



# Department of Human Services

Doug Washburn  
Director

## KITSAP COUNTY DEPARTMENT OF HUMAN SERVICES

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## Citizens Advisory Committee Meeting Tuesday, February 15, 2022 5:00 p.m. – 7:00 p.m.

<https://us02web.zoom.us/j/88366429992?pwd=VUU1OGZ6QWpEYnZONW0zZWJUTkhhUT09>

Webinar ID: 883 6642 9992  
Passcode: 944598  
Phone: 1-253-215-8782

# AGENDA

1. Call to Order - Introductions 5:00 – 5:05  
Jackie Fojtik, Chair
2. Review & Approval of January 18, 2022 Minutes\* 5:05 – 5:10  
Full Committee (Attachment 1)
3. Additions/Changes to the Agenda 5:10 – 5:15
4. Program Coordinator Transition 5:15 – 5:30
5. CAC Bylaws Review and Update 5:30 – 5:45
6. Membership Sub-Committee Report 5:45 – 6:00  
Valerie Nau, Sub-Committee Chair
7. Request for Proposal Sub-Committee Report 6:00 – 6:10  
Charmaine Scott, Sub-Committee Chair
8. Fourth Quarter Report, Newsletter & Annual Report 6:10 – 6:20
9. 2022 Contract and Evaluation Update 6:20 – 6:30
10. Community Input 6:30 – 6:45  
Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Board, if this timeframe is insufficient.
11. Committee Member Check-in 6:45 – 7:00
12. Adjourn

\* Action Item



**MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT  
CITIZENS ADVISORY COMMITTEE (CAC)  
MINUTES  
January 18, 2022**

Jeannie Screws, Chair, called the meeting to order at 5:00 p.m. Introductions were conducted around the table.

**APPROVAL OF MINUTES**

After review of the November 16, 2021 Minutes, the following action was taken:

**ACTION: Ursula Petters moved to approve the November 16, 2021 meeting minutes as presented. Jackie Fojtik seconded the motion. Motion carried.**

**ADDITIONS/CHANGES TO THE AGENDA: NONE**

**ELECTION OF 2022 OFFICERS NOMINATING COMMITTEE**

Helen Haven presented the nominations for both Chair and Vice Chair. She announced, she did not attend the Nominating Committee meeting but as a member she was asked to bring forward the nominations of 2022 officers to the full committee. Nominations are;

- Jackie Fojtik, Chair
- Charmaine Scott, Vice Chair
- Valerie Nau, Vice Chair

**ACTION: Helen Haven announced the nomination of Jackie Fojtik as Chair for 2022. Jeannie Screws asked for nominations from the floor. With no nominations from the floor, Valerie Nau made a motion to appoint Jackie Fojtik as Chair. Ursula Petters seconded the motion. Motion Carried.**

Discussion was held on having Co-Vice Chairs.

**ACTION: Helen Haven announced the nominations for Charmaine Scott and Valerie Nau as Vice Chair for 2022. Jeannie Screws asked for nominations from the floor. With no nominations from the floor, Jackie Fojtik made a motion to appoint both Charmaine Scott and Valerie Nau as Co-Vice Chairs. Alexis Foster seconded the motion. Motion Carried.**

**SALISH BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES  
ORGANIZATION UPDATE**

**Jolene Kron**, Deputy Director announced five new programs

- REAL -Recovery Navigator Program developed out of the Blake 5476 decision. Designed to provide services in leu of prosecution.

