

Incarceration Prevention Reduction Task Force

December 14, 2015

Whatcom County Courthouse, 311 Grand Avenue, Bellingham

9:00 – 11:00am

AGENDA

Time	Topic	Purpose	Responsible	Attachment
9:00 10 Minutes	1. Welcome <ul style="list-style-type: none"> • Introductions 		Jill	
9:10 10 minutes	2. Healthcare Reform & North Sound Mental Health Administration <ul style="list-style-type: none"> • Pioneer Center North Closure 	Information	Betsy Kruse	To be distributed at meeting
9:20 10 minutes	3. Whatcom County & Regional Needs Assessment/Funding Sources	Information	Anne Deacon	
9:30	4. Revision to Meeting Procedures	Decision	Jack Hovenier	Meeting Procedures
9:35	5. Ad Hoc Committee Updates <ul style="list-style-type: none"> • Triage Facility <ul style="list-style-type: none"> ○ Approve Statement of Work • Legal Systems • Behavioral Health Programs & Services <ul style="list-style-type: none"> ○ Approve Statement of Work 	Information Decisions	Chris Phillips Alfred Heydrich Anne Deacon	Triage Statement of Work Behavioral Health Statement of Work
10:45 10 Minutes	6. Public Comment		Co-Chairs	
	7. Next Steps <ul style="list-style-type: none"> • January 11, 2016, 9 – 11am 		Co-Chairs	
10:55	8. Adjourn		Co-Chairs	

INCARCERATION PREVENTION AND REDUCTION TASK FORCE MEETING RULES AND PROCEDURES

Membership and Quorum

Task Force membership and terms are set by ordinance. A quorum of at least 51% of the membership shall be present to perform official business including decision-making, motions, recommendations and elections.

Officers

Two Co-Chairs shall be elected by ~~by~~ a simple majority of the Task Force to serve two-year terms.

Meeting Format

The meetings of the Task Force shall be open and accessible to the public and comply with the Open Public Meetings Act. Each meeting shall allow for public comment during a designated time. Robert's Rules of Order shall be followed for decision-making during meetings. The Co-Chair's shall submit a meeting agenda to the Task Force membership at least ~~one week~~ four calendar days prior to the meeting.

Schedule of Meetings

The Task Force shall meet no less than quarterly.

Staffing

The staff support for the Task Force shall be supplied by the Whatcom County Council, County Executive's Office and Health Department as set by ordinance. Staff shall keep a written record of the Task Force meetings.

Ad-Hoc Committees

The Task Force may form and appoint ad hoc committees so long as at least two Task Force members serve on the ad hoc committee as required by ordinance. The contracted Facilitator, Co-Chairs or ad hoc Chair may request the participation, in a non-voting capacity, of non Task Force individuals whose expertise informs the ad hoc committee's work.

Other Business Rules

The Task Force shall comply with the requirements of the ordinance establishing this Task Force.

PLEASE NOTE:

Proposed deletions are ~~strikethrough~~
Proposed additions are underlined

Incarceration Prevention and Reduction Task Force Triage Facility and Facility Programming Ad Hoc Committee

Statement of Work

Statement of Purpose

The purpose of the Incarceration Prevention and Reduction Task Force is to continually review Whatcom County's criminal justice and behavioral health programs and make specific recommendations to safely and effectively reduce incarceration of individuals struggling with mental illness and chemical dependency, and minimize jail utilization by pretrial defendants who can safely be released. (Ord. 2015-037; Ord. 2015-025; County Code 2.46.020).

The purpose of this Ad Hoc Committee is to make recommendations to Task Force regarding the construction and operation of a new or expanded multi-purpose crisis triage facility to assist with jail and hospital diversion of individuals struggling with mental illness and/or chemical dependency (County Code 2.46.030).

Recommendations will take national best practices into account, as well as the work of the other two Ad Hoc Committees.

