



**BOARD OF COMMISSIONERS MEETING**  
**In Person and Electronic Meeting**  
**May 18, 2021 at 11:00 AM**

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**AGENDA**

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION**

**AGENDA APPROVAL**

**PUBLIC COMMENT**

*Public comments will be accepted through the following*

*Zoom Meeting <https://us02web.zoom.us/j/3125521102> Meeting ID: 312 552 1102 One tap mobile +16699006833,,3125521102# US (San Jose)*

*There will be a three minute time limit for each person wishing to comment. If you exceed that three minute time limit the meeting controller will mute your line.*

**CONSENT AGENDA** (Routine Matters) Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

1. May 4, 2021 Commission Meeting Minutes Approval
2. Check Register 04/28/2021 to 05/04/2021
3. Consideration and Approval of the contract between the Utah Department of Health and San Juan County for 2019-2023 EPICC- San Juan Health Department Amendment 6, Mike Moulton, Interim Health Officer

**RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

4. Consideration and Approval of the Presentation and Update on the San Juan Counseling FY 22 Area Plan, Tammy Squires, Director of Substance Abuse and Mental Health
5. 2021 Illegal Dumping Notice

## **BUSINESS/ACTION**

6. Consideration and Approval of Resolution Directing That Bill Cooper Be Hired to Assess The 2020 Census Data for San Juan County and, If Needed, Draw New Election District Maps for The County Commission and The School Board Based On That Data. – Commissioner Kenneth Maryboy
7. Consideration and Approval of the Monticello Library & Sorenson Legacy Foundation Grant, Presented by Mikaela Ramsay, Assistant Library Director & Monticello Branch Librarian
8. Consideration and Approval of the contract between the Utah Department of Health (UDOH) and San Juan County for 2022 - 2025 - General Grant - Child Health Evaluation and Care (CHEC) - San Juan, Mike Moulton, Interim Health Officer
9. Consideration and Approval of Amendment No. 3 to the Independent Contractor Agreement Between San Juan County, Utah and Jerry McNeely, Mack McDonald, Chief Administrative Officer

## **PUBLIC HEARING**

10. Consideration and Approval of the Public Safety Remodel and Expansion Application Scope of Work and Funding Request to the Permanent Community Impact Fund Board (CIB) Grant and Loan Program for \$17,984,704, Mack McDonald, Chief Administrative Officer
11. Consideration and Approval of the Application Scope of Work and Funding Request to the Permanent Community Impact Fund Board (CIB) for a \$38,700 Grant for the Spanish Valley Flood Management Study, Mack McDonald, Chief Administrative Officer

## **COMMISSION REPORTS**

### **ADJOURNMENT**

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*



## BOARD OF COMMISSIONERS MEETING

Electronic Meeting  
May 04, 2021 at 11:00 AM

### MINUTES

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**Audio Link can be found at:**      <https://www.utah.gov/pmn/sitemap/notice/673823.html>

#### CALL TO ORDER

#### ROLL CALL

#### PRESENT

Commission Chairman Willie Grayeyes  
Commission Vice-Chair Kenneth Maryboy  
Commissioner Bruce Adams

#### INVOCATION

#### AGENDA APPROVAL

#### Time Stamp 3:50 (audio)

Mack read the agenda into the record. He briefly discussed the items.

There was a discussion regarding a proposed resolution that was not on the agenda. The proposed resolution proposed to hire a consultant to redistrict the school board and commission districts.

After the discussion, a motion to accept the agenda into the record was made by Commission Vice-Chair Maryboy, and seconded by Commissioner Adams.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

#### PUBLIC COMMENT

*Public comments will be accepted through the following*

Zoom Meeting <https://us02web.zoom.us/j/3125521102> Meeting ID: 312 552 1102 One tap mobile +16699006833,,3125521102# US (San Jose)

*There will be a three minute time limit for each person wishing to comment. If you exceed that three minute time limit the meeting controller will mute your line.*

**There were no public comments**

**CONSENT AGENDA** (Routine Matters) Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

**Time Stamp 22:40 (audio)**

Mack reviewed the consent agenda with the commission and discussed each item.

A motion to approve the consent agenda made by Commission Vice-Chair Maryboy and seconded by Commissioner Adams.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

1. April 20, 2021 Commission Meeting Minutes
2. Check Register 04/07/2021 to 04/27/2021
3. Approval of the contract between the Utah Department of Health and San Juan County for Maternal and Child Health FFY 2021 – San Juan County Health Department Amendment 2
4. Approval of the contract between the Utah Department of Health and San Juan Public Health for San Juan County Health Department Tobacco Contract FY21-FY25 Amendment 1
5. Approval of the 2021 Children’s Internet Protection Act Form for County Compliance with Federal and State Requirements
6. Approval of the Library Board's Recommendation to Appoint Tim Shulte as a New Library Board Member Filling a Vacant Position, Nicole Perkins, Library Director
7. Appointment of Dianne Hatch and Geddy Desmond to the La Sal Recreation Board and Staggering Term for Maxine Deeter to 2026
8. Consideration and Approval of the Grant and Funding Request to the State of Utah Department of Transportation Aeronautical Operations Division for the Amount of \$112,000 for the Pavement Preservation Project at the Cal Black Airport.

**RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

## 9. Update on Airplane Usage of Cal Black Airport

**Time Stamp 39:18 (audio)**

Mack reviewed with the commission the usage of the Cal Black airport. He talked about how often planes use the airport as well as maintenance and projects on the airport which are funded by the FFA.

## 10. Retirement and Gifts Policy Discussion – Ann Marie Burgess, Administrative Assistant

**Time Stamp 45:35 (audio)**

Ann Marie presented a proposed policy regarding spending on gifts and retirement. She explained that the policy was put together after discussion with other counties and reviewed what was included in the policy.

Mack also explained that the policy would give guidance on how much money can be spend for retirement and on gifts and stated that the policy would standardize the process across the county.

## 11. 2021 San Juan County CIB Prioritization List Review

**Time Stamp 1:00:50 (audio)**

Mack updated the commission on the 2021 fiscal year of prioritized CIB projects. He read through and discussed the requested projects from each municipality, the county, and regionally and how each request was ranked.

**BUSINESS/ACTION**

## 12. Consideration of and Approval of the Recommended Appointments to the San Juan County Local Homeless Coordinating Committee, Mack McDonald, Chief Administrative Officer

**Time Stamp 1:10:32 (audio)**

Mack presented, for approval, appointments for a county Homeless Coordinating Committee. He explained that efforts have been made to find board members from different entities within San Juan County. Mack presented the names of several individuals to serve on the committee and explained that there are still vacancies positions that have not been filled.

A motion to approve the appointment of committee members was made by Commission Vice-Chair Maryboy and seconded by Commissioner Adams.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

13. Consideration and Approval of the Monticello Library & Southeastern Utah Association of Local Governments Memorandum of Understanding, Mikaela Ramsay, Assistant Library Director & Monticello Branch Librarian

**Time Stamp 1:17:11**

Mikaela presented a MOU for approval. She explained that there were funds left over from a grant that Southeastern Utah Association of Local Governments (SEUALG) had received and that SEUALG wanted to pass \$10,000 of that money to the county to assist with the Coworking Space that the SJ Library is providing for business purposes. Mikaela stated that County Attorney Laws had reviewed and approved of the MOU.

A motion to enter into the MOU was made by Commission Vice-Chair Maryboy and seconded by Commissioner Adams.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

14. 2021 Recreation Funding Distribution Discussion and Allocation Approval, Mack McDonald, Chief Administrative Officer

**Time Stamp 1:20:33**

Mack discussed the distribution of Recreation Funds and talked about an agreement to distribute funds received through PILT money in the amount of \$90,000 per year to different entities within the county. Mack also explained that the \$90,000 is taken from PILT money given to the school district and remaining PILT money is saved in a PTIF account which accumulates interest and is saved in case the PILT money ever goes away. He stated that since 2015, more than \$90,000 has been taken from the account leaving the PTIF account short. Mack then talked about proposed changes to the distribution schedule which would allow the county to maintain contracted distributions and bring the balance of the account back up. Commissioner Adams also provided clarity to the use of the PILT money.

A motion was made by Commissioner Adams to accept the distribution recommendations by the County Administrator. The motion was seconded by Commission Vice-Chair Maryboy.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

15. Consideration and Approval of the contract between the Utah Department of Health and San Juan County for COVID Community Partnership Project - San Juan County Health Department Amendment 1, Mike Moulton, Interim Health Officer

**Time Stamp 1:44:11**

Mike Moulton presented an amendment to the contract between the county and Utah Department of Health. He explained that the amount of the contract was amended from \$27,158.40 to \$51,147.80 through the end of July 2021.

A motion to approve the amended contract was made by Commissioner Adams and seconded by Commission Chairman Grayeyes.

Voting Yea: Commission Chairman Grayeyes, Commissioner Adams

16. Consideration and Approval of the Beaver Creek Restoration Project Revision Support Letter, Nick Sandberg, Public Lands Coordinator

**Time Stamp 1:47:50**

Nick presented a letter of support of the revised proposal from the Forest Service. Nick explained that the commission had previously discussed road rehabilitation of the Beaver Creek road. He explained that the Forest Service has revised the proposal to allow for an additional 15 day comment period. Nick also discussed the different improvements and restoration efforts to the road and stated that the county would contract with the Forest Service to improve and restore the road.

A motion by Commissioner Adams was made to approve the comment letter. The motion failed for lack of a second.

17. Consideration and Approval of the Morning Sun Financial Services Agreement, Tammy Gallegos, Aging Services Director

**Time Stamp 2:06:14**

Tammy Gallegos presented an agreement between the county and Morning Sun to allow payments for providers to be processed through Medicaid which would bring the county in compliance with Medicaid's standards.

A motion to approve the agreement was made by Commissioner Adams and seconded by Commission Vice-Chair Maryboy.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

**COMMISSION REPORTS:**

**Time Stamp 2:08:30**

**Commissioner Grayeyes** - Commissioner Grayeyes talked about the visit to Piute Mesa by several officials.

**Commissioner Adams** - Commissioner Adams discussed the visit to Piute Mesa and said that it was a good experience for all that attended. He reported that next week he will attend the UAC conference next week.

**Commissioner Maryboy** - Commissioner Maryboy had nothing to report.

**ADJOURNMENT**

Motion made by Commission Vice-Chair Maryboy, Seconded by Commissioner Adams.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

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APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_



**San Juan County  
Check Register  
General Fund Checking - Zions 566101143 - 04/28/2021 to 05/04/2021**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Adams, Bruce	117967	TF20210503132	05/03/2021	05/04/2021	381.00	Travel Reimbursement	104111230 - Travel Expense
					<b>\$381.00</b>		
Allstate Insurance	117968	C044319700	04/30/2021	05/04/2021	3,172.67	Employee benefits	102237000 - Allstate
Allstate Insurance	117968	C045236000	04/30/2021	05/04/2021	3,448.28	Employee benefits	102237000 - Allstate
					\$6,620.95		
					<b>\$6,620.95</b>		
Amerigas Propane LP	117969	804993615	05/03/2021	05/04/2021	217.55	200795243	104672270 - Utilities
					<b>\$217.55</b>		
Ancient Wayves River and Hiking	117970	1008	05/03/2021	05/04/2021	170.16	SJC EC DEV	104193480 - Special Department Su
					<b>\$170.16</b>		
Blanding City	117971	BC04252021	04/25/2021	05/04/2021	801.30	553343140 - San Juan Public Health	255007.270 - Indirect Admin Utilities
Blanding City	117971	BC20210305014	05/03/2021	05/04/2021	277.14	SJC EMS	264350270 - Utilities
Blanding City	117971	BC20210429171	04/30/2021	05/04/2021	1,438.48	551750001 - 1049 S Main	214414270 - Utilities
Blanding City	117971	bc20210429171	04/30/2021	05/04/2021	75.29	551750001 - 1091 S MAIN ST	214414270 - Utilities
Blanding City	117971	BC20210430131	05/03/2021	05/04/2021	588.31	SJC Senior Center	104672270 - Utilities
					\$3,180.52		
					<b>\$3,180.52</b>		
Blue Mountain Foods	117972	113623	05/03/2021	05/04/2021	112.94	SJC Sheriff Dept.	104215620 - Miscellaneous Service
					<b>\$112.94</b>		
Blue Mountain Meats Inc.	117973	391171	04/30/2021	05/04/2021	745.01	SJC Aging	104678328 - Meals - La Sal
Blue Mountain Meats Inc.	117973	401042	04/30/2021	05/04/2021	392.25	SJC Aging	104678328 - Meals - La Sal
					\$1,137.26		
					<b>\$1,137.26</b>		
Brantley Distributing LLC.	117974	PI0004956	04/30/2021	05/04/2021	3,425.00	SJC Road	214412250 - Equipment Operation
					<b>\$3,425.00</b>		
Burgess, Ann Marie	117975	PR20210430072	04/30/2021	05/04/2021	40.00	Purchase Reimbursement	104134330 - Employee Education
Burgess, Ann Marie	117975	PR20210430072	04/30/2021	05/04/2021	55.00	Purchase Reimbursement	104134310 - Professional and Tech
Burgess, Ann Marie	117975	PR20210430072	04/30/2021	05/04/2021	55.95	Purchase Reimbursement	104134310 - Professional and Tech
					\$150.95		
					<b>\$150.95</b>		
Carolina Software	117976	79089	05/03/2021	05/04/2021	600.00	SJC Landfill	574424210 - Subscriptions and Me
					<b>\$600.00</b>		
Certified Laboratories	117977	7344807	04/30/2021	05/04/2021	355.70	SJC Road Dept.	214412250 - Equipment Operation
					<b>\$355.70</b>		
Child Support Services	117978	CSS2021043007	04/26/2021	05/04/2021	924.00	Scott Burgess C000926263	102229000 - Other Deductions Paya

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Child Support Services	117978	CSS2021043007	04/26/2021	05/04/2021	985.50	Ryan Norman C001361546	102229000 - Other Deductions Paya
Child Support Services	117978	CSS2021043007	04/26/2021	05/04/2021	430.94	Corey Workman C001392403	102229000 - Other Deductions Paya
					\$2,340.44		
					<b>\$2,340.44</b>		
Cintas Corporation #108	117979	4082076888	04/30/2021	05/04/2021	34.80	SJC Road Dept	214414260 - Buildings and Grounds
Cintas Corporation #108	117979	4082076888	04/30/2021	05/04/2021	44.55	SJC Road Dept	102229000 - Other Deductions Paya
Cintas Corporation #108	117979	4082724638	04/30/2021	05/04/2021	34.80	SJC Road Dept	214414260 - Buildings and Grounds
Cintas Corporation #108	117979	4082724638	04/30/2021	05/04/2021	44.55	SJC Road Dept	102229000 - Other Deductions Paya
					\$158.70		
					<b>\$158.70</b>		
Davis, Eric	117980	EV20210429171	04/30/2021	05/04/2021	14.00	Travel Reimbursement	214414230 - Travel Expense
					<b>\$14.00</b>		
Desert Mountain Corporation	117981	20-81486	04/30/2021	05/04/2021	8,374.47	SJC Road Dept.	214414410 - Road Supplies
					<b>\$8,374.47</b>		
Dolores County Road Dept.	117982	DC20210429171	04/26/2021	05/04/2021	8,600.00	SJC Road Dept	214415615 - Contracts
					<b>\$8,600.00</b>		
Dominion Energy	117983	DE20210430072	04/26/2021	05/04/2021	188.81	3153860000 264 S 100 E	104161270 - Utilities
Dominion Energy	117983	DE20210430072	04/26/2021	05/04/2021	2,133.94	6353860000 297 S Main	104166270 - Utilities
Dominion Energy	117983	DE20210430072	04/26/2021	05/04/2021	1,293.71	6843860000 117 S Main	104161270 - Utilities
Dominion Energy	117983	DE20210430072	04/26/2021	05/04/2021	263.90	7643860000 80 N Main St	724167270 - Utilities
Dominion Energy	117983	DE20210430072	04/26/2021	05/04/2021	159.79	2922180000 835 E Central Book	104161270 - Utilities
					\$4,040.15		
					<b>\$4,040.15</b>		
Draper, Sheila	117984	Brochures1	05/03/2021	05/04/2021	75.00	Brochures	104193310 - Professional and Tech
					<b>\$75.00</b>		
EFTPS - IRS	EFT	PR041621-575	04/28/2021	04/30/2021	30.01	Federal Income Tax	102222000 - Federal Tax W/H Paya
EFTPS - IRS	EFT	PR041621-575	04/28/2021	04/30/2021	39.04	Medicare Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR041621-575	04/28/2021	04/30/2021	166.90	Social Security Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR041621-575	04/30/2021	04/30/2021	3,254.02	Medicare Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR041621-575	04/30/2021	04/30/2021	5,678.09	Federal Income Tax	102222000 - Federal Tax W/H Paya
EFTPS - IRS	EFT	PR041621-575	04/30/2021	04/30/2021	13,913.94	Social Security Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR043021-575	04/30/2021	04/30/2021	7,832.96	Medicare Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR043021-575	04/30/2021	04/30/2021	18,663.73	Federal Income Tax	102222000 - Federal Tax W/H Paya
EFTPS - IRS	EFT	PR043021-575	04/30/2021	04/30/2021	33,492.72	Social Security Tax	102221000 - FICA Payable
					\$83,071.41		
					<b>\$83,071.41</b>		
Empire Electric Assoc. Inc.	117985	1001707646	04/30/2021	05/04/2021	4,134.13	9579024 - 297 S Main	104161270 - Utilities
					<b>\$4,134.13</b>		

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Equitable Financial Equi-vest	117986	E202104300728	04/26/2021	05/04/2021	360.00	Payroll Deductions	102225000 - Equivest
					<b>\$360.00</b>		
Federal Aviation Administration	117987	FAA2021050313	05/03/2021	05/04/2021	23,347.44	21AC00044418 CAL BLACK INSPEC	105430620 - Miscellaneous Service
					<b>\$23,347.44</b>		
Four Corners Welding & Gas	117988	CC361131	04/26/2021	05/04/2021	238.00	SJC Road Dept	214412250 - Equipment Operation
					<b>\$238.00</b>		
Frontier	117989	FC20210429171	04/30/2021	05/04/2021	332.92	435-678-2429-030173-8	214414280 - Telephone
Frontier	117989	FC20210430072	04/30/2021	05/04/2021	4,504.56	435-587-1004-041002-8	104150280 - Telephone
					\$4,837.48		
					<b>\$4,837.48</b>		
GBS Benefits Inc	117990	GBS2021043007	04/30/2021	05/04/2021	12,000.00	Consulting	104965620 - Miscellaneous Service
					<b>\$12,000.00</b>		
Hoggard, Jeremy	117991	TF20210503132	05/03/2021	05/04/2021	110.00	Travel Reimbursement	264350230 - Travel Expense
					<b>\$110.00</b>		
Honecker, Christopher	117992	EV20210429172	04/30/2021	05/04/2021	279.00	Travel Reimbursement	214414230 - Travel Expense
					<b>\$279.00</b>		
Hughes Network Systems LLC	117993	B1-375546364	05/03/2021	05/04/2021	128.88	SJC Landfill	574424270 - Utilities
					<b>\$128.88</b>		
Hurst, Val	117994	EV20210429171	04/26/2021	05/04/2021	279.00	Travel Reimbursement	214414230 - Travel Expense
					<b>\$279.00</b>		
ImageNet Consulting LLC	117995	CNIN127083FA	05/03/2021	05/04/2021	176.83	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	117995	CNIN127084FA	05/03/2021	05/04/2021	153.31	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	117995	CNIN129097FA	05/03/2021	05/04/2021	152.01	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	117995	CNIN129098FA	05/03/2021	05/04/2021	176.83	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	117995	CNIN130897FA	05/03/2021	05/04/2021	88.83	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	117995	CNIN130898FA	05/03/2021	05/04/2021	38.56	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	117995	CNIN132433FA	04/26/2021	05/04/2021	13.18	SJC Non Dept	104150240 - Office Expense
					\$799.55		
					<b>\$799.55</b>		
Jones & Demille Engineering	117996	0124813	05/03/2021	05/04/2021	2,136.75	Navajo Mtn Spring Line Rehab	104850623 - UNRF Projects
					<b>\$2,136.75</b>		
Lincoln National Life Insurance Co	117997	4242293024	04/30/2021	05/04/2021	1,300.10	Life Insurance Benefits	102236000 - Lincoln Financial
Lincoln National Life Insurance Co	117997	4242293024	04/30/2021	05/04/2021	4,586.60	Life Insurance Benefits	104965135 - Life Insurance Premium
					\$5,886.70		
					<b>\$5,886.70</b>		

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McNeely, Jerry	117998	RI0501211	05/01/2021	05/04/2021	1,200.00		104112310 - Professional and Tech
					<b>\$1,200.00</b>		
MetLife Group Benefits	117999	ML20210430073	04/30/2021	05/04/2021	8,682.10	Dental Customer # 5955986	104965134 - Health Insurance
					<b>\$8,682.10</b>		
Mexican Hat Special Serv Dist.	118000	421-24	05/03/2021	05/04/2021	71.33	sjc Fire/	104225270 - Utilities
Mexican Hat Special Serv Dist.	118000	RI0501212	05/01/2021	05/04/2021	500.00	Monthly USDA Loan Payment	104850915 - Transfers to Other Unit
					\$571.33		
					<b>\$571.33</b>		
Moab Heat-N-Cool	118001	V21945	04/30/2021	05/04/2021	8,490.39	SJC ADMIN	105430260 - Buildings and Grounds
					<b>\$8,490.39</b>		
Monsen Engineering Company	118002	PM-INV007007	04/30/2021	05/04/2021	4,747.50	SJC Surveyor	103440000 - Monument Preservatio
					<b>\$4,747.50</b>		
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	56.92	SJC All Accounts	104225270 - Utilities
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	56.92	SJC All Accounts	104225270 - Utilities
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	60.00	SJC All Accounts	104165270 - Utilities
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	110.00	SJC All Accounts	724167270 - Utilities
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	126.92	SJC All Accounts	104620270 - Utilities
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	192.67	SJC All Accounts	104161270 - Utilities
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	212.32	SJC All Accounts	214414270 - Utilities
Monticello City	118003	MC20210503132	05/03/2021	05/04/2021	1,621.12	SJC All Accounts	104166270 - Utilities
Monticello City	118003	MC20210503194	05/03/2021	05/04/2021	133.08	SJC Ambulance	264350270 - Utilities
					\$2,569.95		
					<b>\$2,569.95</b>		
Monticello High School	118004	1097	04/20/2021	05/04/2021	40.00	Food Handler's Cards	255740.310 - State LHD Eviron Prof
Monticello High School	118004	1098	04/21/2021	05/04/2021	15.00	Food Handler's Cards	255740.310 - State LHD Eviron Prof
Monticello High School	118004	1099	04/27/2021	05/04/2021	25.00	Food Handler's Cards	255740.310 - State LHD Eviron Prof
Monticello High School	118004	1100	04/29/2021	05/04/2021	10.00	Food Handler's Cards	255740.310 - State LHD Eviron Prof
					\$90.00		
					<b>\$90.00</b>		
Monticello Mercantile	118005	C202831	04/30/2021	05/04/2021	1.00	SJC Public Safety	104166260 - Buildings and Grounds
Monticello Mercantile	118005	C206409	04/30/2021	05/04/2021	6.49	SJC Maintenance	104161251 - Gas, Oil and Grease
Monticello Mercantile	118005	C206886	04/30/2021	05/04/2021	14.99	SJC Maintenance	104161610 - Miscellaneous Supplie
Monticello Mercantile	118005	C207567	04/26/2021	05/04/2021	2.36	SJC Maintenance	104161610 - Miscellaneous Supplie
Monticello Mercantile	118005	C207707	04/26/2021	05/04/2021	5.99	SJC Maintenance	104161610 - Miscellaneous Supplie
					\$30.83		
					<b>\$30.83</b>		
Morgan, Happy	118006	RI0501213	05/01/2021	05/04/2021	10,500.00		104126310 - Professional and Tech
					<b>\$10,500.00</b>		

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Motor Parts	118007	782180	05/03/2021	05/04/2021	220.01	SJC Landfill	574424250 - Equipment Operation
					<b>\$220.01</b>		
Mountainland Supply Co	118008	S103993589.002	05/03/2021	05/04/2021	20.26	SJC LANDFILL	574424260 - Buildings and Grounds
					<b>\$20.26</b>		
National Benefit Services LLC	118009	798307	04/30/2021	05/04/2021	91.50	FSA Plan Admin Fees	104965140 - Other Employee Benefi
National Benefit Services LLC	118009	CP281195	04/26/2021	05/04/2021	6,560.62	FSA Plan	102227000 - Health Care Reimburs
					\$6,652.12		
					<b>\$6,652.12</b>		
Navajo Tribal UtilityAuthority	118010	34001326146	04/30/2021	05/04/2021	191.90	60378370- 300 N 1200 E TVBOST	104574270 - Utilities
Navajo Tribal UtilityAuthority	118010	34001326148	04/30/2021	05/04/2021	5.09	60378372 Abt HWY 162	104850730 - Improvements Other T
Navajo Tribal UtilityAuthority	118010	34001326149	04/30/2021	05/04/2021	4.56	60378373 - Abt State Road 162	104850730 - Improvements Other T
Navajo Tribal UtilityAuthority	118010	39000893212	04/30/2021	05/04/2021	158.20	60378369 12MLS N MEX WTR CHPT N COM	104574270 - Utilities
					\$359.75		
					<b>\$359.75</b>		
Nicholas & Company	118011	7549285	05/03/2021	05/04/2021	1,522.31	SJC Aging	104678323 - Meals - Monticello
Nicholas & Company	118011	7549287	05/03/2021	05/04/2021	728.97	SJC Aging	104678325 - Meals - Blanding
Nicholas & Company	118011	7549296	05/03/2021	05/04/2021	739.92	SJC Aging	104678328 - Meals - La Sal
					\$2,991.20		
					<b>\$2,991.20</b>		
Office Depot	118012	168081394001	05/03/2021	05/04/2021	31.64	SJC Sheriff	104230240 - Office Expense
Office Depot	118012	168083669001	05/03/2021	05/04/2021	30.66	SJC Sheriff	104230240 - Office Expense
Office Depot	118012	168083669001	05/03/2021	05/04/2021	278.30	SJC Sheriff	104150240 - Office Expense
					\$340.60		
					<b>\$340.60</b>		
Packard Wholesale Co.	118013	INV164128	04/30/2021	05/04/2021	95.60	SJC Admin Building	104161240 - Office Expense
Packard Wholesale Co.	118013	INV164942	05/03/2021	05/04/2021	113.26	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118013	INV164988	05/03/2021	05/04/2021	402.39	SJC Aging	104678328 - Meals - La Sal
Packard Wholesale Co.	118013	INV165369	05/03/2021	05/04/2021	462.95	SJC Aging	104678328 - Meals - La Sal
					\$1,074.20		
					<b>\$1,074.20</b>		
Public Employees Heath Program	118014	PEHP20210430	04/30/2021	05/04/2021	34.58	Active Employee Premiun	104230310 - Professional and Tech
					<b>\$34.58</b>		
Pugh, Teryl	118015	029599	05/03/2021	05/04/2021	315.00	SJC Landfill	574424260 - Buildings and Grounds
					<b>\$315.00</b>		
Redd Mechanical	118016	3043	04/30/2021	05/04/2021	4,000.00	SJC LIBRARY	724168260 - Buildings and Grounds
					<b>\$4,000.00</b>		

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Redd's Ace Hardware	118017	405815	05/03/2021	05/04/2021	193.80	SJC Landfill	574424260 - Buildings and Grounds
Redd's Ace Hardware	118017	406212	05/03/2021	05/04/2021	479.40	SJC Landfill	574424260 - Buildings and Grounds
Redd's Ace Hardware	118017	406277	04/30/2021	05/04/2021	115.57	SJC Sheriff	104163260 - Buildings and Grounds
Redd's Ace Hardware	118017	406526	05/03/2021	05/04/2021	127.94	SJC Sheriff	104230350 - State Prisoner Expens
Redd's Ace Hardware	118017	406770	04/30/2021	05/04/2021	49.50	SJC Library	724168260 - Buildings and Grounds
Redd's Ace Hardware	118017	406778	04/30/2021	05/04/2021	23.12	SJC Library	724168260 - Buildings and Grounds
Redd's Ace Hardware	118017	406800	04/30/2021	05/04/2021	7.46	SJC Library	724168260 - Buildings and Grounds
					<u>\$996.79</u>		
					<b>\$996.79</b>		
Rocky Mountain Power	118018	RMP202104300	04/30/2021	05/04/2021	130.46	59288636-0037 Mexican Hat TV	104574270 - Utilities
					<u>\$130.46</u>		
					<b>\$130.46</b>		
Roughrock Aviation LLC	118019	RI0501214	05/01/2021	05/04/2021	6,500.00		105430615 - Contracts
					<u>\$6,500.00</u>		
					<b>\$6,500.00</b>		
San Juan Building Supply Inc.	118020	2104-163448	04/30/2021	05/04/2021	30.91	SJC Library	724168260 - Buildings and Grounds
San Juan Building Supply Inc.	118020	2104-163493	04/30/2021	05/04/2021	189.90	SJC Library	724168260 - Buildings and Grounds
San Juan Building Supply Inc.	118020	2104-163648	04/30/2021	05/04/2021	126.36	SJC Maintenance	104166260 - Buildings and Grounds
					<u>\$347.17</u>		
					<b>\$347.17</b>		
San Juan Record	118021	SJPHLTH0421	04/30/2021	05/04/2021	138.00	SJC Public Health	255299.220 - COVID Vaccine Non-
					<u>\$138.00</u>		
					<b>\$138.00</b>		
SEUALG	118022	20215	05/03/2021	05/04/2021	5,000.00	EUTV DUES	104150210 - Subscriptions and Me
					<u>\$5,000.00</u>		
					<b>\$5,000.00</b>		
Simpleview LLC	118023	CI_13425	04/26/2021	05/04/2021	425.00	SJC Econ Dev and Visitor Services	104193210 - Subscriptions and Me
					<u>\$425.00</u>		
					<b>\$425.00</b>		
Snap-on Credit LLC	118024	SOC202104291	04/30/2021	05/04/2021	1,299.00	SJC Road 125501189	214412210 - Subscriptions and Me
Snap-on Credit LLC	118024	SOC202104291	04/30/2021	05/04/2021	1,299.00	SJC Road 125501189	214412210 - Subscriptions and Me
					<u>\$2,598.00</u>		
					<b>\$2,598.00</b>		
Southwest Colorado TV	118025	04-28-2021	05/03/2021	05/04/2021	2,000.00	Contract Services	104574615 - Contracts
					<u>\$2,000.00</u>		
					<b>\$2,000.00</b>		
Standby Safety Services Inc	118026	9785	04/30/2021	05/04/2021	42.40	PSB	104166740 - Equipment Purchases
					<u>\$42.40</u>		
					<b>\$42.40</b>		
SWANA Beehive Chapter	118027	2022-1164724	05/03/2021	05/04/2021	228.00	SJC Landfill	574424210 - Subscriptions and Me
					<u>\$228.00</u>		
					<b>\$228.00</b>		
U.S. Bank Corporate Payment	118028	CC20210422134	05/03/2021	05/04/2021	55.26	4246-0470-0056-1370 Kent Cantrell	104147240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210422134	05/03/2021	05/04/2021	86.82	4246-0470-0056-1370 Kent Cantrell	104147620 - Miscellaneous Service

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U.S. Bank Corporate Payment	118028	CC20210422134	05/03/2021	05/04/2021	48.04	4246-0470-0089-6974 Natalie Randall	104193210 - Subscriptions and Me
U.S. Bank Corporate Payment	118028	CC20210422134	05/03/2021	05/04/2021	85.30	4246-0446-5223-5494 Aspen Draper	104193240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210422134	05/03/2021	05/04/2021	765.73	4246-0470-0107-1528 Allison Yamamoto-Spa	104193480 - Special Department Su
U.S. Bank Corporate Payment	118028	CC20210422142	05/03/2021	05/04/2021	213.78	4246-0446-5302-1950 Todd Adair	214414230 - Travel Expense
U.S. Bank Corporate Payment	118028	CC20210422142	05/03/2021	05/04/2021	220.00	4246-0446-5302-1950 Todd Adair	214414330 - Employee Education
U.S. Bank Corporate Payment	118028	CC20210423153	05/03/2021	05/04/2021	46.97	4246-0470-0106-9233 Tammy Gallegos	104255240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210423153	05/03/2021	05/04/2021	60.98	4246-0470-0106-9233 Tammy Gallegos	104671240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210423153	05/03/2021	05/04/2021	66.42	4246-0470-0106-9233 Tammy Gallegos	104673610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118028	CC20210423153	05/03/2021	05/04/2021	165.87	4246-0470-0106-9233 Tammy Gallegos	104220610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118028	CC20210423153	05/03/2021	05/04/2021	334.25	4246-0470-0106-9233 Tammy Gallegos	104255610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118028	CC20210423153	05/03/2021	05/04/2021	560.00	4246-0470-0106-9233 Tammy Gallegos	104682330 - Employee Education
U.S. Bank Corporate Payment	118028	CC20210423153	05/03/2021	05/04/2021	646.96	4246-0470-0106-9233 Tammy Gallegos	104678328 - Meals - La Sal
U.S. Bank Corporate Payment	118028	CC20210426081	05/03/2021	05/04/2021	26.69	4246-0446-5312-8805 Scott Burgess	264350210 - Subscriptions and Me
U.S. Bank Corporate Payment	118028	CC20210426081	05/03/2021	05/04/2021	349.51	4246-0446-5312-8805 Scott Burgess	264350330 - Employee Education
U.S. Bank Corporate Payment	118028	CC20210426161	05/03/2021	05/04/2021	15.13	4246-0400-1740-8495 Marsha Shumway	104230480 - Kitchen Food
U.S. Bank Corporate Payment	118028	CC20210426161	05/03/2021	05/04/2021	108.53	4246-0400-1740-8495 Marsha Shumway	104230230 - Travel Expense
U.S. Bank Corporate Payment	118028	CC20210426161	05/03/2021	05/04/2021	125.00	4246-0400-1740-8495 Marsha Shumway	104210250 - Equipment Operation
U.S. Bank Corporate Payment	118028	CC20210426161	05/03/2021	05/04/2021	659.61	4246-0400-1740-8495 Marsha Shumway	104230350 - State Prisoner Expens
U.S. Bank Corporate Payment	118028	CC20210428132	05/03/2021	05/04/2021	14.78	4246-0400-1991-8350 John David Nielson	254310240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	7.20	4246-0470-0080-1867 Monica Alvarado	214414241 - Postage
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	18.31	4246-0470-0080-1867 Monica Alvarado	104256260 - Buildings and Grounds
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	125.00	4246-0470-0080-1867 Monica Alvarado	104256210 - Subscriptions and Me
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	139.12	4246-0470-0080-1867 Monica Alvarado	104256480 - Special Department Su
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	192.67	4246-0470-0080-1867 Monica Alvarado	214414240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	211.60	4246-0470-0080-1867 Monica Alvarado	214414480 - Special Department Su
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	320.37	4246-0470-0080-1867 Monica Alvarado	104256250 - Equipment Operation
U.S. Bank Corporate Payment	118028	CC20210429171	05/03/2021	05/04/2021	1,063.12	4246-0470-0080-1867 Monica Alvarado	214412250 - Equipment Operation
U.S. Bank Corporate Payment	118028	CC20210430102	05/03/2021	05/04/2021	48.94	4246-0446-5118-0295 Mack McDonald	104111610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118028	CC20210430102	05/03/2021	05/04/2021	64.05	4246-0446-5118-0295 Mack McDonald	104113210 - Subscriptions and Me
U.S. Bank Corporate Payment	118028	CC20210430102	05/03/2021	05/04/2021	220.00	4246-0446-5118-0295 Mack McDonald	104113330 - Employee Education
U.S. Bank Corporate Payment	118028	CC20210430102	05/03/2021	05/04/2021	285.78	4246-0446-5118-0295 Mack McDonald	104113240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210430102	05/03/2021	05/04/2021	612.37	4246-0446-5118-0295 Mack McDonald	104146230 - Travel Expense
U.S. Bank Corporate Payment	118028	CC20210430105	05/03/2021	05/04/2021	116.78	4246-0470-0125-7788 Nicole Perkins	724581240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210430105	05/03/2021	05/04/2021	118.41	4246-0470-0125-7788 Nicole Perkins	724581241 - Postage
U.S. Bank Corporate Payment	118028	CC20210430105	05/03/2021	05/04/2021	320.64	4246-0470-0125-7788 Nicole Perkins	724581740 - Equipment Purchases
U.S. Bank Corporate Payment	118028	CC20210430105	05/03/2021	05/04/2021	3,185.52	4246-0470-0125-7788 Nicole Perkins	724581480 - Collection Developmen
U.S. Bank Corporate Payment	118028	CC20210430123	05/03/2021	05/04/2021	1,720.00	4246-0470-0118-9890 - Jay Begay	104211610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118028	CC20210430123	05/03/2021	05/04/2021	2,118.00	4246-0470-0118-9890 - Jay Begay	104211230 - Travel Expense
U.S. Bank Corporate Payment	118028	CC20210430123	05/03/2021	05/04/2021	-69.30	4246-0470-0087-8873 Bruce Bushore	104151480 - Special Department Su
U.S. Bank Corporate Payment	118028	CC20210430123	05/03/2021	05/04/2021	35.03	4246-0470-0087-8873 Bruce Bushore	104151241 - Postage
U.S. Bank Corporate Payment	118028	CC20210430123	05/03/2021	05/04/2021	53.95	4246-0470-0087-8873 Bruce Bushore	104151240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20210430123	05/03/2021	05/04/2021	561.35	4246-0470-0087-8873 Bruce Bushore	104151480 - Special Department Su
U.S. Bank Corporate Payment	118028	CC20210430123	05/03/2021	05/04/2021	595.00	4246-0470-0087-8873 Bruce Bushore	104151620 - Miscellaneous Service
U.S. Bank Corporate Payment	118028	CC20210503090	05/03/2021	05/04/2021	-7,798.00	4246-0470-0071-7485 Alan Freestone	104210620 - Miscellaneous Service
U.S. Bank Corporate Payment	118028	CC20210503090	05/03/2021	05/04/2021	14.86	4246-0470-0071-7485 Alan Freestone	104210210 - Subscriptions and Me
U.S. Bank Corporate Payment	118028	CC20210503090	05/03/2021	05/04/2021	124.85	4246-0470-0071-7485 Alan Freestone	104210330 - Employee Education
U.S. Bank Corporate Payment	118028	CC20212601030	05/03/2021	05/04/2021	17.49	4246-0470-0113-7634 Mikaela Ramsay	724581620 - Special Programs
U.S. Bank Corporate Payment	118028	CC20212601030	05/03/2021	05/04/2021	18.00	4246-0470-0113-7634 Mikaela Ramsay	724581610 - Miscellaneous Supplie

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U.S. Bank Corporate Payment	118028	CC20212601030	05/03/2021	05/04/2021	46.89	4246-0470-0113-7634 Mikaela Ramsay	724581250 - Computer Maintenanc
U.S. Bank Corporate Payment	118028	CC20212601030	05/03/2021	05/04/2021	60.00	4246-0470-0113-7634 Mikaela Ramsay	724581330 - Employee Education
U.S. Bank Corporate Payment	118028	CC20212601030	05/03/2021	05/04/2021	62.95	4246-0470-0113-7634 Mikaela Ramsay	724581241 - Postage
U.S. Bank Corporate Payment	118028	CC20212601030	05/03/2021	05/04/2021	72.16	4246-0470-0113-7634 Mikaela Ramsay	724581240 - Office Expense
U.S. Bank Corporate Payment	118028	CC20212601030	05/03/2021	05/04/2021	540.17	4246-0470-0113-7634 Mikaela Ramsay	724581480 - Collection Developmen
U.S. Bank Corporate Payment	118028	USBank041221	04/12/2021	05/04/2021	4.00	4246-0446-5400-2744 Carver Black	255007.240 - Indirect Admin Office
U.S. Bank Corporate Payment	118028	USBank041221	04/12/2021	05/04/2021	12.64	4246-0446-5400-2744 Carver Black	255620.241 - DEQ Water Quality Po
U.S. Bank Corporate Payment	118028	USBank041221	04/12/2021	05/04/2021	28.82	4246-0446-5400-2744 Carver Black	255220.310 - CSHCN Professional
U.S. Bank Corporate Payment	118028	USBank041221	04/12/2021	05/04/2021	32.01	4246-0446-5400-2744 Carver Black	255007.242 - Indirect Admin Softwar
U.S. Bank Corporate Payment	118028	USBank041221	04/12/2021	05/04/2021	50.00	4246-0446-5400-2744 Carver Black	255007.241 - Indirect Admin Postag
U.S. Bank Corporate Payment	118028	USBank041221	04/12/2021	05/04/2021	56.49	4246-0446-5400-2744 Carver Black	255007.241 - Indirect Admin Postag
U.S. Bank Corporate Payment	118028	USBank041221	04/12/2021	05/04/2021	289.99	4246-0446-5400-2744 Carver Black	255007.240 - Indirect Admin Office
					<b>\$10,352.86</b>		
					<b>\$10,352.86</b>		
Utah Navajo Health System	118029	RI0501215	05/01/2021	05/04/2021	165.00		724581915 - Transfers to Other Unit
					<b>\$165.00</b>		
Utah Retirement Systems	EFT	PR032821-3952	04/09/2021	04/30/2021	65.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR032821-3952	04/09/2021	04/30/2021	65.49	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR032821-3952	04/09/2021	04/30/2021	84.51	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR032821-3952	04/09/2021	04/30/2021	1,332.82	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR032821-3952	04/09/2021	04/30/2021	20,331.45	State Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041121-3952	04/23/2021	04/30/2021	65.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041121-3952	04/23/2021	04/30/2021	65.49	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041121-3952	04/23/2021	04/30/2021	84.51	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041121-3952	04/23/2021	04/30/2021	1,332.82	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041121-3952	04/23/2021	04/30/2021	20,331.46	State Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041621-3952	04/30/2021	04/30/2021	100.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041621-3952	04/30/2021	04/30/2021	1,141.22	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041621-3952	04/30/2021	04/30/2021	11,920.25	State Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR043021-3952	04/30/2021	04/30/2021	191.91	State Retirement - Post Retired	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR043021-3952	04/30/2021	04/30/2021	220.00	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR043021-3952	04/30/2021	04/30/2021	674.63	401k Retirement - Post Retired	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR043021-3952	04/30/2021	04/30/2021	1,130.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR043021-3952	04/30/2021	04/30/2021	2,309.66	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR043021-3952	04/30/2021	04/30/2021	6,886.88	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR043021-3952	04/30/2021	04/30/2021	42,583.96	State Retirement	102224000 - Retirement Payable
					<b>\$110,917.06</b>		
					<b>\$110,917.06</b>		
Utah Telehealth Network	118030	35934	04/30/2021	05/04/2021	481.00	San Juan Public Health	255007.280 - Indirect Admin Teleph
					<b>\$481.00</b>		
Verizon Wireless	118031	9877583091	04/30/2021	05/04/2021	296.89	265507612-00001	264350280 - Telephone
Verizon Wireless	118031	9877583092	04/30/2021	05/04/2021	53.29	265507612-00002	104113280 - Telephone
Verizon Wireless	118031	9877583093	05/03/2021	05/04/2021	53.29	265507612-00003	104151280 - Telephone



**San Juan County  
Check Register  
General Fund Checking - Zions 566101143 - 04/28/2021 to 05/04/2021**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Verizon Wireless	118031	9877583105	04/30/2021	05/04/2021	146.59	265508664-00001	214414280 - Telephone
Verizon Wireless	118031	9877592507	05/03/2021	05/04/2021	100.57	365506834-00001	104225280 - Telephone
Verizon Wireless	118031	9877611031	04/30/2021	05/04/2021	77.62	565508016-00001	104161280 - Telephone
Verizon Wireless	118031	9877620410	05/03/2021	05/04/2021	966.55	665507629-00001	104230280 - Telephone
Verizon Wireless	118031	9877620412	05/03/2021	05/04/2021	576.67	665507629-00004	104230280 - Telephone
Verizon Wireless	118031	9877620413	04/30/2021	05/04/2021	62.58	665507629-00005	104146280 - Telephone
Verizon Wireless	118031	9877629468	04/30/2021	05/04/2021	94.16	765507047-00001	104113280 - Telephone
Verizon Wireless	118031	9877629468	04/30/2021	05/04/2021	139.47	765507047-00001	104111280 - Telephone
					<u>\$2,567.68</u>		
					<b>\$2,567.68</b>		
Washington National Insurance	118032	WN2021043007	04/30/2021	05/04/2021	2,053.90	Payroll Benefits	102229000 - Other Deductions Paya
					<u>\$2,053.90</u>		
Waste Management of Colorado	118033	0367876-4889-2	04/30/2021	05/04/2021	78.35	16-83977-53000 SJC Road Dept	214414270 - Utilities
Waste Management of Colorado	118033	0367994-4889-3	04/27/2021	05/04/2021	111.27	19-36095-03000 SJC Public Health	255007.270 - Indirect Admin Utilities
					<u>\$189.62</u>		
					<b>\$189.62</b>		
					<u><b>\$375,585.89</b></u>		



## COMMISSION STAFF REPORT

**MEETING DATE:** May 18, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of the contract between the Utah Department of Health and San Juan County for 2019-2023 EPICC- San Juan Health Department Amendment 6, Mike Moulton, Interim Health Officer

**RECOMMENDATION:** Make a Motion Approving the Agreement  
Make a Motion Denying the Agreement

### SUMMARY

This amendment updates the award number and new annual period dates (June 30, 2021- June 29, 2022) in Section II “Funding” for 1815 grant and updates the 1815 grant activities in Section III “Services.”

### HISTORY/PAST ACTION

EnterTextHere

### FISCAL IMPACT

EnterTextHere



## UTAH DEPARTMENT OF HEALTH CONTRACT AMENDMENT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

1931112  
Department Log Number

192700359  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is 2019-2023 EPICC- San Juan Health Department Amendment 6.
2. **CONTRACTING PARTIES:** This contract amendment is between the Utah Department of Health (DEPARTMENT) and San Juan County (CONTRACTOR).
3. **PURPOSE OF CONTRACT AMENDMENT:** The purpose of this amendment is to replace Attachment A, Amendment 5 with Attachment A, Amendment 6 in exchange for FY22 continued services
4. **CHANGES TO CONTRACT:**
  1. Attachment A, Amendment 6, effective July 1, 2021, is replacing Attachment A, Amendment 5, which was effective September 30, 2020. Reference the following, in the special provisions, for changes- Section II Funding- Updated award number and new annual period dates (June 30, 2021- June 29, 2022) for 1815 grant. Section III Services- updated 1815 activities.

All other conditions and terms in the original contract and previous amendments remain the same.
5. **EFFECTIVE DATE OF AMENDMENT:** This amendment is effective 07/01/2021
6. **DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:**
  - A. All other governmental laws, regulations, or actions applicable to services provided herein.
  - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
  - C. Utah Department of Health General Provisions and Business Associate Agreement currently in effect until 6/30/2023.
7. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

**Contract with Utah Department of Health and San Juan County, Log # 1931112**

IN WITNESS WHEREOF, the parties enter into this agreement.