- Pre-crisis services with target population having co-occurring disorders, legally involved without preexisting services
- Agape and Westsound identified as treatment providers
- Referrals accepted from law enforcement, family, or community
- In early roll out stages, education with partners in all three counties being conducted since early December
- Goal to respond to referrals within 90 minutes
- Based on individual needs, meet them where they are model
- Certified Peer-Counselor, funding added to existing crisis teams. This adds .5 FTE for a peer-support.
- Peer Incarceration Pilot Jail Transitions Program, additional peer counselors connecting inmates to services. Working with incarcerated individuals for transition into the community and peer support can extend for up to 120 days post release, including support through engagement, treatment, appointments, medical benefits, various items that support recovery.
- Youth Crisis team expansion, 2 FTE youth focused for crisis team. Kitsap determined as an appropriate county to oversee this team, anticipated service hours; from 7 a.m. -11 p.m., 7 days a week. Off hours will be covered by the current team. Licensed BHA-Behavioral Health Agencies to provide services, including tribal partners.
  - WISE only covers enrollees
  - Youth defined as 18 and under in crisis, no enrollment required
- Co-Responder, can respond with first responders -1 FTE all three counties are eligible to apply.

## **APPROVAL OF 2022 WORKPLAN**

The work plan was reviewed, updates discussed. Committee approved the work plan for 2022.

**ACTION : Ursula Petters made a motion to accept the 2022 work plan with updates noted. Alexis Foster seconded the motion. Motion Carried.**

## **APPOINTMENT OF 2022 SUB-COMMITTEE CHAIRS**

**Jackie** asked for committee volunteers for both the Request for Proposal and Membership sub-committees. Goals and expectations were reviewed, and discussion was held on having the current chairs continue their appointment for one more year, to maintain continuity through Gay Neal's retirement.

Request for Proposal re-appointment granted.

- Charmaine Scott, Chair

Membership re-appointment granted.

- Valerie Nau, Chair

## **MEMBERSHIP & RFP COMMITTEE ASSIGNMENTS**

Jackie continued volunteer appointments to sub-committees.

- Alexis Foster, Request for Proposal
- Helen Haven, Request for Proposal
- Ursula Petters, Request for Proposal
- Kimberly House, Membership
- Charmaine Scott, Membership
- Jennifer Collins, Membership
- Helen Havens, Membership

Reminder given that committee members can join later, if they choose. Appointments granted.

## **MEMBERSHIP UPDATES**

Three applicants joined the meeting. Introductions made.

- Keiko Sano, District 3
- Kari Tupper, District 2
- Michael Duchemin, District 2

Next steps, applicants will meet with the Membership committee.

## **2022 CAC MEETING CALENDAR**

Calendar 2022 reviewed with the following reminder; the committee takes two months off for Request for Proposal reviews. Typically, RFP reviews are in July and August or August and September. December's meeting is determined in November.

## **COMMUNITY INPUT**

Amanda Tjemsland, Epidemiologist for Kitsap Public Health District made her introduction. She explained her role for the Mental Health, Chemical Dependency, and Therapeutic Courts funding. She takes newly funded recipient programs and sets up program metrics based off individual evaluations. These metrics are used for quarterly reporting and an end of grant cycle comprehensive report. This report is then utilized by the committee while conducting the next years grant cycle review of applicants, known as the Request for Proposal. Amanda further supports all awarded grantees with data tracking.

## **COMMITTEE MEMBER CHECK IN**

## NEXT MEETING

The next Citizens Advisory Committee meeting will be held on Tuesday, February 15, 2022 via Zoom at 5:00 p.m. and ending at 7:00 p.m.

## ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at 6:34 p.m.

### CITIZENS ADVISORY COMMITTEE ATTENDANCE

<b>MEMBERS</b>	<b>GUESTS</b>
Jeannie Screws	Jolene Kron, Salish ASO
Jackie Fojtik	Michael Duchemin, Applicant District 2
Ursula Petters	Kari Tupper, Applicant District 2
Kimberly House (EXCUSED)	Amanda Tjemsland, Epidemiologist
Valerie Nau	Keiko Sano, Applicant District 3
Charmaine Scott	
Helen Havens	
Alexis Foster	
Jennifer Collins, At-Large	
<b>STAFF</b>	
Gay Neal	
Hannah Shockley	
Doug Washburn	
Sonya Miles	