Goals of Expanded Crisis Triage Service in Whatcom County

- Improve the ability of law enforcement or emergency medical services to divert mentally ill citizens directly to a Triage Facility or a Crisis Stabilization Unit (CSU) and return to their duties
- Improve the ability of law enforcement or emergency medical services to divert citizens struggling with chemical dependency directly to a Triage Facility or a Crisis Stabilization Unit (CSU) and return to their duties
- Improve access for individuals who are seeking treatment for chemical dependency or mental health concerns
- Provide a clear point of entry (no-wrong door) to access behavioral health services in Whatcom County
- Consider the ability to hold and treat unsafe citizens involuntarily until they have stabilized their symptoms and are safe to return to the community
- Consider opportunities for integrating medical and behavioral health services
- Create clarity around the options for voluntary and involuntary treatment, and provide that information to the Task Force
- Provide comprehensive discharge planning to ensure citizens are connected to and engaged in available treatment services upon their return to the community (warm hand-offs)

Scope (Project Tasks)

- Assemble existing data, including relevant prevalence and utilization data
- Develop options
- Look at feasibility
- Identify models for consideration and make a recommendation
- Put forth feasibility considerations
- Consider, at a later time, the option of including an urgent care facility at the same location as the proposed facility as ancillary or complementary services
- Define the purpose of the proposed facility
- Identify the population it will serve
- Identify what services are currently offered
- Identify appropriate staffing structure
- What are our funding sources for capital costs?
- What are our funding sources for operations?

Incarceration Prevention and Reduction Task Force Triage Facility and Facility Programming Ad Hoc Committee

Statement of Work

- Develop revenue and expenditure projections
- Determine license requirements
- Obtain clarity re. RCW 10.31.110
- Identify appropriate location(s)
- Identify appropriate services prior to client entry into facility (easy access/no wrong door)
- Identify appropriate resources and supports for client departures from facility (warm hand-offs)

Deliverables for Phase One Deadline (February 9, 2016)

Review current practices and assigned resources, (facilities, programs, funding sources), and develop goals for new or modified programs, and projected operational objectives. Determine licensing requirements and program components. Provide general information on expenditures and sustainable revenue projections.

Provide the Task Force with a set of options that addresses the issues outlined in the Scope.

Schedule of Work (need to set dates)

The Task Force and the Ad Hoc Committees that are engaged in the Phase One work are functioning under a narrow timeframe for the successful delivery of their initial report to the Whatcom County. With a Phase One delivery date of February 09, 2016.

- Workgroup meeting schedule
 - December 10, 2015
 - December 17, 2015
 - January 7, 2016
 - January 14, 2016
- Benchmarking Completed by: TBD
- All Tasks identified in Scope assigned to/completed by: TBD

Measures of Success

Information and recommendations to the Task Force within the defined periods

Identified Best Practices

Incorporate as appropriate for our work and any appropriate additional best practices that meet nationally recognized standards.

- SAMHSA's Gains Center
- VERA Institute of Justice
- National Association of Counties
 - Stepping Up Initiative
- Council of State Governments Justice Center
- Other national standards

Other Ad Hoc Committees

***Incarceration Prevention and Reduction Task Force
Triage Facility and Facility Programming Ad Hoc Committee***
Statement of Work

The work of the Behavioral Health Programs and Services Ad Hoc Committee will inform the work of Triage Facility and Facility Programming Committee in Phase One through its review of current behavioral health programs and services that are in operation in Whatcom County, and through the development of recommendations for improvements to current programs and services.

The work of the Legal System Ad Hoc Committee will inform the work of the Triage Facility and Facility Programming Committee in Phase One through its review of current programs and services that are in operation in Whatcom County, and through the development of recommendations for improvements to current programs and services.

The work between Ad Hoc Committees is interrelated and interdependent.

DRAFT

Incarceration Prevention and Reduction Task Force

Behavioral Health Programs and Services Ad Hoc Committee

Statement of Work

Statement of Purpose

The purpose of the Incarceration Prevention and Reduction Task Force is to continually review Whatcom County's criminal justice and behavioral health programs and make specific recommendations to safely and effectively reduce incarceration of individuals struggling with mental illness and chemical dependency, and minimize jail utilization by pretrial defendants who can safely be released. (Ord. 2015-037; Ord. 2015-025; County Code 2.46.020).

