



Department of Human Services

Doug Washburn
Director

**KITSAP COUNTY
DEPARTMENT OF HUMAN
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Hannah Shockley, Coordinator
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**Substance Abuse Prevention/
Treatment and Youth Services**

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Substance Abuse Prevention
Deanne Jackson, Prevention
Coalition Coordinator
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Coalition Coordinator
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**Aging & Long-Term
Care/Senior Information &
Assistance**
Givens Community Center
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**Kitsap Recovery Center
Outpatient Services:**
1026 Sidney Road
Port Orchard, WA 98366

Inpatient and Detox Services:
661 Taylor Street
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Fax: 360.377.7027
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Citizens Advisory Committee Meeting Tuesday, June 21, 2022 5:00 p.m. – 7:00 p.m.

Join the webinar:

<https://us02web.zoom.us/j/85249393574?pwd=TWdlbWlxdDMrSzUxaHIDbzQv>

[T0tFdZ09](#)

Webinar ID: 852 4939 3574

Passcode: 345954

Phone: 1-253-215-8782

AGENDA

- | | |
|---|-------------|
| 1. Call to Order - Introductions
Jackie Fojtik, Chair | 5:00 – 5:05 |
| 2. Review & Approval of May 17, 2022 Minutes*
Full Committee (Attachment 1) | 5:05 – 5:10 |
| 3. Additions/Changes to the Agenda
Full Committee | 5:10 – 5:15 |
| 4. Advisory Board and Staff Roles and Responsibilities
Rebecca Pirtle | 5:15 – 6:00 |
| 5. 2022 Request for Proposals Updates | 6:00 – 6:10 |
| 6. Membership Update
Jackie Fojtik | 6:10 – 6:20 |
| 7. Site Visits / Quarterly Report Discussion | 6:20 – 6:40 |
| 8. Advisory Board Retreat | 6:40 – 6:45 |
| 9. Community Input
Please limit individual comments to 2 minutes. Written comments may also
be submitted to the Board, if this timeframe is insufficient. | 6:45 – 6:50 |
| 10. Committee Member Check-in | 6:50 – 7:00 |
| 11. Adjourn | |

* Action Item

**MENTAL HEALTH, CHEMICAL DEPENDENCY AND THERAPEUTIC COURT
CITIZENS ADVISORY COMMITTEE (CAC)
MINUTES
May 17, 2022**

Jackie Fojtik, Chair, called the meeting to order at 5:06 p.m. Introductions were conducted around the table.

APPROVAL OF MINUTES

After review of the April 19, 2022 Minutes, the following action was taken:

ACTION: Charmaine Scott moved to approve the April 19, 2022 meeting minutes as presented. Tyler Mcklosky seconded the motion. Alexis Foster Abstained. Motion carried.

ADDITIONS/CHANGES TO THE AGENDA:

Quarterly report not completed, review and discussion moved to June meeting. Rebecca Pirtle, Kitsap County will present at the June meeting, overview of staff and advisory board rules and responsibilities.

PROGRAM COORDINATOR TRANSITION

The new Human Services Supervisor Kesha Anderson – Evans was introduced

REQUEST FOR PROPOSAL SUB-COMMITTEE REPORT

ACTION: Alexis Foster moved to approve the RFP as presented. Jeannie Screws seconded the motion. Motion carried.

- Hannah discussed the RFP process and timeline
- RFP to go live the week of May 23rd – May 27th, via Survey Monkey and county procurement site
- Discussed 2-year funding, advisory board needs to develop criteria and procedures for greater transparency
- Board of Commissioners approval required before making changes to process, will revisit for discussion

Survey Monkey training will be covered be reviewed by the committee in June.

QUARTERLY REPORT REVIEW AND DISCUSSION

All agency reports are in, one agency needs to add more details. Quarterly report will be finalized and available for committee review Friday, May 20, 2022.

COMMITTEE PLANNING SESSION

Space holder for future discussion.

SITE VISITS

Site visits scheduled for June and emailed to members to sign up, members to email Hannah selections. In-person site visits requested by: One Heart Wild, City of Poulsbo, Pendleton Place, and Eagles Wing. Interested members should inform Hannah by Tuesday, May 24th. In-person site visits expected to take place the end of June.

COMMUNITY INPUT

None

COMMITTEE MEMBER CHECK IN

- **Charmaine Scott** shared that the Aging and Long-Term Care's membership committee was exploring how to attract new members and increase diversity.
- **Helen Havens** shared that the Salish Sub-Committee was working with Jolene Kron from Salish Behavioral Health on grant recommendations.
- **Ursula Petters** shared that the youth commission had awarded funds to 3 organizations, more youth have joined the commission, recruitment continues with the hope of youth members fully running the committee.
- **Jennifer Collins, Leadership Kitsap** shared that a graduation ceremony is being held for members of *Eleanor's Team*, who are survivors of sexual violence and sexual assault with support from both the Poulsbo PD, and Poulsbo parks and recreation.
- **Jolene Kron, Salish Behavioral Health** shared that a new care manager has been hired to start in June with a focus on youth, also hiring for the crisis team and a youth navigator program are also open. The new positions are the result of changing legislature and funding. RFP process for the REAL program received 8 applicants, the Co-Responder program received 1 applicant Two programs REAL and Co-Responder are going before the Board of Commissioners May 27th for approval.

NEXT MEETING

The next Citizens Advisory Committee meeting will be held on Tuesday, June 21, 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 6:15 p.m.

CITIZENS ADVISORY COMMITTEE ATTENDANCE

MEMBERS	GUESTS
Jeannie Screws	Jolene Kron, Deputy Director, Salish Behavioral Health
Jackie Fojtik	
Ursula Petters	
Kimberly House (EXCUSED)	
Valerie Nau	
Charmaine Scott	
Helen Haven	
Alexis Foster	
Jennifer Collins, At-Large	
Keiko Sano	
Tyler McKlosky	
STAFF	
Hannah Shockley	
Doug Washburn (EXCUSED)	
Sonya Miles	
Kesha Anderson - Evans	