**CONTRACTOR**

**STATE**

By: \_\_\_\_\_ Date \_\_\_\_\_  
Kenneth Maryboy  
County Commission Chair

By: \_\_\_\_\_ Date \_\_\_\_\_  
Shari A. Watkins, C.P.A.  
Director, Office Fiscal Operations

**Attachment A - Special Provisions – 4/28/2021  
San Juan County Health Department FY22 PBG-1807-1815-1817**

**Healthy Living through Environment, Policy and Improved Clinical Care (EPICC)**

**I. DEFINITIONS**

<b>DEPARTMENT</b>	Utah Department of Health—EPICC Program
<b>EXECUTIVE ULACHES</b>	A small group of Local Health Officers and Local Health Promotion Directors
<b>GOVERNANCE</b>	Representatives of State and Local Health Department Leadership who meet to give approval to UDOH program staff to apply for federal grant funding and make decisions on allocation to local health departments
<b>SUB-RECIPIENT</b>	Local Health Department
<b>ULACHES</b>	Utah Local Association of Certified Health Education Specialists—Local Health Department Health Promotion Directors

**II. FUNDING**

- A. The source of funding provided for this agreement is allocated annually from the following federal programs and awards:

Total amount funded with PHS Block Grant (4323) \$17,764.14

<b>CFDA number</b>	93.991
<b>CFDA title</b>	Preventive Health and Health Services Block Grant
<b>Award name</b>	Preventive Health Services Block Grant
<b>Award number</b>	NB01OT009323-01-00
<b>Award date</b>	August 7, 2020
<b>Annual Funding Cycle</b>	October 01, 2020- September 30, 2021
<b>Name of Federal Agency</b>	DHHS-PHS-CDC
<b>Pass through Agency</b>	State of Utah, Department of Health

Total amount funded with CDC 1807 Grant (4287) \$9,174.12

<b>CFDA number</b>	93.439
<b>CFDA title</b>	Assistance Programs for Chronic Disease Prevention and Control
<b>Award name</b>	State Physical Activity and Nutrition Program
<b>Award number</b>	5 NU58DP006496-3-00
<b>Award date</b>	July 10, 2020
<b>Annual Funding Cycle</b>	September 30, 2020- September 29, 2021
<b>Name of Federal Agency</b>	DHHS-PHS-CDC
<b>Pass through Agency</b>	State of Utah, Department of Health

Total amount funded with CDC 1815 Grant (4230) \$8,160.00

<b>CFDA number</b>	93.426
<b>CFDA title</b>	Interventions in Utah that will improve outcomes for the residents of Utah specific to diabetes and hypertension and related risk factors
<b>Award name</b>	Improving the Health of Americans Through Prevention and Management of Diabetes and Heart Disease and Stroke- Financed in part by 2018 Prevention and Public Health
<b>Award number</b>	6 NU58DP006512-03-02
<b>Award date</b>	June 30, 2021
<b>Annual Funding Cycle</b>	June 30, 2021- June 29, 2022
<b>Name of Federal Agency</b>	DHHS-PHS-CDC
<b>Pass through Agency</b>	State of Utah, Department of Health

Total amount funded with CDC 1817 Grant (4260) \$27,200.00

<b>CFDA number</b>	93.435
<b>CFDA title</b>	Innovation Awards—Diabetes, Heart Disease and Stroke
<b>Award name</b>	Innovative State and Local Public Health Strategies to Prevent and Manage Diabetes and Heart Disease and Stroke
<b>Award number</b>	5 NU58DP006609-03-00
<b>Award date</b>	June 21, 2020
<b>Annual Funding Cycle</b>	September 30, 2020- September 29, 2021
<b>Name of Federal Agency</b>	DHHS-PHS-CDC
<b>Pass through Agency</b>	State of Utah, Department of Health

- B. DUNS Number: 079815014
- C. Indirect Cost Rate: [0%]
- D. As set forth in the funding periods below, the DEPARTMENT agrees to reimburse the SUB-RECIPIENT up to the maximum of \$62,298.26 per annual funding cycle for expenditures made by the SUB-RECIPIENT directly related to this project as described in Section III Services A - D.
  - i. Allowable expenditures include wages and salaries, fringe benefits, supplies, travel, subcontract costs, consultants and current expense.
  - ii. The SUB-RECIPIENT will report monthly expenditures, using a separate line item for each allocation coding as shown in the table below, on the Monthly Expenditure Report (MER) submitted to the DEPARTMENT.
- E. By March 1, 2022 expenditures will be reviewed jointly by the DEPARTMENT and the SUB-RECIPIENT to determine if at least 35% of funds have been expended on activities as allocated.
  - i. If SUB-RECIPIENT is below 35% expenditures a written plan of action will be submitted to ensure utilization of remaining funds for contract and funding purposes.
  - ii. Over a three-year time period, if SUB-RECIPIENT consistently underspends funds, the DEPARTMENT will work with Executive ULACHES and Governance to determine appropriate reallocation of funds.
- F. Funds can only be used for services provided up to the maximum amounts listed in the tables in the Services section below:

**III. SERVICES**

<b>Amount</b>	<b>Shall be reimbursed by the DEPARTMENT for expenditures under:</b>	<b>Funds may be expended between:</b>	<b>Allocation Coding</b>
<u>Up to \$17,764.14</u>	CDC Prevention Block Grant	October 01, 2020 and September 30, 2021	4323/BLK21/PNO

- A. The SUB-RECIPIENT shall conduct the following activities related to the PBG grant:
- i. Strategy 1—Build Capacity to Address Overall Social Determinants of Health (SDoH)
    - 1. Community Health Needs Assessment Collaborative
      - a. Participate in the Community Health Needs Assessment (CHNA) Collaborative and/or conduct a CHNA to include SDOH measures
  - ii. Strategy 2—Build Capacity to Address SDOH – Food Insecurity
    - 1. Convene Community Partners Working on Food Insecurity
      - a. Identify and convene community partners working on food insecurity to learn what efforts are underway in local communities
  - iii. Strategy 3—Build Community Partnerships
    - 1. Community Coalitions
      - a. Actively participate and support community coalitions related to healthy living
  - iv. Strategy 4—Create Healthy Environments in School Settings
    - 1. Safe Routes to School
      - a. Increase Physical Activity at School through the Safe Routes to School Program and SR2S policies and/or maps, etc.
    - 2. Build Partnerships to Support Local Needs
      - a. Build partnerships with education leaders to support local needs
  - v. Strategy 5—Create Healthy Environments in Worksite Settings
    - 1. Worksite ScoreCard (LHD)
      - a. Complete the CDC Worksite ScoreCard at your local health department on your anniversary date
      - b. Identify and create an action plan

<b>Amount</b>	<b>Shall be reimbursed by the DEPARTMENT for expenditures under:</b>	<b>Funds may be expended between:</b>	<b>Allocation Coding</b>
<u>Up to \$9,174.12</u>	CDC 1807 Grant (Physical Activity and Nutrition)	September 30, 2020 and September 29, 2021	4287/PN21

- B. The SUB-RECIPIENT shall conduct the following activities related to the 1807 grant:
- i. Strategy 1—Implement Food Service Guidelines (FSG)
    - 1. Eat Well Utah
      - a. In partnership with EPICC staff, provide technical assistance and recommendations for Eat Well

- implementation to one worksite and community venue based on opportunities identified in the environment scan and patron needs assessments
- 2. Eat Well Utah Award
  - a. Promote the Eat Well Utah Award
- ii. Strategy 2—Increase Physical Activity Opportunities
  - 1. Transportation and Planning Coalitions
    - a. Participate in local or regional transportation and planning coalitions/committees

Amount	Shall be reimbursed by the DEPARTMENT for expenditures under:	Funds may be expended between:	Allocation Coding
<u>Up to \$4,080.00</u>	CDC 1815 Grant (Category A, Diabetes)	June 30, 2021 and June 29, 2022	4230/HRT22/DIAB
<u>Up to \$4,080.00</u>	CDC 1815 Grant (Category B, Heart Disease)	June 30, 2021 and June 29, 2022	4230/HRT22/HDST

- C. The SUB-RECIPIENT shall conduct the following activities related to the 1815 grant:
- i. Strategy A4—Refer prediabetes patients to CDC-recognized lifestyle change programs.
    - 1. Lifestyle change programs
      - a. Continue to work with (1) Y3 clinics and work with (1) additional Y4 clinic to provide resources to help implement workflow policies to identify patients with prediabetes and refer them to the National DPP. Utilize the AMA STAT Toolkit and engage CHWs to assist with referrals in the National DPP LCP.
  - ii. Strategy A5—Collaborate with payers and relevant public and private sector organizations within the state to expand the availability of the National DPP for one or more of the following groups: Medicaid beneficiaries; state/ public employees; employees of private sector organizations.
    - 1. National DPP Coverage
      - a. Use resources from the Coverage Toolkit to facilitate conversations with (1) Y4 worksites about offering coverage of the National DPP for their employees. -State will offer refresher Coverage Toolkit Webinar
        - i. Encourage worksites to:
          - 1. Offer the National DPP LCP
          - 2. Refer to existing National DPP LCPs
          - 3. Develop policy to provide payment of National DPP participation for employees
  - iii. Strategy A6— Implement strategies to increase enrollment in CDC-recognized lifestyle change programs
    - 1. National DPP Enrollment



- a. Promote and support existing and new National DPPs in your area. Funding (up to two years) can be provided to new organizations who do not currently have an organization code with the DPRP. Provide new programs with:
    - i. Technical assistance
    - ii. Promotion and training of compass
    - iii. Facilitate partnerships among National DPPs
  - b. Facilitate the training of (1) Community Health Worker as a lifestyle coach.
- iv. Strategy B2- Promote quality measurements to monitor healthcare disparities
    - 1. Identify Disparities in Clinic’s Electronic Health Records (EHRs)
      - a. Work with (1) clinic to help them identify healthcare disparities using EHRs
  - v. Strategy B6—Facilitate self-measured blood pressure monitoring
    - 1. Implement Self-Monitoring Blood Pressure (SMBP) Programs
      - a. Work with (1) clinic to implement self-monitoring blood pressure programs

Amount	Shall be reimbursed by the DEPARTMENT for expenditures under:	Funds may be expended between:	Allocation Coding
<u>Up to \$13,600.00</u>	CDC 1817 Grant (Category A, Diabetes)	September 30, 2020 and September 29, 2021	4260/DSM21/DIAB
<u>Up to \$13,600.00</u>	CDC 1817 Grant (Category B, CVD)	September 30, 2020 and September 29, 2021	4260/DSM21/HDST

- D. The SUB-RECIPIENT shall conduct the following activities related to the 1817 grant:
- i. Strategy 1—Explore and test innovative ways to eliminate barriers to participation and retention in CDC recognized lifestyle change programs for type 2 diabetes prevention and/or ADA recognized/AADE-accredited diabetes self-management education and support (DSMES\*) programs for diabetes management among high burden populations. Promote the continuing education module on diabetes risk and self-management for low-income WIC participants.
    - 1. Clinics; Educate Providers to Refer into DSMES
      - a. Work with one clinic to educate providers on how to refer patients with diabetes to DSMES, how to locate DSMES programs, and the 4 Critical Times to refer to DSME, as well as implement referral and follow up processes to DSMES in clinics and raise awareness of DSMES among healthcare providers
    - 2. The Association of Diabetes Care & Education Specialist (ADCES)/American Diabetes Association (ADA); Increase

referrals to, participate in retention of DSMES; Marketing and Promoting

- a. Work with one local ADCES accredited/ADA recognized DSMES providers to increase referrals to, participation in, and retention of DSMES through facilitating referring provider/clinic connections with DSMES programs, disseminating marketing materials, and promoting DSMES to persons with diabetes
3. Non-Traditional; Satellite Sites
  - a. Work with at least one non-traditional location identified in Y2 and partner with ADCES accredited/ADA recognized DSMES programs to begin implementing satellite sites for offering DSMES. For areas where a non-traditional location was not identified in Y2, work to assess community need and identify 1-2 non-traditional locations that could serve as a satellite site for a current DSMES program.
- ii. Strategy 2—Promote evidence-based quality measures
  1. Stratify Standard Quality Measures
    - a. Work with one clinic to stratify quality measures by high burden subpopulations
  2. Implement Clinic Interventions to Reduce Disparities
    - a. Implement clinical interventions with one clinic to identify and/or address barriers to achieving blood pressure (BP) control

#### **IV. RESPONSIBILITY OF THE SUB-RECIPIENT**

- A. The SUB-RECIPIENT shall conform to the Americans with Disabilities Act (ADA) including associated regulations and policies and Civil Rights laws, regulations and policies, which includes providing reasonable accommodations to those with disabilities and displaying required notices of rights.
- B. The SUB-RECIPIENT staff shall participate in at least (1) site visit with the DEPARTMENT staff.
- C. The SUB-RECIPIENT staff will attend the annual EPICC Forum.
- D. The SUB-RECIPIENT staff will attend the Healthy Living and Chronic Conditions Disease Management (CCDM) workgroups.
- E. The SUB-RECIPIENT shall provide detailed reports on progress and results by the following dates:
  - i. January 15, 2022
  - ii. April 15, 2022
  - iii. July 15, 2021
  - iv. October 15, 2021
- F. The SUB-RECIPIENT shall use Catalyst to document the progress made on the activities to the DEPARTMENT's Program Liaison. The SUB-RECIPIENT shall ensure that necessary information is entered into all required reporting fields.
- G. The SUB-RECIPIENT shall provide progress, results and performance measure data as outlined in Catalyst.
- H. The DEPARTMENT will provide additional evaluation criteria as agreed upon by EPICC and ULACHES.

#### **V. RESPONSIBILITY OF DEPARTMENT**

- A. The DEPARTMENT agrees to provide written confirmation of receipt of reports within 10 working days
- B. The DEPARTMENT agrees to provide written feedback on results or progress within 20 working days of receipt of quarterly progress and end-year reports.
  - i. The SUB-RECIPIENT agrees to reply to feedback, in the space provided in Catalyst, within 10 working days of receipt of DEPARTMENT feedback.
- C. The DEPARTMENT agrees to provide training and technical assistance as requested or needed.
- D. The DEPARTMENT agrees to conduct one site visit during the contract period at mutually agreed upon times with a jointly developed agenda during contract period.
- E. The DEPARTMENT agrees to communicate annual spending to the SUB-RECIPIENT.



## COMMISSION STAFF REPORT

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**MEETING DATE:** May 18, 2021

**ITEM TITLE, PRESENTER:** San Juan Counseling FY 22 Area Plan, Tammy Squires, Director

**RECOMMENDATION:** Approval of Area – Signed by Commissioner Greyeyes

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### SUMMARY

Every year San Juan Counseling is required to submit our local area plan to the Division of Substance Abuse and Mental Health. The plan outlines how we will spend the Federal, State, Local, and other dollars that we receive. It also outlines the services that we will provide for the year. Approval is required for contracting purposes in accordance with Utah Code Title 17 Chapter 43.

### HISTORY/PAST ACTION

Approval and Signature

### FISCAL IMPACT

Required Mental Health and Substance Use Match Amounts for 2022.

### GOVERNANCE & OVERSIGHT NARRATIVE

Local Authority: San Juan

**Instructions:**

In the cells below, please provide an answer/description for each question. **PLEASE CHANGE THE COLOR OF SUBSTANTIVE NEW LANGUAGE INCLUDED IN YOUR PLAN THIS YEAR!**

**1) Access & Eligibility for Mental Health and/or Substance Abuse Clients**

<b>Who is eligible to receive mental health services within your catchment area? What services (are there different services available depending on funding)?</b>
Residents of San Juan County are eligible for all services based upon medical need, not ability to pay.
<b>Who is eligible to receive substance abuse services within your catchment area? What services (are there different services available depending on funding)? Identify how you manage wait lists. How do you ensure priority populations get served?</b>
Residents of San Juan County are eligible for all services based upon medical need, not ability to pay. Waitlists are managed by severity of needs. Currently, only non-medicaid Mental Health clients with low needs are on a waitlist. Our waitlist is very small. Waitlist is monitored by front desk and clinical director regularly to ensure priority is given to those that need it most. The front desk and clinical staff are trained regularly to ensure that the priority populations are getting served.
<b>What are the criteria used to determine who is eligible for a public subsidy?</b>
Income and medical necessity are the determining factors for use of public subsidies. Services are provided based upon need. When no other funding is available, public subsidies are used.
<b>How is this amount of public subsidy determined?</b>
The use of public subsidy is based upon need and income. The sliding fee scale determines the amount expected of the client. Exceptions that benefit the client are made on a case by case basis
<b>How is information about eligibility and fees communicated to prospective clients?</b>
Eligibility and fees are explained during the intake process. A notice is posted at San Juan Counseling's main office that states: San Juan Counseling Center does not deny access to services to anyone due to their inability to pay. San Juan Counseling has a discounted fee schedule that is based on the current Federal Poverty Guidelines available for clients to utilize. In order to participate on the sliding fee schedule, you will need to provide us with updated income verification. This information must be updated annually to continue to utilize the sliding fee. If you have questions, please ask at the front desk or call 435-678-2992. We are happy to assist you. This information is also posted to <a href="http://www.sanjuanc.org">www.sanjuanc.org</a> under Services.
<b>Are you a National Health Service Core (NHSC) provider? YES/NO In areas designated as a Health Professional Shortage Areas (HPSA) describe programmatic implications, participation in National Health Services Corp (NHSC) and processes to maintain eligibility.</b>
Yes. The process to maintain eligibility is outlined on the NHSC website.

**2) Subcontractor Monitoring**

**The DHS Contract with Mental Health/Substance Abuse Local Authority states: When the Local Authority subcontracts, the Local Authority shall at a minimum:**

- (1) Conduct at least one annual monitoring review of each subcontractor. The Local Authority shall specify in its Area Plan how it will monitor their subcontracts.**

**Describe how monitoring will be conducted, what items will be monitored and how required documentation will be kept up-to-date for active subcontractors.**

An annual review is completed with each subcontract. A document checklist is included in each subcontractor file indicating documents located in the file. Checklist is renewed each year. Work performed by subcontractors is reviewed with the subcontractor at least annually for the contracted work.

**Organizational Chart  
San Juan Counseling  
May 2021**

San Juan County Commission  
Local Mental Health Authority  
Local Substance Abuse Authority

**BOARD OF DIRECTORS**  
San Juan Mental Health/Substance Abuse Special Service District

Chair-Lynn Stevens, Treasurer – Rebecca Benally,  
Stephen Jensen, Ned Krutsky

Tammy J Squires  
Director

Day Treatment  
Supervisor  
Grady Shumway

Brandi Siebertz, CMHC  
Interim Clinical Director

MCOT Supervisor  
Clydene Benally

Stephen Hiatt,  
APRN  
Medical Director

Matthew Lyman  
Office Manager

Shurrell Meyers  
Billing, AR, HR

Joleen Kartchner  
Rhiannon Johnson  
Reception,  
Medical Records

Alyn Mitchell,  
Prevention  
Coordinator  
Shauna Sherrow,  
Prevention  
Specialist  
Shannon Tooke,  
Research Project  
Coordinator

**Case Managers:**

Dominique Bowring  
Michael Larson  
Jamie Meyer  
Lita Nakai  
Rita Nakai

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Office Custodians

**Licensed Mental Health &  
Substance Abuse Providers**

Taylor Black, CSW  
Gavin Chatterley, CSW  
Melinda Chamberlain, CSW  
Katie Eberling, LCSW

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Ben Haws, Peer Support  
Lucille Cody, FRF  
Dolphina Kaye,  
Employment Specialist  
MSW Interns

**Crisis Workers:**

Samantha Johnson  
Jamie Meyer  
Dolphina Kaye

Sharon Williams, LPN  
Renee Johnson, RN  
Brittney Carlson, RN  
Katie Knight, RN

FY22 Substance Abuse Prevention Area Plan & Budget

Local Authority: San Juan Counseling

Form C

FY2022 Substance Abuse Prevention Revenue	State Funds		County Funds		SAPT Prevention Revenue	Partnerships for Success PFS Grant	Other Federal (TANF, Discretionary Grants, etc)	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Revenue (gifts, donations, reserves etc)	TOTAL FY2022 Revenue
	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match							
FY2022 Substance Abuse Prevention Revenue					\$35,665	\$22,500	\$21,500				\$79,665

FY2022 Substance Abuse Prevention Expenditures Budget	State Funds		County Funds		SAPT Prevention Revenue	Partnerships for Success PFS Grant	Other Federal (TANF, Discretionary Grants, etc)	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Revenue (gifts, donations, reserves etc)	TOTAL FY2022 Expenditures
	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match							
FY2022 Substance Abuse Prevention Expenditures Budget					\$35,665	\$925	\$21,500				\$57,240
Universal Direct						\$21,575					\$51,516
Selective Services											\$0
Indicated Services											\$0
FY2022 Substance Abuse Prevention Expenditures Budget	\$0	\$0	\$0	\$0	\$35,665	\$22,500	\$21,500	\$0	\$0	\$0	\$79,665

SAPT Prevention Set Aside Primary Prevention Expenditures	Information Dissemination		Education		Problem Identification & Referral		Community Based Process		Total
	Information Dissemination	Education	Alternatives	Problem Identification & Referral	Community Based Process	Environmental	Environmental		
	\$10,700	\$10,700			\$14,266			\$35,665	

Cost Breakdown Category	Salary	Fringe Benefits	Travel	Equipment	Contracted	Other	Total FY2022 Expenditures	
							Direct	Indirect
Total by Expense Category	55765.5	23899.5						\$79,665



## FORM C - SUBSTANCE USE PREVENTION NARRATIVE

With the intention of helping every community in Utah to establish sustainable [Community Centered Evidence Based Prevention](#) efforts, fill in the following table per the instructions below.

Not every community will be at optimal readiness nor hold highest priority. This chart is designed to help you articulate current prevention activities and successes as well as current barriers and challenges. Please work with your Regional Director if you have questions about how to best report on your communities. For instructions on how to complete this table, please see the Community Coalition Status Tool [here](#).

List every community in your area defined by one of the following:

1. serving one of the 99 Small Areas within Utah
2. serving the communities that feed into a common high school
3. any other definition of community with DSAMH approval.

\*All "zero" or "no priority" communities may be listed in one row

CCEBP Community	CCEBP Community Coalition Status ( <a href="#">see tool here</a> )	Priority High Medium Low	Notes/ Justification of Priority	List of Programs Provided (if applicable)	Evidence Based Operating System (e.g. CTC, CADCA Coalition Academy, PROSPER)	Links to community strategic plan
<b>Monticello</b>  <i>(Monticello High School)</i>	A3, A4, A5  Will do a new community readiness assessment in <a href="#">2021/2022</a>	Medium	Monticello has a fairly active youth coalition that works under SJCPAC Coalition but does not currently have the capacity for a stand-alone coalition.  Supporting county youth coalition involvement to plant seeds for a local prevention coalition.	Parents Empowered  Guiding Good Choices		

<p><b>Blanding</b> <i>(San Juan High School)</i></p>	<p>E7 Will do a new community readiness assessment in 2021/2022</p>	<p>High</p>	<p>Blanding has been the hub of the county-wide coalition (SJCPAC) for several years. Plans to move towards starting and supporting more local coalitions throughout other county communities</p> <p>Supporting youth coalition building &amp; activity</p>	<p>Parents Empowered Guiding Good Choices</p>	<p>Coordinator has been trained in CADCA Academy and is working w/ CTC Coach</p>	<p>Pending Meeting in May &amp; June to take next steps in strategic planning process</p>
<p><b>White Mesa</b> <i>(This community feeds into San Juan High School)</i></p>	<p>A3, A4, A5</p>	<p>Low</p>	<p>Limited connection with White Mesa but working to support them in prevention efforts</p> <p>Works with SJCPAC Coalition. Raise capacity for future coalition involvement.</p>	<p>Parents Empowered Guiding Good Choices</p>		
<p><b>Bluff</b> This community feeds into <i>San Juan High School</i> in Blanding - as well as <i>Whitehorse High School</i> in Montezuma Creek.</p>	<p>A3, A4, A5</p>	<p>Low</p>	<p>Very unique population, many retired and many new move-ins. Only one elementary school - no secondary schools in this area.</p> <p>Raise capacity for future coalition involvement.</p>	<p>Parents Empowered Guiding Good Choices</p>		

<p><b>Montezuma Creek/Aneth Area</b></p> <p>These communities feed in <b>Whitehorse High School</b></p>	<p>A3, A4, A5</p> <p>Will do a new community readiness assessment in 2021/2022</p>	<p>Medium</p>	<p>Supporting county youth coalition involvement to plant seeds for a local prevention coalition.</p> <p>Works with SJCPAC Coalition</p>	<p>Parents Empowered</p> <p>Guiding Good Choices</p>		
<p><b>Monument Valley/Oljato/Mexican Hat Area</b></p> <p>(These communities feed in <b>Monument Valley High School</b>)</p>	<p>A3, A4, A5</p> <p>Will do a new community readiness assessment in 2021/2022</p>	<p>Medium</p>	<p>Supporting county youth coalition involvement to plant seeds for a local prevention coalition</p> <p>Works with SJCPAC Coalition</p>	<p>Parents Empowered</p> <p>Guiding Good Choices</p>		
<p><b>Navajo Mountain Area</b></p> <p><b>(Navajo Mountain High School)</b></p> <p>The elementary school age children in this school are not a part of San Juan School District - but a BIA school.</p>	<p>A1</p>	<p>Low</p>	<p>Trying to support county youth coalition involvement - remote geographical barriers make accessibility and involvement difficult for youth and community members. Hope to plant seeds for community coalition work in future.</p>	<p>Parents Empowered</p> <p>Guiding Good Choices <i>(virtual option)</i></p>		

### **Area Narrative**

For each community identified in the table above, please outline strategic steps the Local Authority is planning to do to improve Community Centered Evidence Based Prevention.

**Monticello** is part of the San Juan Prevention, Action, Collaboration (SJCPAC) Coalition. We have a school counselor and several youth that are very involved in our coalition work and are helping build our County Youth Coalition.

Will be strengthening and building up the youth coalition at MHS, through training and recruitment efforts. Have planned various youth campaigns for the coming year to tie directly to identified risk factors through community and SHARP survey assessment.

We will also be having a community-wide Family Prevention Night to raise prevention awareness and capacity within this community.

**Blanding** is the center for SJCPAC Coalition monthly meetings. Various key leaders involved.

Will be strengthening and building up the youth coalition at SJHS, through training and recruitment efforts. Have planned various youth campaigns for the coming year to tie directly to identified risk factors through community and SHARP survey assessment.

We will also be having a community-wide Family Prevention Night to raise prevention awareness and capacity within this community.

**White Mesa** (*Ute Mountain Ute reservation*) has one semi-active leader in our SJCPAC Coalition. White Mesa has lately shown interest in Parents Empowered Messaging in their community center, after seeing it in area high schools. We worked with R&R to help get them installed recently. We are excited about this opportunity to help raise prevention awareness in that community, which has historically been a little challenging to incorporate prevention efforts in. Special thanks to Parents Empowered for their generous support of that project!

**Bluff:** Geographically it would justify being its own community. However, there is not a high school there and at this time it makes sense to combine Bluff into the Blanding or Montezuma Creek communities.

**Montezuma Creek/Aneth** (*Navajo Nation*) Area has several community members on our SJCPAC Coalition. Our plan is to establish a new coalition here in the next couple of years. Currently looking for a champion. Will be strengthening and building up the youth coalition at WHS, through training and recruitment efforts. Have planned various youth campaigns for the coming year to tie directly to identified risk factors through community and SHARP survey assessment. We will also be having a community-wide Family Prevention Night to raise prevention awareness and capacity within this community.

**Monument Valley/Oljato/Mexican Hat (Navajo Nation)** Area has several community members on our SJCPAC Coalition. Our plan is to establish a new coalition here in the next couple of years. Currently looking for a champion. Will be strengthening and building up the youth coalition at MVHS, through training and recruitment efforts. Have planned various youth campaigns for the coming year to tie directly to identified risk factors through community and SHARP survey assessment. We will also be having a community-wide Family Prevention Night to raise prevention awareness and capacity within this community. We also want to bolster prevention efforts with our Navajo Mt. high school and community, which is closest in location to the Monument Valley area. Navajo Mt. is very remote, but we do have some coalition members in Monument Valley who really try to champion Navajo Mt. who is often overlooked due to low numbers and remote geographical barriers and location.

**Navajo Mountain Area (Navajo Nation)**

Navajo Mountain is a very small and very remote community in the corner of San Juan County. Monument Valley coalition members try to support that community in prevention efforts but it is severely lacking in human and financial resources with logistical barriers to *growth*.

**Create a Logic Model for each program or strategy funded by Block Grant Dollars, PFS, SOR, SPF Rx or State General Funds.**

Program Name			Cost of Program		Evidence Based: Yes or No		
<b>PARENTS EMPOWERED</b>			Block Grant Funds: \$6,000 State General Funds: Discretionary Funds: \$5,000		YES		
			Total: \$11,000				
Agency/Coalition			Tier Level:				
San Juan County Prevention, Action, Collaboration (SJCPAC) Coalition			3				
	Goal	Factors	Focus Population: U/S/I		Strategies	Outcomes	
			Universal/Selective/Indicated			Short	Long
Logic	Reduce Underage Drinking	Parent Attitudes Favorable to ASB  Increase Family Attachment	Universal Indirect  Directed to Parents in San Juan County		Parents Empowered Campaign (Especially working on Bonding, Boundaries & Monitoring strategies)  Family Dinnertime Campaign  Family Prevention Night Messaging  Implementation of "Let's Do This" or "Stoodis" campaign - talking about Family Bonding	Parent Attitudes Favorable to ASB will decrease from 26.8% in 2019 to 24% in 2025 - as reported by Grade 12.  Family Attachment will increase from 51.3% in 2019 to 55% in 2025 as reported by 12 <sup>th</sup> grade	Will reduce Lifetime use of Alcohol as reported by Grade 12 from 16.3% in 2019 to 12% in 2027.
Measures & Sources	SHARP Survey 2019	SHARP Survey 2019	Newspaper Articles (county reach numbers)  Online reach with Facebook, etc.  Swag distribution count		Promotion of PE Campaign through community events, school, stores, food distribution sites, etc.	SHARP Survey 2025	SHARP Survey 2027

<b>Program Name</b>			<b>Cost of Program</b>		<b>Evidence Based: Yes or No</b>		
<b>GUIDING GOOD CHOICES</b>			Block Grant Funds: \$2,000 State General Funds: Discretionary Funds: \$5,000		In process of being evaluated by Bach-Harrison to be evidence based.		
			Total: \$7,000				
<b>Agency/Coalition</b>			<b>Tier Level:</b>				
San Juan County Prevention, Action, Collaboration (SJCPAC) Coalition							
	<b>Goal</b>	<b>Factors</b>	<b>Focus Population: U/S/I</b>		<b>Strategies</b>	<b>Outcomes</b>	
			Universal/Selective/Indicated			Short	Long
<b>Logic</b>	Reduce Lifetime Use of Vaping	Reduce Family Conflict	Universal Direct  Youth, ages 9-14, and their parents residing in San Juan County. Hope to reach a minimum of 20 families.  <i>(COVID19, lack of transportation, lack of technology and internet, and distance to travel – have all proven barriers to implementation of classes)</i>		Guiding Good Choices classes weekly for five weeks	Percent in grade 12 reporting Family Conflict will decrease from 22.1% in 2019 to 20% in 2025.	Will reduce Lifetime Use of Vaping from 22.3% in 2019 to 19% in 2027 – as reported by Grade 12.
<b>Measures &amp; Sources</b>	SHARP Survey 2019	SHARP Survey 2019	Attendance records  Pre and Post tests		Various county locations (online until after COVID19)  120 minutes - once a week, for five weeks.  Attendance Records	SHARP Survey 2025	SHARP Survey 2027

<b>Program Name</b>			<b>Cost of Program</b>		<b>Evidence Based: Yes or No</b>		
<b>COALITION WORK (SJCPAC Coalition)</b>			Block Grant Funds: \$10,000 State General Funds: Discretionary Funds: \$45,000		YES		
			Total: 55,000				
<b>Agency/Coalition</b>			<b>Tier Level:</b>				
San Juan County Prevention, Action, Collaboration (SJCPAC) Coalition			3				
	<b>Goal</b>	<b>Factors</b>	<b>Focus Population: U/S/I</b>		<b>Strategies</b>	<b>Outcomes</b>	
			<b>Universal/Selective/Indicated</b>			<b>Short</b>	<b>Long</b>
<b>Logic</b>	Reduce Marijuana Use	Low Commitment to School  Rewards for Prosocial Involvement (Community Domain)  Increase Family Attachment	<b>Universal Indirect</b>  Local organizations, key leaders and community partners will participate in our county-wide SJCPAC Coalition. Participation is open to community members of all socio-economic and ethnic backgrounds.  SJCPAC Coalition meets monthly. It is their mission to collaborate with community partners and agencies to strengthen local youth and their families against substance misuse and suicide in San Juan County.		Will continue efforts to train coalition members, key leaders, and community members in prevention science as we help them learn to identify and address local issues.  Will implement community-wide Family Prevention Nights to raise prevention awareness and capacity within area high school communities.	Reduce Academic Failure in grade 12 from 58.3% in 2019 to 55% in 2025.  Rewards for Family Prosocial Involvement in grade 12 will report an increase from 37.9% in 2019 to 41% in 2025.	Reduce Lifetime Use of Marijuana in the 12 <sup>th</sup> Grade from 26% in 2019 to 23% in 2027.
<b>Measures &amp; Sources</b>	SHARP Survey 2019	SHARP Survey 2019	SJCPAC Coalition Attendance Rolls		SJCPAC Coalition Meeting Minutes	SHARP Survey 2025	SHARP Survey 2027



Program Name			Cost of Program		Evidence Based: Yes or No		
YOUTH COALITION WORK			Block Grant Funds: \$5,000 State General Funds: Discretionary Funds: \$20,000		YES		
			Total: \$25,000				
Agency/Coalition			Tier Level:				
San Juan County Prevention, Action, Collaboration (SJCPAC) Coalition  and San Juan County Youth Coalition (SJCYC)							
	Goal	Factors	Focus Population: U/S/I		Strategies	Outcomes	
			Universal/Selective/Indicated			Short	Long
Logic	Reduce Marijuana Use	Reduce Depressive Symptoms  Perceived Risk of Drug Use	Universal Indirect  Youth in middle and high schools throughout the county		Will form and strengthen existing youth coalitions/clubs in area high schools to help raise prevention awareness and efforts with youth throughout San Juan County.  Work to train youth in prevention science, advocacy & policy work, and leadership.	Reduce Depressive Symptoms – as reported by 12 <sup>th</sup> Grade – from 40.7% in 2019 to 37% in 2025.  Perceived Risk of Drug Use as reported in grade 12 - will decrease from 52.1% in 2019 to 49% in 2025.	Reduce Lifetime Use of Marijuana in the 12 <sup>th</sup> Grade from 26% in 2019 to 23% in 2027.
Measures & Sources	SHARP Survey 2019	SHARP Survey 2019	Meeting minutes and attendance rolls		Roster of Youth Involvement and participation logs in prevention activities and meetings.	SHARP Survey 2025	SHARP Survey 2027

FY22 Substance Use Disorder Treatment Area Plan Budget

158327

Local Authority: San Juan Counseling

Form B

FY2022 Substance Use Disorder Treatment Revenue	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match	Federal Medicaid	SAPT Treatment Revenue	SAPT Women's Treatment Set aside	Other State/Federal	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Revenue (gifts, donations, reserves etc)	TOTAL FY2022 Revenue
Drug Court	\$16,824		\$16,397			\$4,410		\$49,196		\$4,000		\$90,827
JRI	\$30,274											\$30,274
Local Treatment Services	\$95,857	\$15,372		\$15,246	\$76,832	\$116,285	\$23,487	\$5,000	\$1,000	\$3,000		\$352,079
Total FY2022 Substance Use Disorder Treatment	\$142,955	\$15,372	\$16,397	\$15,246	\$76,832	\$120,695	\$23,487	\$54,196	\$1,000	\$7,000	\$0	\$473,180

FY2022 Substance Use Disorder Treatment Expenditures Budget by Level of Care	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match	Federal Medicaid	SAPT Treatment Revenue	SAPT Women's Treatment Set aside	Other State/Federal	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Revenue	TOTAL FY2022 Expenditures	Total FY2022 Client Served	Total FY2022 Cost/ Client Served
Screening and Assessment Only	\$13,850	\$2,219		\$1,334	\$8,203	\$11,732	\$3,390		\$144	\$1,010		\$41,882	68	\$616
Detoxification: ASAM IV-D or III.7-D) (ASAM III.2-D) ASAM I-D or II-D)												\$0		#DIV/0!
Residential Services (ASAM III.7, III.5, III.1 III.3 III.1 or III.3)	\$10,000			\$6,000	\$20,000							\$36,000	6	\$6,000
Outpatient: Contracts with Opioid Treatment Providers (Methadone: ASAM I)												\$0		#DIV/0!
Office based Opioid Treatment (Buprenorphine, Vivitrol, Naloxone and prescriber cost) Non-Methadone	\$2,422	\$388		\$233	\$1,434	\$2,052	\$593	\$5,000	\$25	\$176		\$12,323	8	\$1,540
Outpatient: Non-Methadone (ASAM I)	\$79,683	\$12,765	\$16,397	\$7,679	\$47,195	\$71,911	\$19,504	\$49,196	\$831	\$5,814		\$310,975	81	\$3,839
Intensive Outpatient (ASAM II.5 or II.1)												\$0		#DIV/0!
Recovery Support (includes housing, peer support, case management and other non-clinical)	\$37,000					\$35,000						\$72,000	20	\$3,600
FY2022 Substance Use Disorder Treatment	\$142,955	\$15,372	\$16,397	\$15,246	\$76,832	\$120,695	\$23,487	\$54,196	\$1,000	\$7,000	\$0	\$473,180	183	\$2,586

FY2022 Substance Use Disorder Treatment Expenditures Budget By Population	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match	Federal Medicaid	SAPT Treatment Revenue	SAPT Women's Treatment Set aside	Other State/Federal	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Revenue	TOTAL FY2022 Expenditures
Pregnant Women and Women with Dependent	\$31,291	\$4,456	\$4,870	\$4,419	\$22,270	\$34,984	\$23,487	\$14,863	\$290	\$2,029		\$142,959
All Other Women (18+)	\$7,189	\$1,023	\$2,593	\$1,015	\$5,117	\$8,038		\$8,029	\$67	\$466		\$33,537
Men (18+)	\$100,775	\$9,366	\$8,934	\$9,289	\$46,812	\$73,538		\$31,304	\$608	\$4,265		\$284,891
Youth (12- 17) (Not including pregnant women or	\$3,700	\$527		\$523	\$2,633	\$4,135			\$35	\$240		\$11,793
Total FY2022 Substance Use Disorder	\$142,955	\$15,372	\$16,397	\$15,246	\$76,832	\$120,695	\$23,487	\$54,196	\$1,000	\$7,000	\$0	\$473,180

SFY 21 Opioid Budget

Local Authority:

San Juan Counseling

Form B

State Fiscal Year	Projected SOR SFY 2020 Revenue Not Used	SFY2022 Revenue	Total SFY 2021 SOR Revenue
		SOR 2	
2022			\$5,000.00

SFY2022 State Opioid Response Budget Expenditure	Estimated Cost
<b>Direct Services</b>	<b>\$5,000.00</b>
<b>Salary Expenses</b>	<b>\$5,000.00</b>
Title 1	
Title 2	
Title 3	
<b>Administrative Expenses</b>	<b>\$0.00</b>
Supplies	
Communication	
Travel	
Conference/Workshops	
Equipment/Furniture	
Miscellaneous	
<b>Screening &amp; Assessment</b>	<b>\$0.00</b>
<b>Drug Testing</b>	<b>\$0.00</b>
<b>Office Based Opioid Treatment (Buprenorphine, Vivitrol, Nalaxone)</b>	<b>\$0.00</b>
<b>Opioid Treatment Providers (Methadone)</b>	<b>\$0.00</b>
<b>Intensive Outpatient</b>	<b>\$0.00</b>
<b>Residential Services</b>	<b>\$0.00</b>
<b>Outreach/Advertising Activities</b>	<b>\$0.00</b>
<b>Recovery Support (housing, contracted peer support, contracted c</b>	<b>\$0.00</b>
<b>Contracted Services</b>	<b>\$0.00</b>
Contracted Service 1	
Contracted Service 2	
Contracted Service 3	
Contracted Service 4	
Contracted Service 5	
Contracted Service 6	
<b>Total Expenditure FY2022</b>	<b>\$5,000.00</b>

\*Insert a note providing details

\*Insert a note describing it

**FY22 Drug Offender Reform Act & Drug Court Expenditures**

Local Authority:

San Juan Counseling

FY2022 DORA and Drug Court Expenditures Budget by Level of Care	Drug Offender Reform Act (DORA)	Felony Drug Court	Family Drug Court	Juvenile Drug Court	DUI Fee on Fines	TOTAL FY2022 Expenditures
Screening and Assessment Only						\$0
Detoxification: ASAM IV-D or III.7-D) (ASAM III.2-D)						\$0
Residential Services						\$0
Outpatient: Contracts with Opioid Treatment						\$0
Office based Opiod Treatment (Buprenorphine,						\$0
Outpatient: Non-Methadone (ASAM I)		\$88,827				\$88,827
Intensive Outpatient						\$0
Recovery Support (includes housing, peer support,		\$2,000				\$2,000
<b>FY2022 DORA and Drug Court</b>	<b>\$0</b>	<b>\$90,827</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,827</b>

**FORM B - SUBSTANCE USE DISORDER TREATMENT BUDGET NARRATIVE**

**Local Authority:** San Juan Counseling

**Instructions:**

In the cells below, please provide an answer/description for each question. **PLEASE CHANGE THE COLOR OF SUBSTANTIVE NEW LANGUAGE INCLUDED IN YOUR PLAN THIS YEAR!**

**1) Early Intervention**

<b>Form B - FY22 Amount Budgeted:</b>	7500	<b>Form B - FY22 Projected clients Served:</b>	25
<b>Form B - Amount Budgeted in FY21 Area Plan</b>		<b>Form B - Projected Clients Served in FY21 Area Plan</b>	
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>		<b>Form B - Actual FY20 Clients Served as Reported by Locals</b>	
<b>Describe local authority efforts to provide for individuals convicted of driving under the influence, a screening; an assessment; an educational series; and substance abuse treatment as required in Utah Code § 17-43-201(5)(m).</b>			
San Juan Counseling provides the Prime For Life 16-hour class on an as needed basis. This class is provided to individuals 18 and older. All PRI participants must complete Substance Use Assessment before participating in the class. Those meeting the criteria for treatment after an assessment will be referred to a therapist for outpatient treatment.			
<b>Identify evidenced-based strategies designed to intervene with youth and adults who are misusing alcohol and other drugs.</b>			
San Juan Counseling substance use clinicians are trained in multiple substance use screeners and in Motivational Interviewing, an evidenced-based intervention designed for use with youth and adults struggling with substance use.			
<b>Describe work with community partners to implement brief motivational interventions and/or supportive monitoring in healthcare, schools and other settings.</b>			
SJC regularly meets with local school social workers and principals to identify needs and referrals to services.			
<b>Describe efforts to conduct outreach and engagement efforts designed to reach individuals who are actively using alcohol and other drugs.</b>			
SJC participates in community wellness fairs to educate the community and individual of our services. SJC routinely reaches out to local medical providers to discuss resources. SJC has continual conversations with judges and law enforcement agencies for easy referral processes.			
<b>Describe effort to assist individuals with enrollment in public or private health insurance directly or through collaboration with community partners (healthcare navigators or the</b>			

**Department of Workforce Services) to increase the number of people who have public or private health insurance.**

Front desk staff and case managers have all been trained on how to apply for Medicaid. During the intake process front desk staff are noting those whose income is under Medicaid eligibility guidelines. Clients are offered help from front desk staff and/or case managers to apply for Medicaid. Additionally, front desk are checking with unfunded clients periodically to encourage them to pursue various funding sources.

**Describe activities to reduce overdose.**

1. educate staff to identify overdose and to administer Naloxone;
2. maintain Naloxone in facilities,
3. Provide Naloxone kits, education and training about overdose risk factors to individuals with opioid use disorders and when possible to their families, friends, and significant others.

SJC provides Naloxone and training on administration to clients and families. Naloxone is also located in all San Juan Counseling's facilities. All staff are trained yearly on administering Naloxone and emergency procedures.

**Describe any significant programmatic changes from the previous year.**

None

**2) Ambulatory Care and Withdrawal Management (Detox) ASAM IV-D, III.7-D, III.2-D, I-D or II-D)**  
**Holly Watson**

<b>Form B - FY22 Amount Budgeted:</b>	0	<b>Form B - FY22 Projected clients Served:</b>	0
<b>Form B - Amount Budgeted in FY21 Area Plan</b>	\$0	<b>Form B - Projected Clients Served in FY21 Area Plan</b>	0
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>	0	<b>Form B - Actual FY20 Clients Served as Reported by Locals</b>	0

**Describe the activities you propose to assist individuals prevent/alleviate medical complications related to no longer using, or decreasing the use of, a substance. For each service, identify whether you will provide services directly or through a contracted provider. Please list all contracted providers.**

There are no hospitals in San Juan County specializing in inpatient detoxification. Local hospitals only provide acute care to stabilize a chemically intoxicated patient needing hospitalization. Once stabilized, a detox client is referred to out of county facilities licensed to work with detox clients. In some selective low risk scenarios San Juan Counseling will coordinate with local medical providers to provide outpatient detoxification, negating the need for hospitalization. Transportation for inpatient services is usually the responsibility of the family unless the client is a threat to himself or to others. In these cases

the San Juan County Sheriff's Department provides transportation. Unless the client has a funding source, which is rare, available funds are used to help clients access care as soon as possible and then other sources of income must be accessed to sustain their care. When the client has completed treatment, San Juan Counseling coordinates their aftercare. The majority of clients referred by San Juan Counseling for inpatient services return to the county for follow-up care. The bulk of our clients needing detoxification services have been sent to Provo Canyon Behavioral in Orem, UT. This facility has worked well for us and it is anticipated that they will continue to be a resource in the future. Mountain View Hospital also provides inpatient detoxification services. They have expressed a desire to receive referrals and will be used as needed.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

None

**Describe any significant programmatic changes from the previous year.**

None

**If this service is not provided by the Local Authority, where are individuals accessing this level of care when needed? Who in your community provides this service? How is the service paid for?**

There are no hospitals in San Juan County that specialize in inpatient detoxification. In a small percentage of cases, Provo Canyon Behavioral Hospital has provided detoxification services for dual diagnosis clients. In most of these cases, the client is unfunded and the service is provided at no charge, based on our business relationship with Provo Canyon. We anticipate Medicaid expansion will lead to more substance use clients being funded. Because the nearest in-stated detoxification unit is 5 hours away, transportation is often a significant barrier, particularly if the client is not acutely suicidal which then precludes transportation by civil commitment by the San Juan County Sheriff.

**3) Residential Treatment Services: (ASAM III.7, III.5, III.3, III.1) Shanel Long**

<b>Form B - FY22 Amount Budgeted:</b>	<b>36000</b>	<b>Form B - FY22 Projected clients Served:</b>	<b>6</b>
<b>Form B - Amount Budgeted in FY21 Area Plan</b>	<b>\$34,500</b>	<b>Form B - Projected Clients Served in FY21 Area Plan</b>	<b>6</b>
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>	<b>11364</b>	<b>Form B - Actual FY20 Clients Served as Reported by Locals</b>	<b>3</b>

**Describe the activities you propose and identify where services will be provided. Identify whether you will provide services directly or through a contracted provider. Please list all contracted providers and identify the population served (Men, Women, Youth).**

There are no residential facilities in San Juan County. San Juan Counseling refers clients needing this level of care to facilities outside of the county. SJC utilizes several facilities in the 4 Corners Region that provide residential services and maintains collaborative working relationships with a number of such facilities. We have sent people to NCI in Gallup, an organization that has funds available for Navajos,

Salvation Army Residential Treatment in Grand Junction, and Denver, Colorado, and Phoenix, Arizona. Odyssey House and House of Hope is also a possibility for those needing residential services. Native American clients are eligible for other programs such as Red Pines Residential Treatment in Fort Duchesne, Utah. Youth are most often referred to Odyssey House. Navajo and Ute youth have an additional option of two IHS funded facilities in the region: Nevada Skies Youth Wellness Center in Reno, NV (males only) and Desert Visions Youth Wellness Center in Sacaton, AZ (males and females.) San Juan Counseling currently has a contract with Odyssey House for residential services. Other contracts are provided on a case-by-case basis.

The client's progress is monitored and after-care services are offered by San Juan Counseling at the time of discharge.

Most residential programs utilized by San Juan Counseling clients are at least 2 months in duration, with some needing residential care for up to 6 months. With no such facilities available in San Juan County, efforts are made to find a facility that best suits the needs of each client.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends

**Describe any significant programmatic changes from the previous year.**

None

4) Opioid Treatment Program (OTP-Methadone)

VaRonica Little

<b>Form B - FY22 Amount Budgeted:</b>	0	<b>Form B - FY22 Projected clients Served:</b>	0
<b>Form B - Amount Budgeted in FY21 Area Plan</b>	\$0	<b>Form B - Projected Clients Served in FY21 Area Plan</b>	0
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>	0	<b>Form B - Actual FY20 Clients Serviced as Reported by Locals</b>	0
<b>Describe the activities you propose and identify where services will be provided. Identify whether you will provide services directly or through a contracted provider. Please list all contracted providers and summarize the services they will provide for the local authority.</b>			
Clients requiring methadone treatment are referred to a facility certified to provide outpatient Methadone treatment. Methadone maintenance clients are rare in San Juan County and the majority of the Opioid maintenance/replacement clients we see are being treated by the APRN employed by the agency. Some of these clients are referred by local medical practitioners.			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
None			



**Describe any significant programmatic changes from the previous year.**

None

**5) Office-based Opioid Treatment -(Vivitrol, Naltrexone, Buprenorphine) VaRonica Little**

<b>Form B - FY22 Amount Budgeted:</b>	12,323	<b>Form B - FY22 Projected clients Served:</b>	8
<b>Form B - Amount Budgeted in FY21 Area Plan</b>	\$25,757	<b>Form B - Projected Clients Served in FY21 Area Plan</b>	12
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>	18121	<b>Form B - Actual FY20 Clients Served as Reported by Locals</b>	7

**Describe activities you propose to ensure access to Buprenorphine and Naltrexone (including vivitrol) and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider.**

An APRN employed by the agency will continue to provide these medications as needed to clients needing and interested in medication assisted treatment. All clients receiving a substance use evaluation receives written material describing MAT that includes an encouragement to inquire about this option if they believe such treatment would be benefit the. In addition, SJCC reviews our client database periodically in search of clients with a diagnosis that could potentially be treated with MAT to ensure all clients who might benefit are given a chance to discuss this option with their therapist. Currently we are not using any contracted providers.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends

**Describe any significant programmatic changes from the previous year.**

None

**6) Outpatient (Non-methadone – ASAM I) Shanel Long**

<b>Form B - FY22 Amount Budgeted:</b>	310975	<b>Form B - FY22 Projected clients Served:</b>	81
<b>Form B - Amount Budgeted in FY21 Area Plan</b>	\$219,005	<b>Form B - Projected Clients Served in FY21 Area Plan</b>	81
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>	199820	<b>Form B - Actual FY20 Clients Served as Reported by Locals</b>	83

**Describe the activities you propose and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider. Please list all contracted providers.**

Because the number of outpatient substance use clients who attend fluctuates, the majority of outpatient substance use counseling takes the form of individual therapy sessions. If however a client is assessed to be high risk / high need, he/she may be considered for inclusion in the ongoing group therapy provided for drug court clients. Current drug court programming includes Moral Reconciliation Therapy (MRT), Seeking Safety, parenting skills, relationships skills and the Helping Men / Women Recover programs.

SJCC has two practitioners whose primary responsibility is to provide outpatient substance use treatment. Two are licensed clinicians (one male, the other female); we also have a full-time recovery support coordinator (RSC). This allows for substance use groups to be co-facilitated as needed.

Newly referred substance use clients first meet with our recovery support coordinator to complete the Risk and Needs Triage (RANT) and begin the Daily Living Assessment (DLA-20). This contact is intended to help establish rapport between the client and the RSC who is available to provide case management services and skills development services for court involved clients.

The American Society of Addiction Medicine criteria (ASAM) is completed for all clients who present with a primary substance use diagnosis to assist with a treatment recommendation (e.g residential, outpatient, etc.).

General outpatient substance use programs are for both individuals who are voluntary and court ordered. The programs provide a less restrictive environment with the possibility of three to four hours of programming hour per week. These individuals are functioning at a level that allows them to continue to work and function within their homes without a large amount of supervision or hours of treatment. San Juan Counseling refers to this type of programming as general outpatient as compared to intensive outpatient programming that is more intense in nature. All San Juan County residents are eligible for services either as a voluntary client or court-ordered.

Therapeutic interventions for children in custody of women in treatment to address their developmental needs and issues of sexual and physical use. Neglect is also addressed in individual therapy. Generally these issues are staffed and seen by the therapist best qualified to deal with the problem. As needed, case management and transportation services are provided to ensure that women and children have access to appropriate medical and mental health support services. Case management and be provided by the RSC or a Family Resources Facilitator (FRF).

SJC encourages substance use clients to attend 12-step meetings on a regular basis. Several such groups are available at various locations throughout the county.  
Currently we are not using any contracted providers.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends

**Describe any significant programmatic changes from the previous year.**

None

7) Intensive Outpatient (ASAM II.5 or II.1)

Shanel Long

Form B - FY22 Amount Budgeted:		Form B - FY22 Projected clients Served:	
Form B - Amount Budgeted in FY21 Area Plan	\$0	Form B - Projected Clients Served in FY21 Area Plan	0
Form B - Actual FY20 Expenditures Reported by Locals		Form B - Actual FY20 Clients Served as Reported by Locals	
Describe the activities you propose and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider. Please list all contracted providers.			
SJCC does not have an intensive outpatient program as per 2009 Audit conducted by Dave Felt. The policy was changed after that date and our programs were also changed to reflect that recommendation. All adult group therapy is outpatient (ASAM level 1).			
Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).			
None			
Describe any significant programmatic changes from the previous year.			
None			

8) Recovery Support Services

Christine Simonette

Form B - FY22 Amount Budgeted:	37000	Form B - FY22 Projected clients Served:	10
Form B - Amount Budgeted in FY21 Area Plan	\$37,000	Form B - Projected Clients Served in FY21 Area Plan	10
Form B - Actual FY20 Expenditures Reported by Locals	22646	Form B - Actual FY20 Clients Served as Reported by Locals	41
Describe the activities you propose and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider. For a list of RSS services, please refer to the following link: <a href="https://dsamh.utah.gov/pdf/ATR/FY21_RSS_Manual.pdf">https://dsamh.utah.gov/pdf/ATR/FY21 RSS Manual.pdf</a>			
San Juan Counseling supports 12-step programs like AA and similar faith-based groups. There are currently six 12-step meetings held weekly in Blanding and one in Monticello. One weekly group meets			

in the San Juan Counseling building.  
 SJC has hired a full-time peer support specialist that works closely with drug court clients and other substance use clients. The peer support specialist provides a weekly journaling group. The peer support specialist is working with local 12-step programs to increase participation through advertising and marketing efforts.  
 SJC has recently remodeled a home in the prospect of opening a sober living facility. SJC is working through policies and procedures and licensing requirements and hope to open the facility in early fall 2021.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

Increase in Peer Support and Sober Living Funding.

**Describe any significant programmatic changes from the previous year.**

Increase in Peer Support services and Sober Living services.

