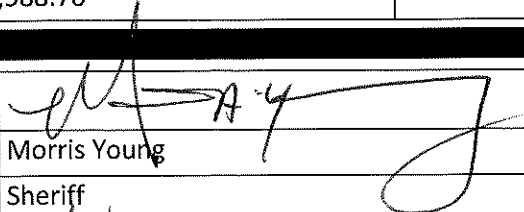


**3.8.1 TAB 1:**

**COVER PAGE & CERTIFIED DEISGNATION LETTER**

## APPENDIX C – COVER PAGE FOR GRANT APPLICATION

### Criminal Justice, Mental Health and Substance Abuse Reinvestment Grant

PROPOSAL INFORMATION		
Type of Grant:	Planning Grant <input type="checkbox"/>	Implementation and Expansion Grant <input checked="" type="checkbox"/>
Project Title:	Gadsden County Criminal Justice Diversion Project	
County(ies):	Gadsden	
Preferred Project Start Date:	July 1, 2019	
APPLICANT INFORMATION		
Type of Applicant	County Government <input type="checkbox"/> Consortium of County Governments <input type="checkbox"/> Managing Entity <input type="checkbox"/> NFP Community Provider <input type="checkbox"/> Law Enforcement Agency <input checked="" type="checkbox"/>	
Applicant Organization Name:	Gadsden County Sheriff Office	
Contact Name & Title:	Morris Young/Sheriff	
Street Address	339 East Jefferson Street	
City, State and Zip Code:	Quincy, Florida 32351	
Email:	morrisyoung@tds.net	
Phone:	850-875-8861	
ADDITIONAL CONTACT		
Participating Organization Name:	Gadsden County Jail	
Contact Name & Title:	Robert Barkley/Bureau Chief of Corrections	
Street Address	339 East Jefferson Street	
City, State and Zip Code:	Quincy, Florida 32351	
Email:	robertbarkley@tds.net	
Phone:	850-875-8861	
FUNDING REQUEST AND MATCHING FUNDS		
	Total Amount of Grant Funds Requested	Total Matching Funds:
Program Year 1	\$400,000.00	\$301,662.90
Program Year 2	\$400,000.00	\$301,662.90
Program Year 3	\$400,000.00	\$301,662.90
<b>Total Project Cost</b>	<b>\$2,104,988.70</b>	
CERTIFYING OFFICIAL		
Certifying Official's Signature:		
Certifying Official's Name (printed):	Morris Young	
Title:	Sheriff	
Date:	2/4/19	



January 15, 2019

Florida Department of Children and Families  
Office of Substance Abuse and Mental Health  
Attn: Michele Staffieri, Procurement Manager  
1317 Winewood Blvd. Bldg. 6, Room 231  
Tallahassee, FL 32399

Dear Michele Staffieri:

On behalf of the Gadsden County Board of County Commissioners, I would like to officially designate Gadsden County Sheriff Office as the Gadsden County applicant for the Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant RFA 112818HSET1, which is being awarded by the Florida Department of Children and Families, Office of Substance Abuse and Mental Health. The Board feels that the Gadsden County Sheriff's Office is in the best possible position to apply for this funding opportunity. The Gadsden County Sheriff's Office will administer the grant, develop partnerships with external stakeholders, and focus on the service expansion outlined in the grant.

In our rural community, we must rely on reputable service providers to fill some of the community needs that are not available through traditional government agencies. Gadsden County Sheriff's Office is uniquely qualified to apply as a result of their service flexibility and capability to design effective programming through meaningful relationships to serve the anticipated target population. If any additional information is needed, please feel free to contact my office.

Sincerely,

A handwritten signature in black ink, appearing to be "AV", written over a thin, curved line that extends from the signature towards the right.

Anthony O. Viegbesie, Ph.D., Chairperson  
Gadsden County Board of County Commissioners

**3.8.2 TAB 2:**

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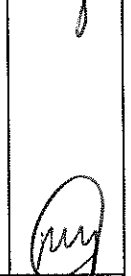


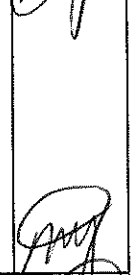

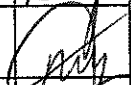
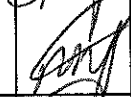

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**3.8.3.TAB 3**

**STATEMENT OF MANDATORY ASSURANCES (APPENDIX D)**

**APPENDIX D – STATEMENT OF MANDATORY ASSURANCES**

		Initial
A.	<b>Infrastructure:</b> The Applicant shall possess equipment and Internet access necessary to participate fully in this solicitation.	
B.	<b>Site Visits:</b> The Applicant will cooperate fully with the Department in coordinating site visits, if desired by the Department.	
C.	<b>Non-discrimination:</b> The Applicant agrees that no person will, on the basis of race, color, national origin, creed or religion be excluded from participation in, be refused the benefits of, or be otherwise subjected to discrimination pursuant to the Act governing these funds or any project, program, activity or sub-grant supported by the requirements of, (a) Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended which prohibits discrimination in employment or any program or activity that receives or benefits from federal financial assistance on the basis of handicaps; (d) Age Discrimination Act 1975, as amended which prohibits discrimination on the basis of age, (e) Equal Employment Opportunity Program (EEO) must meets the requirements of 28 CFR 42.301.	
D.	<b>Lobbying:</b> The Applicant is prohibited by Title 31, USC, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," from using Federal funds for lobbying the Executive or Legislative Branches of the federal government in connection with a specific grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal funds if grants and/or cooperative agreements exceed \$100,000 in total costs (45 CFR Part 93).	
E.	<b>Drug-Free Workplace Requirements:</b> The Applicant agrees that it will, or will continue to, provide a drug-free workplace in accordance with 45 CFR Part 76.	
F.	<b>Smoke-Free Workplace Requirements:</b> Public Law 103-227, Part C-Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library projects to children under the age of 18, if the projects are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's projects provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 per day and/or the imposition of an administrative compliance order on the responsible entity.	
G.	<b>Compliance and Performance:</b> The Applicant understands that grant funds in Years 2 and 3 are contingent upon compliance with the requirements of this grant program and demonstration of performance towards completing the grant key activities and meeting the grant objectives, as well as availability of funds.	
H.	<b>Certification of Non-supplanting:</b> The Applicant certifies that funds awarded under this solicitation will not be used for programs currently being paid for by other funds or programs where the funding has been committed.	
I.	<b>Submission of Data:</b> The Applicant agrees to provide data and other information requested by the Criminal Justice, Mental Health, and Substance Abuse Technical Assistance Center at the Florida Mental Health Institute to enable the Center to perform the statutory duties established in the authorizing legislation.	
J.	<b>Submission of Reports:</b> The Applicant agrees to submit quarterly progress reports and quarterly fiscal reports, signed by the County Administrator, to the Department.	

**3.8.4 TAB 4**

**MATCH COMMITMENT AND SUMMARY FORM (APPENDIX H AND I)**



**APPENDIX H – COMMITMENT OF MATCH DONATION FORMS  
(FOR THE ENTIRE GRANT PERIOD)**

TO: (name of county) Gadsden County (Gadsden Sheriff Office)

FROM: (donor name) Gadsden County Board of County Commissioners

ADDRESS:

9 East Jefferson Street Suite B., Quincy, Florida 32351

The following  space,  equipment,  goods or supplies, and  services, are donated to the County  permanently (title passes to the County)  temporarily (title is retained by the donor), for the period 7/1/2019 to 6/30/2022.

**Description and Basis for Valuation (See next page)**

Description

Value

(1) Gadsden Correctional Facility

\$ 160,565.01

(2) Gadsden Sheriff's Annex

\$ 5,057.61

(3) Gadsden Sheriff Office Trailers

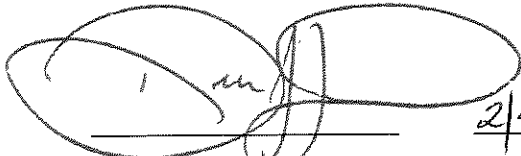
\$ 4,967.10

(4) Gadsden Sheriff Office Personnel & Fringe Benefits

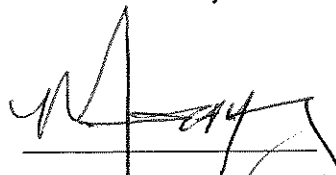
\$ 734,398.98

TOTAL VALUE \$ 904,988.70

The above donation is not currently included as a cost (either direct or matching) of any state or federal contract or grant, nor has it been previously purchased from or used as match for any state or federal contract.

  
\_\_\_\_\_  
(Donor Signature)

2/4/2019  
\_\_\_\_\_  
(Date)

  
\_\_\_\_\_  
(County Designee Signature)

2/4/19  
\_\_\_\_\_  
(Date)

**Appendix H (cont.)**

**BASIS OF VALUATION  
Gadsden Cor. Facility**

**Building/Space**

1. Donor retains title:

- a. Fair commercial rental value - Substantiated in provider's records by written confirmation(s) of fair commercial rental value by qualified individuals, e.g., Realtors, property managers, etc.
- b. (1) Established monthly rental of space \$ \_\_\_\_\_
- (2) Number of months donated during the contract \_\_\_\_\_
- Value to the project [b.(1) X b.(2)] \$ \_\_\_\_\_

2. Title passes to the County:

**Depreciation**

- a. Cost of Fair Market Value (FMV) at acquisition (excluding land) \$ 1,605,650
  - b. Estimated useful life at date of acquisition 30 yrs.
  - c. Annual depreciation (a./b.) \$ 53,521.67
  - d. Total square footage 33,950 sq. ft.
  - e. Number of square feet to be used on the grant program 33,950 sq. ft.
  - f. Percentage of time during contract period the project will occupy the building or space 100 %
  - Value to project (e./d. X f. X c.) \$ 53,521.67 annually
- \$ 160,565.01 (Entire Grant 3 yr period)

**Use Allowance**

- a. To be used in the absence of depreciation schedule (i.e., when the item is not normally depreciated in the County's accounting records).
- b. May include an allowance for space as well as the normal cost of upkeep, such as repairs and maintenance, insurance, etc.

**Equipment**

1. Donor retains title: Fair Rental Value

2. Title passes to County:

- a. FMV at time of donation \$ \_\_\_\_\_
- or
- b. Annual value to project (not to exceed 6 2/3% X a.) = \$ \_\_\_\_\_

**Goods or Supplies**

FMV at time of donation

**Personnel Services**

1. Staff of another agency or organization:

- Annual Salary Number of hours 2080 X to be provided = \$ 181,395.16 + 63,404.50 (Fringe Benefits)
- 2. Volunteer -- Comparable annual salary \$ \_\_\_\_\_
- Annual Salary Number of hours 2080 X to be provided = \$ \_\_\_\_\_ = \$ 244,799.66

Personnel & Fringe  
\$ 734,398.98  
(For Entire Grant Period)

Appendix H (cont.)

BASIS OF VALUATION  
Gadsden Sheriff's Trailer

Building/Space

1. Donor retains title:

- a. Fair commercial rental value - Substantiated in provider's records by written confirmation(s) of fair commercial rental value by qualified individuals, e.g., Realtors, property managers, etc.
- b. (1) Established monthly rental of space \$ \_\_\_\_\_
- (2) Number of months donated during the contract \_\_\_\_\_
- Value to the project [b.(1) X b.(2)] \$ \_\_\_\_\_

2. Title passes to the County:

Depreciation

- a. Cost of Fair Market Value (FMV) at acquisition (excluding land) \$ 33,114
  - b. Estimated useful life at date of acquisition 20 yrs.
  - c. Annual depreciation (a./b.) \$ 1,655.70
  - d. Total square footage 2,472 sq. ft.
  - e. Number of square feet to be used on the grant program 2,472 sq. ft.
  - f. Percentage of time during contract period the project will occupy the building or space 100 %
  - Value to project (e./d. X f. X c.) \$ 1,655.70 annually
- Use Allowance  
\$ 4,967.10 (Entire Grant Period)

- a. To be used in the absence of depreciation schedule (i.e., when the item is not normally depreciated in the County's accounting records).
- b. May include an allowance for space as well as the normal cost of upkeep, such as repairs and maintenance, insurance, etc.

Equipment

1. Donor retains title: Fair Rental Value

2. Title passes to County:

- a. FMV at time of donation \$ \_\_\_\_\_
- or
- b. Annual value to project (not to exceed 6 2/3% X a.) = \$ \_\_\_\_\_

Goods or Supplies

FMV at time of donation

Personnel Services

1. Staff of another agency or organization:

Annual Salary      Number of hours 2080      X      to be provided      =      \$ \_\_\_\_\_

2. Volunteer -- Comparable annual salary \$ \_\_\_\_\_

Annual Salary      Number of hours 2080      X      to be provided      =      \$ \_\_\_\_\_

**Appendix H (cont.)**  
**BASIS OF VALUATION**  
**Gadsden Sheriff's Annex**

**Building/Space**

1. Donor retains title:

- a. Fair commercial rental value - Substantiated in provider's records by written confirmation(s) of fair commercial rental value by qualified individuals, e.g., Realtors, property managers, etc.
- b. (1) Established monthly rental of space \$ \_\_\_\_\_  
 (2) Number of months donated during the contract \_\_\_\_\_  
 Value to the project [b.(1) X b.(2)] \$ \_\_\_\_\_

2. Title passes to the County:

**Depreciation**

- a. Cost of Fair Market Value (FMV) at acquisition (excluding land) \$ 50,576  
 b. Estimated useful life at date of acquisition 30 yrs.  
 c. Annual depreciation (a./b.) \$ 1,685.87  
 d. Total square footage 4,218 sq. ft.  
 e. Number of square feet to be used on the grant program 4,218 sq. ft.  
 f. Percentage of time during contract period the project will occupy the building or space 100 %  
 Value to project (e./d. X f. X c.) \$ 1,685.87 annually

**Use Allowance**

- a. To be used in the absence of depreciation schedule (i.e., when the item is not normally depreciated in the County's accounting records).
- b. May include an allowance for space as well as the normal cost of upkeep, such as repairs and maintenance, insurance, etc.

\$ 5,057.61 (Entire Grant Period)

**Equipment**

1. Donor retains title: Fair Rental Value

2. Title passes to County:

- a. FMV at time of donation \$ \_\_\_\_\_  
 or  
 b. Annual value to project (not to exceed 6 2/3% X a.) = \$ \_\_\_\_\_

**Goods or Supplies**

FMV at time of donation

**Personnel Services**

1. Staff of another agency or organization:

Annual Salary      Number of hours 2080      X      to be provided      =      \$ \_\_\_\_\_

2. Volunteer -- Comparable annual salary \$ \_\_\_\_\_

Annual Salary      Number of hours 2080      X      to be provided      =      \$ \_\_\_\_\_

**Appendix I - MATCH SUMMARY**  
**(for the entire grant period)**

Date - February 4, 2019

County - Gadsden

Type of Grant - Implementation

Match Requirement Percentage - 50% In-kind

Total Match Required for the Grant \$ 600,000.00

**Match Committed:**

Cash	\$ <u>0</u>
In-Kind	\$ <u>904,988.70</u>
Total	\$ <u>904,988.70</u>

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Prepared By <sup>ms</sup> Rohat Bantley

Approved By Sheriff W. H. [Signature]

**3.8.5.TAB 5**

**STATEMENT OF THE PROBLEM**

## TAB 5

### 3.8.5: STATEMENT OF THE PROBLEM

Criminal justice involved adults with mental illness and co-occurring substance use disorders who are indigent and uninsured, have difficulty accessing behavioral health services in Gadsden County. Without treatment and support to address mental illness, substance use and criminogenic needs, these individuals experience re-arrest, re-hospitalization, illness and even death (SAMHSA, 2015). Early intervention and treatment strategies are recommended by SAMHSA for the U.S. Justice System to reduce recidivism. 74% of state prisoners, 63% of federal prisoners and approximately 49% of jail prisoners meet criteria for a co-occurring disorder. Gadsden County Board of County Commissioners (GCBOCC) identified Gadsden County Sheriff Office (GCSO) to take lead in developing programming conducive to addressing the issues in our community specific to behavioral issues within the criminal justice population.

**3.8.5.1 For both Planning and Implementation and Expansion Grants, the application must include a detailed description of the problem the project will address. The application should document the extent of the problem using local or state data and include trend analysis. Describe the project's geographic environment, Target Population, socioeconomic factors, and priority as a community concern. If the Applicant is a consortium of counties, describe the geographic region to be covered.**

In 2014, the Florida Department of Law Enforcement's annual report calculated approximately 1,733 total arrests in Gadsden County, and of those, approximately 89% (1,643) were committed by adults; an estimated 20% (320) were a combination of Drug Arrests, DUIs, and Liquor Law arrests; and drug arrests ranked second highest in number of arrests behind Miscellaneous Arrests. In 2015, the Florida Department of Law Enforcement's annual report calculated a 6% increase in the number of Drug Arrests (192) compared to 2014 (182), with drug arrest still ranked second highest in number of arrests behind Miscellaneous Arrests. In 2017, the Florida Department of Law Enforcement reported a 3% increase in the number of drug arrests in the state. A comparative analysis between the months of January to June in the years of 2016 to 2017 identified an 8% increase in the number of drug arrest statewide. Males accounted for at least three times the number of arrest than their female counterparts. A review of a comparative analysis specific to Gadsden County between 2017 and 2018 shows a 30% increase in the number of total arrests; 44% increase in the number of total adult arrests; 53% increase in the number of drug arrests; 113% increase in the number of arrests related to driving under influences; and 150% increase in the number of liquor law violations. Lastly, a comparison between the 2016 and 2017 crime rate index in Gadsden County shows a 64.1% increase, with the violent crime rate index at its highest point within the last 5 years (2013 – 2017).

In 2017, the Florida Department of Corrections terminated mental health contracts with Wexford, a leading mental health provider, due to insufficient care of consumers. In

addition, Corizon Care Inc., an additional leading mental health contract provider servicing the Florida incarcerated population, terminated their contract for services early due to the insufficiency in generating profit and revenue. In 2018, there were several exposes regarding the Florida Department of Correction's decision to cut funding for substance abuse services, transitional housing, and re-entry programs to secure funds to fill a \$28 million budget hole. A vivid gap in services, in many criminal justice or other treatment settings, commonly seen throughout the country are the lack in routinely conducted evidence-based screenings and assessments. Additionally, non-detection of co-occurring disorders in the justice system also includes a lack of staff training and an offender's perceived notion of negative consequences associated with self-disclosure of symptoms (Peters, Bartoi, & Sherman, 2008; Peters et. al, 2004; Peters & Hills, 1997). Nationally, correctional facilities lack effective behavioral health services (e.g., limited certified counselors, insufficient treatment duration) and become economically overburdened by efforts to effectively rehabilitate individuals with mental illness or COD due to budgetary constraints, space limitations, etc. (SAMHSA, 2005; Sung et al., 2010).