The purpose of the Behavioral Health Programs and Services Ad Hoc Committee is to develop recommendations for new, or enhancement of existing, programs designed along a continuum that effectively reduces incarceration of individuals struggling with mental illness and chemical dependency (Ord. 2015-037).

Recommendations will be based on local needs, recognized best practices and the work of the other two Ad Hoc Committees.

Goals

- Minimize jail utilization by pretrial defendants who can be safely released
- Identify new or enhancement of existing programs designed along a continuum that effectively reduces incarceration of individuals struggling with mental illness and chemical dependency.
- Improve the continuum of alternatives to incarceration and jail diversion programs.
- Identify and implement programs and services that are effective alternatives to incarceration
- Benchmark Whatcom County behavioral health programs and services against nationally recognized best practices
- Develop an understanding of the client profile of the population utilizing behavioral health services
- Provide comprehensive discharge planning to ensure citizens are connected to and engaged in available programs and services upon their return to the community (warm hand-offs)

Scope (Project Tasks)

- Assemble information about existing program and services
 - Services offered
 - Financial resources
 - Budgets and expenses
 - Number of people served
 - Demographics of people served
 - Effectiveness in reducing or preventing incarceration
- Map existing programs and services in the Sequential Intercept Model
- Identify gaps in existing programs and services
 - Consider pre-intercept One programs and services that may reduce incarceration
- Identify nationally recognized best practices for programs and services that are known to reduce incarceration
- Identify and recommend immediate opportunities for system improvements and measure effectiveness
- Create comparison with Whatcom County based programs
- Identify appropriate resources and supports for client departures from facility (warm hand-offs)
- Recommend improvements to existing programs and services
- Recommend additional or modified programs and services

Incarceration Prevention and Reduction Task Force

Behavioral Health Programs and Services Ad Hoc Committee

Statement of Work

Deliverables

- Progress report for Phase One deliverable date
- Recommendations to the Task Force for improvements to existing programs and services
- Recommendations to the Task Force for additional or modified programs and services

Schedule of Work

- Workgroup meeting schedule
 - December 10, 2015, 3 – 5pm, WAHA, 800 East Chestnut LL, Bellingham, WA
 - December 17, 2015, 3 – 5pm, WAHA, 800 East Chestnut LL, Bellingham, WA
 - January 07, 2016, 3 – 5pm, WAHA, 800 East Chestnut LL, Bellingham, WA
 - Additional meetings TBD
- Phase One Progress Report: February 09, 2016
- Sequential Intercept Model mapping completed by: TBD
- Benchmarking completed by: TBD
- Recommendations to the Task Force regarding available alternatives to incarceration: September, 2016

Measures of Success

Consistent with established deadlines, establish benchmarks, and deliver to the Task Force an evaluation of existing behavioral health programs, as well as recommendations for enhancements to existing programs and new services that can be implemented in Whatcom County.

Identified Best Practices

Incorporate as appropriate for our work and any appropriate additional best practices that meet nationally recognized standards.

- Substance Abuse and Mental Health Services Administration, GAINS Center
- The VERA Institute of Justice
- National Association of Counties, the Stepping Up Initiative
- Council of State Governments Justice Center
- Other national standards

Other Ad Hoc Committees

The purpose of the Triage Facility and Facility Programming Ad Hoc Committee is to make recommendations to Task Force regarding the construction and operation of a new or expanded multi-purpose crisis triage facility to assist with jail and hospital diversion of individuals struggling with mental illness and/or chemical dependency.

The purpose of the Legal System Ad Hoc Committee is to make recommendations to the Task Force regarding programs and services that have the potential to prevent or reduce incarceration. Current, enhanced and new programs and services are under consideration. Behavioral health programs and services are the purview of a different Ad Hoc Committee.

The work between Ad Hoc Committees is interrelated and interdependent.