9) Peer Support Services-Substance Use Disorder

Christine Simonette

Form B - FY22 Amount Budgeted:	35000	Form B - FY22 Projected clients Served:	20
Form B - Amount Budgeted in FY21 Area Plan	\$	Form B - Projected Clients Served in FY21 Area Plan	0
Form B - Actual FY20 Expenditures Reported by Locals		Form B - Actual FY20 Clients Served as Reported by Locals	
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Describe your policies and procedures for peer support.</b>			
SJC has hired a full-time peer support specialist that works closely with drug court clients and other substance use clients. The peer support specialist provides a weekly journaling group. Peer Support Specialists follow the same policies and procedures as all SJC staff.			
<b>Describe how clients are identified for Peer Support Specialist services. How is the effectiveness of the services measured?</b>			
Services are prescribed by therapists based on clinical need. Effectiveness will be measured by client engagement in treatment			
<b>Describe your policies and procedures for peer support. Do Certified Peer Support Specialists participate in clinical staffings?</b>			
Peer Support Specialists follow the same policies and procedures as all SJC staff. Peer Support Specialists participate in clinical meetings and staffings.			

**How is adult peer support supervision provided? Who provides the supervision? What training do supervisors receive?**

The clinical director, Brandi Siebertz, meets with the peer support specialists for clinical supervision and training 2-3 times per month.  
Training is also provided in house as to:  
1. Medicaid definitions and requirements around peer support services;  
2. Entering of timely and accurate documentation in the EHR for all Medicaid clients receiving PSS;  
3. De-escalation techniques for use with upset and emotional clients  
4. Use of the Daily Living Assessment (DLA-20)  
5. Other clinical information as needed and request  
The clinical director is trained and licensed as a Clinical Mental Health Counselor and attends 40+ hours of training every two years as required by DOPL Utah.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served and number of services provided(15% or greater change).**

Increase due to funding increase specific for Peer Support.

**Describe any significant programmatic changes from the previous year.**

Programmatic change due to hiring of a full-time peer support specialist.

**10) Quality & Access Improvements**

**Shanel Long**

**Describe how you will increase access to treatment services. Is there a waiting list for certain levels of care? What services are available to individuals who may be on a wait list?**

SJC has an outpatient substance use treatment group during the lunch hour on Wednesdays. SJC has incorporated a journaling class lead by our peer support specialist. SJC offers services after 5:00 to increase access to working individuals.  
  
SJCC does not currently have any clients on a waiting list for any level of care. If a waiting list was implemented we would work to get clients into meet with the Peer Support Specialist who would work with linking clients to Recovery Supports and other resources as appropriate.

**Describe efforts to respond to community input/need. Describe your participation with key community partners (e.g.: Multi-Agency Coordinating Committees, Regional Advisory Councils, High Fidelity Wraparound teams, Local Interagency Councils, Local Recovery Community, Local Homeless Coordinating Committees, Peer Advocacy Groups, County Attorney, Law Enforcement, Local Education Agencies, Courts, Regional Healthcare Coalitions, and other partnership groups relevant in individual communities) shall occur consistently.**

SJC has a website at [www.sanjuanc.org](http://www.sanjuanc.org) that provides a description of the services provided at the center. In addition, we are actively involved in coalitions and inter-agency collaborations that leads to our community partners knowing about our services and referring their clients as needed. Our prevention coordinator is very involved in the community and organizes a family support conference every May where SJC advertises the services available. We are routinely coordinating with the behavioral health department at Utah Navajo Health Systems (a Federally Qualified Health Center on the Navajo Reservation) with services that are available.

**What evidence-based practices do you provide? Describe the process you use to ensure fidelity?**

SJCC provides the following EBP's relative to substance use treatment: Motivational Interviewing, Mind Body Bridging, Seeking Safety and Moral Reconciliation Therapy. SJC continues to provide therapists with an annual training budget and paid days to access training related to substance use disorders, trauma, etc. Trainings are screened for content and approved by the Clinical Director. SJC is committed to taking a reasonable approach to evidence based implementation and fidelity. This includes being committed to three major agency practices that can be sustained and that will benefit a higher number of individuals. SJC is funding training and where possible required consultation. Minimal fidelity checks will be provided as resources allow. Quality and fidelity are important. However, the reality is that a realistic balance is needed unless we are prepared to sacrifice more access. SJC appreciates the efforts of the Division of Substance Abuse and Mental Health in the area of evidence based practices. This is a system issue and will require financial and additional clinical resources and funding to mitigate the impact on access and other community service demands. SJC supports realistic implementation and fidelity efforts within the current resources available.

**Describe your plan and priorities to improve the quality of care.**

SJCC has two therapists, one licensed as an LCSW and the other a CSW, who provide the bulk of the substance use treatment services for adult clients. Both receive weekly clinical supervision. Therapists providing school based services will also receive weekly supervision that will include discussion of clients with substance use disorders. Additionally, the substance use disorder team meets biweekly with the medical director to staff, coordinate, and train in substance use related topics.

**Identify the metrics used by your agency to evaluate substance use disorder client outcomes and quality.**

Client outcomes are currently measured primarily through an evaluation of each client's specific treatment plan goals and objectives. SJC's substance use treatment team meets bi-weekly to review client cases regarding progress and continued needs. Beginning in FY22 SJC will implement the SURE questionnaire to help evaluate outcomes.

**Describe your agency plan to maintain telehealth services in your area as agencies return to in-person service provision. Include programming involved. How will you measure the quality of services provided by telehealth?**

SJC is utilizing telehealth based services through Zoom, Skype for Business, or our 3CX platform. SJC provides individual therapy, drug court groups, other groups, respite, medication management, and case management through telehealth. SJC hopes to measure the quality of services provided in the same manner as in person services. This includes OQ/YOQ mobil administration when possible and survey participation.

**11) Services to Persons Incarcerated in a County Jail or Correctional Facility Thomas Dunford**

**Describe the activities you propose and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider, and how you will coordinate with the jail to ensure service delivery is adequate.**

San Juan Counseling staff visit incarcerated potential drug court clients to conduct the RANT and ASAM measure in order to assess general appropriateness for Drug Court group. SJC provides additional services to the county jail and to Canyonlands Juvenile Justice Center as requested.

In high acuity cases, SJC provides individual therapy and medication management in the jail.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

None

**Describe any significant programmatic changes from the previous year.**

None

**Describe current and planned activities to assist individuals who may be experiencing withdrawal (including distribution of Naloxone) while incarcerated or any efforts to use Medication-assisted treatment within a county jail or Prison. Identify all FDA approved medications currently provided within the jail(s).**

Stephen Hiatt, APRN provides emergency psychiatric evaluations, typically over video conferencing, for inmates experiencing acute withdrawal from opioids while incarcerated.

**The SAPT block grant regulations limit SAPT expenditures for the purpose of providing treatment services in penal or correctional institutions of the State. Please identify whether your County plans to expend SAPT block grant dollars in penal or correctional institutions of the State.**

Our County does not use SAPT block grant dollars to provide treatment in penal or correctional institutions.

## 12) Integrated Care

Shanel Long

**Describe your partnerships with local Health Departments, accountable care organizations (ACOs), federally qualified health centers (FQHCs) and other physical health providers.**

San Juan Counseling has positive, professional relationships with all primary care organizations in the county, including the four FQHC clinics. Services and referrals are coordinated between agencies and therapists. SJC also works closely with the Health Department on many aspects including distribution of Naloxone kits. In December 2017, San Juan Counseling relocated its main office to one shared with the San Juan Health Clinic and San Juan County Health Department. This has resulted in a moderate increase in client referrals from both agencies compared to when we were housed separately.

**Describe efforts to integrate clinical care to ensure individuals physical, mental health and substance use disorder needs are met.**

Case managers keep abreast of physical needs of clients. Coordination between case managers and therapists assure mental and substance use disorder treatment needs are met. Case managers and nurses assist clients in accessing physical health services and coordinate closely with primary care providers in meeting all needs of clients.

**Describe your efforts to incorporate wellness into treatment plans and how you will provide education and referrals to individuals regarding physical health concerns (i.e., HIV, TB, Hep-C,**

<b>Diabetes, Pregnancy, Nicotine).</b>
All mental health and substance use clients who complete an intake packet for mental health services also complete a medical history form that asks them to indicate their HIV, TB, Hep-C, diabetes and pregnancy status. This is then followed-up on as part of intake and early treatment. We have routinely referred clients for follow-up with their medical provider when concerns in these area are indicated or suspected.
<b>Describe your plan to reduce tobacco and nicotine use in SFY 2021, and how you will maintain a tobacco free environment at direct service agencies and subcontracting agencies. SUD Target= reduce nicotine use to 4.8 in 2021 in TEDs.</b>
Beginning July 2019, all SJCC clients are asked at intake if they are interested in smoking cessation and learning more about services available to support their efforts. Their responses are tracked in the EHR and reviewed by to determine if there is sufficient interest to begin an outpatient support group for tobacco cessation. We are currently providing a weekly smoking cessation support group at the Blanding Day Treatment of SMI clients. In FY2021 SJC trained four employees to provide the "Dimensions" group. The group has been offered to all San Juan County residents, free of charge. It is offered in person or through video conference. SJC will continue to run this group regularly through FY2022.

**13) Women's Treatment (WTA and WTX)**

Rebecca King

<b>Form B - FY22 Amount Budgeted:</b>	33537	<b>Form B - FY22 Projected clients Served:</b>	10
<b>Form B - Amount Budgeted in FY21 Area Plan</b>	\$72,051	<b>Form B - Projected Clients Served in FY21 Area Plan</b>	
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>	31848	<b>Form B - Actual FY20 Clients Served as Reported by Locals</b>	5
<b>Describe the evidence-based services provided for women including gender-specific substance use disorder treatment and other therapeutic interventions that address issues of trauma, relationships, sexual and physical abuse, vocational skills, networking, and parenting.</b>			
SJCC has instituted a Seeking Safety group that is specific to women with Substance Use Disorders. The seeking safety group addresses the relationship between trauma and substance use. This group meets weekly. We are in the process of introducing the Seeking Safety curriculum as group at our day treatment program for SMI adults. Additionally, many of our providers have received training in trauma informed care. San Juan Counseling staff has met with victim advocates from Seekhaven and Utah Navajo Health Systems (UNHS) and coordinate services as needed for women in domestic violence related crisis. Women in need of residential substance use treatment are referred to House of Hope and Odyssey House. SJCC has a contract with Odyssey House and contracts on a case-by-case basis with House of Hope. SJCC has also facilitated placement at Red Pine Treatment Center in Fort Duchesne, UT for Ute and Navajo clients.			
<b>Describe the therapeutic interventions for children of clients in treatment that addresses their developmental needs, their potential for substance use disorders, and their issues of sexual and physical abuse and neglect. Describe collaborative efforts with DCFS for women with children at risk of, or in state custody.</b>			



SJC employees two play therapists trained in child centered and TF-CBT to assist children in processing traumatic experiences. Children referred for services receive an assessment that takes into account developmental delays and needs.

SJC works with DCFS regularly. Our FRF's facilitate family team meetings and our therapist frequently attend family team meetings. SJC is a part of the SOC committee that meets monthly with DCFS, JJS, WFS, and schools to attend to the needs of women and children. SJC staff attends the regular Children Justice Center meeting to increase coordination efforts.

**Describe the case management, child care and transportation services available for women to ensure they have access to the services you provide.**

SJC's Family Resource Facilitators work with families to provide case management and other services. Childcare and transportation are provided on an as needed basis.

**Describe any significant programmatic changes from the previous year.**

None

**Residential Women & Children's Treatment (WTX) (Salt Lake, Weber, Utah Co & Southwest Only)**  
**Rebecca King**

**Identify the need for continued WTX funding in light of Medicaid expansion and Targeted Adult Medicaid.**

**Please describe the proposed use of the WTX funds**

**Describe the strategy to ensure that services provided meet a statewide need, including access from other substance abuse authorities**

**Submit a comprehensive budget that identifies all projected revenue and expense for this program by email to: bkelsey@utah.gov**

**14) Adolescent (Youth) Treatment**

**Shanin Rapp**

<b>Form B - FY22 Amount Budgeted:</b>	11793	<b>Form B - FY22 Projected clients Served:</b>	7
<b>Form B - Amount</b>	\$14,431	<b>Form B - Projected Clients</b>	

<b>Budgeted in FY21 Area Plan</b>		<b>Served in FY21 Area Plan</b>	
<b>Form B - Actual FY20 Expenditures Reported by Locals</b>	3381	<b>Form B - Actual FY20 Clients Served as Reported by Locals</b>	3
<b>Describe services provided for adolescents and families. Please identify the ASAM levels of care available for youth.</b>			
<p>SJC provides .5 and 1 levels of care for youth with a substance use disorder. Motivational interviewing, drug testing (when appropriate), and CBT-informed therapy and Prime for Life programming is available to youth in need of therapeutic intervention. Youth requiring high levels of care, such as residential treatment, are referred to Odyssey House, Navajo Regional Behavioral Health Center in Shiprock, NM.</p> <p>Most of the youth we see are referred by the school. Those that do not require treatment are typically referred to their school counselor.</p>			
<b>Describe efforts to engage, educate, screen, recruit, and engage youth. Identify gaps in the youth treatment referral system within your community and how you plan to address the gaps.</b>			
<p>SJC receives the majority of our youth referrals from the San Juan School District (SJSD) and by self-referral, typically by the parents / guardians. Juvenile Justice Services also refer youth to services. SJC works closely with the school district in an effort to inform school counselors about the availability of SJC counselors in the school. SJC has made a point of having therapists in the schools on a predictable schedule so the referral process is clear and relatively easy to accomplish. In FY21, SJC and the SJSD will work together to identify youth who are likely Medicaid eligible and help their parents / guardians navigate the application process.</p>			
<b>Describe collaborative efforts with mental health services and other state child serving agencies (DCFS, DJJS, SOC, DSPD, Juvenile Court) and any significant programmatic changes from the previous year.</b>			
No changes.			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.			

15) Drug Court

Shanel Long

<b>Form B - FY22 Amount Budgeted: Felony</b>	90827	<b>Form B - FY21 Amount Budgeted: Felony</b>	\$28,201
<b>Form B - FY22 Amount Budgeted: Family Dep.</b>		<b>Form B - FY21 Amount Budgeted: Family Dep.</b>	
<b>Form B - FY22 Amount Budgeted: Juvenile</b>		<b>Form B - FY21 Amount Budgeted: Juvenile</b>	
<b>Form B - FY22 Recovery</b>		<b>Form B - FY21 Recovery</b>	

Support Budgeted		Support Budgeted	
<b>Describe the Drug Court eligibility criteria for each type of specialty court (Adult, Family, Juvenile Drug Courts, etc). Please provide an estimate of how many individuals will be served in each certified drug court in your area.</b>			
<p>San Juan Counseling only has a Felony Drug Court. To be eligible an individual has to have drug related charges and they need to agree to enter the drug court program (take a plea in abeyance). Approval from all the drug court team is required before an individual will be admitted into the program. We estimate that we will serve 15 clients in the drug court program.</p>			
<b>Describe Specialty Court treatment services. Identify the services you will provide directly or through a contracted provider for each type of court (Adult, Family, Juvenile Specialty Courts, DUI). How will you engage and assist individuals with Medicaid enrollment throughout their episode of care.</b>			
<p>San Juan County Drug Court participants are given individual and group therapy according to their needs. Our Drug Court Coordinator provides some case management, but the primary responsibility falls upon the tracker/case manager who is a sheriff's office employee. The front desk at SJC routinely monitors clients' income levels and they will provide assistance to help individuals enroll in Medicaid.</p>			
<b>Describe the MAT services available to Specialty Court participants. Will services be provided directly or by a contracted provider (list contracted providers).</b>			
<p>Drug court participants are eligible for all MAT services that SJC provides. This is determined by individual participant need. MAT services will be provided directly by SJC.</p>			
<b>Describe your drug testing services for each type of court including testing on weekends and holidays for each court. Identify whether these services will be provided services directly or through a contracted provider. (Adult, Family, Juvenile Specialty Courts, etc).</b>			
<p>Drug testing is done on a random basis for participants. Weekends and holidays are included in the random basis. Drug tests are administered in Blanding by SJC and in Monticello by the San Juan County Sheriff's Office.</p>			
<b>List all drug court fees assessed to the client in addition to treatment sliding scale fees for each type of court (Adult, Family, Juvenile Specialty Courts, etc).</b>			
<p>San Juan Counseling only charges treatment sliding scale fees for drug court participants.</p>			
<b>Describe any significant programmatic changes from the previous year (Adult, Family, Juvenile Specialty Courts, etc).</b>			

None

16) Justice Services

Thomas Dunford

Form B - FY22 Amount Budgeted:	30274	Form B - FY21 Amount Budgeted:	\$30,341
<b>Describe screening to identify criminal risk factors.</b>			

SJCC uses the Risk and Needs Triage (RANT) for all adult clients referred for a substance use evaluation.

**Identify the continuum of services for individuals involved in the justice system. Identify strategies used with low risk offenders. Identify strategies used with high risk offenders.**

Because the number of outpatient substance use clients who attend fluctuates, the majority of outpatient substance use counseling takes the form of individual therapy sessions. If however a client is assessed to be high risk / high need, he/she may be considered for inclusion in the ongoing group therapy provided for drug court clients. Current drug court programming includes Moral Reconciliation Therapy (MRT), Seeking Safety, parenting skills, relationships skills and the Helping Men / Women Recover programs.

SJCC has two practitioners whose primary responsibility is to provide outpatient substance use treatment. Two are licensed clinicians (one male, the other female); we also have a full-time recovery support coordinator (RSC). This allows for substance use groups to be co-facilitated as needed.

Newly referred substance use clients first meet with our recovery support coordinator to complete the Risk and Needs Triage (RANT) and begin the Daily Living Assessment (DLA-20). This contact is intended to help establish rapport between the client and the RSC who is available to provide case management services and skills development services for court involved clients.

The American Society of Addiction Medicine criteria (ASAM) is completed for all clients who present with a primary substance use diagnosis to assist with a treatment recommendation (e.g residential, outpatient, etc.).

The Prime for Life psychoeducation course whose ASAM indicates this to be an appropriate level of care.

**Identify a quality improvement goal to better serve individuals involved in the criminal justice system. Your goal may be based on the recommendations provided by the University of Utah Criminal Justice Center in SFY 2020.**

The Utah Criminal Justice Center, following their evaluation of San Juan Counseling, made the recommendation that single-sex Drug Court groups should be created given that women's pathways to crime and substance use can vary from men's. Since this recommendation was made, San Juan Counseling has, for six months out of the yearlong group, separated the larger group into two single-sex groups. This allows for both the benefits to women of sex-specific programming, as outlined in research (Claus et al, 2007), as well as the benefits of combined-sex groupwork (increased empathy and understanding by male group members of the impact of substance use on the developing fetus and the pregnant woman, etc.). Additionally, the Center recommended tracking of program completion among substance use clients, with an aim of a success rate of 65%-85%. San Juan Counseling's Drug Court Program has a 70% completion rate and an 80% completion rate for group programming outside of drug court, with a plan to track client completion more formally.

**Identify coalitions, planning groups or councils (or other efforts) at the county level working to improve coordination and outcomes for adults involved in the justice system.**

SJC meets regularly with San Juan County Drug Court Team which includes the County Attorney, Judge, Defense Attorney, AP&P, Case Manager, and SJC treatment staff. SJC is always willing to participate with AP&L or other probation services to coordinate care, improve services and supervision based on risk level. SJC's MCOT team regularly meets and coordinated with San Juan County Sheriff's office to improve coordination.

**Identify efforts as a community stakeholder for children and youth involved with the juvenile justice system, local DCFS, DJJS, Juvenile Courts, and other agencies.**

SJC administration attends all Regional Advisory Councils. SJC's clinical director meets monthly with the local DCFS office to coordinated services. SJC administration meets regularly with San Juan School District officials to coordinate services and school needs. SJC is a part of SJC-PAC which brings many community partners together for coordination. SJC is also a key player in the Zero Suicide Coalition that brings partners together to discuss suicide prevention efforts in the community. SJC's clinical director meets quarterly with the Children's Justice Center. SJC administration attends all table of six meetings that occur quarterly, which includes DCFS, Juvenile Court, JJS, etc.

**Provide data and outcomes used to evaluate Justice Services.**

SJC uses current collected TEDS data including drug and alcohol use, arrests, successful completion of treatment, etc. Additional outcome measures may include the SURE and DLA-20.

**17)Suicide Prevention, Intervention & Postvention (ONLY COMPLETE IF NOT COMPLETED ON FORM A)**

**Describe all current activities in place in suicide prevention, including evaluation of the activities and their effectiveness on a program and community level. Please include a link or attach your localized suicide prevention plan for the agency.**

**Describe all currently suicide intervention/treatment services and activities including the use of evidence based tools and strategies. Describe your policies and procedures for suicide screening, risk assessment, and safety planning as well as suicide specific treatment and follow up/care transition services. Describe how clients are identified for suicide specific services. How is the effectiveness of the services measured?**

**Describe all current strategies in place in suicide postvention including any grief supports. Please describe your current postvention response plan, or include a link or attach your localized suicide postvention plan for the agency and/or broader local community.**

**Describe your plan for coordination with Local Health Departments and local school districts to identify roles and support implementation of a community postvention plan in alignment with the state Community Postvention Toolkit.**

For Local Authorities participating in the Garrett Lee Smith State Youth Suicide Prevention and Early Intervention Grant Program summarize your implementation plans for implementing skill based programming, gatekeeper training, community or school based screening activities, and crisis follow up services after inpatient or emergency department visits. (note: this can be done in the box below, or by linking/attaching your most current report).

For those not participating in this grant program, please indicate "N/A" in the box below.

For Local Authorities participating in the Comprehensive Suicide Prevention grants describe your implementation plans for primary prevention programs, suicide intervention supports including gatekeeper training, and community postvention planning. (note: this can be done in the box below, or by linking/attaching your most current report).

If any of the following project deliverables are currently available, please link them here or attach them to your submission.

1. By year 2, funding recipients shall submit a written comprehensive suicide prevention plan that is in alignment with the Utah Suicide Prevention State Plan and by year 2, funding recipients shall submit a written postvention response plan and communication protocol for their organization.
2. By year 3 funding recipients shall submit a written community postvention response plan.

For those not participating in this project, please indicate, "N/A" below.

For Local Authorities receiving mini grant funding for the Live On Utah statewide suicide prevention campaign, summarize your implementation and sustainability plans for the implementation of culturally appropriate suicide prevention messaging in your area.

For those not participating in this project, please indicate, "N/A" below.

FY2022 Mental Health Revenue	State General Fund			County Funds			Mental Health Block Grant (Formula)	10% Set Aside Federal - Early Intervention	Other State/Federal	Third Party Collections	Client Collections (eg. co-pays, private pay. fees)	Other Revenue	TOTAL FY2022 Revenue
	State General Fund	State General Fund used for Medicaid Match	\$2.7 million Unfunded	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid							
JRU/JRC													\$0
Local Treatment Services	\$500,000	\$288,432	\$6,313		\$58,949	\$1,081,218	\$61,584		\$100,000	\$115,000	\$31,000	\$14,000	\$2,256,496
FY2022 Mental Health Revenue by Source	\$500,000	\$288,432	\$6,313	\$0	\$58,949	\$1,081,218	\$61,584	\$0	\$100,000	\$115,000	\$31,000	\$14,000	\$2,256,496

FY2022 Mental Health Expenditures Budget	State General Fund			County Funds			Mental Health Block Grant (Formula)	10% Set Aside Federal - Early Intervention	Other State/Federal	Third Party Collections	Client Collections (eg. co-pays, private pay. fees)	Other Expenditures	TOTAL FY2022 Expenditures Budget	Total FY2022 Clients Served	TOTAL FY2022 Cost/Client Served
	State General Fund	State General Fund used for Medicaid Match	\$2.7 million Unfunded	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid									
Inpatient Care (170)		\$37,500				\$125,000							\$162,500	20	\$8,125.00
Residential Care (171 & 173)		\$5,000											\$5,000	2	\$2,500.00
Outpatient Care (22-24 and 30-50)		\$146,174	\$5,326		\$36,570	\$593,199	\$9,039	\$100,000	\$97,026	\$26,155			\$1,013,489	586	\$1,729.50
24-Hour Crisis Care (outpatient based service with emergency_ind = yes)	\$500,000												\$500,000	200	\$2,500.00
Psychotropic Medication Management (61 & 62)		\$27,078	\$987		\$6,775	\$109,886	\$1,674		\$17,974	\$4,845			\$169,219	323	\$523.90
Psychoeducation Services (Vocational 80) Psychosocial Rehabilitation (Skills Dev. 100)		\$54,230			\$13,567	\$220,073							\$287,870	110	\$2,617.00
Case Management (120 & 130)		\$7,167			\$1,793	\$29,087							\$38,047	57	\$667.49
Community Supports, including - Housing (174) (Adult) - Respite services (150) (Child/Youth)		\$3,958			\$93	\$1,516						\$9,000	\$14,567	10	\$1,456.70
Peer Support Services (140) - Adult Peer Specialist - Family Support Services (FRF Database)		\$605			\$151	\$2,457	\$50,871						\$54,084	40	\$1,352.10
Consultation and education services, including case consultation, collaboration with other county service agencies, public education and public information													\$0		
Services to persons incarcerated in a county jail or other county correctional facility												\$5,000	\$5,000	5	\$1,000.00
Adult Outplacement (USH Liaison)		\$6,720											\$6,720	2	\$3,360.00
Other Non-mandated MH Services													\$0		#DIV/0!
FY2022 Mental Health Expenditures Budget	\$500,000	\$288,432	\$6,313	\$0	\$58,949	\$1,081,218	\$61,584	\$0	\$100,000	\$115,000	\$31,000	\$14,000	\$2,256,496		

FY2022 Mental Health Expenditures Budget	State General Fund			County Funds			Mental Health Block Grant (Formula)	10% Set Aside Federal - Early Intervention	Other State/Federal	Third Party Collections	Client Collections (eg. co-pays, private pay. fees)	Other Expenditures	TOTAL FY2022 Expenditures Budget	Total FY2022 Clients Served	TOTAL FY2022 Cost/Client Served
	State General Fund	State General Fund used for Medicaid Match	\$2.7 million Unfunded	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid									
ADULT	\$250,000	\$195,291	\$3,926		\$41,860	\$741,519	\$41,662	\$75,000	\$71,519	\$19,279	\$14,000	\$1,454,056	503	\$2,890.77	
YOUTH/CHILDREN	\$250,000	\$93,141	\$2,387		\$17,089	\$339,699	\$19,922	\$25,000	\$43,481	\$11,721	\$14,000	\$802,440	291	\$2,757.53	
Total FY2022 Mental Health Expenditures	\$500,000	\$288,432	\$6,313	\$0	\$58,949	\$1,081,218	\$61,584	\$0	\$100,000	\$115,000	\$31,000	\$14,000	\$2,256,496	794	\$2,841.93

**FY22 Proposed Cost & Clients Served by Population**

Local Authority: San Juan Counseling

Budget and Clients Served Data to Accompany Area Plan Narrative

MH Budgets	Clients Served	Expected
<b>Inpatient Care Budget</b>		
\$81,250 ADULT	10	8125
\$81,250 CHILD/YOUTH	10	8125
<b>Residential Care Budget</b>		
\$2,500 ADULT	1	\$2,500
\$2,500 CHILD/YOUTH	1	\$2,500
<b>Outpatient Care Budget</b>		
\$604,060 ADULT	322	1876
\$409,430 CHILD/YOUTH	264	1551
<b>24-Hour Crisis Care Budget</b>		
\$250,000 ADULT	100	2500
\$250,000 CHILD/YOUTH	100	2500
<b>Psychotropic Medication Management Budget</b>		
\$144,283 ADULT	278	519
\$24,935 CHILD/YOUTH	45	554
<b>Psychoeducation and Psychosocial Rehabilitation Budget</b>		
\$283,069 ADULT	58	4881
\$4,801 CHILD/YOUTH	23	209
<b>Case Management Budget</b>		
\$32,403 ADULT	45	720
\$5,645 CHILD/YOUTH	12	470
<b>Community Supports Budget (including Respite)</b>		
\$9,000 ADULT (Housing)	5	1800
\$5,567 CHILD/YOUTH (Respite)	5	1113
<b>Peer Support Services Budget</b>		
\$35,774 ADULT	20	1789
\$18,310 CHILD/YOUTH (includes FRF)	20	916
<b>Consultation &amp; Education Services Budget</b>		
ADULT		
CHILD/YOUTH		
<b>Services to Incarcerated Persons Budget</b>		
\$5,000 ADULT Jail Services	5	1000
<b>Outplacement Budget</b>		
\$6,720 ADULT	2	3360
<b>Other Non-mandated Services Budget</b>		
ADULT		#DIV/0!
CHILD/YOUTH		#DIV/0!

**Summary**

<b>Totals</b>		
\$1,454,059 Total Adult	1,454,056	3
\$802,438 Total Children/Youth	802,440	\$2

From the budgets and clients served data reported above, please breakout the following information regarding unfunded (duplicated from above)  
Unfunded (\$2.7 million)

\$3,157 ADULT	5	631
\$3,156 CHILD/YOUTH	5	631
<b>Unfunded (all other)</b>		
\$60,000 ADULT	100	600
\$15,000 CHILD/YOUTH	35	429



**FY22 Mental Health Early Intervention Plan & Budget**

Local Authority: San Juan Counseling

Form A2

FY2022 Mental Health Revenue	State General Fund		County Funds		Collections	Other Revenue	FY2022	FY2022	Clients Served	FY2022
	Fund	Fund used for	Medicaid Match	Medicaid Match						
FY2022 Mental Health Revenue by Source		\$19,515					\$19,515			
FY2022 Mental Health Expenditures Budget	Fund	Fund used for	Medicaid Match	Medicaid Match	Collections	Expenditures	FY2022	FY2022	Clients Served	FY2022
MCOT 24-Hour Crisis Care-CLINICAL										
MCOT 24-Hour Crisis Care-ADMIN										
FRF-CLINICAL										
FRF-ADMIN										
School Based Behavioral Health-CLINICAL		\$18,539					\$18,539	10		\$1,853.93
School Based Behavioral Health-ADMIN		\$976					\$976			
FY2022 Mental Health Expenditures Budget	\$0	\$19,515	\$0	\$0	\$0	\$0	\$19,515	10		\$19,515

\* Data reported on this worksheet is a breakdown of data reported on Form A.

**FORM A - MENTAL HEALTH BUDGET NARRATIVE**

**Local Authority:** San Juan Counseling

**Instructions:**

In the cells below, please provide an answer/description for each question. **PLEASE CHANGE THE COLOR OF SUBSTANTIVE NEW LANGUAGE INCLUDED IN YOUR PLAN THIS YEAR!**

**1) Adult Inpatient**

<b>Form A1 - FY22 Amount Budgeted:</b>	81250	<b>Form A1 - FY22 Projected clients Served:</b>	10
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	48750	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	8
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	55125		6
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.</b>			
<p>There are no inpatient psychiatric facilities in San Juan County. This necessitates referring clients needing inpatient care to facilities outside the county. When inpatient needs arise, patients undergo a physical health evaluation at one of two county hospitals and receive medical clearance. After medical clearance has been obtained, arrangements are made for patients to be transported to a licensed acute inpatient facility within the state of Utah. San Juan County Sheriff's Office provides transportation for clients who are involuntarily committed. The sheriff's office has been extremely cooperative and helpful. They are a great partner. Such patients are often admitted to the Provo Canyon Hospital and Mountain View Hospital.</p> <p>Every effort is made to maintain residents in their own homes when possible. With strong family support, increased case management and other intensive outpatient services, individuals who otherwise might have been hospitalized can at times be maintained successfully in the community.</p> <p>San Juan Counseling's professional staff maintains active certification as Designated Examiners for authority to enact involuntary commitments with the above scenarios.</p>			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
<p>The amount that SJC will fund under the Medicaid Managed Care plan has increased in the current year and it is anticipated that it will continue to increase in FY22. The increase in Medicaid enrollees due to Medicaid expansion is a contributing factor to the increase in expenses.</p>			
<b>Describe any significant programmatic changes from the previous year.</b>			

None

**2) Children/Youth Inpatient**

<b>Form A1 - FY22 Amount Budgeted:</b>	81250	<b>Form A1 - FY22 Projected clients Served:</b>	10
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	48750	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	8
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	11375	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	1

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.**

Since there are no children/youth inpatient facilities within San Juan County, the same procedures that apply for adult inpatient care and services apply to youth. For children and youth needing intensive services, every effort is made to meet those needs through some type of diversion plan within the county. Children and youth whose needs cannot be met locally and who require inpatient care are referred to appropriate facilities outside of the county. As inpatient needs arise, patients can undergo a physical health evaluation at either local hospital for medical clearance. Arrangements are then made for patients to be placed in an acute inpatient facility within the state of Utah. These placements are sometimes arranged through relationships with other mental health centers in the state. If the situation warrants, placement at the Utah State Hospital is utilized. Youth are also admitted to private hospitals.

As with the adult population, intensive wraparound services can sometimes alleviate the need for hospitalization. Safety of the individual, family, and community remains paramount when less restrictive (non-hospitalization) measures are pursued.

San Juan Counseling's professional staff maintain active certification as Designated Examiners for authority to enact associated involuntary commitments with the above scenarios.

SJC and Canyonlands Youth Home have an agreement to use the youth home as a diversionary placement when appropriate. We have used this resource when appropriate and will continue to do so.

**Describe your efforts to support the transition from this level of care back to the community.**

SJC works to support all inpatient discharges. Our MCOT staff is dedicated to work with individuals as they are transitioning back into the community. The MCOT team reaches out to follow up on needs of the individual. The MCOT team helps to facilitate therapy appointments and other resources as needed. SJC will also offer respite when appropriate. With SJC's relationship with local SOC's, if needed, referrals will be made and facilitated for those services.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

Inpatient services increase in FY21 over FY20. SJC anticipates increases in the number of inpatient bed days for the youth that they Center is responsible for funding.

<b>Describe any significant programmatic changes from the previous year.</b>
None

**3) Adult Residential Care**

<b>Form A1 - FY22 Amount Budgeted:</b>	2500	<b>Form A1 - FY22 Projected clients Served:</b>	1
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	2500	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	1
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	0	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	0

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.**

No mental health residential facilities are located within San Juan County. As a result, San Juan Counseling refers San Juan County residents who meet criteria for this level of care to facilities outside of the county. SJC has a cooperative relationship with other Utah Behavioral Health Committee (UBHC) agencies that have residential care facilities. By "cooperative relationship," it is the relationship that we as a center, have with each of the other LMHCs throughout the state. When we are in need of services not available in San Juan County, we often call other centers and ask for advice, suggestions and assistance. They are very cooperative and are often able to suggest facilities and resources that may or may not be affiliated with their particular center. This cooperative relationship has proven invaluable in many instances in which we needed knowledge of, and/or access to, facilities and resources outside our county. However, such facilities have been difficult to access for our residents based on funding constraints and availability. Private facilities, such as Chrysalis, have been utilized as needed and will continue to be used. SJC has been able to provide several modified services to minimize the need of residential treatment such as aggressive case managed services, services similar to an ACT team and services similar to a Clozaril Clinic. Due to the creative efforts of the clinical team at SJC, clients that might have required residential treatment have been maintained in a less restrictive setting while at the same time addressing their unique needs.

If a San Juan County resident is in need of therapeutic foster care, a therapeutic foster care provider is used within the county when available. Four Corners Care Center located in Blanding provides residential care for aged clients needing long-term care.

In addition to utilizing out-of-county facilities when necessary, SJC provides residential-type services in our day treatment facilities. Day treatment clients are allowed to utilize washers and dryers in the day treatment facilities to do laundry. Clients are also given the opportunity to shower in day treatment facilities. Wrap-around and other in-home services are provided to SPMI clients in an effort to maintain them in their own homes in the local community.

**How is access to this level of care determined? How is the effectiveness and accessibility of residential care evaluated?**

SJC utilized functional assessments such as the DLA-20 when available in combinations with clinical information related to safety and the need for additional support. The primary goals include the

individual being in the least restrictive environment possible. Effectiveness of care is determined by several factors including functioning levels, inpatient admissions, legal involvement, safety, etc.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

None

**Describe any significant programmatic changes from the previous year.**

None

**4) Children/Youth Residential Care**

<b>Form A1 - FY22 Amount Budgeted:</b>	2500	<b>Form A1 - FY22 Projected clients Served:</b>	1
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	2500	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	1
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	0	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	0

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please identify any significant service gaps related to residential services for youth.**

Procedures for children and youth residential care are similar to the residential care for adults with the exception that they are placed in satisfactory children's facilities. Due to our close personal and working relationships with other LMHCs and their employees, they are willing to assist when asked for recommendations and help in finding residential placements for San Juan County children and youth. Relationships developed through UBHC sponsored meetings of directors, clinical directors and children's coordinators have facilitated such relationships and cooperative attitudes among various centers and their employees.

**How is access to this level of care determined? Please describe your efforts to support the transition from this level of care back to the community.**

SJC uses clinical information related to safety and the need for additional support. The primary goals include the individual being in the least restrictive environment possible. Effectiveness of care is determined by several factors including functioning levels, inpatient admissions, legal involvement, safety, etc. SJC considers residential as short-term treatment and not a placement for out of home care.

Our MCOT staff is dedicated to work with individuals as they are transitioning back into the community. The MCOT team reaches out to follow up on needs of the individual. The MCOT team helps to facilitate therapy appointments and other resources as needed. SJC will also offer respite when appropriate.

With SJC's relationship with local SOC's, if needed, referrals will be made and facilitated for those

services.
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>
None
<b>Describe any significant programmatic changes from the previous year.</b>
None

**5) Adult Outpatient Care**

<b>Form A1 - FY22 Amount Budgeted:</b>	604060	<b>Form A1 - FY22 Projected clients Served:</b>	322
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	349939	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	285
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	568047	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	370

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.**

Outpatient services are provided by San Juan Counseling. Services include: Intake and evaluation, psychiatric assessment and evaluation, individual, marriage, family and group psychotherapy, and behavior management. Major goals of outpatient services are: 1) screen for appropriateness of treatment through the completion of an intake and evaluation, 2) evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present, 3) prescribe appropriate treatment secondary to initial diagnosis or diagnostic impressions and subsequently, 4) provide psychotherapy, group or family therapy and medication management as indicated in order to treat the diagnosed illness of the client or individual.

Other services include: 1) indicate and/or prescribe residential or inpatient treatment as needed and, 2) referral to appropriate treatment agency.

All clinical staff practice under the Department of Professional Licensing Guidelines as Licensed Mental Health Professionals or as certified Case Managers.

**Describe community-based services for high acuity patients including Assertive Community Treatment (ACT), Assertive Community Outreach Treatment (ACOT), and/or Intensive Case Management (ICM) services. Identify your proposed fidelity monitoring and outcome measures.**

San Juan Counseling does not currently have an interdisciplinary ACT team or practice ACOT for high acuity clients. However, efforts continue to coordinate with community partners to identify and outreach to clients with chronic and persistent mental illness. For instance, SJC administration and staff have met with medical staff and behavioral health leadership of Utah Navajo Health Systems (UNHS) to promote our adult day treatment programs in Blanding, Montezuma Creek and Mexican Hat. In

addition, SJC staff, has presented to four Navajo Nation chapters located in Utah and will continue contact with these organizations. The outcome measures sought for are keeping individuals in the community and out of inpatient units, out of jails, and to prevent homelessness. SJC utilizes the DLA-20 to track improvement and individual needs.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.

**Describe any significant programmatic changes from the previous year.**

None

**Describe the programmatic approach for serving individuals in the least restrictive level of care who are civilly committed or court-ordered to Assisted Outpatient Treatment. Include the process to track the individuals, including progress in treatment.**

San Juan Counseling strives to serve civilly committed clients using the least restrictive level of care possible. Civilly committed clients living in the community are consistently re-evaluated prior to their civil commitment hearing to determine whether he/she still meets criteria. If not, this is clearly articulated to the court.

For clients seen in acute settings, such as an ER department, SJC clinicians conduct an emergency mental health evaluation that includes a suicide-specific risk assessment, information from collateral sources, such as medical records, family members and friends. An effort is made to engage the client in safety planning and restricting his/her access to lethal means prior to determining whether civil commitment is recommended.

**6) Children/Youth Outpatient Care**

<b>Form A1 - FY22 Amount Budgeted:</b>	<b>409430</b>	<b>Form A1 - FY22 Projected clients Served:</b>	<b>264</b>
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	<b>339116</b>	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	<b>257</b>
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	<b>571547</b>	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	<b>287</b>

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please highlight approaches to engage family systems.**

Outpatient services are provided by San Juan Counseling. Services include: Intake and evaluation, psychiatric assessment and evaluation, individual, marriage, family and group psychotherapy, and behavior management. Major goals of outpatient services are: 1) screen for appropriateness of treatment through the completion of an intake and evaluation, 2) evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present, 3) prescribe appropriate

treatment secondary to initial diagnosis or diagnostic impressions and subsequently, 4) provide psychotherapy, group or family therapy and medication management as indicated in order to treat the diagnosed illness of the client or individual.

Other services include: 1) indicate and/or prescribe residential or inpatient treatment as needed and, 2) referral to appropriate treatment agency.

All clinical staff practice under the Department of Professional Licensing Guidelines as Licensed Mental Health Professionals or as certified Case Managers.

**Describe community-based services/approaches for high acuity youth and families. Describe the programmatic approach to serving individuals in the least restrictive level of care. Identify your proposed fidelity monitoring and outcome measures.**

SJC seeks to offer services that will support the family and the youth that allows the youth to remain in the least restrictive environment possible. SJC utilizes FRF/Peer Support to work with those families in need. SJC offers case management, respite, and skills development to youth when needed. SJC will also refer youth/families to SOC to utilize their full wrap around approach when appropriate.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.

**Describe any significant programmatic changes from the previous year.**

None

**7) Adult 24-Hour Crisis Care**

Form A1 - FY22 Amount Budgeted:	250000	Form A1 - FY22 Projected clients Served:	100
Form A1 - Amount budgeted in FY21 Area Plan	36043	Form A1 - Projected Clients Served in FY21 Area Plan	86
Form A1 - Actual FY20 Expenditures Reported by Locals	47161	Form A1 - Actual FY20 Clients Served as Reported by Locals	63
<p><b>Describe access to crisis services during daytime work hours, afterhours, weekends and holidays. Describe how crisis services are utilized as a diversion from higher levels of care (inpatient, residential, etc.) and criminal justice system. Identify what crisis services are provided and where services are provided and what gaps need to still be addressed to offer a full continuum of care. Identify plans for meeting any statutory or administrative rule governing crisis services. For each service, identify whether you will provide services directly or through a contracted provider. Describe how you coordinate with state and local partners for services to include the Utah Crisis Line, JJS and other DHS systems of care, for the provision of services to at risk youth, children, and their families.</b></p>			



In November 2020 SJC implemented MCOT services in San Juan County. During daytime work hours the crisis services are covered by 2 Bachelor's level Certified Crisis Workers. There is a licensed therapist available during the daytime hours to assist Crisis Workers as needed. After office hours and on the weekends, there is one Crisis Worker and one therapist on call from 8 am to 10 pm. A licensed therapist covers the on call from 10 pm to 8 am. The on-call line is covered 24 hours a day, 7 days a week. The local crisis phone number for the on-call worker is provided to the local hospitals, medical clinics, sheriff's office, police stations, DCFS, nursing home, schools, and other key facilities within the county. The Utah Crisis Line is advertised to the local community as the crisis number. The MCOT team will be deployed through handoffs from the Utah Crisis Line, calls from local partners including law enforcement, schools, and emergency rooms, calls or walk in crisis' initiated by consumers, and local dispatch.

All crisis services are provided without any compensation from the local hospitals, jails, or other institutions. All individuals are served regardless of funding status.

Crisis services are utilized as a diversion from higher level of care through MCOT outreaches. The MCOT team will deploy to where the crisis is happening (as far as it meets safety standards). The MCOT crisis workers will utilize local resources to meet client's needs. The MCOT team continues to reach out and monitor progress of the individual's needs, including linking to further appropriate services.

SJC has lost 25% of our professional staff since July 2020 and have been unable to replace those positions due to lack of qualified applications. The professional staffing shortage that is happening statewide is influencing our ability to fully staff the crisis team. SJC realizes that crisis services are essential. SJC also recognizes that providing these services and requiring after hours shifts is one the largest barriers to job satisfaction among the majority of providers. After hours and weekend work can be viewed as more challenging for some providers. With more competition for providers that are not required to work afterhours and weekends, hiring has become a bigger challenge. The public system needs to develop and have access to additional resources and ideas to attract and keep providers willing and able to provide 24/7 crisis services. SJC has and will continue to explore a myriad of options to alleviate some of the challenges associated with crisis services.

As part of our efforts to promote MCOT, our MCOT crisis workers have presented to local law enforcement agencies, DCFS, JJS, medical providers, schools, and other community partners. Our MCOT team reaches out to partners quarterly with brochures and information to help with the coordination efforts. During the daytime when our MCOT team is not responding to calls they are following up with recent cases, concerning no shows, community partner outreach, etc.

**Describe your evaluation procedures for crisis intervention services that objectively measure access and measurable outcomes for persons with both mental health and substance use disorders using data. Technical assistance with data specifications is available if needed, please describe any areas for help that is required.**

SJC has implemented the Division MCOT data measures as required for State reporting. SJC will monitor outcome measures such as the individual's final disposition following MCOT services.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

Increased MCOT funding

**Describe any significant programmatic changes from the previous year.**

MCOT implementation in November 2020.

8) Children/Youth 24-Hour Crisis Care

Form A1 - FY22 Amount Budgeted:	250000	Form A1 - FY22 Projected clients Served:	100
Form A1 - Amount budgeted in FY21 Area Plan	12950	Form A1 - Projected Clients Served in FY21 Area Plan	23
Form A1 - Actual FY20 Expenditures Reported by Locals	9636	Form A1 - Actual FY20 Clients Served as Reported by Locals	18

Describe access to crisis services during daytime work hours, afterhours, weekends and holidays. Describe how crisis services are utilized as a diversion from higher levels of care (inpatient, residential, etc.) and criminal justice system. Identify what crisis services are provided, where services are provided, and what gaps need to still be addressed to offer a full continuum of care. Include if you provide SMR services. For each service, identify whether you will provide services directly or through a contracted provider. Describe how you coordinate with state and local partners, to include JJS and other DHS systems of care, for the provision of services to at risk youth, children, and their families.

In November 2020 SJC implemented MCOT services in San Juan County. During daytime work hours the crisis services are covered by 2 Bachelor's level Certified Crisis Workers. There is a licensed therapist available during the daytime hours to assist Crisis Workers as needed. After office hours and on the weekends, there is one Crisis Worker and one therapist on call from 8 am to 10 pm. A licensed therapist covers the on call from 10 pm to 8 am. The on-call line is covered 24 hours a day, 7 days a week. The local crisis phone number for the on-call worker is provided to the local hospitals, medical clinics, sheriff's office, police stations, DCFS, nursing home, schools, and other key facilities within the county. The Utah Crisis Line is advertised to the local community as the crisis number. The MCOT team will be deployed through handoffs from the Utah Crisis Line, calls from local partners including law enforcement, schools, and emergency rooms, calls or walk in crisis' initiated by consumers, and local dispatch.

All crisis services are provided without any compensation from the local hospitals, jails, or other institutions. All individuals are served regardless of funding status.

Crisis services are utilized as a diversion from higher level of care through MCOT outreaches. The MCOT team will deploy to where the crisis is happening (as far as it meets safety standards). The MCOT crisis workers will utilize local resources to meet client's needs. The MCOT team continues to reach out and monitor progress of the individual's needs, including linking to further appropriate services.

SJC has lost 25% of our professional staff since July 2020 and have been unable to replace those positions due to lack of qualified applications. The professional staffing shortage that is happening statewide is influencing our ability to fully staff the crisis team. SJC realizes that crisis services are essential. SJC also recognizes that providing these services and requiring after hours shifts is one the largest barriers to job satisfaction among the majority of providers. After hours and weekend work can be viewed as more challenging for some providers. With more competition for providers that are not required to work afterhours and weekends, hiring has become a bigger challenge. The public system needs to develop and have access to additional resources and ideas to attract and keep providers willing and able to provide 24/7 crisis services. SJC has and will continue to explore a myriad of

options to alleviate some of the challenges associated with crisis services.

As part of our efforts to promote MCOT, our MCOT crisis workers have presented to local law enforcement agencies, DCFS, JJS, medical providers, schools, and other community partners. Our MCOT team reaches out to partners quarterly with brochures and information to help with the coordination efforts. During the daytime when our MCOT team is not responding to calls they are following up with recent cases, concerning no shows, community partner outreach, etc.

**Describe your evaluation procedures for children and youth crisis intervention services that objectively measure access and measurable outcomes for persons with both mental health and substance use disorders using data. Technical assistance with data specifications is available if needed, please describe any areas for help that is required.**

SJC has implemented the Division MCOT data measures as required for State reporting. SJC will monitor outcome measures such as the individual's final disposition following MCOT services.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

Increased MCOT Funding

**Describe any significant programmatic changes from the previous year.**

MCOT Implementation November 200

**9) Adult Psychotropic Medication Management**

<b>Form A1 - FY22 Amount Budgeted:</b>	144283	<b>Form A1 - FY22 Projected clients Served:</b>	278
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	129873	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	273
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	188523	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	241
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please list any specific work related to medication management during transition from or between providers/settings.</b>			
Psychotropic medication management services in San Juan County are provided by San Juan Counseling's licensed medical staff. They include psychiatric assessment and evaluation, medication management by a physician and/or a psychiatric nurse, and laboratory testing as required. Professional medical staff screen for appropriateness of medication management through the completion of a psychiatric assessment and evaluation. They evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present and then prescribe appropriate treatment and medication management secondary to initial diagnosis or diagnostic impressions and subsequently manage any psychotropic medications prescribed through the agency. SJC has a full-time Psychiatric Nurse Specialist with prescriptive authority. (A.P.R.N. level). He also provides service to Utah Navajo			

Health System to ensure coverage throughout San Juan County.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.

**Describe any significant programmatic changes from the previous year.**

None

**10) Children/Youth Psychotropic Medication Management**

<b>Form A1 - FY22 Amount Budgeted:</b>	24935	<b>Form A1 - FY22 Projected clients Served:</b>	45
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	21620	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	43
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	30078	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	45

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please list any specific work related to medication management during transition from or between providers/settings.**

Psychotropic medication management services in San Juan County are provided by San Juan Counseling's licensed medical staff. They include psychiatric assessment and evaluation, medication management by a physician and/or a psychiatric nurse, and laboratory testing as required. Professional medical staff screen for appropriateness of medication management through the completion of a psychiatric assessment and evaluation. They evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present and then prescribe appropriate treatment and medication management secondary to initial diagnosis or diagnostic impressions and subsequently manage any psychotropic medications prescribed through the agency. SJC has a full-time Psychiatric Nurse Specialist with prescriptive authority. (A.P.R.N. level). He also provides service to Utah Navajo Health System to ensure coverage throughout San Juan County.

When treating children, SJC has access to a child psychiatrist for diagnosis and med management via telemedicine through the University of Utah. When necessary, SJC's APRN works directly with the doctor in providing children's services. SJC's APRN has had extensive training and supervision from child psychiatrists.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.

**Describe any significant programmatic changes from the previous year.**

None

**11) Adult Psychoeducation Services & Psychosocial Rehabilitation**

<b>Form A1 - FY22 Amount Budgeted:</b>	283069	<b>Form A1 - FY22 Projected clients Served:</b>	58
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	361962	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	53
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	411350	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	54

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.**

These services are provided primarily thru services provided by SJC's Gateway (Blanding) and Montezuma Creek Day Treatment facilities. Services are also available to clients who choose not to attend day treatment programs. These services include intake and evaluation, psychiatric assessment and evaluation, psychological testing, medication management by physician and by advanced psychiatric nurse, individual, family and group psychotherapy, day treatment services, case management, behavior management, 24-hour crisis on-call, intervention services, protective payee services, and a wide range of individual and group skills development classes.

