

## APPLICATION FOR GRANT FUNDS: EXPANDING ACCESS TO MAT IN COUNTY CRIMINAL JUSTICE SETTING

### PROGRAM DESCRIPTION

The California Department of Health Care Services (DHCS), under its federal funding for the State Opioid Response “*Medication Assisted Treatment Expansion Project 2.0*” has provided funds to be distributed to county teams participating in the “2020 Cohort” of *Expanding Access to MAT in County Criminal Justice Settings*. The table below provides the maximum funding allocated to each eligible county.

Maximum Funding	County
<b>\$75,000</b>	Monterrey
	San Benito
	Santa Cruz

### FUNDING OBJECTIVES

Funds are intended to expedite implementation of SUD screening, assessment, treatment, and access to MAT in county jails and drug courts while local sustainable funds are secured. As each county has unique circumstance, there is flexibility in the use of funds so long as funds support the stated objective.

### ELIGIBILITY REQUIREMENTS

Only one agency may apply from each team. To be responsive to unique county needs, any agency represented on the County Team is eligible to be the applicant for the funds.

Eligibility is contingent upon submittal of the following:

- 1) Completed county team application
- 2) Confirmation by assigned coach of:
  - a. county core team members’ agreement to team participation;
  - b. convening of team;
  - c. consensus agreement among team members on implementation plan and use of grant funds
- 3) Data from the county jail(s) for at least the period June -August 2020 to include all the data elements included in the table provided in this application. Data reported for January through August 2020 is preferred but not required; applicants should provide data for as many months as possible. This data will be aggregated and tracked across jails, and no jail identifiers will appear in any use of this data.

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### PROJECT TIMEFRAME

Application submittal	Friday, September 18, 2020 at 5:00 p.m. to your coach
Notice of funding approval	Friday, October 2, 2020
Memorandum of Understanding (MOU) between HMA and Agency	Friday, October 16, 2020
Grant funds disbursed	Upon receipt of signed MOU from Agency
Interim report due	Friday, December 18, 2020
Spending period	Through March 31, 2021

**In order to expedite approval of MOU by County Board of Supervisors (if applicable), applicants are strongly encouraged to provide Boards with “intent to fund” information when applications are submitted and to take any other steps that can expedite local approval.**

### FUNDING DECISIONS

DHCS reserves the right to approve or deny funds under this grant and to recoup unspent funds during the grant period if reporting requirements are not met and after the grant period ends.

### GRANT PAYMENTS

HMA will disburse the award amount to agencies upon receipt of signed Memorandum of Understanding (MOU).

### REPORTING REQUIREMENTS

- The funded agency must submit an acceptable interim report no later than December 18, 2020. It must include jail MAT data for the period September - November 2020 and an account of spending to date. HMA will provide the report format no later than November 13, 2020.
- The funded agency must submit a final spending report no later than April 16, 2021 on a template provided by HMA. It will include a brief narrative of accomplishments, final spending account, and jail MAT data for the period December 2020 – March 2021.

### SPENDING TIMEFRAME

Agencies must expend awarded funds by March 31, 2021.

### ELIGIBLE EXPENSES

The following expenses are eligible for grant funds. Refer questions about other expenses to your HMA team coach.

- Salary and benefits for permanent or limited term county employees, for duties that address grant objectives.
- Staff contracted through county-approved contractors, for duties that address grant objectives
- Equipment required by employees or contractors in carrying out duties that address grant objectives. This may include computers or software.

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- Professional materials related to grant objectives, including subscriptions, manuals, and reference materials.
- Training expenses related to grant objectives.
- Travel expenses for agency staff or MAT team members related to grant activities, within state allowances
- Patient education materials specific to MAT and OUD
- Indirect expenses not to exceed 5% of the grant total may be used for administration and overhead costs related to the grant.
- Cost of Sublocade or other subcutaneous or injectable MAT medications if under a pilot which includes measurable outcomes and a specific time period
- Medication safes and lock boxes
- Telehealth expenses for hardware and provider fees directly related to providing MAT
- Minor facility improvements to enable administration and safeguarding of MAT in jail or drug court
- Improvements to electronic health records such as templates and data sharing functionality related to MAT
- Hosting or conducting outreach, meetings, and other events to engage stakeholders and directly related to MAT expansion in criminal justice
  - The reasonable cost of food for such events are covered so long as the meal/refreshments are incorporated into the activity (like a working lunch)
- Promotional materials related to expanding MAT in criminal justice settings
- Other expenses approved by HMA

