital  
status, religion, ancestry, age, veteran  
status, or other protected status under  
applicable laws in its programs and  
activities.

# KITSAP COUNTY SUPERIOR COURT

## April 7, 2014