Day treatment facilities and treatment focus on a holistic and recovery-oriented approach to wellness. All San Juan County residents diagnosed with a mental illness, deemed to be severe and persistently mentally ill (SPMI), and not able to remain in the community without close supervision, case management, group and individual skills development and a therapeutic type of community are eligible for services.

**Describe how clients are identified for Psychoeducation and/or Psychosocial Rehabilitation services. How is the effectiveness of the services measured?**

Clients are identified through a formal evaluation and referred by a licensed therapist. Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.

SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.

**Describe any significant programmatic changes from the previous year.**

None

**12) Children/Youth Psychoeducation Services & Psychosocial Rehabilitation**

<b>Form A1 - FY22 Amount Budgeted:</b>	4801	<b>Form A1 - FY22 Projected clients Served:</b>	23
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	20517	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	43
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	15168	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	53
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.</b>			
<p>Children/Youth Psychoeducation Services and Psychosocial Rehabilitation are provided in a similar manner as are the adult services with the exception that there are no day treatment services for children. Services are provided by SJC staff, primarily case managers. The Family Resource Facilitators that provide these services have been appropriately trained and supervised. These services are prescribed following intake and evaluation and other assessments and are provided in conjunction with treatment by clinical team members.</p> <p>Additionally, a part time case manager was hired to provide skills groups in the river schools. Treatment focuses upon a holistic and recovery-oriented approach to wellness.</p>			
<b>Describe how clients are identified for Psychoeducation and/or Psychosocial Rehabilitation services. How is the effectiveness of the services measured?</b>			
<p>Clients are identified through a formal evaluation and referred by a licensed therapist. Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.</p> <p>SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need.</p>			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
<p>All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends. With the school closures and Navajo Nation restrictions due to Covid-19 there has been a significant decrease in our ability to provide these services to youth. When the closures are lifted SJC will work to bring the level of services back up.</p>			
<b>Describe any significant programmatic changes from the previous year.</b>			
None			

**13) Adult Case Management**

<b>Form A1 - FY22 Amount Budgeted:</b>	32403	<b>Form A1 - FY22 Projected clients Served:</b>	45
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	45268	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	50
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	32995	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	46
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please include how you ensure each case management provider is certified to provide these services.</b>			
<p>Case management services are provided by SJC. Case management services are centered on the client's individual needs for behavioral training, community living skills, work activity, work adjustment, recreation, self-feeding, self-care, social appropriateness, interpersonal adjustment, self-sufficiency, etc., as prescribed in the Treatment Plan. Medication management, financial management and other vital skills are taught to insure adequate and effective skills development for each client who receives case management services from San Juan Counseling. The focus for case management is to screen for appropriateness of case management services through the completion of an intake and evaluation, evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present, prescribe appropriate case management treatment secondary to initial diagnosis or diagnostic impressions and then subsequently, provide direct services to empower the client to learn how to provide Activities of Daily Living (ADL) for themselves or to empower them to care for themselves and for their general ADL as indicated in order to reach maximum resiliency or to reach a state of recovery from the diagnosed illness of the client.</p> <p>SJC ensures case managers are certified by tracking training, having staff submit CM tests to SJC leadership, and supervise 80 hours experience required.</p>			
<b>Please describe how eligibility is determined for case management services. How is the effectiveness of the services measured?</b>			
<p>Clients are identified through a formal evaluation and referred by a licensed therapist. Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.</p> <p>SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need.</p>			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.			
<b>Describe any significant programmatic changes from the previous year.</b>			
None			

14) Children/Youth Case Management

Form A1 - FY22 Amount Budgeted:	5645	Form A1 - FY22 Projected clients Served:	12
Form A1 - Amount budgeted in FY21 Area Plan	7863	Form A1 - Projected Clients Served in FY21 Area Plan	14
Form A1 - Actual FY20 Expenditures Reported by Locals	1335	Form A1 - Actual FY20 Clients Served as Reported by Locals	11
<p><b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please include how you ensure each case management provider is certified to provide these services.</b></p>			
<p>Children and youth have access to high quality case management, counseling, Family Resource Facilitator services, and the strength of an established "System of Care" (SOC) Committee providing wrap-around services. Therapists in the schools will continue to provide case management for children. SJC encourages the therapists in the schools to provide more case management services for youth. FRFs also provide some case management services when appropriate.</p> <p>SJC ensures case managers are certified by tracking training, having staff submit CM tests to SJC leadership, and supervise 80 hours experience required.</p>			
<p><b>Please describe how eligibility is determined for case management services. How is the effectiveness of the service measured?</b></p>			
<p>Clients are identified through a formal evaluation and referred by a licensed therapist. Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.</p> <p>SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need.</p>			
<p><b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b></p>			
<p>All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.</p>			
<p><b>Describe any significant programmatic changes from the previous year.</b></p>			
<p>None</p>			

**15) Adult Community Supports (housing services)**

Form A1 - FY22 Amount Budgeted:	9000	Form A1 - FY22 Projected clients Served:	5
Form A1 - Amount budgeted in FY21 Area Plan	12000	Form A1 - Projected Clients Served in FY21 Area Plan	5



<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	<b>9000</b>	<b>Form A1 - Actual FY20 Clients Serviced as Reported by Locals</b>	<b>3</b>
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.</b>			
<p>San Juan Counseling is continuing to look at ways to meet the housing needs of the community. SJC provides transitional housing occasionally through local motels and apartments. SJC has secured a trailer that is used for transitional housing to be used as needs arise.</p> <p>SJI clients, especially those who attend Day Treatment receive extensive in home, housing, and other case management services. SJC's case managers work with local low-income housing providers to meet housing needs in the community. Case managers also work with housing authorities and owners to help clients be compliant with housing standards, so their housing is not at risk.</p>			
<b>Indicate what assessment tools are used to determine criteria, level of care and outcomes for placement in treatment-based and/or supportive housing?</b>			
DLA-20, SMI criteria, Civil Commitment, and supervision needs are used to consider the individuals with the highest priorities for limited housing resources.			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.			
<b>Describe any significant programmatic changes from the previous year.</b>			
None			

**16) Children/Youth Community Supports (respite services)**

<b>Form A1 - FY22 Amount Budgeted:</b>	<b>5567</b>	<b>Form A1 - FY22 Projected clients Served:</b>	<b>5</b>
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	<b>3743</b>	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	<b>5</b>
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	<b>630</b>	<b>Form A1 - Actual FY20 Clients Serviced as Reported by Locals</b>	<b>3</b>
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please identify how this fits within your continuum of care.</b>			
<p>SJC provides respite care utilizing outplacement funds and Medicaid capitated funds. This service has been proven helpful when needed. All of SJC's case managers are now certified as children case managers. SJC is using the child case managers to provide respite services for clients in need. It is expected that need for this service will continue, especially with Medicaid eligible clients.</p>			

**Please describe how you determine eligibility for respite services. How is the effectiveness of the service measured?**

Eligibility is determined based on need of child/family. Individuals are referred to service by therapist determination.

Effectiveness is measured by parent self-report of child's behavior being more manageable in the home and parent being able to focus on needs in the home.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.

**Describe any significant programmatic changes from the previous year.**

None

**17) Adult Peer Support Services**

<b>Form A1 - FY22 Amount Budgeted:</b>	35774	<b>Form A1 - FY22 Projected clients Served:</b>	20
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	2000	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	3
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	2587	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	1
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Describe your policies and procedures for peer support.</b>			
SJC currently has one full time Peer Support Specialist and one Family Resource Facilitator who offers certified Peer Support Services. Our Peer Support Specialists work with a wide variety of clients depending on the need of the clients.			
<b>Describe how clients are identified for Peer Support Specialist services. How is the effectiveness of the services measured?</b>			
Services are prescribed by therapists based on clinical need including, but not limited to, the DLA-20, C-SSTS. Decreased acuity and increased function are used from these same measures for improvement.			
<b>Describe your policies and procedures for peer support. Do Certified Peer Support Specialists participate in clinical staffings?</b>			
Peer Support Specialists follow the same policies and procedures as all SJC staff. Peer Support Specialists participate in clinical meetings and staffing.			

**How is adult peer support supervision provided? Who provides the supervision? What training do supervisors receive?**

The clinical director, Brandi Siebertz, meets with the peer support specialists for clinical supervision and training 2-3 times per month. Our peer support specialist that is also a Family Resource Facilitator, has been extensively trained in the wrap-around to fidelity model which informs their direct service practice. *The FRF also meets with Sarah Olsen with Allies with Families monthly to help with training efforts.*

Training is also provided in house as to:

1. Medicaid definitions and requirements around peer support services.
2. Entering of timely and accurate documentation in the EHR for all Medicaid clients receiving PSS.
3. De-escalation techniques for use with upset and emotional clients.
4. Use of the Daily Living Assessment (DLA-20).
5. Other clinical information as needed and requested.

The clinical director is trained and licensed as a Clinical Mental Health Counselor and attends 40+ hours of training every two years as required by DOPL Utah.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served and number of services provided (15% or greater change).**

*Increase in funding provided for Peer Support Services through LAP.*

**Describe any significant programmatic changes from the previous year.**

*Additional Peer Support Specialist hired through increased funding.*

**18) Children/Youth Peer Support Services**

<b>Form A1 - FY22 Amount Budgeted:</b>	18310	<b>Form A1 - FY22 Projected clients Served:</b>	20
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	44096	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	25
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	22855	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	2

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. *Describe how Family Peer Support Specialists will partner with other Department of Human Services child serving agencies, including DCFS, DJJS, DSPD, and HFW.***

Children/Youth peer support services are provided by the Family Resource Facilitator that is an employee of San Juan Counseling.

San Juan Counseling has 1 part time Family Resource Facilitator. Working with Frontiers for Families, the FRF works closely with families in crisis to educate families about available services and provide carefully crafted wrap-around services for families in need. Family team meetings are held to personalize the service of each family. The services are coordinated in both the family team meetings and the System of Care. Additionally, SJC administration attends Regional Advisory Committee

meeting regularly. SJC's clinical director meets monthly with the local DCFS office to coordinated services.
<b>Describe your policies and procedures for peer support. Do Certified Peer Support Specialists participate in clinical staffings?</b>
Peer Support Specialists follow the same policies and procedures as all SJC staff. Peer Support Specialists participate in clinical meetings and staffing.
<b>Please identify how youth and family eligibility for this service is determined.</b>
Services are prescribed by therapists based on clinical need including, but not limited to, the DLA-20, C-SSTS.
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served and number of services provided (15% or greater change).</b>
Decrease in funding due to SOC contract loss.
<b>How is Family Peer Support supervision provided? Who provides the supervision? What training do supervisors receive? What training does clinical staff receive on engaging Certified Family Peer Support services in the continuum of care?</b>
<p>The clinical director, Brandi Siebertz, meets with the peer support specialists for clinical supervision and training 2-3 times per month. Our peer support specialist that is also a Family Resource Facilitator, has been extensively trained in the wrap-around to fidelity model which informs their direct service practice. <a href="#">The FRF also meets with Sarah Olsen with Allies with Families monthly to help with training efforts.</a></p> <p>Training is also provided in house as to:</p> <ol style="list-style-type: none"> <li>1. Medicaid definitions and requirements around peer support services.</li> <li>2. Entering of timely and accurate documentation in the EHR for all Medicaid clients receiving PSS.</li> <li>3. De-escalation techniques for use with upset and emotional clients.</li> <li>4. Use of the Daily Living Assessment (DLA-20).</li> <li>5. Other clinical information as needed and requested.</li> </ol> <p>The clinical director is trained and licensed as a Clinical Mental Health Counselor and attends 40+ hours of training every two years as required by DOPL Utah.</p>
<b>Describe any significant programmatic changes from the previous year.</b>
None

**19) Adult Consultation & Education Services**

<b>Form A1 - FY22 Amount Budgeted:</b>			
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>			

<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>			
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.</b>			
<p>San Juan Counseling participates in a wide range of conferences, seminars, committees, and cooperates with other value-added partners to provide services in consultation and education. San Juan's System of Care includes DWS, DCFS, DSPD, San Juan County School District, Juvenile Court, local law enforcement, Vocational Rehabilitation, Utah Navajo Health System, San Juan County Family Resource Facilitator, and San Juan County Drug and Alcohol Prevention Specialist. San Juan Counseling currently chairs the local "System of Care" meeting. SJC helps sponsor the Family Coalition Conference, and the Domestic Violence Conference. SJC is involved with the planning process for the San Juan County Health Fair.</p> <p>San Juan Partners with area federal and state agencies, clinics, hospitals, schools, law enforcement, religious organizations, and Navajo Chapter Houses in an effort to improve cooperation and service.</p> <p>San Juan Counseling's clinical professional staff is available 24-7 to medical professionals, family members, law enforcement, etc. as needed for consultation for mental health crises situations.</p> <p>San Juan Counseling therapists provide wellness-oriented presentations at various community seminars and gatherings. SJC staff present at the local university (USU- San Juan Campus) several times a year related to different behavioral health topics. SJC is a key member of the sex abuse prevention coalition in the county.</p>			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
None			
<b>Describe any significant programmatic changes from the previous year.</b>			
None			

**20) Children/Youth Consultation & Education Services**

<b>Form A1 - FY22 Amount Budgeted:</b>			
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>			
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	27000		
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.</b>			

San Juan Counseling has 1 part time Family Resource Facilitator. Working with Frontiers for Families, the FRF works closely with families in crisis to educate families about available services and provide carefully crafted wrap-around services for families in need. Family team meetings are held to personalize the service of each family. The services are coordinated in both the family team meetings and the System of Care.

San Juan Counseling's clinical professional staff is available 24-7 to medical professionals, school personnel, parents, law enforcement, etc. as needed for consultation for mental health crises situations.

San Juan Counseling therapists provide wellness-oriented presentations at various community seminars and gatherings.

The San Juan System of Care committee, of which SJC is a major player, sponsors an annual Family Support conference that have been attended by hundreds of people. It is a very successful event where residents are able to learn of services available in the county.

SJC is also a part of a San Juan County Health Fair held each year.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

Decrease with loss of funding from SOC contract.

**Describe any significant programmatic changes from the previous year.**

None

**21) Services to Incarcerated Persons**

<b>Form A1 - FY22 Amount Budgeted:</b>	5000	<b>Form A1 - FY22 Projected clients Served:</b>	5
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	5000	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	5
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	5149	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	8
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider, and how you will coordinate with the jail to ensure service delivery is adequate.</b>			
San Juan Counseling provides outpatient care services to San Juan County jail and to Canyonlands Juvenile Justice Center as requested.			
<b>Describe how clients are identified for services while incarcerated. How is the effectiveness of the services measured?</b>			
Clients are identified on an as needed basis. Effectiveness is shown by the client's ability to function within normal jail population without continuing isolation.			

<b>Describe the process used to engage clients who are transitioning out of incarceration.</b>
Case by case basis.
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>
None
<b>Describe any significant programmatic changes from the previous year.</b>
None

**22) Adult Outplacement**

<b>Form A1 - FY22 Amount Budgeted:</b>	6720	<b>Form A1 - FY22 Projected clients Served:</b>	2
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	6878	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	2
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	0	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	0
<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.</b>			
Adult outplacement services have been needed only on an occasional basis in San Juan County. On those occasions when outplacement services have been required SJC has arranged for the placement and then assisted patients as they transition back into the community. This assistance has come in the form of helping find suitable housing, employment, day treatment services, therapy, family support and other efforts to help patients successfully transition back into the community.			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends.			
<b>Describe any significant programmatic changes from the previous year.</b>			
None			

**23) Children/Youth Outplacement**

<b>Form A1 - FY22 Amount Budgeted:</b>	\$	<b>Form A1 - FY22 Projected clients Served:</b>	
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Form A1 - Amount budgeted in FY21 Area Plan	\$	Form A1 - Projected Clients Served in FY21 Area Plan	
Form A1 - Actual FY20 Expenditures Reported by Locals	\$	Form A1 - Actual FY20 Clients Served as Reported by Locals	
Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.			
<p>Our Children and Youth Outplacement services are similar to that provided to adults. On those occasions when this service becomes necessary the placement is secured and upon discharge efforts are made to return children to their own homes. Families are supported, therapy is provided, and every effort is made to work closely with schools and other community resources to help the children transition back to the community. DCFS is a partner in children and youth outplacement efforts. Outplacement funding has contributed to the success of these services.</p>			
Describe any significant programmatic changes from the previous year.			
None			

**24) Unfunded Adult Clients**

Form A1 - FY22 Amount Budgeted:	3157	Form A1 - FY22 Projected clients Served:	5
Form A1 - Amount budgeted in FY21 Area Plan	3261	Form A1 - Projected Clients Served in FY21 Area Plan	5
Form A1 - Actual FY20 Expenditures Reported by Locals	2490	Form A1 - Actual FY20 Clients Served as Reported by Locals	18
Describe the activities you propose to undertake and identify specific populations where services are and are not provided. For each service, identify whether you will provide services directly or through a contracted provider.			
<p>Unfunded clients are provided evaluations, therapy, medication management, day treatment services, and all outpatient services available locally using available funding for those unable to pay.</p> <p>Outpatient services are provided in the Blanding SJC building, Gateway Day Treatment in Blanding, and in the Montezuma Creek Day Treatment facility. Services are provided by SJC employees.</p> <p>The funds made available to serve the unfunded makes this service possible and are invaluable to our center.</p>			
Describe efforts to help unfunded adults become funded and address barriers to maintaining funding coverage. Please report the number of individuals who came in unfunded who you helped secure coverage (public or private).			



Front desk staff and case managers have all been trained on how to apply for Medicaid. During the intake process front desk staff are noting those whose income is under Medicaid eligibility guidelines. Clients are offered help from front desk staff and/or case managers to apply for Medicaid. Additionally, front desk is checking with unfunded clients periodically to encourage them to pursue various funding sources.

The MCOT team is offering three free sessions to those they are seeing in crisis and that have no other funding. During the free session period our MCOT team and intake teams will be working with clients to secure other funding sources.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends

**Describe any significant programmatic changes from the previous year.**

MCOT changes.

**25) Unfunded Children/Youth Clients**

<b>Form A1 - FY22 Amount Budgeted:</b>	3156	<b>Form A1 - FY22 Projected clients Served:</b>	5
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>	3161	<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	5
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>	3993	<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	20

**Describe the activities you propose to undertake and identify specific populations where services are and are not provided. For each service, identify whether you will provide services directly or through a contracted provider.**

As with adults, children and youth are provided services utilizing available funds. Therapy, family and school support, med management and other needed services are made available.

The money for unfunded clients makes it possible for these clients to be served.

**Describe efforts to help unfunded youth and families become funded and address barriers to maintaining funding coverage. Please report the number of individuals who came in unfunded who you helped secure coverage (public or private).**

Front desk staff and case managers have all been trained on how to apply for Medicaid. During the intake process front desk staff are noting those whose income is under Medicaid eligibility guidelines. Clients are offered help from front desk staff and/or case managers to apply for Medicaid. Additionally, front desk is checking with unfunded clients periodically to encourage them to pursue various funding

sources.

The MCOT team is offering three free sessions to those they are seeing in crisis and that have no other funding. During the free session period our MCOT team and intake teams will be working with clients to secure other funding sources.

Additionally, through efforts with the San Juan School District, SJC is able to provide therapy services in schools to youth that have no other funding source.

**Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).**

All numbers used in the FY 2022 Area Plan are projections based upon an analysis of services rendered during the most current calendar year. All projections are based upon these trends

**Describe any significant programmatic changes from the previous year.**

MCOT Changes

26) Other non-mandated Services

Form A1 - FY22 Amount Budgeted:		Form A1 - FY22 Projected clients Served:	
Form A1 - Amount budgeted in FY21 Area Plan		Form A1 - Projected Clients Served in FY21 Area Plan	
Form A1 - Actual FY20 Expenditures Reported by Locals	24303	Form A1 - Actual FY20 Clients Served as Reported by Locals	
Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.			
Recovery Support Services: For Local Authorities intending to use Mental Health Block Grant funding for Mental Health Recovery Support Services - Describe the activities you propose and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider. For a list of RSS services, please refer to the following link: <a href="https://dsamh.utah.gov/pdf/ATR/FY21_RSS_Manual.pdf">https://dsamh.utah.gov/pdf/ATR/FY21_RSS_Manual.pdf</a>			
<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>			
Funding provided in FY2020 was related to Covid-19 emergency funding, which was used to purchase equipment for client's use to connect to services remotely. Decrease is due to decrease in funding.			

<b>Describe any significant programmatic changes from the previous year.</b>
None

**27) First Episode Psychosis Services**

<b>Form A1 - FY22 Amount Budgeted:</b>		<b>Form A1 - FY22 Projected clients Served:</b>	
<b>Form A1 - Amount budgeted in FY21 Area Plan</b>		<b>Form A1 - Projected Clients Served in FY21 Area Plan</b>	
<b>Form A1 - Actual FY20 Expenditures Reported by Locals</b>		<b>Form A1 - Actual FY20 Clients Served as Reported by Locals</b>	

<b>Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.</b>
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N/A
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<b>Describe how clients are identified for FEP services. How is the effectiveness of the services measured?</b>
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<b>Justify any expected increase or decrease in funding and/or any expected increase or decrease in the number of individuals served (15% or greater change).</b>
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<b>Describe any significant programmatic changes from the previous year.</b>
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**28) Client Employment**

<b>Increasing evidence exists to support the claim that competitive, integrated and meaningful employment is an essential part of the recovery process and is a key factor in supporting mental wellness. In the following spaces, please describe your efforts to increase client employment in accordance with Employment First 62A-15-105.2</b>
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<b>Competitive, integrated and meaningful employment in the community (include both adults and transition aged youth).</b>
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Meaningful employment contributes to the recovery process and is a key factor in supporting mental wellness. Employment promotes time structure, social contact and affiliation, collective effort and
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purpose, social and personal identity, regular activity. San Juan Counseling has partnered with the San Juan Foundation, a non-profit organization with a mission of community development, to create a curbside recycling business that employs persons with severe mental illness. The business, Full Circle Recycling (FCR), opened in November 2018 and currently provides part-time employment for 8 SMI clients who were interviewed and hired by the San Juan Foundation. This project was made possible, in large part, because of the addition of an employment specialist at San Juan Counseling in fall 2018 who facilitates the day-to-day operations in the field. FCR needs approximately 25 more customers to become financially sustainable.

SMI clients receiving services at San Juan Counseling have had increasing success finding employment in competitive settings, both in private business and government institutions. Presently, approximately 59% of SJC SMI clients who actively attend day treatment services are employed part-time.

#### **The referral process for employment services and how clients who are referred to receive employment services are identified.**

Clients are identified through a formal evaluation and referred by a licensed therapist.

#### **Collaborative employment efforts involving other community partners.**

Much of our collaborative efforts revolve around San Juan System of Care Committee. SJC has been the driving force behind the local System of Care efforts. Systems of Care Meetings are held each month. Many of the families who have asked for services from the SOC committee struggle with employment. The SOC effort focuses some energy on attempting to find solutions to unemployment. This effort is supported by DWS, DCFS, VOC REHAB, DJJS, Family Resource, churches, schools, etc. SJC is currently in talks with Vocational Rehabilitation to explore the possibility of SJC becoming a community rehabilitation partner (CRP).

#### **Employment of people with lived experience as staff through the Local Authority or subcontractors.**

SJC has currently hired 3 people with lived experience as custodians.

#### **Evidence-Based Supported Employment.**

There has been some success helping clients find meaningful employment such as janitorial work at our main office. The employees are coached and trained to maintain their employment. Jobs are difficult to find in San Juan County under the best of circumstances. The results have been satisfying for center personnel, and even more so for clients. This effort sometimes includes training that qualifies clients for the desired job.

The employment specialist at San Juan Counseling has completed the Individualized Placement and Support (IPS) training and has visited dozens of area employers over the past six months using the IPS model. This has resulted in at least four SMI clients being offered part-time employment in fully competitive workplaces. The SJC employment specialist has been ACRE certified (Association of Community Rehabilitation Educators.) Clients are encouraged to identify work they are interested in at which point the employment specialist assists in connecting the client to that type job. Through the IPS model, the SJC employment specialist is assisting clients with resume building, interviewing skills, job development, and job placement.

## 29) Quality & Access Improvements

### Identify process improvement activities including implementation and training of:

<p><b>Implementation</b></p>
<p>The San Juan Counseling administration team will continue refining and adopting an annual employee evaluation instrument for use with all agency employees. Starting FY 2018, employees identified personal goals and activities that increase their professional aptitude and capacity while at the same time giving attention to agency and client needs.</p> <p>The SJC administration systematically seeks feedback from our clinical team which leads to efforts to make clinical supervision and support more available and to increase employee satisfaction, confidence, and aptitude.</p> <p>SJC will continue seeking opportunities to participate in discussions on implementation science as offered by the Utah DSAMH.</p>
<p><b>Training and Supervision of Evidence Based Practices. Describe the process you use to ensure fidelity.</b></p>
<p>San Juan Counseling ensures that clinical staff stay up to date on their skills by providing financial support to obtain necessary continuing education units (CEU's) needed for maintaining licensure, typically 20 hours per year. Additional CEU's may be obtained at the cost of the clinician. Additionally, San Juan Counseling strives to maintain clinical practices according to state and national standards that are consistent with evidence-based practices. San Juan Counseling utilizes Clinical Preferred Practice Guidelines as mandated by the Utah State Division of Mental Health and Substance Abuse. Evidence based practices are utilized in all outpatient services provided at San Juan Counseling. We are currently in the early stages of studying the science of implementing evidence-based practices. We are currently having our clinicians audio tape therapy sessions on a monthly basis for review by the therapist and his/her clinical supervisor. We will continue our goal to identify one EBT that we train staff to use with feedback provided through the use of fidelity measure. Lastly, in FY21, efforts will be made to send clinicians to clinical trainings that provide demonstration of a skill, the opportunity to practice the skill and follow-up supervision after the training.</p>
<p><b>Outcome Based Practices. Identify the metrics used by your agency to evaluate client outcomes and quality of care.</b></p>
<p>San Juan Counseling utilizes the OQ and YOQ as outcome measures for services provided. Treatment plans (recovery plans) are outcome based driven with collaboration of the client. Part of our ongoing effort is to increase the use of the OQ and YOQ.</p>
<p><b>Increased service capacity</b></p>
<p>SJC, and its governing Board, are aware of the possible need to increase service capacity. The situation is constantly monitored and reviewed to assure that the Center has the capacity to meet the demand. SJC will continue to monitor outlying areas that are in need of services.</p> <p>Covid-19 put a slow down on our plans to provide services in the Mexican Hat area. SJC has a building secured but until the Navajo Nation reopens the building will not been utilized. SJC continues to provide services to clients in the community and through telemedicine when available. Due to the frontier nature of our county, there are many areas that are without internet and basic phone services. Covid-19 shut down has had a great impact on our ability to reach clients that live in the extreme remote areas of our catchment area. SJC will continue to look for ways to provide services in those</p>

areas.

### Increased Access for Medicaid & Non-Medicaid Funded Individuals

San Juan Counseling coordinates closely with other agencies in the community. SJC strives to meet the requests for services as made by individuals, groups, agencies, and entities in the county. San Juan Counseling strives for cultural competence among staff to meet the needs of Anglo, Native American, Hispanic and all populations in the county. San Juan Counseling collaborates regularly with various agencies and corporations including Utah Navajo Health System, The Gentle Hawk Women's Shelter, Division of Child and Family Services, San Juan School District, San Juan Hospital, Blue Mountain Hospital, and others.

**Efforts to respond to community input/need. Describe your participation with key community partners (e.g.: Multi-Agency Coordinating Committees, Regional Advisory Councils, High Fidelity Wraparound teams, Local Interagency Councils, Local Recovery Community, Local Homeless Coordinating Committees, Peer Advocacy Groups, County Attorney, Law Enforcement, Local Education Agencies, Courts, Regional Healthcare Coalitions, and other partnership groups relevant in individual communities) shall occur consistently.**

SJC responds to community needs as addressed. SJC continues to keep communication open with DCFS, JJS, hospitals and clinics, schools, law enforcement, courts, etc. to address needs and quality of service. SJC administration attends all Regional Advisory Councils. SJC's clinical director meets monthly with the local DCFS office to coordinated services. SJC administration meets regularly with San Juan School District officials to coordinate services and school needs. SJC is a part of SJC-PAC which brings many community partners together for coordination. SJC is also a key player in the Zero Suicide Coalition that brings partners together to discuss suicide prevention efforts in the community. SJC's clinical director meets quarterly with the Children's Justice Center. SJC administration attends all table of six meetings that occur quarterly, which includes DCFS, Juvenile Court, JJS, etc.

### Describe Coalition Development efforts

SJC is a part of San Juan County – Prevention, Action, Collaboration Coalitions (SJC-PAC). Those meetings are held monthly, and they have a variety of subcommittees to meet different needs in the communities. SJC is also a key player in the Zero Suicide Coalition that brings partners together to discuss suicide prevention efforts in the community. The Zero Suicide Coalition has been meeting monthly since February 2016

### Describe how mental health needs for people in Nursing Facilities are being met in your area

Currently there is one nursing facility in San Juan County. San Juan Counseling coordinates care with the nursing facility and they refer clients for treatment when needed. SJC will also send staff to the facility if circumstances are warranted. SJC can provide routine visits, however it has been limited. SJC is working with the SNF to increase these services.

**Describe your agency plan to maintain telehealth services in your area as agencies return to in-person service provision. Include programming involved. How will you measure the quality of services provided by telehealth?**

SJC is utilizing telehealth-based services through Zoom, Skype for Business, or our 3CX platform. SJC provides individual therapy, drug court groups, other groups, respite, medication management, and case management through telehealth.

SJC hopes to measure the quality of services provided in the same manner as in person services. This includes OQ/YOQ mobile administration when possible and survey participation.

**Describe how you are addressing maternal mental health in your community. Describe how you are addressing early childhood (0-5 years) mental health needs within your community. Describe how you are coordinating between maternal and early childhood mental health services.**

SJC will continue working closely with the San Juan Public Health Department in the Mother's Mental Health Matters program. Clients referred for postpartum depression needing specialized care, will have the option of being referred to Erin Shepard, LCSW who has worked with SJC as a contracted provider in the past. For young children child centered play therapy can be provided.

SJC provides parenting classes locally and is able to refer parents to services as needed.

**Describe (or attach) your policies for improving cultural responsiveness across agency staff and in services.**

See attached Cultural Competency Plan.

**Identify a staff member responsible to collaborate with DSAMH to develop an "Eliminating Health Disparity Strategic Plan" with long term five-year goals and short-term action plans. The short-term action plans will be based on the needs assessment recommendations.**

Tammy Squires, Agency Director is the contact person for the project and has participated in meetings and activities to date. SJC has participated in the initial employee survey, the administrative focus group, advertised or the client focus groups and participated in the site visit.

**Other Quality and Access Improvements (not included above)**

None

**30) Integrated Care**

**Describe your partnerships with local Health Departments, accountable care organizations (ACOs), federally qualified health centers (FQHCs) and other physical health providers.**

Utah Navajo Health System is located in San Juan county and operates Federally Qualified Health Centers. We regularly coordinate services and have worked together on various initiatives. Our working relationship is strong and is expected to strengthen as time goes by.

SJC is currently working together to implement Zero Suicide in our communities. Representative from both UNHS and SJC have been meeting monthly since February 2016.

SJC's current facility is a part of a multi-agency facility with San Juan Clinic (part of San Juan Hospital) and San Juan Public Health. With the close proximity to the other entities this has increased access to physical health for our clients.

**Describe your efforts to integrate care and ensure that children, youth, and adults have their physical, mental and substance use disorder needs met, including screening and treatment and recovery support.**

In the fall of 2017, we relocated our main office to a newly constructed building that we share with the San Juan Health District medical clinic and the San Juan County Health Department. We believe this creates increased integration as clients/patients visiting any of the three agencies will be placed in proximity to all. Providers at each agency have easy access to one another when acute client needs arise as well as in more routine instances.

At intake, all clients at San Juan Counseling are asked to complete a medical history to identify possible health concerns, including tobacco use history. This is then reviewed by the clinician with a referral made to a medical provider as needed.

With the increased use of MAT by local physicians, we have received several referrals for clients being treated with Suboxone. These clients have in every case been willing to allow communication between their therapist and physician. We will continue to invite these clients to sign a release of information to allow this communication.

Our prescriber, Stephen Hiatt, APRN has 25 years of experience at San Juan Counseling and provides a robust evaluation and follow up care for all his patients. He and his full-time LPN assistant, routinely check client vital signs and other health indicators which are included in the E/M notation. We believe Mr. Hiatt's work is as good as any being provided by LMHA's statewide.

**Describe your efforts to incorporate wellness into treatment plans for children, youth and adults.**

SJC strives to assess for basic wellness as services are accessed from therapists, prescribers, nurses, case managers, and peer support. When warranted wellness issues are incorporated into plans. If a physical health issue is connected to a mental health symptom, then an objective will be written into the treatment plan.

**What education does your staff receive regarding health and wellness for client care including youth-in-transition and adults? Describe how you will provide education and referrals to individuals regarding physical health concerns (i.e., HIV, TB, Hep-C, Diabetes, Pregnancy).**

Client medical and dental needs are regularly and routinely monitored for all SMI clients involved with our adult day treatment program. Our current policy and practice is for a case manager to attend medical appointments with clients the majority of the time to help ensure any needed coordination and communication occurs with the medical provider.

Our adult day treatment program also invites nurses from the health department and providers from other agencies to present health and wellness information to our SMI clients as part of the psychosocial rehabilitative services provided there. Topics include safe sex practices, disease prevention, health diet practices and the like.

More generally, all mental health and substance abuse clients who complete an intake packet for mental health services also complete a medical history form that asks them to indicate their HIV, TB, Hep-C, diabetes, and pregnancy status. This is then followed-up on as part of intake and early treatment. We have routinely referred clients for follow-up with their medical provider when concerns in these areas are indicated or suspected.

**Describe your plan to reduce tobacco and nicotine use in SFY 2022, and how you will maintain a *nicotine free environment* as a direct service or subcontracting agency. For ongoing engagement, it is recommended to use an evidence-based nicotine dependence tool such as the Fagerstrom scale. SUD Target= reduce tobacco and nicotine use by 4.8%.**



During the intake process each client is asked to report their smoking history and to indicate whether they are interested in tobacco cessation programming and resources. Their answers are recorded in their EHR. When indicated, smoking cessation becomes part of the therapeutic process. SMI clients who smoke are encouraged to attend smoking cessation classes. Clients are informed of our smoke-free policy during the intake process and by prominently posted signs.

All agency clients have access to medicated assisted therapies for tobacco use through SJC's on-site medical provider.

SJC currently has a committee that meets monthly to discuss tobacco cessation efforts. The committee consists of the medical director, clinical director, RN, day treatment supervisor and two MSW-level clinicians.

In FY2021 SJC trained four employees to provide the "Dimensions" group. The group has been offered to all San Juan County residents, free of charge. It is offered in person or through video conference. SJC will continue to run this group regularly through FY2022.

**Describe your efforts to provide integrated care for individuals with co-occurring mental health and autism and other intellectual/developmental disorders.**

SJC employs a full-time APRN who services as our Medical Director. He sees all SMI clients for psychotropic medication, as needed, and conducts a general medical assessment that includes blood pressure and other basic vital signs. He is able to provide MAT for dually diagnosed SMI clients as well as NRT to assist with tobacco cessation. SJC employs part-time nurses to deliver medications to client's homes on weekends. SJC also refers to local home health providers for SMI clients with medical needs. SJC connects with UDOH Children with Special Health Care Needs to coordinate and assess for clients with Autism and other ID/DD. SJC will work with families on any of the behavioral health components of the co-occurring disorders.

**31) Children/Youth Mental Health Early Intervention**

**Describe the Family Peer Support activities you propose to undertake and identify where services are provided. Describe how you partner with LEAs and other Department of Human Services child serving agencies, including DCFS, DJJS, DSPD, and HFW. For each service, identify whether you will provide services directly or through a contracted provider. For those not using MHEI funding for this service, please indicate "N/A" in the box below.**

N/A

**Include expected increases or decreases from the previous year and explain any variance over 15%.**

**Describe any significant programmatic changes from the previous year.**

**Do you agree to abide by the Mental Health Early Intervention Family Resource Facilitation Agreement? YES/NO**

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**32) Children/Youth Mental Health Early Intervention**

<p>Describe the <i>Mobile Crisis Team</i> activities you propose to undertake and identify where services are provided. <i>Please note the hours of operation.</i> For each service, identify whether you will provide services directly or through a contracted provider. <u>For those not using MHEI funding for this service, please indicate "N/A" in the box below.</u></p>
<p>N/A</p>
<p>Include expected increases or decreases from the previous year and explain any variance over 15%.</p>
<p></p>
<p>Describe any significant programmatic changes from the previous year.</p>
<p></p>
<p>Describe outcomes that you will gather and report on. Include expected increases or decreases from the previous year and explain any variance over 15%.</p>
<p></p>

**33) Children/Youth Mental Health Early Intervention**

<p>Describe the <i>School-Based Behavioral Health</i> activities you propose to undertake and how you intend to support family involvement in treatment. For each service, identify whether you will provide services directly or through a contracted provider. Please include: any partnerships related to <u>2019 HB373</u> funding and any telehealth related services provided in school settings. <u>For those not using MHEI funding for this service, please indicate "N/A" in the box below.</u></p>
<p>Early Intervention funding has allowed SJC to assign therapists to spend more time at area schools than before. This arrangement has the support of local school administration. Referrals are received from the school for students needing services. SJC will serve all students needing services regardless of funding source as far as our current resources allow.</p>
<p>Include expected increases or decreases from the previous year and explain any variance over 15%.</p>
<p>None</p>
<p>Describe any significant programmatic changes from the previous year and include a list of the schools where you plan to provide services. (Please e-mail Leah Colburn <a href="mailto:lacolburn@utah.gov">lacolburn@utah.gov</a> a list of your current school locations.)</p>

We will continue sending therapists to the majority of the schools in the county. We will provide services in the following schools: Albert R. Lyman Middle School, Blanding Elementary School, Montezuma Creek Elementary School\*, Monticello Elementary School, Monticello High School, Whitehorse High School\*, Monument Valley High School\*, Tse' Elementary School\* (Monument Valley)  
 \*River schools are currently closed. We are planning to resume services when they reopen.

**Please describe how you plan to collect data including MHEI required data points and YOQ outcomes in your school programs. Please identify who the MHEI Quarterly Reporting should be sent to including their email.**

San Juan Counseling staff will monitor grades, new office referrals, and suspensions on clients receiving services. MHEI Quarterly Reporting should be sent to Shurrell Meyer, smeyer@sanjuancc.org.

**34) Suicide Prevention, Intervention & Postvention**

**Describe all current activities in place in suicide prevention, including evaluation of the activities and their effectiveness on a program and community level. Please include a link or attach your localized suicide prevention plan for the agency or broader local community.**

SJC is a key player in the Zero Suicide coalition. Through this coalition we have supported the school district Hope weeks and other community efforts. SJC promotes the effort with the SafeUT app and the Utah Crisis Line.

Internally, SJC has created a way to identify those clients who might be at a higher risk of suicidal ideation. If clients miss an appointment a MCOT team member reaches out as a friendly check in. SJC identifies clients that may have needs based of OQ answers and therapist recommendation. Additionally, SJC has access to gun safes that are free of charge to any presenting with the need.

**Describe all currently suicide intervention/treatment services and activities including the use of evidence-based tools and strategies. Describe your policies and procedures for suicide screening, risk assessment, and safety planning as well as suicide specific treatment and follow up/care transition services. Describe how clients are identified for suicide specific services. How is the effectiveness of the services measured?**

Over the past year all clinicians and MCOT crisis workers have each received a minimum of 24 hours' worth of suicide prevention and crisis de-escalation training in preparation for MCOT and in support of each becoming a certified crisis worker, the curriculum including Crisis Response Planning, Zero Suicide coursework, CALM (Counseling on Access to Lethal Means), Lifeline Disaster. All MCOT folks have received additional suicide-specific training and practice, including Crisis Response Planning consultation calls, law enforcement ride-alongs, ASIST (Applied Suicide Intervention Skills Training), CAMS (Collaborative Assessment and Management of Suicidality), training in helping individuals in need access suicide prevention supports such as regional and national crisis and warm lines (primarily UNI's crisis lines and SafeUT phone app). Clinical staff less familiar with suicide and crisis prevention and intervention are provided with opportunities to shadow more experienced clinicians in the field, including during crisis evaluations in Emergency Department and law enforcement settings. SJC uses the C-SSRS which is completed at assessment, crisis assessment, annually, and when the individual's clinical situation requires it. Safety plans are required for anyone 2 or higher for the recent

period and for psychiatric inpatient discharges. Safety planning, reducing lethal means, and engagement are a part of daily practice for all individuals. All of SJC's providers are trained in suicide specific interventions such as CAMS. Effectiveness can be measured by additional C-SSRS and CAMS form scoring with the most important outcome being the safety of the individual.

**Describe all current strategies in place in suicide postvention including any grief supports. Please describe your current postvention response plan, or include a link, or attach your localized suicide postvention plan for the agency and/or broader local community.**

SJC has been involved with postvention services with individual families as requested by families or community partners. SJC's MCOT team has worked closely with local law enforcement agencies to provide warm handoffs. The Zero Suicide Coalition has created postvention kits to offer to those in need. SJC will offer grief support groups and individual sessions as needed.

**Describe your plan for coordination with Local Health Departments and local school districts to identify roles and support implementation of a community postvention plan in alignment with the state Community Postvention Toolkit.**

SJC works closely with the local health department on many activities and will coordinate an initial meeting to plan for the postvention plan. San Juan county currently has a Zero Suicide coalition that San Juan Public Health and San Juan School District are an active part of in order to coordinate the postvention plan across county stakeholders more broadly.

**For Local Authorities participating in the Garrett Lee Smith State Youth Suicide Prevention and Early Intervention Grant Program summarize your implementation plans for implementing skill-based programming, gatekeeper training, community or school based screening activities, and crisis follow up services after inpatient or emergency department visits. (note: this can be done in the box below, or by linking/attaching your most current report).**

For those not participating in this grant program, please indicate "N/A" in the box below.

N/A

**For Local Authorities participating in the Comprehensive Suicide Prevention grants describe your implementation plans for primary prevention programs, suicide intervention supports including gatekeeper training, and community postvention planning. (note: this can be done in the box below, or by linking/attaching your most current report).**

If any of the following project deliverables are currently available, please link them here or attach them to your submission.

1. By year 2, funding recipients shall submit a written comprehensive suicide prevention plan that is in alignment with the Utah Suicide Prevention State Plan and by year 2, funding recipients shall submit a written postvention response plan and communication protocol for their organization.
2. By year 3 funding recipients shall submit a written community postvention response plan.

For those not participating in this project, please indicate, "N/A" below.

N/A
<b>For Local Authorities receiving mini grant funding for the Live On Utah statewide suicide prevention campaign, summarize your implementation and sustainability plans for the implementation of culturally appropriate suicide prevention messaging in your area.</b>
<b>For those not participating in this project, please indicate, "N/A" below.</b>
SJC is working with the Urban Indian Center in SLC to create posters featuring Native American photography for this prevention campaign.

**35) Justice Treatment Services (Justice Involved)**

<b>What is the continuum of services you offer for justice involved clients and how do you address reducing criminal risk factors?</b>
Justice involved clients have access to the full continuum of services provide by SJC when individuals are living in a community setting. SJC utilizes BDT to address criminogenic risk factors. The majority of justice referred individuals are referred for substance use that may also have a co-occurring disorder requiring mental health services.
<b>Describe how clients are identified as justice involved clients</b>
Mental health assessments ask individuals if they have been compelled e.g., court ordered for mental health treatment.
<b>How do you measure effectiveness and outcomes for justice involved clients?</b>
SJC utilizes current SAMHIS data that is submitted to the Division by SJC. Decreasing criminal and legal system involvement is a key outcome.
<b>Identify training and/or technical assistance needs.</b>
<b>Identify a quality improvement goal to better serve justice involved clients.</b>
<b>Identify the efforts that are being taken to work as a community stakeholder partner with local jails, AP&amp;P offices, Justice Certified agencies, and others that were identified in your original implementation committee plan.</b>
SJC has a good working relationship with jails, AP&P offices, and law enforcement agencies. SJC will continue to work with community stakeholders on an ongoing basis.
<b>Identify efforts being taken to work as a community stakeholder for children and youth who are justice involved with local DCFS, DJJS, Juvenile Courts, and other agencies.</b>

SJC works with the local SOC to coordinate staffings. SJC regularly meets with DCFS, Children Justice Centers, and JJS

**36) Disaster Preparedness and Recovery Plan**

**Please attach or input your disaster preparedness and recovery plan for programs that provide prevention, treatment and recovery support for mental illness and substance use programs.**

See Attached

**37) Speciality Services**

**If you receive funding for a speciality service outlined in the Division Directives (Operation Rio Grande, SafetyNet, PATH, Behavioral Health Home, Autism Preschools), please list your approach to services, how individuals are identified for the services and how you will measure the effectiveness of the services. If not applicable enter NA.**

N/A

**FORM D  
LOCAL AUTHORITY APPROVAL OF AREA PLAN**

**IN WITNESS WHEREOF:**

The Local Authority approves and submits the attached Area Plan for State Fiscal Year 2022 in accordance with Utah Code Title 17 Chapter 43.

The Local Authority represents that it has been authorized to approve the attached Area Plan, as evidenced by the attached Resolution or other written verification of the Local Authority's action in this matter.

The Local Authority acknowledges that if this Area Plan is approved by the Utah Department of Human Services Division of Substance Abuse and Mental Health (DHS/DSAMH) pursuant to the terms of Contract(s) # A03089, the terms and conditions of the Area Plan as approved shall be incorporated into the above-identified contract by reference.

**LOCAL AUTHORITY: San Juan**

**By:** \_\_\_\_\_  
*(Signature of authorized Local Authority Official, as provided in Utah Code Annotated)*

***PLEASE PRINT:***

**Name:**

**Title:**

**Date:**

To the Residents and Visitors of San Juan County, Utah:

The Staff of the San Juan County Landfill is joined by the San Juan County Commissioners in asking each of you to please do what you can to help eliminate the illegal dumping of solid waste within San Juan County. Please dump your waste, and help others to dump their waste in an environmentally friendly and legal manner.

PLEASE REPORT ILLEGAL DUMPING!

Dumping on the back roads or in the ditches is illegal.

Dumping in a business dumpster or another person's curbside can (without permission) is illegal.

Hauling your home generated trash and dumping it in City Park dumpsters is illegal.

All of these actions can earn you a ticket of up to \$500.

It is MUCH cheaper to use the solid waste disposal sites provided by the County in LaSal, UT (F & Sat.), Mexican Hat, UT (T & F) and the main County Landfill (M – F) located about 17 miles South of Blanding on Hwy 191.

Several surrounding communities all offer weekend disposal services as well.

For more information please visit the San Juan County website at: [www.sanjuancounty.org](http://www.sanjuancounty.org)  
Look for the department tab and then the Landfill tab.

At the main County Landfill you can get rid of an entire pickup load of residential type trash for \$10!  
Split the load with a neighbor and you are down to \$5!! If you bag all your trash, you can use a PUNCH PASS that will allow you to dispose of up to 16 bags of waste over the month for just \$10!!!

If you put the effort into it, you can be a MAJOR part of helping to keep our lands free from litter and it just **does not** cost that much to do the right thing!





## COMMISSION STAFF REPORT

**MEETING DATE:** May 18, 2021

**ITEM TITLE, PRESENTER:** Consideration and approval of Resolution Directing That Bill Cooper Be Hired to Assess The 2020 Census Data for San Juan County and, If Needed, Draw New Election District Maps for The County Commission and The School Board Based On That Data. – Commissioner Kenneth Maryboy

**RECOMMENDATION:** Approval

### SUMMARY

Stating a directive from the County Commission that redistricting expert Bill Cooper be hired immediately to assist the County in its duty to assess the 2020 census data and determine whether the election districts for County Commission and School Board must be redrawn in conformity with “one person, one vote” and traditional districting principles.

### HISTORY/PAST ACTION

After failing to assess and re-draw voting districts to incorporate the new census data in 1990, 2000, and 2010, the County was sued in Utah’s Federal District Court, which found San Juan County in violation of the U.S. Constitution’s Equal Protection Clause. The Court repeatedly rejected the County’s expert’s various proposed voting district maps as being unconstitutional by violating the Equal Protection Clause. The 10th Cir. Court of Appeals affirmed. The County ultimately ended up paying approximately \$4 million in attorneys’ fees and legal costs, in large part due to the County’s expert being unqualified to draw constitutional voting districts or to give the County advice that could withstand legal challenge. The Federal Court’s Special Master recommended voting districts similar to those proposed by Bill Cooper.

### FISCAL IMPACT

Approximately \$5000

*William S. Cooper*  
*525 Garden Lane*  
*Bristol, VA 24201*  
*276-669-8567*  
*bcooper@msn.com*

**EXHIBIT A**

**Summary of Redistricting Work**

I have a B.A. in Economics from Davidson College in Davidson, North Carolina.

Since 1986, I have prepared proposed redistricting maps of approximately 700 jurisdictions for Section 2 litigation, Section 5 comment letters, and for use in other efforts to promote compliance with the Voting Rights Act of 1965. I have analyzed and prepared election plans in over 100 of these jurisdictions for two or more of the decennial censuses – either as part of concurrent legislative reapportionments or, retrospectively, in relation to litigation involving many of the cases listed below.

Since the release of the 2010 Census in February 2011, I have developed statewide legislative plans on behalf of clients in six states (Alabama, Florida, Georgia, Kentucky, South Carolina, and Virginia), as well as over 150 local redistricting plans in approximately 30 states – primarily for groups working to protect minority voting rights.

In March 2011, I was retained by the Sussex County, Virginia Board of Supervisors and the Bolivar County, Mississippi Board of Supervisors to draft new district plans based on the 2010 Census. In the summer of 2011, both counties received Section 5 preclearance from the Department of Justice.

Also in 2011, I was retained by way of a subcontract with Olmedillo X5 LLC to assist with redistricting for the Miami-Dade County, Florida Board of Commissioners and the Miami-Dade, Florida School Board. Final plans were adopted in late 2011 following public hearings.

In the fall of 2011, I was retained by the City of Grenada, Mississippi to provide redistricting services. The ward plan I developed received preclearance in March 2012.

In 2012 and 2013, I served as a redistricting consultant for the Tunica County, Mississippi Board of Supervisors and the Claiborne County, Mississippi Board of Supervisors.

In March 2014, I was retained by the City of Decatur, Ala. as a redistricting consultant in *Voketz v. City of Decatur*.

I am currently a consultant and expert for the plaintiffs in *Georgia State Conference NAACP et al. v. Fayette County*; *Alabama Legislative Black Caucus et al. v. Alabama*; *Montes v. City of Yakima, Washington*; *Pope v. County of Albany, New York*; *Navajo Nation v. San Juan County, Utah*; *Fairley et al. v. Hattiesburg, Mississippi*; *Terrebonne Parish Branch NAACP et al. v. Jindal et al.*; *Davidson v. City of Cranston, Rhode Island*; *Missouri State Conference NAACP et al. v. Ferguson-Florissant School District et al.*; *Partee v. Coahoma County, Mississippi*; *Figgs v. Quitman County, Mississippi*; and *Calvin et al. v. Jefferson County, Florida*.

In *Montes v. City of Yakima* (E.D. Wash. Feb. 17, 2015) the court adopted, as a remedy for the Section 2 violation, a seven single-member district plan that I developed for the plaintiffs.

