



Meeting Date: ~~December 2, 2019~~ 12-9-19  
 Agenda Item No:

**Kitsap County Board of Commissioners**

**Office/Department:** Human Services  
**Staff Contact & Phone Number:**  
 Gay Neal, Human Services Planner, 337-4827  
 Doug Washburn, Human Services Director, 337-4526

**Agenda Item Title:** Agreement KC-022-20, between Kitsap County Department of Human Services and the Kitsap Public Health District, to provide the Nurse-Family Partnership Program (NFP) and Maternity Support Services (MSS) to sixty (60) high risk, low-income pregnant women.

**Recommended Action:** Move that the Board execute Agreement KC-022-20 with Kitsap Public Health District.

**Summary:**

This Agreement with Kitsap Public Health District provides \$153,712 of Mental Health, Chemical Dependency and Therapeutic Court Tax funds for the time period January 1, 2020 – December 31, 2020. The goal of this program is to prevent and reduce the impacts of disabling chemical dependency and mental illness by creating and investing in effective, data-driven programs for a continuum of recovery-oriented systems of care per RCW 82.14.460.

This two-tier project has the goal of preventing mental illness, behavioral problems, and future addiction in young children by intervening with families who either have, or are at risk for, substance abuse and/or mental health problems. There are two components to this project

1. Providing Nurse Family Partnership to fourteen (14) first time, low-income moms and their babies and
2. Improving access to services by utilizing a community health worker to serve forty-six (46) high risk, low-income pregnant women and develop and implement innovative outreach strategies for hard to reach populations and continue to strengthen referral systems.

The Mental Health, Chemical Dependency and Therapeutic Court Citizens Advisory Committee approved recommendations to the Kitsap County Board of Commissioners. The Kitsap County Board of Commissioners passed a resolution approving the funding recommendations totaling \$6,640,788 million at the Commissioners' Regular Business meeting of October 14, 2019.

**Attachments:**

1. Contract Review Sheet
2. KC-022-20

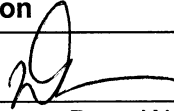
**Fiscal Impact for this Specific Action**

<b>Expenditure required for this specific action:</b>	\$153,712
<b>Related Revenue for this specific action:</b>	\$153,712
<b>Cost Savings for this specific action:</b>	\$0
<b>Net Fiscal Impact:</b>	\$153,712
<b>Source of Funds:</b>	1/10 of 1% Retail Sales Tax

**Fiscal Impact for Total Project**

<b>Project Costs:</b>	N/A
<b>Project Costs Savings:</b>	N/A

20

<b>Project Related Revenue:</b>		N/A	
<b>Project Net Total:</b>		N/A	
<b><u>Fiscal Impact (DAS) Review</u></b>			
<b>Office/Departmental Review &amp; Coordination</b>			
<b>Office/Department</b>	<b>Elected Official/Department Director</b>		
Human Services	Doug Washburn		Doug Washburn
<b>Contract Information</b>			
<b>Contract Number</b>	<b>Date Original Contract or Amendment Approved</b>	<b>Amount of Original Contract Amendment</b>	<b>Total Amount of Amended Contract</b>
KC-022-20	Pending	\$153,712	



