



# INCARCERATION PREVENTION & REDUCTION TASK FORCE

## AGENDA

Monday, November 2, 2015 - 9:00 a.m. – 11:00 a.m.  
Whatcom County Courthouse 5<sup>th</sup> Floor Conference Rooms 513/514  
311 Grand Avenue, Bellingham, Washington

1. Call to order
2. Introduction of Task Force Facilitator Veronica Smith
3. Schedule future meeting dates
4. Discussion of the Substance Abuse and Mental Health Services Administration (SAMHSA) Gather, Assess, Integrate, Network, and Stimulate (GAINS) Center application for a Sequential Intercept Mapping (SIM) workshop
5. Continued discussion and assignment of Task Force ad hoc subcommittees
6. Discussion of pre-booking and pre-charging alternatives with Mark Cooke and a representative from the Bellingham Police Department  
*Mark Cooke, Policy Director, Washington Campaign for Smart Justice, ACLU of Washington*
7. Other Business
8. Public Comment
9. Adjourn

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# SOLICITATION FOR APPLICATIONS

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Strategic Planning Opportunity:

## Sequential Intercept Mapping (SIM) for Early Diversion

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PLEASE COMPLETE THIS APPLICATION IN ITS ENTIRETY TO ENSURE THAT WE HAVE ACCURATE BACKGROUND INFORMATION ON YOUR COMMUNITY AND THAT THE APPROPRIATE LEVEL OF COMMITMENT AMONG AGENCIES IS DEMONSTRATED.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

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**PLEASE RETURN THIS APPLICATION VIA POSTAL MAIL OR E-MAIL BY DECEMBER 4, 2015:**

SAMHSA's GAINS Center  
Policy Research Associates, Inc.  
345 Delaware Avenue  
Delmar, NY 12054  
Attn: Matthew Robbins, Training Coordinator

Phone: 800.311.4246  
E-mail: [mrobbins@prainc.com](mailto:mrobbins@prainc.com)

## OVERVIEW

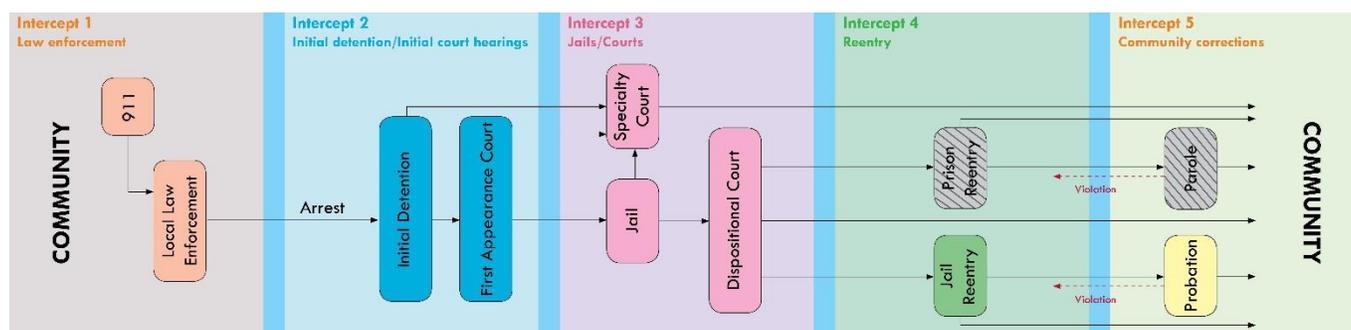
SAMHSA's GAINS Center for Behavioral Health and Justice Transformation, operated by Policy Research Associates, Inc. (PRA), is known nationally for its work in regard to people with behavioral health needs involved in the criminal justice system. The GAINS Center is soliciting applications from communities interested in developing integrated strategies to better identify and respond to the needs of adults with co-occurring mental and substance use disorders in contact with the criminal justice system. Sequential Intercept Mapping (SIM) is designed to allow local, multidisciplinary teams of people from jurisdictions to facilitate collaboration and to identify and discuss ways in which barriers between the criminal justice, mental health, and substance use systems can be reduced and to begin development of integrated local plans.

**This year's solicitation targets communities that are focusing on Intercepts 1 and 2 (from pre-arrest through first appearance) as discussed below. Applications should emphasize gaps and opportunities at Intercepts 1 and 2. Workshop participants are expected to be drawn, in large part, from agencies with responsibilities at these intercepts. Homeless services are also a special priority for this solicitation. Housing authorities and homeless services providers are essential participants in the workshop.**

## PURPOSE & BACKGROUND

Sequential Intercept Mapping (SIM) is a 1.5-day workshop that develops a map that illustrates how people with behavioral health needs come in contact with and flow through the criminal justice system. SIM workshops bring together key stakeholders to create a local "systems map" utilizing the framework of the Sequential Intercept Model and establish priorities and opportunities through a strategic planning process.