Since 2011, I have served as a redistricting and demographic consultant to the Massachusetts-based Prison Policy Initiative and to Demos for a nationwide project to end prison-based gerrymandering. I have analyzed proposed and adopted election plans in about 25 states as part of my work with these two organizations.

During the 2000s, I analyzed census data and prepared draft election plans involving about 300 local-level jurisdictions in 25 states. I produced these plans at the request of local

citizens' groups, national organizations such as the NAACP and, in a few instances, by contract with local governments. Election plans I developed for two counties – Sussex County, Virginia and Webster County, Mississippi – were adopted and precleared in 2002 by the U.S. Department of Justice. A ward plan I prepared for the City of Grenada, Mississippi was precleared in August 2005. A county council plan I developed for Native American plaintiffs in a Section 2 lawsuit (*Blackmoon v. Charles Mix County*) was adopted by Charles Mix County, South Dakota in November 2005. A county supervisors' plan I produced for Bolivar County, Mississippi was precleared in January 2006. A plan I drafted for Latino plaintiffs in Bethlehem, Pennsylvania (*Pennsylvania Statewide Latino Coalition v. Bethlehem Area School District*) was adopted in March 2009. Plans I developed for minority plaintiffs in Columbus County, North Carolina and Cortez-Montezuma School District in Colorado were adopted in 2009.

In addition, during the post-2000 reapportionment process, I drafted proposed statewide legislative plans on behalf of clients in eight states – Florida, Montana, New Mexico, North Dakota, South Dakota, Tennessee, Virginia, and Wyoming. In August 2005, a federal court ordered the State of South Dakota to remedy a Section 2 voting rights violation and adopt a state legislative plan I developed (*Bone Shirt v. Hazeltine*).

Since 1986, I have prepared election plans for Section 2 litigation in Alabama, Connecticut, Florida, Georgia, Louisiana, Maryland, Mississippi, Missouri, Montana, Nebraska, New Jersey, New York, North Carolina, Ohio, Pennsylvania, South Carolina, South Dakota, Tennessee, Utah, Virginia, Washington, and Wyoming.

I have testified at trial as an expert witness on redistricting and demographics in federal courts in the following voting rights cases (approximate most recent testimony dates are in parentheses):

**Alabama**

*Alabama Legislative Black Caucus et al. v. Alabama et al. (2013)*

**Colorado**

*Cuthair v. Montezuma-Cortez School Board (1997)*

**Georgia**

*Cofield v. City of LaGrange (1996)*

*Love v. Deal (1995)*

*Askew v. City of Rome (1995)*

*Woodard v. Lumber City (1989)*

**Louisiana**

*Knight v. McKeithen (1994)*

*Reno v. Bossier Parish (1995)*

*Wilson v. Town of St. Francisville (1997)*

**Maryland**

*Cane v. Worcester County (1994)*

**Mississippi**

*Addy v Newton County (1995)*

*Boddie v. Cleveland (2003)*

*Boddie v. Cleveland School District (2010)*

*Ewing v. Monroe County(1995)*

*Fairley v. Hattiesburg (2014)*

*Fairley v. Hattiesburg (2008)*

*Jamison v. City of Tupelo (2006)*

*Gunn v. Chickasaw County (1995)*

*NAACP v. Fordice (1999)*

*Nichols v. Okolona (1995)*

*Smith v. Clark (1995)*

**Montana**

*Old Person v. Cooney (1998)*

*Old Person v. Brown (on remand) (2001)*

**Nebraska**

*Stabler v. Thurston County (1995)*

**New York**

*Arbor Hills Concerned Citizens v. Albany County (2003)*

*Pope v. County of Albany (2015)*

**South Carolina**

*Smith v. Beasley (1996)*

**South Dakota**

*Bone Shirt v. Hazeltine (2004)*  
*Cottier v. City of Martin (2004)*

**Tennessee**

*Cousins v. McWherter (1994)*  
*Rural West Tennessee African American Affairs Council v. McWherter (1993)*

**Virginia**

*Henderson v. Richmond County (1988)*  
*McDaniel v. Mehfoud (1988)*  
*White v. Daniel (1989)*  
*Smith v. Brunswick County (1991)*

**Wyoming**

*Large v. Fremont County (2007)*

In addition, I have filed declarations or been deposed in these voting rights cases:

**Alabama**

*Voketz v. City of Decatur (2014)*

**Florida**

*Burton v. City of Belle Glade (1997)*  
*Johnson v. DeSoto County (1999)*  
*Thompson v. Glades County (2001)*  
*Calvin v. Jefferson County (2015)*

**Georgia**

*Georgia State Conference NAACP, et al. v. Fayette County (2012)*  
*Jones v. Cook County (1993)*  
*Johnson v. Miller (1998)*  
*Knighton v. Dougherty County (2002)*

**Kentucky**

*Herbert v. Kentucky State Board of Elections (2013)*

**Louisiana**

*NAACP v. St. Landry Parish Council (2005)*  
*Rodney v. McKeithen (1993)*  
*Prejean v. Foster (1994)*  
*Terrebonne Parish NAACP v. Jindal, et al. (2015)*

**Maryland**

*Fletcher v. Lamone (2011)*

**Mississippi**

*Partee v. Coahoma County (2015)*  
*Figgs v. Quitman County (2015)*  
*Williams v. Bolivar County (2005)*  
*Clark v. Calhoun County (on remand)(1993)*  
*Houston v. Lafayette County (2002)*  
*Wilson v. Clarksdale (1992)*  
*Stanfield v. Lee County(1991)*  
*Teague v. Attala County (on remand)(1993)*

**Missouri**

*Missouri NAACP v. Ferguson-Florissant School District (2015)*

**Montana**

*Alden v. Rosebud County (2000)*

**North Carolina**

*Lewis v. Alamance County (1991)*  
*Gause v. Brunswick County (1992)*  
*Webster v. Person County (1992)*

**Rhode Island**

*Davidson v. City of Cranston (2015)*

**South Carolina**

*Vander Linden v. Campbell (1996)*

**South Dakota**

*Emery v. Hunt (1999)*  
*Kirkie v. Buffalo County (2004)*

**Tennessee**

*NAACP v. Frost, et al. (2003)*

**Utah**

*Navajo Nation v. San Juan County (2015)*

**Virginia**

*Moon v. Beyer (1990)*

**Washington**

*Montes v. City of Yakima (2014)*

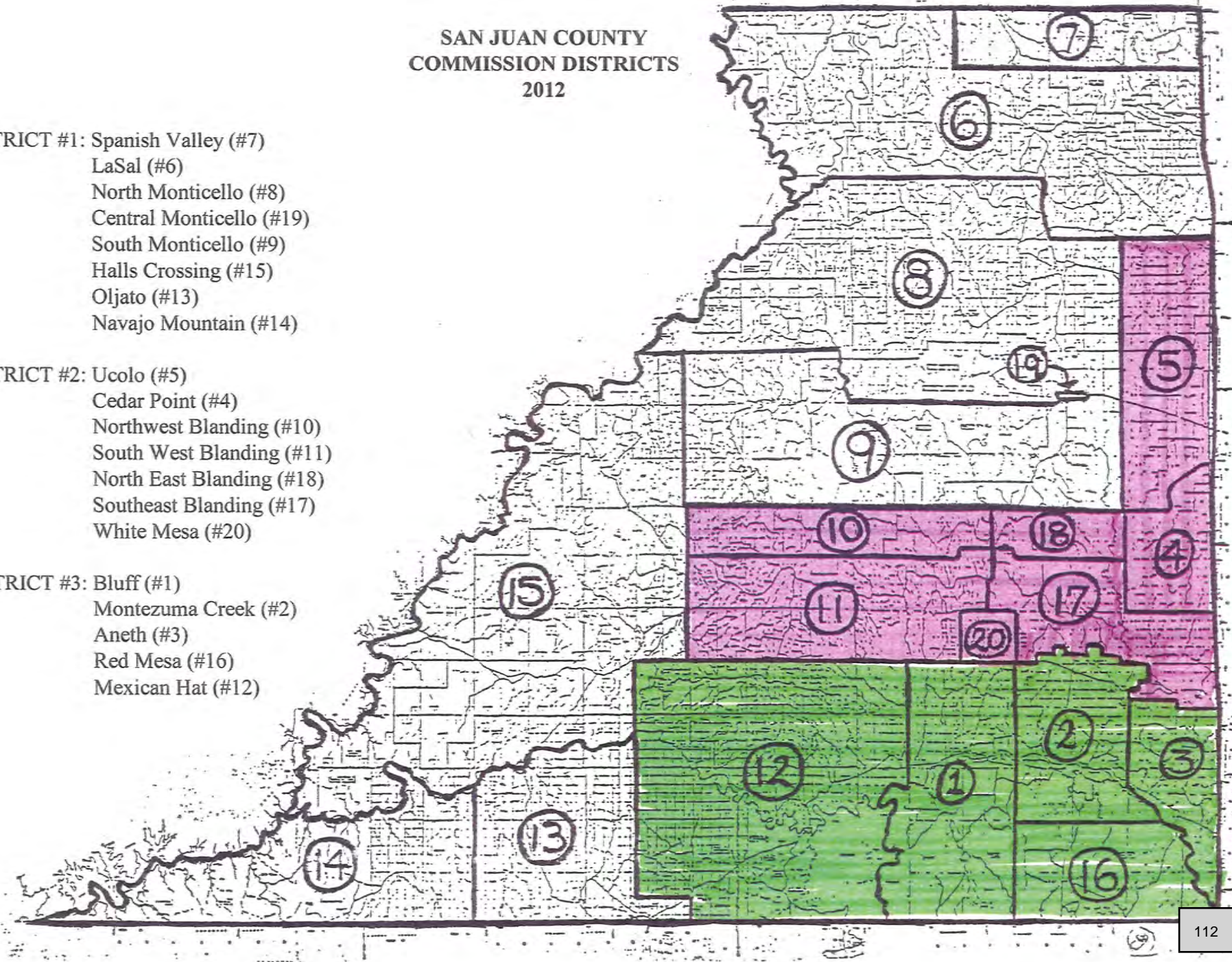
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**SAN JUAN COUNTY  
COMMISSION DISTRICTS  
2012**

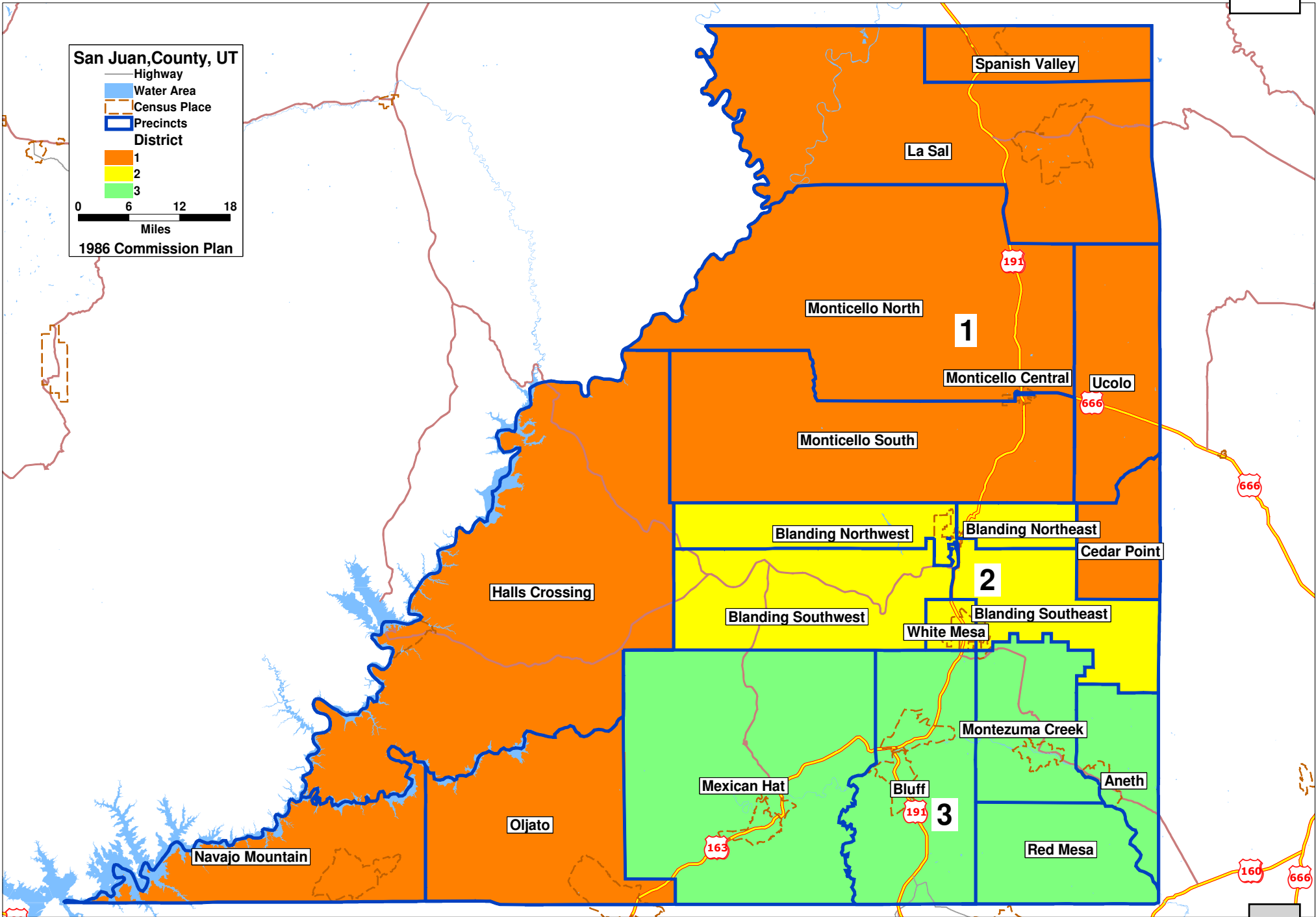
- DISTRICT #1: Spanish Valley (#7)  
 LaSal (#6)  
 North Monticello (#8)  
 Central Monticello (#19)  
 South Monticello (#9)  
 Halls Crossing (#15)  
 Oljato (#13)  
 Navajo Mountain (#14)

- DISTRICT #2: Ucolo (#5)  
 Cedar Point (#4)  
 Northwest Blanding (#10)  
 South West Blanding (#11)  
 North East Blanding (#18)  
 Southeast Blanding (#17)  
 White Mesa (#20)

- DISTRICT #3: Bluff (#1)  
 Montezuma Creek (#2)  
 Aneth (#3)  
 Red Mesa (#16)  
 Mexican Hat (#12)







SAN JUAN SCHOOL DISTRICT PRECINCT LINES  
2012 (based on county voting lines)

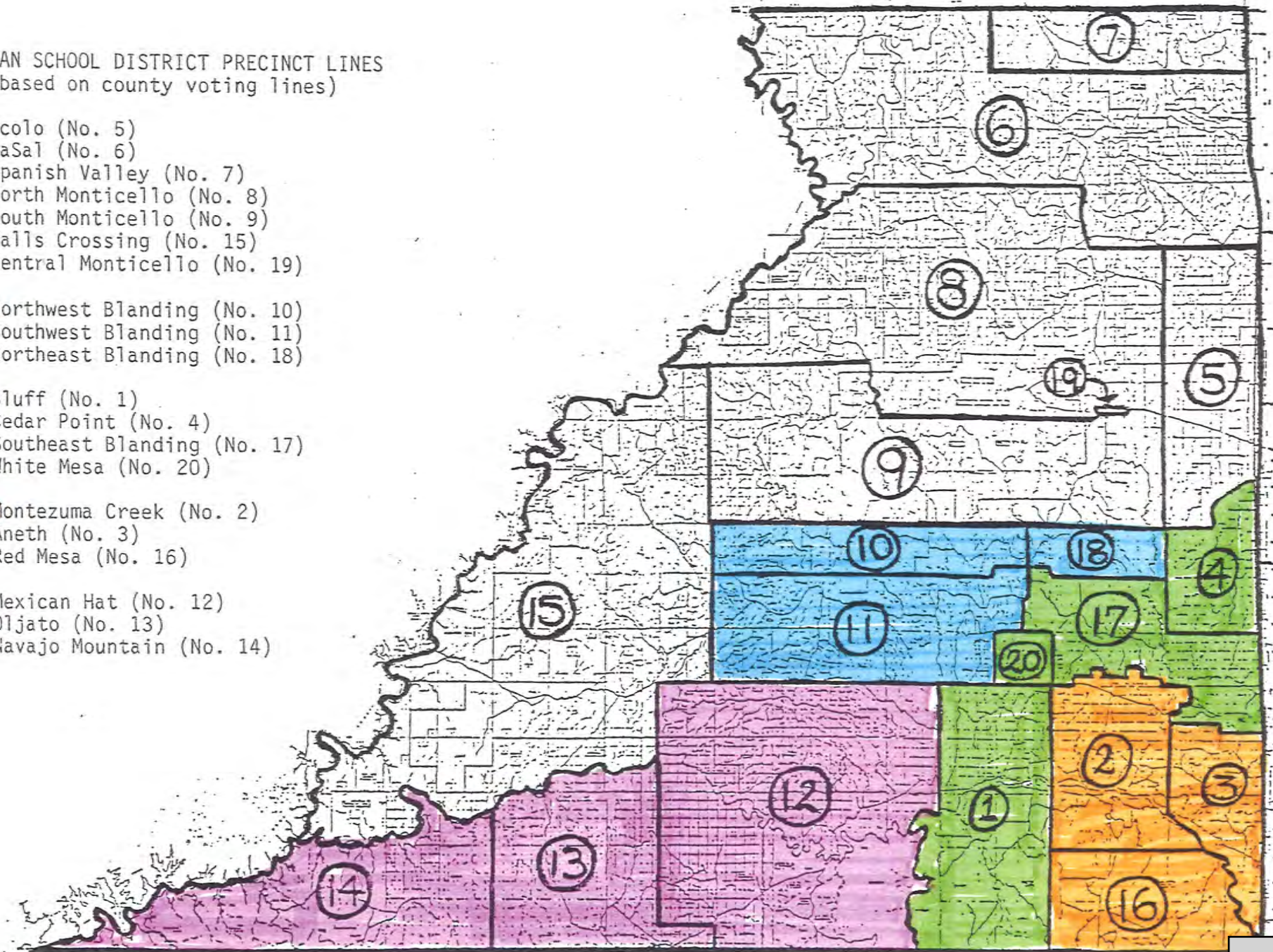
- #1 - Ucolo (No. 5)  
LaSal (No. 6)  
Spanish Valley (No. 7)  
North Monticello (No. 8)  
South Monticello (No. 9)  
Halls Crossing (No. 15)  
Central Monticello (No. 19)

- #2 - Northwest Blanding (No. 10)  
Southwest Blanding (No. 11)  
Northeast Blanding (No. 18)

- #3 - Bluff (No. 1)  
Cedar Point (No. 4)  
Southeast Blanding (No. 17)  
White Mesa (No. 20)

- #4 - Montezuma Creek (No. 2)  
Aneth (No. 3)  
Red Mesa (No. 16)

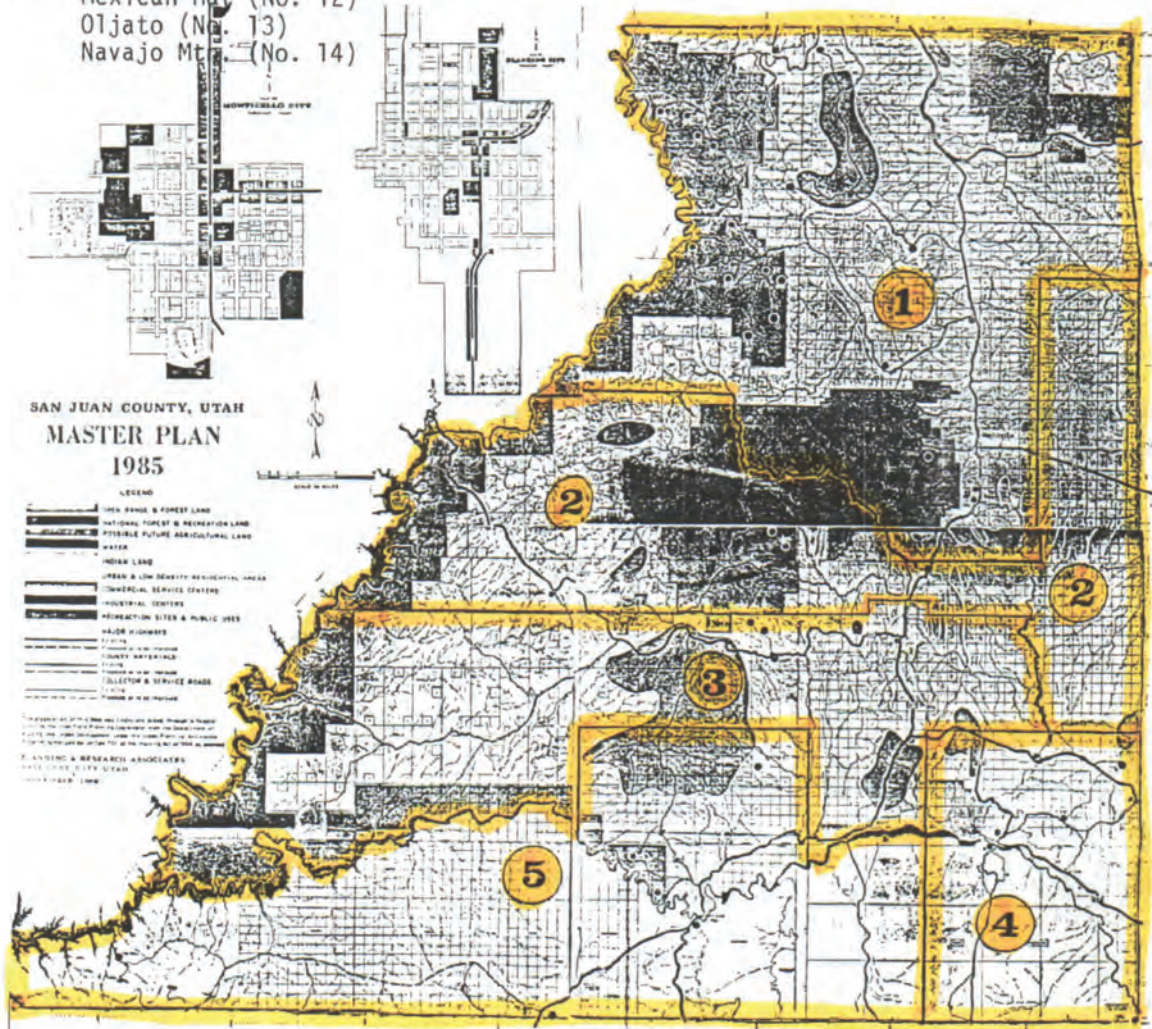
- #5 - Mexican Hat (No. 12)  
Oljato (No. 13)  
Navajo Mountain (No. 14)



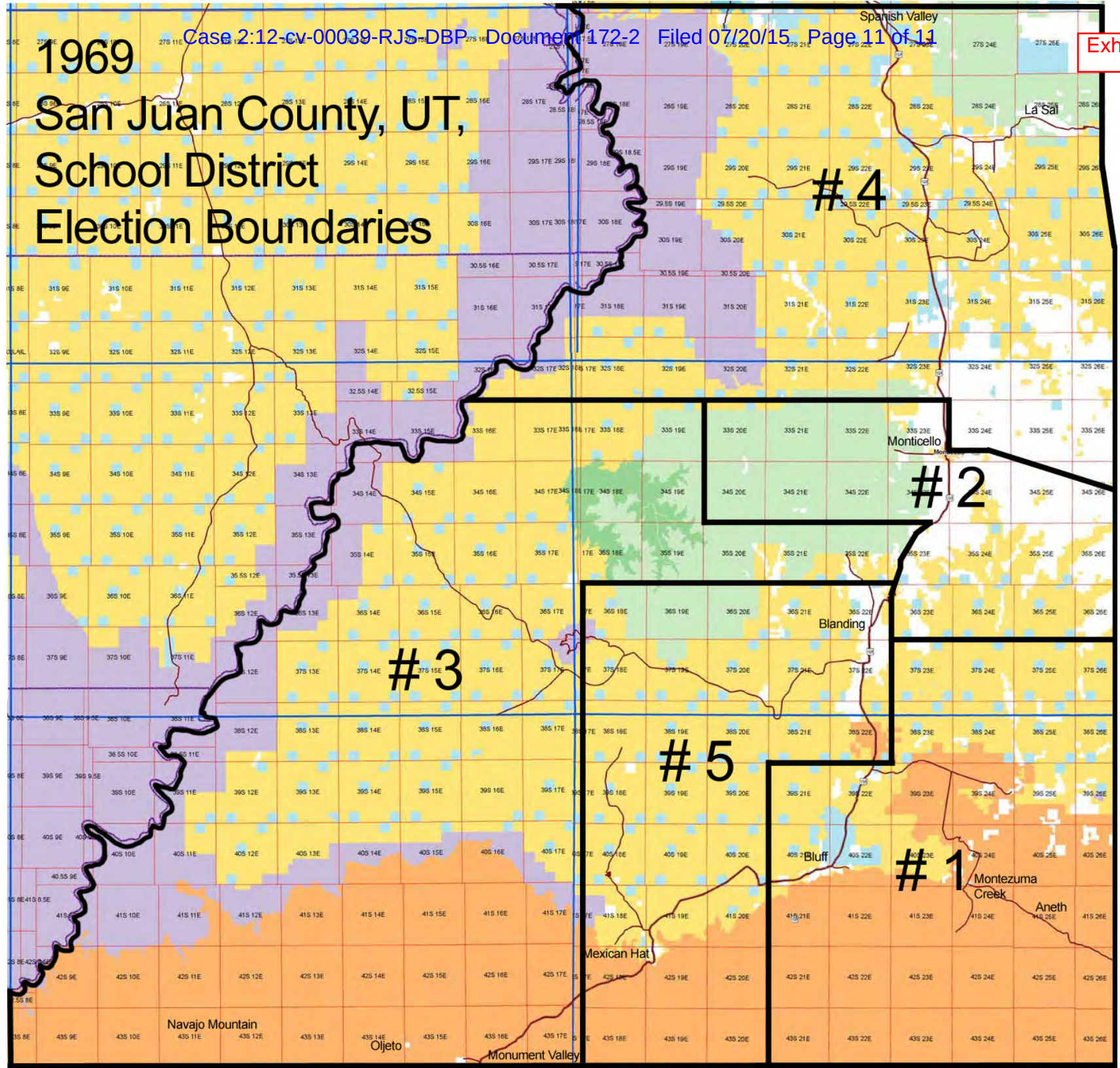
SAN JUAN SCHOOL DISTRICT PRECINCT LINES

*Prior to 1986*

- #1 - Spanish Valley (No. 7)  
LaSal (No. 6)  
North Monticello (No. 8)  
Central Monticello (No. 19)  
South Monticello (No. 9)
- #2 - Ucolo (No. 5)  
Cedar Point (No. 4)  
Northeast Blanding (No. 18)  
Northwest Blanding (No. 10)
- #3 - Southeast Blanding (No. 17)  
Southwest Blanding (No. 11)  
White Mesa (No. 20)  
Bluff (North of river - No. 1)  
Halls Crossing (No. 15)
- #4 - Aneth (No. 3)  
Montezuma Creek (No. 2)  
Red Mesa (No. 16)
- #5 - Bluff (South of river No. 1)  
Mexican Hat (No. 12)  
Oljato (No. 13)  
Navajo Mt. (No. 14)



# 1969 San Juan County, UT, School District Election Boundaries



**SAN JUAN COUNTY UTAH  
RESOLUTION NO 2021- \_\_\_\_**

**A RESOLUTION OF THE SAN JUAN COUNTY BOARD OF COMMISSIONERS DIRECTING THAT BILL COOPER BE HIRED TO ASSESS THE 2020 CENSUS DATA FOR SAN JUAN COUNTY AND, IF NEEDED, DRAW NEW ELECTION DISTRICT MAPS FOR THE COUNTY COMMISSION AND THE SCHOOL BOARD BASED ON THAT DATA.**

**WHEREAS:** it is currently anticipated that data from the 2020 decennial census will be made available to the County by September 2021.

**WHEREAS:** San Juan County has a duty to assess the 2020 census data to determine whether the election districts for the County Commission and the School Board must be redrawn in conformity with “one person, one vote” and traditional districting principles.

**WHEREAS:** San Juan County is aware of the Judgment (Dkt. 448, January 11, 2018) and memorandum decisions issued by the United States District Court for Utah in Navajo Nation v. San Juan County, No. 2:12-CV-00039-RJS-DBP, as well as the decision of the United States Court of Appeals in Navajo Nation v. San Juan County, 929 F.3d 1270 (10th Cir. 2019), and the County Commission has a duty to take appropriate steps to avoid another round of litigation regarding election districts for the County Commission and School Board.

**WHEREAS:** Bill Cooper has extensive experience with San Juan County census data, analysis of that data and drawing Commission and School Board election district maps based on that data. Since 1986, Mr. Cooper has prepared proposed redistricting maps of approximately 700 jurisdictions for Section 2 litigation, Section 5 comment letters, and for use in other efforts to promote compliance with the Voting Rights Act of 1965. He has analyzed and prepared election plans in over 100 of these jurisdictions for two or more of the decennial censuses – either as part of concurrent legislative reapportionments or, retrospectively, in relation to litigation. A Summary of Redistricting work filed in 2015 in Navajo Nation v. San Juan County (Dkt. 172-2), which shows the extent of Mr. Cooper’s experience even before his work in San Juan County, is attached as an exhibit to this Resolution.

**WHEREAS:** Mr. Cooper has expressed a willingness to assess the 2020 census data for San Juan County, advise the County Commission regarding whether the Commission and School Board election district maps will need to be redrawn based on that data and, if necessary, redraw those maps in conformity with “one person, one vote” and traditional districting principles.

**WHEREAS:** Mr. Cooper will charge \$125/hour for this work and estimates that it would take about 40 hours to complete this project, for an estimated total of \$5000 for the project.

**WHEREAS:** it is in the best interests of San Juan County to immediately retain the services of Mr. Cooper so that this project can be swiftly completed once the 2020 census data is released.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The County Administrator is directed to immediately enter into a contract between Mr. Bill Cooper and San Juan County for Mr. Cooper to assess the 2020 census data for San Juan County, advise the County Commission regarding whether the Commission and School Board election district maps will need to be redrawn based on that data and, if necessary, redraw those maps in conformity with “one person, one vote” and traditional districting principles. Mr. Cooper’s duties, as stated in the contract, shall also include work on other election and voting procedures as determined to be necessary by the County Commission from time to time.

2. The County Attorney is directed to assist the County Administrator in developing an appropriate contract between Mr. Bill Cooper and San Juan County consistent with the intent of this resolution. The contract shall be presented to the Commission for its review, amendment and approval before it is executed by the parties to the contract.

**PASSED, ADOPTED AND APPROVED** by the Board of San Juan County Commissioners this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

Those voting aye:  
Those voting nay:  
Those absent or abstaining:

**BOARD OF SAN JUAN COUNTY COMMISSIONERS**

\_\_\_\_\_  
Willie Grayeyes, Chair

**ATTEST:**

\_\_\_\_\_  
John David Nielson, Clerk/Auditor



**Kendall G Laws**  
San Juan County Attorney

klaws@sanjuancounty.org  
Fax: (435) 587-3119

P.O. Box 850  
Monticello, Utah 84535  
Phone: (435) 587-2128

May 13, 2021

San Juan County Commission

**Re: Legal Opinion and Recommendations on the Hiring of an Expert to Assist in the Decennial Redistricting for San Juan County.**

Dear Commissioners:

At your March 4, 2021 meeting, the issue was raised of the County Commission hiring a specific expert to assist the Commission with the decennial redistricting. After reviewing the law and other counties' procedures, it is my opinion that the San Juan County Commission has the legal authority to hire an expert to assist in the redistricting process. That being said, there are several points that I want to advise you on to protect the county, and yourselves, from legal challenges, as much as possible.

First, it is true that many counties rely on the County Clerk to provide the data necessary for determining whether or not redistricting is necessary and how best to redistrict if it is necessary. This reliance is due primarily to the ease of redistricting in many of the rural counties, as well as the fact that the Clerk (as the election official for the county) has the ultimate access to the data necessary for the redistricting process. However, the law is clear that the legislative body is the ultimate decision maker for decennial redistricting. There will certainly be a need for the Commission, their designee, or expert to work closely with the County Clerk in order to ensure a clean and efficient process.

Second, it is important to make sure that the selection and hiring of an expert to aid the Commission is in compliance with other requirements under the law. This will work to prevent successful legal challenges of the County Commission's decision both to hire an expert in general, as well as the individual selected to be hired specifically. Which in turn could be used as

a basis to challenge the final redistricting decision. The three areas that cause the most concern for me are as follows:

(1) The County's process for hiring an expert for redistricting *must* comply with the County's procurement/purchasing policy. The policy requires the county to solicit a minimum of two bids or advertise and conduct a Request for Proposal (RFP) process or alternatively a Request for Qualifications (RFQ) process. This allows the process to be open and transparent and will ensure that the County Commission is fully aware of the quality of expert that they are hiring. More than that, it may be required under the County's own policy. My preference between RFP and RFQ would be to go with the RFQ process because we are more interested in the qualifications of the expert than we are with necessarily getting the cheapest expert. I have spoken with Mack about this issue and he will be prepared to answer any questions about that policy in the Commission Meeting on Tuesday.

(2) The County's process must comply with proper budget requirements. County Purchasing Policy and State Code (U.C.A. 17-36-19) requires that we use an encumbrance system and budgetary controls to ensure that no expenditure is made for any item of an appropriation unless there is a sufficient unencumbered balance in the appropriation and available funds, except in cases of an emergency. This means that if there is not room in the budget currently to enter a contract with the expert, the Commission should work with Mack and the Clerk to make the appropriate budget adjustments. This should be an easy requirement to comply with but needs to be complied with prior to entering a contract.

The County's Purchasing Policy also requires that "San Juan County elected officials, employees and agents should demonstrate appropriate duty of care when engaging in fiduciary activities, including obtaining and assessing appropriate materials documentation in a judicious manner to insure the promotion of the best interest of San Juan County." County staff being ordered to hire an individual or



individual company without following a proper process or method does not show meet that duty of care.

(3) The County process must comply with the Open and Public Meetings Act. This is the least concerning of the three because this will be advertised as an agenda item and the conversation will be had during an open and public meeting. In the event that a final decision is not made at the next meeting however, it is important to ensure that all discussions are had in the public forum rather than in private. Remember that any emails, text messages, etc. about this matter are subject to GRAMA and need to be kept rather than deleted.

Finally, I have a recommendation that the County Commission direct the County Attorney's Office and County Administrator to begin the process of drafting a county ordinance to create a "County Redistricting Commission." Most of the county's that rely on experts to aide in the decennial redistricting also have established redistricting commissions through ordinance. Redistricting Commissions, if done appropriately, can add an extra layer of protection against legal challenges to decennial redistricting. With San Juan County's history of legal challenges to the redistricting process, it is my opinion that the creation of a Redistricting Commission would have long term positive effects for the county and would assist in the healing and creating trust within the County.

I want to be clear that creating a Redistricting Commission would not exclude the Commission from hiring an expert, in fact the expert would work with the Redistricting Commission to work out the details of the redistricting plan and then present that plan to the County Commission for ultimate approval. This insulates the county, as well as the Commissioners, from accusations of unfair or illegal activity during the redistricting process. It also creates a permanent process for the county for future decennial redistricting. The County Attorney's Office would be able to have you a working ordinance for your first Commission meeting in June if you will just give us the directive to proceed.

The County Attorney's Office will also gladly assist the County Administrator in drafting up a contract for the services of an expert, if the County Commission elects to go that route.

As always, I am available to discussion on any matters. Please feel free to reach out to discuss any county matters.

Sincerely,



Kendall Laws  
San Juan County Attorney





## STAFF REPORT

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**MEETING DATE:** May 18, 2021  
**ITEM TITLE, PRESENTER:** Monticello Library & Sorenson Legacy Foundation Grant, Presented by Mikaela Ramsay, Assistant Library Director & Monticello Branch Librarian  
**RECOMMENDATION:** Approval

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### SUMMARY

The Sorenson Legacy Foundation has awarded a grant for the San Juan County

Monticello Library Coworking Hub. I am submitting this grant to the County Commissioners for approval and a signature.

### HISTORY/PAST ACTION

The construction on our Coworking Hub is under way. This funding will help us to be able to complete our Coworking Hub.

### FISCAL IMPACT

This grant will give us an additional \$20,000 which is needed to complete this project.



**GRANT AGREEMENT BETWEEN**  
**San Juan County Library - Monticello Branch**  
**CHARITABLE ORGANIZATION**  
**AND**  
**SORENSEN LEGACY FOUNDATION**

This Grant Agreement (this “Agreement”) is entered into by and between the Sorenson Legacy Foundation (the “Foundation”) and [San Juan County Library - Monticello Branch](#) (the “Recipient”). The Foundation has awarded the Recipient a grant in the amount of **\$20,000**. The purpose of the grant is: [San Juan County Monticello Library Coworking Hub](#)

As stated in the grant application hereto referred as (the “Grant Application”).

In accepting the grant, the Recipient agrees to the following terms and conditions:

1. The Recipient will use the grant funds only for the purpose(s) detailed in the Grant Application or as described in this Agreement and as restricted by the terms of this Agreement.
2. The Recipient is recognized by the Internal Revenue Service as an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), is a public charity under Section 509(a)(1) of the Code or a municipality, by reason of normally receiving a substantial part of its support from governmental units or the general public. If there is a change in either the Recipient’s status as a tax-exempt organization or as a public charity prior to the Recipient’s expenditure of all of the grant funds in accordance with the terms of this Agreement, the Recipient shall notify the Foundation of such change in status.
3. The Recipient will provide reports on the use of the grant funds. Any such report shall be signed by an officer or trustee of the Recipient. The Recipient will maintain records of receipts and disbursements of grant funds for at least four years from the date of grant.
4. The Recipient will return all grant funds that are not used for the purpose of the grant by **May 30, 2022** or within twelve (12) months of receipt of grant funds, whichever is later. In the event that the project for which the grant funds are requested is not complete by that date, the Recipient shall inform the Foundation in writing of this fact and request an extension of time. In analyzing the use of its grant funds, the Foundation considers its grant to be the last grant made, so that additional funds remaining at the end of the project will be considered the property of the Foundation.

In the event that other foundations have made a similar request, the Foundation at a minimum requires that any grant funds remaining be divided on a pro rata basis based on the financial contributions to the project of other funding sources requesting prioritization.

5. No portion of the grant funds will be used for any purpose other than the purpose stated in the Grant Application or this Agreement. Further, no portion of the grant funds will be used to carry on propaganda or otherwise attempt to influence legislation, to influence the outcome of a public election, to carry on a voter registration drive, to make a grant that does not comply with Code Section 4945(d)(3) or (4), or to finance an activity for any purpose other than the charitable purposes stated in Code Section 170(c)(2)(B).

6. The Recipient represents and warrants that: (a) this grant does not satisfy or discharge in whole or part any obligation of any officer, director, trustee or other party associated with the Foundation; and (b) no gift, gratuity, financial payment or benefit has been or will be offered, promised, or given to any of the parties described in the foregoing provision (a) in connection with the grant.

This Agreement shall be effective when signed by all parties as of the latest of the dates below.

Sorenson Legacy Foundation

San Juan County Library - Monticello Branch

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: Lisa Meiling

Printed Name: Mikaela Ramsay

Title: Grants Manager

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## COMMISSION STAFF REPORT

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**MEETING DATE:** May 18, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of the contract between the Utah Department of Health (UDOH) and San Juan County for 2022 - 2025 - General Grant - Child Health Evaluation and Care (CHEC) - San Juan, Mike Moulton, Interim Health Officer

**RECOMMENDATION:** Make a Motion Approving the Agreement  
Make a Motion Denying the Agreement

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### SUMMARY

The general purpose of this contract is for outreach provided under the Utah Child Health Evaluation and Care (CHEC) program also known as the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) benefit. UDOH agrees to pay up to \$53,380.00 in accordance with the provisions of this contract.

### HISTORY/PAST ACTION

EnterTextHere

### FISCAL IMPACT

EnterTextHere



# UTAH DEPARTMENT OF HEALTH CONTRACT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2112012  
Department Log Number

212702246  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is 2022 - 2025 - General Grant - Child Health Evaluation and Care (CHEC) - San Juan
2. **CONTRACTING PARTIES:** This contract is between the Utah Department of Health (DEPARTMENT) and the following CONTRACTOR:

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL  
**Commodity Code:** 99999

3. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is for outreach provided under the Utah Child Health Evaluation and Care (CHEC) program also known as the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) benefit.
4. **CONTRACT PERIOD:** The service period of this contract is 07/01/2021 through 06/30/2025, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.
5. **CONTRACT AMOUNT:** The DEPARTMENT agrees to pay \$53,380.00 in accordance with the provisions of this contract.
6. **CONTRACT INQUIRIES:** Inquiries regarding this Contract shall be directed to the following individuals:

**CONTRACTOR**

Mike Moulton  
(435) 587-3838  
mmoulton@sanjuancounty.org

**DEPARTMENT**

Medicaid and Health Financing  
Directors Office  
Krisann Bacon  
(385) 377-4168  
krisannbacon@utah.gov



7. REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:

Attachment A: Special Provisions

8. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:

A. All other governmental laws, regulations, or actions applicable to services provided herein.

B. All Assurances and all responses to bids as provided by the CONTRACTOR.

C. Utah Department of Health General Provisions and Business Associate Agreement currently in effect until 6/30/2023.

9. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

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**Contract with Utah Department of Health and San Juan County, Log # 2112012**

IN WITNESS WHEREOF, the parties enter into this agreement.

**CONTRACTOR**

**STATE**

By: \_\_\_\_\_ Date \_\_\_\_\_  
Kenneth Maryboy  
County Commission Chair

By: \_\_\_\_\_ Date \_\_\_\_\_  
Shari A. Watkins, C.P.A.  
Director, Office Fiscal Operations

**Attachment A: Special Provisions**  
**CHEC**  
**San Juan County**

**A. General Purpose**

This contract is for services provided under the Utah Child Health Evaluation and Care (CHEC) program also known as the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) benefit. CHEC is a health promotion and outreach case management program under which Contractor's staff facilitates access to and encourages comprehensive preventative health screening of Utah children enrolled in Medicaid to identify potential health problems and/or conditions and to ensure that additional diagnosis, evaluation and treatment services are obtained when necessary.

**B. Parties**

This contract is between the State of Utah, acting by and through its Department of Health hereinafter referred to as "Department" and San Juan County, hereinafter referred to as "Contractor." Together, the Department and Contractor shall be referred to as the "Parties." The parties have previously entered into an agreement titled "FY2017-2021 General Provisions – San Juan County." In the event a conflict arises between the aforementioned agreement and this agreement, the provisions in this agreement shall take priority.

**C. Definitions**

1. ADMINISTRATIVE SERVICES means administrative support or indirect expenses, current expenses and salaries, benefits and travel of administrative or other staff who might be used to support this agreement but do not qualify as PROFESSIONAL SERVICES according to the above definition.
2. CONFIDENTIAL DATA means any non-public information maintained in an electronic format used or exchanged by the Parties in the course of the performance of this contract whose collection, disclosure, protection, and disposition is governed by state or federal law or regulation, particularly information subject to the Gramm-Leach Bliley Act, the Health Insurance Portability and Accountability Act, and other equivalent state and federal laws. Confidential Data includes, but is not limited to, social security numbers, birth dates, medical records, Medicaid identification numbers, medical claims and Encounter Data.
3. PROFESSIONAL SERVICES means salaries and benefits, training, and travel expenses of staff who qualify under the Federal Guidance as "skilled professional medical personnel" or "supporting staff" as defined in 42 CFR, parts 432 and 433.
4. USER means any employee or other agent of the contractor who has access to or makes use of any database maintained by the State of Utah or by the Department and to whom the Department has given access.

**D. Contractor Activities**

1. CONTRACTOR shall ensure that a minimum of 80% of eligible children residing in CONTRACTOR's health district obtain CHEC screening each contract year.
2. CONTRACTOR agrees to place a special emphasis on ensuring that CHEC eligible children receive preventative oral health services including, but not limited to, the application of dental varnish during the health screen.
3. CONTRACTOR shall ensure that a minimum of 58% eligible children receive CHEC dental services in each contract year.
4. CONTRACTOR's CHEC staff shall utilize the report issued by the Department, as outlined in Section F.1. to contact 100% of families on the list by telephone, or by letter when telephone contact is not possible, within 30 days from the date the report is received by CONTRACTOR to provide feedback to the Department relating to the exams.
  - a) For children who did not receive an exam, CHEC staff shall remind parents that their children are in need of screening services; educate the parent or guardian about the value of CHEC well-child services to their child(ren)'s well-being; and explain that the services are available at no cost. CONTRACTOR's CHEC staff shall encourage parents or guardians to use CHEC services.
  - b) CONTRACTOR's CHEC staff shall offer assistance to parents in finding health care providers and keeping appointments, and obtaining any follow-up care required.
  - c) CONTRACTOR's CHEC staff shall provide information on the availability of transportation assistance upon the request of the parent.
  - d) If CONTRACTOR offers CHEC screening services, the CONTRACTOR's CHEC staff shall not encourage the families to use CONTRACTOR's services over the services of the families' established health care providers.
  - e) Upon request by Foster Parents, Foster Care Case Workers and Fostering Healthy Children staff, CONTRACTOR's CHEC staff shall provide assistance in identifying health care providers who offer CHEC services.
5. CONTRACTOR's CHEC staff shall contact physicians and dentists who provide Medicaid services to eligible clients to inform them and their staff of the purpose and function of the CHEC program and encourage them to accept Medicaid enrolled children for CHEC services. Contact may be in person or by telephone. Staff shall inform physicians, dentists and other CHEC providers, and their staff, that CONTRACTOR's CHEC program activities help families obtain services by providing encouragement and helping to schedule and keep appointments. CONTRACTOR's CHEC staff shall provide this information to a minimum of 15 physicians, dentists and other CHEC providers each year. Each provider must receive visits or follow-up contacts throughout the year.

CONTRACTOR's CHEC staff shall provide appropriate contact information, such as telephone numbers of Medicaid or CONTRACTOR's staff to providers of CHEC services to answer questions related to billing, services or target populations.

6. CONTRACTOR's CHEC staff shall identify potentially eligible families during CONTRACTOR's encounters associated with the Women Infants and Children (WIC) program, Immunization clinics, Pre-natal program and other local health department programs which serve families and children. CONTRACTOR shall make families aware of the services that are accessible through the CHEC program and other services available from CONTRACTOR.
7. CONTRACTOR shall establish dialogue with local community groups and agencies, such as Head Start, to make them aware of what services may be available to the families they serve and how to access the CHEC program services. At a minimum, CONTRACTOR must contact one group each month.

## **E. Reporting Requirements**

1. CONTRACTOR shall provide the DEPARTMENT with job specifications, descriptions and associated organization charts for all personnel charged to this Contract, and provide updates within 30 days of the effective date of this Contract and within 30 days of any changes in job specifications, descriptions, and organizational structure.
2. CONTRACTOR'S CHEC staff shall record all contacts with the client, community and providers through the Medicaid Managed Care System (MMCS) CHEC Subsystem.
3. CONTRACTOR shall provide information related to the effort and outcome for each community agency, program or provider that the CONTRACTOR contacts each reporting period. CONTRACTOR's staff will enter this information into the appropriate fields within the MMCS CHEC sub-system.

## **F. DEPARTMENT Role**

The DEPARTMENT agrees to:

1. Distribute a weekly report detailing demographic client information and recent claim history related to scheduled CHEC exams for those eligible clients in each county. Provide confirmation of online reports submitted by the Contractor within 10 working days of request.
2. Provide access to Medicaid Managed Care System (MMCS) CHEC Subsystem reports detailing the results and progress of outreach activities on an ongoing basis, or upon request from the CONTRACTOR.
3. Provide training and technical assistance as requested or needed.

4. Conduct other specified activities listed in process objectives and planned activities in action plan.

## **G. Payment and Audit Provisions**

### **1. Invoicing and Payment**

- a) Contractor shall submit an invoice to the Department on a monthly basis. The invoice shall be in a Department approved format.
- b) Upon request of the Department, Contractor shall provide documentation to validate any charges on the invoice.
- c) In the event that Contractor cannot provide back-up documentation or cannot substantiate that a cost has been appropriately allocated on the invoice, the Department may disallow the payment. If Contractor disagrees with the Department's disallowance, Contractor may request a State Fair Hearing within 30 days of the Department's disallowance.

### **2. Payment Recoupment**

- a) The Department shall recoup any payment paid to Contractor which was paid in error.
- b) Contractor shall refund any overpayments to the Department within 30 calendar days of discovering an overpayment or being notified by the Department that overpayments are due. If Contractor fails to refund an overpayment within 30 days, the Department shall deduct the overpayment from the Department's next payment(s) to Contractor.
- c) If Contractor disagrees with the Department's determination that an overpayment has been made, Contractor may request a State Fair Hearing within 30 days of the Department's recoupment of the overpayment.

### **3. Additional Inspections and Audits**

- a) Contractor shall place no restrictions on the right of the Department, the federal government, independent quality review examiners, and other Utah state agencies as allowed by law to conduct whatever inspections and audits that are necessary to assure contract compliance, quality, appropriateness, timeliness and accessibility of services and reasonableness of Contractor's costs.
- b) Inspection and audit methods include, but are not limited to, inspection of facilities, review of medical records and other client data, or review of written policies and procedures and other documents.

## H. Funding

If, for any reason, funding to the Department is reduced by any amount under federal or state funding, block grants, capitation or any other mechanism while this Contract is in effect, the Parties will immediately renegotiate a yearly maximum contract amount to conform to the funds reduction.

- a) The maximum potential funding for the contract is outlined by each year, as indicated below.
  - i FY2022 (7/1/2021-6/30/2022): \$13,345
  - ii FY2023 (7/1/2022-6/30/2023): \$13,345
  - iii FY2024 (7/1/2023-6/30/2024): \$13,345
  - iv FY2025 (7/1/2024-6/30/2025): \$13,345

## I. Data Security Requirements.

1. Contractor acknowledges that its performance of services under this agreement may involve access to confidential Medicaid data including, but not limited to personally identifiable information, protected health information, or other health enrollment information that is subject to state of federal laws restricting the use and disclosure of such information including, but not limited to Health Insurance Portability and Accountability Act (HIPAA) and its implementing regulations.
2. The access, use, or disclosure of data or information concerning Medicaid recipients shall be limited to purposes directly connected with the purposes described in this agreement. Contractor agrees to maintain the confidentiality of all data, records, or other information it has received in performance of its services. Contractor shall receive or request from the Department only data about an individual that is necessary to meet its obligations.
3. Contractor shall implement and maintain administrative, technical, and physical safeguards necessary to protect the confidentiality of the data and to prevent any unauthorized use or access. Any and all transmission or exchange of data and electronic records shall take place via secure means. Contractor agrees that any and all data will be stored and maintained on secure or encrypted devices or storage mediums. The duty of confidentiality shall be ongoing and survive the term of this agreement.
4. Access to State of Utah Databases
  - a) Contractor shall designate one employee to monitor the users of any database maintained by the State of Utah or by the Department to whom the Department has given access. Contractor shall maintain a log of all employees or Subcontractors who have access to any database maintained by the State of Utah or by the Department to whom the Department has given access.

b) Contractor shall notify the Department within two business days when an employee or subcontractor who has access to a database maintained by the Department or the State no longer requires access to the database.

c) On a quarterly basis, Contractor shall provide to the Department a log of all employees who have access to a Department or State maintained database and in submitting that log to the Department, shall certify that the job duties of each employee named in the log requires that employee to have access to a Department-maintained database.