## Kitsap County CONTRACT REVIEW SHEET (Chapter 3.56 KCC)

A. CONTRACT INFORMATION			
1. Contractor	Kitsap Public Health District		
2. Purpose	Nurse Family Partnership and Maternal Support Services		
3. Contract Amount	\$153,712	Disburse <input checked="" type="checkbox"/>	Receive <input type="checkbox"/>
4. Contract Term	January 1, 2020 – December 31, 2020		
5. Contract Administrator	Gay Neal	Phone	360-337-4827
<b>Approved:</b>	Doug Washburn	<b>Date</b>	11/07/2019
	Department Director		
B. AUDITOR – ACCOUNTING INFORMATION			
1. Contract Control Number	KC-022-20		
2. Fund Name	MHSA/TC Sales Tax Fund		
3. Payment from-Revenue to CC/Account Nbr	1071.5519		
4. Encumbered By	Dave Schureman	<b>Date</b>	11/7/2019
C. AUDITOR'S ACCOUNTING – GRANTS REVIEW <i>Signature required only if contract is grant funded</i>			
1. <input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<b>Date</b>	NA
<b>Reviewer</b>	NA		
2. Comments:			
D. ADMINISTRATIVE SERVICES DEPARTMENT – RISK MANAGER REVIEW			
1. <input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<b>Date</b>	11/18/2019
<b>Reviewer</b>	Anastasia Johnson		
2. Comments:			
E. ADMINISTRATIVE SERVICES DEPARTMENT – BUDGET MANAGER REVIEW <i>Signature required only if contract is for \$50,000 or more, OR it will be signed by board of commissioners (regardless of dollar amount)</i>			
1. <input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<b>Date</b>	11/07/2019
<b>Reviewer</b>	Aimée Campbell		
2. Comments:			
F. PERSONNEL DEPARTMENT – PERSONNEL DIRECTOR REVIEW <i>Signature required only if union or employment contract</i>			
1. <input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<b>Date</b>	
<b>Reviewer</b>			
2. Comments:			
G. PROSECUTING ATTORNEY			
1. <input checked="" type="checkbox"/> Approved as to Form	<input type="checkbox"/> Not Approved as to Form	<b>Date</b>	2019-11-12
<b>Reviewer</b>	Alan L. Miles		
2. Comments:			
H. CERTIFICATION BY CONTRACT ADMINISTRATOR: THIS CONTRACT IS READY FOR CONSIDERATION BY THE AUTHORIZED CONTRACT SIGNER. <i>(For contract signing authority, see KCC 3.56.075)</i>			

Date Approved by Authorized Contract Signer:

Date 12-9-19

RETURN SIGNED ORIGINALS TO:

Hannah Shockley @ MS-23, 337-7185, x3530

## AGREEMENT KC-022-20

This Agreement is entered, into between Kitsap County and the Kitsap Public Health District for the Improving the Health of High-Risk Mothers and Children.

### I. Purpose

This Agreement is for the appropriation of \$153,712, for the purpose of augmenting state and federal funding of mental health, chemical dependency and therapeutic court programs and services with the goal of preventing and reducing the impacts of disabling chemical dependency and mental illness by creating and investing in effective, data-driven programs for a continuum of recovery-oriented systems of care per RCW 82.14.460 for the time period January 1, 2020 – December 31, 2020. Funding must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services. No funding provided under this Agreement may be used to supplant existing funding for these programs.

### II. Collaboration and Collective Impact

The Kitsap Public Health District shall take the initiative to work with other systems to reduce fragmentation or duplication and to strengthen working relationships utilizing collective impact strategies. The Kitsap Public Health District will provide quarterly updates on collaborative efforts and outreach activities that will include issues mutually identified by the Kitsap Public Health District and respective systems that can be addressed through collective impact strategies. Examples of such systems include: mental health, aging, veterans, child protection and welfare, adult protection and welfare, education, juvenile justice, housing, employment services, primary health care plans and other publicly-funded entities promoting substance abuse and mental health services.

All entities providing services to working age adults and youth shall establish a connection with the local WorkSource system to ensure people have access to employment training and placement services.

### III. Identification and Coordination of Available Funding Sources

The Kitsap Public Health District is required to identify and coordinate all available funding resources to pay for the mental health and chemical dependency services funded by this Agreement, including Federal (Medicaid and Affordable Care Act, etc.), State, local, private insurance and other private sources. The 1/10<sup>th</sup> of 1% funding should be utilized as a Payor of Last Resort.

