



Washington State Department of
Health
 Behavioral Health Agencies
 P.O. Box 47877
 Olympia, WA 98504-7877
 360-236-4700

Opioid Treatment Program (OTP) Community Relations Plan

Agency Name Spokane Regional Health District Credential Number BHA.FS.60874585
 Agency Administrator Lola Phillips Date 1-4-2023
 Mailing Address 1101 W. College Ave
 City Spokane State WA Zip Code 99201
 Phone (enter 10 digit number) 509-324-1420 Email Address mchallinor@srhd.org
 Proposed Site Location Address 312 W. 8th Ave. Spokane, WA 99201

This template is designed to comply with requirements in WAC 246-341, 42 CFR Part 8.12, and Center for Substance Abuse Treatment (CSAT) Guidelines for the Accreditation of Opioid Treatment Programs.

The plan is separated into three parts:

- **Part One - Pre-licensure Community Relations Plan**

Part one must be completed and submitted with the licensing application.

- **Part Two - Interim Community Relations Plan**

Part two must be submitted to the department prior to the license being issued. The interim community relations plan is designed to document community concerns that may arise between submission of the application and issuance of an OTP license and certification by DOH. It is also used to document the mitigation plan related to the concerns identified.

- **Part Three - On-going Community Relations Plan**

The on-going community relations plan outlines the agency's proposed on-going community relations efforts after the facility has opened. This may be reviewed by the department during inspections.

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Part One

Pre-licensure Community Relations Plan

Step 1:

Contact the county and/or city legislative authority and/or the Tribal authority, as applicable, in order to secure a location for the new opioid treatment program that meets county, city, or tribal land use ordinances.

Identify the legislative authority by contacting:

- Washington Association of County Officials (360) 943-1812, and/or
- Association of Washington Cities (360 753-4137, and/or
- The Tribal Administrative Office (If proposed site is on a tribal reservation or tribal trust land, the county is not required to be notified.)

Once the appropriate authorities have been identified, hold a meeting with them to discuss the proposed site of the program and to obtain a list of all pertinent stakeholder groups in the area. Documentation of these meetings will be required.

Regulatory Reference: WAC 246-341-1005

Authority Contact	Telephone Number	Email Address	Responsible Person
City Betsy Wilkerson	509-625-6255	bwilkerson@spokanecity.org	Betsy Wilkerson
County Mary Kuney	509-477-2265	mkuney@spokanecounty.org	Mary Kuney
Tribal			
Meeting Held With	Date of Meeting	Attendees	Issues and Outcomes
City <input checked="" type="radio"/>	<input type="text" value="Jul 29, 2021"/>	B. Wilkerson SRHD Board of Health	OTP Relocation/Approved
County <input checked="" type="radio"/>	<input type="text" value="Jul 29, 2021"/>	M. Kuney SRHD Board of Health	OTP Relocation/Approved
Tribal <input type="radio"/>	<input type="text"/>		

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 COMMUNITY

Step 2:

Work with the authorities or their designee to develop a community relations plan that includes documentation of strategies used to obtain stakeholder input regarding the proposed location. Stakeholder groups should include publicly elected representatives, potential referral sources such as substance abuse programs, social and health services providers and medical providers, business organization leaders, community and health planning agency directors, grassroots community organization leaders, such as neighborhood associations and schools, local police and law enforcement, and religious and spiritual leaders.

Regulatory Reference: WAC 246-341-1005

Stakeholder Group	Identified Representatives	Date contact made/ meeting held	Issues and Outcomes
Sacred Heart	Matt	9/20/21	No Issues.
Sunray Court	456-5465 ext. 404	Tom (Administrator) September 16, 2021	No Concerns. See's move as a positive.
Cambridge Court	747-1733	September 16, 2021	Unable to contact.
Culmstock Arms	509-723-8792 Vivian (Building Mngr.)	August 26, 2021	None.
Glover Mansion	Lisa (Pass off BC to owner Bob Adolfson)	August 26, 2021	None.
The Kids Clinic	Mackenzie (Pass on BC to doctors)	August 26, 2021	None.
City View Plaza	Keith Scribner (Pass along # to building owner)	August 26, 2021	None.
Breslin Court	Michael Burke 990-7737	August, 26, 2021	Previous tenants at location have not been beneficial to tenants and

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Step 3:

Document any concerns identified by stakeholders and any suggested mitigation alternatives proposed by stakeholders.

Regulatory Reference: 2015 CSAT Guidelines, p. 16-17: Community Relations and Education

Concerns Identified	Stakeholder(s) Concerned	Suggested Mitigation Alternatives
None at this time.		