#### 5. Incident Reporting

a) Contractor shall notify the Department when any Contractor system that may access, process, or store Confidential Data is subject to unintended access or disclosure. The Contractor shall notify the Department of such unintended access or disclosure within 48 hours of discovery of such access or disclosure.

b) Contractor shall ensure its Users comply with the following: User shall prevent unauthorized use or access to the data. User shall report to the Department any incident involving the use or disclosure of the data not permitted by this Contract of which it becomes award. If User inadvertently gains access to data for which he or she has not been approved, User agrees not to further use or disclose the data to promptly notify the Department and take immediate steps to prevent any recurrence.

### J. Termination for Cause

1. The Department may terminate this Contract in whole or in part for failure of the Contractor to perform its duties under this Contract.

2. The Department shall provide written notice of its intent to terminate for cause to the Contractor 45 days prior to terminating the Contract.

### K. Recordkeeping Upon Termination

In the event of a termination, Contractor shall complete and provide any outstanding reports, documents, and research files to the Department.

### L. Additional Recordkeeping Requirements

1. Contractor agrees that authorized federal and Department representatives will have unrestricted and timely access to and the right to examine any books, documents, papers, and records of Contractor pertinent to the activities described in this contract.

2. Unless the Department specifies in writing a shorter period of time, Contractor agrees to preserve and make available all of the books, documents, papers, records, and other evidence



involving transactions related to this contract for a period of six years from the date of expiration or termination of this contract.

3. Materials involving litigation will be kept for one year following the termination of litigation, including all appeals, if the litigation exceeds six years.



## COMMISSION STAFF REPORT

**MEETING DATE:** May 18, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of Amendment No. 3 to the Independent Contractor Agreement Between San Juan County, Utah and Jerry McNeely, Mack McDonald, Chief Administrative Officer

**RECOMMENDATION:** Make a Motion to Approve the Amendment Continuing the Contract until 2022 based on Available Funding.

Make a Motion for the County Administrator to Provide a Termination Letter Providing a Thirty (30) Day Written Notice in Accordance with the Agreement

### SUMMARY

San Juan County has contracted with Jerry McNeely working under the direction of the San Juan County Planner to act as an assistant planning liaison as well as other duties requested by the County for Northern San Juan County.

Since 2009, Jerry McNeely has assisted County Commissioners and Staff in providing assistance with roads, communication with the public in the area, information regarding signage, atmospheric, flood and weather conditions, County representation in Key Leader meetings in the area, liaison during the Special Service District Water and Sewer project, assistance, guidance and direction in project proposals in the area, and a community representative to the public when needed.

These services have helped staff in performing department roles and achieving Commissioner and the overall public's goals/objectives for years.

### HISTORY/PAST ACTION

The original contract was approved in 2009, with amendments taking place in 2011 and 2014.

### FISCAL IMPACT

\$1,200 a Month plus Cell Phone Costs.

**AMENDMENT NO. 3 TO THE INDEPENDENT CONTRACTOR AGREEMENT BETWEEN SAN JUAN COUNTY AND JERRY MCNEELY**

This Amendment No. 3 to the Independent Contractor Agreement (this “Amendment No. 3”) is made and entered into by and between San Juan County, a body corporate and politic and legal subdivision of the state of Utah (“County”), and Jerry McNeely. (“Contractor”). County and Contractor may be collectively referred to as the “Parties” herein.

**RECITALS**

This Amendment No. 3 is made and entered into by and between the Parties based, in part, upon the following recitals:

- A. The Parties previously entered into a *Independent Contractor Agreement*, dated January 16, 2009, which is labeled the Independent Contractor Agreement between San Juan County, Utah and Jerry McNeely (the “Agreement”); and
- B. The Parties originally Amended and Adoped the Amendment No. 1 on December 27, 2011; and
- C. The Parties again Amended and Adopted the Amendment No. 2 on December 22, 2014; and
- D. The Parties, through this Amendment No. 3, desire to modify certain terms and/or provisions of the Agreement.

Now, based upon the foregoing, and in consideration of the terms set forth in this Amendment No. 3, the Parties do hereby agree as follows:

- 1. Continuing Effect of the Agreement.** Except to the extent specifically modified by this Amendment No. 3, the terms and conditions of the Agreement shall remain in full force and effect.
- 2. Article 1: Parties and Term of Contract.** The Term of the Agreement shall now continue until December 29, 2021 and will continue for an additional year based on available funding. Termination of the contract by one of the Parties shall take effect after giving the other party thirty (30) days written notice.
- 3. Counterparts; Electronically Transmitted Signatures.** This Amendment No. 3 may be executed in counterparts, each of which shall be deemed an original, and all such counterparts shall constitute one and the same contract. Signatures transmitted by facsimile and/or e-mail shall have the same force and effect as original signatures.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 3 to be signed by their duly authorized representatives on the dates indicated below.

<p><b>SAN JUAN COUNTY</b></p> <p>By: _____ Willie Grayeyes, Chair Board of San Juan County Commissioners</p> <p>Date: _____</p> <p><b>ATTEST:</b></p> <p>_____</p> <p>John David Nielson, San Juan County Clerk/Auditor</p> <p>Date: _____</p>	<p><b>JERRY McNEELY</b></p> <p>By: _____</p> <p>Printed Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
--	--

Amended 2012  
Adopted 12-27  
Amended 12-22-14  
Commission Meeting

Item 9.

Independent Contractor Agreement  
Between  
San Juan County, Utah  
And Jerry McNeely

**ARTICLE 1: PARTIES AND TERM OF CONTRACT**

1.01 This Agreement is entered into by and between San Juan County, a Utah body politic (hereinafter "Client") and Jerry McNeely (hereinafter "Contractor"). This Agreement will become effective on January 01, 2009, and will continue in effect until terminated by one of the parties after giving the other party thirty (30) days written notice.

**ARTICLE 2: SERVICES TO BE PERFORMED BY CONTRACTOR**

2.01 The Contractor agrees to act as an assistant planning liaison as well as other duties that are assigned by the San Juan County Commission, San Juan County Administrator, San Juan County Public Land Use Planner and the San Juan County Planning and Zoning staff.

2.02 The Contractor agrees to work under the direction of the San Juan County Planner.

2.03 Contractor will determine the method, details, and means of performing the above described services.

2.04 Contractor enters into this Agreement, and will remain throughout the term of this Agreement, as an independent contractor. Contractor agrees that Contractor is not and will not become an employee, partner, agent, or principal of Client while this agreement is in effect. Contractor is not entitled to the rights or benefits afforded to Client's employees, including disability or unemployment insurance, worker's compensation, medical insurance, sick leave, or any other employment benefit. Contractor is responsible for providing as Contractor's own expense, disability, unemployment, worker's compensation, and other insurance, training, permits and licenses for Contractor and for Contractor's employees and subcontractors, if any.

2.05 Contractor is responsible for paying when due all income taxes, including estimated taxes, incurred as a result of the compensation paid by Client to Contractor for services under this Agreement. Contractor agrees to indemnify Client for any claims, cost losses, fees, penalties, interest, or damages suffered by Client resulting from Contractor's failure to comply with this provision.

2.06 Contractor may, at Contractor's expense, use any employees or subcontractors as Contractor deems necessary to perform the services required of Contractor by this Agreement. Client shall not control, direct, or supervise Contractor's employees or subcontractors in the performance of those services.

**ARTICLE 3: COMPENSATION**

3.01 As compensation for the services rendered by Contractor under this Agreement, Client shall pay Contractor a monthly rate of ~~\$800.00-~~

*+1000.00 1-1-2012 Per Commission Budget*  
*1200.00 12-22-14 Per Commission Meeting*

3.02 Contractor shall not be required to devote full time attention, and energy to the performance of Contractor's duties pursuant to this Agreement.

3.03 The County shall provide the contractor a cellular telephone at the County's expense except for personal calls.

**ARTICLE 4: TRAVEL/EQUIPMENT EXPENSES**

4.01 It is recognized and agreed that in connection with the services to be performed for Client, Contractor may be obligated to expend money for travel or other business expenses. Client shall be solely liable and responsible for payment of travel expenses at the current Federal Mileage Rate on Contractor's private vehicle. It is also agreed that the Contractor will be reimbursed travel expenses for hotel reimbursement and per diem for meals at the current County Rate. Furthermore, Contractor shall provide Client with a monthly billing detailing the travel and other expenses as well as the hours worked.

**ARTICLE 5: GENERAL PROVISIONS**

5.01 Entire Agreement: This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the hiring of Contractor by Client, and contains all the covenants and agreements between the parties with respect to that hiring in any manner whatsoever. Each party to this Agreement acknowledges that no representation, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this agreement shall be valid or binding on either party, except that any other written agreement dated concurrent with or after this Agreement shall be valid as between the signing parties thereto.

5.02 Modifications: Any modifications of this Agreement will be effective only if it is in writing and signed by the party to be charged.

5.03 Waiver: The failure of either party to insist on strict compliance with any of the terms, covenants or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

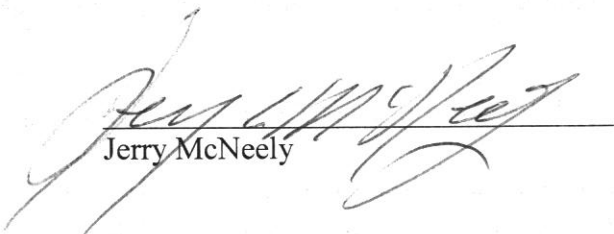
5.04 Partial Invalidity: If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

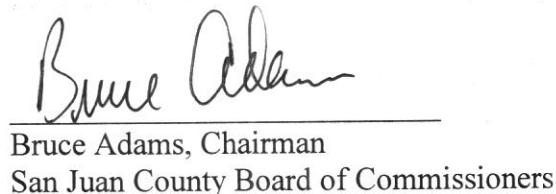
5.05 Governing Law: This Agreement shall be governed by the laws of the State of Utah.

In Witness Whereof, the parties hereto have caused this Independent Contractor Agreement to be executed on the \_\_\_\_\_ day of January 16, 2009.

Contractor:

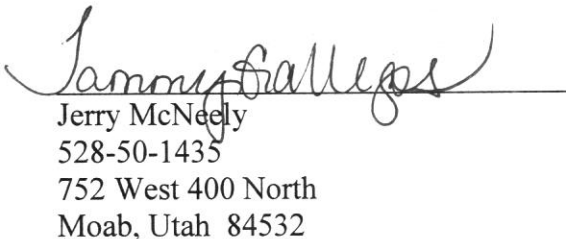
San Juan County:

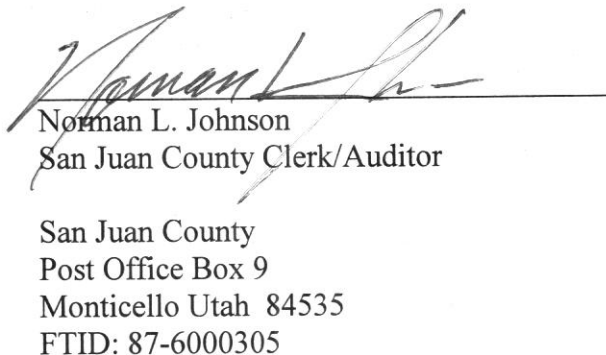
  
Jerry McNeely

  
Bruce Adams, Chairman  
San Juan County Board of Commissioners

WITNESS:

ATTEST:

  
Jerry McNeely  
528-50-1435  
752 West 400 North  
Moab, Utah 84532

  
Norman L. Johnson  
San Juan County Clerk/Auditor  
  
San Juan County  
Post Office Box 9  
Monticello Utah 84535  
FTID: 87-6000305



## COMMISSION STAFF REPORT

**MEETING DATE:** May 18, 2021

**ITEM TITLE, PRESENTER:** Public Safety Remodel and Expansion Scope of Work and Funding Request to the Community Impact Fund Board, Mack McDonald, Chief Administrative Officer

**RECOMMENDATION:** Solicit Public Comments and Make A Motion Approving the Scope of Work and Funding Request.

### SUMMARY

In 2009, the Community Impact Fund Board assisted in funding the construction drawings and preliminary design for a potential jail expansion to include nearly 300 new inmate beds. At that time there was little to no support from outside agencies to contract for additional beds which would provide a much-needed revenue source to pay for a Lease Revenue Bond for the project. Several years ago, the County negotiated new contracts with the State of Utah to host treatment programs that are almost non-existent in other Counties throughout the State which has added a greater demand and request to the County to provide more beds for utilization of the programs we offer.

Since 2009, building codes have changed insomuch that it would require an extensive update to those plans. The plans also anticipated a horizontal spread to the building instead of utilizing a vertical and possible less expensive form of construction to save costs and overall building footprint.

Last year, using CARES Act Funds, the County contracted with ajc architects to assist us looking at the viability of the existing construction drawings and assisting the County in creating a feasibility study and updating costs to construct a remodel and expansion of the building.

Due to the growth and need of these programs, current jail design and configuration, a maximized demand in daily occupancy in the building, we are unable to provide the legal requirement of proper segregation of a female and male population other than a drape pulled between each area for privacy. Intake and receiving takes place in an area in the middle of general population, if a new inmate being processed into the center would have COVID, due to the proximity and no separation, all inmates have the potential to be exposed. There is also no inmate medical center in the building other than the Detox and Holding Cells, upgrades to the building would include a separate isolated medical unit.

Findings from the feasibility study and analysis demonstrate the need for improvements to the current conditions of mechanical, electrical, plumbing and control systems which have gone beyond their life expectancy where most of these are original to the 1987 construction and are supplying and returning air at inadequate levels. In the winter, it is common for the air to be stagnant with condensation on the walls and windows. The fire alarms and smoke detection system is also outdated and needs to be upgraded and integrated into the control system. For those remodeled areas, the existing electrical will be upgraded as



needed including the emergency back-up power distribution. Currently, this serves both life safety and optional loads of power, which are not allowed under current code and will need to be separated with a separate back-up generator. A new elevator system is needed for the building, the current elevator system is constantly failing and has at times trapped employees in the elevator.

Operationally, San Juan County is one of only two jails where we have been and housed inmates as a long-term care provider of the Sex Offender Therapy program for State inmates, up to a total of 64 inmates. In addition, we are currently under contract with the Utah State Prison for housing and treatment of 76 inmates in which we receive \$53.93 per day for each inmate housed and \$13.85 per day for each of the 64 inmates actively participating in therapy. With an average of 74 inmates per day, and 62 in active therapy, the total possible revenue each year for the program reaches close to \$1,770,000. This San Juan County program has been requested to increase the capacity and offer more services here in San Juan County as a full pre-treatment program with a commitment from the State to provide funds for additional bed space.

In addition, we been approached by the Federal Court System and Judges to allow our facility to be a resource for Southeastern Utah resident inmates, inmates who are desiring to be closer to home in the four-corners region instead of losing ties to family support by being housed in Denver when booked into the Federal Court system. This potential commitment will bring a reimbursement rate of \$65 a day. With this addition, the County projects an overall potential revenue of \$2,580,714 in projected State and Federal demands and requests for us to increase our bed space.

With the addition and remodel, there is also an expansion of the Court's portion of the building. We currently lease the majority of this area to the State for the State Courts. With the threat of active shooters and the need to improve safety measures, along with having alternative routes of ingress and egress in a building space, the remodel of the courts, and court offices allow for such areas of movement instead of one door in and out of a courtroom. The expansion of the area includes areas where inmates can participate in live video feeds, public computer areas, holding cells for those waiting for court, and an expansion to the Courtroom. The State of Utah currently leases this portion of the building from the County at a rate of \$8.50 a square foot for a total of \$27,251 a year. As the square footage increases in that space, so too will the lease revenue from the State to cover the costs for their space.

Total estimated construction and remodel costs, as demonstrated in the feasibility study for 42,633 square feet, is \$17,984,704 as of January 2021. The possibility of the Community Impact Fund Board granting all of this to San Juan County Local Building Authority is very slim. The revenue funding that the Community Impact Fund received from oil, gas and mineral lease and extraction, which continues to become less and less, as we have experience here in San Juan County. It is more likely that the entire amount will be funded as a 30-year loan/ (Lease Revenue Bond) to the County.

Interest rates can vary depending on timing and needs but will be provided to the County at a later date.

If we anticipate a rate of 3% for example, we can estimate an annual payment of close to \$920,000. This would be covered within the State inmate program and contracts, in addition to the potential for Federal inmate revenue. Enough to cover the Lease Revenue Bond and continue to operate at a self-sufficient level.

# San Juan County Public Safety Building Feasibility Study

January 11, 2021



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**part one**  
introduction





pictured: monticello city

**executive summary**

The purpose of this study is two-fold. The first effort is to identify current and future program needs for the existing facility and to study the necessary code updates since the previous design had been completed in 2009. The second purpose is to identify how to adapt the facility to a post Covid-19 reality, which includes increased needs for quarantining and population separation.

The study provides a summary of new program needs, mechanical and electrical building system updates, and operational requirements impacting the total capacity and reuse of existing building spaces. The study also considers site improvements needed to accommodate new programmatic spaces such as a new outdoor recreation yard and additional parking.

The architectural scope of this study is primarily focused on the interior remodel and accompanying

addition to the existing building. The feasibility design proposes two primary additions to the building; one for the courts system on the west side of the building and one for corrections on the east side of the building. The study also includes limited modifications to the site and existing grades as dictated by new entry and operational needs.

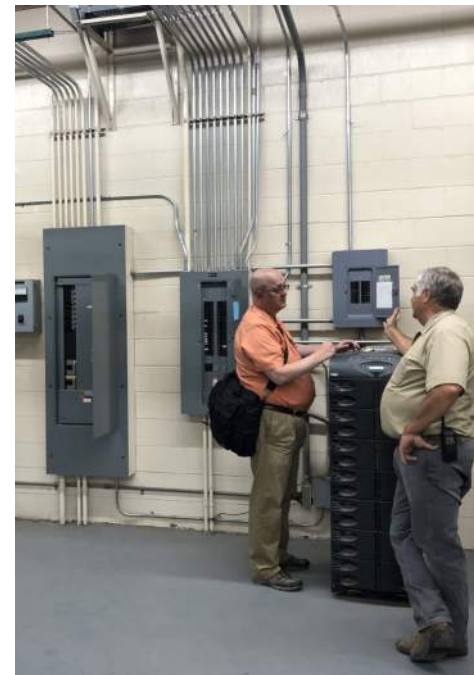
Also provided is a detailed summary of the desired program and individual space needs. A detailed program of individual spaces and uses has been included for reference. The program is broken into the following overall categories: inmate housing, inmate medical, corrections intake, corrections support, corrections administration, corrections programming, courts, police-courts, building support. The proposed concept was configured with the anticipation of a potential future phase that could add a significant number of beds to the facility. Critical operational and service spaces were located in areas that would allow future service to a large addition to the east side of the building.



pictured: photos of the existing public safety building and surrounding area



pictured: photos of the existing public safety building



pictured: photos of the existing public safety building and surrounding area

**study participants**

- 01. **Mack McDonald** | mmcdonald@sanjuancounty.org  
Chief Administrative Officer | San Juan County
- 02. **John Young** | jyoung@sanjuancounty.org  
Jail Commander | San Juan County
- 03. **Jill Jones**, AIA, NCARB, LEED AP BD+C | jjones@ajcarchitects.com  
Principal in Charge | ajc architects
- 04. **Heber Slabbert**, AIA, NCARB | hslabbert@ajcarchitects.com  
Principal Partner | ajc architects
- 05. **Aaron Rask Codden**, AIA, NCARB, WELL AP, LEED Green Associate | acodden@ajcarchitects.com  
Project Support | ajc architects



**location**

San Juan Public Safety Building  
 297 South Main Street  
 Monticello, Utah 84535



**project description**

The San Juan County Public Safety Building is an existing facility operating as a public courts, sheriff's office and correctional facility. The existing facility requires updates to meet current code and health safety requirements as well an expansion of the total number of beds.



**project justification**

This new facility study is justified for the following reasons:

- 01. The current facility is not equipped to accommodate the health and safety requirements necessary to effectively manage the spread of Covid-19.
- 02. The previous study was completed under an out-dated version of the code and as such requires updates to meet current code requirements.
- 03. The demands and operational needs of the current facility have changed since the 2009 plans were completed.
- 04. Facility requires an expanded number of correctional beds to increase total facility capacity.





# San Juan County Public Safety space area summary

space	space name	preferred level	occupancy	sf per occupancy	program sf	number of spaces	total net square feet	notes
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**NOTE** Only remodeled/addition spaces are listed in this document per the 2009 preliminary study by Archiplex.

## A. Corrections Inmate Housing

A.1	Men's Dormitory (Small)	1	10	55	550	1	550	Double bunk bed, dining, restrooms. Replaces existing multi-purpose .
A.2	Men's Dormitory (Medium)	1	16	55	880	1	880	Double bunk bed, dining, restrooms. Replaces existing kitchen .
A.3	Men's Dormitory (Large)	1	32	55	1,760	1	1,760	Double bunk bed, dining, restrooms. Replaces existing outside rec yard and booking office.
A.4	Men's Remodeled Trustee Dormitory	1	16	65	1,040	1	1,040	Existing space that will be modified smaller to accommodate hallway if needed.
A.5	Men's Work Release Dormitory	1	10	65	650	1	650	Existing space that will be modified smaller to accommodate hallway if needed.
A.6	Women's Dormitory	1	16	55	880	1	880	Includes mezzanine. Separate and secure circulation from men's circulation.

**5,760 TOTAL NSF Corrections Inmate Housing**

## B. Corrections Inmate Medical

B.1	Medical Office	1				1		Room for 2 medical stations, with line of sight view of detox and holding cells. Remains in current location.
B.2	Detox Cells	1				2		Existing
B.3	Holding Cells	1				2		Existing
B.5	Medical storage room	1			120	1	120	Secure access storage room for medications

**120 TOTAL NSF Corrections Inmate Medical**

## C. Corrections Intake

C.1	Booking	B	2	100	200	1	200	Typically supports 8-10 people at a time arriving from state facilities - inmates are processed quickly, space will not require cuff bars, typically only need open common
C.2	Detox	B			100	3	300	Hardened cells - anti-ligature..
C.3	Property Storage	B			500	1	500	Compact storage system still being considered (potential sf savings).
C.4	Sallyport Garage	B			2,200	1	2,200	Room for two overhead doors that can fit UDC transit vehicles (vans).
C.5	Shower	B			90	1	90	Hardened/durable - anti-ligature.
C.6	Intake	B	10	15	150	1	150	8-10 inmates - standing room only, waiting for quick processing to next space.

space	space name	preferred level	occupancy	sf per occupancy	program sf	number of spaces	total net square feet	notes
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**NOTE** Only remodeled/addition spaces are listed in this document per the 2009 preliminary study by Archiplex.

C.7	Offices	B	1	120	120	3	360	Booking staff offices.
C.8	Open Office	B	3	80	240	1	240	
C.9	Janitor	B			60	1	60	
C.10	Office Storage	B			120	1	120	
<b>4,220 TOTAL NSF</b>								Corrections Intake

**D. Corrections Support**

D.1	Kitchen	1			1,500	1	1,500	All food prep on site with bulk delivery, anticipate delivery up to twice a week.
D.2	Kitchen Break Room	1			100	1	100	Open to the kitchen.
D.3	Kitchen Cooler	1			165	1	165	Connected to kitchen.
D.4	Kitchen Dry Storage	1			325	1	325	Connected to kitchen.
D.5	Kitchen Freezer	1			165	1	165	Connected to kitchen.
D.6	Kitchen Gender Inclusive Restroom	1			70	2	140	One is connected to the kitchen office.
D.7	Kitchen Office	1			100	1	100	Connected to kitchen.
D.8	Laundry	1			720	1	720	Floor sink, hand wash sink, counters, island cabinets and carts for folding/sorting, large commercial washers & dryers (need count)
D.9	General Storage	1			900	1	900	Near classrooms and new rec yard.
<b>4,115 TOTAL NSF</b>								Corrections Support

**E. Corrections Admin**

E.1	Exercise Room	B			620	1	620	Two water coolers, one ADA compliant. 25-30 lockers for patrol and corrections staff.
E.2	Shower Room	B			120	1	120	One toilet, one shower, intended for one user.
E.3	Control Room Mezzanine Tower (Main Level)	1			275	1	275	Rec Yard overlook, with controls equipment and "U" shaped control desk.
E.4	Control Room Support (Lower Level)	B			275	1	275	
E.5	Private Office	1			120	5	600	
E.6	Manager Office	1			220	1	220	
E.7	Gender Inclusive Restroom	1			70	1	70	
E.8	Copy Room	1			80	1	80	Upper and lower cabinets, with space for copier.
E.9	Admin Lobby	1			220	1	220	Basic seating space.
E.10	Secure Storage	1			55	1	55	
E.11	Conference Room	1	14	20	280	1	280	
<b>2,815 TOTAL NSF</b>								Corrections Admin

space	space name	preferred level	occupancy	sf per occupancy	program sf	number of spaces	total net square feet	notes
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**NOTE** Only remodeled/addition spaces are listed in this document per the 2009 preliminary study by Archiplex.

**F. Corrections Programming**

F.1	Sgt. Office/Booking Office	1			100	1	100	For program administrators/staff. Simple desk layout.
F.2	Chapel/Family History	1	25	30	750	1	750	
F.3	Future Program Space	B			2,200	1	2,200	Allow for future program expansion, based on building layout, needs to be adjacent to classrooms.
F.4	USU Classroom	B	15	25	375	1	375	Part of Distance Learning Network, on-site servers already in place in secure location.
F.5	USU Office	B			100	2	200	For program administrators/staff. Simple desk layout.
F.6	High School Office	B			100	1	100	For program administrators/staff. Simple desk layout.
F.7	Video Visiting	1	6	30	180	1	180	Room for 6 visitors sitting at monitor workstations.
F.8	Therapeutic Rehab	B	16	15	240	3	720	Up to 16 inmates per session.
F.9	Therapeutic Rehab Office - Intoxilizer	B		100	180	1	180	Adjacent to therapeutic rehab- room to meet with inmates.
F.10	Women's Restroom	B			70	1	70	Single user, available to therapy and classroom users.
F.11	Men's Restroom	B			70	1	70	Single user, available to therapy and classroom users.

**4,945 TOTAL NSF Corrections Programming**

**G. Courts**

G.1	Break Room				180	1	180	Away from public circulation (seating for 4-6 people).
G.2	Clerks				540	1	540	5 Open Office Desks, Secure Filing Cabinets. 2 Exits. 2 pass thru window stations
G.3	Conference		4	35	140	1	140	Access only through county attorney office suite. CA Suite.
G.4	Copy				85	1	85	Upper/lower cabinets with copier. Access only through county attorney office suite. CA Suite
G.5	County Attorney				210	1	210	Desk, with seating for 2 guests, secure filing cabinets. Access only through county attorney office suite. CA Suite
G.6	County Attorney Assistant		1	120	120	1	120	Desk, secure filing cabinets. Access only through county attorney office suite. CA Suite.
G.7	New Courtroom				1,580	1	1,580	Jury bench for 8, bailiff, witness stand, clerk stand, judge stand, seating for 5 for prosecution/defense, 2 rows of public bench seating.
G.8	District Court Judge's Chambers				0	1	0	Existing.
G.9	District Court Judge's Chambers Restroom				0	1	0	Existing.
G.10	Gender Inclusive Restroom				70	4	280	
G.11	Holding				95	2	190	Hardened holding cells with bench, and restrooms.

space	space name	preferred level	occupancy	sf per occupancy	program sf	number of spaces	total net square feet	notes
<b>NOTE</b> Only remodeled/addition spaces are listed in this document per the 2009 preliminary study by Archiplex.								
G.12	Interview		4	35	140	2	280	Adjacent to new courtroom.
G.13	JC Judge's Assistants		2	120	240	1	240	2 Open office stations with secure file storage.
G.14	JC Judge's Chambers				260	1	260	Desk, with seating for 2 guests, secure filing cabinets. Door to JC Judge's Assistants office.
G.15	JC Judge's Chambers Restroom				70	1	70	Unisex stall with access only through JC Judge's chambers.
G.16	Jury & Law Library		10	40	400	1	400	Conference table, millwork with hand wash sink, and mini refrigerator, bookshelves. Has a unisex toiler inside the room.
G.17	District Court Judge's Chambers				200	1	200	Desk, with seating for 2 guests, secure filing cabinets. Door to JC Judge's Assistants office.
G.18	District Court Judge's Chambers Restroom				50	1	50	
G.19	JV Judge's Chambers				200	1	200	Desk, with seating for 2 guests, secure filing cabinets. Door to JC Judge's Assistants office.
G.20	JV Judge's Chambers Restroom				50	1	50	
G.21	Main Courtroom							Existing.
G.22	Public Computer		3	35	105	1	105	3 Public computer stations, with window/storefront for visibility.
							<b>5,180 TOTAL NSF Courts</b>	
<b>H. Police - Courts</b>								
H.1	Probation				140	2	280	
H.2	Probation Restroom (unisex)				70	1	70	
							<b>350 TOTAL NSF Police</b>	

space	space name	preferred level	occupancy	sf per occupancy	program sf	number of spaces	total net square feet	notes
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**NOTE** Only remodeled/addition spaces are listed in this document per the 2009 preliminary study by Archiplex.

**I. Building Support**

I.1	Telecommunications				350	1	350	
I.2	Mechanical/Electrical				2,700	1	2,700	
I.3	Security Checkpoint				180	1	180	Secure control point controlling access to courts and clerks offices section of the building.
I.4	Chemical Storage				50	1	50	Connected to laundry facility.
I.5	Trash				120	1	120	Connected to kitchen.
I.6	Staging				300	1	300	Connected to trash and loading dock.
I.7	Loading Dock				550	1	550	
I.8	Restroom Bank				220	1	220	Men's: urinal, WC, lav   Women: 2 WV, lav, accessible by public

**4,470 TOTAL NSF Building Support**

**31,975 TOTAL NSF Indoor Program Spaces**

75% efficiency factor

**42,633 TOTAL GSF Indoor Program Spaces**

**J. Outdoor Program Elements**

J.1	Outdoor Rec Yard				2,500			
	Community Garden							
	Community Garden Tool Shed							



**architectural**

**01 site accessibility**

Wherever possible, all site paths shall meet or exceed ADA criteria for slope (including cross slopes) and landings. All usable outdoor spaces shall be fully accessible.

**02 emergency and non-routine service access**

Pathways for emergency vehicles should be provided on two sides of the building. The site currently provides access on multiple sides of the building from several directions. Emergency/service pathways may be integrated into the pedestrian pathways with careful design. However, proper emergency/service vehicle dimensions and weights should be utilized for load calculations in such design situations. The location of the fire department connection, and other related equipment, should be coordinated with the Fire Marshal.

**03 fire sprinklers**

The building has an existing fire sprinkler system installed. This system will need to be evaluated by a fire sprinkler subcontractor prior to remodel to confirm it meets the NFPA 13 requirements at the time of permitting and construction for the proposed use. The current study and code analysis assumes an expansion of the existing fire sprinkler system for the new additions.

**04. general**

The existing envelope is primarily a brick veneer facade. The existing roof is a single-ply roofing membrane. The exterior glazing on the existing building consists of a combination of punched openings with

storefront frames and entrances with floor to ceiling storefront systems. The inmate program areas have small slit punched windows, operable roof skylights and secure interior storefront systems.

The existing interiors were originally designed in the late 1980's with exposed brick and masonry walls, concrete structure/finishes, carpeted flooring, and gypsum hard lid ceilings. There are several public areas that have acoustic ceiling tile and gypsum board finish. The correctional areas have painted exposed structure, concrete floors, and painted masonry walls.

The new interiors will be pragmatic in finish and function to meet the strict durability and security requirements of correctional facilities. The dorm room ceilings will be painted exposed structure with sealed concrete floors for ease of maintenance. The classrooms and offices will require painted gypsum ceilings to prevent concealed hiding spaces and carpet to improve acoustic performance. Carpet should be selected in darker colors to accommodate the build-up of oil and dirt from inmate traffic and use. The interior walls will need to be painted CMU to maximize durability on the lower two levels of the east addition.

The west addition will have painted gypsum walls and ceilings in the court related spaces except where inmate traffic occurs. These areas will require masonry and exposed concrete structure for durability and security. The new proposed third level for correctional administration is being proposed as a metal stud framed construction type with gypsum finishes and acoustic ceiling tile with carpet finishes typical to office spaces. This space will require less

durable finishes which will help reduce construction costs and complexity.

The project also requires a commercial kitchen with dry and cold storage for extended food supplies. A new expanded commercial laundry facility will be included with storage space for large laundry carts.

The program also calls for educational classrooms and learning spaces with secure circulation to allow for male and female inmate populations to access the spaces while remaining completely separated.

New dorms are configured in a range of sizes from small to large to allow for the flexibility of effectively quarantining new arriving inmates in staggered groups to minimize introducing infectious spread, or to quarantine current inmates as needed. This effort to minimize the introduction of outside contaminants is further supported by a new intake area with improved separation from the rest of the existing inmate population.

The administration level includes workout and locker rooms, conference and office space and storage for correctional officers.

Finally, the judicial wing provides additional courtroom spaces and supporting inmate circulation and interview rooms. The new layout allows for a safer configuration for judge and clerks quarters, locating them further from the public gathering spaces and inmate circulation.

**05. building access**

The renovation will add a more functional service dock area with redundant levels of security/access

control. The primary public entrance on the southwest side of the building, on the main level, has an existing storefront vestibule and will remain unchanged.

An exterior secure recreation yard is being proposed on the northeast corner of the building, with perimeter walls and an overlooking watch tower. The community gardens will likely be relocated within this area along with a locked storage room for gardening supplies.

**06. energy performance**

This project will be required to maximize energy efficiency and minimize long term operation costs. It will not however be required to meet LEED standards but will recommend following the State of Utah High Performance Building Standards.

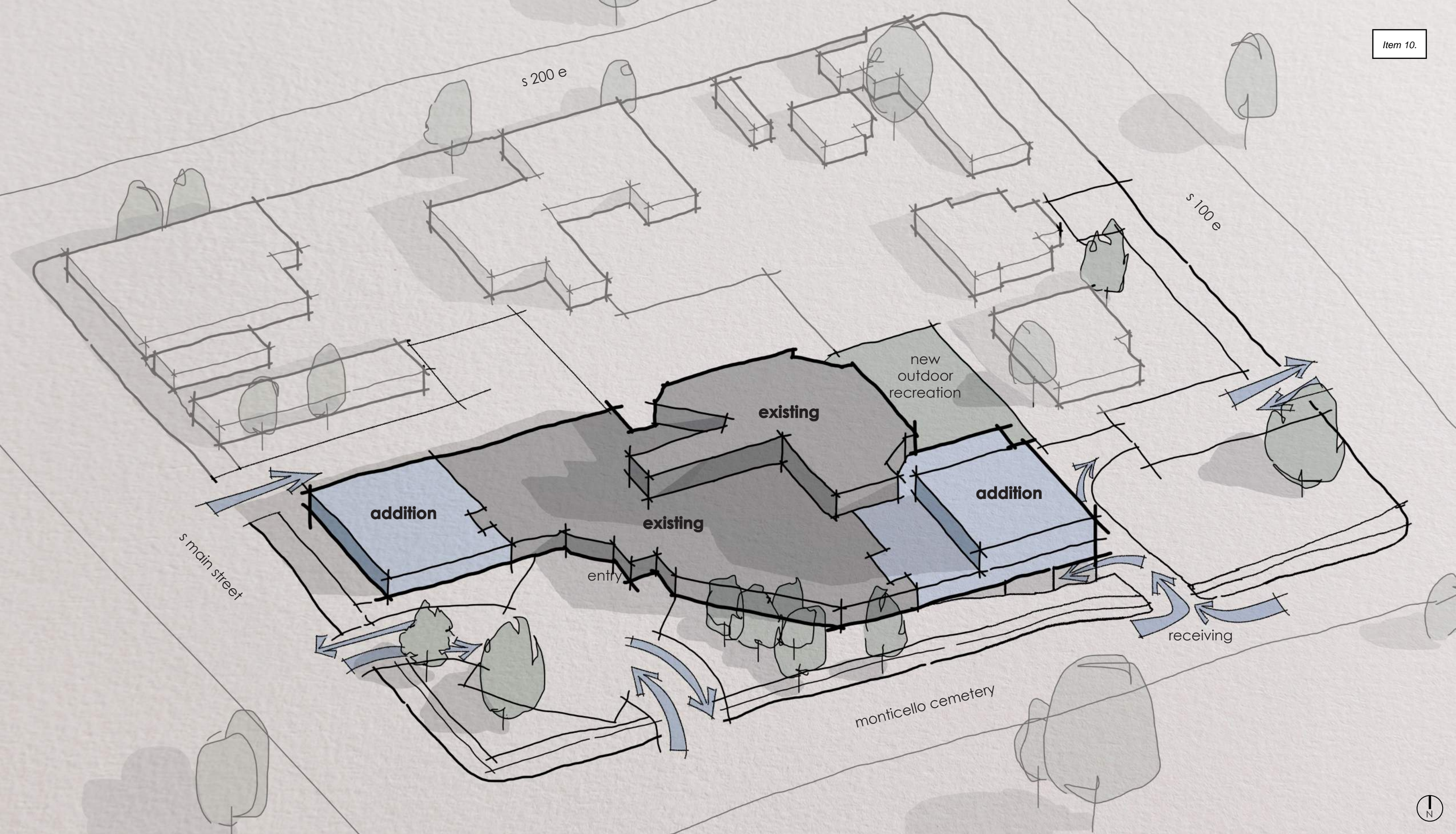


pictured: photo of existing secured skylights above dorm rooms

**part four**  
concept





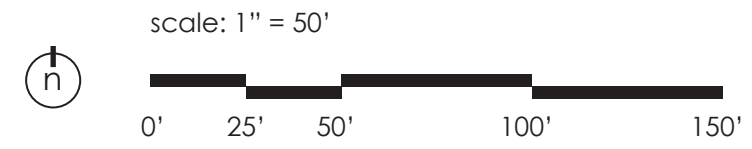


**perspective sketch of additions**

concept  
san juan county public safety building



**site plan**  
 concept  
 san juan county public safety building





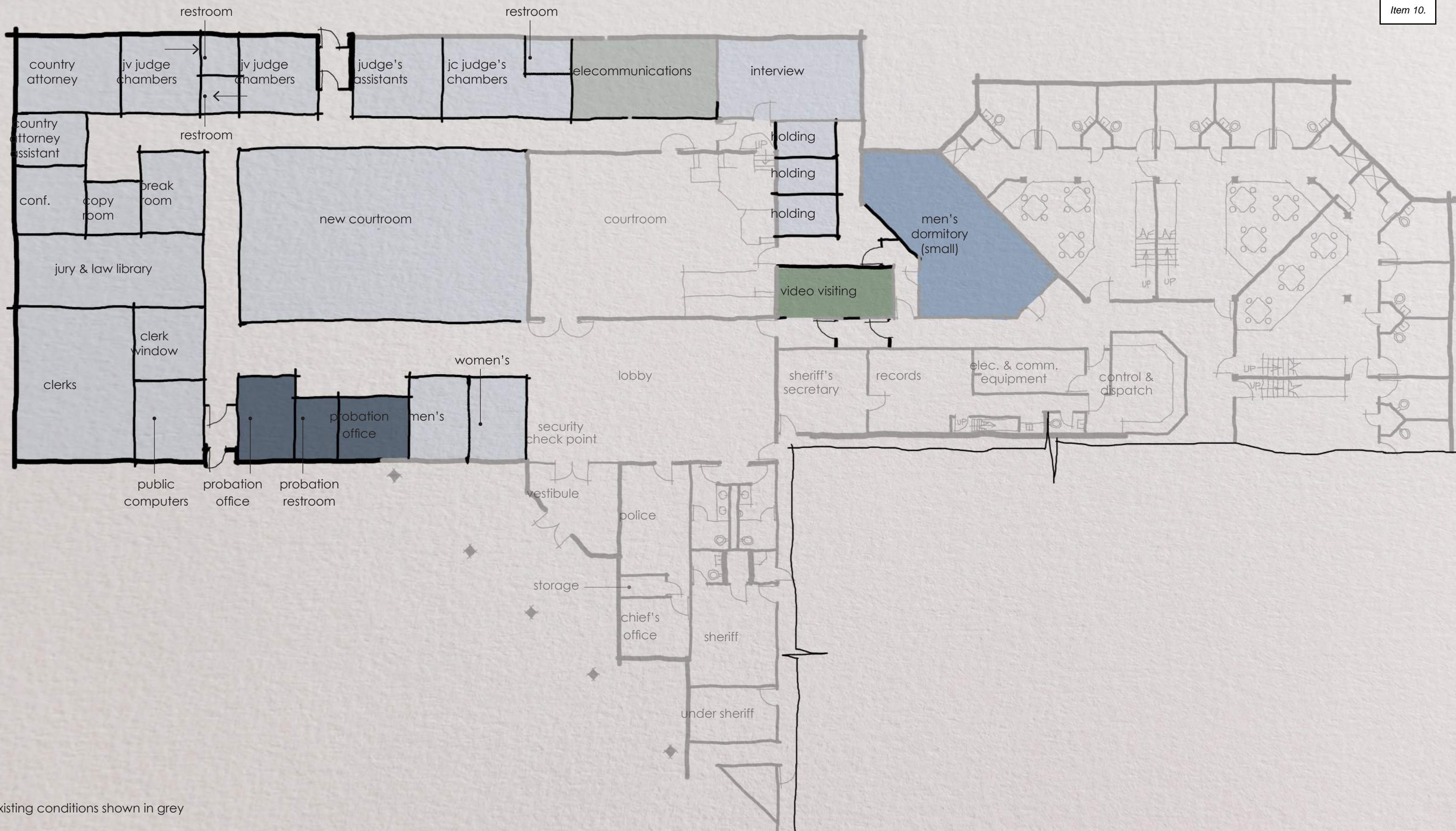
existing conditions shown in grey

### lower level floor plan

concept  
san juan county public safety building

scale: 1/16" = 1' 0"





existing conditions shown in grey

### first level floor plan, west side

concept  
san juan county public safety building

scale: 1/16" = 1' 0"

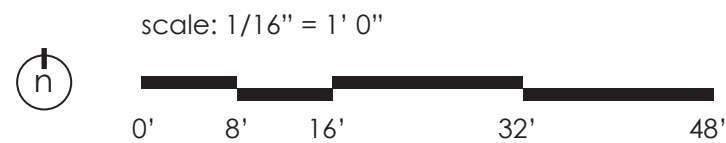




existing conditions shown in grey

### first level floor plan, east side

concept  
san juan county public safety building





existing conditions shown in grey

### upper level

concept  
san juan county public safety building

scale: 1/16" = 1' 0"





**civil**

The San Juan County Public Safety Building will require site upgrades to accommodate additional users and utility demands. These proposed site upgrades include the following.

**01. parking**

There are currently 46 existing parking spaces on the San Juan County Public Safety site. Local building authorities will dictate the number of parking stalls required to accommodate additional use of the expanded facilities. The landscaped area on the southeast corner of the property can potentially accommodate 41 additional parking spaces which should be sufficient. Additional hard surfacing in this new area will create a small amount of additional runoff which will be evaluated and mitigated as required.

**02. utilities**

The expansion of the Public Safety Building will likely require the resizing of existing water mains, fire supply main, and new or additional sewer connections.

During the design phase natural gas and power connections will be evaluated and sized based on demands derived from the mechanical design. New communications and data lines will be incorporated into the new design.

**03. outdoor recreation area**

The area directly east of the building currently being used as access to trailer storage and a garden plot will be used for an outdoor recreation area. This area will be accessed directly from the inmate stairwells. Secure fencing will be required around the perimeter of this area. New concrete will also be needed to convert the garden area to recreation space.

**04. access to storage yard**

The new outdoor recreation area will eliminate the current access to the County Trailer storage area. A new access connecting to the north parking lot will need to be created to provide access to this area if the county desires to continue storing trailers here.



pictured: photo of existing site, east gate



pictured: site aerial image





**structural**

**01. foundation system**

A geotechnical report for the project has not been received at this time. A geotechnical investigation and report will need to be completed prior to proceeding with the design phase of the project.

The foundation system of the existing building consists of reinforced concrete spread footings. It is anticipated that the structural systems and foundation loads for the new addition will be similar to the existing building. The structure of the new addition can most likely be supported by reinforced concrete spread footings in similar fashion to the existing building.

**02. floor structure**

It is anticipated that the structural systems for the new addition will be similar to the existing building.

At ground level floors a concrete slab on grade will be placed over a granular layer that will function as a capillary break. A vapor retarder membrane will be placed in areas where moisture sensitive flooring is installed on the slab on grade.

At secure areas of the addition the anticipated floor structure will probably consist of reinforced concrete pan joists or flat slabs as determined by the span of the floor structure. Pan joists and flat slabs will be supported by reinforced concrete girder beams which will in turn be supported by reinforced concrete columns. Some parts of the pan joists and flat slabs will be supported by concrete foundation walls or masonry bearing walls.

The structural system at the suspended floors at non-secure areas can be either reinforced concrete similar to the secure areas, or a steel framed system. It is anticipated that a steel framed

system would consist of composite steel beams and girders with a concrete floor slab on steel floor deck. Open web steel joists may also be considered for the floor system. The floor system at non-secure areas should be selected by the design team based on the relative cost of the two systems considering the potential benefit of a single system for the entire floor area. It also seems possible that the concrete floor slab on steel deck may be sufficiently durable at secure areas.

**03. roof structure**

Areas of the roof structure that are above secure areas will probably be of the same construction as the floors described above.

It is anticipated that the framing system above non-secure areas may consist of 1 1/2" deep galvanized steel deck supported by open web steel joists or steel wide flange beams and girders. The steel wide flange beams and girders will reduce the depth of the roof structure compared to steel open web joists and girders. Additional wide flange beams may also be used selectively at roof areas that support mechanical equipment or are otherwise irregular in shape.

The roof structure may either be constructed as a basically flat structure but sloped to drain, or as a completely flat structure with tapered insulation on the deck to provide slope toward the roof drains. At irregularly shaped areas of the roof it may be preferable to construct the roof as a flat structure and tapered insulation to provide proper drainage.

**04. walls**

Below grade foundation walls will consist of cast-in-place reinforced concrete. Above grade structural walls will for the most part be reinforced masonry. Some above grade walls may be reinforced concrete for security or other purposes. Many of the reinforced masonry and concrete walls will function as bearing walls to support floor and roof structures.

**05. lateral force resisting system**

A reinforced masonry/concrete shear wall system is anticipated for the lateral force resisting system of the new addition. The reinforced masonry/concrete shear wall system will experience a low magnitude of horizontal drift under earthquake and higher velocity wind loads. Calculated lateral drifts in the building shall not exceed the story drift limits specified in the code for a Risk Category III building. Due to the relatively low earthquake ground motions at the site it is expected that there will be little challenge to meet the code drift requirements.

It is anticipated that overturning and sliding forces in the shear walls will be resisted by reinforced concrete spread footings. The footings will be of sufficient size to keep toe bearing pressures within the geotechnical design limits of the final soils report.

**06. remodeling of existing structure**

The existing structure may need to be altered where it interfaces with the new addition or at modifications within the existing floor plan. All alterations and/or additions to the existing structure shall comply with the requirements of the 2018 International Existing Building Code (IEBC) or the edition in force at the time of the design work.

**07. future expansion**

Future expansion of the new addition is not anticipated at this time, but if future additions are constructed the assumption is that they will be adjacent to the existing building and structurally separated. At this time there are no plans to design the new structure to support the load from future vertical expansion.

**08. structural design criteria and material strengths**

The structural design criteria and material strengths listed below are according to our best estimate at this time based on the information above. The criteria and strengths shall be evaluated by the design team as the design progresses and revised as needed. The structural design will be according to the 2018 International Building Code and ASCE 7-16 Minimum Design Loads for Buildings and Other Structures, or the code in force at the time the addition is designed. Preliminary design criteria are as follows:



pictured: photo of existing masonry exterior and dorm room openings

- a. Governing Building Code 2018 International Building Code (IBC) with Utah Building Code Amendments
- b. Risk Category III
- c. Design Uniform Roof Snow Load 52 psf (snow drift per IBC)  
Ground Snow Load 67 psf  
Snow Importance Factor IS = 1.1
- d. Suspended Floor Live Loads
  - Offices 50 psf live load plus 15 psf partition load
  - Assembly areas 100 psf live load
  - Stairs, Corridors and Exit ways 100 psf live load
  - Cell Blocks 40 psf live load
  - Mechanical rooms 125 psf or as required by mechanical equip.
- e. Lateral Loads
  - 1. Seismic Loads:
    - Short Period Spectral Acceleration SS = 0.179
    - One Second Spectral Acceleration S1 = 0.057
    - Importance Factor Ie = 1.25
    - Seismic Design Category B
    - Site Class D assumed
    - Response Modification Factor Determined by design team
  - 2. Wind Loads:
    - Basic Wind Speed 110 M.P.H.
    - Exposure Type C

Preliminary Working Stresses for Materials are as follows:

- a. Concrete (28-day strengths):
  - Concrete Footings f 'c = 3000 psi
  - Interior Slab on Grade f 'c = 3000 psi
  - Concrete on Steel Floor Deck f 'c = 3000 psi
  - Reinforced Concrete Floors f 'c = 4000 psi
  - Reinforced Concrete Columns f 'c = 4000 psi
  - Exterior Slab on Grade f 'c = 4500 psi
  - Concrete Foundation Walls f 'c = 4500 psi
- b. Reinforcing Steel ASTM 615 Grade 60 fy = 60 ksi
- c. Structural Steel:
  - Steel Wide Flange Beams and Columns ASTM A992 fy = 50 ksi
  - Misc. Steel ASTM A-36 fy = 36 ksi
  - Steel Tube Sections ASTM A50 Grade B fy = 46 ksi
  - Steel to Steel Bolts ASTM A325 or A490
  - Anchor Rods ASTM 307 or ASTM F1554





**mechanical**

**01. executive summary**

The San Juan County Justice Courts and County Building is proposing a 25,000 to 30,000 square foot addition to the existing county building. The existing building serves a variety of County departments including police and sheriff departments, corrections, courts, DMV, administration and dispatch.

The proposed space would generally serve inmates, sheriff staff, and corrections staff. The space will include an expanded kitchen facility capable of serving up to 300 people. Other space uses include; new laundry facilities, therapy, detox, medical and rehabilitation areas as well as housing and classrooms. In total the facility will be adding 35 dorm style cells and up to 60 beds and inmates along with auxiliary services to serve these inmates.

**02. existing system and conditions**

The existing building is served by a central boiler plant on the ground level. The heating system consists of two 627 MBH boilers, air separator, and compression tank and inline circulation pumps. One boiler has been replaced in recent years, the other is aging.

The various wings of the building are served by interior AHU's above the jail control center. There are three Air Handling Units currently serving the building. Duct mounted heating coils are located in the Air Handler room to serve the inmate areas, court room, and office spaces. There is currently no preheat coil in the AHUs.

Cooling is provided by evaporative cooling. This includes a direct evaporative cooling section in each

interior AHU, and indirect cooling coils tied to a roof mounted cooling tower. The facility has had problems with the evaporative cooling system. The air handling units are Temptrol DF-12MEVC units which provide supply air to the zones.

Domestic water is provided by a domestic water boiler and storage tank. There have been concerns with the lack of mixing valves and supply of hot water at high demand times. The 200 gallon storage tank was manufactured in 1988.

In addition to the existing heating systems there is a snow melt system which serves the recreation yard and sidewalks.

The existing building automation control system is an outdated pneumatic controls system and needs to be upgraded.

