

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, JANUARY 3, 2023**

**Commissioners have resumed in person public meetings and will also continue to host the meetings via WebEx.**

**Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us [wwcocommissioners@co.walla-walla.wa.us](mailto:wwcocommissioners@co.walla-walla.wa.us).**

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

**PLEASE NOTE: All times are tentative and at the discretion of the Chairman with the exception of advertised bid openings and public hearings.**

**10:00 A.M. COUNTY COMMISSIONERS**

**Chairman Mayberry**

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Silence cell phones
- c) Declarations re: conflict of interest
- d) Approval of agenda
- e) Pledge of Allegiance
- f) Public comment period (time limitations may be imposed)
- g) Introduction of new county employees (this is scheduled for the first meeting of each month)
- h) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
  - 2) Review vouchers/warrants/electronic payments
- i) **Consent Agenda Items:**
  - 1) Resolution – Minutes of County Commissioners' proceedings for December 27 and 28, 2022
  - 2) Payroll action and other forms requiring Board approval
- j) **Action Items:**
  - 1) County vouchers/warrants/electronic payments as follows: 4053947 through 4053965 totaling \$1,042,191.84 (December payroll); 4246363 through 4246391 totaling \$1,149,007.73 (benefits and deductions)
  - 2) Discussion/direction re Walla Walla County 9/10ths Economic Development Funds application for Mill Creek Sportsplex Improvement Project

- k) Miscellaneous business to come before the Board

# Walla Walla County Economic Development Sales Tax Fund

## SECTION I.

## APPLICATION FOR FUNDING

<b>Applicant:</b>	City of Walla Walla		
<b>Project Title:</b>	Mill Creek Sportsplex Improvements		
<b>Contact:</b>	Andy Coleman		
<b>Title:</b>	Parks & Recreation Director		
<b>Telephone:</b>	(509) 524-4576		
<b>Fax:</b>			
<b>E-Mail:</b>	acoleman@wallawallawa.gov		
<b>Mailing Address:</b>	15 N. 3 <sup>rd</sup> Ave		
<b>City:</b>	Walla Walla	<b>Zip Code:</b>	99362
<b>Total Project Financing</b>			
<b>Total Project Cost:</b>	\$2,300,000		
<b>Amount secured to date:</b>	\$1,300,000		
<b>The total amount requested from the Economic Development Sales Tax Fund: Loan &amp; Grant combined</b>	\$200,000		
<b>Loan Information</b>			
<b>Amount of loan request:</b>	\$		
<b>Loan term requested (Maximum term is 10 years):</b>		<b>YRS</b>	<b>Rate</b>
<i>A loan is a general obligation or revenue obligation of the jurisdiction receiving the loan. With the acceptance of a loan, the jurisdiction agrees to obligate its full faith, credit, and revenue to repay the loan, regardless of the project which prompted the application for funding. The maximum loan amount is \$200,000. Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #4.</i>			
<b>Grant Information</b>			
<b>Amount of Grant request:</b> <i>(Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #4)</i>	\$		
<b>Amount of Local Public Match:</b> <i>(Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #5)</i>	\$1,300,000+		

**Declaration:** I hereby certify that the information given in this application is true and correct to the best of my knowledge and belief and that I have reviewed Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund.

Signature of Responsible Official: C. Andy Cole Date: 10/26/2022

Print or Type Name and Title: Andy Coleman, Parks & Recreation Director

## **SECTION II. IDENTIFICATION OF PUBLIC FACILITY PROJECT AND COSTS**

- 1. Describe the entire public facilities project, including the parts that you are not asking to fund.**  
*(The term "public facilities" means bridges, roads, domestic and industrial water facilities, sanitary sewer facilities, earth stabilization, storm sewer facilities, railroads, electrical facilities, natural gas facilities, research, testing, training, and incubation facilities in innovation partnership zones designated under RCW 43.330.270, buildings, structures, telecommunications infrastructure, transportation infrastructure, or commercial infrastructure, and port facilities in the state of Washington.*

Mill Creek Sportsplex is a 50-acre site that was purchased from Walla Walla County by the City of Walla Walla in 1999 for development of a sports complex. The site is approximately 45% developed with three softball/baseball fields and two full-size soccer fields. With pickleball growing in popularity and outgrowing the six courts that were constructed at Pioneer Park in 2015, the Walla Walla Pickleball Association approached the City in 2020 regarding construction of additional facilities. The Pickleball Association agreed to raise funds to assist with construction of a new pickleball facility.

In 2021, City Council determined that Mill Creek Sportsplex is the most suitable size for construction of additional pickleball courts with the construction of additional parking. The City committed \$950,000 of American Rescue Plan Acts funds to this project, with the Walla Walla Pickleball Association agreeing to raise \$300,000. Based on estimates at that time it was determined that the cost to construct pickleball courts and additional parking was approximately \$1.25 million.

The project is nearing design completion and the current estimated total project estimate is \$2.3 million. The City is working to identify additional funding sources so that this project can go to bid in the near future.

The construction of eight pickleball courts at Mill Creek Sportsplex will facilitate the ability for pickleball tournaments to be held in Walla Walla. Such tournaments will bring additional visitors to the Walla Walla Valley. The planned parking lot addition will further support the softball, baseball and soccer tournaments that take place at this facility. Events scheduled at Mill Creek Sportsplex in 2023 are anticipated to bring attract over 8,000 out-of-town visitors to the Walla Walla Valley.

2. Summarize efforts taken to date regarding the project in terms of specific steps and studies and dates of action.

Staff has continually observed the current pickleball courts at Pioneer Park to be consistently at capacity over the last three years. The Department has also heard from many community members that it is difficult to find an open court at Pioneer Park. Regarding additional parking at Mill Creek Sportsplex, the current parking lot at this facility is not adequate to accommodate current programs, including tournaments, that are held at this facility. An additional 150 parking spaces is what is necessary to adequately accommodate the current activity level at Mill Creek Sportsplex.

3. Does this project qualify as economic development and does it create or retain family wage jobs? (Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund.”).

This project will not directly create new family wage jobs; however, this project is projected to have a long range positive economic impact that is expected to create jobs.

4. List the number of projected jobs to be retained and/or created by the firm as a result of the public infrastructure project. Jobs must be expressed in Full-Time Equivalents (FTEs). Management positions should be indicated as an annual salary. \* Retained jobs are defined as jobs that would otherwise be lost in Walla Walla County.

Job Description	Number of Jobs Created (in FTEs)	Number of Jobs Retained* (in FTEs)	Hourly Wage and/or Annual Wage
			\$
			\$
			\$
			\$
			\$
			\$

Projected annual gross payroll for all job classifications? \_\_\_\_\_

How many of these positions are part-time or seasonal work? \_\_\_\_\_

5. Is this project listed in the Walla Walla County Comprehensive Plan (Chapter 11 Economic Development Element- Appendix G)? No ☒ Yes ☐

6. **Does your organization have an active interest and involvement in economic development? Please explain?**

The City of Walla Walla is a significant player in economic development. It is a high priority of the City Council and identified in our Comprehensive and Strategic Plans. This project supports economic development for the purpose of job creation and expanding our shared tax base to improve service to our citizens. This proposal expands the City's facilities and allows for additional visitors to be brought to the Walla Walla Valley

7. **Will this project upgrade existing public infrastructure or build new public infrastructure? Please explain?**

This project will build new public infrastructure.

8. **List each funding source for the public project and amount. Identify whether the funding source has been secured or is being requested.**

Funding Source	Status	Amount
City of Walla Walla	secured	\$1,000,000
Walla Walla Pickleball Association	secured	\$300,000
Walla Walla County Economic Dev Fund	requested	\$200,000
Other sources	requested	\$800,000
		\$
		\$
		\$
Total Project Cost		\$2,300,000

9. **Estimated schedule for public project completion. Indicate the month and year when the activities listed have been, or will be, completed.**

Activities	Estimated Completion Date (Month/Year)
Preliminary Engineering Report	January 2022
All Required Permits Obtained	January 2023
Design Engineering	November 2022
Land/Right-of-Way Acquisition	n/a
Final Bid Documents	November 2022
Award Construction Contract	January 2023
Begin Construction	February 2023
Complete Construction	July 2023
Construction Project Operational	July 2023

**10. What other quantifiable outcomes can this project measure in addition to the number of jobs created and retained?**

Private sector capital investment \$ 300,000

Increase in local property tax revenue: \$

Increase in local sales tax revenue: \$

Other:

**11. Will the public facility project be maintained by the applicant? Indicate the projected annual operating cost of the proposed public facility project and revenue source for maintenance? Please explain.**

The facility will be maintained by the City of Walla Walla and will be paid for by its general fund budget. The anticipated annual cost for operation of the facility is approximately \$10,000.

**Return Completed Application To:**  
Port of Walla Walla  
310 A. Street, Walla Walla, WA 99362  
509-525-3100

**ATTACHMENT A**  
**Principle Guidelines**  
**Economic Development Sales Tax Fund (EDSTF)**

**Some provisions within these principle guidelines are requirements under RCW  
82.14.370 - Sales and use tax for public facilities in rural counties.**

1. Public infrastructure projects must be listed in the Walla Walla County Comprehensive Plan (Chapter 11 Economic Development Element – Appendix G). Public infrastructure project listed in the approved County Comprehensive Plan does not guarantee the public infrastructure project will receive funding.
2. At the beginning of each fiscal year, the Port will notify the jurisdictions of the available funding in the EDSTF and will transmit the application form and these principle guidelines.
3. The Port Commission will maintain discipline in using the EDSTF for strategic economic development opportunities. Public infrastructure projects that create, retain and/or expand family wage jobs (defined as \$25,000 per year plus a benefits package), encourage private sector capital investment, and new taxes are the primary goal of the EDSTF.
4. Cap any one jurisdiction from receiving more than a \$200,000 grant and a \$200,000 loan in any one fiscal year. Exceptions will be made for extraordinary job creating opportunities, private sector capital investments, and new taxes. Exceptions will also be made if a jurisdiction has projects that would allow the funding to be distributed countywide. For example, a jurisdiction may have a qualifying project in Burbank and during that same fiscal year, they may have a qualifying project in Waitsburg. In order to help disburse the EDSTF countywide, both qualifying applications would be considered.
5. Applications require a 50% local public match to the amount of the EDSTF request. 10% local public match will be required for the City of Prescott and City of Waitsburg due to their size and access to local public matching dollars. Local public match is defined as publicly-appropriated local funds. Funds appropriated from the state, federal, other funding sources, and in-kind match do not qualify as a local public match. Private sector funds directly allocated to the public infrastructure project will be considered as a local public match.  
  
Example: If the EDSTF request is \$200,000, the applicant is required to secure \$100,000 in the local public match. In the case for the City of Prescott and City of Waitsburg, if the EDSTF request is \$200,000, the applicant is required to secure \$20,000 in the local public match.
6. Each public infrastructure project approved for EDSTF will need to enter into a performance contract and/or inter-local agreement guaranteeing performance.
7. Public infrastructure projects that can substantiate the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefits package), private sector capital investment, and new taxes will have the best chance in securing an EDSTF grant and/or loan.

8. Public infrastructure projects that cannot identify the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefits package), private sector capital investment, and new taxes are encouraged to apply for an EDSTF loan. If the applicant is requesting an EDSTF grant, and an EDSTF grant is awarded, the applicant will be restricted in applying for an EDSTF grant for 5 years from the date of award. However, during this 5-year restricted period, the applicant has a public infrastructure project that can demonstrate the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefits package), private sector capital investment, and new taxes, their application would be considered for funding.
9. Public infrastructure-related projects that can substantiate the retention of existing family wage jobs (defined as \$25,000 per year plus a benefits package) are encouraged to apply for EDSTF grant and/or loan. To substantiate job retention, the applicant must fully demonstrate that a specific business would have a reduction in its labor force without the public infrastructure improvement.
10. Projects approved for funding must start drawing down the appropriated funds for the proposed public infrastructure project within 1 year from the date the application is approved. All appropriated funds must be fully expended within 2 years from the date the application is approved. If the applicant cannot meet said deadlines, the application must resubmit their application for consideration. All existing approved public infrastructure projects will have priority funding over the new resubmitted application.

Approved by the Port Commission on the 25<sup>th</sup> day of September 2014

Concurrence by the Walla Walla County Commissioners on the 20<sup>th</sup> day of October 2014





**Mill Creek Sports Complex Master Plan - West**  
January 2022





**COUNTY COMMISSIONERS (continued)**

- l)** Review reports and correspondence; hear committee and meeting reports
- m)** Review of constituent concerns/possible updates re: past concerns

**10:15 COUNTY FAIRGROUNDS**

**Greg Lybeck**

- a) Department update and miscellaneous



# WALLA WALLA COUNTY *Fairgrounds & Event Center*

## Walla Walla County Fairgrounds

Greg Lybeck, CFE  
General Manager

### Walla Walla Board of County Commissioners Department Head Report January 3, 2023

1. We are brainstorming a theme for the 2023 Fair and hope to have it finalized within the next couple of weeks.
2. The Board is working on the annual Showcase that will be held February 4.
3. Mike Charlo, our Entertainment Director, and I are close to finalizing our opening night concert. If this works out, it will be a great show. We're also looking at a strong act for a free show on the Many Waters Stage for Friday night. Contracts have been signed for several free and/or roving acts as well.
4. Following the Commissioners' recent approval, we're working with the Prosecuting Attorney's office to finalize a contract with TripleSeat for an event software program.
5. Pre-sales of carnival wristbands and discounted gate admission tickets were strong – these were great gift items.
6. Events:
  - a. In December, the following events were held on the grounds:
    - i. Ski Swap
    - ii. Daily hourly winter riding
    - iii. City Police K-9 training
    - iv. Farmers Market
    - v. Holiday gatherings x 4 (private)
    - vi. Walla Walla Valley Rodeo Club Fundraiser
    - vii. Horse show
    - viii. Walla Walla Life Church Bike Party
    - ix. JTI machinery demonstration
    - x. Fireworks sales
  - b. January events scheduled so far include:
    - i. Private event
    - ii. Walla Walla County Cattlemen's meeting
    - iii. Horse Show
    - iv. Annual Walla Walla Fair Royalty Yard Sale
7. Fair Board:
  - a. Fair Board Directors and members of the Rodeo Advisory Committee attended the annual PRCA Convention in December and returned with some great ideas for the future.
  - b. We were able to present checks to the three organizations representing the proceeds from the portion of ticket sales the end of December. It was great to work with and



support these groups: Friends of Children of Walla Walla, Providence St. Mary's Cancer Center, and the Walla Walla Police Foundation Domestic Violence Fund.

- c. The next Board meeting will be held January 19, at 6:00 p.m.
- 8. Staff:
  - a. I will be attending the Western Fairs Association Conference in two weeks in Reno. They have a strong program planned and it will be a good opportunity to preview potential free acts for the 2023 Fair.
  - b. I'm preparing the fourth quarter progress report to the State Department of Ag for the fencing and paving project. I'm working with the Commissioners' office staff to verify the billing status as the project is complete. We've been reimbursed for 75% and I hope to get this finalized so we can get the final reimbursement.
  - c. We will be eligible to submit an application to the Department of Ag in the fall of 2023 for a 2024 project so I've been working on a list of potential projects.
  - d. The Exhibitor's Guidebook from the 2022 Fair has been sent to superintendents and others to get their input for the 2023 edition.
  - e. Working on a consistent, standard operating procedure for alcohol and security requirements for event rentals.
  - f. Staff has been calling exhibitors that have not yet picked up their Fair premium checks. Some of them weren't even aware they had a check so lots of happy people and also comments that they wanted to do even more entries for next year's Fair.

**10:30 COUNTY CORRECTIONS**

**Norrie Gregoire**

- a)** Department update and miscellaneous

a) **Action Agenda Item:**

- 1) Proposal 2023 01-03 CDD Approval of professional services contract with the Watershed Company for Shoreline Master Program (SMP) update

b) Department update and miscellaneous





# Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

---

To: Board of County Commissioners  
From: Lauren Prentice, Director  
Date Prepared: December 28, 2022  
RE: Proposal 2022 01-03 CDD – Approval of Proposed Professional Services Contract with The Watershed Company for Shoreline Master Program (SMP) Update

## **Intent**

Approval of new contract between Walla Walla County and The Watershed Company to assist with the mandatory 2023 Shoreline Master Program (SMP) Update.

## **Attachments**

1. Proposed contract
2. RFQ/P response

## **Background/Summary**

Earlier this year we issued an RFQ/P to find a consultant to assist with our mandatory Shoreline Master Program Update. The cost of the consultant will be funded through the Department of Ecology grant. We did interview the other respondent, but have recommended contracting with The Watershed Company (TWC) because of their qualifications and experience working in Walla Walla County. TWC assisted with the last SMP Update as well as the County's last Comprehensive Plan Update and the recent Burbank area zoning amendments that were adopted.

A consultant is necessary to complete this project. We do not have the staff resources to complete the project without impacting current planning/permitting and other department functions.

The proposed contract has been reviewed by the Prosecuting Attorney's Office.

## **Policy Impact**

This contract will enable us to hire a qualified consultant to assist with this project, which we must complete under the Washington State Shoreline Management Act (SMA) by June 30, 2023.

## **Source of Funding and Related Expenditures**

The total cost for this contract will be \$84,000 which is the amount that the Department of Ecology has funded via grant agreement. This was included in our 2023 budget request and the grant agreement has been finalized. No additional cost to the County is expected, although the project will require administrative support from Department staff as well as time from the Planning Commission, Board of County Commissioners, and other County departments.

**Submitted by:**

Lauren Prentice, Director

Community Development Department

**Disposition:**

☐ Approved

☐ Approved with modifications

☐ Needs follow up information

☐ Denied

---

BOCC Chairman

Date

## **Agreement for Professional Services**

This Agreement, dated as of \_\_\_\_\_, is entered into by and between Walla Walla County ("client") and The Watershed Company, ("consultant").

### **Section 1. The Services**

- 1.1 Consultant shall perform the services described in the attached Scope of Work (Exhibit A), which is incorporated herein by this reference.
- 1.2 Except as otherwise specifically provided in this Agreement, consultant shall furnish the following, all as the same may be required to perform the services described in paragraph 1.1 in accordance with this Agreement; personnel, labor and supervision; technical, professional and other services. All such services, property and other items furnished or required to be furnished, together with all other obligations performed or required to be performed, by the consultant under this Agreement are sometime collectively referred to in this Agreement as "Services".
- 1.3 All provisions of this Agreement are intended to be complementary, and any services required by one and not mentioned in another shall be performed, to the same extent as though required by all. Details of the Services are not necessary to carry out the intent of this Agreement, but that are not expressly required, shall be performed or furnished by consultant as part of the Services, without any increase in the compensation otherwise payable under this Agreement.

### **Section 2. Schedule**

- 2.1 Consultants shall commence, prosecute and complete such Services on a schedule as directed by client.

### **Section 3. Compensation**

- 3.1 As full compensation for satisfaction performance of the Services, Client shall pay Consultant \$84,000.00. This compensation is described in Scope of Work and attached budget (Exhibits A and B).
- 3.2 Consultant shall submit each calendar month; invoice for the compensation payable under this Agreement for the Services performed during the preceding period. Each of Consultant's invoices shall set forth a detailed description of Services performed during the applicable month, the number of hours spent performing such Services and any reimbursable costs and expenses incurred in connection with such Services.
- 3.3 Client shall pay each of consultant's invoices within thirty (30) days.

#### **Section 4. Performance by Consultant**

- 4.1 Consultant shall not (by contract, operation of law or otherwise) delegate or subcontract performance of any Services to any other person or entity without the prior written consent of Client. Any such delegation or subcontracting without Client's prior written consent shall be voidable at Client's option.
- 4.2 No delegation of subcontracting of performance of any of the Services, with or without Client's prior written consent, shall relieve Consultant of its responsibility to perform the Services in accordance with this Agreement. Consultant shall be fully responsible for the performance, acts and other omissions of Consultant's employees, Consultant's subcontractors and any other person or furnishes any services (collectively, the "Support").
- 4.3 Consultants shall at all times be an independent contractor and not an agent or representative of Client with regard to performance of Services. Consultant shall not represent that it is, or hold itself out as, an agent or representative of Client. In no event shall Consultant be authorized to enter into any agreement or undertaking for or on behalf of Client.
- 4.4 Consultant shall perform the Services in a timely manner and in accordance with the standards of the profession. At the time of performance, Consultant shall be properly licensed, equipped, organized, and financed to perform the Services in accordance with this Agreement. Subject to compliance with the requirements of this Agreement, Consultant shall perform the Services in accordance with its own methods.
- 4.5 Consultants shall take all reasonable precautions to protect against any bodily injury (including death) or property damage that may occur in connection with the Services.

#### **Section 5. Compliance with Laws**

- 5.1 Consultant shall comply with all applicable laws, ordinances, rules, regulations, orders, licenses, permits, and other requirements, now in effect, of any governmental authority (including, but not limited to, such requirements as may be imposed upon Client and applicable to the Services). Consultant shall furnish such documents as may be required to effect or evidence such compliance. All laws, rules, orders, required to be incorporated in agreement of this character are incorporated in this Agreement by this reference.

#### **Section 6. Inspection: Examination of Records**

- 6.1 The services shall, at all times, be subject to inspection by and with the approval of client, but the making of (or failure or delay in making) such inspection or approval shall not

relieve Consultant of responsibility for performance of the Services in accordance with this Agreement, notwithstanding client's knowledge of defective or noncomplying performance, its substantiality or the ease of its discovery. Consultant shall provide client sufficient, safe, and proper facilities and equipment for such inspection and free access to such facilities.

- 6.2 Consultant shall promptly furnish client with such information related in Service as may be requested consultant.

### **Section 7. Proprietary and Confidential Information**

- 7.1 Consultant shall not, without the prior written consent of client disclose to third parties any information received in connection with the Services unless:
- (a) the information is known to Consultant prior to receiving the same directly or indirectly in connection with the Services.
  - (b) the information is in the public domain at the time of disclosure by Consultant; or
  - (c) the information is received by Consultant from a third party who does not have an obligation to keep the same confidence.

### **Section 8. Indemnities and Hold Harmless**

- 8.1 Subject to the limitations set forth in paragraph 8.2, Consultant shall indemnify and hold harmless client from and against all claims, cost liabilities, damages, and expenses, (including, but not limited to, reasonable attorney's fees) arising directly out of or in connection with:
- (a) any fault, negligence, strict liability of Consultant in connection with the Services of this Agreement;
  - (b) any lien asserted upon any property of client in connection with the Services or this Agreement;
  - (c) any failure of Consultant, or the Services to comply with any applicable law, ordinance, rule, regulation, order, license, permit and other requirement, now or hereafter in effect, of any governmental authority; or
  - (d) any breach of or default under this Agreement by Consultant.
- 8.2 As permitted by applicable law, paragraph 8.1 shall apply. However, paragraph shall not require Consultant to indemnify client against any liability for damages arising out of bodily injury or property damages caused by or resulting from negligence of client. Further, in the case of concurrent negligence of Consultant on the one hand and client on the other hand, Consultant shall be required to indemnify client only to the extent of the negligence of the Consultant.

## **Section 9. Workers' Compensation and Insurance**

- 9.1 With respect to all persons performing the Services, Consultant shall secure and maintain in effect at all times during performance of Services coverage or insurance in accordance with applicable laws relating to workers' compensation and employer's liability insurance (including, but not limited to, the Washington Industrial Insurance Act and laws of the state in which any such person was hired), regardless of whether such coverage or insurance is mandatory or merely elective under the law.

Consultant shall furnish to client such assurance and evidence of such coverage or insurance (such copies of insurance policies and Certificates of Compliance issued by the Washington State department of Labor and Industries) as Client may request.

- 9.2 Consultant shall secure and maintain insurance with provisions, coverage, and limits substantially as specified in the attached certificate of insurance, endorsement and/or schedule of insurance requirement or, if none is attached, with such provisions, coverage, and limits as Client may from time to time specify to protect Client, its Officers and employees, successors and assigns, (collectively, the "Additional Insured") from any claims, losses, harms, costs, liabilities, damages, and expenses (including, but not limited to, reasonable attorney's fees) that may arise out of any property damage, bodily injury (including death) or professional liability related to the Services. Upon Client's request, Consultant shall furnish Client with such additional assurance and evidence of such insurance (such as copies of all insurance policies) as Client may request. Within thirty (30) days after any renewal or any notice of termination, cancellation, expiration, or alteration in any policy of insurance required under this Agreement, Consultant shall deliver to Client a certificate of insurance acceptable to Client with respect to any replacement policy.

Limits: The Consultant shall have Commercial General Liability with limits of \$1,000,000.00 per occurrence, which includes general aggregate, products, completed operation, personal injury, fire damage and medical expense.

The Consultant shall have Professional Liability insurance in the following amounts, which may be a "Claims Made" policy:

\$1,000,000 Minimum, Each Occurrence

\$2,000,000 Minimum, Annual Aggregate

- 9.3 All policies of insurance required under this Agreement shall:

(a) Be placed with such insurers and under such forms of policies as may be acceptable to Client;

- (b) With the exception of workers' compensation, employer's liability and professional liability insurance, be endorsed to name the Additional Insured as additional insureds, and be primary and non-secondary;
- (c) With the exception of workers' compensation, employer's liability and professional liability insurance, apply severally and not collectively to each insured against whom any claim is made or suit is brought, except that the inclusion of more than one insured shall not operate to increase the insurance company's limits of liability as set forth in the insurance policy; and
- (d) Provide that the policies shall not be cancelled or their limits or coverage reduced or restricted without giving at least 30 days prior written notice to the appropriate contract services personnel of Client.

#### **Section 10. Changes**

- 10.1 Client may, at any time by written notice thereof to Consultant, make changes in the Services within the general scope of this Agreement (including, but not limited to, additions to or deletions from any Services, suspension of performance and change in Schedule A and location of performance).
- 10.2 If any changes under paragraph 10.1 causes an increase or decrease in cost of the time required for performance of the Services an equitable adjustment in the compensation and schedules under this Agreement shall be made to reflect such increase or decrease, and this Agreement shall be modified in writing accordingly. Such equitable adjustment shall constitute full compensation to Consultant for such change. If any change under paragraph 10.1 results in a decrease in the Services to be performed, Consultant shall not be entitled to anticipated profit on Services not performed and the loss anticipated profit shall not reduce the decrease in compensation under this Agreement resulting from such exchange. Further, Consultant shall not be entitled to any relocation of cost, profit, or overhead.
- 10.3 Notwithstanding any dispute or delay in arriving at a mutually acceptable equitable adjustment under paragraph 10.2, Consultant shall immediately proceed with performance of the Services as change pursuant to paragraph 10.1. If Consultant intends to assert a claim for equitable adjustment under paragraph 10.2, Consultant must, within sixty (60) days after Consultant's receipt of any notice under paragraph 10.1 that does not set forth an acceptable adjustment, submit to Client a written statement of the basis and nature of the adjustment claimed. Consultant shall not be entitled to any adjustment unless such written statement is submitted by Consultant to Client within the applicable period.

#### **Section 11. Termination**

- 11.1 Client may, by written notice thereof to Consultant, terminate this Agreement as to all or any portion of the Services not performed, whether or not Consultant is in breach or

default. Upon receipt of any such notice of termination, Consultant shall, except as otherwise directed by client, immediately stop performance of the Services to the extent specified in such notice. Consultant shall have the same termination rights as Client in Section 11.

- 11.2 In the event of termination pursuant to paragraph 11.1, an equitable adjustment shall be made in the compensation payable to Consultant under this Agreement, provided that such compensation as so adjusted shall in no event exceed a percentage of the total compensation otherwise payable under this Agreement equal to the percentage of the Services satisfactorily completed at the time of termination. Further, Consultant shall not be entitled to any reallocation of cost, profit or overhead. Consultant shall not in any event be entitled to anticipate profit on Services not performed on account of such termination. Consultant shall use its best efforts to minimize the compensation payable under this Agreement in event of such termination.
- 11.3 If Client purports to terminate or cancel all or any part of this Agreement for Consultant's breach or default when Consultant is not in breach or default which would permit such termination or cancellation, such termination or cancellation shall be deemed to have been terminated by Client pursuant to paragraph 11.1 and the rights of the parties shall be determined accordingly.

## **Section 12. Miscellaneous**

- 12.1 Any notice, request, designation, direction, statement or other communication under this Agreement shall be in writing and shall be delivered in person or mailed, properly addressed and stamped with the required postage, to the attention of:

The Watershed Company  
750 6<sup>th</sup> Street South  
Kirkland, WA 98033  
(425) 822-5242

- 12.2 Consultant shall not (by contract, operation of law or otherwise) assign this Agreement or any right or interest in this Agreement without the prior written consent of Client. For the purposes of the foregoing, any transfer of a controlling interest in Consultant (e.g., by a transfer of Securities or otherwise) shall be deemed an assignment of this Agreement. Any assignment without Client's prior written consent, shall relieve Consultant from its responsibilities to perform the Services in accordance, this Agreement. Subject to the foregoing restriction on assignment by Consultant, this Agreement shall be fully binding upon, and be enforceable by the successors, assigns, and legal representatives of the respective parties to this Agreement.
- 12.3 The obligation of consultant under Section 6, 7, 8, 11, and 12, and all provisions of this Agreement which may reasonably be interpreted or construed as surviving the



completion, termination, or cancellation of this Agreement, shall survive the completion, termination, or cancellation of this Agreement.

- 12.4 The rights and remedies of the Client or the Consultant set forth in any provision of this Agreement are in addition to and do not in any way limit any other rights or remedies afforded to the Client or the Consultant by any other provision of this Agreement or by law.
- 12.5 This Agreement sets forth the entire agreement of the parties, and supersedes any and all prior agreements, with respect to the Services. No amendment or modification of any provisions of this Agreement (other than changes pursuant to Section 10) shall be valid unless set forth in a written amendment to this Agreement signed by both parties.
- 12.6 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted. The headings of sections of this Agreement are of any weight in the interpretation or construction of the provisions of such sections.
- 12.7 Consultant shall not commence or prosecute any suit, proceeding, or claim to enforce the provisions of this Agreement, to recover damages for breach of or default in this Agreement, or otherwise arising under or by reason of this Agreement, other than in the courts of the State of Washington or the District Court of the United States, Western Division, State of Washington. Consultant hereby irrevocably consents to the jurisdiction of the courts of the State of Washington with venue laid in Clients County and of the District Court of the United States, Western Division, State of Washington.
- 12.8 This Agreement shall be interpreted, construed, and enforced in all respects in accordance with laws of the State of Washington.

**Walla Walla County:**

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

**The Watershed Company:**

Printed Name: \_\_\_\_\_ Dan Nickel

Title: \_\_\_\_\_ Vice President

Signature: \_\_\_\_\_  


Dated: \_\_\_\_\_ 12/19/22

# **EXHIBIT A**

## **PERIODIC REVIEW OF THE SHORELINE MASTER PROGRAM**

### **SCOPE OF WORK**

**Note: task numbering is based upon Ecology's grant task numbering.**

#### **Task 3: Project Coordination and Outreach**

1. **Project Kick-off.** At the start of this project, The Watershed Company will have a conference call kick-off meeting with County staff to review the scope of work throughout Tasks 3-5 below that was developed consistent with Washington State Department of Ecology's (Ecology) grant requirements, review/refine objectives, agree on initial tasks and timeline and coordinate on known resources to be delivered to the project team. The Watershed Company will follow up with a project schedule for both outreach and deliverables from the team. The kick-off meeting may be conducted via phone or video conference, depending upon scheduling.
2. **Public Participation Plan.** The Watershed Company will consult with County staff to help develop a Public Participation Plan to provide opportunities for public involvement in the SMP periodic review consistent with WAC 173-26-090.
3. **Prepare Outreach Materials and Public Notices.** The Watershed Company will prepare draft graphics to support outreach efforts, including providing detailed text and graphics which conveys substantive information to the lay reader. The County will review all draft products prior to finalization. This task includes coordination of notice for the public hearing and comment period with Ecology pursuant to WAC 173-26-104. The County will handle all meeting logistics and coordination, including publishing of outreach materials, mailing, and public noticing.
4. **Consult with relevant agency staff, tribes, and neighboring jurisdictions.** As needed, throughout the update process, County staff and The Watershed Company will coordinate with applicable State and Federal agencies, neighboring jurisdictions, and tribes which share an active interest in the County's SMP. This may include developing a series of up to six monthly "drop-in" telephone meetings to relay project status and current developments.
5. **Assistance with grant reporting and Ecology coordination.** Throughout the process we will provide progress reports to assist the County with grant reporting requirements and will coordinate with Ecology on deliverable requirements as necessary. Although not specific to any one task, The Watershed Company will coordinate regularly with County staff, including scheduling regular check-in phone calls (monthly at a minimum) during critical junctures in the project.
6. **Conduct On-line Open House and Update SMP Website.** The Watershed Company will lead preparation and coordination to conduct an on-line open house early in the process following scoping approval by the BOCC. The intent of the on-line open house is to reach a wide variety of participants and stakeholders who otherwise would not typically attend an in-person open house. The County will handle all public noticing. The Consultant and County agree to follow all applicable state and local public participation mandates.