### INELIGIBLE EXPENSES

Funds may not be used to:

- Supplant existing activities or staff assignments
- Purchase methadone, oral or sublingual buprenorphine, oral naltrexone, or naloxone
- Supplant existing Vivitrol purchases
- Purchase equipment or supplies other than as noted above
- Indirect costs in excess of 5% of the grant total
- Telehealth kiosks
- Facility improvements unrelated to those named above
- Non-FDA approved medication or devices for treating OUD
- Alcoholic beverages

### FEDERAL AND STATE OF CALIFORNIA REGULATIONS/FUNDING

Agreements are subject to the approval of and the receipt by HMA of funding from the State of California's Department of Healthcare Services (DHCS). DHCS' funding of the Expanding MAT in County Criminal Justice Program is federal pass-through money from the Substance Abuse and Mental Health Services Administration (SAMSHA), a branch of the U.S. Department of Health and Human Services

(DHSS). Accordingly, site agreements will include standard federal rules and regulations, notably 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards., and applicable rules and regulations from the State of California. HMA will incorporate the applicable federal and state rules and regulations into the terms and conditions of the agreements.

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Applicants are required to adhere to the budget guidelines included in the MAT in County Criminal Justice Program Budget Template (Attachment 2). Applicants must submit their budget in the template format. Applications that do not conform to this template may not be considered. All items budgeted must be inclusive of all costs, including taxes and fees, in US Dollars. Costs should remain valid for ninety (90) calendar days from application submission.

### SUBMITTAL REQUIREMENTS

Applicant must submit the following completed forms via email to the HMA coach no later than Friday, September 18, 2020 at 5:00 p.m.

- Application Form
- Project Budget
- Monthly Jail MAT Data (minimum June – August 2020)

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APPLICATION FORM

**Section 1: Entity Information**

Entity's Legal Name	COUNTY OF MONTEREY SHERIFF'S OFFICE
Doing Business As (If Applicable)	
Street Address	1414 NATIVIDAD RD.
City, State, Zip / Country	SALINAS, CA 93906 / U.S.
Mailing Address, If Different	
Email Address	BASSJH@CO.MONTEREY.CA.US
Main Telephone Number	831 755-3887

**Section 2: Entity Representatives**

Primary Grant Director		Authorized Signatory		Contract Representative	
Individual leading the implementation of this grant in the county		Individual authorized to sign on behalf of the applicant entity		Individual responsible for agreement processing and negotiations	
Name	JIM BASS	Name	JIM BASS	Name	ARTHUR CURTRIGHT
Title	CHIEF DEPUTY	Title	CHIEF DEPUTY	Title	CONTRACTS MANAGER
Email	BASSJH@CO.MONTEREY.CA.	Email	BASSJH@CO.MONTEREY.CA.	Email	CURTRIGHTAC@CO.MONTEREY.CA.US
Phone	831 755-3887 US	Phone	831 755-3887 CA	Phone	831 755-3708 CA

**Section 3: Grant Proposal**

**Objective:** State the specific objective(s) of the proposed activities.

SEE ATTACHED RESPONSE

**Project activities:** State the specific activities that will be funded.

SEE ATTACHED RESPONSE

**Impact:** Describe the precise desired impact of the proposed activities and how many persons in the jail and/or drug courts will gain increased access to MAT as a result of the activities. For activities that involve administering MAT, identify which medications will be used, the target population(s) and the number of people you will try to maintain and/or induct on MAT.

SEE ATTACHED RESPONSE

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**Project oversight:** Describe the oversight of these activities and how the agency and the County MAT in CJ Team will be kept apprised of project development, implementation, and outcomes.

SEE ATTACHED RESPONSE

**Project Staffing:** For any staffing covered by these funds, describe the following for each position

- Permanent, limited term, or contracted
- Hiring and/or contracting timeframes
- % FTE
- If contracted, describe anticipated process and prospective pool of contractors
- Location
- Supervision

SEE ATTACHED RESPONSE

**Time Line and Milestones**

Provide a timeline for the period November 2020 (or earlier) – March 2021 that includes key project activities and milestones.

SEE ATTACHED RESPONSE

**Sustainability Plan**

Describe intent to secure permanent funding for successful activities that arise from this grant.

SEE ATTACHED RESPONSE

**SIGNATURES**

Do you certify that the funding received by your organization from HMA would be allocated solely for the programmatic implementation of the Expanding MAT in County Criminal Justice Systems?