#### **IV. Project Description**

This project will provide behavioral health services within the Prevention, Early Intervention level of the continuum of care and addresses the following strategic goals:

- Improve the health status and wellbeing of Kitsap County residents.
- Reduce the incidence and severity of chemical dependency and/or mental health disorders in adults and youth.

This two-tier project has the goal of preventing mental illness, behavioral problems, and future addiction in young children by intervening with families who either have, or are at risk for, substance abuse and/or mental health problems. There are two components to this project 1. providing evidence-based Nurse Family Partnership (NFP) services to at least 12 low-income, high-risk first-time mothers and their babies (note total number of clients served by NFP annually is 50-60). 2. improving access to services by utilizing a community health worker (CHW) for outreach and community infrastructure support.

#### **V. Project Activities**

The Kitsap Public Health District will provide the following for the Nurse Family Partnership (NFP) Program:

- Maintain 0.5 FTE Nurse Family Partnership (NFP) nurse home visitor.
- NFP staff will participate in ongoing training and education as required by NFP Nursing Services Organization.
- NFP supervisor will participate in ongoing training, education, and consultation as required to support quality, fidelity, and specific population needs.
- Existing caseload will be maintained at twelve (12) families.
- Maintain outreach and referral plan to reach target population and maintain caseload.
- Provide Home Visits for first time, low-income pregnant women, mothers and infants.
- New clients will be enrolled before twenty-nine (29) weeks of pregnancy and receive visits according to NFP guidelines.
- Content of home visits will be aligned with NFP guidelines.
- Staff who provide home visits will receive individual reflective supervision.
- All staff will participate in reflective case conferences.
- Supervisors and nurse home visitors will review and utilize their data.
- Data will be used for quality and fidelity monitoring and improvement.

The Kitsap Public Health District will provide the following to improve access to services:

- Staff a bilingual (English-Spanish) Community Health Worker (CHW) who will work with the Parent Child Health (PCH) and Nurse Family Partnership team of registered nurses. The CHW will be a frontline public health worker who is a trusted member of and/or has an unusually close understanding of the community served.
- The CHW will serve as a liaison/link/intermediary between health/social services and the community to facilitate access to services and improve the quality and cultural competence of service delivery.
- Prenatal and postpartum assessments which include depression and Adverse Childhood Experiences (ACEs) screening.
- Health and parenting education.
- Referrals to community resources and case management.
- Expand outreach efforts to enroll more eligible women.
- Case management activities that can be done by a community health worker (CHW).

## **VI. Project Design**

The Improving Health and Resiliency of High-Risk Mothers and Their Children project (hereafter referred to as “Improving Health project”) includes providing an evidence-based nurse home visiting service to families and strengthening prevention and early intervention infrastructure in Kitsap County. With the use of a best practice evidenced based program and a collective impact approach, this project will improve the health status and wellbeing of Kitsap residents.

The project has two components: 1. providing evidence-based Nurse Family Partnership (NFP) services to at least 12 low-income, high-risk first-time mothers and their babies (note total number of clients served by NFP annually is 50-60). 2. improving access to services by utilizing a community health worker (CHW) for outreach and community infrastructure support.

The NFP program is a parental and infancy home visitation service that aims to improve the health, well-being, and self-sufficiency of first time parents and their children. Program activities are designed to link families to needed services, promote good decision making, assist families in making healthy choices, and help women build supportive relationships with families and friends. NFP nurses assess for signs and symptoms of Substance Use Disorders (SUDs), mental illness, and Adverse Childhood Experiences (ACEs) with every client. The nurses provide education to promote health and, because of their trusting relationships with their clients, they are often able to support a parent’s readiness to seek needed treatment services.