**03. existing building recommendation summary**

The controls system shall be updated to a modern direct digital control (DDC) system with remote access and alarms for diagnostics. The fire detection and alarm shall also be updated to current code. All existing heating coils shall be provided with new controls. Provide a test and balance of all existing systems.

The existing boiler plant shall be upgraded to provide the additional heating and pumping capacity needed to serve both the existing building and the new addition.



top: rooftop mechanical equipment directly above police quarters  
bottom: view of upper level mechanical room



**04. new addition recommendation summary**

The new space will be a 25-30,000 square foot addition consisting of two levels. The space temperature requirements for correctional facility inmates are 65-85 degrees. The state of Utah High Performance Building Standard recommendations are to heat to 68 degrees and cool to 75. Although this is not a state owned facility, we have been asked to use the state of the Utah HPBS recommendations for this evaluation. There is a high density of people per square foot. The facility has concerns about the existing air flow and stagnant air. In the winter there is condensation on the walls and windows due to the latent load of people. These concerns will be addressed in the addition with greater ventilation requirements by a proposed 100% outside air system.

Air Handler with VAV: This unit shall be provided with a pre heating coil to serve the Variable Air Volume with reheat (VAV) system below. This will require upsizing the existing boilers. Cooling will be achieved through DX cooling. The AHU will be provided with an energy recovery section and an economizer capable of 100% outdoor air to the cell areas. Condenser coils shall be provided with hail guards. AHU Smoke detection shall include a remote test panel. The AHU shall be located on the roof and primary ductwork shall be located within the ceiling space of the addition. The AHU and exhaust system shall be integrated into a new smoke control system for the new addition as well.

There will be new laundry equipment required for the additional housing. There will be one additional industrial washer and dryer. The dryer shall be gas fired requiring both gas piping and exhaust ductwork. The exhaust shall be located in a sidewall to prevent excess lint from clogging coils in mechanical

equipment on the roof. Booster fans may be required depending on length of vent.

Through the addition the existing kitchen shall be relocated to an expanded full service kitchen. New kitchen exhaust hoods and make up air unit shall be provided in the expansion. All new hoods shall be provided with fire detection and suppression. New gas piping with automatic gas shut off valve shall serve all gas fired kitchen equipment. The MAU shall include gas heat and evaporative cooling.

The plumbing fixture count will be evaluated and additional domestic piping will be provided to the new units through the existing distribution system. This includes providing piping to all new housing units, kitchen, janitorial and showers.

Domestic cold water, new piping shall be routed to the addition and new plumbing fixtures. Shut off valves shall be provided at each unit and main branch takeoff for ease of service. Provide a new larger PRV station at existing building to accommodate additional domestic water load.

Domestic hot water new piping shall be routed to the addition and new plumbing fixtures. Shut off valves shall be provided at each unit and main branch takeoff for ease of service. The existing domestic water heater and storage tank shall be evaluated for capacity and should be upgraded. A recirculation pump on the domestic hot water distribution will be used to meet energy code and provide quick response in the hot water system. The existing storage tank shall be removed and replaced to match the increased demand in the hot water system. A new master mixing valve shall be provided as well as point

top: mechanical room view 1  
bottom: mechanical room view 2

**04. new addition recommendation summary (cont'd)**

of use mixing valves at the fixtures. The facility has requested control of the showers. Showers shall be provided with timers and accessible shutoff valves.

Plumbing fixtures: In general there will be steel penal fixtures in place in the inmate living quarters. Specialty units where ligature fixtures are required shall be provided. These are in the medical, suicide watch and detox rooms. In public and staff areas plumbing fixtures shall be standard porcelain with standard hardware.

The drainage shall be served by new sanitary sewer. Existing sanitary sewer piping is routed to a sewage grinder. New piping shall tie into existing piping prior to the grinder. The existing sewage grinder shall be evaluated by civil site utility engineer for sizing and the new service requirements.

Kitchen: Addition requires additional gas piping to serve cooking equipment. Current meter and pipe sizing shall be increased for additional capacity. New domestic water as well as sanitary sewer and vent piping shall serve the new space. The size of the existing grease interceptor will also need to verified and possibly replaced due to the increased capacity of the kitchen services.

Fire Protection: The new addition shall be sprinkled and alarmed per NFPA standards. The HVAC system shall include smoke control per code requirements for a correctional facility.

**05. design conditions**

The mechanical system shall be designed to maintain comfort condition in accordance with the Utah State Energy Code, DFCM A/E Design Guide, and ASHRAE 90.1 2016.

- Elevation: 7,070 Ft.
- Ambient: (ASHRAE 2-1/2%, 97.5%)
  - Summer 95°F DB 65°F WB
  - Winter 5°F DB
- Indoor Conditions:
  - Summer 75°F
  - Winter 68°F
- Envelope:
  - Envelope insulation, U-values, and infiltration rates shall be coordinated with the owner, architect, mechanical engineer, envelope commissioning agent, and energy model.
- Ventilation Rates: ASHRAE 62-1
- Internal Heat Gain:
  - People: ASHRAE Estimates for Level Activity or program estimated counts for areas such as classrooms with average design occupancies.
  - Equipment: ASHRAE Estimates for the Following
    - Computers/Servers
    - Copy Machines
    - TV Monitors, equipment, and electronics
    - Special Lighting
    - Any other heat producing equipment
  - Lights: Coordinate with electrical engineer and energy consultant.

**06. applicable codes**

The mechanical system for the building shall be designed and installed in accordance with the most recently adopted codes and standards:

- International Building Code (IBC) including all appendices
- International Mechanical Code (IMC)
- International Plumbing Code (IPC)
- International Energy Conservation Code (IECC)
- National Electrical Code (NEC)
- National Fire Protection Association (NFPA)
- ASHRAE 90.1
- ASHRAE Standard for Ventilation 62-1
- ASHRAE Guides and Standards (ASHRAE)
- State of Utah Boiler and Pressure Vessel Rules and Regulations
- American Society of Mechanical Engineers (ASME)
- American Standards Association (ASA)
- American Society of Testing Materials (ASTM)
- Sheet Metal and Air conditioning Contractors National Association (SMACNA)
- Occupational Safety and Health Administration (OSHA)
- DFCM Indoor Air Quality Criteria
- International Fuel Gas Code (IFGC) and Questar Regulations
- Utah State High Performance Building Standard.
- Department of Corrections (DOC) guidelines
- National institute of Jail Operators (NIJO)

**07. heating, ventilating, and air conditioning**

The new building shall be heated, cooled, and ventilated with systems that will balance performance, efficiency, and maintainability.

Mechanical systems shall be suitable for the building function and occupancy in accordance with ASHRAE and IMC standards. HVAC systems shall be designed for administration offices, work rooms, intake rooms, inmate rooms, common areas, intake areas etc. as described in the architectural program and space summaries.

For planning purposes, based on the anticipated mechanical space and the adjacent building systems, preliminary systems shall be a VAV rooftop unit with a boiler and VAV reheat system. Other systems may be evaluated by the design team using information from the mechanical engineer, building energy consultant, San Juan county facilities staff, and owner experience and preferences.

**08. heating system**

Assuming a VAV reheat system, the heating source for both the existing building and new addition shall be high efficiency boiler(s) for the reheat coils and hot water pre-heat. Heating water shall be distributed through both the existing and new buildings using parallel variable flow heating water pumps. It shall include reheat coils located at the VAV boxes, and may or may not include pre-heating coils at the AHU level. The heating hot water pumps shall be designed with 100% redundancy. The heating hot water system shall consist of hot water distribution pumps, standby pumps, variable frequency drives, pre-heat coil inline circulating pumps, air eliminator, and expansion tank complete with automatic make-up water system. The entire hot water system shall be controlled by DDC controls and completely integrated into a central head end. Hot water piping shall be sized

**08. heating system (cont'd)**

for no more than 6 fps velocity and 4 HD/100' Loss. Piping shall be carbon steel schedule 40, threaded and welded joints throughout the building, and potentially grooved joints in mechanical rooms only. The heating water source shall be high efficiency condensing boilers. System shall be designed for central heating equipment redundancy (such as multiple boilers and pumps).

**09. cooling system**

Cooling source for the new building shall be included as part of a packaged DX VAV rooftop unit(s). Building cooling system shall be integrated into DDC controls system. Cooling system shall have provisions for demand limiting strategies through the building automation system. System shall include provisions for individual temperature control, low load modulation, and high efficiency operation.

**10. air systems**

Air system for the new building shall be provided to meet ventilation requirements for ASHRAE 62, and shall be controlled as necessary to meet the HPB standards. Design shall include 100% outside air to the cell areas with an energy recovery (ERV) section to improve indoor air quality. Air shall be supplied from a variable volume roof mounted air handling unit, with VAV boxes for individual spaces or zones. Air may be distributed by overhead diffusers. Diffusers shall be security rated and anti-ligature fixtures in coordination with the architectural requirements for each space. The number of air handling units and their locations shall be determined by space availability, location, usage, requirements and economics. The use of return/relief fans shall be determined during design.

Return fans are encouraged where there are large pressure drops or long runs through return air systems, or if additional control of building static pressure is required.

Roof and ceiling mounted exhaust fans, depending on usage, shall be provided for the copy rooms, toilet rooms, elevator machine rooms, custodial closets, smoke evacuation, and any other areas where odors or particulates may be present. The exact number and location of the fans shall be determined during design.

Outside air ventilation shall comply with ASHRAE Standard 62-1. Outside air system may include demand control ventilation carbon dioxide sensors at the administrative areas in order to provide adequate ventilation and improved energy efficiency. The number and location of fresh air inlets, and relief air outlets shall be determined during design. Fresh air inlets shall not be located in any location where contamination of the air can take place, i.e. carbon monoxide, lawn fertilizer, plumbing vents, etc.

The air handling system shall be controlled by a DDC control system that is 100% integrated into the central control system. Additional specifics of the control system shall be coordinated with San Juan County during design, depending on the system that is selected.

All ductwork shall be insulated metal duct with volume dampers for each branch diffuser or register. Air distribution systems for distance offices, classrooms and conference rooms shall be designed to provide a quiet, comfortable learning and working environment.



above: mechanical room view 3



Provide secure access to the equipment, such as VAV boxes, located above ceilings.

**11. acoustics**

All systems shall be designed to minimize HVAC noise. Low pressure ductwork in the sound sensitive areas shall be designed for a maximum pressure drop of 0.08"/100'. Individual components, including diffusers, grilles, VAV boxes, etc. located in these areas shall be designed for a maximum NC=25. Piping in these areas shall be designed for a maximum velocity of 4 fps or 4 HD/100'. Mechanical equipment located near these areas shall be designed with vibration isolation, including inertia bases at pumps, internal spring isolators at fans, flex connectors at piping and ducts, sound attenuators, etc. All ductwork shall be properly sealed and insulated.

Restroom exhaust at individual cells and shower rooms shall be designed to locate the fan remotely in order to minimize noise and disturbance at adjacent spaces.

**12. plumbing systems**

Plumbing systems shall be designed to meet the International Plumbing Code as adopted by the State of Utah.

The existing building is equipped with standard efficiency domestic hot water gas fired water heaters and storage tank. A secondary water heater is currently used to support the kitchen. New water heaters, storage tank and master mixing valves are required to support the new addition and kitchen facility. This may include high efficiency storage

type, instantaneous, or a boiler or heat exchanger and storage tank combination. Provide recirculating pumps, mixing valves at point of use, etc.

Plumbing fixture manufacturers shall use consistent manufacturers throughout the building. Provide ADA compliant fixtures as required by code as well as penal ware and ligature resistant fixtures.

Provide mixing valves to meet ADA tempering requirements under each lavatory using auto faucets and shower locations.

Lavatories shall be wall mounted, or unitary, stainless steel with push button activation. Lavatory faucets shall be low flow to meet State of Utah HPB requirements.

Water closets for cell areas shall be high efficiency flush valve style, and ADA approved with elongated bowl and open front seat. Bowl shall be stainless steel. Water closets and lavatories may be combination security type fixtures as coordinated with architectural plans.

Project shall include a full service kitchen. Kitchen equipment and systems shall be provided by food service designer and contractor. Where 3 compartment sinks are used, provide indirect waste to a floor sink. Provide a separate grease waste line to a grease interceptor by the civil site utility contractor. Provide 140 degree water to fixtures where required by health code.

Floor drains shall be provided in all bathrooms, custodial closets, detox rooms, medical watch rooms,



above: passage way currently used for a wide array of mechanical, plumbing, and electrical systems, located on lower level

**12. plumbing systems (cont'd)**

mechanical equipment rooms, close to water heaters, and any other location where drains are needed or required. Floor sinks and trench drains shall be used in mechanical areas where more water is expected.

Water treatment shall be provided for flushing and cleaning all pipe systems, and as necessary to treat all hydronic systems.

Exterior hydrants shall be provided for landscape and hose connections. Hydrants shall be wall mounted, box cover, key operator, and freeze proof with 3/4" ball valve on water supply line to hydrant.

Roof drainage shall consist of a primary and secondary drainage system.

Provide access to all valves, etc. that require maintenance.

Hot water will be provided to all lavatories, service sinks, cabinet mounted sinks and any fixture requiring hot water. Provide water softener for all domestic hot water systems.

**13. fire protection system**

Fire sprinkler protection system shall be provided suitable for the building type and occupancy. This will be determined at the start of design. The entire building shall be sprinkled. System shall comply with NFPA, San Juan County Fire Marshal and State of Utah Fire Marshal requirements.

A wet pipe fire sprinkling system, shall be provided complete with fire riser, alarms, panel, piping, sprinkler heads, etc.

The fire sprinkler inspector's test shall be piped into a drain or sewer to prevent water damage.

The fire sprinkler inspector test shall be of the simulated sprinkler head type, and not the glass bulb type.

The contractor shall provide documentation of the acceptability of all fire-safety materials used.

All piping used for fire protection shall be per NFPA and campus standards. Thin wall piping for fire protection is not allowed.

Smoke evacuation shall be provided for the cell areas per code.

**14. utilities**

Water: Provide a new domestic water line from the existing system to the building addition. Design team shall work with owner and architect for best routing and isolation locations.

All interior above grade water piping shall be type L copper. All culinary hot and cold water piping shall be insulated. Other piping materials such as PP-R may be evaluated with the owner and design team during design.

Existing water PRV station shall be upgraded for increased capacity. PRV shall be set to maintain water pressure to 60 PSIG down stream pressure.

Provide a new fire line to new fire riser(s) within the building. Coordinate with city, civil, and fire marshal.

Sewer: Provide a new Building sewer line from new building to the existing sewage grinder and to the city main, coordinate with city and civil. Design team shall determine the best location for new tie-in, tentatively plan on east side of building. Provide a separate grease waste line to grease interceptor by civil to serve kitchen expansion. Sewer piping shall be cast iron above grade and PVC or ABS below grade. Provide cleanouts as required by code.

Storm Drainage: Provide a new building storm drain line from new building expansion to the city main, coordinate with city and civil. Design team shall determine the best location for new tie-in. Storm drain piping shall be cast iron above grade and

PVC below grade. Provide cleanouts as required by code. Roof drain piping inside the building shall be insulated. Primary and secondary roof drain system shall be provided.

Natural Gas: Natural gas shall be supplied from the existing lines serving the site, capacities shall be verified to increase the size of the boilers. Gas supply piping shall be carbon steel piping above ground and in the buildings and polyethylene piping below grade to meet Dominion gas requirements. Existing gas meter shall be upgraded for increased capacity.





**01. codes**

The electrical work will comply with the laws, ordinances, and rules of the State of Utah, and local government. In addition, the following codes are applicable:

- NEC (National Electrical Code) 2017
- IFC (International Fire Code) 2018
- IBC (International Building Code) 2018
- IECC (International Energy Conservation Code) 2018

**02. standards**

The Applicable standards are as follows:

- UL (Underwriters Laboratories)
- ASTM (American Society for Testing and Materials)
- ANSI (American National Standards Institute)
- NEMA (National Electrical Manufacturer's Association)
- IEEE (Institute of Electrical and Electronics Engineers)
- EIA/TIA (Electronic Industries Association/ Telecommunications Industries Association)
- IESNA (Illuminating Engineering Society of North America)
- LEED (Leadership Energy Efficient Design)

**03. raceways**

Existing raceways may be reused where they comply with project specifications; EMT conduit (Electrical Metallic Tubing) may be used throughout for branch circuits and feeders. PVC Conduit shall be used under slab and below grade with rigid elbows. MC cable will be allowed in stud walls only. Final conduit connections to lighting fixtures shall be by means of a flexible conduit whip, not exceeding 6 feet in length. Conduit connections to vibrating equipment shall be by means of flexible seal-tite conduit.

Conduit fittings shall be malleable steel. Aluminum conduit and conduit fittings will not be allowed. Minimum raceway size shall be 1/2 inch.

**04. cable tray**

Cable tray or basket tray may be provided in communication rooms, main corridors and large open office areas for telecommunication cabling as requested by owner's telecommunication contractor. Cable tray will be UL-listed, hot-dipped (after fabrication) galvanized corrosion resistant finish systems of sizes, types and capacities indicated, and meeting all requirements of NEMA VE-1. Grind all rough edges, drip concentrations, etc, to smooth finish. Apply cold zinc spray to all field cut surfaces.

**05. conductors**

Conductors shall be copper. Solid conductor for sizes #14 AWG and smaller; stranded conductor for sizes #12 AWG and larger. Insulation shall be THHN/THWN, rated for 600 volts. Aluminum conductors shall not be acceptable. Minimum conductor size for branch circuits shall be #12 AWG. All conductors will be color coded according to the NEC.

**06. voltage drop**

The voltage drop for feeders shall be limited to 2 percent. The voltage drop for branch circuits shall be limited to 3 percent.

**07. site utilities**

The existing electrical service is run under ground to the building from a pad mounted transformer. The existing service is not sufficiently sized to serve the building expansion. A new underground electrical service will be provided. An underground feed will be



above: fluorescent lighting in the lobby (two views above), electrical engineer proposes LEDs throughout the facility only where renovation is taking place, see bullet "10"

run to a new EUSERC metering cabinet. The existing electrical service will be fed from this new service.

**08. power distribution**

The existing electrical distribution of to the building is 400-amp 277/480-volts, 3 phase, 4 wire. The existing service equipment will remain and will be refed from a new utility service entrance. Surge Protection will be provided for the main electrical service entrance equipment.

**09. wiring devices**

Wiring devices shall comply with NEMA standards Pub. No. WD 1. Switches and receptacles shall be specification grade, and rated at 20 amps and 120 volts AC. Receptacles shall be 3-wire grounding type. GFI (Ground fault circuit interrupter) type receptacles shall be rated 20 amps, 120 volts AC, with solid-state ground fault sensing and 5 milliamp trip level. Receptacles in toilet rooms, wet areas, or within 6 feet of any sink shall be GFI type. Receptacles on the building exterior shall be GFI type. All coverplates shall be stainless steel or vandal resistant where appropriate. Receptacles on emergency power shall be red.

**10. lighting**

All existing interior lighting in areas not being remodeled will be remain. In all other areas new lighting will be LED type light fixtures. Fixtures will be provided with 3500 K LEDs or a temperature as requested by the owner. Lighting Illumination Levels shall be provided per IESNA recommendations. Provide LED luminaires which are tested in accordance with IES LM-79, diodes tested in accordance with IES LM-80, and provide a minimum R9 rating of ≥ 50 (unless specified differently), a CRI rating of ≥ than 80 and L70 (6K) = 50,000 hours (IES TM-

21). Provide with 0-10V dimming drivers as standard. In detention areas such as sleeping spaces, dormitories, holding cells, etc. Lighting will be detention grade. All lighting provided will be anti-ligature.

**11. exterior lighting**

Existing pole mounted area lights will be reused in place. The owner should consider the option of upgrading exterior lighting to LED. Emergency egress lighting will be provided at all building exits.

**12. lighting control**

Control of existing and new exterior lighting will be by relay panel with astronomical clock. Lighting in the common spaces will be is controlled by programmable relay panel. Lighting in office spaces will be controlled with a combination of toggle switch in combination with automatic occupancy sensors. Lighting in toilet rooms will be controlled solely by occupancy sensors. Rooms and areas with daylight will have occupancy daylight sensors to provide dimming. In secured areas lighting controls will be located and arranged to limit control to authorized staff.

**13. emergency power**

The facility has an existing 70-KW 277/480V diesel generator. The generator is not large enough to support the building expansion. The existing emergency distribution system serves both life safety and optional loads, which are not allowed under the current NECA new emergency diesel generator will be provided to support the facilities life safety and optional loads. These loads shall include but not limited to the following:

- a. Life Safety Loads, including telecommunications, intercoms, door locks, vehicle gates and video



above: the majority of the electrical equipment and controls are located in the mechanical room on the lower level

surveillance system.

b. Optional loads including overhead doors, elevator, dispatch loads, kitchen equipment, office equipment and the court room. The new diesel emergency generator will be located outside of the building. The generator fuel tank shall provide 48 hours of capacity at full load. The generator will have a NEMA 3R enclosure. The generator will be capable of starting and assuming the emergency load within 10 seconds of a power outage. Automatic transfer switches will be provided in the existing main electrical room and will be wired to automatically start the generator upon loss of utility power.

**14. grounding**

Grounding shall be provided for the entire raceway, service entrance, enclosures and equipment system. Grounding shall be provided in accordance with the NEC. A separate grounding conductor shall be provided for all feeders, equipment circuits and branch circuit runs. Grounding conductors shall be sized in accordance with the NEC.

**15. surge protective device (spd)**

An SPD will be provided on the new service entrance equipment and on all emergency branch panels as required by the NEC. An SPD will also be provided on panels serving electronic equipment.

**16. emergency distributed antenna system (das)**

A distributed antenna system / emergency communication system will be provided for emergency responders using radio equipment using 800MHz and 450-460MHz UHF bands. The system is required by code if fire departments radio equipment can not operate in the building. A donor antenna will

be installed on the roof with a bi-directional amplifier in the basement Equipment Room (ER). Throughout the building omnidirectional antennae, radiating panels, and radiating 1/2" hardline cable will be utilized to ensure sufficient signal strength is achieved. The owner may choose to test the building after construction is complete and add this system if required based on radio transmission test results.

**17. two way emergency communication system**

The International Building Code (IBC) Section 1007 requires a two-way communication system on all new construction projects for all areas of refuge, regardless of whether the building has a sprinkler system. A call switch will be located at every elevator landing on each accessible floor that is one or more stories above/below the story of exit discharge. The system will also have a timed automatic telephone dial-out to an off-site location.

**18. fire alarm**

The fire alarm system shall incorporate State Fire Marshals Rules section R710-004 and the design shall be in accordance with the latest version of NFPA 72 Style D initiating circuits, Style Z notification circuits and Style 6 or 7 signaling line circuits (State Fire Marshal Requirement 3.3.3.3.1). Horn/strobe devices shall be 95 dB and a minimum of 15 candela and white or red in color. Smoke detector devices shall be photoelectric type. Manual pull station devices shall be single-action type with key reset. Duct detectors shall be provided in return air ducts for air handling units, which have a capacity in excess of 2000 cubic feet/minute. Control modules for fan shutdown. Monitor modules for fire sprinkler flow and tamper switches. Smoke detectors will be provided in all sleeping areas. In smaller isolated resident

rooms, smoke detection will be accomplished with a duct detector to prevent damage by the resident. Protective covers will be provided on all smoke detectors that residents have access to, to prevent damage to units. Smoke detectors will be provided in all hallways and corridors. Smoke detector will be provided at each elevator landing to initiate elevator recall. The fire alarm system interface with the smoke management system will be modified to provide inputs for new or modified smoke zones. All modifications to the smoke management system shall be done by division 23. Vandal resistant covers will be provided where units are accessible by the residents unless the owner indicates that the locations are not at risk of being damages. No notification devices will be located within the resident sleeping areas, where the residents are in a lock down condition. In this case, the facility staff will be trained and responsible to provide notification and instructions to residents on how and where they are to evacuate the facility in the event of an alarm. All fire alarm wiring shall be installed in 3/4-inch conduit.

**19. television system**

The facility has an existing televisions distribution system. The system shall be expanded to allow TV monitors to be added in new dayrooms, conference rooms and classrooms.

**20. telecommunications**

The facility has an existing Entrance Facility (EF) which will remain. Power outlets located in communications rooms shall be connected to the emergency generator. At each telephone/data outlet a 4-11/16" x 2-1/8" junction box will be provided with a single gang plaster or tile ring. From each outlet box a 1"

conduit will be run to the nearest ER or cable tray. All telecommunication cabling, jacks, racks, etc. will be provided and tested by the Owner's telecommunications contractor.

**21. audio/visual**

Conference audio/visual systems will comprise of digital and analog (HDMI and VGA) inputs at the conference room table. A table cubby will be included as an integral part of the furniture or provided as a component of AV system. The table cubby will house all of the AV, power and data connections. A flat panel display will be mounted at the end of the room, which will display the output of the user's equipment connected at the table. Wireless video can be added to the system to allow a user the option of mirroring off of a user tablet to the room display. Classrooms / Learning studios will include digital and analog input wall plates for teacher's computer and/or auxiliary devices. Wall plates will connect to a video switcher that will output to a large flat panel display that has interactive capabilities. Depending on the room finishes, and size, either a radio frequency (RF) or infrared (IR) microphone will be used for teacher voice amplification. Loudspeakers will be spaced throughout the room for content audio and voice amplification. System will include distance learning capabilities including video cameras and video codec.

**22. energy utilization**

The standard that governs the requirements for energy utilization is the High Performance Building Standard and the International Energy Conservation Code (IECC). These standards outline the power density requirements for electrical lighting systems as well as energy related to mechanical cooling and

heating. Advanced metering will not be provided on existing and new electrical distribution equipment.

**23. access control system**

The access control system shall provide local door control in staff spaces typically outside of the resident accessible spaces. The system shall consist of proximity type card readers, door position contacts and request to exit sensors. Card readers will be proximity type. The system will have a client software interface that can be monitored at central control or any other staff computer that users deem appropriate. The system shall track system usage and monitor doors to ensure that they are kept in a secured state.

**24. locking control system**

The existing locking control system shall be modified by the HUBL Group. The security workstation shall control

all detention movement doors, exterior non-public doors and vehicle gates. Doors shall be interlocked in any space containing more than one controlled door. All security doors shall be controlled from each control room. The existing control system utilizes Indusoft to program the generate the graphical user interface and interface with the locking control system.

**25. intercom and paging system**

The existing intercom and paging system shall be modified by the HUBL Group. Detention grade intercom stations will be provided throughout the facility at all inmate movement doors, exterior overhead doors and site gates. The intercom system will be integrated into the control stations located at the control rooms. The existing control system utilizes Indusoft to program the generate the graphical

user interface and interface with the locking control system.

**26. video surveillance system**

The existing video surveillance system shall be modified by the HUBL Group to allow the expansion of the system for new surveillance cameras added to the expansion. The system shall allow central control the ability to observe all interior spaces where residents have access and where a security threat may exist. video surveillance cameras will be located so that the entire building perimeter, exercise yards and parking lots can be observed. The primary interior video surveillance camera will be ceiling mounted integrated dome, with a polycarbonate lens. The camera resolutions will vary from HD to 3-megapixel depending upon the required field of view. Exterior

video surveillance cameras will be building mounted. Exterior cameras will be an integrated dome style camera with a resolution of HD through 5-megapixel. The primary use of HD resolution cameras will be at entry points where there is a small field of view. The use pan-tilt-zoom cameras will be limited, to avoid the potential of gaps in the recording system. With the use of high-resolution cameras will allow the staff the ability to pan and zoom in a CCTV image. The existing Video Management System (VMS) is produced by Avigilon. As second server will be added for new cameras. The VMS will have its own network distribution so that the VMS bandwidth needs will not impact other facility network needs. The VMS will provide 90-days of video retention. The VMS will allow remote client access, with the ability to restrict user access to only areas of the system that the system administrator feels is appropriate.









'I' - INSTITUTIONAL GROUP I-3	200 FEET
'B' - BUSINESS	300 FEET

EXIT SEPARATION – IBC SECTION 1007.1.1

SEPARATION OF EXITS SHALL BE 1/2 THE LENGTH OF THE MAXIMUM DIAGONAL DIMENSION.

EXCEPTION 2: SEPARATION OF EXITS SHALL BE 1/3 THE LENGTH OF THE MAXIMUM DIAGONAL DIMENSION.

COMMON PATH OF EGRESS TRAVEL (Space) – IBC Table 1006.2.1

	SPRINKLED
'I' - INSTITUTIONAL GROUP I-3	100 FEET
'B' - BUSINESS	100 FEET

OCCUPANCY LOADS – IBC TABLE 1004.5

STORAGE, UTILITY SPACES, ETC.	300 GROSS
OFFICES	150 GROSS
CONFERENCE ROOM, ASSEMBLY ROOM	15 NET
DAYCARE	35 NET
CLASSROOMS	20 NET
<b>TOTAL OCCUPANTS</b>	<b>309 I-3</b>
	<b>98 I-3 STAFF</b>
	<b>100 B</b>

NUMBER OF REQUIRED EXITS – IBC TABLE 1006.2.1

	REQUIRED	PROVIDED
EXITS REQUIRED PER STORY		

EGRESS WIDTH per PERSON SERVED - IBC 1005.3

	REQUIRED	PROVIDED	
<b>'I' - INSTITUTIONAL GROUP I-3</b>			
· STAIRWAY	0.3 IN/OC	122.1	252 INCHES
· OTHER	0.2 IN/OC	81.4	108 INCHES
<b>'B' - BUSINESS</b>			
· STAIRWAY	0.3 IN/OC	30	44 INCHES
· OTHER	0.2 IN/OC	20	144 INCHES

MINIMUM CORRIDOR WIDTHS – IBC TABLE 1020.2

	REQUIRED	PROVIDED
· STANDARD WIDTH	44"	60"
· OCCUPANT LOAD <50	36"	36"
· 'I' - INSTITUTIONAL GROUP I-2	96"	96"

DEAD END CORRIDORS – IBC SECTION 1020.4

50 FEET - SPRINKLED

INTERIOR WALL AND CEILING FINISH – IBC TABLE 803.13

	'I-3'	'B'
INTERIOR EXIT STAIRWAYS, ETC.	CLASS 'A'	CLASS 'B'
CORRIDORS / ENCLOSURE EXIT ACCESS STAIRWAYS	CLASS 'A'	CLASS 'C'
ROOMS AND ENCLOSED SPACES	CLASS 'C'	CLASS 'C'

STAIRS / RAMPS – IBC CHAPTER 10

SECTION 1009.3.2; EXCEPTION 1 – CLEAR WIDTH OF 48 INCHES MINIMUM BETWEEN HANDRAIL IS NOT REQUIRED (SPRINKLER)

SECTION 1009.3.3 EXCEPTION 2 – AREA OF REFUGE IS NOT REQUIRED WHEN BUILDING IS EQUIPED THROUGHOUT WITH AN AUTOMATIC FIRE SPRINKLER SYSTEM.

SECTION 1005.3.1 – THE WIDTH SHALL NOT BE LESS THAN 44 INCHES (To determine the egress width, multiply the occupancy times .30 to equal the number of width inches required).

SECTION 1005.3.1 EXCEPTION 1 – THE WIDTH SHALL NOT BE LESS THAN 44 INCHES (To determine the egress width, multiply the occupancy times .20 to equal the number of width inches required in sprinkled buildings).

SECTION 1011.5.2 – STAIR RISER HEIGHT SHALL BE 7 INCHES MAXIMUM AND 4 INCHES MINIMUM. THE STAIR TREAD SHALL BE 11 INCHES MINIMUM.

SECTION 1011.8 – THE MAXIMUM DISTANCE A STAIR MAY RISE WITHOUT A LANDING IS 12 FEET.

SECTION 1011.11 – HANDRAIL IS REQUIRED ON EACH SIDE.

SECTION 1014.2 – HANDRAIL HEIGHT, FROM NOSING, SHALL NOT BE LESS THAN 34 INCHES AND NOT GREATER THAN 38 INCHES.

SECTION 1014.6 – HANDRAIL MUST RETURN TO WALL, GUARD, WALKING SURFACE, THE HANDRAIL NEEDS TO BE CONTINUOUS TO THE NEXT RUN OF STAIRS; (IF NOT) THEN, THE HANDRAIL MUST EXTEND 12 INCHES BEYOND THE RISER AND SLOPE A DISTANCE OF ONE TREAD BEYOND THE BOTTOM OF THE RISER.

SECTION 1011.12 - STAIRS TO THE ROOF IN BUILDINGS WITH FOUR OR MORE STORIES; OTHER MEANS TO THE ROOF MAY BE BY ALTERNATING TREAD DEVICE, SHIPS LADDER OR A PERMANENT LADDER.

ICC A117.1 504.9 – STAIR SIGNAGE IS REQUIRED ON EACH STORY LANDING. TO HAVE RAISED CHARACTERS AND BRAILLE.

SECTION 1017.3 - TRAVEL DISTANCE REQUIRED IN TABLE 1017.2 MAY BE TO A RATED STAIR ENCLOSURE.

EXISTING: NO CHANGES TO CURRENT SPACE OR USE

GUARDS - IBC SECTION 1015

SECTION 1015.2 – GUARDS SHALL BE LOCATED ALONG OPEN-SIDED WALKING SURFACES THAT ARE MORE THAN 30 INCHES TO FLOOR OR GRADE BELOW.

SECTION 1015.3 – HEIGHT SHALL BE NOT LESS THAN 42 INCHES.

SECTION 1015.4 – OPENING LIMITATION SHALL NOT ALLOW PASSAGE OF A SPHERE 4 INCHES IN DIAMETER.

EXISTING: NO CHANGES TO CURRENT SPACE OR USE

ELEVATORS – IBC SECTIONS 1009.4 AND 3006

SECTION 1009.4 – ELEVATORS MAY BE USED AS AN ACCESSIBLE MEANS OF EGRESS.

SECTION 1009.4.1 – STANDBY POWER SHALL BE PROVIDED.

SECTION 1009.4.2 EXCEPTION 2 – AREA OF REFUGE IS NOT REQUIRED (SPRINKLED).

SECTION 1009.8 – TWO WAY COMMUNICATION IS REQUIRED AT THE LANDING.

SECTION 1009.9.9 – SIGNAGE IS REQUIRED.

SECTION 3006.2 – ELEVATOR HOIST-WAY OPENING PROTECTION IS NOT REQUIRED WHERE THE ELEVATOR ONLY CONNECTS 3 STORIES.

SECTION 3006.3 – HOIST-WAY OPENING PROTECTION FOR ELEVATOR THAT CONNECTS MORE THAN 3 STORIES REQUIRED AN ADDITIONAL DOOR FOR SMOKE AND DRAFT CONTROL OR HOIST-WAY PRESSURIZED.

PORTABLE FIRE EXTINGUISHERS: SECTION 906

MAXIMUM DISTANCE OF TRAVEL TO EXTINGUISHER 75 FEET

ACCESSIBLE – IBC CHAPTER 11

ACCESSIBLE ROUTE 1104.1: AT LEAST ONE ACCESSIBLE ROUTE WITHIN THE SITE PROVIDED FROM ACCESSIBLE PARKING, ACCESSIBLE PASSANGER LOADING ZONE OR SIDEWALK TO THE ACCESSIBLE BUILDING ENTRANCE.

ACCESSIBLE PARKING: TABLE 1106.1 (1 PER 25) PARKING STALLS; (2 PER 26 TO 50) PARKING STALLS.

VAN SPACES 1106.5: FOR EVERY 6 OR FRACTION OF 6 ACCESSIBLE PARKING SPACES, AT LEAST 1 SHALL BE A VAN-ACCESSIBLE SPACE. PARKING STALL WIDTH = 11 FT. WITH AISLE OF 5 FEET. THE ACCESSIBLE STALL AND AISLE CAN NOT SLOPE MORE THAN 2% (1:48).

ACCESSIBLE ENTRANCES 1105.1: AT LEAST 60 % OF ALL PUBLIC ENTRANCES SHALL BE ACCESSIBLE.

IBC SECTION 1109.2 – EACH TOILET ROOM AND BATHING ROOM SHALL BE ACCESSIBLE.

IBC SECTION 1109.2.2 – EACH RESTROOM WILL NEED TO HAVE 5% (AT LEAST ONE) ACCESSIBLE WATER CLOSET.

IBC SECTION 1109.3 – EACH RESTROOM WILL NEED TO HAVE 5% (AT LEAST ONE) ACCESSIBLE SINK.

IBC SECTION 1111.1 – REQUIRED ACCESSIBLE ELEMENTS SHALL BE IDENTIFIED USING THE INTERNATIONAL SYMBOLS OF ACCESSIBILITY.

ROOF - IBC CHAPTER 15

MINIMUM ROOF COVERING CLASSIFICATION - TABLE 1505.1  
TYPE I - B CLASS B

BUILDING ENVELOPE REQUIREMENTS - IECC TABLE C402.1.3

CLIMATE ZONE 5

OPAQUE ELEMENTS

INSULATION MIN. R-VALUE

- ROOFS
- WALLS
  - ABOVE GRADE
  - BELOW GRADE
- FLOORS
- SLABS ON GRADE
- DOORS

PLUMBING FIXTURE REQUIREMENTS – IBC CHAPTER 29

**OCC. 'B' TOTAL OCCUPANTS:** 100 MEN 50 WOMEN 50

**REQUIRED FOR THIS TENANT SPACE ONLY:**

WATER CLOSET		LAVATORIES		TUBS / SHOWERS	D.F.	OTHER
1/25 FOR FIRST 50		1/40 FOR FIRST 80		NONE	1/100	1 SERVICE SINK
MEN	WOMEN	MEN	WOMEN			
2	2	1.25	1.25	0	1	1
1/50 ABOVE 50		1/80 ABOVE 80				
MEN	WOMEN	MEN	WOMEN			
0	0	0	0			

**OCC. '1-3' TOTAL OCCUPANTS:** 49 MEN 45 WOMEN 4

**REQUIRED FOR INMATES:**

WATER CLOSET		LAVATORIES		TUBS / SHOWERS	D.F.	OTHER	
1 PER CELL		1 PER CELL		1 PER 15	1/100	1 SERVICE SINK	
MEN	WOMEN	MEN	WOMEN	MEN	WOMEN		
45	4	45	4	3.00	0.27	0.49	1

**OCC. '1-3' TOTAL OCCUPANTS:** 98 MEN 49 WOMEN 49

**REQUIRED FOR STAFF:**

WATER CLOSET		LAVATORIES		TUBS / SHOWERS	D.F.	OTHER
1 PER 25		1 PER 35		NONE	1/100	1 SERVICE SINK
MEN	WOMEN	MEN	WOMEN			
0.98	0.98	0.98	0.98	0	0.98	1

**REQUIRED:**

I-3

WATER CLOSET		LAVATORIES		TUBS / SHOWERS		D.F.	OTHER
MEN	WOMEN	MEN	WOMEN	MEN	WOMEN		1 SERVICE SINK
47	6	47	6	3	1	2	1

B

WATER CLOSET		LAVATORIES		TUBS / SHOWERS		D.F.	OTHER
MEN	WOMEN	MEN	WOMEN	MEN	WOMEN		1 SERVICE SINK
2	2	2	2	0	0	1	1

**PROVIDED:**

INMATES

WATER CLOSET		LAVATORIES		TUBS / SHOWERS		D.F.	OTHER
MEN	WOMEN	MEN	WOMEN	MEN	WOMEN		1 SERVICE SINK
45	4	45	4	15	2	2	1

STAFF

WATER CLOSET		LAVATORIES		TUBS / SHOWERS		D.F.	OTHER
MEN	WOMEN	MEN	WOMEN	MEN	WOMEN		1 SERVICE SINK
1	1	1	1	1	1	2	1

PLUS 3 UNISEX

BUSINESS

WATER CLOSET		LAVATORIES		TUBS / SHOWERS		D.F.	OTHER
MEN	WOMEN	MEN	WOMEN	MEN	WOMEN		1 SERVICE SINK
4	3	3	4	0	0	2	1

PLUS 5 PRIVATE UNISEX

**part ten**  
cost estimate



PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL				
LOCATION.....MONTICELLO, UT				
ARCHITECT.....AJC				
STAGE OF DESIGN.....FEASIBILITY				
			42,633	TOTAL SF
CSI #	DESCRIPTION	ADDITIONS	REMODEL	TOTAL
<b>BUILDING COST SUMMARY</b>				
02	EXISTING CONDITIONS	\$ 52,418	\$ 48,409	\$ 100,828
03	CONCRETE	\$ 367,951	\$ 22,182	\$ 390,133
04	MASONRY	\$ 1,272,349	\$ 261,411	\$ 1,533,759
05	METALS	\$ 991,225	\$ 38,728	\$ 1,029,953
06	WOODS & PLASTICS	\$ 240,490	\$ 153,560	\$ 394,049
07	THERMAL & MOISTURE PROTECTION	\$ 519,593	\$ 43,133	\$ 562,725
08	DOORS & WINDOWS	\$ 935,953	\$ 343,707	\$ 1,279,660
09	FINISHES	\$ 996,885	\$ 596,418	\$ 1,593,303
10	SPECIALTIES	\$ 101,783	\$ 58,091	\$ 159,874
11	EQUIPMENT	\$ 564,719	\$ -	\$ 564,719
12	FURNISHINGS	\$ 36,354	\$ 12,500	\$ 48,854
13	SPECIAL CONSTRUCTION	\$ -	\$ -	\$ -
14	CONVEYING SYSTEMS	\$ 118,750	\$ 93,750	\$ 212,500
21	FIRE SUPPRESSION	\$ 118,746	\$ 67,773	\$ 186,519
22	PLUMBING	\$ 305,348	\$ 203,319	\$ 508,667
23	HVAC	\$ 1,526,738	\$ 900,414	\$ 2,427,152
26	ELECTRICAL	\$ 882,115	\$ 503,458	\$ 1,385,573
27	COMMUNICATION	\$ 271,420	\$ 154,910	\$ 426,330
28	ELECTRONIC SAFETY & SECURITY	\$ 407,130	\$ 232,365	\$ 639,495
31	EARTHWORK	\$ 120,777	\$ -	\$ 120,777
32	EXTERIOR IMPROVEMENTS	\$ 185,816	\$ -	\$ 185,816
33	UTILITIES	\$ 130,000	\$ -	\$ 130,000
<b>SUBTOTAL</b>		\$ 10,146,558	\$ 3,734,127	\$ 13,880,685
	GENERAL CONDITIONS 8%	\$ 811,725	\$ 298,730	\$ 1,110,455
	BONDS & INSURANCE 2%	\$ 219,166	\$ 80,657	\$ 299,823
	OVERHEAD & PROFIT 4%	\$ 447,098	\$ 164,541	\$ 611,639
	DESIGN CONTINGENCY 15%	\$ 1,521,984	\$ 560,119	\$ 2,082,103
<b>TOTAL CONSTRUCTION COST</b>		\$ 13,146,529	\$ 4,838,174	\$ 17,984,704

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL				
LOCATION.....MONTICELLO, UT				
ARCHITECT.....AJC				
STAGE OF DESIGN.....FEASIBILITY				
			27,142	SF
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST
<b>BUILDING COST SUMMARY</b>				
02	EXISTING CONDITIONS			\$ 1.93
03	CONCRETE			\$ 13.56
04	MASONRY			\$ 46.88
05	METALS			\$ 36.52
06	WOODS & PLASTICS			\$ 8.86
07	THERMAL & MOISTURE PROTECTION			\$ 19.14
08	DOORS & WINDOWS			\$ 34.48
09	FINISHES			\$ 36.73
10	SPECIALTIES			\$ 3.75
11	EQUIPMENT			\$ 20.81
12	FURNISHINGS			\$ 1.34
13	SPECIAL CONSTRUCTION			\$ -
14	CONVEYING SYSTEMS			\$ 4.38
21	FIRE SUPPRESSION			\$ 4.38
22	PLUMBING			\$ 11.25
23	HVAC			\$ 56.25
26	ELECTRICAL			\$ 32.50
27	COMMUNICATION			\$ 10.00
28	ELECTRONIC SAFETY & SECURITY			\$ 15.00
31	EARTHWORK			\$ 4.45
32	EXTERIOR IMPROVEMENTS			\$ 6.85
33	UTILITIES			\$ 4.79
<b>SUBTOTAL</b>				\$ 373.83
	GENERAL CONDITIONS 8%			\$ 29.91
	BONDS & INSURANCE 2%			\$ 8.07
	OVERHEAD & PROFIT 4%			\$ 16.47
	DESIGN CONTINGENCY 15%			\$ 56.07
<b>TOTAL CONSTRUCTION COST</b>				\$ 484.36
				\$ 13,146,529

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021	
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL			ADDITIONS		
LOCATION.....MONTICELLO, UT			27,142 SF		
ARCHITECT.....AJC					
STAGE OF DESIGN.....FEASIBILITY					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
<b>02</b>	<b>EXISTING CONDITIONS</b>				
	Site Demolition & Clearing	20,000	SF	\$ 1.25	\$ 25,000
	Demolition at Existing Exterior Wall	6,267	SF	\$ 4.38	\$ 27,418
	<b>TOTAL EXISTING CONDITIONS</b>				<b>\$ 52,418</b>
<b>03</b>	<b>CONCRETE</b>				
	Continuous Footing	115	CY	\$ 468.75	\$ 53,906
	Spot Footing	100	CY	\$ 493.75	\$ 49,375
	Foundation Wall	3,102	SF	\$ 43.75	\$ 135,721
	Slab On Grade	13,379	SF	\$ 4.69	\$ 62,714
	Topping Slab	13,763	SF	\$ 4.81	\$ 66,234
	<b>TOTAL CONCRETE</b>				<b>\$ 367,951</b>
<b>04</b>	<b>MASONRY</b>				
	Exterior CMU Walls	15,511	SF	\$ 22.50	\$ 348,998
	Interior CMU Walls	20,357	SF	\$ 22.50	\$ 458,021
	Exterior Brick Veneer	15,511	SF	\$ 30.00	\$ 465,330
	<b>TOTAL MASONRY</b>				<b>\$ 1,272,349</b>
<b>05</b>	<b>METALS</b>				
	Floor Structural Steel (12 LB/SF)	165,156	LB	\$ 2.88	\$ 474,824
	Roof Structural (9 LBS/SF)	123,867	LB	\$ 2.88	\$ 356,118
	Metal Floor Deck	13,763	SF	\$ 3.94	\$ 54,192
	Metal Roof Deck	13,379	SF	\$ 3.81	\$ 51,007
	Metal Pan Stairs	526	SF	\$ 66.25	\$ 34,848
	Freestanding Railing	42	LF	\$ 368.75	\$ 15,488
	Wall Railing	40	LF	\$ 118.75	\$ 4,750
	<b>TOTAL METALS</b>				<b>\$ 991,225</b>
<b>06</b>	<b>WOOD &amp; PLASTICS</b>				
	<b>Carpentry</b>				
	Wood Plates & Blocking	27,142	SF	\$ 0.44	\$ 11,875
	<b>Subtotal Carpentry</b>				<b>\$ 11,875</b>
	<b>Millwork</b>				
	Building Millwork	23,802	SF	\$ 7.50	\$ 178,515
	Courts Millwork	3,340	SF	\$ 15.00	\$ 50,100
	<b>Subtotal Millwork</b>				<b>\$ 228,615</b>
	<b>TOTAL WOOD &amp; PLASTICS</b>				<b>\$ 240,490</b>
<b>07</b>	<b>THERMAL &amp; MOISTURE PROTECTION</b>				
	Roof Membrane	13,379	SF	\$ 4.31	\$ 57,697
	Rigid Roof Insulation	13,379	SF	\$ 4.56	\$ 61,042
	Roof Weather Barrier	13,379	SF	\$ 4.06	\$ 54,352
	Roof Protection Board	13,379	SF	\$ 2.19	\$ 29,267
	Rigid Wall Insulation	15,511	SF	\$ 2.81	\$ 43,625
	Weather Barrier	15,511	SF	\$ 4.06	\$ 63,013
	Wall Batt Insulation	15,511	SF	\$ 1.19	\$ 18,419
	Sound Batt	20,357	SF	\$ 1.06	\$ 21,629
	Soffit	1,450	SF	\$ 37.50	\$ 54,375
	Metal Roof Cap	873	LF	\$ 16.19	\$ 14,124
	Flashing & Sheet Metal	1,745	SF	\$ 8.13	\$ 14,178
	Fireproofing	27,142	SF	\$ 2.49	\$ 67,516
	Fire Stopping & Sealing	27,142	SF	\$ 0.31	\$ 8,482
	Caulking & Sealing	27,142	SF	\$ 0.44	\$ 11,875

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021	
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL			ADDITIONS		
LOCATION.....MONTICELLO, UT			27,142 SF		
ARCHITECT.....AJC					
STAGE OF DESIGN.....FEASIBILITY					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
	<b>TOTAL THERMAL &amp; MOISTURE PROTECTION</b>				<b>\$ 519,593</b>
<b>08</b>	<b>DOORS &amp; WINDOWS</b>				
	Interior & Exterior Doors	27,142	SF	\$ 10.00	\$ 271,420
	Exterior Glazing (30% of Exterior Wall SF)	4,653	SF	\$ 56.25	\$ 261,748
	Interior Glazing (5% of Interior Wall SF)	2,036	SF	\$ 50.00	\$ 101,783
	Ballistic, Security Glazing Add (20% of Glazing)	1,338	SF	\$ 225.00	\$ 301,003
	<b>TOTAL DOORS &amp; WINDOWS</b>				<b>\$ 935,953</b>
<b>09</b>	<b>FINISHES</b>				
	Interior Partition Framing	20,357	SF	\$ 3.56	\$ 72,520
	Gyp. Wallboard	40,713	SF	\$ 2.30	\$ 93,640
	Abuse Resist. Gyp Wallboard Add	10,178	SF	\$ 0.31	\$ 3,181
	Corrections Inmate Housing Ceiling	4,380	SF	\$ 37.50	\$ 164,250
	Corrections Support/Kitchen Ceiling	4,115	SF	\$ 6.25	\$ 25,719
	Admin Space Ceiling	2,815	SF	\$ 6.25	\$ 17,594
	Corrections Programming Ceiling	4,945	SF	\$ 15.63	\$ 77,266
	Courts Ceiling	3,340	SF	\$ 25.00	\$ 83,500
	Corrections Inmate Housing Flooring	4,380	SF	\$ 3.75	\$ 16,425
	Corrections Support/Kitchen Flooring	4,115	SF	\$ 15.63	\$ 64,297
	Admin Space Flooring	2,815	SF	\$ 6.25	\$ 17,594
	Corrections Programming Flooring	4,945	SF	\$ 8.75	\$ 43,269
	Courts Flooring	3,340	SF	\$ 8.75	\$ 29,225
	Raised Access Flooring at Courtroom	790	SF	\$ 24.94	\$ 19,701
	Base	4,071	LF	\$ 4.38	\$ 17,812
	Paint Gyp. Wallboard	40,713	SF	\$ 1.05	\$ 42,749
	Paint Interior Masonry	20,357	SF	\$ 1.08	\$ 21,883
	Wall Finishes	61,070	SF	\$ 3.75	\$ 229,011
	<b>TOTAL FINISHES</b>				<b>\$ 996,885</b>
<b>10</b>	<b>SPECIALTIES</b>				
	Building Specialties	27,142	SF	\$ 3.75	\$ 101,783
	<b>TOTAL SPECIALTIES</b>				<b>\$ 101,783</b>
<b>11</b>	<b>EQUIPMENT</b>				
	Kitchen Equipment	2,155	SF	\$ 256.25	\$ 552,219
	Laundry Equipment	1	Allow	\$ 12,500.00	\$ 12,500
	<b>TOTAL EQUIPMENT</b>				<b>\$ 564,719</b>
<b>12</b>	<b>FURNISHINGS</b>				
	Window Coverings	2,327	SF	\$ 15.63	\$ 36,354
	<b>TOTAL FURNISHINGS</b>				<b>\$ 36,354</b>
<b>13</b>	<b>SPECIAL CONSTRUCTION</b>				
	<b>TOTAL SPECIAL CONSTRUCTION</b>				<b>\$ -</b>
<b>14</b>	<b>CONVEYING SYSTEMS</b>				
	Passenger Elevator - 3 Stop	1	EA	\$ 118,750.00	\$ 118,750
	<b>TOTAL CONVEYING SYSTEMS</b>				<b>\$ 118,750</b>
<b>21</b>	<b>FIRE SUPPRESSION</b>				
	Fire Suppression System	27,142	SF	\$ 4.38	\$ 118,746