YES     NO

Do you certify that the funding received by your organization from HMA would be allocated solely to increase access to treatment for persons presenting to the jail or drug courts with opioid addiction?

YES     NO

Do you certify that the individuals listed in this application budget (including employees, independent contractors, or third-party contractors) will receive the funding as outlined?

YES     NO

Do you certify that to the best of your knowledge, the information included in this application form, budget form, and back-up documents are complete and accurate?

YES     NO

JIM BASS  
Name of Authorized Signatory

Jim Bass  
Signature

10/7/2020  
Date

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**PROJECT BUDGET**

Submit budget using the following table format. Add lines as necessary. Refer to sample calculations. Complete the budget narrative below the table.

BUDGET: EXPANDING ACCESS TO MAT IN COUNTY CRIMINAL JUSTICE SYSTEMS				
COUNTY NAME:				
PERSONNEL				
Salary				
Position Title	% FTE	Annualized Salary	Number of Months	Project Cost*
<b>Subtotal Salary</b>				
Fringe Benefit Cost				
Position Title	Fringe Rate			Project Cost**
<b>Subtotal Fringe Benefit</b>				
<b>Total Personnel (subtotal salary + subtotal fringes)</b>				
Contractor/ Consultant				
Position Title	Hours/month	Number months	Hourly rate	Project Cost***
<b>Total Contractor/Consultant</b>				

SEE ATTACHED RESPONSE

## **Application for grant funds: Expanding Access to MAT in County Criminal Justice Setting Supplemental Questions**

### **Objective:**

The Monterey County Sheriff's Office continues to be committed to be an integral component in providing the best health care for members of our community. With that in mind and understanding the impact opioid addiction is having in our community and across the country we are interested in providing a Medication for Addiction Treatment (MAT) program in the Monterey County Jail. In a typical, non-CoVID, year the Monterey County Jail (MCJ) accepts approximately 12,000 new arrestees through its doors. Of those, a large percentage come into the facility under the influence and/or addicted to some sort of substance. Agencies across the country are seeing similar figures as the nation battles against the growing opioid addiction problem. The Sheriff's Office and it's local partners are planning on using the funds from this short-term grant to start a program in our jail that identifies individuals who come into custody that are suffering from a Substance Use Disorder (SUD) and participating in a MAT program, then continue the program during their stay at the MCJ. WellPath, the contracted medical provider for the MCJ, already identifies those individuals who have a SUD at intake. By utilizing the existing medical intake screening questionnaire and then the supplemental questionnaire for addiction, WellPath staff will be able to verify the individual's participation in a MAT program in their community.

Once participation is verified, WellPath staff will set up the inmate to continue their MAT program through their on-site providers, who will need to have their X waiver training completed prior to this process beginning. The Sheriff's Office will have staff to assist with the provider and counselor consultations necessary to continue the curriculum of the MAT program. In some instances, the MAT program will be administered via remote technology (i.e., Telehealth).

WellPath and Sheriff's Office staff will work together with the inmate to provide discharge planning to the individual prior to release from the MCJ. Depending on the time of the release this may involve the individual's MAT program provider in the community. It is the Sheriff's Office desire to make the transition into and out of the MCJ as seamless as possible for the inmate participant to aid in the success of the individual in the MAT program.

### **Project Activities:**

Upon arrival at the MCJ all new arrestees are subjected to a medical intake screening and assessment process by the WellPath RN assigned to intake on that shift. This process includes answering questions from a roughly four-page screening questionnaire and the taking of vital signs. Substance use and potential for withdrawal are a part of this questionnaire. We would use an improved screening and assessment tool to quickly identify those as being current MAT program participants in their community and also identify the name of their community MAT provider. This would provide WellPath staff the ability to confirm their participation in the program and continue the treatment in a much more timely manner.

WellPath would utilize their on-site providers to provide care and support for those in the MCJ MAT program. When necessary, this service would be provided electronically via either tablets or cell phones utilizing video visitation technology. This video visit process would work similarly to how medical visits are currently occurring in the jail. WellPath staff would prepare the list for that day's visits and Sheriff's Office staff would coordinate the visit and movement to a confidential setting. When necessary, the video equipment would be set up so the inmate patient could receive calls but would not be able to call out so as not to tempt them to make other calls while they were conducting their MAT visit. Once established in the MCJ MAT program follow-up will be conducted on a regular schedule as established by WellPath providers and their protocols.