### *Geographic Environment and Socioeconomic Factors*

Gadsden County, Florida encompasses 6 cities: Quincy, Havana, Chattahoochee, Midway, Greensboro, and Gretna. According to the 2017 U.S. Census Bureau, Gadsden County, Florida has a total population size of 46,071 and is the 43<sup>rd</sup> most populous county in the state of Florida. The census bureau also determined that approximately 55.9% of the population is Black or African American, 41.6% White, and 10.4% Hispanic or Latino; and minorities dominate the county's population at around 66%. According to the Florida Department of Economic Opportunity, the unemployment rate in Gadsden County was 3.9% in November 2018 and increased to 4.3% in December 2018. According to the Florida Department of Economic Opportunity, Florida's unemployment rate for November 2018 was 3.1% and December 2018 was 3.3%; the nation's unemployment rate for November 2018 was 3.5% and December 2018 was 3.7% in which Gadsden county exceeded the state and nation's unemployment rate for November and December 2018. According to the 2017 crime rate index, Gadsden County exceeds the state of Florida's crime rate index at 64%; and admissions to prison per 100,000 population exceeds the state of Florida's rate by 35%.

Furthermore, the high school graduate rate, employment rate and median household income all continues to be below the state's rate at 12%, 12%, and 42% respectively. As of 2017, the U.S. Census Bureau also reports that Gadsden County, Florida's poverty rate exceeds the state of Florida's rate by 9% (25.6%; 16.6% respectively). According to the 2017 U.S. Census Bureau, 51% of Gadsden County's population is female, and 49% male; 22% of the total population are under the age of 18, 15% are over the age of 65; over 3,000 individuals identify as veterans of the armed forces; approximately 20% of individuals under the age of 65 live without health insurance, and 9% are age five or higher and speak languages other than English. According to the Florida Department of Health, as of 2012, Florida continues to be rank second in the



nation in the cumulative number of HIV cases, with 49% Black, 29% White, 20% Hispanic; 70% men; and 60% representing persons over the age of 45. According to the Florida Department of Health 2015 HIV and AIDS Morbidity Rate and Surveillance Report, Gadsden County, Florida ranked 29 (out of 67) of Florida counties in HIV cases, with a 43% increase from 2014.

### *Target Population and Priority as a Community Concern*

For the purposes of this grant, the population of focus will be adults at-risk or involved in the criminal justice system with a substance use disorder (SUD) or co-occurring substance use and mental health disorder (COD). This includes persons 18 or older, who come into contact with law enforcement, are charged with a crime, brought to the jail for screening, have been determined as having behavioral health issues, are further evaluated and determined to have a SUD or COD.

### **3.8.5.2. - The application must provide an analysis of the current population of the jail or juvenile detention center in the county or region:**

A comparative analysis specific to Gadsden County between 2017 and 2018 shows a 30% increase in the number of total arrests; 44% increase in the number of total adult arrests; 53% increase in the number of drug arrests; 113% increase in the number of arrests related to driving under influences; and 150% increase in the number of liquor law violations.

#### **3.8.5.2.1 A description of the screening and assessment process used to identify the Target Population(s).**

Screening and assessments are practical methods to identifying the existence of substance use, mental health, and/or co-occurring mental health and substance use issues. Evidence-based practices are integrating individual clinical expertise, consumer values, with the best available external clinical evidence from systematic research into the decision-making process for consumer care (Sackett et. al, 2000). Identifying existing issues early on decreases the delay in service delivery. In Gadsden County, Florida, the Gadsden County Jail (GCJ) resources for screening substance use and mental illness issues among those at-risk or involved in the criminal justice system are scarce. Currently, there are no programs available in the GCJ that provides the opportunity for substance use and mental health treatment. In Gadsden County, upon an individual's arrest, he/she may be taken to the GCJ for booking and processing. In processing, an official arrest record is created; the individual may be held or released depending on several determinant factors and given a first appearance court date. If held, the individual meets with a classification officer, who collects demographic information for record purposes, and the arrestees are asked whether there are any substance or alcohol issues. This is the furthest extent to which substance use or mental health is screened at the time of intake. If, after first appearance, an individual is court-ordered to have a psychiatric evaluation, a part-time psychiatrist is notified of the need to complete the court-ordered assessment. This service is not afforded to each

arrestee. A nurse is available at the jail, and may ask whether there have been previous mental health issues, and thereafter, no other formalities are in place to determine early detection of behavioral health issues. Limited funding restricts the opportunity to design a functional system to early identify behavioral health issues and have successful follow-through to treatment services in a timely fashion to avert excess jail cost and county spending.

#### **3.8.5.2.2 The percentage of persons admitted to the jail or juvenile detention center that represents people who have a mental illness, substance use disorder, or co-occurring disorders.**

According to the Gadsden County Sheriff Office (GCSO) internal data system, between 2016 and 2018 there were 4,278 individuals arrested. This data includes 1,071 arrests related to substance use issues and drug related charges, and 346 arrests related to mental health (MH) issues. According to these numbers, 25% of the individuals admitted to the jail between these time periods had criminal dealings in substance related charges, which places the individual at-risk for use, and 8% at-risk for unresolved mental health issues. The Florida Department of Law Enforcement's (FDLE) Annual Uniform Crime Report indicates there were a total of 891 arrests from January to December 2017 in Gadsden County. This FDLE's report shows 604 were adult males charged for various of crimes where 212 were due to a combination of Drug Arrests, DUI's, and Liquor Law Violations. These numbers indicate that 35% of the males arrested were related to substance use. However, the numbers are inconclusive since two cities (Gretna and Havana) did not report in Gadsden County for 2017. Also, the 2016 Florida Health Chart shows 68% of Gadsden traffic crashes were alcohol-suspected motor crash injuries, while 6.2% were alcohol-suspended motor traffic crash deaths. Moreover, the Gadsden County Jail has a fractured substance use and mental health screening process. As a result, there is inconsistent reliability on the data provided regarding the number of individuals with a substance use disorder (SUD), mental health (MH), or co-occurring disorder (COD) in jail. Since Gadsden County lacks a formal early identification process, obtaining data on inmates with MH/SUD can be challenging. Therefore, it can be suggested that there would be an increase in SUD, MH, and COD related charges if there was a SUD/MH screening process and if the two cities (Gretna and Havana) reported their annual arrests record. However, the GCCJDP proposes to utilize funds to employ a pre-trial release screener stationed at the Gadsden County Jail to determine pre-trial release eligibility and complete behavioral health screenings to determine behavioral health issue. The intake screeners will collaborate with the Gadsden County Sheriff Office to screen incoming detainees for substance use or mental illnesses issues.

#### **3.8.5.2.3 An analysis of observed contributing factors that affect population trends in the county jail or juvenile detention center.**

There is substantial evidence indicating that poverty is associated with criminal activity. A large amount of research asserts correlation between the poverty and crime. Poverty can affect the motivation of offenders and the vulnerability and

attractiveness of potential targets. Thus, homelessness, lack of a high school education or literacy, basic life and work skills for employment are all among the prevalence of high incarceration. Another contributing factor in Gadsden County is the lack of a pretrial monitoring component. The county also has a gap in services for individuals with prolonged mental illness and/or substance use disorders who have lesser offenses. Typically, these individuals are incarcerated repeatedly for low level charges such as trespassing, public intoxication, and petty theft; thus, there is a lack of follow-up and these individuals fall through the cracks and continue to cycle through the jail. In addition, the lack of services provided to treat behavioral health issues while in jail is nonexistent, which creates a delay in providing services to restore offenders. Thus, there is a perpetual cycle of re-offenses, and delayed court processes with limited services and a lack of funding to address concerns. Additionally, untreated prolonged mental illness can often result in an increase of Baker Acts and suicides, in turn resulting in a trend of who enters the jail system. One of the major contributing factors in Gadsden County is the lack of a pretrial monitoring agency. As a result, defendants often have to remain in jail for longer periods. As stated above, the county also has a gap in services for individuals with chronic mental illness and/or substance use disorders who have lesser offenses. Typically, these individuals, who are well-known by local officers, are incarcerated repeatedly for low level charges such as trespassing, public intoxication, and petty theft. Because of their minor offenses and a lack of follow-up, these individuals fall through the cracks and continue to cycle through the jail.

According to the University of South Florida's and Department of Children and Families' 2016-2017 Baker Act Data Report, approximately 62 % of involuntary examinations were initiated by law enforcement in Gadsden County. The rates per 100,000 of involuntary examinations for Gadsden County for FY 16/17 were as follows: all ages = 709, children (<18) = 113, and older adults (65+) = 43; therefore (approximately 78 %) were adults between the ages of 19-64. It is important to note in the 2017-2018 Annual Florida Department of Corrections report, there were 27,916 individuals admitted to the incarcerated setting. The majority of those admitted were between the ages of 25 and 49. In addition, there were 36.2 % of persons aged 25 to 34 incarcerated; almost 50% previously served prison time; 87.4% were male; 52% were of minority decent; 37.7% were Black males; and drug offenses accounted for the largest percentage rate among offense type at 22.9%. According to this same report, in FY 17-18, the total prison population was 96,253, and the per capita rate suggested 470.1 of every 100,000 Floridians were incarcerated during this time. In addition, 14.4% of the population accounted for drug offenses (3rd highest category after murder and burglary); 93.1% were male; 60% were of minority decent; 45.1% were Black males; and 36.1% were between the ages of 35 to 49.

Another trend that affects the population in Gadsden overall is the disproportionate number of persons in Gadsden County with HIV/AIDS in comparison to the state. According to the Florida Department of Health Chart Reports, as of 2017 the overall rate for Gadsden is 20.5% in comparison to the state's rate of 24.1%. This shows Gadsden County's rate is nearly as high as the state of Florida's overall rate. Further, the report suggests minorities in Gadsden county have a high rate of HIV

(Black males at a rate of 40.3% and Black females at a rate of 20.6%.) The numbers of HIV cases in the jails are inclusive. However, as this is a trend affecting the overall population in Gadsden, this can also be a contributing factor affecting the current population within the jail system. According to this same report, in 2017 males in Gadsden County were at a rate of 30.2% in comparison to the male rate across the state at 38.7%. As stated previously, the most common age of inmate admissions was 25-49 as the largest population between 2017-2018. This correlates to the HIV cases reported in 2017 for adults between the ages of 25 and 29 in Gadsden at a rate of 66.7% compared to the state's rate at 61.3%; and those between the ages of 30 and 39 were at 82.7% compared to the state's rate at 52.3%. This data asserts HIV is contributing factor affecting the target population in Gadsden County, and this grant proposes to address this factor through an array of services.

#### **3.8.5.2.4 Data and descriptive narrative delineating the specific factors that put the Target Population at-risk of entering or re-entering the criminal or juvenile justice systems.**

According to the Florida Department of Corrections 2015-2016 Annual Report, there are several factors that put the target population at-risk of entering or re-entering the criminal justice system. Some of those identified risk is: Prior prison commitments, a required supervision term after release, behavior while incarcerated, age at first arrest, drug screening score while incarcerated, number of recent offenses, and the number of bus tickets given to those at end-of-sentence with no temporary (or permanent) residence. Within extensively rural areas such as Gadsden County, disparities and barriers specific to justice-involved individuals with mental illness and/or substance use disorders are exacerbated by the disparities facing the overall population. Gadsden County has the challenges that many other rural, fiscally-constrained areas face, including the need for adequate affordable housing, shelters, emergency financial assistance and other resources. There are forensic services currently available in Gadsden County for individuals with mental illnesses who have been deemed Incompetent to Proceed or Not Guilty by Reason of Insanity by the criminal court, and re-entry services specifically limited to individuals with substance use disorders and felony charges through the Gadsden Re-entry Center. Additionally, homelessness and lack of supportive housing for individuals being released from jail are among the most prevalent community factors influencing recidivism for the program's target population. According to the Council for Homeless Annual Report (2016), the homeless population increase by almost five times the amount (466%) from 2015 to 2016. For most jail inmates with mental illness and/or substance use disorders, a lack of accessible, coordinated diversion services often leads to repeat arrests, incarcerations and jail days, thereby further driving up costs for an area that is already limited in resources.

#### **3.8.5.3 The application must include a concise analysis of the Target Population.**

According to the Gadsden County Sheriff Office (GCSO) internal data system, between 2016 and 2018 there were 4,278 individuals arrested. This data includes 1,071 arrests

related to substance use issues and drug related charges, and 346 arrests related to mental health (MH) issues. According to these numbers, 25% of the individuals admitted to the jail between these time periods had criminal dealings in substance related charges, which places the individual at-risk for use, and 8% at-risk for unresolved mental health issues.

**3.8.5.3.1 A projected number of the broader category of persons served in any capacity.**

GCCJDP will screen 150 individuals annually for behavioral health issues, for a total of 450 individuals by the end of the three-year grant period. Program participants will be individuals identified as adults at-risk or involved in the criminal justice system with an identified SUD or COD. If awarded, Gadsden County Criminal Justice Diversion Project (GCCJDP) intends to enroll and serve 50 Program participants annually, for a total of 150 Program participants by the end of the three-year grant period.

**3.8.5.3.2 A projected number of any subset of persons served who consent to treatment under the Applicant's program, as detailed in Section 2.5.1.2.1.**

GCCJDP proposes to provide crisis intervention team training and trauma-informed care training to 20 law enforcement officers, or related personnel, annually, for a total of 60 LEOs, or related personnel, by the end of the three-year grant period. In addition, GCCJDP proposes to provide some level of HIV/STD prevention level service to, a minimum, 25 Program participants annually, for a total of 75 Program participants by the end of the three-year grant period.

**3.8.6. TAB 6**

**PROJECT DESIGN AND IMPLEMENTATION**

## TAB 6

### **3.8.6.: PROJECT DESIGN AND IMPLEMENTATION**

#### **3.8.6.1 For both Planning Grants and Implementation and Expansion Grants, the application must include a description of the planning council or committee.**

Gadsden County Public Safety Coordinating Council was established in 2013 to provide recommendations to the County Commission regarding detention and correctional facilities and available mental health, substance abuse services, work release, and other services that would help with inmate re-entry into the community and reduce recidivism by addressing root causes. The council meetings minutes reflect the main focus of the meeting were decreasing the census in detention and correction facilities through work release program, crime prevention programming and amelioration of root cause of criminality (i.e. Mental Health/ Substance Abuse/ educational/ vocational issues). The meetings also addressed monitoring/surveillance, structure and facility maintenance, work release programs, addressing the increased use of "Molly/ Flakka" within the county and other surrounding counties and the use of Life Coaches, Boy Scouts and the Gadsden County Leadership and Law Academy to reduce chances of involvement in the correctional system. The Leadership & Law Academy focus is on working with high school senior to earn Correctional Certifications, Armed and Unarmed Security Certifications and 911 Dispatch Certification by the time they graduate from high school. It allows for 100% job placement based on certification at the time of graduation.

#### **3.8.6.1.1 A description of the composition of the planning council or committee, including the role of each member as stakeholder, consumer, etc. demonstrating compliance with s. 394.657(2)(a), F.S. If the Council does not currently meet the statutory requirements, provide a detailed explanation of how and when the Council intends to rectify the deficiency.**

The GCPSCC currently has 16 of its seats consumed by a representative: The State Attorney, Public Defender, County Judge, Circuit Judge, Local Court Administrator, State Probation Circuit Administrator, County Commissioner Chair, County Director of Probation, Sheriff, Police Chief, Chief Correction Officer, DJJ-Director of Detention Facility, DJJ-Chief of Probation, DCF SAMH representative, Community Mental Health Agency Designee, and the Local Substance Abuse Treatment Designee (names are listed below). Absent from the council membership are representatives from housing assistance programs, and primary consumers. The GCPSCC is currently undergoing revisions, and is now chaired by County Commission Dr. Anthony Viegbesie. Currently, GCPSCC's plan is to fill their remaining seats, execute the strategic plan designed specific to this project to divert individuals at-risk or involved in the criminal justice system to community-based services, develop partnerships to support service areas in mental health, substance abuse, housing assistance programs, and educational programs.

<b>Gadsden County Public Safety Coordinating Council</b>		
1.	Stefanie Morris	State Attorney or Designee
2.	Daniel Hogan	Public Defender
3.	Judge Kathy Garner	County Court Judge
4.	Judge Barbara Hobbs	Circuit Court Judge
5.	Grant Slayden	Local Court Administrator
6.	Mary Andrews	State Probation Circuit Administrator
7.	Anthony Viegbesie	County Commissioner Chair
8.	Temeka Channey	County Director of Probation
9.	Morris Young	Sheriff or Designee
10.	Glenn Sapp	Police Chief
11.	Vacant	Area Homeless or Supportive Housing
12.	Captain Henry Miller	Chief Correction Officer
13.	Conrad McCray	DJJ-Director of Detention Facility
14.	Rico Cooper	DJJ-Chief of Probation
15.	Mylisa Lee	DCF-Substance Abuse & Mental Health
16.	Salina Peet – Apalachee Center	Community Mental Health Agency Designee
17.	Vacant	Primary Consumer of Mental Health Services
18.	Tonya Lodman – Redeemed Inc.	Local Substance Abuse Treatment Designee
19.	Vacant	Primary Consumer of Community-based Treatment Family Member
20.	Vacant	Primary Consumer of Substance Abuse Services

**3.8.6.1.2 An outline of the Planning council’s activities, including the frequency of meetings for the previous 12 months and future scheduling of meetings.**

The Gadsden County Public Safety Coordinating Council (GCPSCC) voted to return to annual meetings prior to this grant funding request. The committee previously met biannually in 2015 and annually prior to 2015. There were no documented GCPSCC meetings in 2016 and one meeting on February 24, 2017. The 2018 meetings coincided with the Gadsden County Board of County Commissioners meetings, but when separated, has historically been held in February. Futuristically, the GCCJDP will support quarterly GCPSCC meetings and subcommittee meetings to address the needs of the grant, and will provide the council with written quarterly reports on all aspects of the grant/program outcomes. It is the GCCJDP’s intent to request the GCPSCC to formulate a subcommittee, Program Advisory Committee (PAC), to oversee the functionalities of the Program. Program outcomes will be collected and analyzed monthly by the Project Director or designee and maintained in a information system for the development of a routine program review. The partners/stakeholders will email monthly reports to project director or designee. The subcommittee members will be notified via email notifications and copies of the subcommittee agenda and sign in sheets will be maintained to demonstrate compliance with communication and program review. The GCPSCC meetings are publicly noticed. Minutes from the council



meetings will continue to be available on the Gadsden County Board of County Commissioners (GCBOCC) website. The PAC's responsibility will be to oversee the project, the programs progress on outcomes, use of grant funds, implementation of the strategic plan and identification of service gaps within the community, which will be reported to the GCPSCC quarterly, and to the GCBOCC semi-annually.