## THE SEQUENTIAL INTERCEPT MODEL



During the SIM workshop, opportunities and resources are identified for diverting people out of the criminal justice system at various intercepts along the Sequential Intercept Model and into appropriate behavioral health services. As part of the mapping process, critical gaps in services are identified and summarized. Based on the mapping exercise and identified service gaps, opportunities for systems change and practice improvement are identified. Participants determine areas where immediate steps will result in a more cohesive, integrated approach to service delivery, and a local set of priorities for change is established. On the second day of the workshop, these priorities will be used to develop a community-specific action plan. Throughout this process, the GAINS Center staff provides examples of successful systems integration and promising programs from around the U.S.

**This year's solicitation will target communities that are focusing on diversion within Intercepts 1 and 2.**

For the past few years, SAMHSA's GAINS Center has been conducting SIM workshops focused on early diversion, with an emphasis on Intercept 1. Intercept 1 resources and gaps are identified during the mapping workshop, including a review of law enforcement and other first responder encounters and responses, 911 and police dispatcher protocols, the crisis care continuum for people with mental and substance use disorders, emergency room services and diversion procedures, and peer-led responses and crisis services.

Extending the special emphasis on early diversion in the SIM workshops from Intercept 1 to include Intercept 2, from pre-arrest through first appearance, will permit a focus on the full range of front-end criminal justice issues for people with mental and substance use disorders. This will drastically expand opportunities for early diversion

through exploration of pretrial release and detention as well as bail/bond determinations. Release and detention decisions made by criminal justice decision-makers (i.e., bail commissioners, prosecutors, judges, probation officers, etc.) at Intercept 2 can have severe consequences for people with mental and substance use disorders. The SIM workshops will also emphasize services to reduce justice system contact by people who are homeless.

By facilitating cross-system communication and collaboration, the SIM workshop helps identify underused resources, improves the early identification of people with mental and substance use disorders coming into contact with the criminal justice system, increases effective service linkage, reduces the likelihood of recycling through the criminal justice system, enhances community safety, and improves quality of life for people in the community.

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## SITE SELECTION

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SAMHSA's GAINS Center for Behavioral Health and Justice Transformation will offer this workshop free of charge to selected communities between March 2016 and August 2016. There are no fees for registration, tuition, or materials associated with these workshops. The GAINS Center will pay all costs associated with pre and post-workshop coordination, conference calls, and facilitator time and travel.

Communities selected for these workshops must be able to provide facilities and AV to comfortably accommodate up to 40 event participants. Further details will be provided to communities selected to participate.

**To be considered, all must applications must be received by December 4, 2015. Selected communities will be notified on or before January 4, 2016.**

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## TARGET AUDIENCE/TRAINING PARTICIPANTS

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The target audiences for this training are community-based criminal justice system professionals, including police, community corrections (probation, parole, and pretrial services officers), judges and court personnel, and human service providers. Since the training is highly interactive in nature, to achieve maximum participation for all attendees, each workshop is limited to 40 participants.

### TARGET ATTENDEE GROUPS:

- Criminal Justice System Professionals (police officers, dispatchers, correction officers, probation officers, judges, attorneys, bail commissioners, pretrial services, bail commissioners.)
- Mental Health Professionals (psychologists, psychiatrists, social workers, supervisors, program managers, administrators, etc.)
- Substance Use Professionals (chemical dependency counselors, substance use specialists, supervisors, program managers, administrators, etc.)
- First Responders/Crisis Services (EMS, mobile crisis, detoxification services, suicide prevention staff, domestic violence workers)
- Peer Representatives and Family Members, including Peer-Operated and Family-Operated Organizations
- Housing and Community Support Services (housing providers, homeless outreach teams, local SSI/Medicaid agency representatives, etc.)
- Cultural Organizations and Local Foundations
- Elected Officials

### KEY STAKEHOLDER PARTICIPANTS:

- Administrators from the local city police and county sheriff's departments;
- Administrator from the local jail;
- Administrator from the local public mental health agency (e.g., county mental health department);
- Administrator from the local public substance use agency;
- Administrator from the local housing authority or homeless continuum of care;
- People with lived experience in both the criminal justice and behavioral health systems;
- Judges and court staff (prosecutor, defense counsel/public defender, court administrator; bail commissioner);
- Administrator from the local probation and pretrial services department(s);
- State Department of Corrections and Parole regional representatives

### APPLICATION REQUIREMENTS

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It is required that each community submitting an application for consideration identify leaders within their community that support this project and are dedicated to allocating staff time to participate in the workshop activities. Support must be illustrated by a written letter of support or commitment from community partners.