Due to the type of medication being administered WellPath and Sheriff's Office administrators have elected to conduct MAT medication dispensing activities in the Main Jail Infirmary. This will require deputies to bring the inmates to the infirmary to receive their medication and wait for a designated period of time to ensure the medication has been fully ingested by the inmate and to limit the opportunity for the inmate to conceal the medication and take it back to their housing unit. Depending on the classification of the inmate, their housing unit and the number of inmates in the program their will be multiple escorts required each day.

Where possible, WellPath staff will implement protocols to communicate with the inmate patient's community MAT provider regarding the inmate patient's scheduled release to provide continuity of care to best ensure the continued success of the individual in the MAT program. As allowable under current law, WellPath staff will attempt to receive the inmate patient's records from the community MAT provider for inclusion in their WellPath electronic medical record. There will be times where this is not possible due to the suddenness of the release.

WellPath staff will collect data on the number of people that participate in the program, number of medications delivered, counseling sessions provided and referrals to the outside providers during this grant period.

The Sheriff's Office and WellPath agree that the training of staff will be integral in the success of the program, not only during the grant period but beyond as well. WellPath providers will need training in assessing and screening MAT participants as well as necessary monitoring and referrals to community programs during discharge planning. This training can be done by WellPath staff. Trained WellPath staff could then provide additional training about the MAT program to Sheriff's Office staff at shift briefings. There would need to be additional deputy training to inform them of what to look for at medication administrations and why it is done outside of the inmate patient's housing unit.

Impact:

There will be numerous impacts on current jail operations from instituting this program as described herein. There will be additional time taken at intake thus delaying the intake process due to the need to complete the supplemental MAT questionnaire. This could lead to longer wait times for police agencies bringing in new arrestees. However, it could be mitigated by completing the supplemental questionnaire shortly after intake and not incorporate it into the actual intake process. There will be an impact to WellPath staff to verify the inmate patient's enrollment and participation in a

current community MAT program. This impact will vary depending on the number of participants who come into Sheriff's Office custody and the responsiveness of the community providers. Medication distribution will cause an impact in terms of coordinating medication orders and distribution to the inmates. At this time, the Sheriff's Office and WellPath have discussed conducting the MAT medication distribution in the MCJ infirmary. This would minimize the opportunity and likelihood of medications being hoarded and possibly distributed to others. With this however, there would be an increased need in deputies escorting the inmate patient to the infirmary. Likewise, there would be an increased need for deputies to escort the inmate patients to a confidential space for telemedicine visit with clinical staff, when utilized. The Sheriff's Office will purchase 5 iPads to accommodate the potential tele-medicine visits in the different areas of the jail, this would include protective casing to help the devices survive in a custody setting. The escorting duties for tele-medicine visits are expected to be absorbed by existing medical deputies, this is something that the activities under the grant will provide more clarity on. However, the Sheriff's Office will be hiring a deputy on overtime for 2 hours each day to facilitate the daily medication pass. A top step deputy makes \$77.93 per hour so those 2 hours per day from October 12, 2020 (Projected start date) to March 31, 2021 (171 days), the end of the grant period. This would result in a total overtime cost of \$26,652.06. There will be some impact to WellPath staff in the coordination of the release of the inmate patient from MCJ custody. As previously stated, the Sheriff's Office and WellPath would like to inform the inmate patient's community MAT provider of pending releases to ensure a smooth transition back into the community program.

The Sheriff's Office is of the opinion that whatever perceived negative impacts of starting this program are outweighed by the potential positive impacts of continuing a MAT program for those inmates who have already started the MAT process in their community.

#### Project Oversight:

Project oversight will be provided by the existing on-site Sheriff's Office and WellPath administrators for the MCJ. In addition, WellPath's corporate MAT program coordinators will provide oversight as deemed necessary by the on-site administrators. This oversight will include continued interaction with community providers to ensure the program is best serving the inmate patients for the in-custody and transition portions of the program. The Sheriff's Office and WellPath medical operations operate under the guidelines of a settlement of a federal class action lawsuit and as such is subject to independent expert monitors for medical and mental health care. It is expected that the MAT program operations will fall under this oversight as well. Each year, each monitor can conduct up to two inspections of the Monterey County Jail operations for their respective area of responsibility.