#### **3.8.6.2 -- PLANNING GRANTS ONLY--**

### **3.8.6.3 STRATEGIC PLAN COVER PAGE**

#### **3.8.6.3.1**

##### *Statement of the Problem or Critical Issues*

Criminal justice involved adults with mental illness and co-occurring substance use disorders who are indigent and uninsured, have difficulty accessing behavioral health services in Gadsden County. Without treatment and support to address mental illness, substance use and criminogenic needs, these individuals experience re-arrest, re-hospitalization, illness and even death (SAMHSA, 2015). Early intervention and treatment strategies are recommended by SAMHSA for the U.S. Justice System to reduce recidivism. 74% of state prisoners, 63% of federal prisoners and approximately 49% of jail prisoners meet criteria for a co-occurring disorder. Gadsden County Board of County Commissioners (GCBOCC) identified Gadsden County Sheriff Office (GCSO) to take lead in developing programming conducive to addressing the issues in our community specific to behavioral issues within the criminal justice population. A comparative analysis specific to Gadsden County between 2017 and 2018 shows a 30% increase in the number of total arrests; 44% increase in the number of total adult arrests; 53% increase in the number of drug arrests; 113% increase in the number of arrests related to driving under influences; and 150% increase in the number of liquor law violations. According to the Gadsden County Sheriff Office (GCSO) internal data system, between 2016 and 2018 there were 4,278 individuals arrested. This data includes 1,071 arrests related to substance use issues and drug related charges, and 346 arrests related to mental health (MH) issues. According to these numbers, 25% of the individuals admitted to the jail between these time periods had criminal dealings in substance related charges, which places the individual at-risk for use, and 8% at-risk for unresolved mental health issues.

##### *Regional Partnership Strategic Planning Process and Participants*

In mid-year 2017, the Gadsden County Board of County Commissions and Public Safety Council reviewed criminal justice and community-based service data, which identified the need to search for funding opportunities to increase collaboration across systems for the target population. Gadsden Adult Drug Court initiated the process after alarming data suggested a need to search for fiscal support to sustain and enhance the program. Data suggested a rise in crime rate, specific to drug related charges, and a rise in the number of individuals arrested with behavioral health issues. In addition, there were gaps in data, which indicated a need to develop a system that would more accurately capture data and analyze trends on behavioral health issues among the target population. The local planning committee began developing a strategic plan to address behavioral health services specific to individuals at-risk, or involved in, the criminal justice system with behavioral health needs.

Gadsden County is a fiscally restrained county. Funds have been nonexistent to increase staff and programming in incarcerated systems to address diversionary

treatment programs for criminal offenders. One of the very few, and longest standing treatment programs, Gadsden Adult Drug Court, is a limited program as a result of funding. Gadsden Adult Drug Court has the authority to accept court referrals for pre-trial and post-adjudicatory criminal offenders; however, program staffing and client-to-staff ratios have always been limited. In addition, program participation is a fee-based service, and at times where individuals couldn't afford to participate in treatment, other issues would arise, such as a participant's debt, lack of participation, which led to an increase in court sanctioning or failing out of the program. There have been efforts to develop pre-trial release programs to assist with diverting individuals at-risk of criminal justice involvement to more appropriate community-based services; however, these efforts have been minimal due to funding.

In early 2018, Gadsden Adult Drug Court made two attempts to acquire funding for behavioral health services: The Florida Department of Children and Families (DCF) Criminal Justice, Mental Health, Substance Abuse Reinvestment (CJMHSR) Grant request for applications solicited in 2017; and the Substance Abuse Mental Health Service Administration (SAMHSA) Grants to Expand Substance Abuse Treatment Capacity in Adult Drug Courts and Adult Tribal Healing to Wellness Courts solicited in 2016. However, communication issues delayed the county's ability to submit the documents in a timely fashion to DCF, and the SAMHSA federal grant attempt was nationally competitive and Gadsden county was unsuccessful. In both attempts, there were successful partnerships made between the Gadsden County Sheriff Office, Gadsden County Court System, Gadsden County Health Department, Redeemed Inc. (a licensed substance abuse provider), and the Gadsden County Public Safety Council to continue dialogue and planning for future funding opportunities to address the behavioral health crisis among the target population. Later on in 2018, an alliance was created with the Florida Agricultural and Mechanical University's Department of Social Work to review the strategic plan previously developed, to leverage resources and determine their involvement to provide coordinated services to the target population. In addition, Recover. Restart. Refreshed, Inc., an HIV prevention service agency joined the planning committee to assist in determining strategies to leverage resources to provide HIV prevention services to the incarcerated population.

As partnerships continue to grow Gadsden County's efforts continue to expand in developing a comprehensive plan of action to address strategies in diverting the target population to community-based services. The Gadsden County Board of County Commissioners have allowed the Gadsden County Sheriff Office to take lead in organizing resources to develop a system that will assist in early identification of behavioral health needs for the target population in efforts to avert excess county spending for jail beds, refer eligible individual to community-based services in a timelier and efficient process, and influence an investment of community collaboration. CJMHSR funding would create opportunity to implement pre-planned intervention strategies and increase the probability of acquiring a functional and organized system of care for the target population.

**Vision:** To produce a functional, comprehensive, and collaborative recovery-oriented system of care that promotes healthy living, community safety, and stability.

**Mission Statement:** To increase community partnerships and enhance system processes to address the behavioral health needs of individuals at-risk of, or involved in, the criminal justice system at early points of inception.

### **Values**

**Timeliness:** Research indicates efforts in providing the right services at the right times as most effective in cases of behavioral health treatment. Gadsden County intends to utilize funds to strengthen early identification methods as a means to reduce the wait time between treatment services, and assist the legal process in determining whether community-based services are more appropriate than incarceration.

**Efficiency:** To support timeliness, early identification of behavioral health issues utilizing evidenced-based screening tools will support the efficiency in service provision. Utilizing screening and assessment tools with consistent validity and reliability promotes accuracy in diagnosis and treatment planning services.

**Shared Responsibility:** Individuals with behavioral health issues generally have multiple unmet needs, thus shared resources among community partners will promote a shared responsibility to not allow successfully collaborate, but increase the probability of community safety, consumer stability, and reduce the probability of recidivism among the target population.

**Service Model(s):** GCCDJP anticipates utilizing the following service models to serve the target population:

**Multidisciplinary Treatment Team Approach:** The main mechanism is to ensure truly holistic care for consumers and a seamless service for consumers throughout their service trajectory and across the boundaries of care. MDST conveys many benefits to both providers and beneficiaries such as continuity of care, the ability to take a comprehensive, holistic view of the consumer's needs, and mutual support and education. In addition, MDST work provides the skill range to meet the increasingly complex needs of consumers who require the different skills of professionals, enables the provision of a wide range of services and resources, and provides a seamless service to users which enhances continuity of care, and is cost-effective.

**Care Coordination:** The paradigm of care coordination offers an opportunity to share information in a timely manner, and to ensure that a person served is being followed as they move through their episode of care. These services are a collaboration of many providers along with information systems to coordinate health services, consumer needs, and information. Coordination has been shown to increase efficiency and improve clinical outcomes and consumer satisfaction with care, while successfully achieving the goals of treatment and care.

### Gadsden County Criminal Justice Diversion Project Strategic Plan

**Goal 1:** To divert persons with substance use disorders (SUDs) and co-occurring substance use and mental health disorders (CODs) from incarceration and prevents further involvement in the criminal justice system.

<b>Objective #1:</b>		Establish programs and diversion initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for the adults at-risk, or involved in, the criminal justice system with SUDs or CODs within three (3) months of execution of the final grant agreement.		
<b>#</b>	<b>Task</b>	<b>Performance Measure</b>	<b>Lead Person/Organization</b>	<b>Projected Completion Date</b>
<b>1.1</b>	Establish legally binding agreements with all participating entities to establish programs and diversion initiatives for the Target Population.	<ul style="list-style-type: none"> <li>Within 90 days of execution of a grant agreement, the Sheriff Office and appropriate stakeholders shall enter into binding agreements.</li> </ul>	<ul style="list-style-type: none"> <li>Gadsden County Sheriff Office (GCSO)</li> </ul>	<ul style="list-style-type: none"> <li>Completed within 90 days of grant agreement execution.</li> </ul>
<b>1.2</b>	Provide, directly or by agreement, an information system to track individuals during their involvement with the Program and for at least one year after discharge including but not limited to, arrest, receipt of benefits, employment, and stable housing.	<ul style="list-style-type: none"> <li>Within 90 days of the execution of a grant agreement, the Program will have an information system that is capable of tracking participants and services on a minimum of arrests, benefits, employment and stable housing while in the program and one year following Program</li> </ul>	<ul style="list-style-type: none"> <li>GCSO</li> <li>Florida A&amp;M University's Department of Social Work (FAMU-DSW)</li> </ul>	<ul style="list-style-type: none"> <li>Completed within 90 days of grant agreement execution.</li> </ul>

1.3	Implement a coordinated approach to treatment and comprehensive strategies that support post-booking alternatives to incarceration.	<p>discharge.</p> <ul style="list-style-type: none"> <li>• Within 30 days of Program start date, all Program staff will be hired.</li> </ul>	<ul style="list-style-type: none"> <li>• Gadsden County Sheriff Office</li> <li>• FAMU-DSW</li> <li>• Licensed Substance Abuse Provider (LSAP)</li> </ul>	<ul style="list-style-type: none"> <li>• Completed within 30 days of Program start date.</li> </ul>
1.4	Implement strategies that support a new diversionary court program, including pretrial services and specialized dockets.	<ul style="list-style-type: none"> <li>• Within 90 days of the execution of a grant agreement, the Program Advisory Committee will provide framework recommendations to the PSCC for additional pre-trial diversion programs.</li> </ul>	<ul style="list-style-type: none"> <li>• GCSO</li> <li>• Gadsden County Public Safety Coordinating Council (GCPSCC)</li> <li>• Program Advisory Committee (PAC)</li> </ul>	<ul style="list-style-type: none"> <li>• Process will begin within 90 days of execution of grant agreement. However, this process will continue possibly for the term of the grant.</li> </ul>

<b>Objective #2:</b> Create and encourage collaboration among key stakeholders in implementing and providing ongoing oversight and quality improvement activities of the GCCJDP.			
#	Task	Performance Measure	Lead Person/Organization
2.1	Participate in planning council or committee meetings regularly.	<ul style="list-style-type: none"> <li>• On a quarterly basis, GCSO and stakeholders will attend GCPSCC meetings to provide updates on the Program, report on all performance measures and tracking information</li> </ul>	<ul style="list-style-type: none"> <li>• GCSO</li> <li>• GCPSCC meetings are held quarterly and will be attended by all stakeholders beginning on award of this grant agreement.</li> <li>• Program Advisory</li> </ul>

			for participants, and other diversionary program developments.		Committee meetings will be scheduled within 60 days of the execution of the grant agreement.
<b>2.2</b>	Assess progress of the project based on established timelines and review attainment of goals.		<ul style="list-style-type: none"> <li>Annual participation in Sequential Intercept Mapping (SIM) through the University of South Florida Technical Assistance Center by members of the GCPSCC or identified subcommittee.</li> </ul>	<ul style="list-style-type: none"> <li>GCPSCC or identified subcommittee</li> <li>GCSO</li> </ul>	<ul style="list-style-type: none"> <li>Completed annually by the end of each Program year.</li> </ul>
<b>2.3</b>	Establish a Program Advisory Committee to evaluate the continuous quality and progress of the GCCJDP based on established timelines and identified goals.		<ul style="list-style-type: none"> <li>By Program start date, a Program Advisory Committee will be established.</li> </ul>	<ul style="list-style-type: none"> <li>GCSO</li> <li>FAMU-DSW</li> <li>LSAP</li> <li>GCPSCC</li> </ul>	<ul style="list-style-type: none"> <li>Completed by July 1, 2019; however the review/reporting process will continue monthly for the term of the grant.</li> </ul>
<b>2.4</b>	Identify a web-based electronic health record system for providers to use for consumer information sharing among multidisciplinary treatment team.		<ul style="list-style-type: none"> <li>Within 30 days of execution of a grant agreement, GCCJDP will identify a web-based electronic health record system to maintain Program participant's behavioral health</li> </ul>	<ul style="list-style-type: none"> <li>GCSO</li> <li>FAMU-DSW</li> </ul>	<ul style="list-style-type: none"> <li>Completed within 120 days of grant agreement execution.</li> </ul>

		<ul style="list-style-type: none"> <li>• Within 120 days of execution of a grant agreement, an electronic health record system will be implemented to maintain Program participant's behavioral health records.</li> </ul>		
<b>Objective #3:</b>		Develop processes to enhance the early identification of behavioral health issues among adults at-risk or involved in the criminal justice system.		
<b>#</b>	<b>Task</b>	<b>Performance Measure</b>	<b>Lead Person/Organization</b>	<b>Projected Completion Date</b>
3.1	Develop a schedule to provide trauma-informed care trainings to Law Enforcement Officers (LEO) and other LEO personnel i.e. dispatchers.	<ul style="list-style-type: none"> <li>• Within 90 days of the execution of a grant agreement, an annual schedule will be developed identifying dates to facilitate trauma-informed care trainings with a contracted provider.</li> <li>• Within 90 days of the execution of a grant agreement, an annual schedule will be initiated to identify LEOs and other LEO personnel's registration to the project's sponsored</li> </ul>	<ul style="list-style-type: none"> <li>• GCSO</li> <li>• FAMU-DSW</li> </ul>	<ul style="list-style-type: none"> <li>• Completed within 90 days of grant agreement execution</li> </ul>



		<p>trauma-informed care trainings.</p> <ul style="list-style-type: none"> <li>• Within 90 days of the execution of a grant agreement, an annual schedule will be developed identifying dates to facilitate crisis intervention trainings with a contracted provider.</li> <li>• Within 90 days of the execution of a grant agreement, an annual schedule will be initiated to identify LEOs and other LEO personnel's registration to the project's sponsored crisis intervention trainings.</li> </ul>	<ul style="list-style-type: none"> <li>• GCSO</li> <li>• GCPSCC</li> </ul>	<ul style="list-style-type: none"> <li>• Completed within 90 days of grant agreement execution</li> </ul>	
<b>3.2</b>	<p>Develop a schedule to provide crisis intervention trainings to LEOs and other LEO personnel i.e. dispatchers.</p>				
		<p>Identify evidenced-based screening tools to detect behavioral health issues among adults at-risk or involved in the criminal justice system.</p>	<ul style="list-style-type: none"> <li>• Within 30 days of execution of a grant agreement, specific evidence-based screening tools to identify behavioral health issues will be identified and implemented.</li> </ul>	<ul style="list-style-type: none"> <li>• GCSO</li> <li>• FAMU-DSW</li> <li>• LSAP</li> </ul>	<ul style="list-style-type: none"> <li>• Completed within 30 days of grant agreement execution</li> </ul>
<b>3.3</b>	<p>Identify evidenced-based screening tools to detect behavioral health issues among adults at-risk or involved in the criminal justice system.</p>				
		<p>Review and improve screening</p>	<ul style="list-style-type: none"> <li>• Within 15 days of the</li> </ul>	<ul style="list-style-type: none"> <li>• GCSO</li> </ul>	<ul style="list-style-type: none"> <li>• Completed within</li> </ul>
<b>3.4</b>	<p>Review and improve screening</p>				

	<p>protocols to identify behavioral health issues and pre-trial release eligibility during inmate admissions.</p>	<p>execution of a grant agreement, screening protocols to identify behavioral health issues and pre-trial release eligibility will be determined.</p>	<ul style="list-style-type: none"> <li>• GCPSCC</li> </ul>	<p>15 days of grant agreement execution</p>
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**3.8.6.3.2 The application must include a description of the project design and implementation, including:**

**3.8.6.3.2.1 Project goals, strategies, milestones, and key activities toward meeting the objectives specified in Section 2.2. Applicants must include at least one objective in addition to those specified in Section 2.2 and may propose tasks in addition to those specified in the RFA.**

**GOAL:** To divert persons with substance use disorders (SUDs) and co-occurring substance use and mental health disorders (CODs) from incarceration and prevents further involvement in the criminal justice system.

**OBJECTIVE 1:** Establish programs and diversion initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for the adults at-risk, or involved in, the criminal justice system with SUDs or CODs within three (3) months of execution of the final grant agreement.

#### **STRATEGIES**

The Gadsden County Sheriff Office (GCSO) will establish a legally binding agreement with a Licensed Substance Abuse Provider (LSAP) to acquire a full-time Substance Abuse Counselor (SAC) 100% dedicated to the GCCJDP, and to deliver substance use intervention and/or outpatient services to GCCJDP Program participants.

#### **MILESTONES**

- A memorandum of agreement (MOA) will be established within 90 days of execution of a grant agreement.
- A meeting with a LSAP provider will take place within 30 days of notification of award.
- A SAC will be hired for program services by Program start date.

#### **KEY ACTIVITIES**

- A meeting with a LSAP provider to develop the extent of services for Program participants.
- The execution of a subcontract agreement for substance abuse services will be executed by Program start date.
- A SAC will be hired for program services.

#### **STRATEGIES**

The GCSO will establish a legally binding agreement with Florida Agricultural and Mechanical University's Department of Social Work (FAMU-DSW) to acquire five program staff: one Faculty Principle Investigator (FPI), one Care Coordinator Supervisor (CCS), and three Master's level Graduate Assistant (working title will be Care Coordinators (CC)); and to deliver coordination of care and HIV prevention services to GCCJDP Program participants.

#### **MILESTONES**

- A memorandum of agreement (MOA) will be established within 90 days of execution of a grant agreement.
- A meeting with a FAMU-DSW will take place within 30 days of notification of award.
- A FPI, CCS, and three CCs will be hired for program services by Program start date.

### **KEY ACTIVITIES**

- A meeting with FAMU-DSW to develop the extent of coordination of care and HIV/STD prevention services for Program participants.
- The execution of a subcontract agreement for coordination of care and HIV/STD prevention services will be executed.
- A FPI, CCS, and three CCs will be hired for program services.

### **STRATEGIES**

The GCCJDP will establish an information system to track individuals during their involvement with the Program and for at least one year after discharge including but not limited to, arrest, receipt of benefits, employment, and stable housing. The Project Director (PD) and Grant Coordinator (GC) will utilize the established information system to track: support services (e.g., benefits, housing, employment) through program discharge data maintained in program databases; arrest and jail days data for Gadsden County through the Florida Comprehensive Case Information System (FLCCIS), SmartCOP, and other law enforcement systems; follow-ups within a year after program discharge.

### **MILESTONES**

- GCCJDP will develop the information system to track the aforementioned data elements within 90 days of execution of a grant agreement.
- A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP.

### **KEY ACTIVITIES**

- GCCJDP will develop the information system to track the aforementioned data elements.
- A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP.

