



# Department of Human Services

Doug Washburn  
Director

**KITSAP COUNTY  
DEPARTMENT OF HUMAN  
SERVICES**

Sonya Miles  
Deputy Director  
Phone: 360-337-4839

Hannah Shockley  
Office Supervisor  
507 Austin Drive  
614 Division Street, MS-23  
Port Orchard, WA 98366  
Phone: 360.337.7185  
Fax: 360.337.5721

**Developmental Disabilities**  
Kelly Oneal, Coordinator  
Phone: 360.337.4624

**Behavioral Health**  
Stephanie Lewis, Administrator  
Phone: 360.337.4886

**Mental Health/Chemical  
Dependency/Therapeutic Court**  
Hannah Shockley, Coordinator  
Phone: 360.337.4827

**Substance Abuse Prevention/  
Treatment and Youth Services**  
Laura Hyde, Coordinator  
Phone: 360.337.4879  
**Substance Abuse Prevention**  
Deanne Jackson, Prevention  
Coalition Coordinator  
Phone: 360.337.4878

**Aging & Long-Term  
Care/Senior Information &  
Assistance**  
Givens Community Center  
1026 Sidney Avenue, Suite 105  
614 Division Street, MS-5  
Port Orchard, WA 98366  
Phone: 360.337.5700  
1.800.562.6418  
Fax: 360.337.5746  
Stacey Smith, Administrator  
Phone: 360.337.5624

**Community Development  
Block Grant**  
Norm Dicks Government Center  
345 6<sup>th</sup> Street, Suite 400  
Bremerton, WA 98337  
Fax: 360.337.4609  
Bonnie Tufts, Coordinator  
Phone: 360.337.4606  
**Housing and Homelessness**  
Kirsten Jewell, Coordinator  
Phone: 360.337.7286

**Kitsap Recovery Center**  
Outpatient Services:  
1026 Sidney Road  
Port Orchard, WA 98366

Inpatient and Detox Services:  
661 Taylor Street  
Port Orchard, WA 98366  
Fax: 360.377.7027  
Keith Winfield, Clinical Manager  
Phone: 360.337.4625

**Workforce Development**  
3120 NW Randall Way  
Silverdale, WA 98383  
William Dowling, Acting Director  
Phone: 253.370.1136.

**Veterans Assistance**  
Richard Becker, Coordinator  
Phone: 360.337.4811

**Citizens Advisory Committee Meeting  
Tuesday, April 19, 2022  
5:00 p.m. – 7:00 p.m.**

[Join the webinar:](#)  
**Passcode: 978303**  
**Webinar ID: 860 4151 8232**  
**Phone: 1-253-215-8782**

## AGENDA

- |  |             |
|--|-------------|
| 1. Call to Order - Introductions<br>Jackie Fojtik, Chair   | 5:00 – 5:05 |
| 2. Review & Approval of March 15, 2022 Minutes*<br>Full Committee (Attachment 1)   | 5:05 – 5:10 |
| 3. Additions/Changes to the Agenda   | 5:10 – 5:15 |
| 4. Olympic Community of Health, Regional Data<br>Becoming a Recovery Friendly Region<br>Drew Gilliland and Amy Brandt  | 5:15 – 6:00 |
| 5. Program Coordinator Transition  | 6:00 – 6:05 |
| 6. Request for Proposal Update<br>Charmaine Scott, Sub Committee Chair   | 6:05 – 6:15 |
| 7. Membership Sub-Committee<br>Valerie Nau, Sub-Committee Chair  | 6:15 - 6:20 |
| 8. Committee Planning Session  | 6:20 – 6:25 |
| 9. Quarterly Contractors Meeting Updates<br>Site Visits and Review Flyer   | 6:25 – 6:30 |
| 10. Community Input<br><b>Please limit individual comments to 2 minutes. Written comments may also be submitted to the Board, if this timeframe is insufficient.</b> | 6:30 – 6:40 |
| 11. Committee Member Spotlight/Check-in  | 6:40 – 7:00 |
| 12. Adjourn  |             |

**\* Action Item**



**MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT  
CITIZENS ADVISORY COMMITTEE (CAC)  
MINUTES  
March 15, 2022**

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

**APPROVAL OF MINUTES**

After review of the February 15, 2022 Minutes, the following action was taken:

**ACTION: Kimberly House moved to approve the February 15, 2022 meeting minutes as presented. Valerie Nau seconded the motion. Motion carried.**

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

**HOUSING SALES TAX 1/10TH**

Kirsten Jewell, Housing and Homelessness Coordinator and Bonnie Tufts, Block Grant Manager gave a presentation on the Affordable Housing (CIAH) Program. The funding sources are generated through taxes already being collected locally, generating approximately \$500,000 a year and recently approved in January 2022, an additional (.01% ) sales tax estimated to generate \$5,000,000 annually to benefit households below the 60% AMI, to acquire, rehabilitate, or construct new or existing structures or support facilities providing supportive housing with mental health and behavioral health services.