**Task 4: SMP Update**

1. **Review the SMP for consistency with legislative amendments.** The Watershed Company will review the County's SMP, chapter 90.58 RCW, and Ecology's rules and determine where amendments are needed to the County's SMP to maintain compliance. This will be based on the Ecology checklist and public scoping process.
2. **Review the shoreline Critical Area Regulations.** Review the County's SMP Critical Areas Regulations for consistency with the County's GMA Critical Area Regulations.
3. **Evaluate the Comprehensive Plan and other development code regulations.** The Watershed Company will evaluate consistency of the County's current SMP with both the Comprehensive Plan and development regulations. This task includes the review of staff comments/ recommendations on potential SMP amendment or issues.
4. **Prepare SMP Consistency Analysis Report.** Following the results and findings of the above listed tasks, The Watershed Company will prepare a detailed consistency analysis report which provides summary recommendations. This will include recommendations based on County staff and legal review and input. This document may use Ecology's SMP Periodic Checklist format.
5. **Phone conference with County staff.** Following delivery of the Consistency Analysis Report, The Watershed Company will hold a conference call with County staff to discuss the Consistency Analysis, public input and County identified housekeeping changes.
6. **Provide draft SMP amendments** Following County review and comment on the prior tasks, The Watershed Company will provide a strikeout/underline update of the Shoreline Master Program for County and legal review.
7. **Provide revised draft code for public review.** Based on County feedback, The Watershed Company will prepare a revised draft of all amendments for public review.

**Task 5: Local Adoption Process:** *The County plans to utilize the joint review process as outlined under WAC 173-26-104. This process allows for streamlined efficiency for joint comment periods, joint public hearings, early interim reviews, and ideally, a local adoption that is in compliance with all State mandates.*

1. **Prepare for joint public comment period.** Watershed will assist coordination with Ecology to schedule a joint public comment period and joint public hearing before the County's Planning Commission. This includes preparing public notices. The County will be responsible for publishing of public notices and coordinating the official meeting notifications.
2. **Prepare SEPA documentation.** The Watershed Company will prepare a draft SEPA Checklist and provide to the County for a programmatic/non-project threshold Determination. The County will be responsible for issuing a SEPA determination and providing Commerce with 60-day notice of intent to adopt.
3. **Provide technical and scientific support in coordination with Ecology and other agencies.** The Watershed Company and County staff commonly coordinates with Ecology and other state and federal agencies, as well as technical tribal representatives as part of SMP updates. The Watershed Company will offer continued engagement and responses to key questions, as needed, throughout the SMP update process to address such concerns.
4. **Attend public meetings.** Members of The Watershed Company will attend up to four (4) public meeting events. At this time, these meetings are anticipated to be virtual. In addition to the on-line open house included in Task 3, this task is anticipated to include two Planning Commission workshops, one public hearing with the planning commission, two Board of County

Commissioners study sessions, and one Board of County Commissioners public hearing. If in-person meetings are required, the number of meetings attended will need to be revised and jointly agreed upon by the County and the Watershed Company.

5. **Assist staff in responding to comments.** The Watershed Company will review and prepare responses to public comment through the Planning Commission or Board of County Commissioners public hearing process. This includes preparation of a response matrix to categorize all comments received during the 30-day public comment period, by author, date, and issue and provide recommendations or rationale to address each item. This response to public comments will be submitted to Ecology per the County's grant agreement.
6. **Complete Department of Ecology Shoreline Master Program Periodic Review Checklist.** The Watershed Company will complete the Ecology Shoreline Master Program Periodic Review Checklist.
7. **Review and edit final document(s) based on County direction and submit to Ecology for their Initial Determination.** As requested, The Watershed Company will provide a final review and edit to the documents as directed by the County in preparation of Ecology's Initial Determination.
8. **Final Adoption.** Following receipt of Ecology's comments on the Initial Determination, The Watershed Company will prepare a revised SMP for County adoption.

## EXHIBIT B

### PERIODIC REVIEW OF THE SHORELINE MASTER PROGRAM

### COMPENSATION

Task #	Task	Total Hours	Total Cost
<b>Task 3: Project Coordination and Outreach</b>			<b>\$21,310</b>
1	Project Kick-off	6	\$1,020
2	Develop Public Participation Plan	8	\$1,240
3	Develop outreach materials and public notices	24	\$3,540
4	Provide agency, stakeholder, and jurisdiction coordination	12	\$2,200
5	Assist with grant reporting and Ecology coordination	26	\$4,580
6	Prepare and conduct on-line open house	70	\$8,730
<b>Task 4: SMP Update</b>			<b>\$40,570</b>
1	Review SMA legislative amendments	10	\$1,380
2	Review the shoreline Critical Area Regulations	20	\$2,920
3	Evaluate the Comprehensive Plan and Development Code	20	\$2,920
4	Prepare SMP Consistency Analysis Report	84	\$12,440
5	Meet with County staff	6	\$1,020
6	Provide draft SMP amendments for County review	89	\$13,210
7	Provide draft code for public review	44	\$6,680
<b>Task 5: Local Adoption Process</b>			<b>\$22,120</b>
1	Prepare for joint public comment period	10	\$1,620
2	Prepare SEPA documentation	11	\$1,590
3	Provide technical and scientific support in coordination with Ecology and other agencies	10	\$1,620
4	Attend public meetings (6 total)	62	\$10,060
5	Prepare responsiveness summary to public comments	20	\$3,240
6	Complete Ecology SMP Periodic Review Checklist	5	\$810
7	Review and edit final document(s) based on County direction and submit to Ecology	11	\$1,590
8	Prepare final adoption package following receipt of Ecology comments	11	\$1,590
<b>Total</b>			<b>\$84,000</b>

Expenses are included in the above tasks and are expected not to exceed 1% of the total project budget

As the County progresses with this project, funding between the task listed above may shift as necessary.

The completion of the above tasks will be consistent with the County's grant agreement, unless the County adjusts the grant deadlines with Ecology.

### Hourly Rates Effective 2022\*

Dan Nickel, MSc	Environmental Engineer	\$210
Hugh Mortensen, PWS	Senior Ecologist	\$210
J. Kenny Booth, AICP	Senior Planner	\$210
Al Wald, LHg	Hydrogeologist	\$190
Amber Mikluscak, PLA, GISP, MLA	Senior Landscape Architect/GIS Manager	\$180
Greg Johnston, EIT, CFP, MSc	Senior Fisheries Biologist	\$170
Nell Lund, PWS	Senior Ecologist	\$170
Ryan Kahlo, PWS	Senior Ecologist	\$170
Mark Daniel, AICP	Senior Planner/GIS Specialist	\$170
Marina French, PLA, MLA	Senior Landscape Architect	\$160
Kimberly Frappier, MSc	Environmental Planner	\$155
Colin Macdonald	Restoration Biologist	\$155
Clover McIngalls, PWS	Environmental Planner	\$150
Peter Heltzel, MSc, CFP	Fisheries Biologist	\$150
Heather Rogers, LG, MSc, WPIIT	Planner/Geomorphologist	\$150
Katy Crandall, PWS	Ecologist/Arborist	\$150
Leila Willoughby-Oakes	Associate Planner	\$145
Kyle Braun, PLA	Landscape Architect/Arborist	\$140
Alex Capron, AICP	Planner/GIS Specialist	\$140
April Mulcahy	Ecological Designer/Arborist	\$135
Roen Hohlfeld, MLA	Ecologist/Arborist/Landscape Designer	\$135
Dawn Spilsbury	GIS Analyst/FAA Licensed Drone Pilot	\$130
Sam Payne, PWS	Ecologist/Arborist	\$130
Drew Foster	Arborist	\$120
Amanda Fleischman, MLA	Landscape Designer	\$118
Devin Melville	Environmental Planner	\$118
Fern Huynh	Landscape Designer	\$117
Nathan Burroughs, MSc	GIS Analyst	\$115
Grace Brennan	Ecologist	\$115
Brianna Hines	Environmental Planner	\$115
David Jackson	Environmental Planner	\$115
Hui Cao	Landscape Designer	\$112
Alexis Ochoa	Arborist	\$110
Debra Klein	Accountant	\$110
Brooke Taylor	Accountant/Project Administrator	\$110
Betsy Mann	Marketing Manager	\$110
Angela Mele	Interpretive Planner	\$105
Sage Presster	Ecologist	\$105
Justin Kay	Ecologist	\$100
Laura Keil	Landscape Designer	\$100
Jesse Rogers	Arborist	\$90
Anna Tono	Marketing Coordinator	\$75

\*Rates for 2022 only; escalator clause for cost of living may apply in future years

#### Acronym Key:

CFP = Certified Fisheries Professional as certified by the American Fisheries Society  
PE = Professional Engineer  
EIT = Engineer In Training  
GIS = Geographic Information System  
PWS = Professional Wetland Scientist as certified by the Society of Wetland Scientists  
PLA = State of Washington Professional Landscape Architect  
AICP = American Institute of Certified Planners  
MSc = Master of Science degree  
MLA = Master of Landscape Architecture  
GISP = GIS Professional

Exhibit B – Budget and Fees  
Walla Walla County  
Periodic Review of the Shoreline Master Program

**Direct Costs:**

<b><u>Auto Mileage</u></b> Maximum standard rate allowable by IRS	
<b><u>Reproduction:</u></b>	
<b><u>Black &amp; White Printing</u></b>	<b><u>Rate per Page</u></b>
8 1/2 x 11	\$0.10
11 x 17	\$0.20
12 x 18	\$0.30
<b><u>Color Printing</u></b>	<b><u>Rate per Page</u></b>
8 1/2 x 11	\$1.00
11 x 17	\$2.00
12 x 18	\$2.50
	<b><u>Plotting</u></b> <b><u>Rate per SF</u></b> B&W Bond                      \$1.05 Color Bond                      \$1.18 B&W Glossy                      \$12.18 Color Glossy                      \$13.76
Outside Reproduction	At cost
Electrofishing Equipment Fee	\$100.00/day
Trimble Geo XH - GPS Equipment Fee	\$190.00/day
Panasonic FZ-G1	\$130.00/day
Solomat Water Quality Testing Equipment Fee	\$50.00/day
YSI Salinity pH Meter	\$50.00/day
Lodging and per diem	Reimbursement will be at a rate not to exceed the WA State OFM per diem rate for location services are provided. Out-of-State locations will be reimbursed at the current GSA rate for location services are provided.
Other Direct Costs at Cost	





PROPOSAL FOR  
**WALLA WALLA COUNTY**  
**PERIODIC UPDATE OF THE SHORELINE**  
**MASTER PROGRAM**

July 15, 2022





July 15, 2022

Lauren Prentice, Director  
Walla Walla County Community Development  
310 W. Poplar Street | Second Floor, Suite 200  
Walla Walla, WA 99362  
Submitted via email: [commdev@co.walla-walla.wa.us](mailto:commdev@co.walla-walla.wa.us)

**Re: Periodic Update of Walla Walla County's Shoreline Master Program**

Dear Lauren,

This periodic update of the County's Shoreline Master Program (SMP) is a perfect opportunity for the County to be compliant with the latest State requirements, ensure consistency with the SMP throughout the Comprehensive Plan and development regulations, and find ways to improve usability for both applicants and staff.

The Watershed Company offers the County a team of Shoreline Management Act and Growth Management Act experts with up-to-date knowledge of Ecology standards. The Watershed Company has worked on over 80 Comprehensive and 40 periodic Shoreline Master Program updates and assisted over 40 jurisdictions with updates to Critical Area Ordinances.

Between our extensive experience with comprehensive and periodic SMP updates, including providing the prior SMP and Comprehensive Plan updates for Walla Walla County, we can hit the ground running. We have prepared a proposed budget and scope of work that meets the County's needs by providing a full-service approach to this periodic update that will minimize County staff time.

Our entire project team looks forward to helping you with this latest effort. If you have any questions, you can contact me at (425) 650-1317 or by email at [dnickel@watershedco.com](mailto:dnickel@watershedco.com).

Regards,

Dan Nickel  
Project Manager, Principal-in-Charge

## Table of Contents

Executive Summary	// 2
Project Understanding	// 3
Approach and Methodology	// 5
Project Team	// 10
Project Examples	// 12
Resumes	// 17
Budget	// 22
Budget	// 24
References	// 26

## Contact Information

Dan Nickel  
The Watershed Company  
750 6th Street South  
Kirkland, WA 98033

Phone: (425) 650-1317

Email:

[dnickel@watershedco.com](mailto:dnickel@watershedco.com)



# EXECUTIVE SUMMARY

The Watershed Company has been a leader in science-based planning and design for over 39 years. Our multi-disciplinary approach combines environmental and scientific expertise in natural systems with extensive land use planning, permitting, and construction knowledge to help communities across Washington understand their environments and reach sustainable solutions. We have served public sector clients in the politically-charged areas of Growth Management Act and Shoreline Management Act compliance since 2001. Our multidisciplinary staff is intimately familiar with local conditions, having supported Walla Walla County's comprehensive SMP update.

Watershed frequently works with local jurisdictions and leading regulators—such as the Army Corps of Engineers, Washington State Department of Ecology, and Washington State Department of Fish and Wildlife – on projects varying from new facilities to critical area ordinance updates. These relationships and our overall company-focus on striking a balance between growth and natural resource protection provides for dependable data and analysis for improvement planning.

Our efforts on this SMP periodic update will be as a full-service consultant, covering all aspects of Ecology's grant requirement, including front-line communication and outreach. We will represent the County's interest to ensure the SMP is compliant with State law, while also focusing on providing clarity and improved understanding of the SMPs policies and regulations. This latter effort will focus on providing clear linkages between the SMP and the County's Critical Areas Ordinance and Voluntary Stewardship Program.

**The Watershed Company**  
750 6th Street South  
Kirkland, WA 98033

Contact: Dan Nickel  
Phone: (425) 650-1317  
Email: [dnickel@watershedco.com](mailto:dnickel@watershedco.com)

# PROJECT UNDERSTANDING



## PROTECTING WALLA WALLA COUNTY'S SHORELINE AREAS

Under this effort, Walla Walla County desires to update the SMP for consistency with Ecology mandated updates, as well as review and update the SMP for consistency with applicable development regulations and the Comprehensive Plan, if needed. This includes amendments to improve the linkage between the SMP, Critical Areas Ordinance, and the Voluntary Stewardship Program.

The Watershed Company (Watershed), offers the County and its stakeholders a highly talented group of planners, scientists, and public outreach specialists that will help the County build upon past efforts to create a building block for the future. Specifically, we believe we can help by:

### LEVERAGING OUR EXPERTISE WITH ECOLOGY TO REPRESENT WALLA WALLA COUNTY'S UNIQUE CHARACTERISTICS

Watershed has been working with Ecology on behalf of our local jurisdiction clients on shoreline issues since 2001 in a variety of capacities. We have interacted with more than 20 Ecology project officers during the course of our various SMP and

CAO updates, and have coordinated with Ecology's technical staff as needed to discuss special issues related to critical areas regulations integration, shoreline jurisdiction, and ecological analysis, among others. While our approach is to represent our clients' best interests, our relationships with Ecology offer interactions that are positive and productive, leading to open communication around technical and policy issues. We have been working directly with Jeremy Sikes, Lauren Bromley, and other Ecology shoreline planners on multiple SMP updates in recent years.

In addition to these routine SMP project-related discourses, Watershed has met and consulted with Ecology staff to discuss application and interpretation of various Guidelines sections, including no net loss assessments. We have been successful in coordinating field meetings with Ecology staff, as well as engaging them in developing solutions for special issues unique to a particular jurisdiction.

***"I have truly enjoyed working with your team and believe you are the only consulting firm that could have accomplished this in Pacific County. You guys are amazing."***

***Tim Crose, Pacific County***



In all cases, we have found that substantively including and engaging Ecology in the SMP update process at more than just the required intervals has facilitated a smooth update process and ensured that Ecology staff is able to more fully support the local jurisdiction with any difficult issues.

### **DEVELOPING A ROBUST PUBLIC ENGAGEMENT PLAN FOR COMMUNITY INPUT AND PROJECT TRANSPARENCY**

Walla Walla County includes a variety of shoreline types, from working farmlands to recreational and residential developments to protected natural areas along freshwater lakes, streams, and rivers. These variations in existing land uses and ecological functions coinciding with potential amendments to shoreline regulations can create a mixed response from local landowners, stakeholders, tribes, environmental organizations, and public officials.

Proper messaging is essential to bring awareness to this project, ensuring the public is informed about what the periodic update process involves. Key to this is also diffusing alarm bells to emphasize what is not “on the table.” We take this messaging seriously, ensuring public notices are informative yet engaging, public meetings/open houses are constructive, and that the County’s website is a go-to resource of all project related details.



# APPROACH AND METHODOLOGY

The following scope of work builds upon the scope of work presented in the RFP, noting areas of deviation or where cost savings may be applicable. Our outline follows the Ecology grant phased approach and we have identified where our scope of work would fall under their task allocation.

We have worked on over 80 comprehensive SMP updates and have recently been assisting over 40 Towns, Cities, and Counties with periodic reviews of their existing SMPs. This experience provides us extensive knowledge in effective strategies to streamline processes and concentrate planning efforts where they are most beneficial. This includes recent emphasis on modifying the public review phases to include on-line open houses, pre-recorded PowerPoint presentations, and interactive virtual meetings/hearings with local legislative bodies. While these are options to consider, we have also allotted funding for in-person attendance at Planning Commission and County Commissioner meetings, if necessary. Tasks and subtasks identified below correspond to the proposed budget included on page 22.

## PROJECT COORDINATION AND PUBLIC OUTREACH (ECOLOGY GRANT TASK 3)

**3.1. Project Kick-off.** At the start of this project, The Watershed Company will have a conference call kick-off meeting with County staff to define the scope of work consistent with Ecology's grant requirements, review/refine objectives, agree on initial tasks and timeline and coordinate on known resources to be delivered to the project team. The Watershed Company will follow up with a project schedule for both outreach and deliverables from the team. The kick-off meeting may be conducted via phone or video conference, depending upon scheduling.

**3.2. Public participation plan.** Key to providing successful coordination at all levels is to communicate clearly and transparently. This includes ensuring the public can be readily informed via multiple mechanisms, including a regularly updated SMP specific web page on the County's website, email mailing lists, and public advertisements. But this also includes direct dialogue with interested parties.

We will prepare a well-crafted and meaningful public participation plan that lays out a strategy to effectively notify interested parties, gather input to assist the SMP update, ensure open communication, and understand how best to engage the community.

The public participation plan will identify key messages, objectives, stakeholders, and equitable methods of outreach. As with past clients successfully adopting their periodic SMP update, the key with this public participation plan is to outline what is and is not on the table, providing bookends for public review as part of this process. In addition, the plan will also outline anticipated dates at which there will be open, likely virtual public meetings, including virtual meetings with local decision makers. The plan may also include broad approaches to solicit community feedback such as a project website, public notifications, questionnaires, social media efforts, and others.

**3.3 Develop outreach materials.** Our team is creative and skilled at developing presentations, outreach and public noticing materials for public meetings, whether for use at virtual or in-person public open houses or workshops or for Planning Commission and County



Commissioner meetings. Our focus is to provide detailed text and graphics which conveys substantive information to the lay reader. This task includes coordination of notice for the public hearing and comment period with Ecology pursuant to WAC 173-26-104.

**3.4. Coordinate with Ecology, agency staff, tribes, and neighboring jurisdictions.** Our staff will coordinate with Ecology, applicable State and Federal agencies, neighboring jurisdictions, and tribes, which share an active interest in the County's SMP framework. Our Ecology coordination includes providing them with an opportunity to review and comment early in the update process. Having worked with over 20 different Ecology project managers on shoreline planning projects, our relationships bring trust and open collaboration to our clients, resulting in successful outcomes. Depending on project needs, Watershed may host a couple "drop-in" telephone meetings to relay project status and current developments to such stakeholder groups.

**3.5. Assistance with grant reporting and Ecology coordination.** Throughout the process Watershed will provide progress reports to assist the County with grant reporting requirements and will coordinate with Ecology on deliverable requirements as necessary. The County will lead all coordination through the State's EAGL system.

**3.6. Update project specific website.** The Watershed Company will assist the County by creating and updating an SMP project specific website to reach a wide variety of participants and stakeholders. This website would be the location for posting all relevant materials (e.g. FAQ worksheet), project documents, meeting notices, etc.

**Pacific County**  
SHORELINE MASTER PROGRAM

Overview FAQs Next Steps Get More Involved

## Pacific County Shoreline Master Program Online Open House

Pacific County is updating its Shoreline Master Program (SMP). This Online Open House will provide you with easy-to-digest information and ways to get involved, and will continue to be updated until approval of the SMP. Visit Pacific County's official SMP website to learn more.

### Overview

Pacific County is in the process of completing a **Periodic Review** of its SMP. The Periodic Review is required for compliance with the state's Shoreline Management Act.

A very extensive public process for the Comprehensive Update of the SMP commenced in 2015 and was adopted in 2017. The County must now conduct the Periodic Review per the state-mandated timeline.

The updated SMP will include a full public review process and joint review by the Washington State Department of Ecology. It is anticipated to be adopted by the County by mid-2023.

### Frequently Asked Questions

- + What is a Shoreline Master Program?
- + Where does an SMP apply?
- + What is an SMP Periodic Review?
- + What will this Period Review NOT do?
- + Why update the SMP now?
- + What is the expected timeline for this process?
- + How do I submit feedback?

### Next Steps

**Where we are now...**

- The County is kicking off the SMP periodic update by first reviewing the SMP for consistency with state law, existing County plans, and other development regulations.
- The findings of this consistency review will be presented to the Board of County Commissioners to identify the anticipated scope of SMP amendments.
- The County will be conducting public outreach and communication throughout the project timeline as outlined in a public participation plan developed for this update.

**Where we are headed...**

- During 2022, the County will hold quarterly public information meetings (begin up below) to help inform the public and stakeholders about this periodic update.
- The County anticipates public review of draft amendments starting in Summer 2022 with Planning Commission review extending into the Fall.
- There will be a formal public comment period and public hearing with the Planning Commission, held jointly with the Department of Ecology.
- The Planning Commission will deliberate and make recommendations to the Board of County Commissioners.
- Public comments and recommendations will get in the hands of County Commissioners for final action.

**Stakeholder outreach:**

Online Open House launched

Public review of draft SMP begins

Planning Commission review

Public hearing

Local adoption

**Estimated Project Timeline**

2021 2022 2023



## SMP UPDATE (ECOLOGY GRANT TASK 4)

**4.1. Review SMA legislative amendments.** Our ongoing SMP work for other jurisdictions across the State, including 40 local jurisdictions conducting periodic reviews, has kept us up to speed with all relevant SMA legislative amendments. The Watershed Company will review the County's SMP, chapter 90.58 RCW, and Ecology's rules and determine where amendments are needed to the County's SMP to maintain compliance. Our review will be based on the Ecology periodic review checklist.

### 4.2. Review the Shoreline Critical Areas Regulations for consistency with the GMA Regulations.

Review the County's Critical Areas Regulations for consistency with best available science (BAS). Review exceptions to applicability within shoreline jurisdiction listed in the SMP and consider SMP specific provisions which address differences between SMA and GMA allowances/prohibitions where necessary. Recent changes in summer of 2018 to the Washington Department of Ecology guidance on wetland buffer protection options resulted in the potential for local jurisdictions across Washington to modify their buffer protection

standards. This is one of several areas where BAS has changed and may be accounted for in this periodic review, though not required.

### 4.3. Prepare Comprehensive Plan and Code

**Consistency Analysis.** The Watershed Company will evaluate consistency of the County's current SMP with both the Comprehensive Plan and development regulations. This task includes the review of staff comments/recommendations on potential SMP amendment or issues.

**4.4. Prepare SMP Consistency Analysis.** Following the results and findings of the above listed tasks, we will prepare a detailed consistency analysis report, which summarizes our recommendations. The outcome of this task will serve as a guidance document for the periodic update process.

**4.5. Phone Conference with County staff to review gaps and assess recommendations.** At this point, our team will have a conference call with County staff to discuss the Consistency Analysis and proposed recommendations for code amendments.

**4.6. Draft proposed amendments to the SMP.** The Watershed Company will provide a strikeout/underline update of the Shoreline Master





Program for County and legal review. It is anticipated that the critical areas regulations currently contained within the SMP will be updated for a new Critical Areas Ordinance, to then be incorporated in the SMP. In addition, the County may desire to provide clarity between the implementation of the Voluntary Stewardship Program and the SMP.

#### 4.7. Provide revised draft code for public review.

Based on County feedback, The Watershed Company will prepare a revised draft of all amendments for public review.

### LOCAL ADOPTION PROCESS (ECOLOGY GRANT TASK 5)

#### 5.1. Prepare for joint public comment period.

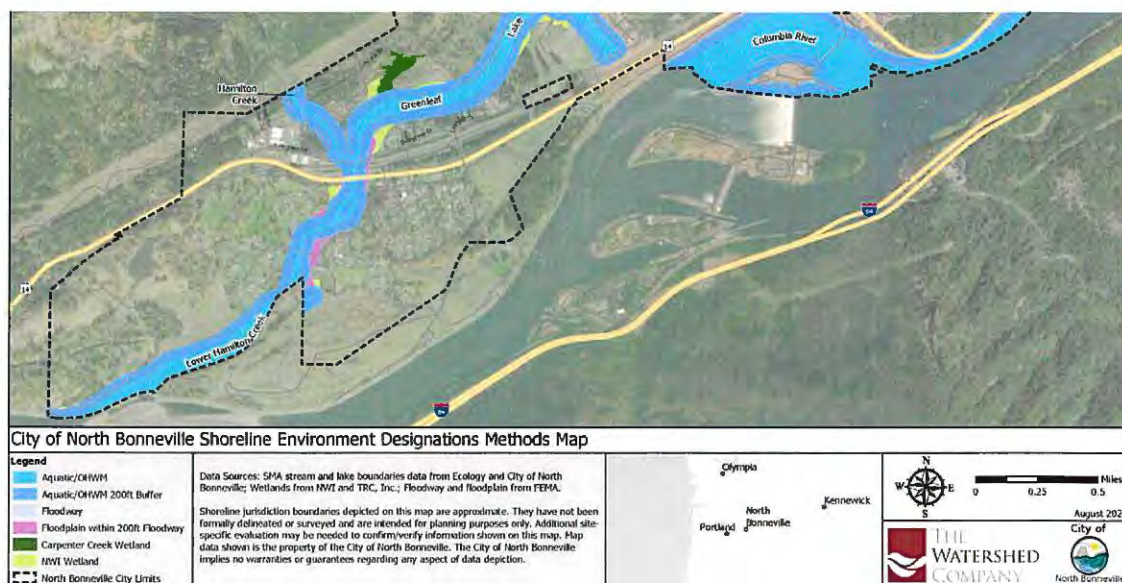
Watershed will assist coordination with Ecology to schedule a joint public comment period and joint public hearing before the County's Planning Commission. This includes preparing public notices. The County will be responsible for publishing of public notices and coordinating the official meeting notifications.

#### 5.2. Prepare SEPA checklist and threshold determination. We will prepare a draft

SEPA Checklist and a non-project threshold determination. The County will be responsible for issuing the determination.

**5.3. Provide technical and scientific support in coordination with County Staff, Ecology and other agencies.** Watershed staff commonly coordinates with Ecology and other state and federal agencies, as well as technical tribal representatives as part of SMP and CAO updates. We offer continued engagement and responses to key questions, as needed, throughout the SMP update process. This may include workflow diagrams to show both County Staff and the public the shoreline permitting process for when a shoreline permit is required.

**5.4. Attend public meetings.** Our staff are experienced in working to resolve conflicts and allow all voices to be heard. As with each of our recent CAO and SMP projects for other jurisdictions, we have provided assistance at public meetings, presenting our findings and recommendations, reviewing draft code amendments, answering technical questions, and facilitating discussion. Members of The Watershed Company will





attend up to four (4) public meeting events. At this time, these meetings are anticipated to be attended virtually and includes one Planning Commission workshop, one public hearing with the Planning Commission, one Board of County Commissioners study sessions, and one Board of County Commissioners public hearing. One Planning Commission meeting may represent the joint Ecology and County SMP Public Hearing, as authorized by the joint review process prescribed by WAC 173-26-104, enabling a streamlined public process and approval timeline. If in-person meetings are desired, the number of meetings attended will be revised to two (2) meetings. Watershed is committed to ensuring the review process is thorough. If additional meetings are anticipated, we can adjust the scope of work to accommodate this change.

**5.5. Prepare a responsiveness summary for public comments.** The Watershed Company will review and prepare responses to public comment through the Planning Commission or Board of County Commissioners process. This includes preparation of a response matrix to categorize all comments received during the 30-day public comment period, by author, date, and issue and provide recommendations

or rationale to address each item. This response to public comments will be submitted to Ecology per the County's grant agreement.

**5.6. Complete Ecology's SMP Periodic Checklists.**

This task is well laid out already by the Department of Ecology and will not take an extensive effort to complete. Periodic Checklist contents will have already been considered during the SMP Consistency Analysis task. (Ecology Grant Task 4).

**5.7. Review and edit final document(s) and submit to Ecology for their Initial Determination.**

The Watershed Company will provide a final review and edit to the documents, as directed. Following County approval, we will assist the County in submitting to Ecology.

**5.8. Final Adoption.** Following receipt of Ecology's initial determination we will work to address any recommended or required changes and prepare an adoption draft to go to the County Commissioners.

**Contingency.** Watershed will strive for project efficiency, streamlining work efforts where feasible to help save budget to provide additional technical support, where necessary throughout the update.



# PROJECT TEAM

## GMA AND SMA EXPERTS

**The Watershed Company** has been a leader in science-based environmental planning and design for more than three decades. Our multi-disciplinary approach combines environmental and scientific expertise in natural systems with extensive planning, permitting, and construction knowledge. The Watershed Company has provided natural resource assessment, conservation planning, and restoration design for local governments across Washington. We have served public sector clients in the politically-charged areas of Growth Management Act and Shoreline Management Act compliance since 2001. To date, Watershed has supported more than 80 comprehensive SMP updates, including 14 counties. Watershed frequently works with local jurisdictions and leading regulators—such as the Army Corps of Engineers, Washington State Department of Ecology, and Washington State Department of Fish and Wildlife – on projects varying from new facilities to critical area ordinance updates. These relationships and our overall company-focus on restoration and natural resource protection provides for dependable data and analysis for improvement planning.

Our team is led by Dan Nickel, Environmental Engineer, with over two decades of experience in shoreline design and environmental policy and regulatory development. Dan was the project manager for the Walla Walla County SMP Comprehensive update. Mark Daniel, AICP, Senior Planner, who led the County's comprehensive plan update, will also be integral to this project. Dan will lead all aspects of this project, including deliverables, budget, schedule, and communications. Each member on our planning team has active experience working with SMA and GMA requirements, for similar jurisdictions across Washington. We will apply understanding of the County's environments and stakeholders to produce an efficient and actionable update.

**Availability.** Dan's current commitments are actively ending, making him 40% available when the County's SMP work is under way. Dan and the rest of the Watershed team are fully available to the County to complete the work by June 30, 2023.

**Experience and Project Tasks.** On the following pages, we highlight our team's experience. Full resumes detailing our prior SMP experience can be found starting on page 17. Hours for specific tasks by team member can be found on page 22.



**DAN NICKEL**

PROJECT MANAGER/  
PRINCIPAL-IN-  
CHARGE

Dan has been project manager for updates to more than 60 SMPs and 20 CAOs for various jurisdictions, including 10 counties across Washington State. He is a leader on SMA and GMA compliance, providing a key resource to county and city planning staff. On the applied side, he has also led over 150 shoreline restoration design projects to improve fish habitat, managing both design and complex permitting.





**MARK DANIEL, AICP**

**SENIOR PLANNER**

Mark is an environmental planner and project manager dedicated to helping create sustainable, livable communities that maintain the integrity of their natural systems. Mark leads long-range and current planning projects across the State, including comprehensive plan updates, Shoreline Master Program updates, critical areas ordinance updates, urban design guidelines, and master plans. Mark was project manager for the Walla Walla Comprehensive Plan update.



**ALEX CAPRON**

**ENVIRONMENTAL  
PLANNER**

As a planner, project manager and geospatial specialist, Alex has managed over 10 SMP periodic updates from start toward local adoption since 2018 for local jurisdictions, in addition to assisting with numerous others. Alex is quite familiar with the Shoreline Management Act and shoreline permitting projects around Washington State, having worked both with jurisdictions and private property owners alike, providing permitting pathways to compliance.



**CLOVER MCINGALLS,  
PWS**

**ENVIRONMENTAL  
PLANNER**

Clover is an environmental planner with expertise in Washington's environmental regulations and a background in wetland science. Clover was Watershed's project manager for the Adams County and Whitman County comprehensive SMP updates. She has prepared environmental permit applications and supporting documents in a variety of jurisdictions and assisted numerous Washington counties with SMP updates.



**ANGELA MELE**

**GRAPHICS  
SPECIALIST/  
INTERPRETIVE  
PLANNER**

Angela collaborates with clients, scientists, community members, and others to create interpretation that engages diverse audiences in environmental and cultural topics. With her background in scientific illustration and exhibit design, Angela works to balance scientific accuracy with compelling visuals and accessible writing and design.

# PROJECT EXAMPLES

## SHORELINE MASTER PROGRAM UPDATE, WALLA WALLA COUNTY

The Watershed Company led a regional effort for the SMP update for Walla Walla County and the Cities of Prescott, Waitsburg, and Walla Walla. This work included preparation of shoreline inventory and characterization, restoration plans, cumulative impacts analysis, and updated Shoreline Master Program policies and regulations. The Watershed Company engaged an active Regional Working Group comprised of local agricultural landowners, irrigation districts, stakeholders, environmental groups, and local officials, to develop a regionally tailored SMP while also addressing necessary updates to critical areas regulations. Additional public outreach and participation included open house events throughout the County, visioning workshops, Planning Commission briefings, and all supporting electronic documentation and outreach.