### **STRATEGIES**

The GCSO will implement a coordinated approach to treatment and comprehensive strategies that support post-booking alternatives to incarceration through the GCCJDP. The GCCJDP will initiate the hiring process of program staff to facilitate intervention services and work extensively with contracted providers to acquire program staff contracted services. The GCCJDP program will hire the following positions: Behavioral Health Coordinator (BHC) and Pre-Trial Release Screener (PTS) dedicated 100% to the GCCJDP; two Licensed Clinical Social Workers (LCSWs) each dedicated 40% to the GCCJDP; one Grant Coordinator and one Project Director each dedicated

25% to the GCCJDP. In addition, GCCJDP subcontract with the LSAP will require the acquisition of one Master's level Substance Abuse Counselor (SAC) dedicated 100% to the GCCJDP. Lastly, GCCJDP's subcontract with FAMU-DSW will require the acquisition of three Master's level Social Work Graduate Assistants, working as Care Coordinators (CC), each dedicated 50% to the GCCJDP; one Care Coordinator Supervisor (CCS) dedicated 100% to the GCCJDP; and one faculty Principle Investigator dedicated 20% to the GCCJDP.

#### **MILESTONES**

- The initiation of the hire process for program staff will begin within 90 days of execution of a grant agreement.

#### **KEY ACTIVITIES**

- The initiation of the hire process for program staff directly linked to the grant proposal (PD, GC, BHC, two LCSWs, and the PTS).
- The initiation of the hire process for program staff in contracted agreements (SAC, PFI, CCS, and three CCs).

#### **STRATEGIES**

The GCSO, LSAP, and FAMU-DSW will collectively submit a suggested roster of experts to serve on the recommended subcommittee, called the Program Advisory Committee (PAC), and their task description, to the Gadsden County Public Safety Coordinating Council (GCPSCC) for approval.

#### **MILESTONES**

- The GCSO, LSAP, and FAMU-DSW will submit a suggested roster of experts to serve on the recommended subcommittee, PAC, within 90 days of execution of a grant agreement.

#### **KEY ACTIVITIES**

- The GCSO, LSAP, and FAMU-DSW will submit a suggested roster of experts to serve on the recommended subcommittee, PAC.

#### **STRATEGIES**

The GCCJDP program will facilitate substance use intervention and/or outpatient services to eligible individuals with a substance use disorder (SUD) through the subcontract with the LSAP. The LSAP will hire one SAC 100% dedicated to GCCJDP Program participants to provide therapeutic substance use services for a period between three to nine months depending on the participant's progress.

#### **MILESTONES**

- The GCCJDP will implement and facilitate substance use intervention and/or outpatient services to eligible participants within 90 days of execution of a grant agreement.

#### **KEY ACTIVITIES**

- The GCCJDP will implement and facilitate substance use intervention and/or outpatient services to eligible participants.

### **STRATEGIES**

The GCCJDP program will develop a multidisciplinary staff treatment (MDST) team and service protocols to serve Program participants with co-occurring mental health and substance use disorders (COD). The MDST team will be facilitated by the BHC and may include the following positions: LCSW, SAC, CCS, CC, nurse, psychiatrist, and probation officer (if applicable). Additionally, Program participants identified with a COD will receive intervention services through a collaboration of MDST providers.

### **MILESTONES**

- The GCCJDP will develop an MDST team and service protocols to serve Program participants within 90 days of grant agreement execution.
- The GCCJDP will implement and facilitate MDST team services to eligible participants within 90 days of execution of a grant agreement.

### **KEY ACTIVITIES**

- The GCCJDP will develop an MDST team and service protocols to serve Program participants.
- The GCCJDP will implement and facilitate MDST team services to eligible participants.

### **STRATEGIES**

The GCCJDP will facilitate, through the contracted services with FAMU-DSW, coordination of care services, which may include assistance with the following: Access to benefits using the SSI/SSDI Outreach, Access, and Recovery (SOAR) model; management of primary healthcare, wellness and any chronic illness any provider of participant's choice; identifying housing, employment, Human Immunodeficiency Virus (HIV) and Sexually Transmitted Disease (STD) prevention based services (e.g. risk assessment, testing, pre-posttest counseling, education groups etc.); and educational opportunities (e.g. referral to General Education Course (GED) courses, etc.) available to Program participants. FAMU-DSW will develop case plans with Program participants to strategize goals, objectives and time frames for ancillary service needs, monitor the progress of goal achievement, and work collaboratively with any therapeutic interventions provided to Program participants.

### **MILESTONES**

- The GCCJDP will facilitate, through the contracted services with FAMU-DSW, the aforementioned coordination of care services within 90 days of a grant agreement execution.

### **KEY ACTIVITIES**

- The GCCJDP will facilitate, through the contracted services with FAMU-DSW, the aforementioned coordination of care services.

## **STRATEGIES**

The GCCJDP will implement strategies that support a new diversionary court program, including pretrial services and specialized dockets. The GCCJDP will work to provide recommendations to the Gadsden County Public Safety Coordinating Council (GCPSCC) to develop a subcommittee, the Program Advisory Committee (PAC), to complete routine reviews for quality improvement, service gaps, and develop a framework for new diversionary and pre-trial court programs.

## **MILESTONES**

- The GCCJDP will work to provide recommendations to the GCPSCC to develop a subcommittee, the PAC within 30 days of execution of a grant agreement.
- The PAC will provide initial recommendations on the framework for new diversionary and pre-trial court programs to the GCPSCC within 90 days of execution of a grant agreement.

## **KEY ACTIVITIES**

- The GCCJDP will work to provide recommendations to the GCPSCC to develop a subcommittee, the PAC.
- The PAC will provide initial recommendations on the framework for new diversionary and pre-trial court programs to the GCPSCC.

**OBJECTIVE 2:** Create and encourage collaboration among key stakeholders in implementing and providing ongoing oversight and quality improvement activities of the GCCJDP.

## **STRATEGIES**

The GCCJDP will participate in planning council or committee meetings regularly. Administrative personnel (e.g. PD and GC), PAC, and stakeholders will attend GCPSCC meetings to provide updates on the Program, report on all performance measures and tracking information for participants, and other diversionary program developments. The PAC will meet with administrative personnel to complete quality improvement reviews on data elements and program progress to identify any service gaps, issues or achievements.

## **MILESTONES**

- The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings quarterly.
- The administrative personnel and PAC will facilitate monthly meetings to review program progress.

## **KEY ACTIVITIES**

- The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings.
- The administrative personnel and PAC will facilitate meetings to review program progress.

## **STRATEGIES**

The GCCJDP will assess progress of the project based on established timelines and review attainment of goals, and participate in Sequential Intercept Mapping (SIM) through the University of South Florida (USF) Technical Assistance Center (TAC).

## **MILESTONES**

- The GCCJDP will participate in the SIM through USF TAC annually.
- An initial SIM will be completed within 120 days of program start date.

## **KEY ACTIVITIES**

- The GCCJDP will participate in the SIM through USF TAC.
- An initial SIM will be completed in collaboration with the GCCJDP, GCPSCC, and USF TAC.

## **STRATEGIES**

The GCCJDP will recommend to the GCPSCC to establish a PAC, as a subcommittee, to evaluate the continuous quality and progress of the GCCJDP based on established timelines and identified goals.

## **MILESTONES**

- The GCCJDP will submit recommendations to the GCPSCC for a PAC within 90 days of execution of a grant agreement.
- The administrative personnel of GCCJDP will develop the protocols for the PAC within 60 days of the execution of a grant agreement.

## **KEY ACTIVITIES**

- The GCCJDP will submit recommendations to the GCPSCC for a PAC.
- The administrative personnel of GCCJDP will develop the protocols for the PAC.

## **STRATEGIES**

The GCCJDP will identify and implement a web-based electronic health record system for providers to use for consumer information sharing among multidisciplinary treatment team.

## **MILESTONES**

- The GCCJDP will identify a web-based electronic health record system to maintain Program participant's behavioral health records within 30 days of grant agreement execution.
- The GCCJDP will have an electronic health record system implemented to maintain Program participant's behavioral health records within 120 days of grant agreement execution.

## **KEY ACTIVITIES**

- The GCCJDP will identify a web-based electronic health record system to maintain Program participant's behavioral health records



- The GCCJDP will have an electronic health record system implemented to maintain Program participant's behavioral health records.

**OBJECTIVE 3:** Develop processes to enhance the early identification of behavioral health issues among adults at-risk or involved in the criminal justice system.

### **STRATEGIES**

The GCCJDP will develop a schedule to provide trauma-informed care (TIC) trainings to Law Enforcement Officers (LEOs) and other LEO personnel i.e. dispatchers. A tentative schedule will be developed identifying dates to facilitate TIC trainings by FAMU-DSW. In addition, a schedule of LEOs who have never received TIC training will be developed. GCCJDP and FAMU-DSW faculty will discuss the content of the TIC training, determine the number of hours needed to complete the training, and ensure the training is provided at staggered times to ensure a large number of LEOs and related personnel can attend.

### **MILESTONES**

- The GCCJDP will complete the development of the aforementioned activities within 90 days of grant agreement execution.
- The GCCJDP will provide TIC training services to a minimum of 20 LEOs annually, 60 LEOs by the end of grant year three.

### **KEY ACTIVITIES**

- The GCCJDP will collaborate with FAMU-DSW to:
  - Meet and discuss the content of the TIC training;
  - Determine the number of hours LEOs will be needed to complete the training; and
  - Ensure the training is provided at staggered times to ensure a large number of LEOs and related personnel can attend.

### **STRATEGIES**

The GCCJDP will develop a schedule to provide crisis intervention team training (CIT) to Law Enforcement Officers (LEOs) and other LEO personnel i.e. dispatchers. A tentative schedule will be developed identifying dates to facilitate CIT trainings by GCCJDP in conjunction with the Florida Sheriff Association (FSA). In addition, a schedule of LEOs who have never received CIT training will take priority and be developed. GCCJDP and FSA will discuss the content of the CIT training, determine the number of hours needed to complete the training, and ensure the training is provided at scheduled times to ensure a large number of LEOs and related personnel can attend.

### **MILESTONES**

- The GCCJDP will complete the development of the aforementioned activities within 90 days of grant agreement execution.
- The GCCJDP will provide CIT training services to a minimum of 20 LEOs annually, 60 LEOs by the end of grant year three.

## **KEY ACTIVITIES**

- The GCCJDP will collaborate with FSA to:
  - Discuss the content of the CIT training;
  - Determine the number of hours LEOs will be needed to complete the training; and
  - Ensure the training is provided at scheduled times to ensure a large number of LEOs and related personnel can attend.

## **STRATEGIES**

The GCCJDP will identify evidenced-based screening tools to detect behavioral health issues among adults at-risk or involved in the criminal justice system.

## **MILESTONES**

The GCCJDP will select evidence-based screening tools to identify behavioral health issues and pre-trial release eligibility within 15 days of grant agreement execution.

## **KEY ACTIVITIES**

- The GCCJDP will research the validity and reliability of evidence-based screening tools, and investigate the feasibility in implementing the tools early in the booking process for potential Program participants.

## **STRATEGIES**

The GCCJDP will review and improve screening protocols to identify behavioral health issues and pre-trial release eligibility during inmate admissions.

## **MILESTONES**

- The GCCJDP will review and improve screening protocols to identify behavioral health issues and pre-trial release eligibility to potential Program participants within 15 days of grant agreement execution.

## **KEY ACTIVITIES**

- The GCCJDP will investigate and develop processes to implement early identification screening tools into the jail booking process to identify potential Program participants.
- The GCCJDP will orchestrate and implement early identification screening tools into the jail booking process to identify potential Program participants.

### **3.8.6.3.2.2 Organization and key stakeholder responsible for each task or key activity necessary to accomplish the objectives.**

GCSO: The GCSO will implement a coordinated approach to treatment and comprehensive strategies that support post-booking alternatives to incarceration through the GCCJDP. The GCCJDP will initiate the hiring process of program staff to facilitate intervention services and work extensively with contracted providers to acquire program staff contracted services. The GCCJDP program will hire the following positions: Behavioral Health Coordinator (BHC) and Pre-Trial Release Screener (PTS)

dedicated 100% to the GCCJDP; two Licensed Clinical Social Workers (LCSWs) each dedicated 40% to the GCCJDP; one Grant Coordinator and one Project Director each dedicated 25% to the GCCJDP. In addition, GCCJDP subcontract with the LSAP will require the acquisition of one Master's level Substance Abuse Counselor (SAC) dedicated 100% to the GCCJDP. Lastly, GCCJDP's subcontract with FAMU-DSW will require the acquisition of three Master's level Social Work Graduate Assistants, working as Care Coordinators (CC), each dedicated 50% to the GCCJDP; one Care Coordinator Supervisor (CCS) dedicated 100% to the GCCJDP; and one faculty Principle Investigator dedicated 20% to the GCCJDP. The details regarding GCSO and GCCJDP are listed in Objectives 1, 2 and 3 of section 3.8.6.3.2.1.

*FAMU-DSW:* The GCCJDP will facilitate, through the contracted services with FAMU-DSW, coordination of care services, which may include assistance with the following: Access to benefits using the SSI/SSDI Outreach, Access, and Recovery (SOAR) model; management of primary healthcare, wellness and any chronic illness any provider of participant's choice; identifying housing, employment, Human Immunodeficiency Virus (HIV) and Sexually Transmitted Disease (STD) prevention based services (e.g. risk assessment, testing, pre-posttest counseling, education groups etc.); and educational opportunities (e.g. referral to General Education Course (GED) courses, etc.) available to Program participants. FAMU-DSW will develop case plans with Program participants to strategize goals, objectives and time frames for ancillary service needs, monitor the progress of goal achievement, and work collaboratively with any therapeutic interventions provided to Program participants. The details regarding FAMU-DSW are listed in Objectives 2 and 3 in section 3.8.6.3.2.1.

*LSAP:* The GCCJDP program will contract with a LSAP to facilitate substance use intervention and/or outpatient services to eligible individuals with a substance use disorder (SUD). The LSAP will hire one SAC 100% dedicated to GCCJDP Program participants to provide therapeutic substance use services for a period between three to nine months depending on the participant's progress. The details regarding FAMU-DSW are listed in Objectives 2 and 3 in section 3.8.6.3.2.1.

### **3.8.6.3.2.3 How the planning council or committee will participate and remain involved in implementation or expansion on an ongoing basis.**

*Gadsden County Board of County Commissioners (GCBOCC):* The GCBOCC meets monthly to discuss matters pertaining to county activities. GCPSCC will report GCCJDP's progress semi-annually to the GCBOCC. GCBOCC will receive information on progress toward outcomes, number of individuals enrolled and served, evaluation of all performance measures, and projected gaps or achievements.

*Gadsden County Public Safety Coordinating Council (GCPSCC):* The GCPSCC will meet quarterly to review the progress and provide recommendations to the GCBOCC regarding how the Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant Program may best be implemented within a community. The GCPSCC will be solicited to develop a subcommittee, PAC, to actively monitor and evaluate the progress

of the GCCJDP monthly, and will report to the GCPSCC quarterly to ensure reports are submitted to the Department and GCBOCC in sufficient time.

*Program Advisory Committee (PAC):* The GSPSCC will be requested to develop the subcommittee, PAC, to actively monitor and evaluate the progress of the GCCJDP monthly, and will report to the GCPSCC quarterly to ensure reports are submitted to the Department and GCBOCC in sufficient time. The PAC will routinely meet with Program staff to provide feedback and suggestions on program implementation, trend analysis to track required data elements, and quality improvement strategies for program implementation.

**3.8.6.3.2.4 How the agencies and organizations involved will communicate throughout the lifetime of the project, detailing the frequency of planned meetings, and the decision-making process to ensure successful implementation.**

In addition to the aforementioned meetings listed in section 3.8.6.3.2.3, program staff meetings will take place, at minimum, biweekly, to project or resolve any foreseen or identified issues. The PD, GC or supervisor designee will meet with program staff routinely to make any adjustments, address programmatic concerns, and will utilize telecommunication, electronic communication, or face-to-face meetings to ensure constructive maintenance of programmatic activities. In addition, minutes will be taken of each meeting to retain documents for referencing. All program staff will be notified of meeting times in advance utilizing an electronic calendar system, which automatic reminders will be set to ensure full participation with each meeting.

**3.8.6.3.2.5 The plan to screen potential participants and conduct tailored, validated needs-based assessments. Include the criteria to be used, specific screening tool(s) and validity specific to the Target Population. If specific tool(s) have not yet been selected, describe the process by which tool(s) will be selected.**

*Law Enforcement Screening for Potential Participants and Training*

The GCSO will identify LEOs and related personnel to participate in Crisis Intervention Team (CIT) to learn how to respond to individuals who are at-risk of criminal justice involvement experiencing behavioral health crises. Research shows that CIT is associated with improving officer attitude and knowledge about mental illness. CIT diverts individuals experiencing mental issues from the incarcerated setting to stabilization services. Also, GCSO's law enforcement officers will attend Trauma-Informed Care (TIC) trainings provided by volunteer faculty from FAMU-DSW to educate law enforcement officers on traumatic stress disorder and other related psychological conditions, to implement preventative measures. TIC training enhances identification and response to individuals in mental health crisis and/or those experiencing substance use issue. These training will help GCSO to identify potential participants and refer those individuals at-risk for treatment services. The GCSO staff

will follow-up with potential participants, and ideally conduct eligibility screening to identify those who meet criteria for SUD, MH, or COD.

#### *Screening of Potential Participants in GCSO*

The GCSO's Pre-Trial Release Screener will conduct tailored, validated needs-based assessments and evidenced-based screening tools to guide treatment/care to potential participants by using the Alcohol Use Disorder Identification (AUDIT), Beck Depression Inventory II (BDI-II), Cut Annoyed Guilty Eye (CAGE) test, and Drug Abuse Screening Test (DAST-10). Individuals who meet the criteria (SUD, MH, or COD) will be referred for further evaluation, receive an explanation of treatment options, linkages to services, and assistance in accessing treatment services.

#### *Screening and Assessment Used for Potential Participants*

The screening and assessment that will be used to meet the needs of the target population are the AUDIT, BDI-II, CAGE test, and DAST-10. The AUDIT, a ten-item questionnaire, was developed by the World Health Organization and has 95% accuracy in classifying individuals with alcohol use disorders (AUD). The DAST-10 was developed by the Addiction Research Foundation to identify SUD and has high internal consistency reliability (i.e., 0.92 for a clinical sample of 256 clients). These tools have demonstrated the validity to identify individuals with a SUD and COD among diverse populations. The DAST was developed by Dr. John Ewing, founding Director of the Bowles Center for Alcohol Studies, University of North Carolina at Chapel Hill. CAGE is internationally used four-item assessment instrument for identifying alcohol issues. CAGE is a good screening tool for alcohol abuse or alcohol dependency. Given the frequent-and insufficiently diagnosed-alcohol problems among inpatients, CAGE is indicated as a first-line tool for screening for the most severe alcohol use disorders in hospital. Beck Depression Inventory II (BDI-II) is a 21-item self-report instrument designed to assess the severity of depression and act as an indicator of depressive symptoms based on diagnostic criteria in the DSM-V.

