

To whom it may concern,

My name is Nicole Smith-Mathews, Regional Director Acadia Healthcare. I am writing to inform you of our attempts to connect with the City Council regarding our proposal to open an OTP (Outpatient Treatment Program) within the Clark County Jail.

Over the past five months WCHS has made several attempts to establish contact with the City of Vancouver Council regarding WCHS's proposed plans at opening an OTP inside of the Clark County Jail. However, despite our persistent efforts, we have not been successful in meeting. Although our community relations plan explains our correspondence in greater detail below is a summary of our team's attempts to reach out to the city Council on the following specific days:

1. 12/18/2023: Regional Director (RD) emailed the council at council@cityofvancouver.us. And introductions was made and intentions to open up an OTP in the Clark County Jail. RD also asked for the City Councils specific contact information and proposed a meeting to discuss potential community relations.
2. 01/16/2024: RD emailed the city council the letter of intent and proposed a meeting to incorporate community needs. RD also asked if there were additional stakeholders Acadia should be reaching out to.
3. 01/30/2024: RD emailed the city council to follow up on previous emails sent for a proposed meeting and to see if the council had any questions for Acadia.
4. 03/01/2024: RD emailed the city council email to follow up on continued email requests to set up a meeting or to seek written approval to move forward with opening the OTP.

Our team recognizes the importance of effective communication and collaboration between Acadia and the City of Vancouver Council, especially regarding matters that are of mutual interest or concern. Therefore, we will continue to reach out to the City council as defined in our Community relations plan in order to ensure that our lines of communication remain open and productive.

We look forward to the opportunity to collaborate with the City of Vancouver Council for the benefit of our community.

Sincerely,

Nicole Smith-Mathews

Nicole Smith-Mathews

Regional Director

Acadia Healthcare-Washington

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Opioid Treatment Program (OTP) Community Relations Plan

Agency Name: WCHS, Inc. DBA Clark County Comprehensive Treatment Center

Credential Number:

Agency Administrator: Nicole Smith-Mathews Date: 12/15/2023

Mailing Address: 6100 Tower Circle STE 1000

City: Franklin State: TN Zip Code: 37067

Phone: 360-356-7775 Email Address: Nicole.smith-mathews@ctcprograms.com

Proposed Site Location Address: 707 W. 13th street Vancouver WA, 98666

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.

Part One		Pre-licensure Community Relations Plan	
<p><u>Step 1:</u> 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.</p> <p>Identify the legislative authority by contacting:</p> <ul style="list-style-type: none"> • 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.) <p>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.</p> <p>Regulatory Reference: WAC 246-341-1005</p>			
Authority Contact	Telephone Number	Email Address	Responsible Person
Lon Pluckhahn-Deputy city Manager	360-487-8623	Lon.Pluckhahn@cityofvancouver.us	Nicole Smith-Mathews
City Council	360-487-8629	Council@cityofvancouver.us	Nicole Smith-Mathews
Aaron Lande- Policy Program Manager	360-487-8600	aaron.lande@cityofvancouver.us	Nicole Smith-Mathews
Eric Holmes- City Manager	360-487-8600	Eric.holmes@cityofvancouver.us	Nicole Smith-Mathews
Kathleen Otto- County Manager	564-397-2232	Kathleen.otto@clark.wa.gov	Nicole Smith-Mathews

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Anna Quintrell- City Liaison	360-487-8604	anna.quintrell@cityofvancouver.us	Nicole Smith-Mathews
Kristian Corbin- Senior Planner, community Development Department	Unknown	Kristian.Corbin@cityofvancouver.us	Nicole Smith-Mathews
Gary.Medvigy- Clark County Council	564-397-2232	gary.medvigy@clark.wa.gov	Nicole Smith-Mathews
Meeting Held With	Date of Meeting	Attendees	Issues and Outcomes
Lon - Deputy City manager Aaron Lande- policy program manager	01/03/2024	Nicole Smith-Mathews, Tamra Kawamoto, Lon Plukhahn, Aaron Lande.	<p>Teams meeting: Introductions, RD explained what we do at Acadia. Discussed intent for OTP inside the jail. Discussed community relations and potential stakeholders that WCHS should reach out to. They gave Acadia contact information for resources in the county. Sent email follow up for Lon to forward to City Director with intent of Acadia going into Clark County jail.</p> <p style="text-align: right;">RECEIVED JUN 06 2024 DOH/HSQA/OCS CREDENTIALING</p>

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City Council

01/16/2024

Email Correspondence/NA

intention to open up an OTP in Clark County Jail early 2024. Nicole Asked for the City Council contact information and proposed a meeting to discuss potential community relations and gave her contact information. This email was forwarded to Lon Pluckhahn by Amanda Delapena (executive Assistant to the Mayor and City Manager) who then reached out to Nicole and set up a meeting via email.