The program is in the development stages which includes research on other county programs like the sales tax for mental health, chemical dependency, and therapeutic courts to determine areas for coordination of funding and procedures for allocations of funding.

**PROGRAM COORDINATOR UPDATES**

The posting has closed for the Human Services Supervisor position, and screening of applicants will be next. Following review, interviews will be scheduled tentatively for the last week of March.

**REMOTE MEETING DISCUSSION**

The county asked that advisory boards have a discussion on returning to in-person meetings. The county supports the groups that want to continue virtual meetings through the end of the year.

Discussion was held and the CAC will continue virtual meetings to assess trends moving forward.

## **CONTACT LIST MEMBERS ONLY**

The committee discussed sharing contact information with members only. This is permitted with adherence to confidentiality and not shared outside of the committee without prior permission from members. Those who want to share their information can email Hannah and opt in.

## **MEMBERSHIP UPDATES**

Interviews have been completed. Recommendations from the committee will be forwarded for commissioner's approval. A resolution will be passed on March 28, appointing new members for their terms on the Board.

## **REQUEST FOR PROPOSAL SUB-COMMITTEE REPORT**

The committee met on Wednesday, March 9 at 9:00 a.m. The following was discussed.

- Other, should be defined in definitions to exclude miscellaneous as an excepted description
- Add an example of modeled sustainability
- Narrative reviewed, no other changes were made
- What actions have you taken to become sustainable and what have you been impacted by in the last 3-6 months, will be questions added to the quarterly reports and the Q and A sessions
- Timeline updated to divide the Q and A sessions with two days off in between interviews of new and continuing applicants

Discussion on asking agencies for a Board of Director's list. Kimberly House gave history on why this was removed, stating it was a deterrent to smaller agencies wanting to apply.

- RFP forms will be reviewed at the next meeting

## **CO-CHAIR**

Discussion held on bylaws verbiage. To have co-chairs the committee will need to revise the by-laws and have a resolution passed. Executive committee discussed and Jackie Fojtik, Chair, Charmaine Scott, Vice Chair, Valerie Nau will step into the Temporary. No further discussion, committee in agreement with the change.

## **ANNUAL REPORT**

Fished and reviewed. Discussion held on reserve spend down.

## **2022 CONTRACT AND EVALUATION UPDATE**

All contracts have been fully executed and evaluation meetings with contractor's are complete. Amanda will finalize the KPHD portal for contractors to begin their Q1 reports due on April 29.

## **COMMUNITY INPUT**

None

**COMMITTEE MEMBER CHECK IN**

Olympic Community of Health presentation tentative for April.  
Committee Spotlight for next month; Kimberly House and Valerie Nau

**NEXT MEETING**

The next Citizens Advisory Committee meeting will be held on Tuesday, April 19, 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 7:00 p.m.

**CITIZENS ADVISORY COMMITTEE ATTENDANCE**

<b>MEMBERS</b>	<b>GUESTS</b>
Jeannie Screws	Jolene Kron, Salish ASO
Jackie Fojtik	Amanda Tjemsland, KPHD
Ursula Petters	Keiko Sano, Applicant
Kimberly House	Tylor McKlosky, Applicant
Valerie Nau	Kirsten Jewell, Housing & Homelessness
Charmaine Scott	Bonnie Tufts, CDBG
Helen Havens	
Alexis Foster	
Jennifer Collins, At-Large	
<b>STAFF</b>	
Hannah Shockley	
Doug Washburn (EXCUSED)	
Sonya Miles	

# KITSAP COUNTY MENTAL HEALTH, CHEMICAL DEPENDENCY, AND THERAPEUTIC PROGRAMS GRANT

..... THE GRANT WITH A BIG NAME AND A BIGGER IMPACT! .....



Housing

Case Management



Treatment

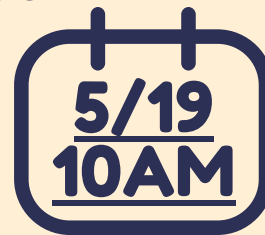
Courts



## INTRODUCTION TO THE GRANT

ZOOM SESSIONS WITH A GRANT WRITING SPECIALIST

Click on a date to register:



Contact Hannah Shockley for individualized sessions: [hshockle@kitsap.gov](mailto:hshockle@kitsap.gov)

RFP  
RELEASE

MAY  
23

GRANT  
PROPOSAL  
CONFERENCE

JUNE  
15

GRANT  
DUE

AUG  
4

2022 GRANTS TOTALED \$7 MILLION FUNDED BY KITSAP COUNTY SALES TAX

MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT TAX PROGRAM