## SHORELINE MASTER PROGRAM UPDATE, ADAMS COUNTY

The Watershed Company supported Adams County on its Shoreline Master Program (SMP) update which addresses Cow Creek, Lower Crab Creek, The Palouse River, Rock Creek, and 21 County lakes for a total of 254 miles of river and lake shoreline and 11 square miles of upland shorelands. The Watershed Company led all aspects of the update process which included a baseline inventory and shoreline characterization report and restoration plan among other technical documents which supported the development of updated SMP policies and regulations. Products reflect the community's values, drawn from extensive public outreach including open houses, an online visioning survey



*Dan Nickel at a Skagit County SMP Open House Event*

and website, all led by The Watershed Company. The Watershed Company met nine times with the Planning Commission to present and discuss proposed SMP provisions and tailored the draft SMP based on feedback received from the community. Agency staff, shoreline property owners, the irrigation district, and other interested parties often participated in meetings. The SMP was locally adopted in July of 2015, ahead of the grant deliverable schedule, and was formally approved by Ecology as submitted.

## SHORELINE MASTER PROGRAM AND CRITICAL AREAS ORDINANCE UPDATE, SKAGIT COUNTY

The Watershed Company has assisted Skagit County with updates to both the Shoreline Master Program and Critical Areas Ordinance over the past decade. The Skagit County SMP covers a staggering amount of shorelines: 228 miles of marine and estuarine shorelines, 598 miles of rivers and streams, and 53 lakes and reservoirs. A central part of the Skagit County SMP update process was



the creation of a 17-member advisory committee by the Board of County Commissioners to review draft materials and advise the County throughout the process. The Watershed Company facilitated advisory committee meetings, and also put on a series of public visioning workshops and public open houses at multiple locations throughout the County. Watershed led the production of major technical deliverables including the shoreline inventory and characterization report, the cumulative impacts analysis, and restoration plan. Staff also provided significant input into policy and regulation development, facilitated 19 Shoreline Advisory Committee meetings and assisted with all aspects of public involvement. The County anticipates concluding both the comprehensive update and periodic review components of the SMP in 2022.

## SHORELINE MASTER PROGRAM UPDATE, KITSAP COUNTY

The Watershed Company was hired in 2020 to help complete a periodic update of the Kitsap County SMP. Working under a tight timeframe, all work was completed within nine months, including a robust public outreach effort inclusive of community information meetings and an online open house. The update ensured continued consistency with State laws and local plans, but also worked to improve permit processing and administrative understanding. This effort was in follow up to Watershed's work on the 2014 comprehensive SMP update.

## SHORELINE MASTER PROGRAM (SMP), CRITICAL AREAS ORDINANCE (CAO) UPDATE, AND VOLUNTARY STEWARDSHIP PLAN (VSP), PACIFIC COUNTY

With a shoreline resource dependent economy, Pacific County's SMP addressed the often competing interests of fishing, aquaculture, ocean

energy, environmental quality, recreation, and property rights. Watershed began working with the County to update its SMP in 2014. The public and 21-member shoreline planning committee soon recognized Watershed as a partner in developing a plan that represented the interests of the County. The SMP update included a reach-based analysis of shoreline ecological functions and land use characteristics; policy and regulatory document development; a restoration plan; and extensive outreach with the public, tribes, and agencies.

The County also hired Watershed to complete its CAO update and to develop the County's VSP, a voluntary alternative to traditional critical areas protection intended to support agricultural viability. Both the CAO and VSP entailed an assessment of key concerns, technical analyses, and extensive coordination with citizen advisory groups. In

### Mitigation for Impacts to Significant Trees in Shoreline Vegetation Conservation Area

If a significant tree is removed within the Shoreline Vegetation Conservation Area, it will need to be replaced with one or more trees, depending on the size of the tree trunk, height of tree, and species of tree. Significant trees are defined as healthy evergreen or deciduous trees, eight inches in diameter or greater, measured four feet above existing grade.

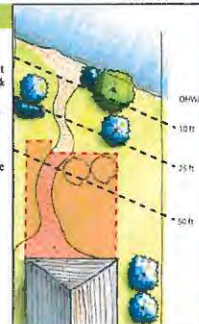
Significant Tree Removed	Diameter at Breast Height (DBH)	Ratio (replaced : removed) - see reverse for location guidelines
Greater than 50 feet in height at time of application or on Replacement Tree List	8-10 inches	1:1
	10-16 inches	2:1
	>16 inches	3:1
Less than 50 feet in height at time of application and not on Replacement Tree List	Any DBH greater than 8 inches	1:1

#### Example

**Impacts:** House expansion will remove two significant trees, 12-in DBH within 50 feet of the ordinary high water mark (OHWM). The expansion will also impact existing landscape.

**Mitigation:** Plant four trees, at least two within 50 feet of the OHWM, and two anywhere within 0-200 feet from OHWM. Plant vegetation to offset landscape impacts.

see Handout SMP-2 for information on calculating mitigation for impacts to other shoreline vegetation



### Replacement Tree List

#### Native Trees

Grand fir  
Noble fir  
Alaska yellow cedar  
Sitka spruce  
Shore pine  
Lodgepole pine  
Western white pine  
Douglas-fir  
Western red cedar  
Western hemlock  
Big leaf maple  
Red alder  
Pacific madrone  
Pacific dogwood  
Oregon ash  
Black cottonwood  
Quaking aspen  
Garry oak  
Paper birch

#### Non-Native Trees

Incense cedar  
Atlas cedar  
Decid. cedar  
Cedar of Lebanon  
Western larch  
Ponderosa pine  
Coastal redwood

#### Impact Area

Impact Area

Existing vegetation

Proposed vegetation

If you have questions or need additional information, please contact the Development Services Department at 361-412-4788 or [landuse@pacificcountymt.gov](mailto:landuse@pacificcountymt.gov)

Dan Nickel presented different mitigation strategies to the City of Bellevue's City Council as part of its SMP update.

developing the VSP, Watershed planners conducted an assessment of the needs and challenges for critical areas protection and agricultural viability in the County. Based on this initial assessment and ongoing engagement of agricultural producers, Watershed developed a set of goals, measurable benchmarks, and monitoring parameters appropriate to the County's unique agricultural and environmental characteristics. Our team's collaborative approach resulted in an on-schedule, under-budget, and enthusiastically-approved Work Plan that will protect environmental functions and processes and meet the needs of the County's diverse agricultural community.

#### **SHORELINE MASTER PROGRAM UPDATE, WHITMAN COUNTY**

The Watershed Company supported Whitman County on its Shoreline Master Program update. The project included support for development of the County's updated SMP as well as the development of SMPs for seven Whitman County cities and towns. The project included development of a shoreline map inventory intended to record the existing conditions upon which the development of SMP provisions were examined to ensure the adopted regulations provide no net loss of shoreline ecological functions. Work products reflect each of the communities' values, drawn from extensive public outreach including a series of public meetings held in each jurisdiction. We solicited input from state and federal agencies, waterfront property owners, tribes, non-profit groups, conservation districts, and business interests to tailor SMPs that would meet the unique needs of each jurisdiction. The process included a joint County/City/Town visioning meeting and multiple meetings with each jurisdiction's staff, planning commission and/or city/town council. Given the nature of the rural county, most of the cities and towns are generally

managed by a very small staff usually unfamiliar with SMPs. The ability of these small towns to provide information to support the process was limited. We communicated regularly with each jurisdiction to help facilitate completion of the entire process from the initial jurisdiction inventory and mapping, through the SEPA process and the local hearings and adoptions. We also coordinated to receive review and comment on all project deliverables at each step of the process (jurisdiction, analysis report, restoration plan, SMP, cumulative impacts analysis and no net loss report).

#### **SHORELINE MASTER PROGRAM PERIODIC UPDATE, WHATCOM COUNTY**

The Watershed Company assisted Whatcom County with the periodic update of its SMP. The initial phase of the project featured a public scoping process designed specifically to help the County Council determine the scope of the periodic update. This included a series of three public open houses held throughout the County to gather public feedback on the SMP with a formal scoping document that was approved by the County Council. The scope of the County's periodic update goes beyond just addressing legislative amendments and addresses a variety of issues. For example, a focus of the periodic update has been to better consider potential climate change impacts, including sea level rise. To this end, the Watershed team prepared a technical memo addressing climate change best available science specific to Whatcom County.

#### **SHORELINE MASTER PROGRAM AND CRITICAL AREAS ORDINANCE UPDATES, KLICKITAT COUNTY**

The Watershed Company is actively leading a county-wide effort to complete both the comprehensive and periodic updates of the



County's SMP and a major update of the County's CAO. The SMP work included completing an inventory and characterization of shoreline and watershed conditions, preparation of a shoreline restoration plan and cumulative impacts analysis, as well as a complete re-draft of the SMP. The Watershed Company led all aspects of public participation for the SMP update, including facilitating technical and citizen advisory committee meetings, open houses, and visioning workshops. The Watershed Company continues to coordinate with County staff, stakeholders, state and federal agencies, NGOs, and tribes, including the Yakama Nation, to assimilate and present available data, understanding of baseline conditions, and propose amendments for both the SMP and CAO. The County plans to adopt both in 2022 following a variety of additional public participation events and legislative workshops.

#### **SHORELINE MASTER PROGRAM PERIODIC UPDATE, ISLAND COUNTY**

The Watershed Company assisted Island County with their Shoreline Master Program (SMP) Periodic Review and Update by providing a variety of technical and planning resources.

While the County took the lead role in ensuring consistency with State legislative updates, The Watershed Company team assisted with updating the shoreline environment designation maps, provided technical memos to support proposed policy and regulatory amendments, and analyzed the County's sea level rise monitoring programs to verify their overall effectiveness and ability to provide accurate long-term data relative to specific residential advisory areas. The latter was created with the goal of providing the County with sufficient data to evaluate planning strategies based on expected risks.

#### **CRITICAL AREAS ORDINANCE UPDATE, KITITAS COUNTY**

Kittitas County had been undertaking the update of their critical area regulations for several years before contracting with The Watershed Company. The landscape of Kittitas County is very diverse and complex, including forested mountains in the west and a semi-arid plateau to the east. This complexity is rich in natural resources and creates a particularly difficult environment for creating county wide environmental regulations. Watershed





made it a priority to address concerns by explaining code provisions thoroughly with technical memorandums that include accessible explanations of state laws and best available science. This approach created a more clear and transparent process that shows the identification of stakeholder comments and concerns to ensure all competing interests including recreation, agriculture, conservation and restoration, treaty rights, and property rights are adequately addressed. Watershed worked to provide Kittitas County with a comprehensive and regionally specific draft of regulations that was consistent with other local jurisdictions and contained clear procedures and requirements. The draft was adopted in 2021.

**The success of the VSP relies on participation from the agricultural community.**

"The cranberry farming community has a long history of working collectively to solve problems and ensure a sustainable future. Under the VSP, we can continue to work together toward more tailored, innovative solutions than would be allowed under a traditional, 'one size fits all' regulatory approach."

— David Cornell, DAF Coastal Cranberries

"With the VSP, we have the opportunity to manage our land and resources efficiently and sustainably using methods we know work well here in Pacific County. This should be much more effective and less onerous than state or federal regulations that do not account for our unique local conditions."

— Jim Ross, Ross Ranch

"A county VSP program allows us to use management practices that have proven to work well here in unique Pacific County. Tested and proven results from the VSP will allow us to continue our natural resource operations and avoid the heavy-handed, 'one size fits all' state regulatory approach. If we don't have enough participation, we risk having rules and choices made for us by bureaucrats, who often use wedge farmers' to drive nails."

— Andy Patterson, Patterson Dairy



**For more information, and to get involved:**

Visit the Pacific County VSP website at:  
<http://www.co.pacific.wa.us/dcd/VSP.htm>

Washington Conservation Commission:  
<http://acc.wa.gov/voluntary-stewardship-program>

Contact Mike Nordin at the Pacific Conservation District:  
 9014 W. Robert Road Drive  
 South Bend, WA 98586  
 (360) 735-6735 • (360) 249-5542  
 Email: [pluto@pacificbay.org](mailto:pluto@pacificbay.org)

Submit an Individual Stewardship Plan:  
<https://tinyurl.com/ybg5wvze>



**PACIFIC COUNTY VOLUNTARY STEWARDSHIP PROGRAM**

What it is, and how to get involved



**Program (VSP)**

The long-term goal of the VSP is to protect critical areas on agricultural lands, while maintaining and enhancing the viability of agriculture in the watershed.

The Voluntary Stewardship Program (VSP) is an alternative to existing regulations for critical areas on agricultural lands. It is a voluntary program that allows landowners to develop and implement a plan that meets the same goals as existing regulations, but with more flexibility and control over the process.

**How the VSP Works**

- The Pacific Conservation District provides technical assistance and advice to landowners on how to develop a VSP.
- The VSP is a voluntary program that allows landowners to develop and implement a plan that meets the same goals as existing regulations, but with more flexibility and control over the process.

**THE VSP WORKING GROUP**

The VSP Working Group was established in 2017 to develop the VSP. It consists of representatives from the Pacific Conservation District, the Washington Conservation Commission, and various agricultural and conservation organizations.

**Watershed regularly develops outreach materials in support of planning efforts. Pictured: brochure advertising Pacific County's VSP development, including information on critical areas (bottom).**



**How to Participate in VSP**

**The Individual Stewardship Plan (ISP)**

The ISP is a professional plan that will guide you in managing your land in a way that is consistent with the VSP. It will also provide you with information on how to develop and implement a plan that meets the same goals as existing regulations, but with more flexibility and control over the process.

**If you're not sure whether there are critical areas on your land:**

County rules state that when the appropriate location of critical areas is available in the VSP, the landowner must follow the County's rules.

<http://www.co.pacific.wa.us/dcd/VSP.htm>

The brochure on these pages has not been formally adopted as a rule and is intended for planning purposes only. When in doubt, contact the Pacific County Department of Community Development or the Pacific Conservation District.

Watershed regularly develops outreach materials in support of planning efforts. Pictured: brochure advertising Pacific County's VSP development, including information on critical areas (bottom).



## Dan Nickel

Project Manager | Environmental Engineer | Vice President

### PROFESSIONAL EXPERIENCE

21 years

### EDUCATION

M.S., Environmental Science, 2000, Department of Civil and Environmental Engineering, University of Washington, Seattle, Washington

B.S., Biology, 1993, Pacific Lutheran University, Tacoma, Washington

### REGISTRATIONS & LICENSES

Certified Erosion and Sediment Control Lead (CESCL) Certification, 2008

### CONTINUING EDUCATION

U. S. Army Corps of Engineers Wetland Delineation Certification Training, 2001

Northwest Environmental Training Center ArcView and Environmental Applications of GIS, 2002

Washington Department of Ecology Ordinary High Water Mark Training, 2003

For over 21 years, Dan has helped public agencies develop projects and plans that balance environmental impacts and regulatory protection standards. Dan has been project manager for updates to more than 80 Shoreline Master Programs and 20 Critical Areas Ordinances, focusing on improving environmental and land use policies and regulations. His work for various cities and counties across Washington State has included extensive public and stakeholder involvement to ensure collaborative input and successful, positive outcomes.

**Shoreline Master Program Periodic Update, Kitsap County.** Dan served as project manager for Kitsap County's SMP periodic update completed in 2021. Working with a collaborative team of experts, Dan coordinated a detailed analysis of SMP consistency with current State laws and local plans and regulations. The effort's robust public involvement included virtual monthly public information meetings, an on-line open house, joint public comment period and hearing with Ecology, and an extensive public process to review proposed SMP amendments before the County's Planning Commission and Board of County Commissioners.

**Shoreline Master Program Regional Update, Walla Walla County.** Dan served as the project manager for the regional comprehensive SMP update for Walla Walla County and the Cities of Prescott, Waitsburg, and Walla Walla. This work included preparation of a shoreline inventory and characterization, restoration plan, cumulative impacts analysis, and updated SMP policies and regulations. Dan engaged an active Regional Working Group comprised of local agricultural landowners, irrigation districts, stakeholders, environmental groups, and local officials, to develop a regionally tailored SMP. Additional public participation included open house and visioning events, Planning Commission briefings, and all supporting electronic documentation and outreach.

**Shoreline Master Program Update, Klickitat County.** Dan is actively leading a county-wide effort to complete both the comprehensive and periodic updates of the County's SMP. This work included completing an inventory and characterization of shoreline and watershed conditions, preparation of a shoreline restoration plan and cumulative impacts analysis, as well as a complete redraft of the SMP. As project manager, Dan coordinated with County staff, stakeholders, state and federal agencies, NGOs, and tribes, including the Yakama Nation, to assimilate and present available data and understanding of baseline conditions in a variety of public forums, including community open houses, technical and citizen committee meetings, and legislative workshops.

**Critical Areas Ordinance Update, Kittitas County.** Dan was the project manager for the County's successful critical areas ordinance update. After several attempts to complete the required update, The Watershed Company was hired to provide revamped regulations consistent with best available science, stakeholder feedback, and local conditions. This effort included updated maps and regulations for Critical Aquifer Recharge Areas, updated stream regulations consistent with State guidance, and improved administrative procedures.







## Mark Daniel, AICP

Senior Planner I GIS Specialist

### PROFESSIONAL EXPERIENCE

15 years

### EDUCATION

Master of Urban Planning, 2007,  
University of Washington

B.A., Economics/Environmental  
Studies, 2005, Western  
Washington University

B.A., Kinesiology, 1996,  
University of Colorado

### CERTIFICATIONS

American Institute of Certified  
Planners, #025040, 2011

### CONTINUING EDUCATION

- Navigating SEPA, 2019
- Documenting NEPA  
Categorical Exclusions,  
WSDOT, 2017
- Coastal Training Program  
Washington: How to  
Administer Development  
Permits in Washington's  
Shorelines, 2009
- Planning for Climate Change,  
2009
- Puget Sound Coastal  
Processes and Shoreline  
Stabilization Measures, 2008

### SPECIAL SKILLS

- GIS

Mark has worked on a broad array of long-range and current planning projects. His long-range planning experience includes shoreline master program updates, critical areas ordinance updates, comprehensive plan updates, urban design guidelines, and master plans. His current planning experience includes project permitting, SEPA/NEPA compliance, and development application review for local government jurisdictions. In performing this work, Mark has worked with a variety of public and private clients and stakeholders, actively participated in numerous public meetings, and successfully managed several projects. Attention to detail, conciseness, and flexibility are hallmarks of Mark's skills.

**Periodic Shoreline Master Program (SMP) Reviews, Various Washington Cities and Counties, Including City of Burien, City of Langley, City of Lake Stevens, Whatcom County, et al.** Mark has helped several jurisdictions with the periodic review of their SMPs. He has provided assistance tailored to the specific needs of the local jurisdiction. For most jurisdictions, this has included making targeted SMP amendments to address issues that have become apparent after several years of SMP implementation.

**Comprehensive Shoreline Master Program (SMP) Updates, Various Washington Cities and Counties, Including City of Port Angeles, San Juan County, Skagit County, et al.** During the most recent cycle of comprehensive SMP updates, Mark helped dozens of Washington jurisdictions navigate and complete the comprehensive update process. He assisted with the development of all required work products, including the inventory and characterization, cumulative impacts analysis, restoration plan, no net loss report, and the SMP itself. In developing these work products, he often used GIS to conduct broad-scale shoreline analysis and create informative shoreline map folios. He participated in a variety of public involvement efforts, including meetings with shoreline advisory committees, planning commissions, elected officials, stakeholders and the general public. As a result of this experience, he is intimately familiar with the substantive and procedural provisions of the SMP Guidelines.

**Comprehensive Plan Periodic Update, Walla Walla County.** Mark was the consultant project manager for the most recent periodic update of Walla Walla County's comprehensive plan pursuant to the Growth Management Act. As an early step in the update process, Mark conducted a gap analysis of the County's existing plan, which included an evaluation of the plan against the Department of Commerce review checklist. He subsequently assisted the County with the selection of its overall population projection, as well as the population growth targets for its component jurisdictions. Mark also led the preparation of a GIS-based land capacity analysis that assessed the ability of component jurisdictions to accommodate their projected growth. At the end of the process, Watershed delivered a completely updated comprehensive plan with a refreshed appearance. The updated plan included extensive text revisions, new and amended goals and policies, as well as an extensive suite of maps. During the update, Mark participated in several public, Planning Commission, and Board of County Commissioners' meetings.





## Clover McIngalls, PWS

Environmental Planner

### PROFESSIONAL EXPERIENCE

14 years

### EDUCATION

Master of Marine Affairs,  
2013, University of  
Washington, Seattle,  
Washington

B.S., Environmental Science,  
2006, Western Washington  
University, Bellingham,  
Washington

### CERTIFICATIONS

Professional Wetland Scientist  
(PWS), Society of Wetland  
Scientists Certification, 2015,  
PWS# 2630

Pierce County Preferred  
Wetlands Specialist

### CONTINUING EDUCATION

Wetland Rating, Mitigation  
Design, Mitigation and  
Monitoring Plan Review, and  
OHWM Identification (WA  
Ecology)

2014 Revised Wetland Rating  
System, 2014 (WA Ecology)

Tree and Shrub Identification  
for Western WA Puget  
Lowland Habitats, 2015 (WA  
Ecology)

FEMA/National Marine  
Fisheries Service (NMFS)  
Environmental Species Act,  
2015(ESA) Workshop (FEMA  
Region X Service Center)

Clover is an environmental planner with over fourteen years of experience helping public agencies and jurisdictions meet Washington's environmental regulatory requirements and mitigate for project impacts. Utilizing her background in wetland science, Clover is able to efficiently help clients comply with local, state and federal permitting needs from agencies such as the Washington Department of Fish and Wildlife (WDFW), Department of Ecology (Ecology), and the United States Army Corps of Engineers (USACE). In addition, Clover helps public jurisdictions develop Critical Area Ordinance (CAO) and Shoreline Master Program (SMP) updates.

**Shoreline Master Program Update, Adams County.** Clover, as project manager, led Watershed's support of the County's comprehensive SMP update. In addition to being the primary contact to the City, stakeholders, and involved regulatory bodies, Clover provided geospatial land-use analysis, code review and writing, environmental planning, and public involvement. The project included preparation of a baseline shoreline characterization and analysis report, restoration plan and tailored SMP policies and regulations developed with input from local planning staff, property owners and other interested parties. Clover facilitated a community-visioning meeting, public open houses and multiple meetings with County planning commissioners. Her work included close coordination and communication with Ecology on the approval process and prepared responses to comments received during the public comment period.

**Shoreline Master Program Update, Whitman County.** Clover was the project manager for Watershed's support of Whitman County and seven Whitman County cities and towns' SMP updates. Work on these projects included preparation of a comprehensive regional shoreline characterization and analysis report, a programmatic restoration plan, and individual updated Shoreline Master Program documents tailored to each jurisdiction's unique needs, as well as individual cumulative impacts analyses, and no net loss reports. Clover led extensive public review and participation through facilitation of the SEPA process for each jurisdiction, presentations to council meetings, and close coordination with each jurisdiction's planning staff to coordinate review and comment on all project deliverables at each step of the process, ensuring timely submittal to Ecology and a smooth adoption process.

**Shoreline Master Program (SMP) Update, Walla Walla County, City of Walla Walla, City of Prescott, and City of Waitsburg.** Clover provided geospatial analysis, environmental planning, and reporting to the County in support of its SMP update. This project also included development of SMPs for the Cities of Walla Walla, Prescott and Waitsburg. Clover led the development of the regional shoreline characterization and analysis report, assisted with environment designation assignments and mapping, and supported the development of other technical documents and analysis particularly related to critical area regulations and ensuring the SMP will have no net loss on shoreline ecological function.







## Alex Capron

Environmental Planner | GIS Analyst

### PROFESSIONAL EXPERIENCE

12 years

### EDUCATION

Geographic Information System (GIS) Certification, 2011, University of Washington

Bachelor of Arts, Environmental Planning and Policy, 2008, Western Washington University

### SPECIAL SKILLS

- ArcGIS 10.x
- Python Programming Language 2.x
- Trimble Pathfinder Office
- ArcPad
- Garmin GPS

Alex is an environmental/land use planner and geospatial specialist who helps clients understand and meet regulatory requirements. He has provided GIS mapping and analysis to municipal, county, and federal facility planning projects as well as environmental and shoreline code development, asset management, and urban design work for local government. His attendance presenting at numerous in-person and virtual Planning Commission and Council meetings allow for an adept approach answering live questions and addressing concerns brought up by the public and elected officials in this forum. His regulatory knowledge, relationships with agencies and attention to detail ensure compliance with local, state, and federal environmental requirements, for both code development and public/private development permitting.

**SMP Periodic Update, City of Spokane Valley.** Alex worked closely with City staff to establish bookends on what is and isn't intended to update as part of this update. A comprehensive public participation plan, outreach to stakeholders, GAP Analysis, SMP and Critical Areas Appendix prepared by Alex outlined the project scope to prevent having to address issues outside project scope limits.

**SMP Periodic Update, City of Enumclaw.** As part of the City's SMP Periodic update, Alex prepared a GAP Analysis to identify necessary updates based upon state legislative amendments, advancements in best available science, comprehensive plan and zoning updates, and staff and Watershed identified issues. This Gap Analysis provided the public a justification to the prescribed code amendments for the City's SMP and assisted addressing concerns brought up as part of the Ecology and City joint public hearing. Following conclusion of the joint public comment period, Alex thoughtfully responded to numerous public comments from WDFW and the Muckleshoot Tribe. In navigating the SMP towards adoption by City Council, Alex handled multiple in-person meetings with Planning Commission and gained their formal recommendation towards Council.

**SMP Periodic Update, Klickitat County.** Alex, as a planner, took the proposed SMP Update and Shoreline Analysis reports to help define the Cumulative Impacts Analysis report for the County. This report addresses a variety of shoreline uses and outlines the anticipated future impacts to shoreline jurisdiction, ensuring the recently-adopted SMP will achieve a no net loss of shoreline ecological functions.

**SMP Periodic Update, Federal Way.** Alex, as project manager, successfully led the effort to update the Federal Way SMP. He coordinated the project kick-off to meet with City staff to review the adoption strategy and developed a public participation plan to provide opportunities for public involvement in the SMP periodic review. Alex effectively prepared the SMP Gap Analysis, reviewed the City's Critical Area Regulations, evaluated consistency of the City's current SMP, drafted shoreline vegetation standards for City and public consideration, and lastly, reviewed shoreline permits issued since 2011.





## Angela Mele, MFA

Graphics Specialist | Interpretive Planner

### PROFESSIONAL EXPERIENCE

10 years

### EDUCATION

MFA, Museum Exhibition Planning & Design, 2019, University of the Arts

MA, Museum Studies, 2015, University of Washington

Master's Certificate, Scientific Illustration, 2010, California State University – Monterey Bay

BFA, Fine Art, 2008, Florida State University

Angela is an interpretive planner and scientific illustrator with over 10 years of experience in museums and design firms. She collaborates with clients and communities to develop interpretive elements that tell unique stories about places. Having worked with subjects ranging from Pacific Northwest mosses to St. Louis's printmaking history, Angela is an expert in distilling complex subject matter into meaningful experiences.

**Pacific County Shoreline Master Program, Pacific County.** The Watershed Company created a Public Participation Plan for Pacific County. The PPP engaged community members, key stakeholder groups, and other public entities in the SMP update process. Angela provided design and administrative support for the Online Open House website that was developed to bridge the gap between community members and the County.

**Roslyn Urban Forest Interpretive Trail, Roslyn, Washington.** In partnership with the DNR and community stakeholders, Angela is leading interpretive planning and design of a suite of media (website, associated QR codes along the trail, and more) to communicate the importance of forest management and prescribed burning in a unique, fragile Central Washington ecosystem.

**Whispering Firs Stormwater Park, Kitsap County.** Angela worked with the County to develop an interpretive plan and create a series of signs about native plants' cultural and ecological significance. In addition to making illustrations, writing, and designing graphics, Angela led an audience evaluation process that informed content and ensured that the signs were tailored to park users.

**Alma Cultural Landscape Interpretation, Midpeninsula Regional Open Space, California.** Angela is project managing, developing, designing, illustrating, and writing text for waysides interpreting the human histories and ongoing environmental changes within a newly rehabilitated historic site.

**Exhibit Developer, Saint Louis Science Center.** Angela led interpretive planning and writing for new exhibitions. In alignment with museum best practices, Angela regularly collaborated with the visitor research & evaluation team to engage the public throughout the exhibit-making process. Methods of gathering public input included prototyping and observation, conducting focus groups to gather qualitative data, distributing surveys to collect input from a broad range of visitors, and simple conversation on the floor. Angela also led the development of a cross-departmental guidebook for creating exhibitions.

**SayoStudio website.** Angela copy-edited every page of SayoStudio's scientific illustration website (SayoStudio.com) with the company's target audience, business goals, and key words in mind.





# BUDGET

## Walla Walla County SMP Update

		Dan Nickel, MSc	Mark Daniel, AICP	Alex Capron	Angela R. Mele	Clover McIngalis, PWS	Total Hours	Total Cost
		\$210	\$170	\$130	\$105	\$150		
Project Coordination and Public Outreach (Ecology Grant Task 3)								
3.1	Kick-off meeting with County	2	2	2			6	\$1,020
3.2	Develop Public Participation Plan	1	3	4			8	\$1,240
3.3	Develop outreach materials	2	12	1	9		24	\$3,535
3.4	Coordinate with Ecology, agency staff, tribes, and neighboring jurisdictions	4	8				12	\$2,200
3.5	Assistance with grant reporting and Ecology coordination	4	22				26	\$4,580
3.6	Update SMP specific website	2	18		50		70	\$8,730
Subtotal								\$21,305
SMP Update (Ecology Grant Task 4)								
4.1	Review SMA legislative amendments		2	8			10	\$1,380
4.2	Review the shoreline Critical Areas Regulations for consistency with the GMA regulations		4	8		8	20	\$2,920
4.3	Prepare Comp Plan and Code Consistency Analysis		4	8		8	20	\$2,920
4.4	Prepare SMP Consistency Analysis	4	22	42		16	84	\$12,440
4.5	Phone Conference(s) with County staff to review gaps and assess recommendations	2	2	2			6	\$1,020
4.6	Draft proposed amendments to the SMP	8	20	51		10	89	\$13,210
4.7	Provide revised draft code for public review	4	16	24			44	\$6,680
Subtotal								\$40,570

		Dan Nickel, MSc	Mark Daniel, AICP	Alex Capron	Angela R. Mele	Clover McIngalls, PWS	Total Hours	Total Cost
		\$210	\$170	\$130	\$105	\$150		
Local Adoption Process (Ecology Grant Task 5)								
5.1	Prepare for joint public comment period	2	4	4			10	\$1,620
5.2	Prepare SEPA checklist and threshold determination	1	2	8			11	\$1,590
5.3	Provide technical support in coordination with County staff, Ecology, and other agencies	2	4	4			10	\$1,620
5.4	Attend public meetings - Up to four virtual meetings	4	34	20			62	\$10,060
5.5	Prepare a responsiveness summary to public comments	2	10	4		4	20	\$3,240
5.6	Complete Ecology's SMP Periodic Checklist	1	2	2			5	\$810
5.7	Review and edit document(s) and submit to Ecology for Initial Determination	1	2	8			11	\$1,590
5.8	Final adoption	1	2	8			11	\$1,590
Subtotal								\$22,120
Total								\$83,995

*We have developed this proposed scope of work and consultant budget to provide the County full service. We have the ability to reduce budget within certain tasks, where necessary, to enable County use of grant funds for purposes land use planning and grant administration associated with this project.*

*\*Project expenses are anticipated to be minimal and likely less than 1% of the total budget. Any incurred expenses are already included in the estimate cost for the applicable subtask above.*



# SCHEDULE

- - Task Work
- - Deliverable Due
- M - Meeting

		2022					2023					
		August	September	October	November	December	January	February	March	April	May	June
Public Participation: Ecology Grant Task 3												
3.1	Kick-off mtg w/ County	M										
3.2	Develop Public Participation Plan	●										
3.3	Develop outreach materials											
3.4	Coordinate with Ecology, agency staff, tribes, and neighboring jurisdictions											
3.5	Assistance with grant reporting and Ecology coordination			●		●			●		●	
3.6	Update SMP specific website					●						
SMP Update: Ecology Grant Task 4												
4.1	Review SMA legislative amendments											
4.2	Review the shoreline Critical Areas Regulations for consistency w/ the GMA regulations											
4.3	Prepare Comprehensive Plan and Code Consistency Analysis											
4.4	Prepare SMP Consistency Analysis		●									
4.5	Phone Conference(s) w/ County staff to review gaps and assess recommendations			M								
4.6	Draft proposed amendments to the SMP					●						
4.7	Provide revised draft code for public review.											