**This must include administrators from the following local agencies:**

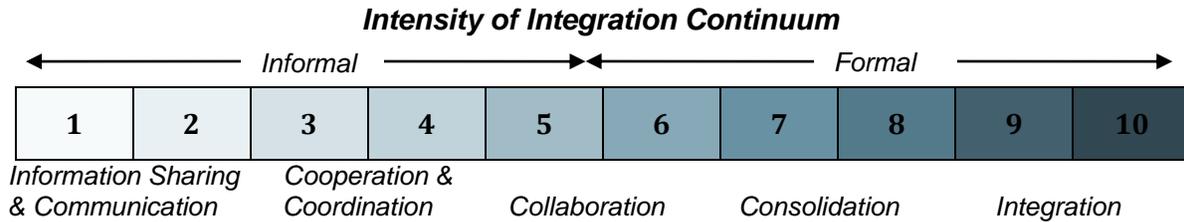
- Law enforcement
- Jail
- Court(s)
- Mental health and substance use services
- Probation Department

In addition, communities selected must agree to participate in the following:

- Pre-workshop planning conference call(s) with GAINS Center staff;
- Local planning committee activities on an as needed basis to determine participants, recruit participants for workshop, confirm logistical arrangements, etc.
- Provide space to host workshop – space must be able to comfortably accommodate up to a total of 40-45 people (40 training participants and up to 5 GAINS Center staff and other support staff)
- Participate in SIM workshop.

Following the workshop, communities will receive a formal copy of their systems map and local action plan.

Since the Sequential Intercept Mapping (SIM) workshop is designed to bring communities that may be at varying “points of readiness” through a series of exercises that culminate in a comprehensive systems map and a set of local priorities for change with concrete action steps, “readiness for change” is a critical element to determine if the SIM workshop fits the needs of a given community. “Readiness for change” is a subjective term requiring the review of how well your mental health, criminal justice, and substance use services are integrated. To determine which applicant communities would benefit most from the SIM workshop, it is important to evaluate your community using a scale that assesses integration on a scale from ‘information sharing’ through ‘full integration’ (Konrad, 1996):



<b>Level</b>	<b>Activities</b>
Information Sharing and Communication	<ul style="list-style-type: none"> <li>• Talk with one another</li> <li>• Willingness to help on ad hoc basis</li> <li>• Share information</li> </ul>
Cooperation and Coordination	<ul style="list-style-type: none"> <li>• Do joint planning on specific program components</li> <li>• Joint staff meetings</li> <li>• Factor in what is happening on other side when operating programs</li> <li>• Coordinate client referral process</li> </ul>
Collaboration	<ul style="list-style-type: none"> <li>• Informal/formal joint planning</li> <li>• Joint funding</li> <li>• Written MOUs; interagency agreements</li> <li>• Effort to share funding/services</li> </ul>
Consolidation	<ul style="list-style-type: none"> <li>• Formalized joint planning</li> <li>• Regular meetings of key players</li> <li>• Cross-training of staff</li> <li>• Designated planning council</li> <li>• Clients seen as shared responsibility</li> </ul>
Integration	<ul style="list-style-type: none"> <li>• Shared funding of key positions (boundary-spanners)</li> <li>• Unified intake and assessment</li> <li>• Joint budget development</li> </ul>

# SEQUENTIAL INTERCEPT MAPPING (SIM) WORKSHOP

## SITE APPLICATION

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PLEASE COMPLETE THE APPLICATION BELOW.

ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED FOR SITE SELECTION.

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APPLICANT JURISDICTION/COMMUNITY: \_\_\_\_\_

NAME OF PERSON COMPLETING THIS FORM	
TITLE:	
ADDRESS:	
PHONE:	
EMAIL:	

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PLEASE COMPLETE AND ATTACH A SEPARATE STATEMENT TO THIS APPLICATION THAT ADDRESSES THE APPLICANT EVALUATION CRITERIA BELOW. YOUR STATEMENT SHOULD BE A **MAXIMUM OF FIVE PAGES** IN LENGTH, AND SHOULD CLEARLY INDICATE WHY YOUR COMMUNITY SHOULD BE SELECTED TO RECEIVE THE SEQUENTIAL INTERCEPT MAPPING (SIM) WORKSHOP.