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Step 4:

Document the mitigation tasks that the OTP will use to address concerns, which concern(s) each task will address, the target date for the task to be implemented, and the resolution date.

Mitigation Task	Concerns Addressed by Task	Target Date	Resolution Date
N/A			

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DIRECTOR'S OFFICE

Part Two**Interim Community Relations Plan****Step 1:**

Document any new concerns identified and contact made or meetings held with the additional stakeholders.

Stakeholder Group	Identified Representatives	Date Contact made/ meeting held	Agenda and Outcomes
Sacred Heart	Dan Barth INBD	12/16/22 Left Voicemail	Reached out for contact suggestion. Left Message via voicemail.
Sunray Court	509.456.5465 ext. 404	12/16/22 Left Voicemail	Left Voicemail for Tom (Administrator)
Cambridge Court	509.747.1733	12/16/22 Left Voicemail	Unable to contact. Left Voicemail
Culmstock Arms	509.723.8792	12/16/22 Vivian Bldg Mngr.	Spoke to Vivian (Building Manager) No concerns, appreciated update.
Glover Mansion	509.459.0000	12/16/22 Spoke to Jayden	No concerns Jayden will pass message to Bob the owner.
The Kids Clinic	509.448-7337	12/16/22 Jenn Ash (Admin)	Left Voicemail and email with Jen (Administrator). No concerns. jen@kidsclinicmail.com
View Plaza	509.622.3538	Chris Bell (NAI Black)	NAI Black owns building. Left Voicemail.
Breslin Court	509.990.7737	12/16/22 Michael Burke	Left Voicemail.

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Step 2:

Document any new concerns identified by stakeholders that weren't addressed previously and any suggested mitigation alternatives proposed by stakeholders. After the public hearing, DOH will send the proposed OTP a copy of any stakeholder concerns which should be added to this part of the community relations plan.

Regulatory Reference: 2015 CSAT Guidelines, p. 16-17: Community Relations and Education

New Concerns Identified	Suggested Mitigation Alternatives
None at this time.	

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Step 3:

Document the mitigation tasks that the proposed OTP will use to address the new concerns, which concern(s) each task will address, who is responsible for leading the task, the target date for the task to be implemented, and the resolution date. After addressing the concerns, including those from the public hearing, submit this part of the community relations plan to DOH for posting on the public webpage.

Mitigation Task	Concerns Addressed by Task	Person Responsible	Target Date	Resolution Date

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COMMUNITY RELATIONS
DEPARTMENT

Part Three

On-Going Community Relations Plan

Step 1:

Identify a community liaison who is responsible for sharing information about the program with the community and addressing mutual issues, and identify a community relations coordinator responsible for defining the goals and the implementation procedure for the community relations plan.

Regulatory Reference: WAC 246-341-1005

Community Liaison	Person Identified	Contact Information
Treatment Services Division Director	Misty Challinor	(509) 324-1647 mchallinor@srhd.org
Treatment Services Associate Director	April Pinckney	(509) 324-1682 apinckney@srhd.org
Community Relations Coordinator	Person Identified	Contact Information
Community Relations Coordinator	Wendy Brizendine	(509) 324-1479 wbrizendine@srhd.org

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 TREATMENT SERVICES DIVISION

Step 2:

Conduct community outreach activities which may include community meetings and education forums. See 2015 CSAT Guidelines, p. 16-17: Community Relations and Education for suggested activities.

Type of Event	Target Date	Date Completed	Evaluation

Step 3:

Develop and update communication materials. This may include webpages, after hours answering messages, brochures, and newspaper articles among other things. See 2015 CSAT Guidelines, p. 16-17: Community Relations and Education for suggested activities.

Type of Material	Target Date	Date Completed	Evaluation
SRHD Website			
SRHD Facebook			
Postcard			
News - Spokesman Review		February 24, 2022	

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OFFICE

Step 4:

Document any new concerns identified by stakeholders that weren't addressed previously, and any suggested mitigation alternatives proposed by stakeholders.

Regulatory Reference: 2015 CSAT Guidelines, p. 16-17: Community Relations and Education

New Concerns Identified	Suggested Mitigation Alternatives

Step 5:

Document the mitigation tasks that the OTP will use to address the new concerns, which concern(s) each task will address, who is responsible for leading the task, the target date for the task to be implemented, and the resolution date.

Mitigation Task	Concerns Addressed by Task	Person Responsible	Target Date	Resolution Date

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