		2022					2023					
		August	September	October	November	December	January	February	March	April	May	June
Local Adoption Process: Ecology Grant Task 5												
5.1	Prepare for joint public comment period											
5.2	Prepare SEPA checklist and threshold determination								●			
5.3	Provide technical support in coordination with County staff, Ecology, and other agencies											
5.4	Attend public meetings - Up to four (4) virtual meetings				M				M			M M
5.5	Prepare a responsive summary to public comments									●		
5.6	Complete Ecology's SMP Periodic Checklist										●	
5.7	Review and edit document(s) and submit to Ecology for Initial Determination										●	
5.8	Final adoption											

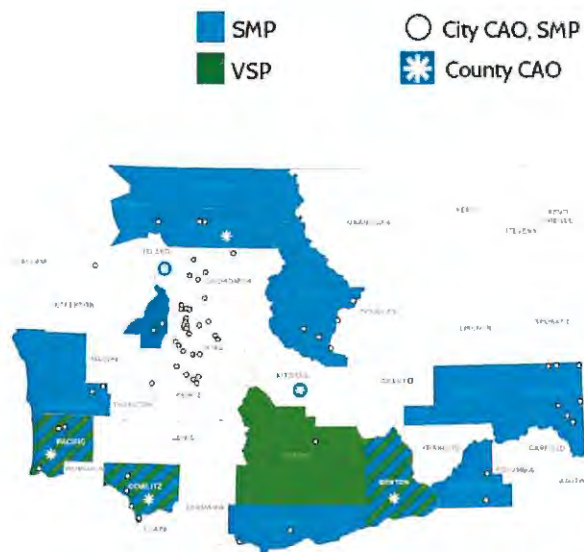
# REFERENCES

## EFFICIENT AND USER-FRIENDLY UPDATES

Our team excels at integrating sound science into cogent planning documents that reflect community values and long-term goals.

**We have helped over 80 jurisdictions** (pictured) engage their communities to create practical and science-based regulations and updates.

Below, please find references for past experience that is similar in scope and timeframe to the County's SMP update. Full descriptions can be found on the next page. We encourage you to contact our references to learn more about our collaborative approach



*Watershed has completed GMA and SMA-related policy updates for more than 80 jurisdiction.*

KLICKITAT COUNTY	
<b>Mo-chi Lindblad, Director</b>	
Phone: (509) 773-5703	
Email: mo-chil@klikitatcounty.org	
Regarding: SMP and CAO Updates	
SKAGIT COUNTY	
<b>Betsy Stevenson, Senior Planner</b>	
Phone: (360) 336-9410	
Email: betsyds@co.skagit.wa.us	
Regarding: SMP and CAO Update	
KITITAS COUNTY	
<b>Dan Carlson, AICP, Community Development Services Director</b>	
Phone: (509) 933-8244	
Email: dan.carlson@co.kittitas.wa.us	
Regarding: CAO Update	





## Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

---

To: Board of County Commissioners  
From: Lauren Prentice, Director  
Agenda Date: January 3, 2023  
Prepared: December 28, 2022  
RE: Monthly Community Development Department Update

### **Building/Fire Permits**

A total of 34 building and fire permits were approved during the last month; compared to 50+ last month. A list of these permits is included as Attachment 1.

- 18 of these were over-the-counter (OTC) permits; the average review time for these is 0 days, meaning received and issued the same day. Types of OTC permits:
  - Mechanical
  - Plumbing
  - Re-roof
  - Siding/Windows Replacement
  - Special Events (fire operational permit, typically for tents)
- In addition to the building OTC permits, we also issued 3 residential burn permits. These are also prioritized and typically issued the same day.
- 4 Fireworks Stand permits were reviewed and issued. Inspections to occur December 29-30 at the following locations:
  - 2254 Isaacs Avenue, Walla Walla
  - County Fairgrounds, 9<sup>th</sup> and Orchard, Walla Walla
  - 26 Jantz Road, Burbank
  - 773 Kohler Road, Burbank

### **New Applications**

40 building and fire permit applications were submitted in the last month compared to 56 in November; 25 of the new applications have already been approved.

### **Open Permit Applications**

We've made some changes to how we classify open permit applications in order to more accurately/efficiently track permit status, here's a general overview of what we have under review/open now.

- 39 building/fire permits applications are currently actively under plan review.
- 4 building/fire permit applications are on long-term hold because of action/request by applicant.
- 30 applications classified as MISSING INFO, because we are unable to proceed with plan review until requested information is resubmitted.

### ***Building/Fire Permit Plan Reviews***

Our upgraded permitting system allows us to extract information more easily. One thing we can look at is review turnaround time, which is often more helpful than looking at overall permit aging because it helps us manage our processes and understand if/where things are being delayed. As well, the overall permit aging timeframes don't consider cases where the County was waiting on information from applicants or where we had to backtrack because applicants chose to modify their application.

Our contract building plan reviewer completed 16 reviews for us in December, the average turn-around time was 9 calendar days which is well within the terms of our contract. Our building inspectors completed 2 building plan reviews, both returned within 9 calendar days as well. Approximately one third of the plan reviews resulted in approval and resubmittals were required in the other two thirds of reviews.

The average turnaround time for planning reviews of building/fire permits was also 9 calendar days. The average turnaround time for our outside reviewers (Public Works and Environmental Health) was 8 days.

### ***Inspections***

A total of 176 building/fire permits inspections were scheduled and completed in November, compared to 303 last month.

### **Software Upgrade – TRAKiT.NET to Central Square Com Dev (CS)**

We went live with the new system as schedule on December 12, 2022. The transition really occurred over the course of two weeks that included final training, a brief outage, and then a week of regression testing and working with the software company on fixing issues. There are still several issues that are unresolved, but the system is up and running for the most part.

In January we will be doing about 20 hours of additional training/workshop called Business Process Optimization. The purpose of this is for Central Square to look more closely about how our system is setup and help us find efficiencies by automating more tasks, etc.

### **Technical Review Committee/Preapplication Meetings**

1. 12/29 – Roundtable meeting to discuss possible Type 1 Winery at 292 Van Ausdle Lane.

### **Code Enforcement**

54 Code Enforcement inspections were conducted in December.

### **Miscellaneous**

1. Met with Department of Ecology and FEMA Region 10 staff and local agency representatives for Food RISK Map Update Pre-Kickoff meeting on December 21. Expect to participate in follow-up meeting in January along with Emergency Management.
2. Participated in County Focus Group meeting on State's ADU Guidance project on December 1.
3. Had three meetings regarding BERRI/David Dressler CUP22-008 proposal for Organic Waste Processing Facility. Met with applicant, met with County Environmental Health and Department of Ecology (December 2), and met with Port of Walla Walla Staff and a few neighboring property owners (December 28).
4. Met with Community Health Homeless Housing Coordinator on December 1 to discuss Comprehensive Plan Update.

# Projects Approved

Walla Walla County

Date Range Between 12/1/2022 and 12/28/2022

PROJECT NUMBER	PROJECT TYPE	APPLICANT NAME
	PROJECT SUBTYPE	OWNER NAME
ADDRESS	STATUS	CONTRACTOR NAME
PARCEL NUMBER	APPROVED DATE	PLANNER

## DESCRIPTION

## DETAILS

CAP22-024	CRITICAL AREAS	BOURGMONT VINEYARD HOLDINGS LLC C/O BRAD BERGMAN
	PERMIT	BOURGMONT VINEYARD HOLDINGS LLC
MILL CREEK RD	APPROVED W/COND	
370716120002	12/8/2022	Jennifer Ballard
Echolands Winery - Geo Hazard & CARA		

Echolands Winery, a Type II Winery with a tasting room, production facilities, a case goods warehouse, and equipment storage shed. Total building area proposed is approximately 31,136 square feet which will be served by 36 parking spaces. The Winery will operate from 7 AM to 6 PM up to 7 days a week and its tasting room will operate 10 AM to 6 PM, Thursday through Monday. The subject property is one parcel with two parcel numbers (APNs): 370716120002 & 370709310003. Proposed construction will be on 370716120002. The site is located in the Primary Agriculture 40 (PA-40) zoning district, partially mapped as agricultural lands of Primary Significance and accessed via Mill Creek Road.

Number of CRITICAL AREAS/PERMIT Projects: 1

SEPA22-028	SEPA REVIEW	REMPREX, LLC
	ADDENDUM	UNION PACIFIC RAILROAD CO
627 RAILEX RD	FINAL DNS	
310834530046	12/15/2022	Don Sims
Tiger Cool Express Freight grading for intermodal facility		

Number of SEPA REVIEW/ADDENDUM Projects: 1

Total Number of Projects: 2

# WW Permits Issued

## Walla Walla County

Date Range Between 12/1/2022 and 12/28/2022

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
B22-0417	1 FAM RESIDENCE	473 FLYING B DR	SIMCOCK, DOUGLAS & NICKI	\$502,002.20	\$6,580.11
12/2/2022	CO RESIDENTIAL	360609450014	JEFF MOELLER CONSTRUCTION, INC		
AR-10	2,720 SF Res, 717 sf Cov P, 1,040 sf Gar, 340 sf Poolhouse				
1 FAM RESIDENCE			Totals:	\$502,002.20	\$6,580.11
B22-0591	E MECHANICAL	167 CHERRY ST	SCHOENROCK, SHIRLEY L	\$3,471.00	\$103.00
12/2/2022	CO RESIDENTIAL	300802530801	CAMPBELL COOL ELEC PLMB CORP		
	Gas Piping to Existing Water Heater & Wall Heater				
B22-0596	E MECHANICAL	2725 OLD MILTON HWY	FORY, JAIR & LINDA	\$7,600.00	\$103.00
12/6/2022	CO RESIDENTIAL	350602610005	TOTAL COMFORT SOLUTIONS LLC		
	Replace Gas Furnace				
B22-0606	E MECHANICAL	1938 S WILBUR AVE	ANDERSON NICHOLAS D & LESLIE	\$0.00	\$103.00
12/15/2022	RESIDENTIAL	360733880006	COLLEGE PLACE HTG & A/C INC		
	Replace gas furnace & air conditioner				
B22-0607	E MECHANICAL	818 E CHESTNUT ST	MITZI JENSEN TRUST	\$0.00	\$103.00
12/15/2022	RESIDENTIAL	360728710508	COLLEGE PLACE HTG & A/C INC		
	Gas piping and install gas fireplace insert				
B22-0608	E MECHANICAL	320 RYAN AVE	RUSSELL, DAVID W & DIANE	\$10,206.00	\$103.00
12/15/2022	RESIDENTIAL	310807550504	BRUCE MECHANICAL INC		
	Replace Heat Pump and Air Handler				
B22-0610	E MECHANICAL	102 CHERRY ST	PULIDO, AUDELINO C	\$9,518.00	\$103.00
12/15/2022	RESIDENTIAL	300802530218	BRUCE MECHANICAL INC		
	Replace Heat Pump and Air Handler				
B22-0613	E MECHANICAL	1086 CUMMINS RD	MC MAKIN THOMAS A & TERRI L	\$0.00	\$103.00
12/15/2022	RESIDENTIAL	330727330008	COLLEGE PLACE HTG & A/C INC		
	Replace heat pump & air handler				
B22-0609	E MECHANICAL	13981 DODD RD	SIMPLOT FEEDERS LLC	\$50,579.39	\$206.00
12/16/2022	COMMERCIAL	310834410002	BRUCE MECHANICAL INC		
	Replace 2Split systms, Heat Pumps , Air Handlrs & AC-office				
B22-0611	E MECHANICAL	5895 COTTONWOOD RD	FERGUSON MATTHEW S & JODI D	\$10,012.00	\$103.00
12/20/2022	RESIDENTIAL	370607240009	CAMPBELL COOL ELEC PLMB CORP		
	Install new LP gas fireplace				

# WW Permits Issued

## Walla Walla County

Date Range Between 12/1/2022 and 12/28/2022

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
B22-0620 12/28/2022	E MECHANICAL RESIDENTIAL Replace Gas Furnace	217 ORCHARD ST 360729610204	WALLA WALLA COUNTY OF COLLEGE PLACE HTG & A/C INC	\$0.00	\$103.00
<b>E MECHANICAL</b>				<b>Totals:</b>	<b>\$91,386.39</b>
B22-0590 12/2/2022	E REROOF CO RESIDENTIAL Re-roof Residence, 19 sq w/tear-off	1903 J B GEORGE RD 350613120004	STROEMEL, MATHIAS M & BONNIE K VW QUALITY ROOFING LLC	\$0.00	\$207.35
B22-0597 12/7/2022	E REROOF CO RESIDENTIAL Re-roof Residence, 27 sq w/tear-off	1024 S WILBUR AVE 360728700335	FARNHAM, STUART J & COLLEEN K VW QUALITY ROOFING LLC	\$0.00	\$248.55
B22-0598 12/7/2022	E REROOF CO RESIDENTIAL Re-roof DTS garage, 17 sq w/tear-off	1024 S WILBUR AVE 360728700335	FARNHAM, STUART J & COLLEEN K VW QUALITY ROOFING LLC	\$0.00	\$197.05
<b>E REROOF</b>				<b>Totals:</b>	<b>\$0.00</b>
FW22-0014 12/28/2022	FIREWORKS FIREWORKS STANDS Dec 2022 Fireworks Stand	2254 ISAACS AVE 360722210017	NEW YORK STORE THE	\$0.00	\$103.00
FW22-0015 12/28/2022	FIREWORKS FIREWORKS STANDS Dec 2022 Fireworks Stand	26 JANTZ RD 300801510074	WALLA WALLA PORT OF	\$0.00	\$103.00
FW22-0016 12/28/2022	FIREWORKS FIREWORKS STANDS Fireworks stand Dec 2022	CORNER 9TH & ORCHARD LOT 1 360729682300	WALLA WALLA COUNTY OF	\$0.00	\$103.00
FW22-0017 12/28/2022	FIREWORKS FIREWORKS STANDS Fireworks stand Dec 2022	773 KOHLER RD 300801550064	AJSA LLC	\$0.00	\$103.00
<b>FIREWORKS</b>				<b>Totals:</b>	<b>\$0.00</b>
B22-0483 12/2/2022	GRADING CO COMMERCIAL Early Grading only for future construction	458 SECOND AVE 300802590142	WALLA WALLA, PORT OF CORNICE CONSTRUCTION LLC	\$0.00	\$1,336.99
B22-0494 12/19/2022	GRADING CO COMMERCIAL	627 RAILEX RD 310834530046	UNION PACIFIC RAILWAY CO TBD	\$0.00	\$647.73



# WW Permits Issued

## Walla Walla County

Date Range Between 12/1/2022 and 12/28/2022

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
	Tiger Cool Express Freight grading for intermodal facility				
<b>GRADING</b>			<b>Totals:</b>	<b>\$0.00</b>	<b>\$1,984.72</b>
B22-0497	NEW COMMERCIAL BLDG	1230 WALLULA AVE	CONSOLIDATED IRRIG DIST #14	\$43,079.04	\$1,246.25
12/2/2022	CO COMMERCIAL	350726521528	ESF DEVELOPMENT LLC		
	648 sf Well House with Chlorination system				
B22-0441	NEW COMMERCIAL BLDG	3281 MILL CREEK RD	BOURGMONT VINEYARD HOLDINGS LLC	\$3,788,496.54	\$32,759.75
12/22/2022	CO COMMERCIAL	370716120002	MOUNTAIN STATES CONST CO		
	25,795 sf Winery w/Tasting Rm, 741 sf Bsmt, (cont in notes)				
<b>NEW COMMERCIAL BLDG</b>			<b>Totals:</b>	<b>\$3,831,575.58</b>	<b>\$34,006.00</b>
B22-0615	PLUMBING MECHANICAL	5895 COTTONWOOD RD	FERGUSON MATTHEW S & JODI D	\$0.00	\$103.00
12/19/2022	RESIDENTIAL	370607240009	VALLEY WIDE COOPERATIVE, INC		
	Set 2 Propane Tanks				
<b>PLUMBING MECHANICAL</b>			<b>Totals:</b>	<b>\$0.00</b>	<b>\$103.00</b>
B22-0468	POLE BUILDING	1175 SUN HARBOR DR	BOWEN, NOAH J & KARMINA E	\$77,566.08	\$1,747.64
12/9/2022	CO RESIDENTIAL	320919520002	NOT APPLICABLE		
RA-10	3,480 sf Hanger(shop), 840 sf Second Floor, 1,872 sf Lean To				
B22-0575	POLE BUILDING	250 COLUMBIA RD	GLINES, CURTIS	\$27,972.00	\$772.93
12/14/2022	CO RESIDENTIAL	300812580016	LENK GENERAL CONTRACTING LLC		
R-72	1512 sf Enclosed Pole Building				
<b>POLE BUILDING</b>			<b>Totals:</b>	<b>\$105,538.08</b>	<b>\$2,520.57</b>
B22-0592	REROOF	32 SECOND ST	PEDROZA ENRIQUE & ALMA V	\$0.00	\$253.70
12/6/2022	CO RESIDENTIAL	330734540203	MUSTANG CONSTRUCTION LLC		
	Re-roof Residence, 28 sq w/Tear-off				
B22-0605	REROOF	1321 BARLEEN DR	BEEBE, DANIELLE S	\$0.00	\$161.00
12/14/2022	RESIDENTIAL	360606110036	VW QUALITY ROOFING LLC		

# WW Permits Issued

Walla Walla County

Date Range Between 12/1/2022 and 12/28/2022

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
	Re-roof Residence, 10 sq w/tear-off				
REROOF			Totals:	\$0.00	\$414.70
B22-0585	SOLAR ARRAY	2569 DELL AVE	JACOBS, RAYMOND W & ELIZABETH A	\$0.00	\$211.00
12/7/2022	RESIDENTIAL	350724320050	SOLGEN POWER LLC		
RR-5	19.24 kW Roof Mount Solar Array on Shop				
SOLAR ARRAY			Totals:	\$0.00	\$211.00
28 Permits Issued from 12/1/2022 and 12/28/2022			Total Valuation:	\$4,530,502.25	
			Total Fees Paid:	\$48,018.05	

**11:00 TECHNOLOGY SERVICES DEPARTMENT**

**Chad Goodhue**

**a) Department update and miscellaneous**

**11:15 FACILITIES MAINTENANCE**

**Robert Grandstaff**

- a) Department update and miscellaneous

## Walla Walla County Facilities Department

310 W Poplar St, Walla Walla, WA 99362

Update December 29, 2022

### **Maintenance:**

The work order process continues to be managed and prioritized. Winter weather has added to the workload in clearing and deicing sidewalks. 2/3 of a pallet of ice melt has already been utilized this month.

### **Custodial:**

The empty Facilities Maintenance Tech position has been filled. Ivan MayCumber has started in the position on 12/28/31. Genny is training Ivan.

### **Grounds:**

Most grounds work has been snow removal and deicing. Some leaf pick-up has been done in front of the Courthouse after the snow melt.

### **Facilities Projects:**

The Courthouse elevator repair was completed in December. A full report of the repair is available for review if requested. Two bearings needed to be replaced. The noise has stopped and it appears the elevator remains in good working order following the repairs.

The alley project for electrical and the fire line is nearing completion. I will follow-up with McKinstry on when it will be reopened.

Initial cost estimates on the old jail project for structural stability were higher than estimated. Additional work is being done to value the engineer structural corrections. McKinstry estimates it will be another two weeks.

Thank you,

Rob Grandstaff

**11:30 COUNTY SHERIFF**

**Mark Crider**

- a) Office update and miscellaneous



**11:45 COUNTY COMMISSIONERS**

- a) Miscellaneous or unfinished business to come before the Board

**12:00 RECESS**

**1:30 PUBLIC WORKS DEPARTMENT**

**Tony Garcia**

**a) Action Agenda Items:**

1) Resolution - Bid Award for the Wallula Avenue MP 2.00 to MP 2.20 Project

**b) Department update and miscellaneous**

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A BID AWARD  
FOR THE WALLULA AVENUE MP  
2.00 TO MP 2.20 PROJECT

RESOLUTION NO. **22**

**WHEREAS**, as advertised, a bid opening was held on Monday, December 19, 2022, for the Wallula Avenue MP 2.00 to MP 2.20 project, and the following bids were opened and read publicly:

- |   |              |
|---|--------------|
| 1) Ellison Earthworks LLC<br>Richland, Washington           | \$795,366.32 |
| 2) Nelson Construction Corp<br>Walla Walla, Washington      | \$811,663.55 |
| 3) ESF Solutions<br>Walla Walla, Washington                 | \$828,845.41 |
| 4) Culbert Construction, Inc<br>Pasco, Washington           | \$876,419.38 |
| 5) Premier Excavation, Inc<br>Pasco, Washington             | \$897,628.28 |
| 6) Goodman & Mehlenbacher Ent, Inc<br>Kennewick, Washington | \$984,289.00 |

and,

**WHEREAS**, Ellison Earthworks LLC submitted the lowest responsive, responsible bid; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners, that the Wallula Avenue MP 2.00 to MP 2.20 project is awarded to Ellison Earthworks LLC for \$795,366.32.

*Passed this 3<sup>rd</sup> day of **January, 2023** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Diane L. Harris, Clerk of the Board

\_\_\_\_\_  
Jennifer R. Mayberry, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
Gunner Fulmer, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**Walla Walla County Public Works  
990 Navion Lane  
Walla Walla, WA 99362**

---



To: Board of County Commissioners

From: Tony Garcia Morales, P.E. – Public Works Director/County Engineer

Date: 28 December 2022

Re: Director's Report for the Week of 26 December 2022

**Board Action: 3 January 2023**

**Action Agenda Items:**

In the Matter of a Bid Award – Wallula Avenue Project

**ENGINEERING:**

- Peppers Bridge Road: Working on final right of way acquisition.
- Fishhook Park Road: Working on design.
- Dell Sharpe Bridge: Working on right of way acquisition.
- Lower Waitsburg Road: Working on design.
- Seven Mile Bridge: Working on environmental.
- Abbott Road Sidewalk: Contractor installed fence.

**MAINTENANCE/FLEET MANAGEMENT:**

- North Crew – Snow and Ice maintenance and depending on possible high winds crews will concentrate on down trees and mud clean-up.
- South Crew – Snow and ice maintenance and depending on possible high winds crews will concentrate on down trees and mud clean-up.
- Vegetation & Signs – Snow and Ice maintenance and depending on possible high winds crews will concentrate on downed signs and brush clean-up.
- Garage – Routine services and repairs and assist with snow and ice as needed.

**a) Action Agenda Items:**

- 1) Proposal ~~2022-12-27~~ 2023 01-03 DCH Approval of Behavioral Health Request for Proposal (RFP) Funding recommendations and allocation

**b) Department update and miscellaneous**





# Proposal

Date: December 21, 2022

Proposal ID: ~~2022-12-27~~ 2023 01-03 DCH

To: BOCC

From: Nancy Wenzel  
Administrative Director

Intent: Behavioral Health Fund Subaward Recommendations

Topic: Behavioral Health Funds 2023

## **Summary**

In November 2022, the Walla Walla County Department of Community Health (DCH) released a Request for Proposal for our 2023 Behavioral Health Funds. DCH used our Walla Walla Behavioral Health System Assessment from July 2022 that was done by HSRI for funding criteria which included: Access to outpatient behavioral health care for Spanish speakers, community health workers/promoters, ED diversion programs, peer support programs, suicide prevention/crisis services/reduction of Harm, youth behavioral health services, and behavioral health prevention services.

DCH received 11 applications totaling \$1,026,358.50. The 2023 Walla Walla County budget for the Behavioral Health Fund is \$690,000 (\$650,000 One-Tenth of One Percent and \$40,000 Ad Valorem).

DCH had three (3) community members score the applications and DCH staff combined their scores and created the funding recommendations for the Board of County Commissioners.

## **Cost**

DCH has \$690,000 in funds available for 2023. The requests for funding in the table below equal \$1,026,358.50.

Catholic Charities	\$ 65,632.00
The Health Center	\$ 75,500.00
Blue Mountain Health Cooperative	\$ 135,512.00
Comprehensive	\$ 153,577.00
Walla Walla Fire Department	\$ 200,000.00
The STAR Project	\$ 115,237.00
Anchor Point Counseling	\$ 32,425.50
Childrens Home Society	\$ 60,000.00
Hope Street	\$ 55,875.00
Joe's Place	\$ 57,600.00
Providence St. Mary Foundation	\$ 75,000.00

### **Funding**

DCH is bringing the scoring team's proposed funding recommendations to the Board of County Commissioners for review, comments, edits, and approval. Below is a table with the scoring teams recommendations which equals \$690,000.00 in funding.

Catholic Charities	\$ 65,632.00
The Health Center	\$ 75,500.00
Blue Mountain Health Cooperative	\$ 135,512.00
Comprehensive	\$ 153,577.00
Walla Walla Fire Department	\$ 200,000.00
The STAR Project	\$ 59,779.00
Anchor Point Counseling	
Children's Home Society	
Hope Street	
Joe's Place	
Providence St. Mary Foundation	

### **Alternatives Considered**

N/A

### **Acquisition Method**

N/A

### **Security**

N/A

**Access**

N/A

**Risk**

N/A

**Benefits**

This fund benefits the citizens of Walla Walla County by allowing funding for needed services.

**Conclusion/Recommendation**

Recommend the BOCC review and approve the Behavioral Health Fund awards for 2023.

---

Submitted By

Nancy Wenzel, DCH

Disposition

\_\_\_ Approved

Name

Department

Date

\_\_\_ Approved with modifications

\_\_\_ Needs follow up information

Name

Department

Date

\_\_\_ Denied

---

BOCC Chairman

Date

---

Additional Requirements to Proposal

\_\_\_ Modification

\_\_\_ Follow Up

---

---

---

---



## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds Requested

**\$65,632**

#### Organizational Information

Applicant/Agency Name	Catholic Charities Eastern Washington
Agency Director	Tim Meliah, Director of Catholic Charities Walla Walla
Mailing Address	408 W. Poplar St.
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	91-0569880
Phone	509-525-0572
Fax	509-525-0576
E-Mail Address	Tim.meliah@cceasternwa.org
Project Title	The LOFT: Behavioral Health Access and Prevention for Homeless Youth in Crisis
Project Location	534 S. 3 <sup>rd</sup> Ave. Walla Walla WA 99362

#### Description of Project

Summarize the project including how the funds will be used.

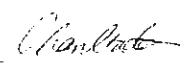
We are requesting direct service costs for behavioral health supports for youth at Walla Walla's youth shelter, The LOFT.

The purpose of The LOFT is to provide safety and stability to unaccompanied youth experiencing homeless and housing instability in Walla Walla by providing a continuum of outreach, shelter, housing, onsite primary care, counseling, educational support, safety planning, referrals to substance abuse disorder treatment, and associated services as specified within our scope of work.

Your grant funds will support salary and benefits for staff providing care coordination and case management. These positions provide direct behavioral health supports, as well as stabilizing supports that create conditions for improving behavioral health, including providing safe, stable, and permanent housing for youth in our community.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Sharon Stadelman, Chief Crisis & Shelter Officer
Date	12/5/2022

## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☒ Access to outpatient behavioral health care for Spanish speakers
- ☐ Community health workers/promoters
- ☐ ED diversion programs
- ☐ Peer Support programs
- ☒ Suicide Prevention/Crisis Services/Reduction of Harm
- ☒ Youth Behavioral Health Services
- ☒ Behavioral Health Prevention Services

2. What populations will your project target? *(check all that apply)*

- ☒ Youth
- ☐ Adults
- ☒ Targeted Populations Specify: Youth ages 12-17
- ☒ WW County Community

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

#### **Part A – All applicants must respond to questions 1-8**

##### **History/Background**

- 1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.**

*Since 1944, Catholic Charities Walla Walla (CCWW)* has served the Walla Walla Valley as a leader in our community's response to emerging human service needs. CCWW is a branch of Catholic Charities Eastern Washington (CCEW) that carries out our mission here in Walla Walla: Catholic Charities affirms the dignity of every person, partnering with parishes and the greater community to serve and advocate for those who are vulnerable, bringing stability and hope to people throughout Eastern Washington. CCWW serves nearly 1,100 individuals annually through several programs, including The LOFT—the focus of this grant application.

*The LOFT* was founded after a multiyear community needs assessment conducted with regional partners revealed high rates of youth homelessness, poverty, and low graduation rates in Walla Walla. CCWW was entrusted with the responsibility of operating the shelter with community support, and in 2018 The LOFT opened and now provides seven nightly beds for homeless youth. The LOFT provides shelter, onsite BH services and care coordination, case management, and wraparound support for homeless youth aged 12-17. In 2022, The LOFT has served 49 youth with shelter and stabilization services, emphasizing behavioral health (BH), while helping find permanent housing quickly.

*For our 2023 request* CCWW, is submitting only one application for BH services, decreasing our overall funding ask. In recent years, we have submitted two applications, but we have streamlined our BH services within The LOFT to reach youth more efficiently and effectively through community-based outreach and regional partnerships.

##### **Project Description**

- 2. Give a description of the proposed program/project.**

*The LOFT is* a Washington State-designated HOPE Center licensed by the Washington State Department of Children, Youth, and Families (DCYF). As a Washington HOPE Center, we primarily provide services to decrease homelessness, but such services increasingly focus on stabilizing BH and building skills that sustain recovery. The LOFT bridges a gap in local services that are otherwise unavailable to youth, including robust, onsite care coordination and wraparound services 7 days a week. We incorporate youth voice through client surveys and engagement with the Walla Walla Youth Action Board (YAB), a collaborative regional effort to incorporate youth voice into community solutions. LOFT Leadership participate in the YAB, which includes local partners and young people with lived experience to represent community concerns and drive Walla Walla forward.

***Community- and Youth-identified Needs:*** Walla Walla still faces the challenges that inspired The LOFT. The 2022 Walla Walla Behavioral Health System Assessment (BHSA) reported high school completion and college attendance are lower here than in the state and nation by a statistically significant margin and that BH needs drives homelessness, with 39% of Point-in-Time respondents reporting a chronic substance use disorder and 20% reporting a BH need (p 18/Fig 7; p 49).

Youth continue to tell us that BH is a priority. The BHSA reported that youth binge drinking is higher than the state average, and one quarter of high school youth had seriously considered suicide in the past year, with 12% of 8<sup>th</sup> graders attempting suicide (p 35/ Fig 19; p 36/ Fig 20). In our regular YAB listening sessions, youth tell us they: want to access BH support in familiar spaces from trusted adults, not with unfamiliar clinics and therapists; prefer in-person support rather than telehealth; and want informal on-demand engagements, not 1-hour sessions they have to wait weeks or more to access.

***Community- and Youth-Driven Solutions:***

The LOFT is responding to these needs by providing highly individualized and intensive support to youth self-referred or referred to us by DCYF. We provide our services with a youth-centered philosophy, in which youth develop their own goals and receive support from staff to achieve them by developing independent skills and healthy adult connections. We follow evidence-based models, including trauma-informed care, harm reduction, and positive youth development, approaches that allow us to address each youth's current and past traumas and risk factors, and supply varied supports to meet each youth's wide-ranging needs in a responsive and personalized way.

In the past year, Department of Community Health funds have helped us expand outreach, allowing us to meet youth informally in community settings, building trust and a basis for therapeutic relationships. The LOFT continues to provide care coordination and case management services to youth after they have exited the LOFT according to their individual care plan. If funded, we plan to continue and build on these successful practices that improve initial service engagement and long-term recovery support.

**In addition, address the following:**

**a. How will the requested funds be used? Be specific.**

Requested funds will support part of the salaries and benefits for the LOFT's Care Coordinator, Youth Advocate Lead, and Youth Services Administrator. These positions oversee and provide direct BH services and intensive wraparound case management.

Upon entering The LOFT, often after engaging with our BH outreach staff, each youth participates in a comprehensive needs assessment with the Youth Advocate Lead or Care Coordinator, including an evaluation of social services needs like legal guardianship status and educational attainment, and medical needs, including a physical examination and mental/BH evaluations. Based on these assessments, and the youth's own goals, LOFT staff collaborate with the youth to develop an individualized care plan identifying agencies we will partner with for care coordination and stabilizing services. We help youth learn how to connect to resources, advocate for their needs, and have positive relationships within our community.

The LOFT provides services that are youth-centered and client-driven, following best practices that place youth voice at the center of youth services. Staff use Motivational Interviewing techniques to help youth articulate needs so every youth can lead their own planning. While each plan is as unique as the youth we serve, they all include a housing focus, such as reunifying the youth with their parent(s) or legal guardian and/or getting the youth into a transitional living situation and off the streets. Helping youth stabilize BH is a key aspect of helping them maintain stable housing.

In addition to achieving successful outcomes, these positions are essential to meeting the requirements and standards of Washington DCYF's licensing standards and the Washington State Office of Homeless Youth's guidelines.

**b. Identify the target population to be served.**

The LOFT serves youth aged 12-17 who are experiencing homelessness.



**c. What geographic area will be served?**

Walla Walla County.

**d. Identify your clientele per their general demographics.**

LOFT youth demographics reflect national trends that marginalized youth experience inequitably poor outcomes in homelessness and BH. Of LOFT youth served from 2018-2022, 41% identified as LGBTQ+; 62% identified as multi-racial, other, declined to state, or Black, Indigenous, or People of Color; 100% were low-income and experienced Adverse Childhood Experiences; and 42% identified as having mental health conditions.

**e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.**

Staff from The LOFT conduct daily outreach in local schools and street outreach in areas where youth gather. We place posters with QR codes around the community so youth can find information about us at any time. We have an outreach window at The LOFT, open daily, where youth can access limited resources or information. This light touch can be enough to support a youth in crisis or serve as the basis for deeper engagement later on. The geographical reach of these services extends through Walla Walla County. We have added these approaches to our outreach plan based on youth feedback about what works best.