The CHW is an established liaison between health/social services and the community and has facilitated access to services with culturally appropriate strategies. The CHW for this project is bilingual in English and Spanish and has been able to provide targeted outreach to Kitsap’s Spanish speaking population. In this proposal the CHW will continue to outreach to our Spanish speaking population and will identify other hard to

reach populations with the plan to develop culturally appropriate strategies for engagement. In addition to outreach, the CHW has been integral in the development of new relationships with community partners. These partners all contribute to our prevention and early intervention infrastructure in Kitsap. An additional activity for the proposal this year includes the development of a centralized referral system for early childhood intervention programs to increase access and services for pregnant and childbearing age women that need mental health and substance abuse treatment. Families are often confused about what services they can access and providers also have challenges keeping up to date on program requirements for appropriate referrals. Creating a centralized process intends to reduce community confusion and increase the likelihood that residents can obtain the appropriate needed services in a timely manner.

## **VII. Project Outcomes and Measurements**

The Kitsap Public Health District will participate in the Evaluation Plan for Treatment Sales Tax Programs. Programs or services implemented under the Treatment Sales Tax are monitored by the Citizens Advisory Committee. The Kitsap Public Health District will have an evaluation plan with performance measures developed in partnership with Kitsap Public Health District Epidemiologist. The emphasis will be on capturing data at regular intervals that can be used to determine whether Treatment Sales Tax funded programs met expectations. Some common measures will be identified that will be reported on. Evaluation efforts must include standardized data collection and reporting processes that produce the following types of information:

- Quantity of services (outputs).
- Level of change occurring among participants (outcomes).
- Return-on-investment or cost-benefit (system savings) if evidence-based.
- Adherence to the model (fidelity).
- Common measures (to be identified by the Citizens Advisory Committee and Kitsap Public Health District staff that all programs must report on).

Data will be collected to monitor the following goals and objectives identified by the Kitsap Public Health District:

Goal 1: Prevent mental illness, behavioral problems, and future addiction in young children by intervening with families who either have or are at risk for substance abuse and/or mental health problems.

Objective #1: Funded case load of at least twelve (12) mothers and infants (0.5 FTE Nurse) will be maintained through December 31, 2020.

Objective #2: Maintain an average retention rate of 85% for NFP clients over the course of the program year (January-December 2020).

Objective #3: By December 31, 2020 CHW has at least 250 unduplicated outreach and case management encounters.

Objective #4: At least 80% of NFP clients with a potential or identified mental health problem will show improvement in knowledge, behavior, or status as measured by the Omaha System Problem Rating Scale at graduation from services.

Objective #5: At least 80% of NFP clients with a potential or identified substance use problem will show improvement in knowledge, behavior, or status as measured by the Omaha System Problem Rating Scale at graduation from services.

Objective #6: At least 80% or more of NFP clients with a parenting/caretaking problem will show improvement in knowledge, behavior, or status as measured by the Omaha System Problem Rating Scale at graduation from services.

Goal #2: NFP program maintains high fidelity to the NFP evidence-based model.

Objective #7: By December 31, 2020, KPHD will maintain required high fidelity to the NFP model, as required by the National Service Office.

Objective #8: By December 31, 2020, NFP CAB will convene at least 4 meetings to advise, support and sustain the NFP program.

Objective #9: Survey 30 past and current clients about their ability to seek and utilize resources related to mental health and substance abuse concerns.

### **VIII. Data Collection**

The Kitsap Public Health District will provide a Quarterly Report to the Kitsap County Department of Human Services by April 30, July 31, October 31, 2020 and January 31, 2021 each year funding is received under this grant detailing progress made on program outcomes during the quarter, what other funding sources have been investigated, and what the future potential for alternative funding is. In addition, outcomes identified in the Evaluation Plan for Mental Health, Chemical Dependency and Therapeutic Court Programs will be reported.

### **IX. Billing and Payment**

Payments to Kitsap Public Health District shall be requested using an invoice form, which is supplied by the County. Kitsap Public Health District invoices must be sent to the County by the fifteenth (15th) calendar day after the end of the month.

The Kitsap Public Health District is authorized to receive payments in accordance with the cost reimbursable budget included under this Agreement. The Kitsap Public Health District will comply with the following standards as applicable.