#### *Clinical Evaluations and Assessments Used for Potential Participants*

The GCCJDP intends to use the Mental Health Screening Form - III (MHSF-III), Columbia-Suicide Severity Rating Scale (C-SSRS), and biopsychosocial to complete further evaluation to support a diagnosis of potential Program participants. The MHSF-III is a 17-item instrument designed as a mental health screening tool for clients seeking admission to behavioral health treatment programs. The C-SSRS is a questionnaire for suicide assessment developed by multiple institutions, including Columbia University, with NIMH support. The C-SSRS Risk Assessment is intended to help establish a person's immediate risk of suicide and is used in acute care settings. Preliminary examination of these instruments has shown it to be reliable and valid. A biopsychosocial interview would be conducted to comprehend the possible roots to problems over several domains: Legal, substance use, mental health status, physical status, psychological status, peer/family/social environment factors, and educational/vocational history.

#### *Pre-trial Screening and Assessments Used for Potential Participants*

Upon arrest, individuals will be seen by a GCSO Pre-Trial Release Screener (PTRS). The PTRS will review the detainee criminal history to determine if the individual will qualify for pre-trial release. Also, the detainee will be screened by the PTRS for any substance use or mental health issues or symptomologies. If it is determined the detainee will remain in custody, the full-time nurse at the Gadsden County Jail (GCJ) will continue further screening for suicide, using the Columbia Suicide Severity Risk Scale (CSSRS) and for mental health issues, using the BDI-II. The results of the screening will be correlated with the BDI-II screening will be used to determine if there is a present issue. If the results are positive for substance use or mental health issues the individual's case will be referred to the Behavioral Health Coordinator (BHC) for a comprehensive evaluation. The BHC will review the individual's screening results and perform a biopsychosocial interview to determine the biological, psychological and social factors contributing to their problems, and will also conduct further evaluation of mental illness using the MHSF-III. This would be a holistic approach that assess the individual on all different levels and provide a provisional diagnosis. These findings will be reviewed by a Licensed Clinical Social Worker (LCSW) for confirmation of diagnosis. If the LCSW believes he/she must sit with the individual for a thorough review, the individual will be asked to complete a follow-up. The screening procedures by the PTRS and nurse are expected to take place upon admission to the Gadsden County Jail, or within 24 hours of the arrest. The BHC is expected to complete further evaluation for a provisional diagnosis within 72 hours, and the licensed clinician will follow-through to confirm diagnosis within 48 hours of receipt from the BHC. The entire screening, assessment, and determination of program eligibility should take no more than five days. The purpose of this process is to present the findings to court personnel in efforts to divert individuals suitable for community-based services from incarceration, and enlist in a treatment service.

#### *HIV/STD Screenings for Potential Participants*

FAMU-DSW will assist in preventative services for clients at-risk for HIV/STD. FAMU-DSW will coordinate with the Gadsden County Health Department to select an evidence-based screening tool specific to determining risk for HIV/STD. In addition, the GCHD will assist in providing materials to construct prevention programming specific to the criminal justice population, and provide prevention materials for testing, education, and counseling services. FAMU-DSW will conduct HIV/STD prevention groups to reduce risk of contracting HIV/STDs, HIV risk screening and testing, condom distribution, and pre/post-counseling group. HIV/STD prevention groups will be 60-minute groups conducted on-site and/or in GCJ as needed. For individuals who are identified as persons living with HIV (PLWH) or persons living with AIDS (PLWA), individuals will be referred to GCHD for intervention services and medication management.

#### **3.8.6.3.2.6 How the proposed design will facilitate care coordination to increase access to behavioral health treatment and support services and ancillary social services (i.e., housing, primary care; benefits, etc.)**

The paradigm of care coordination offers an opportunity to share information in a timely manner, and to ensure that a person served is being followed as they move through

their episode of care. The GCCJDP project proposes to facilitate coordination of care services through collaboration with the Florida Agricultural and Mechanical University's Department of Social Work (FAMU-DSW) to facilitate case management-like services to Program participants. FAMU-DSW will acquire three master level graduate assistants and a Program Task Supervisor to facilitate coordination of care for each Program participant and will be responsible for:

- Linkages to educational/vocational services; assistances with housing, employment, social security and other benefits;
- Human Immunodeficiency Virus (HIV) prevention level services to include: HIV screening, testing, pre-posttest counseling, referral for medication treatment and management, and facilitate HIV and/or Sexually Transmitted Disease (STD) prevention-based groups; and
- Participation in multidisciplinary treatment team staffing for individuals with co-occurring disorders, which may include therapeutic services supervised by Licensed Clinical Social Workers, referral for medication treatment and management.

FAMU-DSW will acquire three Graduate Assistants, for the purposes of this grant will be referenced as Care Coordinators, to each perform a 50% level of effort, working at least 20 hours per week, and the Care Coordinator Supervisor will perform a 55% level of effort, working at least 22 hours per week, to ensure ancillary and support services are provided to Program participants. To ensure well-rounded efficient professional development for optimal effective services to Program participants, FAMU-DSW program staff (CCS and CCs/GAs) will complete the following trainings:

- A two-day HIV/AIDS 500/501 training facilitated by the Florida Department of Health (DOH), intended for providing HIV prevention counseling, testing and linkage; and
- A 20-hour computer-based Supplemental Security Insurance (SSI), Social Security Disability Insurance (SSDI), Outreach, Access, and Recovery (SOAR) training through the Substance Abuse and Mental Health Services (SAMHSA) SOAR Works program to determine Program participant's eligibility for services.

Coordination of care acts as a healthcare redesign effort that includes primary and behavioral healthcare integration. These services are a collaboration of many providers along with information systems to coordinate health services, consumer needs, and information. Coordination has been shown to increase efficiency and improve clinical outcomes and consumer satisfaction with care, while successfully achieving the goals of treatment and care.

#### **3.8.6.3.2.7 How law enforcement will assess their current process at intercept points, capacity, and how they intend to implement or expand diversion initiatives (e.g., processes, training, etc.)**

The Sequential Intercept Model (SIM) developed through Policy Research Associates, Inc. encompasses six pivotal intercepts, ranging 0-5. Each intercept provides suggestions as to how emergency teams and law enforcement agencies can advance

community-based solutions for justice-involved people with mental and substance disorders. Gadsden County Criminal Justice Diversion Project (GCCJDP) will primarily utilize intercepts 0-3 for its intervention methods.

### *Intercept 0: Community Services*

#### Background and Issue

More recently, Department of Children and Families (DCF) received funding to develop/expand Mobile Response Teams (MRTs) throughout the state. MRTs purpose is to lessen trauma, divert from emergency departments or juvenile/criminal justice, and prevent unnecessary psychiatric hospitalizations (DCF Mobile Response Framework, 2018, p. 4). In response to this MRT mandate, a local mental health provider, the Apalachee Center Inc., received funding to initiate MRT services. As a precaution or procedure MRTs must be designed to be accessible in the community at any time (DCF Mobile Response Framework, 2018, p. 4). Unfortunately, Gadsden County units are not functioning to full capacity as this service is limited throughout the county (MRT is only available normal business hours, 8:00 AM – 5:00 PM). This creates a gap in service where Gadsden's MRTs are not accessible in the community at what some might view as peak time for crises.

#### Solution

Looking onward past the grant award years, GCCJDP will advocate and strategize with the Gadsden County Public Safety Coordinating Council (PSCC) to develop collaborative efforts with the Gadsden County MRTs. Presently, the GCCJDP proposes to ensure frontline workers, such as Law Enforcement Officers (LEO) and other personnel i.e. dispatchers, are respondent to the needs of those in crisis, through CIT and TIC training, and are proactively and appropriately utilizing crisis stabilization services in lieu of incarceration for the target population as needed.

### *Intercept 1: Law Enforcement*

#### Background and Issue

Developing adequate systems for crisis trainings has been a struggle for GCSO. It has been difficult for GCSO to implement and address mental health crisis for a number of reasons. In the past, GCSO has been invited to participate in the Crisis Intervention Team trainings (CIT) provided through the Florida Sheriff Association (FSA); however, the trainings for mental health crisis can require an extensive amount of time (40-hours), and has not been feasibly scheduled to permit the removal of officers from patrolling to attend. In addition, the closest training opportunities have been located in Tallahassee, Florida, nearly 30 miles one-way from the county.

#### Solution

Presently, GCSO has begun collaboration talks with FSA to develop a plan for officers to attend local trainings. GCCJDP will work toward developing a well-thought out schedule, to include LEOs and LEO personnel i.e. dispatchers, correctional officers, probation officers etc., to increase the training attendance. Also, efforts will be made to



secure the required number of personnel to attend to facilitate the CIT training in Gadsden County, which will increase the accessibility and the probability of full attendance. Lastly, to support LEO training in mental health crisis, GCCJDP, through FAMU-DSW, will develop partnership with Florida A&M University's Department of Social Work (FAMU-DSW) to facilitate Trauma-Informed Care trainings (TIC) on a volunteer basis. The enhancement of mental health training will assist LEOs in reducing super-utilizers of 911 and emergency department services through specialized responses, teach LEOs how to interact with individuals experiencing a behavioral health crisis, build partnership between LEOs and the community, and educate dispatchers and other similar personnel how to identify behavioral health crisis situations and pass the information along so that CIT offices can respond to calls.

### *Intercept 2: Initial Detention/Initial Court Hearings*

#### Background and Issue

Currently, GSCO lacks a systemic approach to identifying criminogenic risk factors and behavioral health issues in detainee during jail admission. The Chief Circuit Judge of Circuit 2 has employed a rule that county sheriff offices within the circuit must have protocols to ensure pre-trial release screening occurs 24 hours a day, 7 days a week. Funding has not permitted the GCSO to hire staff specific to the process, and as a result, has been forced to increase the workload of current staff by assigning pre-trial release screening tasks to six correctional officers with the rank of sergeant or corporal to screen for pre-trial release 24/7. Incarceration settings usually have a safety risk, and officers are present to ensure the safety of the environment. Assigning these additional duties to officers increases the risk of safety as it takes officers away from the secure environment to process admission. One pre-trial admission can last anywhere from 30 minutes to one hour. According to GCJ staff, on average, GCJ receives between five to seven admissions daily.

#### Solution

GCCJDP proposes to hire one full time Pre-Trial Release Screener (PTRS) who will be knowledgeable in screening for criminogenic and behavioral health risk factors, to determine whether individuals have behavioral health issues and would be more appropriately served in the community. The PTRS will work eight-hour blocks, housed at the GCJ. The intent will be to eliminate the overutilization of security staff, incorporate screening process for behavioral health issues, and develop a system of care for individuals who may benefit from community-based services. It is the hope of GCCJDP, effective system develop and programming will justify a need to continue PTRS services, and expand to have trained personnel round the clock to meet the need of the target population and divert individuals from further involvement into the criminal justice system.

### *Intercept 3: Jails/Courts*

#### Background and Issue

Currently, Gadsden County has limited specialty court program related to substance use or mental illness. Gadsden county has a longstanding Adult Drug Court program and a piloted Mental Health Court program for individuals with substance use and mental health symptomologies considered high-risk/high-need individuals. Both programs are limited due to funding barriers, which leads to staffing inadequate client-to-counselor ratios, and extensive waiting lists for service. Gadsden Adult Drug Court (GADC) only has the capacity to serve 25 participants a year and the duration of services extend from nine to twelve months. GADC is considered an intensive outpatient program, which requires participants to meet at least three times a week for services.

Admission into this program requires a first-time felony drug charge. This program operates its admissions on pre-trial and post-adjudicatory. The length of time before an individual is admitted to Drug Court can be anywhere between two to three months after first appearance court. This extended time period is due to the lack of funding to provide interim services, waiting time to initially identify whether the individual is suitable for the program, and the disposition of court cases to diversionary or specialty courts. Offenders awaiting admission may be released on bail or detained in jail. Costs associated with Drug Court can result anywhere from \$3,200 to \$4,200 a year.

#### Solution

GCCJDP proposes to initiate efforts that will expedite the identification of substance abuse and mental health issues through the acquisition of a PTRS. This will help to tremendously cut down the length of waiting time and costs an individual must endure to receive the necessary behavioral health treatment. GCCJDP proposes to use grant funding to provide a comprehensive array of services, to include early screening and detection of behavioral health symptoms to alleviate costs. GCCJDP intends to fill the gap in services by changing jail admission policies to include screenings tools relating to mental health and substance use during the booking process. The AUDIT, BDI-II, CAGE, and DAST-10 will be combined with the normal criminogenic pre-screens to develop a more effective and balanced pre-trial release process.

GCCJDP will acquire the following: Behavioral Health Coordinator to provide mental health evaluations and biopsychosocial assessments to individuals referred by the Pre-Trial Release Screener; collaborate with FAMU-DSW and a LSAP to provide substance use, co-occurring, and essential support services to eligible program participants identified through the screening and evaluation processes while in jail.

**3.8.6.3.2.8 If the Applicant is a consortium of counties, describe the collaboration and the relationship between the partner counties.**

**--NOT A CONSORTIUM OF COUNTIES--**

**3.8.6.4 Performance Measures Applications must include a description of the manner in which grant activities will be monitored to determine achievement of performance measures specified in Section 2.4.**

Data collection for the program will be a collaborative effort among GCSO, LSAP, and FAMU-DSW. Data in support of performance measures and program progress will be reported to the Project Director (PD). The PD and Grant Coordinator (GC) will have the responsibility of consolidating from these sources and preparing monthly reports, which will be reviewed and approved by the PAC. Thereafter, the PAC will be responsible for reviewing data elements routinely to provide a quarterly report to the GCPSCC. The PD and GC will hold the responsibility of continuously contact with the PAC, and will be responsible for submitting approved quarterly reports to the Department for processing.

**3.8.6.4.1 A description of the process for collecting performance measurement data, and any other state or local outcome data to measure project effectiveness.**

The electronic health records (EHR) system will be used to capture all client level data, including demographics, assessments, treatment and service plans, medical history, social supports, payor source, income, education, criminal history, and forensic hospital and acute services history (crisis stabilization and detox). The EHR will be augmented to track clients participating in the GCCJDP program, including the ability to track appointment compliance and data for status updates to the court system and access to other services received by participants. The EHR system will also assist with discharge planning and track individuals for follow-up. Data collection will be done in a confidential manner as specified in established policies and procedures. GCSO, LSAP, FAMU-DSW and all other partners will be committed to ensuring the confidentiality of protected health information and will provide appropriate measures to ensure the integrity and confidentiality of that information against any reasonably anticipated threats or hazards to its security integrity, unauthorized use and disclosure. All staff will receive mandatory training related to the Health Insurance Portability and Accountability Act (HIPAA) and other relevant issues and federal and state standards related to protecting the privacy and security of consumer data. All information obtained will be kept confidential as guided by Federal and State standards and law. All data will be stored in a password protected file on a password protected computer with adequate firewalls and security as defined by standards and regulations. Workstations will be positioned away from public view or screen protected to ensure confidentiality. Information collected for reports will not contain identifiable information on program participants.

**3.8.6.4.2 Proposed targets and methodologies to address the measures specified in Section 2.4.1, for Planning Grants, and Section 2.4.2, for Implementation and Expansion Grants.**

<b>REQUIRED PERFORMANCE MEASURES</b>		
<b>Performance Measure</b>	<b>Methodology</b>	<b>Proposed Target</b>
1. Percent of arrests or re-arrests	Data compiled using the Clerk of Court, SmartCOP, Criminal Justice Information System	30% of Program participants were

among Program participants while enrolled in the Program	(CJIS), and the Florida Comprehensive Case Information System (FLCCIS); new arrests/re-arrests are recorded in internal database	not arrested or rearrested while enrolled in the Program.
2. Percent of arrests or re-arrests among Program participants within one year following Program discharge	Data compiled through the Clerk of Court and the FLCCIS; new arrests/re-arrests are recorded in internal database	No more than 20% of Program participants within one year following Program discharge will have additional arrest.
3. Percent of Program participants not residing in a stable housing environment at Program admission who reside in a stable housing environment within 90 days of Program admission	Housing status recorded in EHR on admission; self-report for historical data; monitoring of treatment plan while in program; tracked in internal database	60% of Program participants not residing in a stable housing environment at Program admission will be referred to housing solutions within 90 days of admission.
4. Percent of Program participants who reside in a stable housing environment one year following Program discharge	Housing status recorded in EHR on admission; self-report for historical data; monitoring of treatment plan while in program; tracked in internal database  Quarterly follow-up after discharge by Care Coordinator to include current housing status; recorded in internal database	25% of Program participants not residing in stable housing at Program admission will have been engaged in the process of establishing housing solutions i.e. (homeless coalition, public housing, low-income housing, shelter, and etc.) one year after Program admission.
5. Percent of Program	Self-report for historical data; monitoring of treatment plan while in program; tracked in	30% of Program participants not

participants not employed at Program admission who are employed full or part time within 180 days of Program admission	internal database	employed at Program admission and who are not receiving disability or have a disability case pending will be employed full or part time within 180 days of admission.
6. Percent of Program participants employed full or part time one year following Program discharge	Self-report for historical data; monitoring of treatment plan while in program; tracked in internal database  Quarterly follow-up after discharge by Care Coordinator to include participant's current employment status; recorded in internal database	40% of Program participants not employed at Program admission and who are not receiving disability or have a disability case pending will be employed full or part time one year following Program discharge.
7. Percent of Program participants the Grantee assists in obtaining social security or other benefits for which they may be eligible but were not receiving at Program admission	Care Coordinator will track the number of applications/recertification prepared and benefits received by applicants; recorded in internal database	40% of Program participants will be assisted in obtaining social security or other benefits for which they may be eligible but were not receiving at Program admission.
8. Percent of Program participants diverted from a State Mental Health Treatment Facility	Clinical records in EHR; recorded in internal database	10% of Program participants will be diverted from Sate Mental Health Treatment Facility.

**3.8.6.4.3 At least one additional proposed performance measure unique to the tasks outlined in the application, including proposed targets and methodologies.**

<b>ADDITIONAL PERFORMANCE MEASURES</b>		
<b>Performance Measure</b>	<b>Methodology</b>	<b>Proposed Target</b>
1. Percent of increase in the number of officers receiving TIC training	Training logs and copies of certificates will be kept on file and provided as record of completion.	20% increase in officers trained annually.
2. Percent of increase in the number of officers receiving CIT training	Training logs and copies of certificates will be kept on file and provided as record of completion.	20% increase in officers trained annually.
3. Percent of the number of individuals screened for substance use or mental health symptoms at time of booking/arrest.	Monthly report maintained by Program staff within EHR and internal information system.	30% increase in the number of individuals screened for substance use or mental health symptoms at time of booking/arrest.
4. Percent of the number of individuals screened for HIV.	Monthly report maintained by Program staff within EHR and internal information system.	30% increase in the number of individuals screened HIV.