We conduct outreach through community partners to make our services available to as many eligible youth as possible. For example, we accept referrals from DCYF, engage with youth referred by Walla Walla Public Schools, and participate in the Anchor Community Initiative to coordinate our services. We work closely with The Health Center, which is co-located in our building.

We reach out to persons with disabilities by working with the State Department of Social and Health Services' Development Disabilities Administration, Valley Residential Services, and public schools' special education services. We reach youth with psychiatric disabilities through a referral relationship with inpatient BH facilities and other BH providers. LOFT staff speak Spanish, helping us fill the gap identified in the BHSA of Spanish bilingual services in Walla Walla (p 4).

We have a successful history of reaching underserved youth populations since opening in 2018. As shown in our response to Question 2.d, our client demographics over-represent racial/ethnic and gender/sexual minorities, as well as other vulnerable youth, demonstrating success in our outreach. We also succeed in serving youth. In 2022, we have moved 73% of youth served into stable housing, paired 96% with educational services that improved their socioeconomic status, and made warm handoffs to additional services 88 times. In one case, a youth we helped find a job developed a strong bond with their employer, and the employer became a foster parent and provided the youth with stable housing. We believe our record indicates a strong reputation among youth and outreach through word-of-mouth.

**Project Goals & Outcomes**

**3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?**

By continuing to fund BH services at The LOFT, the County will continue to see major positive impacts at the youth, family, and systems level.

**Individuals:** The LOFT's safe environment immediately reduces youth's vulnerability, providing the stability they need to address their BH needs. By creating and implementing

a service plan collaboratively with our staff, youth at The LOFT reduce drug use; engage with recovery communities; build self-esteem and positive adult relationships; and reduce self-harming and high-risk behaviors like drug use, sexual activity, and violence.

**Families:** Through reconciliation and therapy, we help families of origin reunify with youth. If reunification cannot happen safely, we support youth to find stable housing with their chosen families or communities reinforced by their new healthy relationships.

**Community:** Since The LOFT opened, and as part of a coordinated effort of the Anchor Community Initiative, Walla Walla has achieved functional zero for youth homelessness. In other words, youth are still experiencing homelessness, but our community provides resources that are helping make homelessness rare and brief. The LOFT's stabilizing BH services prevent youth from having to access costly emergency services.

**4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).**

**Goal:** To prevent the occurrence or continuation of a BH challenge for youth brought on by experiencing homelessness via access to community supports and coordination.

**Outcomes:**

- 1) Serve 50 youth with BH evaluation, treatment, and/or prevention services in 2023.
- 2) 90% of youth will increase their stability as measured by exit to stable housing.
- 3) 80% of youth will improve family relationships/positive supports by attaining BH stability.

**Community Needs and Priorities**

**5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.**

The BHSA reports there "remain areas of deep need" related to BH in Walla Walla (p. 4). The LOFT addresses youth homelessness and related challenges in the "Walla Walla Way," an approach that is supported through the collaborative efforts of our community partners. In particular, the BHSA noted the following unmet community needs:

- 10<sup>th</sup> and 12<sup>th</sup> graders have higher rates of suicide awareness than their peers statewide, but suicidal feelings and actions among 8<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup> graders are the same as their peers statewide. Also, stakeholders want more community BH supports (p. 24-25; 37). **The LOFT supports youth in BH crisis:** 42% of LOFT youth served identify a mental health condition—youth who without The LOFT would otherwise be unserved.
- Community stakeholders identified the needs for crisis supports and low-barrier options (BHSA overview). In particular, the BHSA identified a community-level need to strengthen the BH workforce with case management and navigation support (28). In addition, the YAB identified during one of our meetings the need for onsite BH care coordination services embedded at The LOFT. **The LOFT staffs a Youth Advocate Lead and Care Coordinator** to help youth identify needs, provide warm handoffs to other services, and access complex health systems.

**Partnerships**

**6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.**

The services we provide youth every day are infused with benefits of the many community partners that collaborate with us to help youth stabilize. We maintain MOUs with two key partners that support stabilization: Trilogy Recovery provides onsite support and connections to access additional services; and Walla Walla Public Schools

(and local private schools) collaborate to allow youth to choose the school they will attend, make mutual warm handoffs, and support educational attainment.

Our service partners include: The Health Center, Blue Mountain Action Council, Juvenile Justice Center, The Walla Walla Police Department, Legal Counsel for Youth and Children, Christian Aid Center, Children's Home Society, Comprehensive Healthcare, the Sleep Center, the YMCA, the YWCA, and DCYF. Our advocacy partners include: the Anchor Community Initiative and local coalitions, including the Walla Walla County Council on Housing, Walla Walla County Behavioral Health Council, and the Walla Walla Region Shelter Provider Collaborative.

### **Challenges**

#### **7. What are the challenges that may confront this program/project?**

The primary BH challenge our program faces is assisting youth as they cope with the results of their current crisis and ongoing trauma in their activities of daily life. Anxiety, depression, post-traumatic stress disorder, and interpersonal conflict are all routine experiences for the youth we serve. Our staff provide brief, trauma-informed interventions as youth face the larger challenge of accessing a higher level of BH care and medication management services.

Another challenge is obtaining housing for youth. Walla Walla has some of the state's cheapest rents but highest rent growth, with only 115 one-bedroom units and few options for youth renters (University of Washington). Other barriers include the stigma of renting to youth, especially those with BH conditions and no rental history.

### **Sustainability**

#### **8. Discuss sustainability for the program/project including:**

##### **a. How would a partial funding award affect the program/project?**

The BHSA named The LOFT as one of many local resources playing "an important role that supports BH and wellbeing in the community" (p. 4; 94-95). Because of the support of our varied funding partners and the critical nature of this work, CCWW commits to operating the LOFT if we receive only partial County funding; however, the quality of BH services would be reduced at The LOFT and throughout the community, which relies on The LOFT as one key partner in addressing BH and homelessness for youth.

##### **b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?**

Our sustainability plan is to maintain our core State funding supplemented with enough variety of smaller funders to provide funds to enrich services, ensuring stability even if one or two funders do not come through in a given year. The LOFT strives for sustainability by continually developing diversified public, private, and philanthropic funders. Our main traditional funding source is The Washington State Department of Commerce, Office of Homeless Youth, which contracts The LOFT as a designated HOPE center and provides about 85% of the LOFT's funding through State FY 2023. The loss of this source would shut down The LOFT, but this scenario is unlikely. CCWW continually meets our performance targets and maintains a positive relationship with the funder, and the State knows that this project has very strong community backing.

Commerce's grant supports core shelter operations but not all of the BH and wraparound supports we have developed that make our program so valuable to our community. We have received funds from Providence St. Mary's, the Wildhorse Foundation, Sherwood Trust, the Blue Mountain Community Foundation, and others, but these one-year commitments are not reliably renewed. Loss of these funding sources would curtail the wraparound supports, like field trips, enrichment activities, that form the basis for strong community connections that sustain recovery.

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	<b>\$59,665</b>	<b>\$14,916</b>	<b>0</b>	<b>\$74,581</b>
<b>2. Program Operations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3. Subtotal (lines 1-2)</b>	<b>\$59,665</b>	<b>\$14,916</b>	<b>0</b>	<b>\$74,581</b>
<b>4. Administrative Costs</b>	<b>\$5,967</b>	<b>\$1,492</b>	<b>0</b>	<b>\$7,459</b>
<b>5. Total (lines 3-4)</b>	<b>\$65,632</b>	<b>\$16,408</b>	<b>0</b>	<b>\$82,040</b>

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation online items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

#### Direct Services:

We are requesting \$59,665 in direct services funding to support three positions that together provide seven-day-per-week care coordination to help youth access stabilizing behavioral health and other services that prevent the occurrence or continuation of a behavioral health problems brought on by the experience of homelessness and housing instability.

In particular, our request will fund salary and benefits for the following positions:

- Care Coordinator: .25 FTE/\$18,157. The Care Coordinator helps youth clients access behavioral health services, provides psychoeducation and crisis planning, and helps youth build coping skills. The Care Coordinator connects youth to other community partners as needed and facilitate warm handoffs. The role assists youth in obtaining insurance/proof of insurance and ID cards. The Care Coordinator also addresses logistical challenges for youth like transportation by providing bus passes, rideshare gift cards, and similar resources; and adhering to follow-up care plans.
- Youth Advocate Lead: .25 FTE/\$16,571. The Youth Advocate provides case management services for youth clients, including helping youth set goals,

identify action steps toward those goals, and secure resources to achieve them. Goals may be directly related to behavioral health, such as accessing treatment, or in support of behavioral health, including identifying safe, long-term housing; accessing educational or vocational services; and similar goals that help stabilize youth.

- Youth Services Administrator: .2FTE/\$24,937. The Youth Services Administrator supervises the Care Coordinator and Youth Advocate Lead, manages the budget for The LOFT, and provides onsite direct services as needed.

**Program Operations:**

We are not requesting funds in this category.

**Match Source 1:**

We are proposing matching funds of \$16,408 from our Washington State Department of Commerce, Office of Homeless Youth contract. As a HOPE center, The LOFT is able to leverage substantial State funds to support local solutions to youth homelessness with a modest local match.

**Match Source 2:**

We are not matching County funds with a second funding source.

**Administrative Costs:**

We are including indirect costs of \$5,967 calculated at the de minimis rate of 10% of Modified Total Direct Costs in alignment with 2 CFR 200 standards. (We do not have a negotiated indirect rate). Indirect costs support Catholic Charities' general Agency functions such as Finance, Human Resources, Data Services, and grants management per Agency procedures.



## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds Requested

**\$75,500**

#### Organizational Information

Applicant/Agency Name	Student Health Options dba The Health Center
Agency Director	Norma L. Hernández
Mailing Address	PO Box 1075
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	24-0401462
Phone	509-529-5661
Fax	
E-Mail Address	<a href="mailto:norma@thehealthcenterww.org">norma@thehealthcenterww.org</a>
Project Title	WWPS Student School-Based Behavioral Health Services
Project Location	Walla Walla, WA

#### Description of Project

Summarize the project including how the funds will be used.

Providing low-barrier no-cost school-based behavioral health services to students attending Lincoln High School, Walla Walla High School, and Pioneer Middle School.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	<i>Norma L. Hernández</i>
Printed Name & Title	Norma L. Hernández, Executive Director
Date	December 1, 2022

## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☐ Access to outpatient behavioral health care for Spanish speakers
- ☐ Community health workers/promoters
- ☐ ED diversion programs
- ☐ Peer Support programs
- ☐ Suicide Prevention/Crisis Services/Reduction of Harm
- ☒ Youth Behavioral Health Services
- ☐ Behavioral Health Prevention Services

2. What populations will your project target? *(check all that apply)*

- ☒ Youth
- ☐ Adults
- ☐ Targeted Populations Specify
- ☐ WW County Community

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

Part A – All applicants must respond to questions 1-8

#### History/Background

1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.

#### Project Description

2. Give a description of the proposed program/project.

In addition, address the following:

- a. How will the requested funds be used? Be specific.
- b. Identify the target population to be served.
- c. What geographic area will be served?
- d. Identify your clientele per their general demographics.
- e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons

with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.

#### Project Goals & Outcomes

3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?
4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).

#### Community Needs and Priorities

5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.

#### Partnerships

6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.

#### Challenges

7. What are the challenges that may confront this program/project?

#### Sustainability

8. Discuss sustainability for the program/project including:
  - a. How would a partial funding award affect the program/project?
  - b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

## Section III Responses

### 1. History/Background

The Health Center (THC) was formed specifically to respond to the critical need in the Walla Walla community for coordinated medical and mental health services for students attending Walla Walla Public Schools (WWPS). THC strives to prioritize the aspirations, strengths, and needs of people impacted by current and historical inequities in the way that our organization provides services. In 2009, when the need for medical and mental health services for students on site was first identified, it was observed that when students were referred to a community provider for services, they didn't often show up. This was due to several factors; transportation barriers, having an adult available to take them, not feeling safe for cultural reasons, not being able to pay. THC's solution was to provide these services on-site, at no cost, for students in the most needed schools.

THC started at Lincoln High School, and has expanded to Pioneer Middle and Walla Walla High Schools. The students we work with are coping with overwhelming socio-economic issues. Common presenting concerns include physical, psychological, and sexual abuse; neglect; homelessness; food insecurity; incarcerated family members; personal and/or parental drug and alcohol addiction; personal and/or parental mental illness; and caretaking responsibility of a younger sibling. Using an integrated care model, we coordinate with students, their families, teachers, school administrators, and community resources to ensure that the children's physical, emotional, and social needs are met so they can remain in school and graduate. Our services are free, and provided on a walk-in "open door" basis. Our trauma-informed intervention services have resulted in increased coordinated care for families; fewer hospitalizations and emergency visits; higher grades; less absenteeism; and higher graduation rates.

### 2. Project Description

THC offers students professional high-quality confidential behavioral health care services at no cost to students attending WWPS during school hours right in their schools. THC never turns a student away because of inability to pay or non-insurance. Staff and volunteers work closely with the schools' teachers, administration and nurses, parents and community health care providers to provide students with well-coordinated holistic care.

Since 2009, THC has provided low-barrier comprehensive behavioral health services including individual and group counseling, coping skills, psychosis care, and mental health education using trauma-informed therapy, choice therapy, cognitive behavioral therapy, dialectical behavioral therapy, and mindfulness. We treat issues such as depression, anxiety, self-control, unhealthy/dangerous relationships, body dysmorphia/eating disorders, trauma, sexual/physical abuse, grief, separation anxiety, suicidal ideations, gender/identity, and phobias. Caring for the youth of Walla Walla in a school-based environment is not a new project for us, it is our sole focus and mission. We have proven success with our programs and we have years of built up trust.

- 2.a THC will use grant funds to aid in 50% of the compensation and benefits of two of our five licensed behavioral health counselors.
- 2.b. THC serves over 2400 students attending Lincoln High, Walla Walla High, and Pioneer Middle School, as well as students attending WWPS Open Doors Program and homeless teens residing at The Loft in Walla Walla.
- 2.c. THC serves students within Walla Walla County
- 2.d. THC serves WWPS students ranging from 11 to 21 years old. Furthermore, during the 2021-2022 school year THC conducted 1233 behavioral health appointments to 789 students. 61% of were female, 35%, 17% identified as LGBTQIA+, 48% were persons of color, 6% were homeless/housing insecure, and 64% reported that they would not have sought care if not for THC being located at their school.
- 2.e. The Health Center has been serving youth/students in Walla Walla Public Schools (WWPS) with school-based behavioral health services since 2009. We are well established in the schools where we have clinics, having strong relationships with staff and administrations who spend day after day with children who utilize THC's services. That connection allows THC a very unique perspective and access to the students who fall through the cracks of outside agencies.

At the district level, THC works closely with WWPS to inform parents/families of the availability of THC in their child's school. Our information and permission forms are included in the back to school packets. We are listed on the district's and individual school's webpages as a resource with links to THC's site.

At the school level, THC promotes our services by using multi-lingual flyers, posters, and signage; staff present directly to the student bodies twice a year, and because we are located right in school THC staff are seen as school staff and are allowed to interact with students in the halls, during lunch, and before/after school. We are also periodically mentioned during daily announcements. However, our most important outreach resource is direct referrals from school staff who are the people who see the needs first. Finally, THC utilizes social media and community events as outreach resources.

THC clinics are located on school campuses which are designed to meet the ADA standards for accessibility or to have made proper accommodations so that students were able access all services. Since 2021, THC has outreach items, forms, and our website in English and Spanish. Additionally, we have staff who are available to conduct all services in either language.



## **Project Goals & Outcomes**

3. The youth of Walla Walla are struggling with behavioral health more than ever post-pandemic. The social isolation, loss of education, household financial struggles, and unhealthy family dynamics have brought stress and emotions that our children are unable to comprehend, much less deal with. THC's behavioral health team provide invaluable and nearly unmeasurable care to our most vulnerable citizens-our children. Everyday they are helping students learn to cope with traumas, fears, insecurities, and just plain pain. Students find hope and comfort at THC. They find adults who they can trust will not judge them or turn them away. All these are life changing for students who otherwise struggle their way through their entire adult life, never knowing where or who to turn to. By receiving help when they are young and still amiable to help and change, they have a much better chance of becoming healthy adults who can contribute to our community and not become a burden to society.

By supporting THC, the county will allow for continued access to convenient school-based low-barrier no-cost, and no insurance required behavioral health services. That is what makes The Health Center completely unique from every other agency in the region claiming to be serving youth with behavioral health services. All other agencies will turn away children who are not billable to some type of insurance.

4. Our goal for the 2022-2023 school year is to staff appropriately so to provide every student asking for non-urgent behavioral healthcare services an appointment within one week of the request or referral. Urgent needs are addressed at that moment.

Additionally, for follow-up visits, students will be able to get appointments weekly.

### **Measurables:**

THC tracks appointment data. From time of request or referral to the first appointment and then the time between all subsequent appointments. Therefore, success will be no less than a 95% of appointments meeting those standards. Our tracking system has the ability to measure that.

## **Community Needs and Priorities**

5. THC is the only school-based health clinic in Walla Walla. Other agencies may state that they are in schools, however they are not integrated in the school as THC is. We work closely with school staff and parents to ensure that students are receiving the complete comprehensive care and services they need, from home to class. We are open and, in the schools, every day and hour that students are in class. And unique to only THC is that we do not require insurance information before seeing a student, no other agency accepts uninsured youth.

THC has clinicians who are trained to work with specifically with youth and there is never any intermixing of clientele of adults and children. Students need to feel safe in order to feel comfortable addressing their mental health needs and it is difficult to do

that when they must sit in a lobby with adults who have a number of other life issues. This includes violent outburst, homelessness, and severe mental illness.

Last school year, we ended with total of 37 students on waitlist for behavioral health services because we did not have the staff capacity to serve them all. However, this year, we are fully staffed and since school began in September 2022, THC has seen more students than in all previous years by this point of the year. This is a undeniable indicator that students/youth need the type of care and attention that is only provided by THC.

### **Partnerships**

6. THC partners with the WWPS, Catholic Charities+The Loft, Trilogy Recovery Communities, Communities in Schools, Walla Walla County Dept. of Community Health, Population Health, Providence St. Mary Medical Group, Walla Walla Clinic, and Family Medical Center, along with a number of other physical health caregivers.

### **Challenges**

7. THC's current challenge is that we could serve more students sooner if we had more behavioral health clinicians. Additionally, school space can be challenging to find-but we make it work one way or the other.

### **Sustainability**

8.

- a. The funding request for this grant is to aid THC with 50% compensation cost for two of our five behavioral health professionals, which is only a small part of our annual budget. Funding through this request will be greatly appreciated and beneficial, however, there will be no adverse impact should the request be reduced.
- b. THC currently has what we consider to be a safe amount of operational reserves. THC has commitments from WWPS for financial support and in-kind school clinic space, utilities, and supplies for the next three years. We have also diversified our funding and revenue sources, including increasing our commercial and Medicaid insurance reimbursements so that they will be a greater part of our future budgets.

Furthermore, in 2021, recognizing the impact that school-based health centers are having across the state (95% of which are on the west side of the state, the Washington State Legislature passed SHB 1225, which has established a state school-based health center (SBHC) Program within the WA State Dept. of Health. Therefore, SBHCs will likely be receiving state budget appropriations for the next few years.

Lastly, THC has been part of the Walla Walla community and serving students enrolled in WWPS since 2009. We are a recognized and vital member of the health community and are supported by various organizations and individuals who dedicate themselves to investing in our children that we believe will continue to commit financially to THC.

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	<b>\$75,500</b>	<b>\$75,500</b>		<b>\$151,000</b>
<b>2. Program Operations</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>3. Subtotal (lines 1-2)</b>	<b>\$75,500</b>	<b>\$75,500</b>		<b>\$151,000</b>
<b>4. Administrative Costs</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>5. Total (lines 3-4)</b>	<b>\$75,500</b>	<b>\$75,500</b>		<b>\$150,100</b>

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** Behavioral Health Clinicians who provide direct one-on-one counseling to student/clients.

**Program Operations:** None will be paid with these funds.

**Match Source 1:** The Health Center's existing funds

**Match Source 2:** N/A

**Administrative Costs:** None will be paid with these funds.

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds Requested

\$ 135,512.10

#### Organizational Information

Applicant/Agency Name	Blue Mountain Health Cooperative
Agency Director	Alayna Brinton
Mailing Address	2330 Eastgate St Ste 105
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	85-3547291
Phone	(509) 973-5788
Fax	(509) 593-4366
E-Mail Address	alayna@bluemthealthcoop.hush.com
Project Title	Foundations of Support
Project Location	BMHC Clinic, Walla Walla, WA

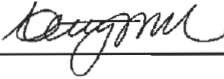
#### Description of Project

Summarize the project including how the funds will be used.

Funds from this source will be used to cover operations and administrative costs not otherwise covered by fee-for-service revenue and donations to ensure quality of care and ongoing access to critical BH services.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Alayna Brinton, Executive Director
Date	12/4/2022



## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☒ Access to outpatient behavioral health care for Spanish speakers
- ☒ Community health workers/promoters
- ☒ ED diversion programs
- ☐ Peer Support programs
- ☒ Suicide Prevention/Crisis Services/Reduction of Harm
- ☒ Youth Behavioral Health Services (ages 13+)
- ☒ Behavioral Health Prevention Services

2. What populations will your project target? *(check all that apply)*

- ☒ Youth (ages 13+)
- ☒ Adults
- ☒ Targeted Populations Specify
- ☒ WW County Community

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

Part A – All applicants must respond to questions 1-8

#### History/Background

1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.

#### Project Description

2. Give a description of the proposed program/project.

In addition, address the following:

- a. How will the requested funds be used? Be specific.
- b. Identify the target population to be served.
- c. What geographic area will be served?
- d. Identify your clientele per their general demographics.
- e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.

#### Project Goals & Outcomes

3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?
4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).

#### Community Needs and Priorities

5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.

#### Partnerships

6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.

#### Challenges

7. What are the challenges that may confront this program/project?

#### Sustainability

8. Discuss sustainability for the program/project including:
  - a. How would a partial funding award affect the program/project?
  - b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	0	0	0	0
<b>2. Program Operations</b>	\$54,800.85	Fee-for-service \$8,266.95	Donations \$10,000	\$73,067.80
<b>3. Subtotal (lines 1-2)</b>	\$54,800.85	\$8,266.95	\$10,000	\$73,067.80
<b>4. Administrative Costs</b>	Type text here \$77,711.25	Fee-for-service \$20,903.75	Donations \$5,000	\$103,615.00
<b>5. Total (lines 3-4)</b>	Type text here \$132,512.10	\$29,170.70	\$15,000	\$176,682.80

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** Please see attached

**Program Operations:**

**Match Source 1:**

**Match Source 2:**

**Administrative Costs:**

1. Blue Mountain Health Cooperative (BMHC) is a non-profit organization with a mission to increase access to behavioral health (BH) services for the Walla Walla Valley. BMHC opened its doors in early 2021 to offer free, mental health walk-in services. In that first partial year, we provided nearly 300 counseling sessions and delivered behavioral health navigation (BHN) services for nearly 250 clients in the Walla Walla Valley. BMHC is the only agency of its kind in Eastern Washington, where we use an "urgent care" model for providing behavioral health. Our goals are to provide emergency department diversion, close service gaps, advocate for patients, and connect resources. Not only does BMHC's walk-in clinic provide onsite counseling and BHN services, we also provide patient advocacy onsite at the Sleep Center and in our local community for the most vulnerable individuals, and we provide coordination and support services through managing the Mental Health Walla Walla Website and a continuing education unit (CEU) Library that supports local providers in building their clinical skills.

2. By leveraging bachelor's- and master's-level practicum students who train and treat clients under direct supervision of an associate licensed social worker (Amanda Fowler, Licensed Social Work Associate Independent Clinical [LSWAIC], Walk-In Clinic Manager) and an independently licensed social worker (Alayna Brinton, Licensed Independent Clinical Social Worker [LICSW], Executive Director), we are able to provide low-cost, low-barrier services for anyone experiencing a BH need via BMHC's walk-in clinic.

2.a. BMHC plans to leverage the funding from this grant to cover the salaries of the Walk-In Clinic Manager and the Executive Director (ED) and to pay for 4 associate licensed social workers and 7+ student provider interns to simultaneously be providing services through the walk-in clinic. This level of staffing will support a maximum of 60 walk-in appointments a week, and 80 active BHN and Patient Advocacy cases at any time. Assuming those 60 clinical visits alone were charged at a conservative Medicaid rate of ~\$90/session, this would cost ~\$21,600/month in salaries. By using these grant funds to cover our supervisor costs (keeping clinic costs ~\$7,000 less per month just for clinical visits), our supervisory personnel will be able to support the clinical team in effectively and efficiently handling their caseloads as well as similarly supervising and managing the BHN, Patient Advocacy, and other support services we render.

2.b. At our clinic, we aim to close gaps in services for those living in the Valley. We provide free and low-cost services to populations that are vastly underserved in our system of care, including Black, Indigenous, People of Color (BIPOC), low-income individuals, immigrants, First Nations/Native Americans/American Indians/Alaska Natives, Latinx/Hispanic persons, persons with disabilities, LGBTQ+ persons, veterans, students, seniors, parents, families, teens, young adults, adults and individuals with low-reimbursement insurance. All BMHC staff train in cultural humility, diversity, privilege, and oppression to prevent all forms of discrimination and racism. BMHC also provides translation services for non-English speaking clients.

2.c. Historically, we have served clients mainly from Walla Walla County with some individuals traveling from Eastern Oregon, Benton/Franklin Counties, and Columbia County to take advantage of the unique and accessible services that we offer.

2.d. Our clientele is also our target demographic, as described above in 2.b and 2.c.

2.e. BMHC is using accessible (using closed captions, large print options and other accessibility tools) and multilingual (English and Spanish) social media campaigns, our network of community advocates and partners, bulletin boards, etc. to reach our target audiences located in the areas described in 2.c. and to promote awareness of the critical services we provide at our walk-in clinic. We ensure local geographic distribution by applying geofencing filters when posting on social media, as well as by engaging our local partners to educate them about the services we provide at our walk-in clinic. As described above in 2.b. and 2.c., BMHC's clientele, which our walk-in clinic has served since 2021, aligns and overlaps with our target audience.

3. We plan to use the funds from this grant to continue to meet critical BH needs in our local community and to establish a vibrant culture of wellness in the Walla Walla Valley via our walk-in clinic. According to the Human Services Research Institute (HSRI) survey released in July 2021, Walla Walla County has a 56%+ higher rate of crisis contacts when compared to similar counties. Our local Crisis Response Team regularly refers individuals to us for wrap-around and follow-up care. Our walk-in option for care reduces or eliminates wait times for critical services, and outside of the Crisis Team, we are the only agency in this county able to offer this level of immediate service. The state average for mental health providers in our state is 230:1, while the disparity in our county is higher at 310:1. (See Citation Below). BMHC's creative usage of student interns in our programming is integral in making up this provider shortage. Our clinic uniquely meets a critical need, providing BH triage (including pre-crisis and post-crisis options) care and also bridging to other local BH services. Studies show that individuals who are appropriately supported in managing their BH needs are more likely to make valuable contributions to their local communities (See Citation Below). Improving the wellbeing of individuals has a waterfall effect; those individuals who are impacted influence and improve the wellbeing of those within their social spheres and communities. For individuals, early intervention, prevention, and education help to reduce the likelihood of developing or worsening BH symptoms.

4.

**Goal 1:** Maintain or exceed the number of available walk-in and BHN services delivered at BMHC's walk-in clinic year-over-year.

**Outcomes:**

1. Maintain or exceed the number of student provider placements at BMHC for consistent provision of direct services.



2. Local records show reduction of symptoms and fewer clients repeating emergency or crisis contacts.

**Goal 2:** Select at least 2 local partner organizations with which to deepen roots.

Outcomes:

1. coordinated care approaches to managing clients with frequent or intense BH needs will be created and implemented. (The goal being improved understanding of BH services needed in our community and how BMHC can meet them (BMHC would listen to partner input)
2. At least one barrier reduction for access to care will be demonstrated within each partnership.

**Goal 3:** Maintain or exceed the number of student provider practicum opportunities at BMHC for workforce training and community provider retention

Outcomes:

1. All student provider interns will be able to meet their academic learning plans.
2. All student provider interns will be prepared for working locally in the BH field,
3. Lasting, positive impacts to the BH of our Valley, measured through longitudinal data, including community awareness, number of new patients using clinic services, etc.

**Goal 4:** Collect and analyze clinic usage metrics to understand patterns of populations served and of clinic traffic

Outcomes:

1. Develop a plan expand clinic hours and provide services at higher volume days/times, if needed
  2. Develop a plan to introduce culturally competent care (i.e., specialized staff trainings, increasing budgeting for specific needs for populations needing more support for access, etc.)
  3. broader community awareness measured by social media engagement and number of new patients
5. Walla Walla County is underserved in BH, with approximately 1 mental health provider per 340 people in the county. Particularly, our target audiences are historically underserved. Wait times in Walla Walla, in general, are around 1-3 months for initiation of services, with some underserved populations (such as children, individuals affected by homelessness, or those who are under-insured) waiting 6+ months to be seen. BMHC provides a critical service, closing the gap between need and access to BH care. Individuals often use our services on a regular but short-term basis while they are waiting to receive care with long-term BH providers in our area. Some individuals who already have an established provider also use our services (e.g., someone who has

experienced a recent crisis and cannot see their established provider in a timely manner, an individual whose established provider is out on medical leave, etc.). Just as Urgent Care is essential for meeting physical needs, BMHC provides crucial services to meet BH needs.

6. BMHC's partnership with **Providence** has and will continue to contribute to the success of our programming. Providence has supported our agency by housing the walk-in clinic and providing technology and IT support in the past, as well as granting us funding in 2022 to expand our space for walk in services. We anticipate more exciting opportunities in the coming year for continuing to expand our support of behavioral health care for Providence through our partnership. **WW University, WWCC, WSU Tri Cities, Johns Hopkins School of Nursing, and Gonzaga's School of Nursing** are partners with BMHC in supporting student internships and education at our clinics. We continue to seek relationships with other universities in order to support local student internships. **College Place School District (CPSD)** and BMHC are partnered for providing in school support at CPSD locations. We expect CPSD's support of our program through provision of space, billing, and coordination costs, as well as execution of services, will continue to be a success. **Trilogy** and BMHC have partnered to strategically plan and support the growing needs of dual diagnosis access to care in the Walla Walla Valley. The **YMCA** and BMHC have partnered to provide YMCA staff with crisis intervention training as well as consult for staff and the families of children who are experiencing challenging behavioral symptoms. **Comprehensive Health** and BMHC have met to continue to remove barriers for access to care and communication between agencies on behalf of local clients. The **Walla Walla Alliance for the Homeless** has continued to expand their partnership through strategic planning to increase the number of BH providers onsite at the sleep center, as BMHC currently provides one staff person there one day a week. BMHC also continues to engage with other agencies and stakeholders to build relationships and close gaps in care through innovative partnerships.

7. Challenges include the fact that BMHC is a small nonprofit organization with limited staff and resources. We hope to mitigate this challenge by using this funding to offset the costs of our executives' salaries, which will allow the clinic to be sustained via fee-for-service income, increasing our donor pool, and identifying other multiyear capacity building grants and partnerships.

8. Since inception, BMHC has expanded its revenue streams, which has made it increasingly impervious to financial challenges. Donations have increased over the last year, as has fee-for-service income. BMHC has secured several grants in the past year to help further the mission and fund specific needs for the agency.

8.a. Partial funding would allow for the ED alone to oversee students and associate licensed staff without the assistance of the walk-in clinic manager. However, it would hinder the ability to have the needed infrastructure to maintain day-to-day operations while also providing ethical oversight and provision of care for students, thereby

reducing the number of hours that can be designated to walk-in services and stunting the overall efficacy and impact of the clinic. This would then also affect the mission to serve students through clinical practicum placements, which would in turn require that BMHC limit the number of students able to serve under a single supervisor. This also would hinder the clinic team's capacity to collect and analyze data about the clinic's services, including its successes and areas for potential growth and improvement.

8.b. The need for grant and donation funding for this program is offset by fee-for-service revenue for billable services. We are newly established as a Behavioral Health Agency (BHA) which allows us to bill Medicaid, and some commercial insurance, for services rendered by our staff and students. Please note that the program described throughout is funded as described above in 2.a., and it would be impacted as described above in section 8.a.

#### CITATIONS:

[Croft, B., Gerber, R., Wieman, D., & Rayel, D. \(2022\). \(rep.\). Walla Walla Behavioral Health Systems Assessment \(pp. 1–122\). Cambridge, MA: HSRI.](#)

[Hyde, P., & del Vecchio, P. \(2013, July\). Community Conversations About Mental Health; Information Brief. Rockville; SAMHSA.](#)

**Direct Services:**

The only costs associated with provision of direct services are Operations and Administrative costs. The Interns serving at BMHC do not currently get paid for their clinical practicum experiences in alignment with university standards and expectations.

**Program Operations:**

Please see Walk-In Budget attachment. All items for operations are denoted in green. These costs include items such as: BMHC electronic health records, phone, CRM tracking system, HIPAA compliant forms, Crisis intervention training, licensure requires trainings (such as sexual harassment, COVID precautions, HIPAA, etc.), professional malpractice insurance, office rent, general liability insurance on the property, supplies (pens, paper, etc.), equipment (printers, tablets, etc.), internet, fax, business licensing, communications software, bookkeeping software, HIPAA compliant email, telehealth platform, payment processing fees, B&O tax and federal taxes.