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Please address the following in your statement:

- Using the *Intensity of Integration Continuum* (Page 5), identify the level that your jurisdiction is currently at (choose only one):
  - Information Sharing and Communication
  - Cooperation and Coordination
  - Collaboration
  - Consolidation
  - Integration
- Describe the current efforts that put you into that category (e.g., MOUs in place, joint staff meetings, etc.).
- Provide a brief description of your community (including demographics, population, available resources, and any other information that you think gives us a good “picture” of your community).
- Discuss current policies, strategies, and programs that have already been developed to better identify and respond to the treatment needs of adults in contact with the criminal justice system as early as possible at **Intercepts 1 and 2** (e.g., creation of an interagency planning group; adoption of uniform screening and assessment measures, diversion program, etc.).
- Describe any current plans to enhance existing policies or services relating to early diversion initiatives (e.g., law enforcement specialized response, specialized behavioral health crisis response, pretrial release, arraignment-based diversion) at **Intercepts 1 and 2**.
- Discuss 2 specific goals that your community wants to achieve at **Intercept 1**.
- Discuss 2 specific goals that your community wants to achieve at **Intercept 2**.
- Given the emphasis of this solicitation on homelessness, what plans does your community have and/or what actions has it taken to reduce justice system contact among people who are homeless?
- Discuss any obstacles or hurdles you anticipate in regards to adhering to the schedule or expectations of this project.
- Briefly describe why it is important for your jurisdiction to receive this workshop right now.

**Please identify a primary contact for your jurisdiction. Please ensure the primary contact is someone who will be accessible to the participants and to GAINS Center staff for pre- and post-training activities.**

<b>PRIMARY CONTACT FOR THIS APPLICATION</b>	
Primary Contact Name:	
Role/Position:	
Agency:	
Address:	
City/State/Zip:	
Phone:	
Fax:	
E-mail:	

PLEASE IDENTIFY THE LEAD AGENCIES/ORGANIZATIONS THAT HAVE AGREED TO PARTICIPATE IN THE SEQUENTIAL INTERCEPT MAPPING (SIM) WORKSHOP.

IF YOU HAVE ADDITIONAL AGENCIES OR ORGANIZATIONS THAT PLAN TO ATTEND, PLEASE IDENTIFY THEM USING THE "OTHER" CATEGORY. IF THERE ARE MULTIPLE AGENCIES OF THE SAME TYPE, PLEASE COPY THE CORRESPONDING TABLE(S) AND INCLUDE THIS INFORMATION FOR EACH AGENCY SEPARATELY.

<b>LAW ENFORCEMENT</b>	
Agency Name:	
Address:	
<b>LEAD CONTACT</b>	
Name:	
Agency:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Email:	

COURT	
Agency Name:	
Address:	
LEAD CONTACT	
Name:	
Agency:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Email:	

MENTAL HEALTH AGENCY/SERVICE PROVIDER	
Agency Name:	
Address:	
LEAD CONTACT	
Name:	
Agency:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Email:	

SUBSTANCE USE AGENCY/SERVICE PROVIDER	
Agency Name:	
Address:	
LEAD CONTACT	
Name:	
Agency:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Email:	

<b>COMMUNITY CORRECTIONS</b>	
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Agency Name:	
Address:	

<b>LEAD CONTACT</b>	
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Name:	
Agency:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Email:	

<b>OTHER AGENCY</b>	
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Agency Name:	
Address:	

<b>LEAD CONTACT</b>	
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Name:	
Agency:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Email:	

<b>OTHER AGENCY</b>	
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Agency Name:	
Address:	

<b>LEAD CONTACT</b>	
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Name:	
Agency:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Email:	



Thank you! SAMHSA's GAINS Center sincerely appreciates your interest in this initiative.

**PLEASE RETURN THIS APPLICATION VIA POSTAL MAIL OR E-MAIL BY DECEMBER 4, 2015:**

SAMHSA's GAINS Center  
Policy Research Associates, Inc.  
345 Delaware Avenue  
Delmar, NY 12054  
Attn: Matthew Robbins, Training Coordinator

Phone: 800.311.4246  
E-mail: mrobbins@prainc.com

Questions should be directed to Matthew Robbins at the phone number and email address listed above.

Late submissions will not be accepted or reviewed.  
Incomplete applications will not be considered.

All applicants will receive notification regarding the status of their application on or before January 4, 2016.  
Notification will be distributed via email.