#### Project Staffing:

Due to the short length of the grant period both the Sheriff's Office and WellPath plan on using existing staff to perform the duties detailed earlier in this application. The grant period will provide valuable information to Sheriff's Office and WellPath administrators on the staffing needs for the continuance and/or expansion of the MAT program in the MCJ moving forward. The Sheriff's Office will incorporate the needed MAT activities into existing workload of current medical deputies. WellPath will

have existing providers absorb the additional duties required by the program into their regular rounding as necessary. Based on current trends it is expected that 3-5 individuals a week will come into MCJ custody that will be enrolled and participating in a current community MAT program and take advantage of the proposed MAT program in the jail. Based on current length of stay data, roughly 23 days per inmate, it is expected that 10-18 individuals could be in the program at any given time. This number is what gives Sheriff's Office and WellPath administrators the belief that current staffing can absorb the additional workload.

#### Timeline and Milestones:

By utilizing existing staff, the Sheriff's Office and WellPath are positioned to begin the program as soon as the contract between HMA and the County of Monterey is signed and approved. This would allow for a full five plus month operational period for the grant. We feel that should be sufficient time to evaluate the program in the MCJ as well as evaluate the process of communicating and coordinating with community MAT program providers for their clients who are entering the MCJ and then returning to the community at the completion of their stay. This data will then provide guidance to the administrators of the Sheriff's Office and WellPath as far as sustainability and opportunities for expansion of the program. Without knowing exactly how many people will need or utilize this opportunity in the MCJ it is difficult to put a number or percentage of people served for milestones but it is safe to say that the feedback provided by the participants will provide the initial milestone data for the consideration of the continuation of the program after the grant period. This feedback will be solicited from those program participants who stay at the MCJ longer than a few days. Additionally, feedback from our community partners will help determine whether our goal of providing a smooth transition back into the community programs is successful or not. The Sheriff's Office and WellPath will look at establishing regular meetings with our community partners to identify the strengths of the program and areas where improvement can be made. These types of meetings can lead to on-going program assessment and setting of new milestones, as necessary.

#### Sustainability Plan:

It is the desire of the Monterey County Sheriff's Office and WellPath to establish a long lasting, sustainable MAT program in the jail. This grant opportunity will allow us initiate a pilot MAT program and get the infrastructure in place to run a full-scale MAT program in the MCJ and evaluate the feasibility of running it with existing staffing and resources. The information gathered from the operation of the program during this grant period will provide the administrators of the Sheriff's Office and WellPath data to make an informed evaluation of the long-term sustainability of continuing, and possibly expanding, the MAT program.

#### Budget:

Below is what the Sheriff's Office is requesting from the grant as far as budget items:

Qty	Description	Price	Ext Price
5	iPad	\$529.99	\$2,649.95
5	Protection	\$100	\$500.00
60	DataPlan (1year each)	\$38	\$2,279.40
5	Misc taxes and fees	\$70	\$350.00
342	Deputy Overtime Hours	\$77.93	26,652.06
		Total Year 1	\$32,431.41



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### JAIL DATA

- Applicants must provide data for all lines in the table below, for the period June – August 2020, at a minimum.
- Data for all of 2020 is preferred by not required. Add additional columns to report for more than six months.
- If some data elements are not available, enter NA and develop a means of collecting and reporting the element in the future.
- This data will be tracked aggregated and tracked across jails, and no jail identifiers will appear in any use of this data.

2020

JAIL DATA REPORTING TEMPLATE						
COUNTY:	Insert month <i>JUNE</i>	Insert month <i>JULY</i>	Insert month <i>AUGUST</i>	Insert month	Insert month	Insert month
Average daily population	672	712	728			
Intakes	621	555	603			
Intakes requiring detox or monitoring for:						
Alcohol	50	41	40			
Opioids	49	29	45			
Benzodiazepines	5	1	2			
Other	11	3	3			
Intakes reporting methamphetamine use	39	30	20			
Withdrawn from methadone	∅	1	1			
Withdrawn from buprenorphine	3	1	1			
Withdrawn from naltrexone	3	1	1			
Continued on methadone						
Pregnant	∅	∅	∅			
Not pregnant	∅	∅	∅			
Continued on buprenorphine						
Pregnant	∅	∅	∅			
Not pregnant						
Continued on naltrexone						
Inducted on methadone						
Inducted on buprenorphine						
Inducted on oral naltrexone						
Received Vivitrol injections						
Drug overdose (fatal and nonfatal)						
Units naloxone given to detainees and/or visitors						

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