**Match Source 1: Fee for service**

Currently BMHC has 2 full time and 2 part time Clinicians through outpatient services who are able to bill. For example, in November of this year, fee-for-service income generated by these clinicians was \$61,618.32 and the total expenses for BMHC were \$63,722.89 with \$47,660.61 in payroll, which left \$16,062.11 that could be used towards general operations and administrative costs to cover both the outpatient and walk-in services. We estimate that from these numbers we will be able to generate between \$2,000-\$3,000 per month (\$24,000- \$36,000 annually) that can be designated to cover the walk-in clinic specifically.

**Match source 2: Donations**

Based on historical and projective data, we conservatively estimate that we will receive between \$15,000- \$20,000 in total donations for 2023.

**Administrative Costs:**

Please see Walk-In Budget attachment. All items for administration are denoted in blue. These costs include items such as: bookkeeping services, 50% of the employment costs of the Executive director, translation services, marketing and advertising, printing, postage, legal consult fees, and 80% of the Walk-In Clinic Manager's cost of employment.

Expenses	Monthly Cost	Annual Cost
Therapy Notes	\$400.00	\$4,800.00
Phone.com	\$220.83	\$2,650.00
Monday.com	\$259.32	\$3,111.78
FormDr	\$159.00	\$1,908.00
Bookkeeping	\$1,000.00	\$12,000.00
CPI trainings (x15)	\$112.54	\$1,350.51
Easy Llama Trainings	\$149.58	\$1,795.00
Malpractice insurance	\$135.42	\$1,625.00
Executive Director (.5)	\$3,000.00	\$36,000.00
Rent	\$1,500.00	\$18,000.00
General liability insurance	\$310.83	\$3,730.00
Supplies	\$166.67	\$2,000.00
Equipment	\$166.67	\$2,000.00
Internet/Computer expenses	\$300.00	\$3,600.00
Fax	\$70.00	\$840.00
Translation services	\$203.33	\$2,440.00
Marketing/Advertising	\$250.00	\$3,000.00
Printing	\$64.58	\$775.00
Postage/Delivery	\$33.33	\$400.00
Business licenses	\$189.92	\$2,279.00
Legal fees	\$83.33	\$1,000.00
Mailchimp	\$18.51	\$222.12
Quickbooks	\$230.83	\$2,770.00
Hushmail	\$80.00	\$960.00
Office 365	\$10.89	\$130.68
Zoom	\$13.60	\$163.24
Credit card processing	\$41.67	\$500.00
Cost of Amanda (.8)	\$4,000.00	\$48,000.00
B&O Taxes	\$750.00	\$9,000.00
Taxes	\$802.71	\$9,632.47
<b>TOTAL:</b>	<b>\$14,723.57</b>	<b>\$176,682.80</b>

(for county grant budget)

Admin Costs

Operations

\$103,615.00

\$73,067.80



## 2023 Behavioral Health Funding – Comprehensive Healthcare

### Section I

#### Face Sheet

Total Amount of Funds Requested

**\$153,577**

#### Organizational Information

Applicant/Agency Name	Comprehensive Healthcare
Agency Director	Jodi Daly, Ph.D.
Mailing Address	402 S. 4 <sup>th</sup> Ave.
City/State/ZIP Code	Yakima, WA
Federal Tax I.D. Number	91-1043304
Phone	509-575-4024
Fax	509-575-4811
E-Mail Address	Jodi.Daly@comphc.org
Project Title	Walla Walla County School Based Services
Project Location	Prescott, Dixie and Tochet

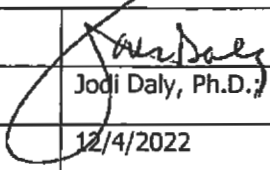
#### Description of Project

Summarize the project including how the funds will be used.

The funding will be used to support two full time, master's level therapists who will be dedicated to providing school-based services to the Prescott, Dixie and Touchet School Districts.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Jodi Daly, Ph.D., President/CEO, Comprehensive Healthcare
Date	12/4/2022

## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☐ Access to outpatient behavioral health care for Spanish speakers
- ☐ Community health workers/promoters
- ☐ ED diversion programs
- ☐ Peer Support programs
- ☐ Suicide Prevention/Crisis Services/Reduction of Harm
- ☒ Youth Behavioral Health Services
- ☐ Behavioral Health Prevention Services

2. What populations will your project target? *(check all that apply)*

- ☒ Youth
- ☐ Adults
- ☐ Targeted Populations Specify
- ☐ WW County Community

## Section III – See attached Narrative

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

#### Part A – All applicants must respond to questions 1-8

##### History/Background

1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.

##### Project Description

2. Give a description of the proposed program/project.

In addition, address the following:

- a. How will the requested funds be used? Be specific.
- b. Identify the target population to be served.
- c. What geographic area will be served?
- d. Identify your clientele per their general demographics.
- e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.

#### Project Goals & Outcomes

3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?
4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).

#### Community Needs and Priorities

5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.

#### Partnerships

6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.

#### Challenges

7. What are the challenges that may confront this program/project?

#### Sustainability

8. Discuss sustainability for the program/project including:
  - a. How would a partial funding award affect the program/project?
  - b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	\$119,652 salary plus benefits for 2 FTE	\$39,884		<b>\$159,536</b>
<b>2. Program Operations</b>	\$11,052 for equip. and mileage	\$3,684		<b>\$14,736</b>
<b>3. Subtotal (lines 1-2)</b>	\$130,704	\$43,568 Cash match by schools		<b>\$174,272</b>

<b>4. Administrative Costs</b>	\$22,873	\$7624 In-kind match by Comprehensive		<b>\$30,497</b>
<b>5. Total (lines 3-4)</b>	<b>\$153,577</b>	<b>\$51,192</b>		<b>\$204,769</b>

**Budget Narrative**

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** The amount requested covers the salary and benefits of 2 FTE master's level therapist.

**Program Operations:** The amount requested covers the cost of purchasing one laptop, software and cell phone for the second hired therapist. Additionally an estimated cost for mileage for 2 therapists was included.

**Match Source 1:** The match presumes the schools will contribute a total of 25% of the Direct Service and Operations expense, while the match in Administrative costs comes from in-kind support.

**Match Source 2:**

**Administrative Costs:** Administrative costs was calculated at 17.5% of the subtotal

## Comprehensive Healthcare - Narrative

### History/Background

1. Comprehensive Healthcare, incorporated as a 501(c) non-profit in 1972, is a community behavioral health organization that provides services to individuals with serious mental illness, substance abuse disorders, co-occurring disorders and youth with serious mental disturbance. The array of services includes therapy, assertive community treatment, case management, supportive services to nursing homes and crime victims, school and jail-based services, medication management and EAP services. High intensity services such as WISE (Wrap Around with Intensive Services), Multisystemic Therapy and New Journeys (First Episode Psychosis) are available to youth and young adults. Additionally, our continuum includes residential treatment and inpatient psychiatric facilities for adults and youth. Comprehensive provides crisis response and stabilization, and detoxification services. Comprehensive is accredited by the Joint Commission of the Accreditation of Health Care Organizations (JCAHO) and earned The Joint Commission's Gold Seal of Approval for Behavioral Healthcare Accreditation for demonstrating continuous compliance with its performance standards.

Comprehensive Healthcare currently has school-based contracts in Kittitas County, Yakima County, Benton County, Walla Walla County and Milton-Freewater, Oregon. Schools in Prosser, Patterson, and Pasco receive services on-site as well. Providing mental health services to school districts has been an important part of the mission and has been provided since the 1980's. Our current school-based work in Walla Walla County has been funded through the 1 tenth of 1% tax for the last two years. We initially started with the Prescott and Dixie School Districts and attempted to add Touchet with our application last year. Due to not receiving full funding, the Prescott School district contributed funds to offset expenses and we were able to add some hours to the Touchet School District.

### Project Description

2. Our program provides mental health services through school-based therapists to students and families in rural school districts. Historically youth and families in rural school districts have been underserved due to barriers of access, travel, and on-site service delivery. Our program has also implemented Telehealth equipment at each site to further expand access to medication management services to those participating the school-based program.

Data for Prescott School District and Dixie School Districts combined:

**Total 2021: 37 students served**

471 services:

- Individual therapy: 185
- Community support: 258



## Comprehensive Healthcare - Narrative

### **Total 2022: 82 students served**

651 services:

- Individual therapy: 210
- Community support: 288
- Group services: 76
- Medication appointments: 11

Prescott School District has added medication management and psychiatric services via telehealth in the past 6 months and this has assisted students and families in attending these services at the school, increasing attendance, and decreasing cancellations and now shows due to travel barriers and limitations. This is a service that will continue with funding and continue to benefit youth and families challenged by travel, and parents work schedules.

- a) Funds will be used to continue and enhance the work at the Prescott and Dixie which were implemented with 1 tenth of 1% tax funds and funds will support dedicated time at the Touchet school district. Specifically, we will cover the salary and benefits of the current therapist and add an additional full-time therapist to work full time between the schools. One therapist will be stationed at Prescott due to student body size and the other will move between Dixie and Touchet. The therapists will have an office at all locations. They receive "walk-ins," screen referrals made by the faculty, conduct mental health assessments, provide brief interventions and conduct individual and family therapy. The school-based therapists will be trained in Evidenced Based Practices appropriate for the school-based environment, to include Cognitive Behavior Therapy (CBT) for anxiety and depression, as well as Trauma Focused CBT. The therapists will refer for medication services if indicated. The therapists will start working towards establishing skills groups and will provide any requested training for the faculty, which may include trauma informed care, symptom recognition, and suicide awareness training.
- b) Services are offered to students K-12 in Prescott, Dixie and Touchet School Districts. Assistance is also available to families of youth in these school districts. The school districts we partner with indicate that their schools lack services and programs to address the behavioral health concerns of their students. They report their students struggle with trauma, depression, and anxiety which has only worsened since the pandemic. High rates of absences, discipline referrals and suspension are a result of these issues. Poor grades and test scores, along with lack of participation in extra-curricular activities are indicative of a struggling student body. Rural school districts consistently struggle to provide for the behavioral health of their students. School counselors are difficult to hire for these roles and the school district may not have the financial ability to afford such positions. The geographical distance between schools makes it a challenge to fill a position where traveling significant distances is a daily activity. This inequity in service access in our rural communities is the gap we plan to address. Our school-based program will

## Comprehensive Healthcare - Narrative

allow for the immediate access to behavioral health services. What geographic area will be served?

- c) Prescott School District, Dixie School District, Touchet School District
- d) Services are offered to students K-12 in Prescott, Dixie and Touchet School Districts. Assistance is also available to families of youth in these school districts.

Prescott school district has 270 Pre-K-12 enrolled students; 80% Latino, 20% White, and approximately 92% of the students live in poverty. Spanish is the primary language at home. The education rate of families is very low for both high school diplomas and post-secondary degrees.

There are currently 14 enrolled students in Dixie school district, two students are in the preschool program. The student body of Dixie School District is 94% White, and 6% Native American. There is a 22% poverty rate and English is the primary language.

Last year Touchet school district accessed our school-based services as well. They have 214 enrolled in school. Touchet has 47% Hispanic enrollment and 55% are on fee and reduced lunches. The superintendent indicates that there are many single parent households and believes many of his students suffer abuse histories.

- e) Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.

Comprehensive has been providing services since 1972 to populations including those with disabilities, limited in English and minorities. Comprehensive is prioritizing the hiring of bilingual staff to serve the Spanish speaking population.

School-based therapists will continue to assist school staff in Prescott, Dixie and Touchet in the referral process, and educating staff on when it is best to refer students. With staff being aware of our presence and the services we offer in the schools, we can ensure access to our program. The school-based therapists will reach out to referred families which can and has resulted in other referrals from within the family, which extends our reach into these underserved communities.

### Project Goals & Outcomes

- 3. Our school-based program will allow for the immediate access to behavioral health services in rural schools and those youth and families will have decreased need to travel to access services outside of their community. This inequity in service access in our rural communities is the gap we plan to address.

The goals for these schools are to have decreased discipline referrals, improved attendance, and grades as a result of this increase access to mental health services.

## Comprehensive Healthcare - Narrative

### 4. Goal - To continue to increase access of Youth Health Services to Rural School Districts

Objective 1: Serve a combined total of 200 students between all three school districts.

Objective 2: Decrease discipline referrals by 75%

Objective 3: To achieve subclinical outcome measurement scores for 90% of students who received treatment interventions for symptoms of depression and/or anxiety.

### Community Needs and Priorities

5. The unmet needs for the Prescott, Dixie and Touchet school districts are the same; they all lack immediate access to behavioral health support on their campuses and their students reside in locations that make access to such treatment a burden on families. In some cases, families would have to drive over two hours round trip to access services. By offering services on campus, we can provide immediate access to support and treatment, not only for the youth but also for the family. Our current work with the Prescott and Dixie school districts has resulted in the ability for a student who has received a discipline referral to be diverted to a therapist on site who can provide a therapeutic intervention. Full mental health assessments can also be provided on site and any recommended therapy (to include family therapy) can be provided on site as well. With our current school-based work, we have seen discipline and suspension instances decrease, while attendance and grades improved. We have also seen students self-refer based on encouragement from their peers who have seen benefit in accessing the services. These rural communities are struggling with socioeconomic impacts and unique stressors of rural communities and have the need to access health services more quickly and conveniently. Their geographical locations and rural realities create barriers that often times families are not able to overcome. Therefore, it's necessary for services to be integrated into their communities in other ways to meet those unmet needs without burdening the family and risking that they don't seek help at all.

### Partnerships

6. We have developed a strong relationship with the Prescott, Dixie and now Touchet school district which did not exist before this partnership. Without the support of the Superintendents of these schools, the school-based services that we implemented would not have been as successful as it is. The success of a school-based program relies on the leadership of the school to promote the service and to bring the therapist into the culture of the school itself.

## Comprehensive Healthcare - Narrative

### Challenges

7. The nation is experiencing a work force shortage that is magnified in rural areas. We are likely to be challenged with hiring a full-time therapist to work in these rural areas, therefore the compensation package will have to compete with the multitude of other like jobs that are not necessarily in rural areas such as these.

### Sustainability

8.

a) Partial funding will reduce the number of staff we are able to provide for this project. Currently, the Prescott school district has been helping to financially support a portion of one of the FTE's because the last award did not cover the full expense. The school district may not be able to continue this funding indefinitely and the other school districts may not be able contribute additional funding either.

The only source of funding for school-based services is either a contract directly with the school district or billing the services to third-party payors (insurance). However, school-based services involve a substantial amount of non-billable activities, to include attending meetings with school personnel to discuss referrals and following up with teachers and guardians on treatment progress. Therefore, the limited billing that can be done by school-based therapists is not enough to support a full-time staff through insurance reimbursement alone. In many cases, these positions are filled by master's level staff who are not yet licensed and therefore private insurance will not cover the cost of the service, which further impacts the ability to sustain the service through insurance billing. Small, rural school districts such as these will always struggle to fund mental health services on site, especially when the referral volume does not warrant a 40-hour per week position. In our proposal, we are able to serve several school districts that are geographically spread out through the sharing of dedicated staff.

b) If funding is reduced or eliminated, the positions could not be sustained with insurance billing alone, especially given the expense of traversing the geography (mileage). We may have to discontinue on-site services at some or all of the schools depending on the service volume at that time. We can continue to provide assessments and services during school hours using the telehealth equipment that is on-site at Prescott and Dixie, but there is currently not equipment at Touchet. While this would continue some of the services, we would lose the benefits of being onsite to interact with the school staff to gather information on referrals, helping them to address issues with their students in real time and we would not have the on-site observation of the students like we do now. The school loses the benefits of having a student be able to "drop in" to see the therapist when they are struggling.

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds Requested

**\$200,000**

#### Organizational Information

Applicant/Agency Name	City of Walla Walla Fire Department
Agency Director	Eric Wood, Deputy Fire Chief
Mailing Address	170 N. Wilbur Ave
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	91-6001290
Phone	509-524-4605
Fax	509-529-0694
E-Mail Address	<a href="mailto:ewood@wallawallawa.gov">ewood@wallawallawa.gov</a>
Project Title	Community Paramedicine
Project Location	Walla Walla County

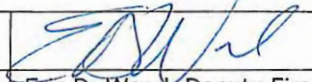
#### Description of Project

Summarize the project including how the funds will be used.

1. The Community Paramedic program was established in May of 2021 by the partnership between Providence Health Care and the City of Walla Walla. Since that time the Community Paramedic Program has expanded to now include two full-time Community Paramedics. This additional funding will allow the organization to continue to strive to meet the needs of our citizens by providing unique solutions to unique and complex medical problems through maintaining our current Community Paramedics as well as additional growth by adding one more full-time Community Paramedic. This additional Community Paramedic will allow the program to expand its services and meet the needs of further patients experiencing mental health illness within the valley.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Eric D. Wood, Deputy Fire Chief
Date	12.1.2022



## Section II

### Application Specifics

1. Which of the following will your project provide? (*check all that apply*)

- ☒ Access to outpatient behavioral health care for Spanish speakers
- ☒ Community health workers/promoters
- ☒ ED diversion programs
- ☒ Peer Support programs
- ☒ Suicide Prevention/Crisis Services/Reduction of Harm
- ☒ Youth Behavioral Health Services
- ☒ Behavioral Health Prevention Services

2. What populations will your project target? (*check all that apply*)

- ☒ Youth
- ☒ Adults
- ☒ Targeted Populations Specify: High utilizers of emergency services to include the emergency dept.
- ☒ WW County Community

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

Part A – All applicants must respond to questions 1-8

#### History/Background

1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.

#### Project Description

2. Give a description of the proposed program/project.

In addition, address the following:

- a. How will the requested funds be used? Be specific.
- b. Identify the target population to be served.
- c. What geographic area will be served?
- d. Identify your clientele per their general demographics.
- e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.

#### Project Goals & Outcomes

3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?
4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).

#### Community Needs and Priorities

5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.

#### Partnerships

6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.

#### Challenges

7. What are the challenges that may confront this program/project?

#### Sustainability

8. Discuss sustainability for the program/project including:
  - a. How would a partial funding award affect the program/project?
  - b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$150,000</b>	<b>\$550,000</b>
<b>2. Program Operations</b>				
<b>3. Subtotal (lines 1-2)</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$150,000</b>	<b>\$550,000</b>
<b>4. Administrative Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5. Total (lines 3-4)</b>				<b>\$550,000</b>

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** The \$200,000 that is being requested will be utilized to cover the loaded expense of one full-time community paramedic, this includes: wages, clothing, PPE, and miscellaneous EMS equipment to carry out mission critical objectives. The dollar value requested was based off 2021 expense data from the City of Walla Walla.

**Program Operations:** All funds are tied to employee wages, which are considered direct services provided to the community.

**Match Source 1:** City of Walla Walla

**Match Source 2:** Greater Columbia Now (Greater Columbia Accountable Community of Health)

**Administrative Costs:** No administrative costs are tied to this funding.

## **Section III- Part A**

### **History/Background**

1. Community paramedicine is an evolving type of mobile integrated health care in which paramedics function outside their customary emergency response in ways that facilitate more appropriate use of resources and enhance access to primary and behavioral health care.

A Community Paramedic Program helps connect frequent utilizers of EMS services for non-emergent medical needs to more appropriate services. This program's benefit is two-fold; citizens are connected to medical and social services that better meet their needs which creates capacity for EMS and our Emergency Department to respond to genuine emergencies. Additionally, this program helps to reduce total cost of care in the Walla Walla Valley, by reducing avoidable Emergency Department transports and full EMS dispatches. A Community Paramedic Program serves citizens dealing with complex issues including substance abuse and mental illness by ***assessing their needs in the field*** and coordinating their care with their provider and appropriate community resources.

In May of 2022, one additional Community Paramedic was added to the program to continue and enhance the service delivery to the citizens of Walla Walla County. Through this addition, the lapse in coverage throughout the week has been reduced and more patient contacts have been achieved.

### **Project Description**

2. At the time of inception, our goals with the program were to address high utilization of the emergency response system including high utilization of the emergency department, address the needs of the mental health issues our community is facing, implement a fall risk reduction program, and provide post hospital discharge check-ups. In the first year and a half of the Community Paramedic program we have quickly realized that over 90% of our utilizers of the program's services are directly tied to mental health or substance abuse disorders. With expansion of the program, our goal is to further expand the capacity of our community paramedics to meet and provide services to patients prior to the crisis occurring. The ability to identify patients and triage their needs in the field keeps patients from needing to be transported to the emergency department which creates another step and sometimes a barrier in getting our patients the help that is so desperately needed.
- 2(a). The requested funds will be utilized in two parts. The initial grant funding from Providence Health has since been exhausted and a renewal is not yet in place. The City of Walla Walla has partnered with the Greater Columbia Accountable Community of Health (GCACH) to maintain the current staffing of our two

Community Paramedics. These additional funds will allow the organization to continue to provide the care that has been established but also allow the organization to expand by hiring one additional full-time Community Paramedic. This additional Community Paramedic will allow the program to meet the needs of further patients within the valley as it pertains to mental health illness, substance abuse, and other complex medical issues.

- 2(b). The target population to be served is dynamic and our goal is to serve anyone that falls into the criteria of; frequent or repeat use of emergency medical services, high utilizers of the emergency department, mental health patients, the elderly, and the homeless population.
- 2(c). The Community Paramedic program has currently been operating in all of Walla Walla County and has assisted in Columbia County when requested. Our goal is to go wherever our services can legally be utilized.
- 2(d). Our clientele is wide ranging. Since the inception of our Community Paramedic program, we have made 1010 mobile integrated health visits. The number of visits resulted in 226 unique individuals receiving services. Much of our clientele are Washington State Medicaid recipients and are currently experiencing homelessness. Mental and behavioral health issues are common in our clientele base. Our Community Paramedics have assisted all citizens requesting services regardless of gender, race, sexual orientation, religion, country of origin, language spoken, or immigration status. Our data currently shows that most of our clientele are Caucasian males, between the ages of 50 and 80 years old.
- 2(e). We are a mobile integrated health service that operates anywhere in Walla Walla County. We are a program that meets people where they are at physically, emotionally, and mentally. Our community outreach consists of two main areas: being out and visible in the community and program referrals. Our community paramedics receive program referrals through an in-house process with Walla Walla Fire Department personnel that respond as part of the 911 emergency response system. Due to our community partnerships, program referrals through Walla Walla County Dispatch, Providence Health Care system, Walla Walla Police Department, and other rural fire and EMS providers are commonly utilized.

When it comes to working with members of the Latino/Hispanic culture in the valley, the Walla Walla Fire Department has two bilingual employees who have both been extremely helpful when requested. Language lines and translation applications have also proven to be useful tools.

Our department is fortunate to have strong partnerships and working relationships with other organizations who have bilingual Spanish speakers. Examples of the partnerships that we have frequently utilized are Providence St. Mary Medical Center's Population Health which has two bilingual Community

Health Workers, a Nurse Practitioner, and lastly through the LEAD program who has bilingual employees.

### **Project Goals & Outcomes**

3. Our programs Mission Statement is: "To provide unique care and solutions to patients with unique needs". This allows our community paramedics to address a wide range of barriers for patients. On an individual basis, many of our patients need basic human services. These services include shelter, clothing, food, medical care, safety, and social acceptance. Not only do we serve the patients themselves, but families have been positively impacted by advocating for mental health treatment placement. Our community benefits directly by having more Community Paramedics with advanced life support training and capabilities on the streets in a mobile capacity.
4. The primary goal of our program is to provide unique care and solutions to patients with unique needs. Through our Community Paramedics, we achieve this by investing time in case management and navigation to proper resources. Three achievable outcomes that we seek to meet entering 2023 are a 50% reduction in emergent needs for mental health related calls, introducing injectable anti-psychotic medications, and further cooperation and integration with our local law enforcement to pilot a co-responder type model for mental health related incidents.

### **Community Need and Priorities**

5. An area of weakness in our community is the lack of patient control and proper use of mood stabilizing medications. To our knowledge, there are no mobile services providing injectable anti-psychotics. For many patients, transportation and homelessness is an ever-present barrier to their healthcare and ability to maintain a consistent independent life. We believe that the WWFD Community Paramedic Program is uniquely positioned to be a key component of establishing a mobile injectable medication program to assist our most at risk citizens. A proactive approach such as this can reduce the number of requests for ambulance services and emergency department visits secondary to mental health illness.

### **Partnerships**

6. Several valuable partnerships have been established during the short history of our Community Paramedic program. Our community paramedics work closely with Providence St. Mary's Population Health through weekly interdisciplinary team meetings. These are incredibly valuable meetings where complex medical and social situations are discussed, and care plans are developed. The care plans are then implemented through a care team that normally involves one or sometimes both community paramedics, along with other team members. The Christian Aid Center and the Walla Walla Alliance for the Homeless have been



extremely important partners. Not only do we respond to their request to assist them and their clientele, but they also provide a needed resource for our community paramedics to refer people to for shelter, safety, food, and other basic resources for our most vulnerable citizens.

The Walla Walla Fire and Police Departments have a long history of working together for the collective good of our community. However, due to the implementation of police reform and Washington State House Bill 1310, law enforcement is not able to contact people in a preventative way like they were before. Much of the social issue calls that were handled by law enforcement are increasingly handled by the WWFD and their community paramedics.

Our community paramedics and local APS (adult protective services) have been able to produce a long-needed partnership. Our community paramedics and the local APS investigators have joined efforts in several cases to assist vulnerable adults in being moved into better, safer, cleaner, and more dignified settings. I have come to greatly understand and appreciate the role APS plays in our greatest successes. And to come full circle, these cases have also been heavily assisted by Providence St. Mary Population Health.

Lastly, Greater Health Now, formerly known as the Greater Columbia Accountable Communities of Health have proven to be a very supportive partnership. WWFD has received grant funding from them to help ensure our current staffing level of two community paramedics is maintained. Greater Health Now is focused on reimagining healthcare in rural areas through the utilization of community paramedics, community health workers, RN case managers and mobile clinics.

### **Challenges**

7. We have the desire to do more work in our community. We are hampered by staffing shortages within our community paramedic program. Through our experience, mental health illness has become a primary component for our clientele. While we have been successful in meeting our customer's needs, due to our bandwidth, we haven't been able to address other issues within our community to our desired levels. These other issues center around fall prevention, public education, and post discharge follow up with an emphasis on congested heart failure and chronic obstructive pulmonary disease.

To address these areas of community need, expansion would be necessary within the Community Paramedic program.

### **Sustainability**

- 8(a). Partial funding for this program would help in the sense that it would support the sustainability of the current staffing model for the foreseeable future. Expansion of services that could be provided would be limited to the capacity or bandwidth of the two community paramedics and likely not expand.
- 8(b). If traditional funding sources for this program are reduced or eliminated a cost versus benefit analysis will be conducted and the organization will implement steps to ensure the program remains, and what depth of service can be successfully provided. An example of this would be restructuring the hours of service the community paramedics are available as well as what services the program should provide to benefit the majority.

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds  
Requested

**\$115,237**

#### Organizational Information

Applicant/Agency Name	The STAR Project
Agency Director	Linda Scott
Mailing Address	PO Box 159
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	73-1707241
Phone	509-525-3612
Fax	509-524-8152
E-Mail Address	lindas@thestarproject.us
Project Title	Case Management for Behavioral Health Services
Project Location	Walla Walla, WA

#### Description of Project

Summarize the project including how the funds will be used.

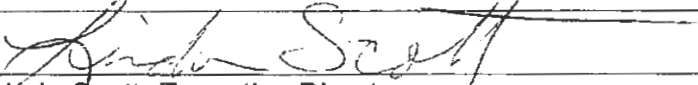
The STAR Project will use behavioral health funds in the following ways:

- Salary and benefits for the STAR Case Manager,
- Administrative support,
- Applicable office facilities based on percentage of use allocated to Behavioral Health,
- Client group activity expenses,
- Substance use testing.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial

matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Linda Scott, Executive Director
Date	12/5/22

## Section II

### Application Specifics

1. Which of the following will your project provide? (*check all that apply*)

- ☐ Access to outpatient behavioral health care for Spanish speakers
- ☒ Community health workers/promoters
- ☐ ED diversion programs
- ☒ Peer Support programs
- ☐ Suicide Prevention/Crisis Services/Reduction of Harm
- ☐ Youth Behavioral Health Services
- ☒ Behavioral Health Prevention Services

2. What populations will your project target? (*check all that apply*)

- ☐ Youth
- ☒ Adults
- ☒ Targeted Populations Specify: Formerly incarcerated individuals
- ☒ WW County Community

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

Part A – All applicants must respond to questions 1-8

#### History/Background

**1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.**

The Successful Transition and Reentry (STAR) Project is a 501(c)(3) nonprofit organization. Founded in 2004, STAR serves people with felony convictions in Walla Walla County. STAR's mission is to reduce recidivism by assisting people who are being released from incarceration with the essential tools they need to be successful in their reentry. STAR currently has four core programs: Case Management, Housing, Employment, and Mentoring. In addition to the four core programs, STAR also offers academic support for clients pursuing higher education, monthly community functions such as client dinners, and volunteer/community service opportunities. The menu of services currently offered by STAR is consistent with best practices in the field of reentry (Boer Drake & LaFrance, 2007).<sup>1</sup>

---

<sup>1</sup> Boer Drake E. & LaFrance, S. (May 2007). *Findings on best practices of community re-entry programs for previously incarcerated persons*. San Francisco, California. Retrieved from <http://www.eisenhowerfoundation.org/docs/Ex-Offender%20Best%20Practices.pdf>.

### Project Description

#### **2. Give a description of the proposed program/project.**

This proposal is to support the continuation of the wholistic case management services offered by The STAR Project that focus on personal growth and individual accountability. Initially (first 45-60 days), case management is intensive as clients are assisted in finding basic needs and services, then transitions to a more self-sustaining model as financial and emotional stability are gained.

**In addition, address the following:**

##### **a. How will the requested funds be used? Be specific.**

The bulk of the funds requested will go to the salary and benefits for the STAR Case Manager and Employment Specialist. A smaller portion of the funds will go to program operations in the form of client learning materials and staff training for weekly Moral Reconation Therapy (MRT) classes, Ready to Rent classes and support materials, and monthly client group activities. Funds will also be used to offset part of the cost for office administration.

##### **b. Identify the target population to be served.**

The target population STAR serves is people returning to the community with a felony conviction after a period of incarceration (service typically begins within the first 6-12 months of release).

##### **c. What geographic area will be served?**

Walla Walla County.

##### **d. Identify your clientele per their general demographics.**

Adult men and women.

##### **e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.**

The STAR Project relies on referrals from Washington Department of Corrections (DOC), the local Corrections Field Office, DOC Re-entry Specialists, partner community agencies, and word of mouth. Our geographic reach is Walla Walla County. We work to customize solutions for each client's unique needs, situation, and abilities. Currently nearly 80% of our clients have a disability. We serve minorities in proportion to the county's population. The people we serve are part of a marginalized group of formerly incarcerated individuals, many with intersecting minority statuses based on ethnicity and socioeconomic position.

### Project Goals & Outcomes

#### **3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?**

Individuals will have an increase in resiliency and recovery from mental health disorders and/or substance use disorders, which will have a positive impact on their families and the community at large. By helping formerly incarcerated people overcome barriers to reentry in the form of behavioral health support, they are more likely to gain and sustain employment, housing, and make positive contributions to the community. The ultimate



goal is to reduce recidivism and increase community safety by helping people succeed in these core areas.

4. **Identify at least one goal for your program/project and three achievable/measurable outcomes.** Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).

Increase program participation and completion of case management/treatment plan beyond the length of time people are under DOC supervision.

1. Establish MRT participation and completion rate of 80% or more.
2. Average 85% of clients moving from transitional housing to permanent housing within 24 months of intake.
3. Have 75% participation in monthly group activities.

### **Community Needs and Priorities**

5. **Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.**

The STAR Project serves an average of 107 clients annually and is the only community organization in Walla Walla that focuses solely on reentry services. STAR has a proven track record of successfully reducing the rate of recidivism of our clients well beyond the state rate (average STAR rate 14%, State 27%). This reduction is due to the suite of services STAR offers to serve this marginalized population; case management, housing, employment and education, and mentoring.

### **Partnerships**

6. **Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.**

STAR partners with many other local nonprofits in the Walla Walla area. STAR coordinates with BMAC to provide clients with housing subsidies, reduced utility payments, and other monetary support. Other local coordinating agencies include Comprehensive Healthcare, Trilogy, Serenity Point, YWCA, Christian Aid Center, Catholic Charities, WW Homeless Alliance, AA/NA, Oxford, Salvation Army, and BMH2H. STAR also coordinates with the Dept. of Corrections, VA, the Department of Commerce, and DSHS.

### **Challenges**

7. **What are the challenges that may confront this program/project?**

The biggest challenges to this program are increasing community awareness around the barriers to reentry, the needs of our clients for employment and housing and breaking the stigma of being involved in the criminal justice system. Ensuring that the community is aware of our program and its benefits. Sustainable funding is a priority challenge.

### **Sustainability**

8. **Discuss sustainability for the program/project including:**

Sustainability will be achieved by securing multiple large grants (federal, state, & private entities) that span over a period of more than a single year, continued cultivation of our private donor base, and increased general fundraising activities.

- a. **How would a partial funding award affect the program/project?**

Partial funding for this program will result in reduced service offerings, placing additional burden on our community partner organizations, law enforcement, and jeopardize the success of our clients.