**3.8.6.5. CAPABILITY AND EXPERIENCE**

**3.8.6.5.1 Capability and experience of the Applicant and other participating organizations, including law enforcement agencies, to meet the objectives detailed in this RFA**

*Gadsden County Sheriff Office (GCSO)*

The Gadsden County Sheriff Office (GCSO) is the primary law enforcement agency for Gadsden County, Florida. The agency is connected to several community-based agencies in efforts to reduce crime in the community and promote safe living to the County. The Bureau of Corrections has oversight over courtroom security, inmate custody and care, and transport. The law enforcement division patrols the community to ensure safety. The Bureau of Investigations has oversight over all functions in the violent crimes, narcotics and victims advocate units. Additionally, the GCSO sponsors a number of crime awareness programs such as D.A.R.E., G.R.E.A.T., Neighborhood Watch and others.

*Redeemed, Inc.*

A community-based substance abuse provider, which specializes in an array of substance use services. Redeemed Inc. is the treatment provider for Gadsden Adult Drug Court, licensed by the Department of Children and Families to provide outpatient

level of care services to the criminal justice involved adults with substance use issues court-ordered to treatment. Redeemed Inc. aims to provide a combination of counseling services and community coordinated care services.

*Partnership between GCSO and Redeemed, Inc.*

The Gadsden County Sheriff Office currently contracts with Redeemed, Inc. a licensed substance abuse provider. Through this collaboration, individuals who are identified as meeting criteria for substance abuse services receive intervention and outpatient treatment services. GCSO provides space and a direct connection to individuals identified as needing substance use services. After a series of court procedures, individuals with minimal security risk to the community and suitable for community-based services are court referred, or court ordered, to participate in substance use intervention services provided by Redeemed, Inc. Redeemed, Inc., also provides substance use services for those disposed to Adult Drug Court. It is anticipated Redeemed, Inc. will be the identified Licensed Substance Abuse Provider for the project, however, contracting will be complete within 90 days of execution of the grant agreement. In addition, GCSO partners with Redeemed, Inc. and Gadsden County Jail (GCJ) to facilitate pre-trial release screening. Gadsden County Jail currently utilizes LEOs ranked sergeant to screen for pre-trial release 24 hours a day, 7 days a week. The added responsibility causes a safety concern as it takes security attention away from individuals incarcerated; however, this has been the temporary process until other measures were found to support an enhanced process. CJMHSA funding would assist in releasing pre-trial release screening from security staff and maintain a secure incarcerated environment while accomplish the goals of diverting individuals from the criminal justice system.

*Florida Agricultural & Mechanical University's Department of Social Work (FAMU-DSW)*

Florida A&M University's Department of Social Work is comprised of nine doctoral degree professors, and 4 master's level instructor, two licensed clinicians, two masters certified addiction professionals, one behavioral health case manager supervisor, all skills in providing professional development and training in various social service-related areas e.g. trauma-informed care, program evaluation, program management, etc. The following positions will be acquired through the subcontract with FAMU-DSW: Principle Investigator, Care Coordinator Supervisor, and three Graduate Assistants/Care Coordinators.

*Florida Sheriff Association (FSA)*

The Florida Sheriff Association operates as a law enforcement association, and will provide crisis intervention training (CIT) to law enforcement officers, correctional officers, probation officer, and dispatchers throughout the duration of the grant. The Florida Sheriff Association has provided this service to law enforcement agencies throughout the state of Florida since 2004. In 2014, approximately 34 counties were involved with CIT. Gadsden County has had few representations in CIT with the Florida Sheriff Association, and plans to utilize CJMHSA collaboration within GCCJDP to increase the number of officers trained in CIT throughout the three-year grant period.

### **3.8.6.5.2. Availability of resources for the proposed project**

Gadsden County Sheriff Office (GCSO) will implement services at the Gadsden County Jail (GCJ). The county owns additional property on the premises of the GCJ, which will be the permanent housing for the GCCJDP project. In addition, space will be available at the GCJ for program staff to complete services to individuals within the jail as needed. To assist in satisfying in-kind match, in conjunction with the market value of the property utilized for services, GCSO will also leverage percentages of employee's work time to assist with the functionality of the grant i.e. GCSO ranked Sergeant to perform pre-trial release screenings at times where the projects Pre-Trial Release Screener is not scheduled to work, to ensure 24 hours 7 days a week coverage for pre-trial release screening. In addition, the GCJ has a full-time nurse (100% level of effort), a part-time (25% level of effort) psychiatrist and medical doctor. Also, electricity and internet services will be available and funded through the regular operations of the GCSO and GCJ. The nurse, psychiatrist, and medical doctor may participate in MDST services and will provide service contributions to Program participants with co-occurring and/or medical issues.

Many families within the Gadsden County area were heavily impacted by the Hurricane Michael disaster. If there are Program participants identified as fallen victim to the disaster, GCCJDP will rely on state, local and nonprofit resources to assist families in stabilization. The program will draw upon existing recovery support service providers to utilize all resources within the region. This includes coordinating a broad range of formal and working partnerships with the goal of eliminating service delivery barriers, increasing access and decreasing fragmentation of services. Examples include, but are not limited to, Big Bend Community Based Cares if more intensive treatment options are needed for Program participants; Big Bend 2-1-1 for hurricane assistance, temporary housing and shelter assistance, etc.; Florida Department of Children and Families housing, benefits and employment assistance programs, Federal Emergency Management Agency Disaster assistance programs; CareerSource Capital Region for employment and employability skills development; assistance with applying to eligible state or veteran benefits; Apalachee Center for mental health support or psychiatric services; Drug Information Service Center for families with children at-risk or involved in substance using behaviors; Tallahassee Community College for education and vocational program assistance; and the Big Bend Homeless Coalition for emergency shelter assistance.

### **3.8.6.5.3. Anticipated role of advocates, peer specialists, family members, and responsible partners**

The GCPSCC will work to identify and include family members, primary consumers from mental health, substance use, and community-based programs on to the seat vacancies. In addition, if Program participants request family counseling, this service will be afforded. Also, family members will be encouraged to participate in the Multidisciplinary Treatment teams, per Program participants consent. The Gadsden County Health Department will be a reliable alliance in the efforts of the GCCJDP. *Gadsden County Health Department* monitors infectious diseases services, conducts investigation, surveillance, prevention, and control of communicable diseases of public health importance. GCHD also provides professional development and



certification training for individuals desiring to become HIV Rapid Testers and counselors. In addition, GCHD provides HIV/STD intervention level services, and has services specific to the incarcerated population in the GCJ. The GCCJDP, through the subcontractor FAMU-DSW, will provide HIV prevention services, and individuals who test positive for HIV will be referred for treatment to the GCHD. Also, GCHD may provide prevention base material to FAMU-DSW for distribution, education groups, and HIV testing. *Tallahassee Community College* operates as an educational institution for higher learning with several components Services offered at the Quincy House of Tallahassee Community College include GED and ESOL instruction, computer access, and other student services. Students are able to use the Center's computers and Internet service to complete an Associate in Arts degree or other online courses and programs. It also features retail customer service training and specialized job training for individuals with disabilities through a grant from the Able Trust. GCCJDP, through FAMU-DSW, plans to utilize CJMHSA funding to assist Program participants eligible to enroll in GED services. *CareerSource Capital Region (CSCR)* operates as a vocational training and job referral agency for the Gadsden County community. CSCR connects employers with qualified, skilled talent and Floridians with employment and career development opportunities to achieve economic prosperity in Gadsden, Leon and Wakulla counties. For the past 15 years, CSCR has developed and facilitated job fairs for the community and job workshop trainings to educate the community on how to become more marketable for positions. GCCJDP, through FAMU-DSW, will identify Program participants that would benefit from CSCR services, complete referrals, identify and problem-solve to reduce barriers to attending their first appointment.

**3.8.6.5.4. Proposed staff, including Project Director, key personnel, and subcontractors who will participate in the project, showing the role of each and their level of effort and qualifications. Briefly discuss the responsibilities of each participating organization and how the Applicant proposes to fill staff positions and select subcontractors.**

*Project Director (PD):* Will be instrumental in managing the administrative activities of the grant, and will contribute a 25% level of effort throughout the life of the grant. The position will be classified as key personnel. Robert Barkley, Bureau Chief of Corrections, will serve as the PD for the grant award. Major Barkley joined the Gadsden County Sheriff's Office in November 2008. He has over 30 years of law enforcement experience in Gadsden County and has served as Chief of Police of Quincy Florida. He completed numerous training with the Federal Bureau of Investigations Training Academy and the Florida Department of Law Enforcement's Criminal Justice Executive Institute.

*Grant Coordinator (GC):* Will be a bachelor's level position, which will contribute 25% level of effort through the life of the grant. The GC will be responsible for coordinating and overseeing the grant application and management process including: identification of potential new funding sources, development of funding resources for existing and proposed programs and/or services, writing grants, developing budgets, collaborating on grant applications with various community organizations, and processing, monitoring and coordinating required report evaluations on the grant award.

*Licensed Clinical Social Workers (LCSWs):* Will be licensed clinicians as defined according to F.S. Chapter 491, will provide clinical supervision and training for all behavioral health services for the Program, and each will contribute a 40% level of effort to GCCJDP. The LCSWs will have experience in providing professional development to clinical staff and in maintaining quality assurance in service provision and documentation. Additionally, this position will have experience in providing behavioral health services, clinical evaluation and diagnosis, and participating in multidisciplinary staffing treatment teams.

*Behavioral Health Coordinator (BHC):* Will be a master's level clinicians with experience in the provision of therapeutic services to individuals with behavioral health issues, and will contribute 100% level of effort to the GCCJDP. The ideal candidate for BHC should also have experience in facilitating multidisciplinary treatment teams, systems of care, evidence-based therapeutic intervention approaches (i.e. screening, assessment, counseling, etc.) specific to the criminal justice population and co-occurring disorders, and knowledge of the parameters of the Florida Administrative Code 65D-30.

*Pre-Trial Release Screener (PTRS):* Will be a bachelor's level position, which will contribute 100% level of effort to the GCCJDP and have, at minimum, one-year experience of screening for behavioral health issues, criminal justice experience, knowledge on collating criminal data to determine pre-trial release eligibility and identifying behavioral health issues.

*Faculty Principle Investigator (FPI):* Will have a doctoral degree, a license in clinical social worker as defined in F.S. 491, and will contribute 20% level of effort to the GCCJDP. The PI should have experience in supervising personnel, organizing project services and activities including communication; information dissemination; maintain administrative records related to grants; composing and submitting periodic reports for deliverables; and monitoring grant funding and project deliverables. Dr. Gari Tookes, a licensed clinical social worker, master's certified addiction professional, certified behavioral health case manager supervisor, and Professor with FAMU-DSW will hold this position. The position will be subcontracted through FAMU-DSW.

*Care Coordinator Supervisor (CCS):* Will have a master's degree in a social service field and will contribute 100% level of effort to the GCCJDP. The CCS should have experience supervising personnel, coordination of care for at-risk individuals with complex needs, managing caseloads, and participating in multidisciplinary treatment teams. The position will be subcontracted through FAMU-DSW.

*Graduate Assistants/Care Coordinators (3) (GA/CCs):* Will have a bachelor's degree and each GA/CCs will contribute 50% level of effort to the GCCJDP. The GA/CCs should have experience in behavioral health services, managing a caseload or case management like services, and must be a master's level social work student with FAMU-DSW with a 3.0 grade point average. The positions will be subcontracted through FAMU-DSW.

*Substance Abuse Counselor (SAC):* Will be a master's level clinician and will be responsible for the provision of therapeutic services to Program participants. The SAC should have experience in consumer file maintenance according to Florida Administrative Code 65D-30. Also, the SAC should have experience in facilitating substance abuse assessment, screening, provisional diagnosing and treatment of all consumers with either a substance abuse or co-occurring substance abuse and mental health disorder.

### **3.8.6.6 EVALUATION AND SUSTAINABILITY**

#### **3.8.6.6.1 EVALUATION**

The program will collect data using a variety of quantitative and qualitative methods. All data will be analyzed and reported in various monthly and quarterly reports. These reports will be used to identify trends and will assist in ongoing program planning and implementation. The grant incorporates support staff to assist the GCCJDP with collecting and reporting data for decision making by the Gadsden County Public Safety Coordinating Council (GCPSCC). All reports will be reviewed and approved by the Program Advisory Committee and the GCPSCC. Quarterly and final reports will also be submitted to and reviewed by the Department in accordance to the Department's timeline.

GCCJDP effectiveness will be demonstrated through analysis/comparison of performance measure outcomes (e.g., reduced recidivism, reduced behavioral health symptomatology, increased housing stability, increased employment, increased benefits enrollment, diversion from state mental health facility) across the required data collection time points (i.e., program admission, program discharge, 90 days, 180 days, and one-year post-program discharge). GCCJDP will compare baseline and post-discharge performance measure data to demonstrate program effectiveness in achieving positive participant outcomes throughout GCCJDP enrollment and upon/following discharge. For example, comparison of housing status at enrollment to housing status post-discharge will demonstrate project effectiveness in securing stable housing for participants in need. Assessing the behavioral health of the target population alongside comparison populations (behavioral healthcare populations, etc.) at enrollment through post-discharge will demonstrate effectiveness of GCCJDP treatment/program services in reducing behavioral health symptomatology. Comparing state/local data (e.g., crime rates, homelessness, unemployment) collected prior to, throughout, and following GCCJDP implementation will demonstrate changes over time and GCCJDP effect on the geographic area. State/local outcome data, including agency, county/region, and governmental records, reports, assessments, etc., will be collected/maintained by GCCJDP to measure project effectiveness in reducing recidivism, reducing homelessness (e.g., ensuring stable housing), and reducing unemployment (e.g., providing linkages to employment, educational, vocational services) for the target population. Jail admission records, community needs assessments, county health department records, etc., will also be used for comparison of GCCJDP performance measures and state/community status prior to, throughout, and after GCCJDP completion.

Variables such as stakeholder support and service coordination will be defined and measured for evidence of project effectiveness/efficiency. Stakeholder support is defined through the agreed upon and signed Memoranda of Understanding (MOUs) and Letters of Commitment (LOCs), committing stakeholders to participation in GCCJDP treatment and referral services. Stakeholder support will be measured by project participation and fulfillment of duties outlined in the MOUs/LOCs, to include consistent attendance of GCPSCC or PAC and/or GCCJDP program meetings; continual performance measure data collection/sharing, as appropriate; and participation in GCCJDP's reciprocal referral network. Another variable, care coordination, is defined as the provision of comprehensive treatment and supports and linkages to the community referral network. Care coordination will be measured through participant achievement of recovery/wellness goals (e.g., employment, housing, benefits enrollment), fulfilled treatment needs (e.g., COD interventions), and accessed supports (e.g., employment training/assistance, housing supports), as tracked and recorded on the participant Individual Case Plan developed by FAMU-DSW program staff and MDST team planning.

#### *Tracking Systems and Review Committees*

GCSO will use an Information Tracking System (ITS) and Electronic Health Record (EHR) to collect data, and review the services provided to program participants. The Florida Comprehensive Case Information System (FLCCIS) will be used for court case information, official records, and performance and accountability measures. The ITS is designed to extract and store large amounts of data (demographics, arrest history, etc.) for correctional facilities. The EHR is a real-time, patient-centered records that make information available instantly and securely to authorized users.

Program staff will meet weekly to review progress, gaps in services, and answer questions/concerns. Staff meetings will be led by the Project Director or designated supervisor. The Project Director or designated supervisor will be charged with facilitating weekly meetings. Each administrator or designated supervisor will have a responsibility to review documentation (tracking systems) that supports services provided to the Program participants. The PAC will develop an evaluation schedule of when administrators should review the files. This review is beneficial in monitoring the participants, services, and file maintenance. The Grant Coordinator, Project Director, and Faculty Principle Investigator will meet monthly to discuss program components and how to enhance any service areas. These members will be the only entities with access to the master excel spreadsheet and responsible for reviewing and maintaining the data to confirm services provided and the progress of the project. In addition, these three roles: Project Director, Grant Coordinator, and Faculty Principle Investigator), will serve on the PAC. The PSCC will meet quarterly to conduct audits before submitting to quarterly. This quarterly meeting will benefit evaluating reports prior to submitted to DCF. All parties (program staff, administrators, PSCC, and PAC) will be in contact consistently to reduce any miscommunications or gaps in services.

#### *Screening and Assessment Process*

There will be a four-person team involved in the GCSO screening and assessment for potential program participants. In 24 hours of arrest, the PTRS will review the detainee's criminal history and perform the following screenings (AUDIT, CAGE, and DAST-10) for

substance use issues, and the admitting process will be between 30 minutes and one hour. If screening determines substance use issues then the potential program participant will be referred to the Gadsden County Jail nurse for mental health screening using the BDI-II and C-SSRS. If behavioral health issues are confirmed by both the PTRS and nurse, the individual will be referred for further evaluation to determine a provisional diagnosis and seen by the BHC within 72 hours to complete a biopsychosocial assessment and the MHSF-III. Thereafter, if a provisional diagnosis is detected, the case will be reviewed by the LCSW to confirm diagnosis and program eligibility within 5 days of arrest. Once the team completes the screening, assessment, and give an appropriate diagnosis, the Program participant will be referred to the Care Coordinator Supervisor (CCS) to assist with supportive services (housing, utilities, employment, mental health and substance abuse treatment, etc.); and depending on their diagnosis and treatment needs, either the LSAP, if there is only a SUD, or MDST team if the participant has a COD.

This process will be documented and ITS will be used to track the number of individuals screened by the PTRS/Nurse, assessed by the BHC/LCSW, enrolled by the LCSW, referred to the CC, and program completion. The screening results will be retained in the ITS and EHR, which are secure for authorized users. Weekly reports will be conducted by the Grant Coordinator to evaluate the PTRS, nurse, BHC, LCSW, and CC, are documenting the information properly, updating files, and doing follow-up with the program participants. Each contracted provider will report service data to the Grant Coordinator on a routine basis identified by the PAC.