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021	
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL		<b>ADDITIONS</b>			
LOCATION.....MONTICELLO, UT					
ARCHITECT.....AJC		27,142 SF			
STAGE OF DESIGN.....FEASIBILITY					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
	<b>TOTAL FIRE SUPPRESSION</b>				<b>\$ 118,746</b>
22	<b>PLUMBING</b>				
	Building Plumbing	27,142	SF	\$ 11.25	\$ 305,348
	<b>TOTAL PLUMBING</b>				<b>\$ 305,348</b>
23	<b>HVAC</b>				
	HVAC - AHU, VAV	27,142	SF	\$ 56.25	\$ 1,526,738
	<b>TOTAL HVAC</b>				<b>\$ 1,526,738</b>
26	<b>ELECTRICAL</b>				
	Service & Distribution	27,142	SF	\$ 8.75	\$ 237,493
	Power	27,142	SF	\$ 7.50	\$ 203,565
	Lighting	27,142	SF	\$ 16.25	\$ 441,058
	<b>TOTAL ELECTRICAL</b>				<b>\$ 882,115</b>
27	<b>COMMUNICATIONS</b>	27,142	SF	\$ 10.00	\$ 271,420
28	<b>ELECTRONIC SAFETY &amp; SECURITY</b>				
	Fire Alarm System	27,142	SF	\$ 3.75	\$ 101,783
	Security, Surveillance	27,142	SF	\$ 11.25	\$ 305,348
	<b>TOTAL ELECTRONIC SAFETY &amp; SECURITY</b>				<b>\$ 407,130</b>
31	<b>EARTHWORK</b>				
	Site Excavation	20,000	SF	\$ 2.50	\$ 50,000
	Building Excavation	1,982	CY	\$ 8.75	\$ 17,343
	Backfill & Compaction	198	CY	\$ 36.25	\$ 7,185
	Haul Off Excess	1,982	CY	\$ 8.75	\$ 17,343
	Site Grading	6,621	SF	\$ 0.99	\$ 6,538
	Building Grading	13,379	SF	\$ 0.74	\$ 9,867
	SWPPP	1	LS	\$ 12,500.00	\$ 12,500
	<b>TOTAL EARTHWORK</b>				<b>\$ 120,777</b>
32	<b>EXTERIOR IMPROVEMENTS</b>				
	Outdoor Rec Yard	2,500	SF	\$ 18.75	\$ 46,875
	Misc. Site Improvements, Patching	15,879	SF	\$ 8.75	\$ 138,941
	<b>TOTAL EXTERIOR IMPROVEMENTS</b>				<b>\$ 185,816</b>
33	<b>SITE UTILITIES</b>				
	Water Line - Connect to Existing	1	LS	\$ 12,500.00	\$ 12,500
	Fire Line	1	LS	\$ 37,500.00	\$ 37,500
	Sewer Line	1	LS	\$ 37,500.00	\$ 37,500
	Storm Drainage	20,000	SF	\$ 0.94	\$ 18,750
	Gas Line - Connect to Existing	1	LS	\$ 11,875.00	\$ 11,875
	Communications - Connect to Existing	1	LS	\$ 11,875.00	\$ 11,875
	<b>TOTAL SITE UTILITIES</b>				<b>\$ 130,000</b>

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021	
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL		<b>REMODEL AREAS</b>			
LOCATION.....MONTICELLO, UT					
ARCHITECT.....AJC		15,491 SF			
STAGE OF DESIGN.....FEASIBILITY					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
<b>BUILDING COST SUMMARY</b>					
02	EXISTING CONDITIONS			\$ 3.13	\$ 48,409
03	CONCRETE			\$ 1.43	\$ 22,182
04	MASONRY			\$ 16.88	\$ 261,411
05	METALS			\$ 2.50	\$ 38,728
06	WOODS & PLASTICS			\$ 9.91	\$ 153,560
07	THERMAL & MOISTURE PROTECTION			\$ 2.78	\$ 43,133
08	DOORS & WINDOWS			\$ 22.19	\$ 343,707
09	FINISHES			\$ 38.50	\$ 596,418
10	SPECIALTIES			\$ 3.75	\$ 58,091
11	EQUIPMENT			\$ -	\$ -
12	FURNISHINGS			\$ 0.81	\$ 12,500
13	SPECIAL CONSTRUCTION			\$ -	\$ -
14	CONVEYING SYSTEMS			\$ 6.05	\$ 93,750
21	FIRE SUPPRESSION			\$ 4.38	\$ 67,773
22	PLUMBING			\$ 13.13	\$ 203,319
23	HVAC			\$ 58.13	\$ 900,414
26	ELECTRICAL			\$ 32.50	\$ 503,458
27	COMMUNICATION			\$ 10.00	\$ 154,910
28	ELECTRONIC SAFETY & SECURITY			\$ 15.00	\$ 232,365
31	EARTHWORK			\$ -	\$ -
32	EXTERIOR IMPROVEMENTS			\$ -	\$ -
33	UTILITIES			\$ -	\$ -
<b>SUBTOTAL</b>				\$ 241.05	\$ 3,734,127
<b>GENERAL CONDITIONS</b>		8%		\$ 19.28	\$ 298,730
<b>BONDS &amp; INSURANCE</b>		2%		\$ 5.21	\$ 80,657
<b>OVERHEAD &amp; PROFIT</b>		4%		\$ 10.62	\$ 164,541
<b>DESIGN CONTINGENCY</b>		15%		\$ 36.16	\$ 560,119
<b>TOTAL CONSTRUCTION COST</b>				\$ 312.32	\$ 4,838,174



PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021	
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL		<b>REMODEL AREAS</b>			
LOCATION.....MONTICELLO, UT					
ARCHITECT.....AJC		15,491 SF			
STAGE OF DESIGN.....FEASIBILITY					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
<b>02</b>	<b>EXISTING CONDITIONS</b>				
	Interior Demolition	15,491	SF	\$ 3.13	\$ 48,409
	<b>TOTAL EXISTING CONDITIONS</b>				<b>\$ 48,409</b>
<b>03</b>	<b>CONCRETE</b>				
	Concrete Slab Patching at Plumbing	1	Allow	\$ 12,500.00	\$ 12,500
	Slab Patching, Level	15,491	SF	\$ 0.63	\$ 9,682
	<b>TOTAL CONCRETE</b>				<b>\$ 22,182</b>
<b>04</b>	<b>MASONRY</b>				
	Interior Masonry Walls	11,618	SF	\$ 22.50	\$ 261,411
	<b>TOTAL MASONRY</b>				<b>\$ 261,411</b>
<b>05</b>	<b>METALS</b>				
	Misc. Metals, Structural Modification	15,491	SF	\$ 2.50	\$ 38,728
	<b>TOTAL METALS</b>				<b>\$ 38,728</b>
<b>06</b>	<b>WOOD &amp; PLASTICS</b>				
	<b>Carpentry</b>				
	Wood Plates & Blocking	15,491	SF	\$ 0.44	\$ 6,777
	<b>Subtotal Carpentry</b>				<b>\$ 6,777</b>
	<b>Millwork</b>				
	Building Millwork	15,491	SF	\$ 7.50	\$ 116,183
	Courts Millwork	2,040	SF	\$ 15.00	\$ 30,600
	<b>Subtotal Millwork</b>				<b>\$ 146,783</b>
	<b>TOTAL WOOD &amp; PLASTICS</b>				<b>\$ 153,560</b>
<b>07</b>	<b>THERMAL &amp; MOISTURE PROTECTION</b>				
	Sound Batt	11,618	SF	\$ 1.06	\$ 12,344
	Fireproofing Repair	15,491	SF	\$ 1.24	\$ 19,170
	Fire Stopping & Sealing	15,491	SF	\$ 0.31	\$ 4,841
	Caulking & Sealing	15,491	SF	\$ 0.44	\$ 6,777
	<b>TOTAL THERMAL &amp; MOISTURE PROTECTION</b>				<b>\$ 43,133</b>
<b>08</b>	<b>DOORS &amp; WINDOWS</b>				
	Doors - Interior & Exterior	15,491	SF	\$ 10.00	\$ 154,910
	Interior Glazing (5% of Interior Wall SF)	1,162	SF	\$ 50.00	\$ 58,091
	Ballistic, Security Glazing Add (50% of Glazing)	581	SF	\$ 225.00	\$ 130,705
	<b>TOTAL DOORS &amp; WINDOWS</b>				<b>\$ 343,707</b>
<b>09</b>	<b>FINISHES</b>				
	Interior Partition Framing	11,618	SF	\$ 3.56	\$ 41,390
	Gyp. Wallboard	23,237	SF	\$ 2.30	\$ 53,444
	Abuse Resistant Gyp. Wallboard Add	11,618	SF	\$ 0.31	\$ 3,631
	Corrections Inmate Housing Ceiling	935	SF	\$ 37.50	\$ 35,063
	Inmate Medical Ceiling	400	SF	\$ 37.50	\$ 15,000
	Corrections Intake Ceiling	4,220	SF	\$ 37.50	\$ 158,250
	Courts Ceiling	2,040	SF	\$ 25.00	\$ 51,000
	Corrections Inmate Housing Flooring	935	SF	\$ 3.75	\$ 3,506
	Inmate Medical Flooring	400	SF	\$ 10.00	\$ 4,000
	Corrections Intake Florng	4,220	SF	\$ 3.75	\$ 15,825
	Courts Flooring	2,040	SF	\$ 8.75	\$ 17,850

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021	
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL		<b>REMODEL AREAS</b>			
LOCATION.....MONTICELLO, UT					
ARCHITECT.....AJC		15,491 SF			
STAGE OF DESIGN.....FEASIBILITY					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
	Raised Access Flooring at Courtroom	790	SF	\$ 24.94	\$ 19,701
	Base	2,324	LF	\$ 4.38	\$ 10,166
	Paint Gyp. Wallboard	23,237	SF	\$ 1.05	\$ 24,398
	Paint Masonry Walls	11,618	SF	\$ 1.08	\$ 12,490
	Wall Finishes	34,855	SF	\$ 3.75	\$ 130,705
	<b>TOTAL FINISHES</b>				<b>\$ 596,418</b>
<b>10</b>	<b>SPECIALTIES</b>				
	Building Specialties	15,491	SF	\$ 3.75	\$ 58,091
	<b>TOTAL SPECIALTIES</b>				<b>\$ 58,091</b>
<b>11</b>	<b>EQUIPMENT</b>				
	<b>TOTAL EQUIPMENT</b>				<b>\$ -</b>
<b>12</b>	<b>FURNISHINGS</b>				
	Window Coverings	1	Allow	\$ 12,500.00	\$ 12,500
	<b>TOTAL FURNISHINGS</b>				<b>\$ 12,500</b>
<b>13</b>	<b>SPECIAL CONSTRUCTION</b>				
	<b>TOTAL SPECIAL CONSTRUCTION</b>				<b>\$ -</b>
<b>14</b>	<b>CONVEYING SYSTEMS</b>				
	Passenger Elevator - 2 Stop	1	EA	\$ 93,750.00	\$ 93,750
	<b>TOTAL CONVEYING SYSTEMS</b>				<b>\$ 93,750</b>
<b>21</b>	<b>FIRE SUPPRESSION</b>				
	Fire Suppression System	15,491	SF	\$ 4.38	\$ 67,773
	<b>TOTAL FIRE SUPPRESSION</b>				<b>\$ 67,773</b>
<b>22</b>	<b>PLUMBING</b>				
	Existing Plumbing Demolition	15,491	SF	\$ 1.88	\$ 29,046
	Building Plumbing	15,491	SF	\$ 11.25	\$ 174,274
	<b>TOTAL PLUMBING</b>				<b>\$ 203,319</b>
<b>23</b>	<b>HVAC</b>				
	Existing HVAC Demolition	15,491	SF	\$ 1.88	\$ 29,046
	HVAC - AHU, VAV	15,491	SF	\$ 56.25	\$ 871,369
	<b>TOTAL HVAC</b>				<b>\$ 900,414</b>
<b>26</b>	<b>ELECTRICAL</b>				
	Electrical Demolition	15,491	SF	\$ 1.25	\$ 19,364
	Service & Distribution	15,491	SF	\$ 7.50	\$ 116,183
	Power	15,491	SF	\$ 7.50	\$ 116,183
	Lighting	15,491	SF	\$ 16.25	\$ 251,729
	<b>TOTAL ELECTRICAL</b>				<b>\$ 503,458</b>
<b>27</b>	<b>COMMUNICATIONS</b>				
		15,491	SF	\$ 10.00	\$ 154,910
<b>28</b>	<b>ELECTRONIC SAFETY &amp; SECURITY</b>				

PROJECT ESTIMATE		CONSTRUCTION CONTROL CORPORATION		1/7/2021	
PROJECT NAME.....SAN JUAN COUNTY PUBLIC SAFETY ADDITION/REMODEL		<b>REMODEL AREAS</b>			
LOCATION.....MONTICELLO, UT					
ARCHITECT.....AJC		15,491 SF			
STAGE OF DESIGN.....FEASIBILITY					
CSI #	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
	<b>Fire Alarm System</b>	15,491	SF	\$ 3.75	\$ <b>58,091</b>
	<b>Security, Surveillance</b>	15,491	SF	\$ 11.25	\$ <b>174,274</b>
	<b>TOTAL ELECTRONIC SAFETY &amp; SECURITY</b>				\$ <b>232,365</b>
31	<b><u>EARTHWORK</u></b>				
	<b>TOTAL EARTHWORK</b>				\$ -
32	<b><u>EXTERIOR IMPROVEMENTS</u></b>				
	<b>TOTAL EXTERIOR IMPROVEMENTS</b>				\$ -
33	<b><u>SITE UTILITIES</u></b>				
	<b>TOTAL SITE UTILITIES</b>				\$ -





## COMMISSION STAFF REPORT

**MEETING DATE:** May 18, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of the Application Scope of Work and Funding Request to the Permanent Community Impact Fund Board (CIB) for a \$38,700 Grant for the Spanish Valley Flood Management Study, Mack McDonald, Chief Administrative Officer

**RECOMMENDATION:** Solicit Public Comments and Make A Motion Approving the Scope of Work and Funding Request.

### SUMMARY

San Juan County staff have worked with the Utah School and Institutional Trust Lands Administration (SITLA) on establishing an estimate to continue and complete a comprehensive Flood Management Study for the Spanish Valley area. Originally, SITLA had performed the study for a portion of their properties in the Spanish Valley area. In partnership with SITLA, San Juan County would like to continue this study for a more comprehensive flood management study and plan of the entire area.

Total costs of the study are estimated to be \$77,400 of which SITLA would be providing half of the costs for the study.

San Juan County's Building Authority is asking for a grant of the funds from the Planning and Study funding where the County is able to make a funding request of under \$50,000 which is reviewed and approved for funding by the Utah Community Development office staff on an expedited basis.

The outcome of this study will provide the County the necessary project implementation and flood mitigation possibilities in the area to begin a water retention and storm water plan which will be provided to developers as they develop the area and will be used by staff to begin the proper planning and water conservation in the area.

The study also provides required information for a FEMA flood map of the area to assist developers or property owners in determining flood plain potential and hazards.

Timeliness of this study is critical now that there are available resources using the America Rescue Plan Act funding for infrastructure and water improvements which will be determined by the results of this study and plan.



**Proposal** for  
**NEXT STEP DRAINAGE MASTER PLAN**

Submitted to:

**San Juan County and  
State of Utah, School and Institutional Trust Lands  
Administration**

September 10, 2020

# SAN JUAN COUNTY-SPANISH VALLEY NEXT STEP DRAINAGE MASTER PLAN

Qualifications, Scope and Budget Estimate

## FIRM BACKGROUND

Established in 1974, Hansen, Allen & Luce, Inc. (HAL) has been serving the needs of the water community for 46 years. During that time HAL has worked for over 400 clients on thousands of water projects. We appreciate the long-term relationships we have established in government and industry throughout the region.

HAL specializes in storm water projects, drinking water projects, sanitary sewer projects, and irrigation water projects. By choice, over 85 percent of our work is for public or quasi-public clients including cities; water, sewer, and storm water special districts; county and state agencies; and irrigation companies.

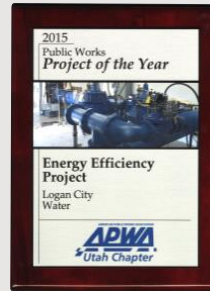
Our entire history has been dedicated to meeting the specialized needs of our many repeat water clients. Hansen, Allen and Luce, Inc. (HAL) is a Utah corporation with headquarters in South Jordan, Utah. HAL has 45 employees, most of which have been with the firm for many years. The average tenure is about 13 1/2 years. HAL has 25 Professional Engineers on staff, all licensed to practice in Utah.

*HAL is a respected Utah leader in water resources engineering and has recently received several awards including those shown to the right.*

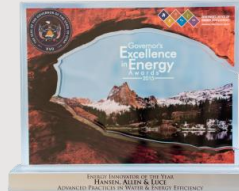
**2018 Public Works Project of the Year** – Awarded by the American Public Works Association (APWA) Utah Chapter for excellence in design and construction of the City of Saratoga Springs Marina Pump Station.



**2015 Public Works Project of the Year** – Awarded by the American Public Works Association (APWA) Utah Chapter for HAL's innovative engineering work with Logan City.



**2015 Energy Innovator of the Year** – Awarded by Utah Governor Gary R. Herbert in the 2015 Governor's Excellence in Energy Awards for HAL's advancement of water and energy efficiency in water utilities.



## OFFICE LOCATION



**Hansen, Allen, and Luce, Inc. (HAL)**  
859 W. South Jordan Pkwy. Ste. 200  
South Jordan, Utah 84095  
801.566.5599  
[www.halengineers.com](http://www.halengineers.com)

**Greg Poole, MS, PE**  
Principal, Chief Engineer  
O: 801.566-5599  
[gpoole@halengineers.com](mailto:gpoole@halengineers.com)

# SAN JUAN COUNTY-SPANISH VALLEY NEXT STEP DRAINAGE MASTER PLAN

## Qualifications, Scope and Budget Estimate



HAL has extensive master planning and hydraulic modeling experience for storm drain/storm water systems. The proposed HAL project team has prepared storm water models for more than 20 municipalities in Utah. The table below is a partial list of storm drain system master plans and models completed by HAL.

HAL –STORM DRAIN MASTER PLANNING AND MODELING EXPERIENCE			
CLIENT	POPULATION	PROJECT	YEAR
Blanding City	3,400	Storm Drainage Master Plan	2009
Draper City	47,000	Storm Drainage Master Plan	2012
Farmington City	23,000	Storm Drainage Master Plan	1984
Highland City	18,000	Storm Drainage Master Plan	2006
Layton City	72,000	Storm Drainage Master Plan (east side)	1988
Moab City	5,200	Storm Drainage Master Plan	2017
Murray City	49,000	Storm Drainage Master Plan	2011
Orem City	97,000	Storm Drainage Master Plan	1998
Price City	8,400	Storm Drainage Master Plan	2009
Provo City	116,000	Storm Drainage Master Plan Hydrology Review	2017
Riverton City	42,000	Foothills Storm Drain Master Plan Update	2010
Riverton City	42,000	Storm Drainage Master Plan	2001
Salem	8,300	Storm Water Master Plan	2019
Salt Lake City	197,178	Storm Water Master Plan	2019
Salt Lake County	1,137,820	Corner Canyon Flood Control Master Plan	1992
South Salt Lake City	24,000	Storm Drainage Master Plan	2017
South Weber City	7,200	Storm Drainage Master Plan	1996
Springville City	33,000	Storm Drainage Master Plan	2006
Tooele City	33,000	Storm Drainage Master Plan	2000
Sandy City	95,000	Storm Drainage Master Plan Update	2016
Sandy City	95,000	Storm Drainage Model	2013
Weber County	243,000	Storm Water Master Plan	2015
West Jordan City	113,000	Storm Drainage Master Plan	2015

## SIMILAR FLOOD CONTROL EXPERIENCE & REFERENCES

### SITLA San Juan County - Spanish Valley

In the fall of 2018, SITLA requested that HAL map the study area of approximately 1,500 acres to facilitate planning and to serve as a resource for future development planning. HAL performed the hydrologic analysis and floodplain delineation for Pack Creek to predict the 100-year (1% chance of being equaled or exceeded in any given year) flood flow rates and recommended drainage design criteria.

HAL assisted Landmark Design with general civil engineering support including drainage system, water, sewer, and road infrastructure and low impact development concepts in planning. These concepts include minimizing the directly connected impervious areas, provided onsite stormwater infiltration opportunities, and assured that downstream drainage systems were not impacted by future development. HAL provided master planning for the water distribution system and sewer collection system. To ensure coordination, HAL established points of connection to the water transmission pipeline and to the sewer trunk system.

The results of the hydrologic and hydraulic analyses will assist SITLA in their planning process for the San Juan County portion of Spanish Valley. Understanding what areas are at high risk of flooding allows proper measures to be taken to avoid future flooding. HAL provided three approaches and alternatives to flood risk mitigation.





**Salt Lake City Storm Water Master Plan (SWMP)**



**Relevance**

- Storm water master plan report
- Hydrology
- Inventory
- Subbasin delineation
- FEMA mapping
- GIS
- Asset Management

HAL was recently selected as the Prime consultant to lead a team in completing phase 1 and phase 2 of the storm water master plan (SWMP) for Salt Lake City Department of Public Utilities (SLCDPU).

This master planning effort represents one of the largest storm water master planning efforts in the State of Utah. It commenced in 2018 and is anticipated to be completed in multiple phases and over multiple years. HAL is assessing the current capability and capacity of the City’s storm water system and will propose future capital improvement projects.

In addition to providing project management and communication with the City and the team throughout the project, HAL is compiling and reviewing all previous SWMPs and associated studies to ensure that pertinent information developed during previous efforts is properly incorporated into the present study.

**Client Reference:**

Mike Guymon | 801.483.6749  
Project Manager

**HAL Key Staff**

David Hansen – Principal in Charge  
Gordon Jones – Project Manager  
Kayson Shurtz – Modeling  
Dan Jones – Analyst  
Greg Poole – Quality Assurance

HAL is conducting critical project meetings to assure that the City personnel are well positioned to make key decisions during the development of the city storm water master plan. These meetings include project kickoff and participation in bi-weekly, and milestone meetings. Meeting notes are taken, recorded and distributed to the project team and City’s project management.

HAL has identified thirteen critical Stakeholders and Partners as participants in the master planning process. Each Stakeholder or Partner is engaging and communicating with the City and providing valuable input.

The GIS component consists of the HAL team gathering all available GIS data from SLCDPU as well as other pertinent City, county and state resources and identifying data gaps. The data is being compiled into a single base map, reviewed, and then working with City staff to define a plan for acquiring the missing data. HAL is review existing SWMP study areas and updating the boundaries to ensure the boundaries are relevant from a drainage and land use perspective.

FEMA mapping and historical records is also included in this SWMP project. HAL is compiling historical flooding accounts gathered from the City and other available resources. Together with FEMA mapping information, HAL is developing GIS layers that will make identification of historic flooding and FEMA mapping easier.

HAL is developing asset management protocols to address current and anticipated system inadequacies and needs over the next 20 years. Using existing historical stormwater quality data, HAL is recommending protocol, parameters and criteria for future use by the City. **Completion Date:** Ongoing

**City of Salem Storm Water Master Plan**



**Client Reference:**

Bruce Ward, PE | 801.423.2770  
Salem City | City Engineer

**HAL Key Staff**

Kayson Shurtz – Project Manager  
Dan Jones – Modeling  
Gordon Jones – Quality Assurance

**Relevance**

- Storm water master plan report
- Capital Improvement Plan
- Stormwater modeling
- Demand projections
- Impact fees
- MS4 permit
- Low Impact Development (LID)
- Asset management

Salem City retained HAL to assist them with the development of a comprehensive city-wide stormwater master plan.

Salem City has a population of approximately 8,000 people and a mixture of stormwater management techniques currently in use. Primarily, stormwater sumps have been used, but some piping and limited LID implementation have been used. The City has an active MS4 permit.

This master plan will be a guide for the City to properly plan, budget and maintain a sustainable stormwater management system over the planning period and comply with the City’s MS4 permit and state requirements.

As part of this project, HAL is creating a model of existing conditions using Salem City GIS data, verifying accuracy and updating any missing data. HAL is providing a condition assessment of existing facilities and modeling buildout conditions including future annexation areas according to the Salem City Zoning and General Plan.

HAL is incorporating State Low Impact Development (LID) requirements and identifying areas where LID implementation is feasible, not feasible, and reasonable alternatives.

The project includes providing an implementation/capital improvements schedule, cost estimates, economic and rate analysis and recommendations, and an Impact Fee Facilities Plan and Analysis with recommendations for appropriate impact fees. **Completion Date:** 2020

**City of Moab Storm Water Master Plan**



**Relevance**

- Master plan
- Hydrology
- Inventory of existing storm water facilities
- GIS
- Subbasin delineation

The City of Moab retained HAL to assist in developing a storm water master plan to help guide the City in the future. The capital improvement plan (CIP) produced as part of the master plan provides the City with the ability to plan for future projects.

As part of the Storm Water Master Planning project, HAL collected and reviewed existing data from all available sources, identified gaps and prepared a summary of needed data. HAL compiled all data and provided it to the City in a GIS basemap.

HAL performed field work and a complete inventory of existing storm drainage facilities.

**Client Reference:**  
 Patrick Dean | 435-259-7485  
 Public Works Director

**HAL Key Staff**  
 Ben Miner – Project Manager  
 Gordon Jones – Quality Assurance

HAL participated in a model selection meeting with the City to compare different models, assisted the City in their selection, and discussed how to handle future development in the model and other modeling criteria.

Using the existing storm water system inventory and base mapping, HAL delineated subbasins within the City and tributary areas and assigned existing hydrologic characteristics to the delineated subbasins.

As part of the Storm Water Model Analysis, HAL computed 10-, 25- and 100-year storm runoff using the existing model. HAL review the results and identified problem areas, participated in a problem identification workshop, and perform a model “calibration” based on feedback from the City during the problem identification workshop.

The Storm Water Master Plan presents solutions to manage and regulate storm water runoff and to help mitigate flooding and environmental impacts. The purpose of the master plan is to educate developers, private property owners, City staff, and elected officials regarding the capability and needs of the City’s storm water system.

The master plan examines the existing storm water system. Existing deficiencies are identified and the preferred solution alternatives are presented with conceptual cost estimates. A Capital Improvement Plan (CIP) / Capital Facility Plan (CFP) was developed with this storm water master plan project.

**Completion Date:** 2017

# SAN JUAN COUNTY-SPANISH VALLEY NEXT STEP DRAINAGE MASTER PLAN

## Qualifications, Scope and Budget Estimate

South Salt Lake Storm Water Master Plan			
<b>CLIENT(S)</b>	City of South Salt Lake	<b>CONTACT(S)</b>	Dennis Pay   801-City Engineer
<b>KEY STAFF</b>	Marv Allen – Project Manager		
<p>The South Salt Lake Storm Water Master Plan presents technical activities to manage and regulate storm runoff and to help mitigate flooding and environmental impacts. The Master Plan educates developers, private property owners, City staff, and elected officials regarding the capability and needs of the City’s storm drainage system. The Master Plan examines the existing storm drainage system, identifies deficiencies, and presents preferred solution alternatives with conceptual cost estimates. A Capital Improvement Plan (CIP) was developed with Master Plan projects. <b>Completion Date:</b> 2017</p>			



- Relevance**
- Master plan
  - Hydrology
  - Inventory
  - GIS
  - Subbasin delineation

West Jordan Storm Water Master Plan			
<b>CLIENT(S)</b>	City of West Jordan	<b>CONTACT(S)</b>	Tim Heyrend   801-569-5086 Utilities Engineer
<b>KEY STAFF</b>	Gordon Jones – Project Manager, Marv Allen – Quality Assurance		
<p>West Jordan City is experiencing significant growth. The previous storm water master plan update was completed using fairly large subbasins (60 to 80 acres) with HEC-HMS. Because HEC-HMS is a hydrologic model only and does not model hydraulics and because of the large subbasin sizes, a more refined model was needed which includes hydraulics. HAL prepared a hydraulic model in InfoSWMM which is refined sufficiently to allow modeling each storm inlet in the City. In addition to model preparation, HAL assisted the City with an inventory of storm drainage infrastructure. <b>Completion Date:</b> 2015</p>			



- Relevance**
- Master plan
  - Hydrology
  - Inventory
  - Subbasin delineation
  - GIS
  - InfoSWMM modeling

Weber County Storm Water Master Plan			
<b>CLIENT(S)</b>	Weber County	<b>CONTACT(S)</b>	Jared Anderson   801-399-8374 County Engineer
<b>KEY STAFF</b>	Gordon Jones – Project Engineer, Marv Allen – Quality Assurance		
<p>In 2013, Weber County retained HAL to develop a county-wide storm water master plan. Weber County is one of fifteen entities in the county that qualifies as a Municipal Separate Storm Sewer System (MS4). Weber County needed to develop a Storm Water Master Plan to serve as a tool to guide future development within the county. A HEC-HMS computer model was developed for each of four study areas to simulate runoff during storm events. The master plan examines the existing storm drainage system. Existing deficiencies are identified and the preferred solution alternatives are presented with cost estimates. An implementation plan is developed with master plan projects. The County’s storm water facility design criteria were reviewed and storm water quality management recommendations are presented. <b>Completion Date:</b> 2014</p>			




- Relevance**
- Master plan
  - Hydrology
  - Inventory
  - GIS
  - Subbasin delineation

# SAN JUAN COUNTY-SPANISH VALLEY NEXT STEP DRAINAGE MASTER PLAN

## Qualifications, Scope and Budget Estimate


Murray Storm Water Master Plan			
<b>CLIENT(S)</b>	Murray City	<b>CONTACT(S)</b>	Trae Stokes   801-270-2401 City Engineer
<b>KEY STAFF</b>	Gordon Jones – Project Engineer, Marv Allen – Quality Assurance		
<p>Murray City selected HAL to complete a storm water master plan update to address development changes and annexation areas. The update was completed using the HEC-HMS model with data organized in ArcView GIS. Murray City chose to complete the update using the HEC-HMS model with storm drain capacities estimated through use of uniform flow assumptions and maximum allowable velocities. Specific problem areas were then refined using energy grade line computations to confirm needed improvements. The update serves four purposes: 1) Provide a storm water runoff model which predicts how the storm drainage system responds to design storm runoff events; 2) Identify and describe existing system problems; 3) Identified alternative mitigation measures and projects; and 4) provide a capital improvement plan implementing the preferred drainage solutions. <b>Completion Date:</b> 2011</p>			



**Relevance**

- Master plan
- Hydrology
- Inventory
- GIS
- Subbasin delineation


Riverton Foothills Storm Water Master Plan Update			
<b>CLIENT(S)</b>	Riverton City	<b>CONTACT(S)</b>	Trace Robinson   801-208-3137 Public Works Director
<b>KEY STAFF</b>	Greg Poole – Principal in Charge, Project Manager, Gordon Jones – Project Engineer, Marv Allen – Quality Assurance		
<p>In the summer of 2010, the Foothills area of Riverton City experienced a major storm that resulted in flooding and drainage problems. As a response to this event, the City contracted with HAL to complete an analysis of the Foothills Area that would be an addition to the 2004 Storm Water Master Plan completed by HAL. The update was completed using AutoDesk Storm and Sanitary Analysis based on GIS inventory data from Riverton and Herriman City. A portion of Herriman City is tributary to Riverton City’s storm water system prior to discharge into Rose Creek. The resulting project helped identify deficiencies in the drainage system (for both Riverton City and Herriman City), particularly in the functionality of detention facilities. <b>Completion Date:</b> 2011</p>			



**Relevance**

- Master plan update
- Hydrology
- Inventory
- Subbasin delineation
- GIS

Sandy City Storm Water Model			
<b>CLIENT(S)</b>	Sandy City	<b>CONTACT(S)</b>	Richard Benham   801-568-7280 Engineering Manager
<b>KEY STAFF</b>	Greg Poole – Principal in Charge, Project Manager, Marv Allen – Quality Assurance		
<p>In 2013, Sandy City retained HAL to prepare a City-wide EPA SWMM storm water model. HAL efficiently used GIS tools including SCS soils data, parcel data, impervious surface coverage, storm drainage facilities inventory, and land use planning to define subbasin characteristics. Key subbasin characteristics include directly connected impervious area, composite CN (including the influence of the unconnected impervious area), subbasin slope, and overland flow length (used to compute the subbasin characteristic width). The completed model is a useful tool helping the City with planning and project implementation and has been consulted often since its completion in 2013. HAL was selected to complete phase 1 of a Comprehensive Stormwater Management Plan in 2020. The anticipated completion for phase 1 is for the fall of 2020.</p>			



**Relevance**

- Storm water model
- Subbasin delineation
- GIS

# SAN JUAN COUNTY-SPANISH VALLEY NEXT STEP DRAINAGE MASTER PLAN

## Qualifications, Scope and Budget Estimate

### TEAM MEMBER QUALIFICATIONS AND EXPERIENCE

Members of the HAL team were carefully selected to meet the needs of this project for SITLA and San Juan County. Key team members have specific planning, design, and construction experience related to storm water master plans, GIS, modeling, and capital facility plans.

#### Greg Poole, MS, PE – Project Manager, Low Impact Development Design (LID)

**Education:** MS, Multi-disciplinary Engineering with Emphasis in Water Resources, Utah State University | BS, Irrigation and Agricultural Engineering, Utah State University

**Registration:** Professional Engineer, UT | **Years of Experience:** 39



Greg has specialized in complex analyses and studies in surface and groundwater hydrology, hydraulics and water quality. He has participated in many of HAL's significant master planning, design and construction related projects involving wastewater disposal, storm water and flood control, culinary and irrigation water supply, water quality protection, watershed management, and wetlands permitting. He is currently

serving on the Utah City Engineers Council, Storm Water Committee, preparing Low Impact Development (LID) guidelines for City Engineers in the state of Utah.

- Draper City – Storm Water Master Plan
- Draper City – Storm Water Management Plan & UPDES Phase II Application
- Farmington City – Storm Water Master Plans
- Layton City – Storm Water Master Plans
- Midvale City – Storm Water Funding Program Development
- Midvale City – Storm Water Management Plan & UPDES Phase II Application
- Murray City – Jefferson Storm Water Facilities Design
- Murray City – Storm Water Master Plans
- Orem City – Storm Water Master Plan

#### Kayson Shurtz, PE – Project Engineer

**Education:** MS and BS, Civil & Environmental Engineering, Brigham Young University

**Registration:** Professional Engineer, UT, CA | **Years of Experience:** 10



Kayson routinely performs hydrologic and hydraulic modeling studies, water distribution system modeling, reservoir operations modeling, sediment transport and scour studies, storm drainage design, and numerous radar rainfall analysis projects. He has worked on several large-scale reservoir operation models including reservoirs located on the Columbia River, Alabama River,

Apalachicola River, and San Joaquin River systems. He has worked extensively with the Corps Water Management System (CWMS) successfully implementing the software for 8 different watersheds for various Corps Districts.

- Salem City – Storm Water Master Plan
- Salt Lake City – Storm Water Master Plan
- Blanding City – Storm Water CIP Update
- Salt Lake County – 35<sup>th</sup> South and 80<sup>th</sup> West Storm Drain Design
- Murray City – Tanner Ditch Assessment
- Salt Lake City – 2200 East Storm Water Design
- Saratoga Springs – Master Plan and Impact Fee Updates
- Corps of Engineers – Omaha District CWMS Model Implementation
- Napa, CA – Storm Water Evaluation
- HEC-RAS Course Instructor – Floodplain Management Association, Sacramento, CA

#### Dan Jones, PE, CFM – Storm Water Analysis and Modeling

**Education:** MS, Civil & Environmental Engineering with Emphasis in Water Resources, Brigham Young University  
BS, Mathematics, Brigham Young University

**Registration:** Professional Engineer, UT | Certified Flood Plain Manager (CFM) | **Years of Experience:** 4



Dan is a staff engineer and data analyst with experience on a variety of hydrologic and hydraulic projects including 2D floodplain modeling, peak flow development, storm and sanitary sewer analysis, automated basin delineation using HEC-GeoRAS, and storm frequency analysis. He is fluent in several programs including ArcMap, HEC-HMS, HEC-

RAS, and AutoCAD Storm and Sanitary Analysis. Dan's professional experience includes work for a water resources engineering firm in Dallas, TX, where he studied floodplains for both public and private clients

- Payson City – Preliminary Floodplain Evaluation
- Salem City – Stormwater Master Plan
- Salt Lake City – Storm Water Master Plan
- Draper City – Traverse Ridge Road Storm Water
- Springville City – Secondary Water Master Plan
- Saratoga Springs City – 2-D modeling of Welby-Jacob Canal
- Herriman City – MPRC development drainage and detention basin sizing
- Fort Sam Houston – Storm System Evaluation, San Antonio, TX
- Cheyenne – Flooding Assessment, WY

# SAN JUAN COUNTY-SPANISH VALLEY NEXT STEP DRAINAGE MASTER PLAN

## Qualifications, Scope and Budget Estimate

# APPROACH AND METHODOLOGY

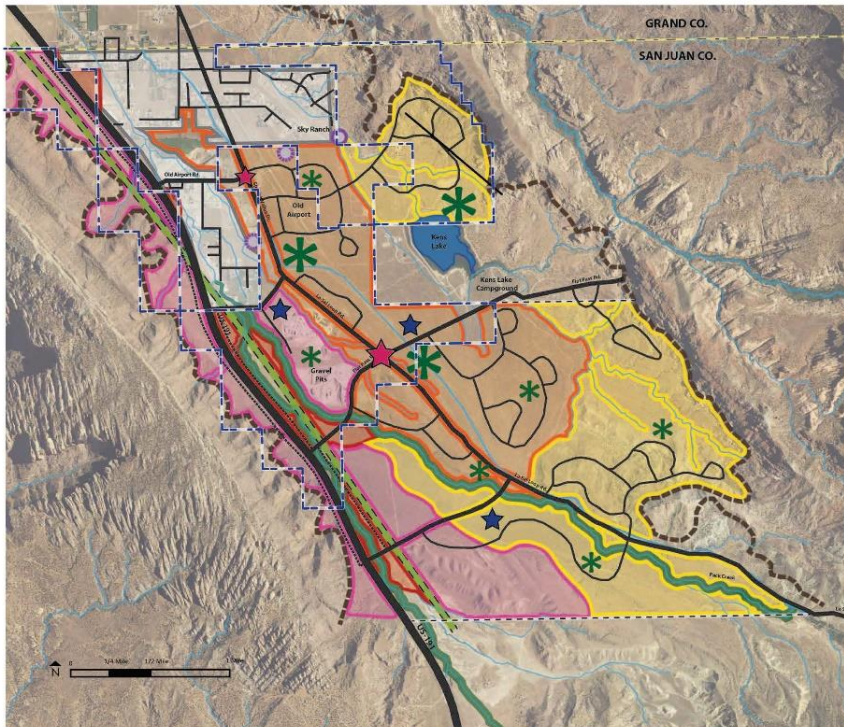
## PROJECT UNDERSTANDING

A master storm drainage plan is needed to help implement the San Juan County Spanish Valley Area Plan (see figure below). We understand that the key issues are as follows.

- Pack Creek flood hazard must be addressed (see SITLA Flood Hazard Mapping memo, HAL 2019).
- Potential development impacts on storm water quality and quantity to Pack Creek must be mitigated.
- Low impact development (LID) techniques should be implemented as close as possible to the source of the change in runoff. Inherent in development is an increase in impervious area which can increase the volume and peak of storm water runoff. The Spanish Valley study area soils are permeable and it is expected that LID practices including infiltration will be effective in mitigating the potential impacts. Low impact development practices will potentially reduce initial infrastructure costs. The soils are conducive to the use of dry wells (sumps) to infiltrate runoff near the source and thus reduce the size and cost of downstream conveyance systems.

10

San Juan County Spanish Valley Area Plan (2018)



### Description

The San Juan County Spanish Valley Area Plan provides a rational land use and growth strategy that builds upon the key principles identified through the public input process and the director county officials.

Accordingly, there are five types of potential Growth and Development Areas, each with unique opportunities and considerations, as follows:

#### Private Land Areas

This area consists of both developed and undeveloped land that is owned by numerous private parties. Since the area has been inconsistently planned, the focus is on meeting the following needs:

- Establishing a rational and coordinated system of road and storm water conveyance system
- Providing transitions between existing and future incompatible uses
- Facilitating limited subdivision and densification where opportunities exist
- Ensuring that future development follows a new system of guidelines that promote safe, coordinated growth and development

#### Central Development Areas

Located in the center of the valley, these are the flattest and easiest to develop areas. They are suitable for a wide range of development, including residential, civic, institutional and parking space uses. They also support limited development of local commerce and community service. The large tracts of contiguous land are primarily under single ownership, which promotes the application of coordinated development strategies.

#### Perimeter Development Areas

Located on the east and south edges of the valley, these areas are relatively distant from existing growth areas. The application of coordinated strategies and models for lower-density development should be explored.

#### Highway Commercial Areas

Regional commercial uses and needs are supported along the highway near major interchanges. Direct access from the highway should be limited to promote movement.

#### Flex Development Areas

These areas provide unique opportunities to create an economic base for the valley, due in part to their location near the highway, yet buffered from nearby neighborhoods. A flexible development approach should be considered to allow market developments and opportunities to be addressed.

### Legend

- - - SITLA Property Boundary
- - - Steep Slopes Delineating Valley
- Lakes/Reservoirs
- Major Drainage
- Minor Drainage
- US-191
- Primary Road
- Secondary Road
- ..... Frontage Road
- Power Corridors
- New Culinary Water Well
- Future Culinary Water Well (known)
- ★ Regional Park
- ★ Community Park
- ★ Schools
- ★ Neighborhood Center
- Private Land Area - focus on full limited subdivision of acre + full, and logical road/culiculation linkages (700 acres)
- Central Neighborhood Development Areas (1,400 acres)
- Perimeter Neighborhood Development Areas (1,700 acres)
- Flex Development Areas - residential development (1,075 acres)
- Highway Commercial Areas (200 acres)
- Spanish Valley - Phase boundary

Spanish Valley - Phase I: PC Zone Application  
October 31, 2018



Qualifications, Scope and Budget Estimate

Three alternatives have been identified to mitigate Pack Creek flooding hazard.

- Avoid development in all the areas that are mapped as being affected by 1% chance (100-year) flood hazard.
- Protect individual developments with levees.
- Construct a debris basin that would be placed above the alluvial fan to slow the flow out of the canyon mouth sufficiently to remove debris, bed load, and suspended sediments. The downstream conveyance system would need to be enhanced as well to provide for the conveyance of the 1% chance flood event.

Involvement of key stake holders in the drainage master planning process is critical to the long-term success of the planning efforts. The following scope of work provides key stake holders with the tools needed to make key decisions during the defining and implementation of the storm drainage master plan.

The scope of work is divided into two parts: Pack Creek Alluvial Fan Flooding Mitigation, and development storm drainage system master planning.

**SCOPE OF WORK**

**TASK 100 PACK CREEK ALLUVIAL FAN FLOODING MITIGATION**

**Objective:** Refine the alternatives for mitigating alluvial fan flooding sufficiently to facilitate key stakeholders selecting the preferred alternative.

**Input:**

- Pack Creek hydrology and alluvial fan flooding mapping (see Flood Hazard Mapping memo, HAL 2019).
- Scope of work

**Activities:**

1. Prepare for and conduct a project kick off meeting. Summarize and present available San Juan County Spanish Valley storm drainage and flood hazard mapping information. Review scope of work.
2. Extend the flood hazard mapping north to the County line. The SITLA mapping will be extended to the County line through use of the recently completed 0.5-meter LIDAR data. The existing HEC-RAS model prepared for SITLA will need to be extended approximately 13,000 feet downstream to include non-SITLA lands that are within the study area of this project.
3. Prepare a comparison of the alternatives for mitigating the Pack Creek flood hazard.
4. Participate in a workshop with key stake holder representatives presenting the alternatives, recommendations, and receive direction for Pack Creek master planning.
5. Prepare plans conceptually defining the preferred Pack Creek flood hazard mitigation measures.
6. Prepare estimate of construction costs.

**Output:**

- Preferred alternative for mitigating Pack Creek flood hazard.
- Conceptual Pack Creek flood hazard mitigation plans.
- Estimate of construction costs.



**TASK 200 DEVELOPMENT STORM DRAINAGE SYSTEM MASTER PLANNING**

**Input:**

- San Juan County – Spanish Valley General Plan – Storm Drainage memo (HAL, January 11, 2018).
- San Juan County Spanish Valley Area Plan (2018)
- San Juan county Spanish Valley Zoning Map.
- Existing conditions storm runoff model (prepared for the Pack Creek flood hazard mapping).
- Scope of work

**Activities:**

1. Prepare and update GIS data base to include Spanish Valley development planning.
2. Update/revise/refine the existing conditions storm runoff model and include the northern areas of the County in Spanish Valley that were not included in the SITLA Pack Creek model.
3. Perform a site reconnaissance focused on the areas to be added to the existing model.
4. Prepare a future conditions model based on the proposed land use plans. Predict impacts to Pack Creek if mitigation measures are not implemented.
5. Prepare conceptual storm drainage facilities and LID mitigation measures for each type of proposed development. Alternatives to consider include both regional and development specific storm drainage facilities. A key goal is to control storm runoff such that there are no adverse water quality nor water quantity impacts to Pack Creek.
6. Conduct a workshop with key stakeholders presenting the findings and proposed storm drainage control alternatives. A key goal of the workshop is the selection of the preferred drainage solution(s).
7. Prepare a master plan storm drainage model.
8. Prepare GIS data base including the storm drainage master plan elements.
9. Prepare an estimate of capital costs needed to implement the plan.
10. Prepare a draft master plan document. Provide the draft plan document to key stake holders for review.
11. Review the draft master plan with key stakeholders in a workshop.
12. Revise the master plan incorporating key stakeholder comments from the workshop.

**Output:**

- Master plan documentation including master plan report, storm drainage model, and GIS data base.

**ASSUMPTIONS**

The Hansen, Allen & Luce, Inc. (HAL) Scope of Work and Engineering Fee have been developed and estimated assuming that the project will proceed in general conformance with HAL's proposal. As part of this Scope of Work, the following assumptions were made.

1. Three online meetings with representatives of key stakeholders are included in the budget. It is assumed that the SITLA and San Juan County will provide a list of representatives to be included in the workshops.
2. The budget assumes one round of comments on the draft master plan document and then preparation of the final document. Additional revisions and additions to the final master plan document can be made on a time and materials basis.
3. Land surveying and geotechnical investigations are not included in the budget. It is assumed that existing information from prior studies is sufficient for the master planning effort.



# HAL PROPOSAL SPREADSHEET



**CLIENT:** [Redacted]  
**PROJECT:** San Juan County Spanish Valley Storm Drainage Master Plan

Pha Task #	Task Activity	Billing Period	Sr. Man Prof GJP	Sr Prof I KCS	Prof I DJ	Total Hours	Labor Cost	Expense Cost	Total HAL Cost with Contingency	COMMENT
<b>I SUBTAKS TITLE 1</b>										
100	Project initiation and general communications	1	12	12		24	\$4,149.60	\$484.00	\$5,096.96	FEMA data request
101	Preparation and Kick off meeting	1	4	8		12	\$1,978.00	\$72.00	\$2,255.00	Online Meeting
102	Extend the flood hazard mapping north to County line	1	4	4	16	24	\$3,260.00	\$144.00	\$3,744.40	Extend model about 13,000 feet
103	Prepare a comparison of flood hazard mitigation alts	1	6	4	40	50	\$6,469.40	\$300.00	\$7,446.34	
104	Workshop	1	4	4		8	\$1,383.20	\$48.00	\$1,574.32	Online meeting
105	Prepare conceptual plans	1	4	12		52	\$5,853.48	\$312.00	\$6,782.03	
106	Prepare cost estimate	1	4	8		12	\$1,978.00	\$72.00	\$2,255.00	
199	Quality Control (QC) / Quality Assurance (QA)	1				0	\$0.00	\$0.00	\$0.00	
SUBTOTAL HOURS/UNITS:			38	52	56	182				
SUBTOTAL:			\$7,489.80	\$7,732.40	\$6,568.80		\$25,071.68	\$1,432.00	\$29,154.05	

<b>II SUBTASK TITLE 2</b>										
200		1				0	\$0.00	\$0.00	\$0.00	
201	Prepare and update GIS data base	1	2	4	20	26	\$3,335.00	\$156.00	\$3,840.10	
202	Update/revise/refine existing conditions model	1	4	8	20	32	\$4,324.00	\$192.00	\$4,967.60	add about 480 acres to the model, say 16 subbasins; refine 30 other subbasins
203	Perform site visit	1		16	16	32	\$4,256.00	\$817.00	\$5,580.30	
204	Prepare future conditions model	1	1	4	12	17	\$2,199.50	\$102.00	\$2,531.65	
205	Prepare conceptual storm drainage facilities for each type of development	1	6	8	18	32	\$4,483.60	\$192.00	\$5,143.16	
206	Workshop	1	4	4	4	12	\$1,852.40	\$72.00	\$2,116.84	
207	Prepare a master plan storm drainage model	1	2	4	12	18	\$2,396.60	\$108.00	\$2,755.06	
208	Prepare GIS data base	1		4	32	36	\$4,348.40	\$216.00	\$5,020.84	
209	Prepare estimate of public captial costs	1	4	8		12	\$1,978.00	\$72.00	\$2,255.00	
210	Prepare a draft master plan document	1	4	12	24	40	\$5,388.00	\$240.00	\$6,190.80	
211	Review the draft master plan with key stakeholders in a workshop	1	4	4	4	12	\$1,852.40	\$72.00	\$2,116.84	Online meeting
212	Prepare final master plan document	1	4	8	16	28	\$3,854.80	\$168.00	\$4,425.08	
299	Quality Control (QC) / Quality Assurance (QA)	1	6			6	\$1,182.60	\$36.00	\$1,340.46	
SUBTOTAL HOURS/UNITS:			41	84	178	303				
SUBTOTAL:			\$8,081.10	\$12,490.80	\$20,879.40		\$41,451.30	\$2,443.00	\$48,283.73	

**TOTAL HOURS BY EMPLOYEE:** 79 136 234

PHASE	TASK	Labor	Direct Exp	Subtotal
		Costs	Cost	w/Contingency
I	SUBTAKS TITLE 1	\$25,071.68	\$1,432.00	\$29,154.05
II	SUBTASK TITLE 2	\$41,451.30	\$2,443.00	\$48,283.73
	<b>TOTAL:</b>	\$66,522.98	\$3,875.00	\$77,437.78

**\$77,400 Recommended Budget 2021**

Filename: H:\Marketing\Proposals\_SOQ's\2020\San Juan County - SITLA\Final\Spanish Valley MP - BUDGET up.xlsx>Data Entry - Straight Hours