**b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?**

As was seen in early 2022, the loss of major federal grant funding resulted in temporary suspension of services and a near shut down of the entire organization. 2023 is a rebuilding year for The STAR Project as we focus on diversifying funding sources and strengthening community partnerships.

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1: Donations &amp; Fundraising</b>	<b>c. Match Source 2: Additional Grant(s)</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	<b>52,650</b>	<b>0</b>	<b>17,550</b>	<b>70,200</b>
<b>2. Program Operations</b>	<b>23,025</b>	<b>1,200</b>	<b>6,475</b>	<b>30,700</b>
<b>3. Subtotal (lines 1-2)</b>	<b>75,675</b>	<b>1,200</b>	<b>24,025</b>	<b>100,900</b>
<b>4. Administrative Costs</b>	<b>39,562</b>	<b>3,600</b>	<b>9,588</b>	<b>52,750</b>
<b>5. Total (lines 3-4)</b>	<b>115,237</b>	<b>4,800</b>	<b>33,613</b>	<b>153,650</b>

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** 75% of the wages, benefits, & taxes for case manager and employment services specialist.

**Program Operations:** 75% Materials and staff certification for behavioral classes (MRT) and monthly client group dinners.

**Match Source 1:** Cash donations and fundraising.

**Match Source 2:** Existing and new grants through the state and federal agencies as well as grants from private foundations.

**Administrative Costs:** 75% for administrative costs that directly support the behavioral health programs are included in this request. The remaining 75% will be sought through fundraising and additional grant funding.

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds Requested

\$ \$32,425.50

#### Organizational Information

Applicant/Agency Name	Anchor Point Counseling PLLC
Agency Director	Alayna Brinton
Mailing Address	828 S. 1st Ave.
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	81-3124438
Phone	(509) 593-8122
Fax	(509) 769-5221
E-Mail Address	alaynabrinton@anchorpointcounseling.hush.com
Project Title	2023 BH Expansion Project
Project Location	828 S. 1st Ave. Walla Walla, WA 99362

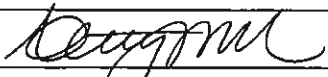
#### Description of Project

Summarize the project including how the funds will be used.

These funds will be used to secure more office space, pay for telehealth platforms, cover increased administrative costs, and allow for the purchase of play therapy equipment in order to increase access to care for those with BH needs, including but not limited to those ages 0-18 and the Latino/a/x population.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Alayna Brinton, Owner, Chief Clinical Officer
Date	12/4/2022

## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☒ Access to outpatient behavioral health care for Spanish speakers
- ☐ Community health workers/promoters
- ☐ ED diversion programs
- ☐ Peer Support programs
- ☒ Suicide Prevention/Crisis Services/Reduction of Harm
- ☒ Youth Behavioral Health Services
- ☒ Behavioral Health Prevention Services

2. What populations will your project target? *(check all that apply)*

- ☒ Youth
- ☒ Adults
- ☒ Targeted Populations Specify
- ☒ WW County Community

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

Part A – All applicants must respond to questions 1-8

#### History/Background

1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.

#### Project Description

2. Give a description of the proposed program/project.

In addition, address the following:

- a. How will the requested funds be used? Be specific.
- b. Identify the target population to be served.
- c. What geographic area will be served?
- d. Identify your clientele per their general demographics.
- e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.



#### Project Goals & Outcomes

3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?
4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).

#### Community Needs and Priorities

5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.

#### Partnerships

6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.

#### Challenges

7. What are the challenges that may confront this program/project?

#### Sustainability

8. Discuss sustainability for the program/project including:
  - a. How would a partial funding award affect the program/project?
  - b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	0	\$210,000.00	N/A	\$210,000.00
<b>2. Program Operations</b>	\$11,050.50	Fee-for-service \$3,683.50	N/A	\$14,734.00
<b>3. Subtotal (lines 1-2)</b>	\$11,050.50	\$213,683.50	N/A	\$224,734
<b>4. Administrative Costs</b>	Type text here \$21,375.00	Fee-for-service \$7,125.00	N/A	\$28,500.00
<b>5. Total (lines 3-4)</b>	\$32,425.50	\$220,808.50	N/A	\$253,234.00

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

<b>Direct Services:</b>	Please see attached
<b>Program Operations:</b>	
<b>Match Source 1:</b>	
<b>Match Source 2:</b>	
<b>Administrative Costs:</b>	

## History/Background

1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.

Anchor Point Counseling PLLC (AP) was established in 2016 and since that time has expanded from 1 to 14 clinical therapists. Our agency has provided over 20,000 patient visits for nearly 2,000 clients, couples, and families since inception. Of our 14 therapists, 8 are trained in EMDR (Eye Movement Desensitization and Reprocessing) therapy, and 3 are bilingual/bicultural therapists.

## Project Description

2. Give a description of the proposed program/project. In addition, address the following:

Our strategic plan includes overall expansion of evidence-based therapy services with a specific focus on:

1. Increasing access to care for the Latino/a/x population.
2. Increasing access to care for children ages 0-18.
3. Increasing overall scheduling availability for care appointments.

This project would allow us to meet our goals and objectives in the strategic plan, outlined below in 3.

2.a. How will the requested funds be used? Be specific

**1. Rent** - in order to increase availability for appointments, AP will need to rent two additional therapy office spaces. To rent two extra offices, rent will increase by approximately \$1,000/month. We can stagger appointments and can easily use two rooms to facilitate 3-4 therapists.

**2. Telehealth** - Improves access to care for those unable to come in for physical appointments; costs approximately \$500/month for the therapists at AP to have access to HIPAA compliant software. The cost increases per user on the account.

**3. Administration** – Adding extra staff to meet our goals and objectives (see 3.) will increase client volume. We anticipate that administrative, billing, and credentialing costs will increase by approximately 50%.

**4. Play Therapy Supplies** - costs are approximately \$200/month for supplies that are needed for effectively providing art, sand tray, expressive, and play therapy modalities. Play therapy is effective in treating those who are unable to process verbally, such as children and those with certain disabilities. Many of these supplies are reusable (such as sand trays, games, toys, etc.) but some are consumable (paint, glitter, playdoh, etc.)

2.b. Identify the target population to be served.

The target population for this project is: 1. those suffering from symptoms of a diagnosable mental illness, 2. children ages 0-18, and 3. the Latino/a/x population, with extra focus on monolingual Spanish-speaking individuals.

2.c. What geographic area will be served?

Walla Walla, Umatilla, Benton, and Franklin counties.

2.d. Identify your clientele per their general demographics.

Our clientele is also our target demographic, as described above in 2.b and 2.c.

2.e. Describe your outreach plan and how you will ensure that eligible people have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.

AP will advertise for the abovementioned services through: Facebook, Instagram, AP's website, local therapist groups, and local stakeholders. Our anticipated outreach will include the geographic areas mentioned in 2.c. Through our partnerships with agencies like Providence Population Health, we will customize outreach to Latino/a/x individuals through adaptive measures (e.g., using our bilingual staff to create video and written materials, utilizing culturally inviting space, etc.). AP has worked with our target audiences since our founding in 2016. Over the last year, AP has seen an overall increase in required care for individuals under 18 and for those who require Spanish translation services, which led us to create strategic plans for how we will address these increases.

### Project Goals & Outcomes

3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?

Children and the Latino/a/x populations are historically underserved. These disparities are further widened by barriers to access or by culturally incompetent care. AP's strategic plan directly addresses these barriers through a focused goal of hiring and training staff to meet the needs of these target populations. In treating children, systems and environments are supported collaterally, thereby creating the possibility for significant and lasting change. In supporting the behavioral health (BH) needs of the marginalized and oppressed, we help to create a community that is more diverse and grows healthier.

4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).

Goal 1. Increasing access to care for the Latino/a/x population.

a. Partner with Providence Population Health, and/or other interested providers, to create in-roads to provision of care for the Latino/a/x individuals needing care in our community.

b. An expedited intake process for individuals needing Spanish-speaking services will be created and maintained

Goal 2. Increasing access to care for children ages 0-18.

a. After-school openings will be increased by 20 or more per month

b. 1 or more new therapists will be hired in 2023 to treat clients under the age of 18.

c. Staff will be incentivized to obtain continuing educational units (CEU) training in treatment of children and adolescents

Goal 3. Increasing overall scheduling availability.

a. 2 or more new therapists will be hired in 2023

b. 80 new appointment slots will be made available per month

c. Administrative support will be increased by 20%

#### Community Needs and Priorities

5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.

Currently there are 60 people on our waitlist for services, which demonstrates that there are barriers to accessing care in our local systems. In the past, when we have reopened our waitlist, it closed again 1-5 days due to the high volume of referrals. In the first 11 months of 2022, AP therapists have seen 346 intakes and made 10,540 appointments (a 182% increase in scheduled appointments since 2020). These data points capture our target demographic, as described above in 2.b and 2.c. Our local communities comprise AP's target demographic, and our program will reduce disparities for and greatly impact our community. By increasing appointment availability, we will be able to continue to accept new clients, which will improve BH in the local area.

#### Partnerships

6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.

This December, AP and **Providence Population Health** forged a partnership to increase access to care for monolingual Spanish-speaking women. The program is currently being formalized and logistics solidified while grant funding is obtained. **Blue Mountain Heart to Heart** has contracted with AP in the last year for providing mental health counseling for individuals who are incarcerated and suffering from BH symptoms. **Blue Mountain Health Cooperative** provides AP with a clinical educational library, and

the staff at AP have taken many of the training courses (specifically those for treating our target demographic, as described above in 2.b and 2.c). **Longmire Ranch** and AP have partnered for the last four years to create opportunities for those with BH needs (including children), to receive equine-assisted mental health counseling.

### Challenges

7.What are the challenges that may confront this program/project?

**Hiring** - Historically, the BH field in our area has had a shortage of providers, and the pool of BH providers is smaller than other health fields. Although AP regularly receives applicants, the therapists who apply are frequently unqualified to serve the clientele specific to this strategic plan (i.e., not trained to work with children or not bilingual). We have also had trouble finding appropriate administrative professional applicants to support our team of therapists.

**Unforeseen cost increases** – we expect that software, subscriptions, and other expenses will increase before the end of 2023.

**Insurance** - Annually, insurance adjusts their reimbursement rates. While these are not final for 2023, the likelihood that fee-for-service funding is reduced or eliminated is extremely low. If this were to happen, AP would strive to obtain contracted and private pay revenue.

### Sustainability

8.Discuss sustainability for the program/project including:

See 8.a and 8.b.

8.a. How would a partial funding award affect the program/project?

Partial funding would allow for expansion of care through helping to cover our rent. Our primary goal is to increase overall appointment availability. If enough funding is available, we would then also cover our telehealth platform, which also is in alignment with our goal of increasing overall access to care for the general population (including children and Spanish-speaking individuals). Thirdly, we would need to add additional administrative support to support the increased clinic capacity. Finally, the addition of supplies needed to support effective play/art therapy would be required to support the increase in children's services. If partial funding was awarded, we would route funding to those priorities in that order.

8.b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

Currently, fee-for-service is the only funding source for this project. Relying on fee-for-service alone is low risk but is also not creating opportunities for us to grow to meet the urgent BH needs of our community. We will continue with our program and its above-



stated objectives, but funding from this grant will significantly shorten the timeline for completing our objectives and improving the BH of our local communities.

<b>Direct Service Expenses:</b>		
Payroll (taxes and wages)	\$	210,000.00
<b>TOTAL</b>	<b>\$</b>	<b>210,000.00</b>

<b>Operations Expenses:</b>		
Rent	\$	51,000.00
Fax	\$	75.00
FormDr	\$	954.00
Monday.com	\$	642.00
Zoom	\$	100.00
Office 365	\$	643.00
General Liability	\$	407.00
Office Ally	\$	210.00
Malpractice	\$	2,000.00
Adobe	\$	196.00
Apple	\$	144.00
Phone	\$	2,300.00
Hushmail	\$	1,324.00
TherapyNotes	\$	6,500.00
Quickbooks	\$	2,000.00
Supplies	\$	4,200.00
Furniture	\$	4,000.00
Postage	\$	500.00
Marketing	\$	1,200.00
Internet	\$	2,235.00
Continueing Ed.	\$	4,000.00
Credit Card Processing	\$	1,500.00
Professional Fees	\$	1,400.00
Bank Service Charges	\$	240.00
Janitorial	\$	1,800.00
Retirement	\$	4,200.00
Insurance	\$	23,100.00
<b>TOTAL</b>	<b>\$</b>	<b>116,870.00</b>

<b>Administrative Expenses:</b>		
Culture Costs	\$	8,886.00
CCO	\$	45,000.00
Admin Assist	\$	16,000.00
Admin Director	\$	41,000.00
Admin therapy time cost:	\$	30,000.00
Supervision	\$	13,000.00
<b>TOTAL</b>	<b>\$</b>	<b>153,886.00</b>

<b>GRAND TOTAL</b>	<b>\$</b>	<b>480,756.00</b>
--------------------	-----------	-------------------

**Hiring** - Historically, the BH field in our area has had a shortage of providers, and the pool of BH providers is smaller than other health fields. Although AP regularly receives applicants, the therapists who apply are frequently unqualified to serve the clientele specific to this strategic plan (i.e., not trained to work with children or not bilingual). We have also had trouble finding appropriate administrative professional applicants to support our team of therapists.

**Unforeseen cost increases** – we expect that software, subscriptions, and other expenses will increase before the end of 2023.

**Insurance** - Annually, insurance adjusts their reimbursement rates. While these are not final for 2023, the likelihood that fee-for-service funding is reduced or eliminated is extremely low. If this were to happen, AP would strive to obtain contracted and private pay revenue.

### Sustainability

8. Discuss sustainability for the program/project including:

See 8.a and 8.b.

8.a. How would a partial funding award affect the program/project?

Partial funding would allow for expansion of care through helping to cover our rent. Our primary goal is to increase overall appointment availability. If enough funding is available, we would then also cover our telehealth platform, which also is in alignment with our goal of increasing overall access to care for the general population (including children and Spanish-speaking individuals). Thirdly, we would need to add additional administrative support to support the increased clinic capacity. Finally, the addition of supplies needed to support effective play/art therapy would be required to support the increase in children's services. If partial funding was awarded, we would route funding to those priorities in that order.

8.b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

Currently, fee-for-service is the only funding source for this project. Relying on fee-for-service alone is low risk but is also not creating opportunities for us to grow to meet the urgent BH needs of our community. We will continue with our program and its above-stated objectives, but funding from this grant will significantly shorten the timeline for completing our objectives and improving the BH of our local communities.

## **Budget Narrative**

1. Rent- in order to increase appointment availability AP will be required to rent more office space. To rent two extra offices, rent will increase by approximately \$1000/month. (\$12,000 annually)
2. Telehealth - Improves access to care for those unable to come in for physical appointments; costs approximately \$500/month for all current therapists to have access to HIPAA compliant software. To add three additional therapists (per our goal/outcome projection) it will cost an additional \$1384 annually.
3. Administration- with increasing volume, administrative, billing, and credentialing costs are anticipated to increase by approximately 50% with expansion of services (costing an additional \$28,500 annually)
4. Play Therapy Supplies- costs approximately \$200/month for supplies to complete art, sand tray, expressive, and play therapy modalities. To furnish three new therapy spaces it will cost approximately \$1350.

## **Direct Services:**

\$210,000- This accounts for the wages and taxes for the three new therapists we anticipate hiring to provide direct services to clients. We are not requesting any portion of this expense to be offset by this funding, but instead will be covered by fee-for-service revenue.

## **Program Operations:**

\$116,870 is required to sustain Anchor Point's current level of service. These costs include: rent, fax, HIPAA compliant forms, CRM database, Zoom, Office 365, general liability insurance, billing software, malpractice insurance, adobe, apple music, phone, HIPAA compliant email, electronic health record software, QuickBooks, supplies (pens, paper, etc.), furniture, postage, marketing (facebook ads, printed brochures, etc.), internet, continuing education for staff, credit card processing fees, professional fees, bank service charges, janitorial, retirement contributions, and health insurance contributions.

*In order to increase our rent, telehealth platform, and to purchase play therapy supplies for three rooms, we will require approximately \$14,734.*

(Please see attached .xls workbook)

## **Match Source 1:**

Fee-for-service: We will need to create a total of \$10,808.50 in extra fee for service revenue to support this program expansion. Although staff members do not immediately

create revenue for the agency, over the course of 2023, we can conservatively estimate that we will be able to fulfill this match.

**Match Source 2:**

N/A

**Administrative Costs:**

\$153,866 is required to sustain Anchor Point's current level of service. These costs include: Culture costs (Employee gifts, meals, therapy animal), chief clinical officer salary, administrative assistant salary, administrative director salary, administrative pay for therapists, and clinical supervision pay to the agency supervisors.

*In order to increase our administrative professional support, we will require approximately \$28,500.00 annually.*

(Please see attached .xls workbook)

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

#### Total Amount of Funds Requested

\$60,000

#### Organizational Information

Applicant/Agency Name	Children's Home Society of Washington
Agency Director	Dave Newell, President and CEO
Mailing Address	12360 Lake City Way N.E. Ste. 450
City/State/ZIP Code	Seattle, WA 98125
Federal Tax I.D. Number	91-0575955
Phone	(206) 695-3200
Fax	
E-Mail Address	<a href="mailto:Alice.Hill@chs-wa.org">Alice.Hill@chs-wa.org</a> (Senior Executive Assistant)
Project Title	Walla Walla Family Navigation Services
Project Location	Walla Walla County

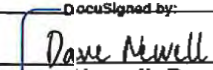
#### Description of Project

Summarize the project including how the funds will be used.

Funds will be used to expand capacity of the Triple Point program to address the mental health needs of LGBTQ+ youth ages 12-18 by increasing the Program Coordinator's allocated time from 15 to 25 hours per week in order to deliver an evidence-based SEL (Social-Emotional Learning) curriculum during weekly group sessions with youth and increase community outreach efforts. In an effort to reduce and prevent crises, the curriculum will help bridge the gap in the shortage of behavioral health services for youth in Walla Walla County by providing LGBTQ+ youth with the knowledge and tools they need for developing self-awareness, self-control, and interpersonal skills that are vital for school, work, and life success.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Dave Newell, President and CEO
Date	December 2, 2022



## Section II

### Application Specifics

**1. Which of the following will your project provide? (*check all that apply*)**

- ☐ Access to outpatient behavioral health care for Spanish speakers
- ☐ Community health workers/promoters
- ☐ ED diversion programs
- ☐ Peer Support programs
- ☒ Suicide Prevention/Crisis Services/Reduction of Harm
- ☐ Youth Behavioral Health Services
- ☐ Behavioral Health Prevention Services

**2. What populations will your project target? (*check all that apply*)**

- ☒ Youth
- ☐ Adults
- ☒ Targeted Populations Specify: LGBTQ+ youth ages 12-18
- ☒ WW County Community

## Section III

### Agency/Program/Project Description

#### **Part A**

#### **History/Background**

1. **Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.**

Children's Home Society of Washington's (CHSW) mission is to develop healthy children, create strong families, build engaged communities, and speak and advocate for children. CHSW has a long history of advancing the well-being of children through a unique combination of innovative programming, proven evidence-based services, and new approaches to meet children's and families' specific needs. CHSW has provided services to children and families in Washington state for more than 126 years.

Our signature programs include early learning, behavioral health, and family support, creating a comprehensive service framework focused on improving outcomes for children and families. Our programs focus on supporting the child within the context of their family, building on the family's strengths to increase their resilience and well-being, and reaching families at the earliest point possible before crisis occurs.

For more than 16 years, CHSW's Triple Point program has provided support groups for LGBTQ+ middle and high school youth (ages 12-18) in Walla Walla and is the only program in the area providing this support. Triple Point helps LGBTQ+ youth build skills that decrease isolation, increase confidence, and reduce risks associated with behavioral health issues, such as substance use, depression, and suicide. One of the most important things the program provides is a sense of peer connection, which can be especially life-changing for rural area LGBTQ+ youth who often are more isolated and feel left out by their communities, schools, and peers.

The program provides safe, affirming, and welcoming support groups that increase the youth's knowledge of resources, educate them in self-advocacy, and empower their voices. We currently offer one in-person group every Tuesday from 4:30-6:00 pm, as well as coordination of various group activities outside weekly support group sessions. Triple Point groups are topical with a curriculum designed to promote positive health behavior, build skills that decrease isolation, increase confidence, empower youth, and prevent behavioral health conditions such as substance misuse or depression. Linking youth with primary care providers, housing support, or behavioral health services is also part of the educational curriculum.

#### **Project Description**

2. **Give a description of the proposed program/project.**

The Triple Point program offers weekly support groups for LGBTQ+ youth, which are facilitated by an employee or volunteer, but peer directed. Group rules and norms are developed organically through these interactions and have resulted in a safe harassment-free space essential for the program's success.

Grant funds for this project will enhance the Triple Point program by adding an evidence-based SEL (Social-Emotional Learning) curriculum to the weekly support groups, which will require an additional 10 hours per week of the Program Coordinator's time to prepare the curriculum units for the group settings, create additional programming within the middle schools, set goals for the program, and assist youth in personal goal setting. All activities will be conducted outside of regular school hours.

The SEL curriculum is designed to help youth thrive at home, at school, and in life. The curriculum is comprised of five units that focus on: 1) diversity and inclusion; 2)

empathy and critical thinking; 3) communication; 4) problem solving; and 5) peer relationships. Each unit can be broken down into multiple sessions and the pace can be determined by the youth. Family engagement activities and activities that youth can do at home to practice new skills will also be included as other ways to further promote learning and skill acquisition. The success of the SEL curriculum will depend on ensuring that we provide youth with dedicated time to practice social and emotional skills, opportunities for youth to shape programming, and a supportive environment. The weekly support groups will provide this needed structure for successful implementation.

While the SEL curriculum is not a mental health intervention, it does help youth better understand themselves, connect with others, collaborate, problem solve, and support their communities. When implemented well, it can create a positive environment that helps youth develop a sense of belonging and feeling valued, which is critical to their personal and academic development.

Related project activities will include:

- Goal setting with youth: Personal goals will be recorded, and progress will be tracked on an individual progress chart.
- Observations of program participants: Youth will be observed as they start the program to measure social behaviors, conflict resolution, and self-management skills. After units have been taught, the observer will watch how participants react during a disagreement. This will be a measurement based on observation.
- Youth surveys: Each unit begins with a survey of youth SEL competencies and ends with a follow-up survey at the end of each unit.

The Program Coordinator will also conduct outreach activities in the community, including educational presentations and distributing printed materials to schools, businesses, and other community organizations.

**2(a) How will the requested funds be used? Be specific.**

Funds will be used to pay for an additional 10 hours per week of the Program Coordinator's time, increasing their time from 15 to 25 hours each week spent on Triple Point activities. The Program Coordinator will use the additional hours to prepare and deliver the curriculum for the weekly groups, implement SEL related activities during lunchtime within the middle schools, set goals for the program, and assist youth in personal goal setting. Planning based on the youths' needs and emotional hardships will be key to successful implementation. Funds will also be used to purchase materials to implement the curriculum activities.

**2(b) Identify the target population to be served.**

The project will serve LGBTQ+ youth (ages 12-18), LGBTQ+ allies, and community organizations.

**2(c) What geographic area will be served?**

The Triple Point program serves LGBTQ+ youth and LGBTQ+ allies who reside in Walla Walla County.

**2(d) Identify your clientele per their general demographics.**

The Triple Point program is open to youth ages 12-18 who identify as LGBTQ+ or as an LGBTQ+ ally (e.g., friends, parents, families). On average, youth who attend the weekly support groups are between 13-15 years old and come from a variety of socioeconomic and cultural backgrounds, with the majority from low-income households. We also serve special subpopulations of LGBTQ+ youth, including those who are homeless, involved in the child welfare system (e.g., foster care), and from indigenous communities.

**2(e) Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.**

Triple Point conducts outreach in various community locations, including schools, to identify LGBTQ+ youth needing support and services and connect them with additional resources that prevent costly, resource-intensive intervention when conditions worsen. The program coordinator will also participate in community events where CHSW will host a Triple Point information table, partner with local businesses to offer special programming, and partner with the Walla Walla and College Place rural libraries to include Triple Point program information in different printed and digital promotional pieces they distribute.

Printed informational materials about the Triple Point program will also be distributed through school clubs, school counselors, and the Communities in Schools program. Local barbers who provide gender-affirming haircuts have also requested printed materials they can distribute to youth they serve. Other local groups and organizations have also approached us about partnering to provide information, resources, and activities for LGBTQ+ youth.

CHSW will serve Spanish-speaking youth and families in Walla Walla County through our staff who are fluent in English and Spanish so they can effectively communicate and build trust with the county's Spanish-speaking population. We will also ensure meeting locations are accessible for youth with physical disabilities and will utilize sign language interpretation services for youth with hearing impairments when possible. Other reasonable accommodations will be made for program youth and families, as needed.

### **Project Goals & Outcomes**

**3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?**

The project will change the lives of LGBTQ+ youth in Walla Walla County because when an LGBTQ+ young person has even one affirming adult in their lives, they are almost 50% less likely to attempt suicide. Increasing access to resources, providing education, and partnering with various organizations will reduce the isolation that LGBTQ+ youth experience and increase their sense of community and belonging in their own homes, schools, and communities.

LGBTQ+ youth often have a higher need for behavioral health services due to bullying, social acceptance issues, and other stigmas they face daily. Therefore, this project will serve as a critical bridge to support for LGBTQ+ youth while they await access to formal behavioral health services to address more complex needs.

Through the Triple Point program and implementation of the SEL curriculum, LGBTQ+ youth will be better equipped to handle stressors they face at school, at home, and in the community so they have a reduced risk of substance use, school dropout, and suicide. Participants will create connections with other youth, staff, and volunteers through a strong support group where they can build their resilience and develop positive relationships where their social, emotional, and cognitive skills will thrive. When implemented fully, SEL programming will lead to positive outcomes for youth, like an improved ability to handle stress, better classroom behavior, and academic gains.

4. **Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).**

The primary goal of this project is to assist LGBTQ+ youth to learn and practice key social and emotional competencies that will decrease risk of youth behavioral health crises, self-harm behaviors, and suicide.

Measurable outcomes include:

- Up to 10 LGBTQ+ youth per week will participate in SEL curriculum as measured by attendance tracking system
- 100% of youth participants will increase their SEL competencies by end of grant period as measured by pre- and post-surveys completed by youth
- 100% of youth participants will make progress on personal goals by end of grant period as measured by individual progress chart tracking

#### **Community Needs and Priorities**

5. **Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.**

In Walla Walla County, nearly 1,000 youth under the age of 18 are estimated to identify as LGBTQ+ (7.1% of total youth population per 2022 Gallup Poll). CHSW serves approximately 100 LGBTQ+ youth, which is a mere fraction of that total. LGBTQ+ youth are particularly vulnerable to adverse childhood experiences, which lead to negative long-term health outcomes and behavioral health problems, including substance misuse, bullying, underperformance and truancy at school, and suicide. Consistent with national statistics, a disproportionate percentage of sexual minority youth served by Triple Point experience behavioral health issues that often go untreated due to fear of discrimination and retaliation. Triple Point programming was co-created by CHSW staff, volunteers, and youth participants and is designed to decrease isolation and low self-image in LGBTQ+ youth related to the experience of stigma and discrimination. Program outcome data indicate that Triple Point groups effectively reduce emotional disturbance resulting from behavioral health conditions in youth, increase the youth's connection to their community and security in themselves, and help create peer support.

In a 2022 Walla Walla Behavioral Health System Assessment report, community focus groups noted several needs for its youth population, including employing curriculum to help youth develop coping skills and resilience, community-wide prevention to lessen pressure on schools, and suicide prevention among teenagers. Implementation of an evidence based SEL curriculum within our current Triple Point program, coupled with community outreach efforts to raise awareness and educate groups about LGBTQ+ issues, will increase the community's capacity to serve the entire LGBTQ+ youth population and prevent serious behavioral health issues from arising.

#### **Partnerships**

6. **Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.**

We have developed several new community partnerships that will help contribute to the success of the Triple Point program. Partnerships include:

- Walla Walla symphony – they are raising funding and in-kind donations to provide youth with opportunities to play different instruments, tickets to attend symphony concerts, coaching about what to wear to a performance, and clothing to wear.
- Umatilla Indigenous Youth – their community leader transports tribal youth to weekly groups and we provide gas assistance as they live almost an hour away. They will also provide meeting space on tribal lands to provide groups for indigenous youth.

- Walla Walla County Rural Library District – distribute information about Triple Point program, provide youth with library cards, partner with us on events, and provide LGBTQ+ related books for youth and for the “lending library” at our CHSW location.
- Heather Rodriguez, mental health therapist for youth – she helped start the Triple Point program in Walla Walla and is an advocate for program. She is a frequent guest speaker who educates youth, our staff, and the community on LGBTQ+ topics. We also refer Triple Point youth to her for counseling services, as needed.
- Gay Straight Alliance at Walla Walla High School and College Place High School – distribute program information, attend CHSW community event and refer youth and families to Triple Point program.
- The LOFT, a shelter for homeless teens – their staff transport youth to Triple Point groups and provide program information to youth. They also plan to learn more about using the SEL curriculum with youth they serve at the shelter.
- Mero Salon and Capital Barbershop – they provide gender affirming haircuts for Triple Point participants and help distribute program information to youth they serve.
- Farm-to-School program – they helped us create garden beds that Triple Point youth, staff, and volunteers maintain through the year.

### **Challenges**

#### **7. What are the challenges that may confront this program/project?**

One of the ongoing challenges is the general stigma and stereotypes about LGBTQ+ people. Past experience has shown that the community has exhibited negative attitudes towards LGBTQ+ individuals, making it difficult for them to find safe, welcoming spaces. This has caused challenges in recruiting youth who may fear rejection and negative reactions by friends and families. We plan to address this challenge with continued community outreach and education.

Another challenge is the limited number of hours allocated of Program Coordinator's time to deliver programming to its fullest potential, including essential community outreach. This project will address that by increasing the Program Coordinator's time allocated for Triple Point programming from 15 to 25 hours per week.

Finally, funding to support Triple Point programming can be challenging as there are fewer funders and donors interested in supporting LGBTQ+ youth programming. In the past, some funders withdrew their funding for our organization once they learned we deliver LGBTQ+ youth programming. We will address this through continued community outreach and education.

### **Sustainability**

#### **8. Discuss sustainability for the program/project including:**

##### **a. How would a partial funding award affect the program/project?**

There would be fewer hours for preparation and delivery of SEL curriculum and less outreach can be conducted with local middle schools and high schools.

##### **b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?**

There are no traditional funding sources for this project as it relies 100% on charitable contributions to operate. Sustainability is dependent on inspiring more individuals and funders to be open to supporting LGBTQ+ youth programming.



## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31, 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4 (if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

Proposed Activities	a. Dollar Request:	b. Match Source 1: <i>United Way</i>	c. Match Source 2: <i>Other charitable contributions</i>	d. Totals (Columns a+b+c):
1. Direct Services	35,100	2,050	6,739	43,889
2. Program Operations	16,000	0	0	16,000
3. Subtotal (lines 1-2)	51,100	2,050	6,739	59,889
4. Administrative Costs	8,900	450	6,000	15,350
5. Total (lines 3-4)	60,000	2,500	12,739	75,239

### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** Includes the salary and benefits for a 0.63 FTE Triple Point Program Coordinator to implement the project and a 0.03 FTE Regional Director to provide supervision/oversight.

**Program Operations:** Includes general program operating costs allocated per FTE for project personnel (\$12,550) plus program materials and equipment related to implementing SEL curriculum and conducting additional community outreach (\$3,450).

**Match Source 1:** Includes restricted cash funding from United Way (\$2,500) for program coordinator salary/benefits and administrative costs.

**Match Source 2:** Includes unrestricted charitable cash contributions for administrative costs (\$6,000) as well as in-kind contributions of volunteer time for direct services (\$29.95 per volunteer hour x 3 volunteers per week x 1.5 hours per week x 50 weeks = \$6,739). Value of volunteer time per Independent Sector 2022 valuation.

**Administrative Costs:** CHSW administrative costs are 30%, of which 12.5% (\$6,000) will be provided as cash match from unrestricted charitable cash contributions.

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds  
Requested

**\$55,875**

#### Organizational Information

Applicant/Agency Name	Hope Street
Agency Director	Karen Carman
Mailing Address	P.O. Box 2001
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	83-3052347
Phone	509-540-5276
Fax	509-876-4314
E-Mail Address	karencarman@hopestreethomes.org
Project Title	Recovery Residence
Project Location	303 Catherine Street, Walla Walla, WA 99362

#### Description of Project


Summarize the project including how the funds will be used.

Hope Street respectfully requests a new grant of \$55,875 to continue equipping women in Walla Walla to recover from substance use disorder. Specifically, we will use funds to sustain a position that is critical to our effectiveness, our Recovery Advocate, and to ensure that our team has the training they need to stay current and impactful in the field of behavioral health and substance use disorder.