#### **3.8.6.6.2**

The GCCJDP proposes to serve and enroll 50 individuals on an annual basis with intensive therapeutic and coordinated care services. Based on the "2014 Annual Jail Capacity Survey" published by the Florida Department of Corrections, jail inmates average \$64.38 to house a day. Whereas, average costs per GCCJDP participant per day is expected to be \$24.90. According to the Florida Criminal Code, second degree misdemeanor drug offenses carry a maximum of sixty days in jail while first degree misdemeanors have a maximum of a one-year sentence. A cost-benefit analysis may be utilized to estimate the potential savings in jail costs. It is estimated that the jail costs for a 60-day jail sentence is at minimum \$3,862.80. The estimated cost for a 1-year jail sentence is at minimum \$23,498.70. GCCJDP will average a cost of \$1,494 for 60 days in the program and will average a cost of \$9,087.64 for a year in the program. This amounts to savings which range from \$2,368.8 to \$14,411.06 for each individual diverted to GCCJDP annually. Further, GCCJDP's range of treatment is estimated at three to nine months (90 to 270 days) for each participant. GCCJDP will average a cost of \$2,241 for 90 days in the program and will average a cost of \$6,723 for 270 days in the program. The estimated jail costs for a 90-day jail sentence is at minimum \$5,794.20 and \$17,382.60 for a 270-day jail sentence. This amounts to savings which range from \$3,553.20 to \$10,659.60 for each individual diverted to GCCJDP. This cost-benefit analysis does not take into account the arrest statics of first-time felony offenders or the overall criminal justice costs associated with arrests, prosecution, adjudication, and disposition of specialty court cases; the public health costs associated

with drug-related physical illness or mortality; the social welfare costs that may result (foster care and other support services); loss to productivity/ unemployment; costs incurred by crime victims. The program will continuously conduct a cost-benefit analysis and cost-effectiveness analysis in efforts to measure the corresponding savings and averted costs. The preliminary cost-benefit analysis illustrated above indicates an estimated savings amount of \$14,411.06 annually. The savings is solely an estimate of savings on jail time served. The potential saving maximum far exceeds the annual cost estimated in the program service annual budget. The additional averted costs, which were not considered above, would indicate a savings amount which would far exceed the amount needed to sustain the services offered.

With the implementation of various screening and assessment tools, the GCCJDP will identify individuals with mental health, substance abuse, or co-occurring disorders. While all individuals screened will not be eligible for participation in GCCJDP, the assessment results can be utilized by the Gadsden county judicial system to identify individuals in need of mental health and substance abuse services. With the early identification of behavioral health issues through these assessments and screenings, the implementation of the GCCJDP assessment procedures will create a system which will help identify those at risk of civil commitment. Individuals who are directly enrolled in the GCCJDP program will receive an individual treatment plan with wraparound service coordination. The services offered directly by the GCCJDP direct staff will assist in stabilization of those diagnosed with behavioral health disorders. Services within the GCCJDP will also avert costs of law enforcement traveling out-of-county to transport individuals to the Central Receiving Facility (over 35 miles away). Each enrolled participant will have access to a care coordinator who will ensure the individual has access to a comprehensive coordinate care of services. These intervention techniques will not only reduce the rate of recidivism but may reduce the number of individuals committed to state mental health treatment facilities. Individuals not eligible for program services will be referred to appropriate community-based services according to their needs and provided service information.

### **3.8.6.6.3 SUSTAINABILITY**

Preservation/enhancement of GCCJDP systems will be supported by infrastructure development and capacity enhancement beginning at project startup and continuing beyond the grant period. GCCJDP goals, objectives, and activities/tasks emphasize systems development to ensure a solid, sustainable foundation for the project, diversion opportunities, and recovery/wellness supports for the target population. Systems-wide capacity to provide diversion and reentry opportunities is reinforced via participation in/facilitation of evidence-based/best practice training to stakeholders (e.g., CIT, TIC) and via refinements to Court policies/procedures for referral to diversionary behavioral healthcare treatment.

To ensure law enforcement officers are able to safely assess and interact with persons with mental illness in a crisis situation, the Florida Sheriff Association (FSA) initiated a pilot program to receive CIT. The FSA obtained recurring general revenue funding of \$800,000 to initiate the program. The funding allows FSA to incentive participation

through compensation to both the participating officer and GCSO. The collaboration/partnership and funding provided by the FSA, to the GCSO and officers will be leveraged to build long-term support and resources to sustain the project when the state grant ends. The continued collaboration with FSA will be fiscally beneficial to the GCCJD program. Letters of Commitments solidify partnerships aimed at sharing resources and supporting project activities and ensure infrastructural commitment to project priorities. At project startup, additional project partnerships will be sought and agreements/commitments finalized. At startup and throughout implementation, GCCJDP partner/stakeholder training (i.e., CIT, TIC) will enhance identification and response to the target population. GCCJDP will also foster project partner "train-the-trainer" coursework/certification in evidence-based/best practices to leverage long term capacity among collaborators for project sustainability.

Throughout implementation, GCCJDP will facilitate participant benefit enrollment into state and federal insurance programs (e.g. Medicare, Medicaid etc.). If funding was to become nonexistent, GCCJDP may solicit independent licensed clinicians, with the capacity to directly bill insurances, to provide behavioral health services at an identified cost for service. In addition, GCCJDP will enlist the services other community-based providers i.e. Redeemed Inc., DISC Village Inc., and Apalachee Center, to facilitate training for the Gadsden County Jail nurse staff to identify behavioral health symptomologies via screening and assessment. Also, GCJ may adjust protocols to ensure nurse staff incorporates such screenings, and GCJ may utilize the part-time psychiatrist or medical doctor to determine best course of treatment, or nurse staff can refer to a community-based provider.

GCSO will rely on match funding to assist developing the aforementioned services and protocols. GCSO staff proposes to contribute portions of level of efforts towards GCCJDP. In-kind match funding from personnel services include: Sergeants, Corporals and medical staff, such as the nurse, medical doctor, and psychiatrist. Each Sergeant within GCSO is paid a base salary of \$44,408.62 and there are four Sergeants. Each Corporal within GCSO is paid a base salary of \$35,373.60 and there are two Corporals. All six GCSO staff (Sergeants and Corporals) will devote five hours (42% level of effort) to facilitate pre-trial release screening tasks. The two Corporals salaries combined is \$70,747.20, at 42 % level of effort, \$29,713.82 will be contributed to match funds. The four Sergeants salaries combined is \$177,634.48, at 42 % level of effort, \$74,606.48, will be contributed to match funds. The combined contributed match funds for the Sergeants and Corporals is \$104,320.30. Additionally, the nurse and medical doctor's match contribution is a combined \$77,074.86. This equals out to a total of \$181,395.16 towards match funds from GCSO staff. In addition, fringe benefits according to each position's dedicated time to the GCCJPD project are \$63,404.50. Therefore, the grand total personnel match will be \$244,799.66.

### *Reducing Mental Health Treatment Commitments Incarcerated*

Individuals with mental illness/COD who are judicially committed to state mental health facilities often experience a revolving door of multiple acute treatment episodes, as their

mental health stabilizes with treatment and decompensates upon return to jail. GCCJDP's design diverts individuals from (further) involvement in the criminal justice system and reduces the numbers who are judicially committed to a state mental health treatment facility by addressing behavioral health needs via community-based care. Licensed SRP staff will identify members of the target population with mental illness/COD and enroll them in evidence-based treatment services, providing ongoing care and monitoring via case management until treatment needs/goals are met, with SOAR benefits-enrollment assistance and Housing First long-term housing placement to increase participants' economic self-sufficiency, and ensure access to services and supports after GCCJDP completion. GCCJDP's comprehensive, integrated behavioral health treatment and supports address recovery/wellness needs and prevent entry/re-entry into the criminal justice system.



**3.8.7.TAB 7**

**PROJECT TIMELINE**

3.8.7 Tab 7: Project Timeline

**Goal:** To divert persons with substance use disorders (SUDs) and co-occurring substance use and mental health disorders (CODs) from incarceration and prevents further involvement in the criminal justice system.

**Objective One:** Establish programs and diversion initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for the adults at-risk, or involved in, the criminal justice system with SUDs or CODs within three (3) months of execution of the final grant agreement.

**Project Year 2019 - 2020**

Key Acts and Responsible Staff	Months												Milestones	
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
A meeting with a LSAP provider to develop the extent of services for Program participants <b>Responsible:</b> GCSO and LSAP	X	X	X											A memorandum of agreement (MOA) will be established within 90 days of execution of a grant agreement.
The execution of a subcontract agreement for substance abuse services will be executed by Program start date. <b>Responsible:</b> GCSO	X													A meeting with a LSAP provider will take place within 30 days of notification of award.
A SAC will be hired for program services. <b>Responsible:</b> GCSO and LSAP	X													A SAC will be hired for program services by Program start date.
A meeting with FAMU-DSW to develop the extent of coordination of care and HIV/STD prevention services for Program participants. <b>Responsible:</b> GCSO and FAMU-DSW	X	X	X											A memorandum of agreement (MOA) will be established within 90 days of execution of a grant agreement.

3.8.7 Tab 7: Project Timeline

<p>The execution of a subcontract agreement for coordination of care and HIV/STD prevention services will be executed. <b>Responsible:</b> GCSO and FAMU-DSW</p>	X											<p>A meeting with a FAMU-DSW will take place within 30 days of notification of award.</p>
<p>A FPI, CCS, and three CCs will be hired for program services. <b>Responsible:</b> GCSO and FAMU-DSW</p>	X											<p>A FPI, CCS, and three CCs will be hired for program services by Program start date.</p>
<p>Develop the information system to track the aforementioned data elements. <b>Responsible:</b> GCCJDP</p>	X	X										<p>Develop the information system to track the aforementioned data elements within 90 days of execution of a grant agreement.</p>
<p>A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP. <b>Responsible:</b> GCCJDP and PAC</p>	X	X	X	X	X	X	X	X	X	X	X	<p>A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP.</p>
<p>The initiation of the hire process for program staff directly linked to the grant proposal (PD, GC, BHC, two LCSWs, and the PTS). <b>Responsible:</b> GCCJDP and GCSO</p>	X	X										<p>The initiation of the hire process for program staff will begin within 90 days of execution of a grant agreement.</p>
<p>The initiation of the hire process for program staff in contracted agreements (SAC, PFI, CCS, and three CCs).</p>	X	X										<p>The initiation of the hire process for program staff will begin within 90 days of execution of a grant agreement.</p>

3.8.7 Tab 7: Project Timeline

<p><b>Responsible:</b> GCCJDP and GCSO</p>	<p>Submit a suggested roster of experts to serve on the recommended subcommittee, PAC.</p>	<p>X</p>	<p>X X</p>	<p>X</p>													<p>Within 90 days of execution of a grant agreement.</p>
<p><b>Responsible:</b> GCSO, LSAP, FAMU-DSW</p>	<p>Implement and facilitate substance use intervention and/or outpatient services to eligible participants.</p>	<p>X</p>	<p>X X</p>	<p>X</p>													<p>Within 90 days of execution of a grant agreement.</p>
<p><b>Responsible:</b> GCCJDP</p>	<p>Develop an MDST team and service protocols to serve Program participants.</p>	<p>X</p>	<p>X X</p>	<p>X</p>													<p>Within 90 days of grant agreement execution.</p>
<p><b>Responsible:</b> GCCJDP</p>	<p>Implement and facilitate MDST team services to eligible participants.</p>	<p>X</p>	<p>X X</p>	<p>X</p>													<p>Within 90 days of execution of a grant agreement.</p>
<p><b>Responsible:</b> GCCJDP</p>	<p>The implementation of coordination of care services.</p>	<p>X</p>	<p>X X</p>	<p>X</p>													<p>Within 90 days of a grant agreement execution.</p>
<p><b>Responsible:</b> GCCJDP and FAMU-DSW</p>	<p>The GCCJDP will work to provide recommendations to the GCPSCC to develop a subcommittee, the PAC.</p>	<p>X</p>															<p>Within 30 days of execution of a grant agreement.</p>

3.8.7 Tab 7: Project Timeline

<b>Responsible:</b> GCCJDP and GCPSCC																					
The PAC will provide initial recommendations on the framework for new diversionary and pre-trial court programs to the GCPSCC.	X	X	X																		Within 90 days of execution of a grant agreement.
<b>Responsible:</b> PAC and GCPSCC																					

**Objective Two:** Create and encourage collaboration among key stakeholders in implementing and providing ongoing oversight and quality improvement activities of the GCCJDP.

		Project Year 2019 - 2020																				
Key Acts and Responsible Staff	Milestones	Months																				
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun									
The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings.	The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings quarterly.			X			X			X												
<b>Responsible:</b> GCCJDP, PAC, and GCPSCC																						
The administrative personnel and PAC will facilitate meetings to review program progress.	The administrative personnel and PAC will facilitate monthly meetings to review program progress.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Responsible:</b> PAC and administrative staff																						

3.8.7 Tab 7: Project Timeline

Will participate in the SIM development with USF <b>Responsible:</b> GCCJDP and USF TAC.	X																		The GCCJDP will participate in the SIM through USF TAC annually.
An initial SIM will be completed in a collaboration <b>Responsible:</b> GCCJDP, GCPSCC, and USF TAC.	X	X	X	X															An initial SIM will be completed within 120 days of program start date.
The GCCJDP will submit recommendations to the GCPSCC for a PAC. <b>Responsible:</b> GCCJDP, GCPSCC, and PAC	X	X	X																The GCCJDP will submit recommendations to the GCPSCC for a PAC within 90 days of execution of a grant agreement.
The administrative personnel of GCCJDP will develop the protocols for the PAC. <b>Responsible:</b> GCCJDP	X	X																	The administrative personnel of GCCJDP will develop the protocols for the PAC within 60 days of the execution of a grant agreement.
Will identify a web-based electronic health record system to maintain Program participant's behavioral health records <b>Responsible:</b> GCCJDP	X																		The GCCJDP will identify a web-based electronic health record system to maintain Program participant's behavioral health records within 30 days of grant agreement execution.
Will have an electronic health record system implemented to maintain Program participant's behavioral health records <b>Responsible:</b> GCCJDP	X	X	X	X															The GCCJDP will have an electronic health record system implemented to maintain Program participant's behavioral health records within 120 days of grant agreement execution.

3.8.7 Tab 7: Project Timeline

Project Year 2019 - 2020													
Key Acts and Responsible Staff	Months												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
<p><b>Objective Three:</b> Develop processes to enhance the early identification of behavioral health issues among adults at-risk or involved in the criminal justice system.</p>													
<p>Meet and discuss the content of the TIC training;</p> <p>Determine the number of hours LEOs will be needed to complete the training.</p> <p><b>Responsible:</b> GCCJDP</p>	X	X	X										<p>Will complete the development of the aforementioned activities within 90 days of grant agreement execution.</p>
<p>Ensure the CIT training is provided at staggered times to ensure a large number of LEOs and related personnel can attend.</p> <p><b>Responsible:</b> GCCJDP</p>												X	<p>Will provide TIC training services to a minimum of 20 LEOs annually, 60 LEOs by the end of grant year three.</p>
<p>Discuss the content of the CIT training;</p> <p>Determine the number of hours LEOs will be needed to complete the training</p> <p><b>Responsible:</b> GCCJDP</p>	X	X	X										<p>Will complete the development of the aforementioned activities within 90 days of grant agreement execution.</p>

3.8.7 Tab 7: Project Timeline

<p>Ensure the TIC training is provided at scheduled times to ensure a large number of LEOs and related personnel can attend. <b>Responsible:</b> GCCJDP</p>	<p><b>X</b></p>	<p><b>X</b></p>	<p><b>X</b></p>	<p>Will provide CIT training services to a minimum of 20 LEOs annually, 60 LEOs by the end of grant year three.</p>
<p>The GCCJDP will research the validity and reliability of evidence-based screening tools and investigate the feasibility in implementing the tools early in the booking process for potential Program participants. <b>Responsible:</b> GCCJDP</p>	<p><b>X</b></p>	<p><b>X</b></p>	<p><b>X</b></p>	<p>Will select evidence-based screening tools to identify behavioral health issues and pre-trial release eligibility within 15 days of grant agreement execution.</p>
<p>The GCCJDP will investigate and develop processes to implement early identification screening tools into the jail booking process to identify potential Program participants. <b>Responsible:</b> GCCJDP</p>	<p><b>X</b></p>	<p><b>X</b></p>	<p><b>X</b></p>	<p>Will review and improve screening protocols to identify behavioral health issues and pre-trial release eligibility to potential Program participants within 15 days of grant agreement execution.</p>
<p>The GCCJDP will orchestrate and implement early identification screening tools into the jail booking process to identify potential Program participants <b>Responsible:</b> GCCJDP</p>	<p><b>X</b></p>	<p><b>X</b></p>	<p><b>X</b></p>	<p>Will review and improve screening protocols to identify behavioral health issues and pre-trial release eligibility to potential Program participants within 15 days of grant agreement execution.</p>



3.8.7 Tab 7: Project Timeline

**Goal:** To divert persons with substance use disorders (SUDs) and co-occurring substance use and mental health disorders (CODs) from incarceration and prevents further involvement in the criminal justice system.  
**Objective One:** Establish programs and diversion initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for the adults at-risk, or involved in, the criminal justice system with SUDs or CODs within three (3) months of execution of the final grant agreement.

Project Year 2020 - 2021															
Key Acts and Responsible Staff	Months														
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP. <b>Responsible:</b> GCCJDP and PAC	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP.
Implement and facilitate substance use intervention and/or outpatient services to eligible participants. <b>Responsible:</b> GCCJDP	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Continue with the execution of a grant agreement.
Implement and facilitate MDST team services to eligible participants. <b>Responsible:</b> GCCJPD	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Continue with the execution of a grant agreement.

3.8.7 Tab 7: Project Timeline

<p>Implement and facilitate coordination of care services.  <b>Responsible:</b>                      GCCJDP and FAMU-DSW</p>	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Continue with the execution of a grant agreement.																			
<p>The PAC will continue working on the on the framework for new diversionary and pre-trial court programs to the GCPSCC.  <b>Responsible:</b>                      PAC and GCPSCC</p>	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Continue with the execution of a grant agreement.																			

**Objective Two:** Create and encourage collaboration among key stakeholders in implementing and providing ongoing oversight and quality improvement activities of the GCCJDP.

**Project Year 2020 - 2021**

Key Acts and Responsible Staff	Months												Milestones								
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun									
<p>The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings.  <b>Responsible:</b>                      GCCJDP, PAC, and GCPSCC</p>			X			X			X			X									
	The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings quarterly.																				
<p>The administrative personnel and PAC will facilitate to review program progress.  <b>Responsible:</b>                      PAC and administrative staff</p>	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	The administrative personnel and PAC will facilitate monthly meetings to review program progress.																				



3.8.7 Tab 7: Project Timeline

The GCCJDP will continue to implement early identification screening tools into the jail booking process to identify potential Program participants <b>Responsible:</b> GCCJDP	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

**Goal:** To divert persons with substance use disorders (SUDs) and co-occurring substance use and mental health disorders (CODs) from incarceration and prevents further involvement in the criminal justice system.  
**Objective One:** Establish programs and diversion initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for the adults at-risk, or involved in, the criminal justice system with SUDs or CODs within three (3) months of execution of the final grant agreement.