Nicole Smith-Mathews emailed the city council the letter of intent and proposed a meeting to incorporate community needs and asked if there were additional stakeholders Acadia should be reaching out to. No response/meeting

<p>City Council</p> <p>RECEIVED JUN 06 2024 DOH/HSQA/OCS CREDENTIALING</p>	<p>01/30/2024</p>	<p>Email Correspondence/NA</p>	<p>Nicole Smith-Mathews emailed the city council to follow up on previous email for a proposed meeting and see if the council had any questions for Acadia. No response/meeting</p>
<p>City Council</p>	<p>03/01/2024</p>	<p>Email Correspondence/NA</p>	<p>Nicole Smith-Mathews emailed generic council email for follow up on continued email requests to set up a meeting or to seek written approval to move forward with opening the OTP. No response received back.</p>
<p>Anna Lookingbill in relation to City Council</p>	<p>03/01/2024</p>	<p>Email Correspondence/NA</p>	<p>Nicole Smith-Mathews emailed Anna Lookingbill for assistance with contacting and setting up a City Council meeting due to the inability to receive a response for the City. This resulted in an email from David Shook-Clark County</p>

<p>Anna Lookingbill-in relation to the City Council</p> <p>RECEIVED JUN 06 2024 DOH/HSQA/OCS CREDENTIALING</p>	<p>03/25/2024</p>	<p>Email Correspondence/NA</p>	<p>look forward to hearing from them.</p> <p>03/25/2024- Anna Lookingbill email Sarah.Dollar- City Council Assistant a one page memo summarizing the overall project and the proposed presentation for the City Council meeting on April 8th.</p>
<p>Anna Lookingbill-in relation to the City Council</p>	<p>04/02/2024</p>	<p>Email Correspondence/NA</p>	<p>Anna Lookingbill canceled the invitation to the City council meeting. "due to discussions occurring between the city and the county related to what is needed to manage the requirements for the OTP application" on the invite was Bryan Pilakowski and Joe Barnett</p>

<p style="text-align: center;">RECEIVED JUN 06 2024 DOH/HSQA/OCS CREDENTIALING</p>	<p>01/30/20024</p>	<p>Email Correspondence/NA</p>	<p>Nicole Smith-Mathews reached out via email to follow up on letter of intent that was share with him by Lon. Asked if the city had any questions or concerns that should be addressed and proposed to set up a meeting or for Acadia to attend a City council meeting to review questions or discuss community needs.</p>
<p>Eric Holmes- City Manager</p>	<p>03/04/2024</p>	<p>Email Correspondence/NA</p>	<p>David Shook-Clark County jail Director of Jail Services: emailed Eric Holmes and cc Kathleen Otto on the process to get Acadia onto the City Council's Agenda. He provided a brief description of proposed services.</p>
	<p>03/05/2024</p>	<p>Email Correspondence/NA</p>	<p>Eric Holmes responded to David Shook and reported that the letter from Acadia was delivered to the City Council weeks ago with no questions. He invited Acadia to the April 8th Council meeting.</p>

<p>Kathleen Otto- County Manager</p>	<p>01/30/2024</p>	<p>Email Correspondence/NA</p>	<p>Nicole Smith-Mathews emailed Kathleen and introduced herself. Sent letter of intent to open OTP inside of the jail in the upcoming months. Proposed to set up a meeting to discuss any questions or coordination for needs in the community.</p>
<p>Anna Quintell-Community Liaison City of Vancouver</p> <p>RECEIVED JUN 06 2024 DOH/HSQA/OCS CREDENTIALING</p>	<p>02/01/2024</p> <p>02/05/2024</p>	<p>Email Correspondence/NA</p> <p>Email Correspondence/NA</p>	<p>Emailed Anna introduction and letter of intent. Proposed a meeting to discuss community.</p> <p>Anna responded via email. She introduced (via email) Kristian Corbin who is the Senior planner, community Development Department. She also attached our letter of intent.</p>
<p>Kristian Corbin- Senior Planner, Community Development Department.</p>	<p>02/05/2024</p> <p>02/05/2024</p>	<p>Email Correspondence/NA</p> <p>Email Correspondence/NA</p>	<p>Nicole Smith-Mathews emailed Kristian and asked if he would like to set up a meeting to discuss questions or any community needs that Acadia could help with.</p> <p>Kristian responded and we set up a meeting between Kristian and Acadia for 02/08/2024</p>

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	02/13/2024	Email Correspondence/NA	<p>Nicole Smith-Mathews emailed Kristian a revised letter of intent as requested. Kristian responded and stated he would share it with his "team" on 02/14/2024. He reported that there may not be much on the land use review side to do but will provide more guidance after their team meets.</p>
	02/16/2024	Email Correspondence/NA	<p>Kristian emailed back and reported that the use is permitted and since we are "over taking the existing facility", there is nothing more we need to do with them at this time.</p>