Hope Street Behavioral Health Services Funding Request

Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Karen Carman, Executive Director
Date	11/30/2022

## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☐ Access to outpatient behavioral health care for Spanish speakers
- ☐ Community health workers/promoters
- ☐ ED diversion programs
- ☒ Peer Support programs
- ☒ Suicide Prevention/Crisis Services/Reduction of Harm
- ☒ Youth Behavioral Health Services
- ☒ Behavioral Health Prevention Services

2. What populations will your project target? *(check all that apply)*

- ☐ Youth
- ☒ Adults
- ☒ Targeted Populations Specify: Women with SUD
- ☒ WW County Community

### **Section III**

**(1)**

Hope Street is a clean and sober living home in Walla Walla, WA. We opened our doors in January 2021 to women struggling with substance use disorder. We were the first Washington Alliance for Quality Recovery Residences (WAQRR) accredited Level II home in the eastern half of the state and continue to be the only WAQRR-certified home for women in the eastern half of the state. Our full suite of services includes:

- **Shelter and Food** - We serve nine women at a time in a 3500-square-foot home that includes bedrooms, a kitchen, a bathroom, and a gathering space. Women can stay for up to 24 months, each paying \$500 per month. We provide food basics and assist our residents with accessing resources for food assistance.
- **Recovery Services** – Our services include the creation of an individualized recovery plan, advocacy, recovery coaching, peer support, connection with a broader recovery community, and accountability.
- **Case Management** - Our full-time recovery advocate provides wrap-around case management including intake assessments, goal setting, referrals to partner agencies, and assessment and prioritization of needs and barriers such as physical and mental health care, and criminal justice involvement.

**(2)**

We propose to use funds to support our Recovery Residence and behavioral health support services for women in Walla Walla in 2023. Specifically, funds will help us sustain a position that is critical to our effectiveness, our Recovery Advocate, and to ensure that our team has the training they need to stay current and impactful in the field of behavioral health.

Our recovery program includes shelter, food basics, recovery services, and case management. We provide a zero-tolerance sober living environment, accountability, and a community of women on the same path to recovery. Our full-time Recovery Advocate provides wrap-around case management including creating an individual recovery plan, identifying barriers, setting realistic goals, and encouraging residents' self-worth. While creating a plan together we initiate a warm handoff, by connecting residents to the appropriate community resource to address any barriers. As our residents work through these barriers they create additional goals to further their recovery. Goals such as community engagement through volunteering, plugging into recovery support groups, money management, and building self-esteem. We call all this "Recovery Capital," the sum total of resources available to someone in recovery. These can be internal and external resources, described above, that strengthen their likelihood of sustained recovery. These internal resources can be viewed as resilience. Our program empowers our residents to believe that recovery and a new way of life are possible. By fostering connections within our community they are no longer supported by Hope Street alone but by a plethora of community partners. Our residents become part of the make of the community. As they do, this impacts what the community believes and knows about addiction and recovery.

(2a)

We propose to use funds to cover the costs of sustaining our full-time Recovery Advocate and to cover essential training for our team on trauma-informed recovery-oriented systems of care, peer support, and recovery residence management.

Our Recovery Advocate position assists women on their recovery journey and dramatically increases our ability to support each woman's behavioral health. We have watched firsthand the impact that this role can have on the residents. We will use \$53,375 of this request to pay for the wages of a Recovery Advocate (\$62,000 annual salary, including taxes).

Additionally, our organization sees it as essential to keep up-to-date and knowledgeable in running a recovery residence and plans to use a portion of the funds for staff training. We will use \$2,500 of this request to pay for Trauma-informed, evidence-based best practices in recovery residences and peer counselor training. The recovery advocate and executive director will both utilize these training funds.

(2b)

We serve women seeking recovery from addiction without discrimination. We aim to serve all women, regardless of race, religion, age, or gender identity. Many of our residents have been homeless on one or more occasions, have come through the criminal justice system, or come from a lower socio-economic group.

(2c)

We are focused on serving the women of the Walla Walla Valley and out into the surrounding rural communities. Including Benton, Franklin, Umatilla, and Columbia Counties.

(2d)

Women recovering from substance use disorder are often experiencing other circumstantial and systemic obstacles to stability, such as homelessness, domestic abuse, and other mental illnesses. Other organizations exist in Walla Walla to address some of these co-occurring challenges, but no other organization specifically addresses substance use in a supportive, evidence-based setting. As noted in the WW County Behavioral Health Needs Assessment, of people who are homeless in Walla Walla County, 39% have a chronic substance use disorder (SUD). These are some of the people we serve.

(2e)

Our outreach plan has largely been carried out by connections in our community and surrounding areas. Hope Street has made it a priority to share information about our services with community agencies, DOC, adult recovery court, treatment facilities, and the counseling community. This is not a one-time event but a recurring connection with these providers.

Our outreach has extended mostly from Walla Walla to Dayton, Waitsburg, Milton-Freewater, Tri-cities, and Yakima. (Benton-Franklin, Yakima, Umatilla, and Columbia counties) We have served women from each of these counties and more.



We reach individuals who are experiencing behavioral health disabilities such as addiction, substance use disorder and misuse, and co-occurring disorders. We reach our target community by ensuring that partner agencies know about us and can refer people to us.

We do not specifically conduct outreach targeting people of color, immigrants, refugees, and individuals who speak languages other than English. We have a very small staff, none of whom are bilingual in Spanish or other languages. We have not experienced this to be a barrier with possible residents. However, this is a topic our organization plans to address and evaluate.

(3)

As a result of Hope Street services, our work impacts *individual lives*, as well as *family and community well-being*:

Individual Lives – While our home can house nine women at a time, we provide a level of care and service for women in recovery that no other organization in Walla Walla can. Instead of one hour of connection a month, our residents have daily support and accountability with our full-time recovery advocate. This leads to tremendous personal growth and development. Our goals in these sessions are for each woman to: create an individual recovery plan, identify barriers, set realistic goals, and recognize their worth and ability to succeed in these goals. In the long term, this leads to increased physical and mental health, increased life expectancy, and higher quality of life for the women we serve.

Family and Community Well-Being - As a resident enters our home each have the chance to change their life and thus change the lives of generations to come. The ripple effect goes out to her family, friends, community, and workplace, leading to impacts such as reduced crime and greater safety, lower poverty and unemployment, greater health and educational outcomes for children, and more. Our services also provide cost savings to our community. Our services can decrease community spending on incarceration and legal expenses, decrease healthcare costs, increase work productivity, and reduce work-related turnover.

(4)

Goal: Increase resident recovery capital, which is the sum total of resources available to someone in recovery.

Measurable outcomes:

- Number of sober nights - Recovery housing can fill a housing void with a safe place, compassionate people, and a life full of purpose and fun that doesn't involve alcohol or drugs. While living at Hope Street residents are connected to harm reduction services. In addition, they are less likely to return to use which leads to a lower number of crisis calls and decreased risk of suicide. All of which correlate with recommendations from the Walla Walla County Health Needs Assessment Report. Residents who reside at Hope Street are also allowed to utilize medically assisted treatment (MAT) services through a local provider, which is not the case at some other shelters. Our target in 2023: is the provision of over 2000 safe sober nights.

- Healthcare stabilization – One of the most common barriers our residents experience when they enter our home is a lack of health insurance, a primary care doctor, and recent dental services. We assist them with attaining health insurance, connection to a primary care physician, and a dental care facility. We are able to track the number of connections with both physical and mental healthcare providers. This connection decreases the need for crisis services and increases behavioral health prevention. Our target in 2023: is 50 healthcare connections.
- Connection to the broader recovery community – We require our residents to attend a recovery support group of their choice in our community. This allows for a multitude of recovery pathways to exist. This may be through NA/AA, smart recovery, Dharma recovery, celebrate recovery, or another program. This provides peer support, behavioral health prevention, harm reduction, suicide prevention, and crisis prevention. We track attendance at these meetings. Our target in 2023: Attendance to over 1000 recovery support group meetings

(5)

As mentioned, we are currently the ONLY WAQRR-accredited recovery residence for women on the east side of Washington State. In 2019, House Bill 1528 was passed in an effort to increase the number and improve the quality of recovery residences in Washington state. An impact of this bill is that beginning in 2023, only accredited recovery residences may receive state funding (HARPS) for resident fees. This funding stream is essential to many who rely on HARPS funding to cover the cost of sober housing. In addition, WAQRR-certified homes have access to another stream of funding for resident fees as well as funding support as residents transition from Hope Street into permanent housing. In a region where affordable housing is a challenge, this benefit sets our alumni up for success in transitioning to permanent housing.

According to the Walla Walla County Behavioral Health Needs Assessment, drug overdose death rates have increased in Walla Walla County relative to the rest of the state since 2000. We are meeting the need in our community for sober living and case management for those struggling with SUD.

(6)

We could not do our work without connections with other community agencies. We work with Comprehensive to attain HARPS and SOR funding for our residents. We also utilize their IOP and other mental health services. We partner with adult recovery courts and DOC to house women in a safe sober environment while completing their program or coming out of incarceration. The YWCA has been beneficial to our residents who have experienced domestic violence, specifically several have attended their LINC course. We work with BMH2H to house women that utilize medically assisted treatment and collaborate on case management. These are just a few of the agencies that we've partnered with over the past year.

(7)

We would note three distinct challenges to our program. First is the lack of a local detox. We often have applicants looking for sober living but are in need of detox first. The closest medical detox is hours away and they may not always have a bed available.

This is a significant challenge for potential residents who need detox before moving into our home.

The second challenge is the limited options for substance use treatment in our community. There are two main providers. One requires that the client have a co-occurring disorder to access their services, which limits who can use their services. With the second provider, it is common that clients to burn their bridge and can no longer go to this provider for care. Potential residents of Hope Street struggle to find local treatment or assessment services.

Lastly, is the limited availability of mental health services. Residents who enter our home may have a significant waiting period before connecting with appropriate mental healthcare and or finding assistance with med management. These are essential in early recovery especially. The likelihood of relapse greatly increases without proper mental healthcare and management.

(8a)

This county grant has been vital to our organization's operations. Without County funding, it would be difficult or near impossible for us to fully fund this position, even though it is critical to our ability to impact those we serve. It is what makes our organization different. The quality of care and services we provide need to stay at the level they currently are. However, if we were to receive partial funding we would seek out alternative funding to cover these expenses. We fund our work through donations, grants, and resident fees. We are working to diversify our donors, secure new grant funding, develop our annual fundraising event, and develop an annual plan for fund development.

(8b)

One of our traditional funding sources comes from resident payments. Currently, most of our residents are able to access HARPS, WAQRR, or DOC dollars to cover this cost. We don't see this funding disappearing anytime in the near future.

## Section IV

### Project Budget and Budget Narrative

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1: Group Health Foundation</b>	<b>c. Match Source 2: Providence Foundation</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	55,875	18,625		74,500
<b>2. Program Operations</b>		15,351		15,351
<b>3. Subtotal (lines 1-2)</b>	55,875	33,976		89,851
<b>4. Administrative Costs</b>		12,129	5,236	17,365
<b>5. Total (lines 3-4)</b>	55,875	46,105	5236	107,216

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

#### **Direct Services:**

The full cost is \$74,500. We are asking for \$55,875 from the County and will fund the remaining \$18,625 with a grant from The Group Health Foundation. This category includes expenses like recovery advocate's salary, staff training, drug testing, resident emergency fund, client services travel, resident travel, and other program expenses. These other expenses include workbooks, recovery materials, and resident training such as mindfulness and self-defense courses. We will use \$53,375 of this request to pay for the wages of a Recovery Advocate (\$62,000 annual salary, including taxes). We will use \$2,500 of this request to pay for trauma-informed, evidence-based best practices in recovery residences and peer counselor training.

**Program Operations:** NO REQUEST: This includes items such as household upkeep and maintenance, supplies, and meals. Total \$15,351

Match Source 1: Group Health Foundation - \$15,351

**Administrative Costs:** NO REQUEST: This includes items such as accounting, website and technology, insurance, office supplies, legal, memberships, and consulting. Total \$17,365

Match Source 1: Group Health Foundation \$12,129

Match Source 2: Providence Foundation \$5,236

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds Requested

**\$ 57,600.00**

#### Organizational Information

Applicant/Agency Name	JOES Place #1 (JPL)
Agency Director	Joe Field, MSW
Mailing Address	582 Ash St
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	EIN # 82-2478673 UBI # 604-157-439
Phone	509-301-8120
Fax	
E-Mail Address	joesplacefirst1@gmail.com
Project Title	BH- Moral Reconation Therapy (MRT-Relapse prevention), Good Lives Model, and Life skill groups
Project Location	582 Ash St, Walla Walla WA 99362

#### Description of Project

Summarize the project including how the funds will be used.


Project deals with continuing groups for relapse prevention with sexual offenders regarding several different behavioral health issues. These individuals cannot seek services at our local agency due to the sex offender status, except for Comprehensive Health Care, who provide a small amount of mental health services to our clients. With this continuing service (since 2017), JPL will be able to add additional services to support other registered sex offenders who reside in WW county that do not live at JPL. These funds will be used for supplies, admin/bookkeeping, program operations, and some staff compensation for this on-going service to our community. Most of the clients JPL serves with these groups are diagnosed (DSM 5) with some sort of pedophilia disorder, which is a behavioral health issue in itself.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that



any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	
Printed Name & Title	Joe Field, MSW (Director/Social Worker)
Date	11/10/2022

## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☐ Access to outpatient behavioral health care for Spanish speakers
- ☐ Community health workers/promoters
- ☐ ED diversion programs
- ☒ **Peer Support programs**
- ☐ Suicide Prevention/Crisis Services/Reduction of Harm
- ☐ Youth Behavioral Health Services
- ☒ **Behavioral Health Prevention Services**

2. What populations will your project target? *(check all that apply)*

- ☐ Youth
- ☒ **Adults**
- ☒ **Targeted Populations Specify-Registered Sex Offenders**
- ☒ **WW County Community**

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

Part A – All applicants must respond to questions 1-8

#### History/Background

**1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.**

JPL is the only agency in WW county that serves registered sex offenders with housing and relapse prevention groups since its conception in 2017. We have continued to be supported by this BH grant every year since 2017. These groups are a vital part of our program with these individuals who carry this label and community safety. The purpose of each group is to enhance the tool kit for each person , to prevent reoffending. By doing this, it increases community safety and helps prevent future victims. We are supported by various community members such as, Chief of Police, City Manager, WW county, and many more. We have a zero percent re-offending with our program because of these groups and the tools they teach each person to utilize. The County, through this grant in 2017 sent our facilitators to be trained to facilitate each of these groups.

### Project Description

#### **2. Give a description of the proposed program/project.**

The proposed project will offer 3 groups per week regarding relapse prevention. The project will only serve registered sex offenders (RSO) as it has previously. We will be working out of 3 different books designed by Correctional Counseling, Inc. , which is an accredited evidence-based model. These groups are about teaching these men skills so that we prevent having future victims and make moral decisions through-out the rest of their lives.

In addition, address the following:

##### **a. How will the requested funds be used? Be specific.**

(Admin-\$350.00monthly/\$4,200 Annually)-(Staff Facilitators(2)-\$2,200monthly/\$26,400 annually)-(Program OP-\$27,000 for supplies, partial rent space, utility cost)  
The funds will be used accordingly for this program.

##### **b. Identify the target population to be served.**

Male registered sex offenders who required by law to be residing in WW county and are not able to access other service agencies regarding relapse prevention groups (MRT, GLM, Life skills).

##### **c. What geographic area will be served?**

WW County and some Columbia County residents since Dept. of Corrections (DOC) out of WW supervise these individuals.

##### **d. Identify your clientele per their general demographics.**

Male, RSO's, Hispanic, African American (Black), and Caucasian. Most are living in poverty and have a challenging time accessing many services due to the RSO label. This population is labeled as substantial risk.

##### **e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.**

JPL is an ADA facility and can accommodate anyone that is handicap. We also have a Spanish speaking volunteer to translate, if necessary, along with transportation to and from groups as needed. We have in the past and currently serve all races and cultures of male RSO's in WW county and some Columbia county DOC clients. We also have a plan to extend our services to the homeless RSO's in WW.

### Project Goals & Outcomes

#### **3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?**

The community will have increased community safety, which prevents another victim and trauma. The individuals attending the group will become productive members of our community.

- 4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).**

Goal- To enhance the tool kit for each RSO regarding relapse prevention for those who attend the groups and to help prevent future victims, which prevents trauma. Outcomes would be , completion of all groups successfully, reduce recidivism & reoffending, and prevent future victims.

#### Community Needs and Priorities

- 5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.**

JPL meets the unmet need by supplying these 3 groups for RSO's. These groups are vital to sex offender recovery and JPL is the only agency that supplies this service for RSO's.

#### Partnerships

- 6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.**

JPL gets referrals from DOC, Sheriff's office, CHC, BMAC but we are currently the only agency that supplies these groups for RSO's who are legally required to reside in our community.

#### Challenges

- 7. What are the challenges that may confront this program/project?**

Challenges are discrimination issues regarding sex offenders. Being funded for this program is a challenge but since this grant has always funded this part of our program, we have been able to supply these services.

#### Sustainability

- 8. Discuss sustainability for the program/project including:**  
**a. How would a partial funding award affect the program/project?**

JPL would have to reduce the number of groups and RSO's we serve in the community of Walla Walla.

- b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?**

JPL would have to cease all groups if not funded, which is not ideal for this population or our community in regard to community safety.

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	<b>26,400</b>	<b>In-Kind 2,200</b>		<b>28,600</b>
<b>2. Program Operations</b>	<b>27,000</b>			<b>27,000</b>
<b>3. Subtotal (lines 1-2)</b>	<b>53,400</b>			<b>55,600</b>
<b>4. Administrative Costs</b>	<b>4,200</b>			<b>4,200</b>
<b>5. Total (lines 3-4)</b>	<b>57,600</b>			<b>59,800</b>

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** Being used for employee compensation for services

**Program Operations:** Books, supplies, food for group, and partial building/utility expenses

**Match Source 1:** Extra 1 on 1 services done with clients outside of groups regarding group materials.

**Match Source 2:**

**Administrative Costs:** Half the cost of paying the bookkeeper and billing

## 2023 Behavioral Health Funding

### Section I

#### Face Sheet

Total Amount of Funds Requested

**\$75,000**

#### Organizational Information

Applicant/Agency Name	Providence St. Mary Foundation on behalf of Providence St. Mary Medical Center Population Health Department
Agency Director	Lacey Rowberg, CFRE, Chief Philanthropy Officer
Mailing Address	401 W. Poplar St.
City/State/ZIP Code	Walla Walla, WA 99362
Federal Tax I.D. Number	45-2841492
Phone	509.595.4154 or 509.897.2081
Fax	N/A
E-Mail Address	<a href="mailto:Lacey.Rowberg@providence.org">Lacey.Rowberg@providence.org</a>
Project Title	Promotores de Salud + Mobile Outreach Service Team (MOST)
Project Location	Walla Walla County

#### Description of Project

Summarize the project including how the funds will be used.

To support the Promotores de Salud and mobile clinic (MOST) joint-program with two expanded positions. In order to serve more individuals in Walla Walla County, these funds will be used to hire an additional promotora and bilingual Medical Assistant to support these efforts.

#### Original Signature of Authorized Official

This signatory declares he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received as a result of this application will be used only for the purposes set forth herein, and verifies all information contained in this application is valid and true to the best of his/her knowledge.

Signature	<i>Lacey Rowberg</i>
Printed Name & Title	Lacey Rowberg, Chief Philanthropy Officer
Date	12/5/2022



## Section II

### Application Specifics

1. Which of the following will your project provide? *(check all that apply)*

- ☐ Access to outpatient behavioral health care for Spanish speakers
- ☒ Community health workers/promoters
- ☒ ED diversion programs
- ☒ Peer Support programs
- ☐ Suicide Prevention/Crisis Services/Reduction of Harm
- ☐ Youth Behavioral Health Services
- ☒ Behavioral Health Prevention Services

2. What populations will your project target? *(check all that apply)*

- ☐ Youth
- ☒ Adults
- ☒ Targeted Populations Specify: Spanish speakers, low-income, homeless, uninsured, immigrant populations
- ☒ WW County Community

## Section III

### Agency/Program/Project Description

Answer each question and sub-question that applies to your application. Type your responses in Arial font, 12 point size, and label each response with the corresponding question number, e.g., 2(e). Answers to the narrative questions may total no more than 5 pages.

Part A – All applicants must respond to questions 1-8

#### History/Background

1. Provide a brief history of your agency/organization and a background and/or history of the program/project for which you are requesting funds.
- 1) This joint program will be managed under the Providence St. Mary Population Health department's umbrella, which focuses on and has the expertise in community-based health, disease management and prevention, and community-building. The Population Health department started in 2019 and has been recognized as breaking barriers in healthcare equity across the state.

We piloted the Promotores de Salud part of the program in 2021 because Providence St. Mary was not doing enough for our Latinx community. We listened to feedback from our Latinx advisory council, community members, culturally-specific non-profits, and focus groups that we needed to meet people where they are to authentically build relationships that have not been trusted in the past. We are holding ourselves accountable for those actions and have pivoted to lean into this work.

In 2020, the Walla Walla Alliance for the Homeless approached Providence St. Mary Medical Center about joining forces on a mobile clinic. The Blue Mountain Action Council (BMAC) soon joined the conversation as well. Together, the three partners formed the Mobile Outreach Services Team (MOST).

Between our Promotores de Salud and Mobile Outreach Service Team's (MOST) joint-program, it is our mission is to reduce barriers for homeless, Latinx, and the economically vulnerable populations in the Walla Walla Valley. By going to where individuals work, play, stay, and providing preventive care and navigation services to connect them to a medical home and resources, we aim to provide dignified whole-person care to all. Our Promotores launched in 2021 and MOST launched in April of 2022. The team is actively providing new pathways to access quality care in services each and every day.

#### Project Description

2. Give a description of the proposed program/project.
- 2) The Mobile Outreach Services Team (MOST) uses a recreational vehicle mobile clinic to bring essential healthcare, behavioral health, and homeless and food assistance services to agricultural workers at farms, fields, orchards, farm housing communities, and grocery stores; packing plants throughout the county; school districts with limited resources like Prescott; and at sleep and homeless shelters in Walla Walla.

Promotores de Salud are bilingual and bicultural community health workers that connect directly with our uninsured and underinsured migrant, immigrant, and Latinx community members in our region. They help navigate with healthcare resources to improve mental and physical health. Our efforts focus on dismantling culturally-specific barriers to healthcare in rural communities, providing COVID-19 vaccines, preventative care and health education classes, health resource fairs, mental health support, and connections to free or reduced-cost health resources. We have one dedicated promotora that helps on the MOST as well.

In addition, address the following:

a. How will the requested funds be used? Be specific.

2a) Salary for adding in a new promotora to support Maria Remington, our first promotora and reach more individuals. The rest of the funds will support the hiring of a new Medical Assistant to serve more individuals being served on MOST. Currently, the wait to check a patient in and treat them is an hour. This position will open up more opportunities to serve underserved Walla Walla County residents.

b. Identify the target population to be served.

2b) Our priorities involve connecting with uninsured migrant, immigrant, Latinx, and homeless individuals where they are, so that barriers are removed to accessible healthcare. By bringing a mobile clinic and bilingual/bicultural healthcare professionals to our most vulnerable populations, we aim to dismantle the systemic health disparities in our community.

c. What geographic area will be served?

2c) Walla Walla County. From Prescott, Wallula, Walla Walla, and rural agricultural communities like Valle Lindo, among others.

d. Identify your clientele per their general demographics.

2d) We aim to reach 3,000 individuals in 2023. This program also has a goal to reach at least 15 women each year who have never had a mammogram and connect them with our free mammogram program at the hospital. We also aim to enroll 15 Latinx women who have been diagnosed with depression in a monthly support group, which will also provide free childcare, and follow-up care with a behavioral health professional.

e. Describe your outreach plan and how you will ensure that eligible persons have access to your program/project. Address how far your geographic outreach will extend, how you will reach persons with disabilities, limited English and minorities. In addition, note your organization's history in serving these populations.

2e) Hiring bilingual/bicultural Promotores, Medical Assistants, and ARNPs with strong community ties is critical to the outreach success of this program. Providence has a commitment to health equity, and this program is fundamental to realizing these goals. Our Board and staff are representative of the communities we serve. We invest in individuals who have the skills and knowledge of the people we serve. Many have come from backgrounds with trauma, and from homeless, low-income, and immigrant families. They, too, have lived experiences that directly impact the direction and decisions of how to best serve the populations of this program.

Partnerships to organizations that provide access to healthy food, stable housing, environment, access to health insurance, employment, and numerous other factors contribute to this as well. Through this program, we will strengthen our relationships with local organizations that provide these resource connections.

### Project Goals & Outcomes

3. Overall, what will change in the lives of individuals, families and the community if your program/project is funded?
- 3) On average, members of our Latinx communities die 20 years earlier than our white community members. Ongoing chronic conditions exist among our Latinx population; however, these conditions are not being diagnosed or managed. Instead, individuals are self-managing and/or receiving emergent care when symptoms eventually progress. This leads to higher utilization of urgent care, emergency care, and hospital admissions, furthering the strain on an already taxed hospital system.

By taking an upstream approach we aim to close this gap within our Latinx community members by serving as a bridge to health, assisting individuals with identifying resources available through other agencies including housing, food, employment, transportation and more. Our team is dedicated to providing round the clock support, driving patients to appointments, connecting clients in mental health crises with services, and helping connect those who are houseless with compassionate care.

4. Identify at least one goal for your program/project and three achievable/measurable outcomes. Be succinct in your response and consider the goal(s) of the funding source for which you're applying (see page 2, Overview, second paragraph).
- 4) Decrease Emergency Department visits and EMS calls or frequency of calls. COVID-19 has shed a harsh light on health disparities and inequities in the region. Our program will help us to better understand the root causes of healthcare inequity in our communities and develop practices to address them. It will also help us grow the relationship and increase trust between the medical community and patients of color to improve health outcomes. By connecting residents to resources for managing their behavioral health and access to healthcare needs on an ongoing basis, we will help reduce the burden on utilizing emergent/urgent care as primary care, as well as reducing hospitalizations among this population. It is important to connect with people in need of culturally responsive behavioral health needs whose primary language is not English. It will also help us to address cultural barriers and attitudes that may prevent patients of color from seeking out healthcare services. This program aligns with our mission to provide quality care to all and encourages our values of dignity and justice, as well as aligning with the County's priority health needs assessment recommendations toward health equity and behavioral health.

We track our results and progress by obtaining qualitative and quantitative data including number of COVID-19 vaccines given, community participants served, community partner participation, applications for free mammograms, COVID-19 test kits delivered, ongoing invitations from farm housing communities, number of avoidable behavioral health visits to the emergency department declining, number of 911 callers for non-emergent behavior health needs, and the number of patients that give back to help others suffering, among others.

### Community Needs and Priorities

5. Estimate the unmet need for this program/project in the community and describe how it will address this unmet need.
- 5) As recommended by Walla Walla Behavioral Health System Assessment, recommendation #10 addresses expanding the availability of community health workers or promotores. It also addresses the need to focus on the Hispanic population. Recommendation 12 states to enhance service coordination and navigation services for those with the most complex needs. Our Promotores de Salud and MOST programs directly address these unmet needs in our community.

### Partnerships

6. Describe the partnerships you have developed with other community agencies which you anticipate contributing to the success of this program/project.
- 6) With community and hospital support, we hope to grow and sustain this program until health inequities are no longer a systemic issue in our community. The success of equitable community healthcare programs relies heavily on partners to achieve shared goals. Major partners include Vital Wines, SOS Clinic, Walla Walla Alliance on the Homeless, and Blue Mountain Action Council. These organizations provide access to healthcare and COVID-19 vaccines, food and nutrition, mental health resources, addiction recovery, and housing options to our community members. All organizations will share in expenses and support to garner community trust in providing these services.

Additional resource partners include Walla Walla Center for Children and Families (early learning access/family support), Valle Lindo (housing resources), Trilogy (addiction recovery services), Walla Walla Community College, Blue Zones (community health resources), WorkSource (employment access), Blue Mountain Action Council Food Bank, Inspire Development Center (early childhood education and parenting resources), Walla Walla County Department of Community Health, Walla Walla Symphony, Colectivo de Arte Social, and Ballet Folkloric (cultural life and enhancement).

### Challenges

7. What are the challenges that may confront this program/project?
- 7) A challenge we have faced is a lack of trust in the healthcare community among the Latinx community. Our Promotores' success during the first year of this program has shown the importance of building this trust and the opportunities that those relationships can create. During year one, we have seen the need only rise for this upstream approach to healthcare, which prompts our work to expand this program. Other challenges include, ongoing maintenance and repairs for the mobile clinic, COVID-19 staffing challenges, and learning curves as this is a pioneering community health program.

### Sustainability

8. Discuss sustainability for the program/project including:

a. How would a partial funding award affect the program/project?

8a) We are committed to allocating the necessary resources to this program. Along with funding from Providence St. Joseph Health and our institutional partners, this will ensure a base of ongoing support for this joint program. If partial funding is awarded, the program would still be sustained, but may wait to hire additional resources. The organization would need to look to other philanthropic monies available to round out the entirety of the program.

b. If traditional funding sources for this program/project are reduced or eliminated, how will this affect the program/project?

8b) If traditional funding sources for this program are reduced or eliminated, we would have to rely 100% on community support for this program, which would compete with vital capital items for the hospital. We have been working on securing relationships and support with private foundations, corporate supporters, and community organizations to sustain this program into the future.

## Section IV

### Project Budget and Budget Narrative

Complete the project budget for a 12-month period (January 1, 2023 – December 31 2023). At least 25% of the proposed budget must serve as match and may include cash, in-kind (with an assigned dollar value), or a combination of cash and in-kind. Sources of match must be noted in cells b and c (if there is a second match source). Dollar figures must be documented for each applicable line item (1 & 2), and subtotals and totals must be documented in column d and on lines 3 and 4(if applicable), and 5. State or federally approved Administrative/Indirect Fees will be allowed, up to 17.5%, and documentation will be required.

<b>Proposed Activities</b>	<b>a. Dollar Request:</b>	<b>b. Match Source 1:</b>	<b>c. Match Source 2:</b>	<b>d. Totals (Columns a+b+c):</b>
<b>1. Direct Services</b>	<b>\$75,000</b>	<b>\$175,000</b>	<b>\$100,000</b>	<b>\$350,000</b>
<b>2. Program Operations</b>		<b>\$65,000</b>		<b>\$65,000</b>
<b>3. Subtotal (lines 1-2)</b>	<b>\$75,000</b>	<b>\$240,000</b>	<b>\$100,000</b>	<b>\$415,000</b>
<b>4. Administrative Costs</b>		<b>\$35,000</b>		<b>\$35,000</b>
<b>5. Total (lines 3-4)</b>	<b>\$75,000</b>	<b>\$275,000</b>	<b>\$100,000</b>	<b>\$450,000</b>

#### Budget Narrative

Specifically describe the proposed use of the funds being requested and include additional explanation on line items that may warrant further clarity. Regarding in-kind match, describe how the assigned dollar value was derived.

**Direct Services:** Includes (3) full-time Promotores, (1) ARNP, and (1) Medical Assistant. County funds will be used to pay a portion of these additional salaries.

**Program Operations:** Includes mileage, maintenance of the vehicle, events, new equipment on the mobile clinic, and resources for the peer support mental health pilot.

**Match Source 1:** Providence St. Joseph Health's commitment to health equity. A cash and in-kind contribution towards the overhead and upfront costs to get this program off the ground. Additional funding year over year is not guaranteed.

**Match Source 2:** Pending and secured funding requests. (\$50,000 secured and \$50,000 pending from private foundations).

**Administrative Costs:** Includes additional community health worker staff time, and materials to execute program.



- a) Department update and miscellaneous
- b) **Active Agenda Items:**
  - 1) Possible discussion/decision re: any pending claims against the County
- c) Possible executive session re: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending litigation (pursuant to RCW 42.30.110(i))

<p>HUMAN RESOURCES/RISK MANAGEMENT BOCC Update 1/3/23</p>
---

**Employment Information:**

**Job Openings:**

1. Community Prevention and Wellness Initiative Specialist – CHD - opened 8/19/22
2. Division Manager Behavioral Health – CHD – opened 11/16/22
3. Division Manager- Population Health – CHD – opened 7/6/22
4. Environmental Health Specialist I or II – CHD- opened 12/12/22
  
5. Corrections Officers – Corrections – continuous advertising – testing Not schedule
6. Juvenile Detention Officer – JJC – OUF – opened 12/22/22
  
7. Maintenance Technician I – PW – OUF – opened on 3/14/22
  
8. PT Senior Office Assistant – WSU – OUF – opened 4/15/22
  
9. Building Official/Fire Marshal - Community Development – OUF - opened 09/30/22
  
10. Chief Civil Deputy – Sheriff – OUF - opened - opened 10/6/22
  
11. Chief Finance Manager – Auditor – OUF - opened 10/27/22
12. Recording Coordinator -Auditor – OUF - opened 12/15/222
  
13. Bailiff – Superior Court – Continuous advertising – OUF 3 P - opened 11/2/22
  
14. Deputy Prosecuting Attorney I or II - Prosecuting Attorney – OUF- opened 11/30/22
  
15. Residential Appraiser/Analyst – Assessor – OUF - opened 12/27/22

**Job Closings:**

**Positions Filled:**

**2:15 PROSECUTING ATTORNEY**

**Gabriel Acosta/Jesse Nolte**

- a)** Miscellaneous business for the Board
- b)** Possible executive session re: litigation or potential litigation (pursuant to RCW 42.30.110(i))
- c)** Possible action re: pending or potential litigation

## 2:30 COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business to come before the Board

**- A D J O U R N -**

*Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.*

*Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.*