		Project Year 2021 - 2022																		
Key Acts and Responsible Staff	Milestones	Months																		
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun							
A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP. <b>Responsible:</b> GCCJDP and PAC	A meeting with the PAC will occur on a routine monthly basis to evaluate data elements retrieved by GCCJDP.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Implement and facilitate substance use intervention and/or outpatient services to eligible participants. <b>Responsible:</b> GCCJDP	Continue with the execution of a grant agreement.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

3.8.7 Tab 7: Project Timeline

Implement and facilitate MDST team services to eligible participants. <b>Responsible:</b> GCCJPD	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
	Implement and facilitate coordination of care services. <b>Responsible:</b> GCCJDP and FAMU-DSW	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
		The PAC will continue working on the on the framework for new diversionary and pre-trial court programs to the GCPSCC. <b>Responsible:</b> PAC and GCPSCC	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

**Objective Two:** Create and encourage collaboration among key stakeholders in implementing and providing ongoing oversight and quality improvement activities of the GCCJDP.

Key Acts and Responsible Staff	Project Year 2020 - 2021												Milestones									
	Months																					
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun										
The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings. <b>Responsible:</b> GCCJDP, PAC, and GCPSCC			X			X			X												X	The GCCJDP administrative personnel, PAC, and stakeholders will participate in GCPSCC meetings quarterly.

3.8.7 Tab 7: Project Timeline

The administrative personnel and PAC will facilitate monthly meetings to review program progress. <b>Responsible:</b> PAC and administrative staff	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	X																			
Will participate in the SIM through <b>Responsible:</b> GCCJDP and USF TAC.	X																			
A SIM will be completed in a collaboration of all partners. <b>Responsible:</b> GCCJDP, GCPSCC, and USF TAC.	X	X	X																	

**Objective Three:** Develop processes to enhance the early identification of behavioral health issues among adults at-risk or involved in the criminal justice system.

		Project Year 2020 - 2021												Milestones								
Key Acts and Responsible Staff		Months																				
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun									
Ensure the CIT training is provided at staggered times to ensure a large number of LEOs and related personnel can attend. <b>Responsible:</b> GCCJDP																					X	Will provide TIC training services to a minimum of 20 LEOs annually, 60 LEOs by the end of grant year three.

3.8.7 Tab 7: Project Timeline

<p>Ensure the TIC training is provided at scheduled times to ensure a large number of LEOs and related personnel can attend.  <b>Responsible:</b>                  GCCJDP</p>	<p>X Will provide CIT training services to a minimum of 20 LEOs annually, 60 LEOs by the end of grant year three.</p>
<p>The GCCJDP will continue to implement early identification screening tools into the jail booking process to identify potential Program participants  <b>Responsible:</b>                  GCCJDP</p>	<p>X Continue through the execution of the grant.</p>

**3.8.8 TAB 8**

**LETTERS OF COMMITMENT**





LAW OFFICES OF THE  
**PUBLIC DEFENDER**  
**ANDY THOMAS**

SECOND JUDICIAL CIRCUIT OF FLORIDA  
Franklin • Gadsden • Jefferson Leon • Liberty • Wakulla

Florida Department of Children and Families  
Office of Substance Abuse and Mental Health  
Attn: Michele Staffieri, Procurement Manager  
1317 Winewood Blvd. Bldg. 6, Room 231 Tallahassee, FL 32399

February 4, 2019

To Whom It May Concern:

As a representative of the Public Defender's Office assigned to provide legal defense to criminal offenders in Gadsden County Florida, I submit this document as a Letter of Commitment between myself, APD, Daniel Hogan, and the Gadsden County Sheriff Office, the designated applicant to the Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant, to support the array of community-based services as outlined in their grant proposal. Currently, there are major concerns with the unmet needs of adult offenders, or those at-risk to offend, who are impacted by substance use and co-occurring disorders, who are frequently misdirected into the criminal justice system. Gadsden County serves six cities (Quincy, Midway, Havana, Chattahoochee, Greensboro, and Gretna), and there is an additional concern in the scarcity of community-based resources available to serve the unmet needs, particularly to the adult offender population. Thus, many of those individuals who would potentially qualify for substance use and co-occurring disorder treatment services continue to go without treatment, and are at-risk to re-offend.

The resurgence of this conversation has arisen due to the influx of drug arrests that leads to incarceration currently in our community; and the lack of infrastructure to early identify behavioral health issues, which creates a significant time lapse between an individual's arrest and the ability to link the individual to appropriate treatment related services. As such, this letter serves as my written commitment to utilize my authority to support the development of a recovery-oriented system of care; to make greater efforts in reducing the entry of individuals impacted by substance use and co-occurring disorders into the criminal justice system, as well as reducing the cycle of arrests and incarceration for people who need behavioral health treatment and can diligently partake in community-based services.

This letter of commitment is contingent upon award of the three-year grant from the Florida Department of Children and Families Office of Substance Abuse and Mental Health, entitled, Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant (RFA 112818HSET1).

Assistant Public Defender, Chief  
Daniel Hogan

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Ron DeSantis**  
Governor

**Vision:** To be the Healthiest State in the Nation

Florida Department of Children and Families  
Office of Substance Abuse and Mental Health  
Attn: Michele Staffieri, Procurement Manager  
1317 Winewood Blvd. Bldg. 6, Room 231 Tallahassee, FL 32399

To Whom It May Concern:

As the Health Administrator of the Gadsden County Health Department assigned to facilitate Human Immunodeficiency Virus (HIV) and Sexually Transmitted Disease (STD) prevention and intervention services to person in Gadsden County Florida, I submit this document as a Letter of Commitment between myself, Dr. Adrian Cooksey – Health Officer, and the Gadsden County Sheriff Office, the designated applicant to the Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant, to support the array of community-based services as outlined in their grant proposal. Currently, there are major concerns with the unmet needs of adult offenders, or those at-risk to offend, who are impacted by substance use and co-occurring disorders, who are frequently misdirected into the criminal justice system. Gadsden County serves six cities (Quincy, Midway, Havana, Chattahoochee, Greensboro, and Gretna), and there is an additional concern in the scarcity of community-based resources available to serve the unmet needs, particularly to the adult offender population. Thus, many of those individuals who would potentially qualify for substance use and co-occurring disorder treatment services continue to go without treatment, and are at-risk to re-offend.

The resurgence of this conversation has arisen due to the influx of drug arrests that leads to incarceration currently in our community; and the lack of infrastructure to early identify behavioral health issues, which creates a significant time lapse between an individual's arrest and the ability to link the individual to appropriate treatment related services. As such, this letter serves as my written commitment to utilize my authority to support the development of a comprehensive recovery-oriented system of care; to make greater efforts in reducing the entry of individuals impacted by substance use and co-occurring disorders into the criminal justice system, as well as reducing the cycle of arrests and incarceration for people who need behavioral health treatment and can diligently partake in community-based services.

This letter of commitment is contingent upon award of the three-year grant from the Florida Department of Children and Families Office of Substance Abuse and Mental Health, entitled, Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant (RFA 112818HSET1).

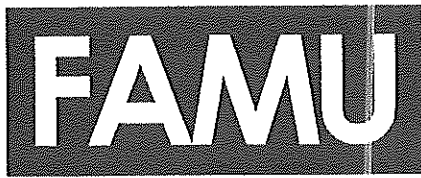
Sincerely,

A handwritten signature in black ink, appearing to read "A. Cooksey", written over a horizontal line.

Adrian Cooksey, DrPH, MPH  
Administrator

Florida Department of Health – Gadsden County





COLLEGE OF  
**SOCIAL SCIENCES**  
+ **ARTS**  
+ **HUMANITIES**

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY

Department of Social Work

January 29, 2019

Florida Department of Children and Families  
Office of Substance Abuse and Mental Health  
Attn: Michele Staffieri, Procurement Manager  
1317 Winewood Blvd. Bldg. 6, Room 231 Tallahassee, FL 32399

To Whom It May Concern:

As the Interim Department Chair of the Florida Agricultural and Mechanical University's Department of Social Work, I submit this document as a Letter of Commitment between the department and the Gadsden County Sheriff Office, the designated applicant to the Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant, to support the array of community-based services as outlined in their grant proposal.

Currently, there are major concerns with the unmet needs of adult offenders, or those at-risk to offend, who are impacted by substance use and co-occurring disorders, who are frequently misdirected into the criminal justice system. Gadsden County serves six cities (Quincy, Midway, Havana, Chattahoochee, Greensboro, and Gretna) and there is grave concern regarding the scarcity of community-based resources available to serve the unmet needs, particularly to the adult offender population. Thus, many of those individuals who would potentially qualify for substance use and co-occurring disorder treatment services continue to go without treatment, and are at-risk to re-offend.

The resurgence of this conversation has arisen due to the influx of drug arrests that leads to incarceration currently in our community and the lack of infrastructure to early identify behavioral health issues. There is a significant time lapse between an individual's arrest and the ability to link the individual to appropriate treatment related services. As such, this letter serves as my written commitment to utilize my authority to support the development of a comprehensive recovery-oriented system of care. The goal of this system is to expand efforts to reduce the entry of individuals impacted by substance use and co-occurring disorders into the criminal justice system. Additional aims are to reduce the cycle of arrests and incarceration for people who need behavioral health treatment and increase this population's participation in community-based services.

This letter of commitment is contingent upon award of the three-year grant from the Florida Department of Children and Families Office of Substance Abuse and Mental Health, entitled, Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant (RFA 112818HSET1).

Sincerely,

A handwritten signature in black ink, appearing to read 'Yolanda K.H. Bogan', written in a cursive style.

Yolanda K.H. Bogan  
Associate Dean and Interim Chair



## BOARD OF COUNTY COMMISSIONERS

9-B East Jefferson Street / P. O. Box 1799 · Quincy, Florida 32353  
OFFICE: (850) 875-8650 · FAX: (850) 875-8655 · www.GadsdenCountyFl.gov

Florida Department of Children and Families  
Office of Substance Abuse and Mental Health  
Attn: Michele Staffieri, Procurement Manager  
1317 Winewood Blvd, Bldg. 6, Room 231 Tallahassee, FL 32399

To Whom It May Concern:

As the Manager of the Gadsden County Probation Division, assigned to preside over county community supervision to criminal offenders in Gadsden County Florida, I submit this document as a Letter of Commitment between myself, **Temeka L. Chaney, Probation Division Manager**, and the Gadsden County Sheriff Office, the designated applicant to the Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant, to support the array of community-based services as outlined in their grant proposal. Currently, there are major concerns with the unmet needs of adult offenders, or those at-risk to offend, who are impacted by substance use and co-occurring disorders, who are frequently misdirected into the criminal justice system. Gadsden County serves six cities (Quincy, Midway, Havana, Chattahoochee, Greensboro, and Gretna), and there is an additional concern in the scarcity of community-based resources available to serve the unmet needs, particularly to the adult offender population. Thus, many of those individuals who would potentially qualify for substance use and co-occurring disorder treatment services continue to go without treatment, and are at-risk to re-offend.

The resurgence of this conversation has arisen due to the influx of drug arrests that leads to incarceration currently in our community; and the lack of infrastructure to early identify behavioral health issues, which creates a significant time lapse between an individual's arrest and the ability to link the individual to appropriate treatment related services. As such, this letter serves as my written commitment to utilize my authority to support the development of a recovery-oriented system of care; to make greater efforts in reducing the entry of individuals impacted by substance use and co-occurring disorders into the criminal justice system, as well as reducing the cycle of arrests and incarceration for people who need behavioral health treatment and can diligently partake in community-based services.

This letter of commitment is contingent upon award of the three-year grant from the Florida Department of Children and Families Office of Substance Abuse and Mental Health, entitled, Criminal Justice, Mental Health, Substance Abuse Reinvestment Grant (RFA 112818HSET1).

Temeka L. Chaney      2/1/19  
Temeka L. Chaney, Probation Division Manager      Date

Gadsden County Probation Division  
5 A. E. Jefferson St.  
Quincy, FL 32351  
850-875-8667  
countyprobation@gadsdencountyfl.gov

**JACK CAMPBELL**  
STATE ATTORNEY



OFFICE OF  
**STATE ATTORNEY**  
SECOND JUDICIAL CIRCUIT OF FLORIDA

LEON COUNTY COURTHOUSE  
301 S. MONROE STREET  
TALLAHASSEE, FLORIDA 32399-2550

TELEPHONE: (850) 606-6000

February 4, 2019

Florida Department of Children and Families  
Office of Substance Abuse and Mental Health  
Attn: Michele Staffieri, Procurement Manager  
1317 Winewood Blvd. Bldg. 6, Room 231 Tallahassee, FL 32399

To Whom It May Concern:

I am writing in support of Sheriff Morris Young and the Gadsden County Sheriff's Office. This Office continues to partner with Sheriff Young to insure the safety of the people of Gadsden County. I agree that mental health and substance abuse are two of our most pressing issues. The ability to provide these services in the Gadsden County Jail would be of great advantage to the offenders, their victims, and the community as a whole. I hope that you will award funding to that end. This Office will continue to work with the Gadsden County Sheriff Office in combating these societal ills and is fully in support of such services. Please let me know if I can be of any further assistance and thank you for your consideration.

Sincerely,

Jack Campbell  
State Attorney

## APPENDICES

## Appendix J - CHECKLIST OF MANDATORY APPLICATION CRITERIA

Mandatory Criteria Checklist for: RFA112818HSET1- CJMHSA Reinvestment Grant Program

Print Applicant's Name: Gadsden County Sheriff Office	County(ies): Gadsden
Print Name of Department Reviewer (Procurement Manager):	
Signature of Department Reviewer:	Date:
Print Name of Department Witness:	
Signature of Department Witness:	Date:

Was the application received by the date and time specified in the RFA and at the specified address?  YES/Pass  NO/Fail

Did the County or their designee submit a Notice of Intent to Submit an Application by the date and time specified in the RFA?  YES/Pass  NO/Fail

Does the Application include the following?		Yes Pass	No Fail
1.	<b>Tab 1: Cover Page</b> Completed form, including requested funding and match funds, signed/dated	<input type="checkbox"/>	<input type="checkbox"/>
2.	<b>Tab 1: County Designation Letter, if applicable</b> For Applicant's submitting on behalf of a county	<input type="checkbox"/>	<input type="checkbox"/>
3.	<b>Tab 3: Statement of Mandatory Assurances</b>		
	a. Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
	b. Site Visits	<input type="checkbox"/>	<input type="checkbox"/>
	c. Non-discrimination	<input type="checkbox"/>	<input type="checkbox"/>
	d. Lobbying	<input type="checkbox"/>	<input type="checkbox"/>
	e. Drug-Free Workplace Requirements	<input type="checkbox"/>	<input type="checkbox"/>
	f. Smoke-Free Workplace Requirements	<input type="checkbox"/>	<input type="checkbox"/>
	g. Compliance and Performance	<input type="checkbox"/>	<input type="checkbox"/>
	h. Certifications of Non-supplanting	<input type="checkbox"/>	<input type="checkbox"/>
	i. Submission of Data	<input type="checkbox"/>	<input type="checkbox"/>
	j. Submission of Reports	<input type="checkbox"/>	<input type="checkbox"/>
4.	<b>Tab 4: Commitment of Match Donation Form and Match Commitment Summary Report</b> Completed forms for each match donation committed to the project, indicating sufficient matching commitment, signed and dated	<input type="checkbox"/>	<input type="checkbox"/>
5.	<b>Tab 5 &amp; 6: Statement of Problem and Project Design Implementation</b> Description of the services to be provided	<input type="checkbox"/>	<input type="checkbox"/>
6.	<b>Tab 7: Detailed Project Timeline</b> Project timeline for each funding year proposed	<input type="checkbox"/>	<input type="checkbox"/>
7.	<b>Tab 8: Letters of Commitment</b> Summary list of all organizations and letter of commitment from each organization	<input type="checkbox"/>	<input type="checkbox"/>
8.	<b>Tab 9: Budget and Budget Narrative</b> Completed budget summary form, including budget narrative	<input type="checkbox"/>	<input type="checkbox"/>

APPENDIX K - CJMHS REINVESTMENT GRANT PLANNING COUNCIL OR COMMITTEE

PLEASE PRINT

Stefanie Morris

---

STATE ATTORNEY OR DESIGNEE

Kathy Garner

---

COUNTY COURT JUDGE

Grant Slayden

---

LOCAL COURT ADMINISTRATOR  
OR DESIGNEE

Dr. Anthony Viegbesie

---

COUNTY COMMISSION CHAIR

Morris Young

---

SHERIFF OR DESIGNEE

TBA

---

AREA HOMELESS OR SUPPORTIVE  
HOUSING PROGRAM  
REPRESENTATIVE

Toshmon Stevens

---

DJJ - DIRECTOR OF  
DETENTION FACILITY OR  
DESIGNEE

Mylisa Lee

---

DCF - SUBSTANCE ABUSE AND  
MENTAL HEALTH PROGRAM  
OFFICE REPRESENTATIVE

Salina Peet

---

COMMUNITY MENTAL HEALTH  
AGENCY DIRECTOR OR  
DESIGNEE

TBA

---

PRIMARY CONSUMER OF  
COMMUNITY-BASED TREATMENT  
FAMILY MEMBER

Andy Thomas

---

PUBLIC DEFENDER OR DESIGNEE

Barbara Hobbs

---

CIRCUIT COURT JUDGE

May Andrews

---

STATE PROBATION CIRCUIT  
ADMINISTRATOR OR DESIGNEE

Temeka Chaney

---

COUNTY DIRECTOR OF PROBATION

Glenn Sapp

---

POLICE CHIEF OR DESIGNEE

Robert Barkley

---

CHIEF CORRECTIONAL OFFICER

Rico Cooper

---

DJJ - CHIEF OF PROBATION OFFICER OR  
DESIGNEE

TBA

---

PRIMARY CONSUMER OF  
MENTAL HEALTH SERVICES

Tonya Lodman

---

LOCAL SUBSTANCE ABUSE  
TREATMENT DIRECTOR OR DESIGNEE

TBA

---

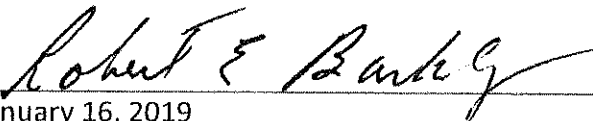
PRIMARY CONSUMER OF SUBSTANCE  
ABUSE SERVICES



## APPENDIX L - NOTICE OF INTENT TO SUBMIT AN APPLICATION

Gadsden County Sheriff Office (Applicant Name) wishes to inform the Florida Department of Children and Families of its intent to respond to the solicitation entitled "Criminal Justice Mental Health and Substance Abuse Reinvestment Grant," RFA112818HSET1.

PLEASE PRINT OR TYPE REQUESTED INFORMATION

Name of Authorized Official:	Major Robert E. Barkley
Title of Authorized Official:	Bureau Chief of Corrections
Signature of Authorized Official:	
Date:	January 16, 2019
Address:	339 East Jefferson Street
City, State, Zip:	Quincy, Florida 32351
Telephone No:	(850) 875-8861
Website:	<a href="http://www.gadssdensheriff.org/corrections.html">http://www.gadssdensheriff.org/corrections.html</a>
E-mail Address:	robertbarkley@tds.net

Type of Grant Applying for:       Planning  
     Implementation and Expansion Grant

# WORKFLOW CHART