Reimbursement Request – Upon Completion of each month, the Kitsap Public Health District must provide to the County a written explanation of expenditures which are less than 90% of, or more than 115% of the year-to-date budgeted total.

All payments to be made by the County under this Agreement shall be made to:

Kitsap Public Health District  
345 6th Street, Suite 300  
Bremerton, WA 98337

The Agreement shall not exceed the total amount indicated on the cover sheet of this Agreement and any other modifications hereof.

**X. Duration**

This agreement is in effect from January 1, 2020 – December 31, 2020.

**XI. Amendments**

This agreement may only be modified by one or more written amendments duly approved and executed by both parties.

**XII. Attachments**

The parties acknowledge that the following attachments constitute a part of this agreement:

**Attachment A: Budget**

This Agreement shall be effective January 1, 2020.

DATED this 6<sup>th</sup> day December 2019. DATED this 9<sup>th</sup> day December 2019.

KITSAP PUBLIC HEALTH DISTRICT



Keith Grellner  
Administrator

KITSAP COUNTY BOARD OF  
COMMISSIONERS



EDWARD E. WOLFE, Chair



CHARLOTTE GARRIDO, Commissioner



ROBERT GELDER, Commissioner

ATTEST:



Dana Daniels, Clerk of the Board

Approved as to form by the Prosecuting Attorney's Office



**ATTACHMENT A: BUDGET SUMMARY/ESTIMATED EXPENDITURES**

**Kitsap County Human Services Department**  
**Expenditure Plan: January 1, 2020 - December 31, 2020**

**Agency Name:** Kitsap Public Health District  
**Project Name:** Improving Health for High Risk Mothers (NFP)  
**Contract:** \$153,712 Contract # KC-022-20

Contract Line item	1/1/2020 3/31/2020	4/1/2020 6/30/2020	7/1/2020 9/30/2020	10/1/2020 12/31/2020	Total Budget
<b>Personnel</b>	<b>\$ 35,968.25</b>	<b>\$ 35,968.25</b>	<b>\$ 35,968.25</b>	<b>\$ 35,968.25</b>	<b>\$ 143,873.00</b>
Manager and Staff (Program Related)	25,550.00	25,550.00	25,550.00	25,550.00	102,200.00
Fringe Benefits	10,418.25	10,418.25	10,418.25	10,418.25	41,673.00
<b>Supplies &amp; Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Equipment	-	-	-	-	-
Office Supplies	-	-	-	-	-
Other (Describe):	-	-	-	-	-
<b>Administration</b>	<b>\$ 2,459.75</b>	<b>\$ 2,459.75</b>	<b>\$ 2,459.75</b>	<b>\$ 2,459.75</b>	<b>\$ 9,839.00</b>
Advertising/Marketing	-	-	-	-	-
Audit/Accounting	-	-	-	-	-
Communication	180.00	180.00	180.00	180.00	720.00
Insurance/Bonds	-	-	-	-	-
Postage/Printing	-	-	-	-	-
Training/Travel/Transportation	450.00	450.00	450.00	450.00	1,800.00
% Indirect	1,829.75	1,829.75	1,829.75	1,829.75	7,319.00
Other (Describe):	-	-	-	-	-
Other (Describe):	-	-	-	-	-
<b>Operations &amp; Maintenance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Janitorial Service	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Maintenance of Existing Landscaping	-	-	-	-	-
Repair of Equipment and Property	-	-	-	-	-
Utilities	-	-	-	-	-
Other (Describe):	-	-	-	-	-
Other (Describe):	-	-	-	-	-
<b>Other</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Debt Service	-	-	-	-	-
Other (Describe):	-	-	-	-	-
Other (Describe):	-	-	-	-	-
<b>Project Budget Total</b>	<b>\$ 38,428.00</b>	<b>\$ 38,428.00</b>	<b>\$ 38,428.00</b>	<b>\$ 38,428.00</b>	<b>\$ 153,712.00</b>