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<p>Clark county Council</p>	<p>02/01/2024</p> <p>02/28/2024</p>	<p>Email Correspondence/NA</p> <p>County Council meeting</p>	<p>Nicole Smith-Mathews emailed the county council</p> <p>Via their online webpage. Introduced herself and explained intent to open an OTP inside of the County jail and proposed to have a meeting to answer questions or discuss community needs/concerns.</p> <p>Met with the County council and presented our intent to operate in the jail. Discussed the need for services. City Council stated they are favorable of Acadia starting services inside of the jail.</p>

<p>RECEIVED</p> <p>JUN 06 2024</p> <p>DOH/HSQA/OCS CREDENTIALING</p> <p>Gary Medvigy- Clark County Council Chair/Councilor District 4</p>	<p>02/01/2024</p> <p>02/01/2024</p>	<p>Email Correspondence/NA</p> <p>Email Correspondence/NA</p>	<p>Gary Medvigy responded via email and asked for detailed plans for the jail.</p> <p>Nicole Smith-Mathews responded via email. She attached the letter of intent for Gary and briefly described services that Acadia intends on offering. Informed him that Acadia will work with the re-entry team inside of the jail for coordination of services for the patient after release. Offered to set up a meeting or attend the council meeting to review services and answer questions.</p>

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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
Clark County Jail	Tamra Kawamoto, Nicole Smith-Mathews, Melissa Songer, Kimberly Beltran, Anna Lookingbill, Melissa Songer, Stephanie Ruckman, Reentry Sgt-Barbara Schubach,	11/14/2023	Discussed operational planning and schedule of future meetings.
Wellpath and Clark County Jail	Commander-Kimberly Beltran, Nicole Smith-Mathews, Tamra Kawamoto, Reentry Sgt-Barbara Schubach, Jail transition manager-Anna Lookingbill, Melissa Songer, Stephanie Ruckman, Kenneth Clark	11/29/2023	Operational discussions, conversations about coordination between Wellpath, Clark County Jail and Acadia for the MOUD program. Acadia toured the location of the proposed OTP and

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<p>Kevin McClure- City Prosecutor</p>	<p>Email Correspondence/NA</p>	<p>02/01/2024</p>	<p>Emailed Kevin McClure letter of intent, introduction, and proposed meeting to coordinate services and discuss proposal of future OTP.</p>
<p>Reentry provider meeting</p>	<p>Acadia, Clark County Jail, various community members serving in the OUD setting.</p>	<p>10/26/2023</p>	<p>Tamra Kawamoto attended reentry meeting at Clark County Public Service Center with other community members serving the OUD population. Purpose of this meeting is to facilitate networking and education opportunities for organizations serving adult legal system involved persons. Members in attendance were informed of plans for Vancouver CTC to</p>

<p style="text-align: center;">RECEIVED</p> <p style="text-align: center;">JUN 06 2024</p> <p style="text-align: center;">DOH/HSQA/OCS CREDENTIALING</p> <p>Reentry provider meeting</p>	<p>Tamra Kawamoto/ various community members serving in the OUD setting.</p>	<p>01/25/2024</p>	<p>collaborate with Clark County Jail and open OTP onsite.</p> <p>Tamra Kawamoto attended reentry meeting at Clark County Public Service Center with other community members serving the OUD.</p>
<p>Clark County jail and its stakeholders</p>	<p>Anna Lookingbill, Nicole Smith-Mathews, Wellpath-Nurse, Seamar employee, Clark County Jail employees.</p>	<p>10/12/2023</p>	<p>Discussed renovations of the jail, announced intent for Acadia to have an OTP inside of the Clark County Jail.</p>
<p>WSATOD</p>	<p>WA state OTP providers</p>	<p>01/18/2024</p>	<p>Announced Acadia's plan to open an OTP in Clark County Jail</p>
<p>Dr. Jeff Snell</p>	<p>Email correspondence/ Vancouver Public Schools</p>	<p>01/18/2024</p>	<p>Tamra Kawamoto introduced herself. Sent letter of intent for OTP, and informed him if he had any questions or would like more information to let her know.</p>

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01/18/2024

Dr. Jeff Snell responded that he would share info with the school board.

01/18/2024

Nicole Smith-Mathews volunteered to have a meeting for questions of to discuss any community needs with him or the school board.

01/30/2024

Nicole Smith-Mathews followed up via email on follow up from last email and asked if school board had any questions or if any follow up was needed

01/30/2024

Dr. Jeff Snell responded via email and reported no questions.

01/30/2024

Nicole Smith-Mathews asked if Dr. Snell had any recommendations for Acadia to notify or reach out to

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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
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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

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
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