

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is made and entered into by Lewis County Public Health and Social Services and Lewis County Superior Court as to the conditions for acceptance of monies distributed by Lewis County Public Health & Social Services from the Criminal Justice Treatment Account (CJTA) pursuant to RCW 71.24.580.

I. PURPOSE

The purpose of this MOU is to provide treatment and recovery support services to individuals involved in the criminal justice system in accordance with RCW 71.24.580.

II. CONSIDERATION

Upon approval by the Lewis County Commissioners, the above parties agrees that:

1. This Agreement shall become effective on full execution hereby both Parties and shall continue for a period of one year from July 1, 2024, through June 30, 2025.
2. Lewis County Public Health and Social Services shall reimburse Lewis County Superior Court to support a 0.50 FTE Assistant Program Coordinator (not to exceed \$40,647 annually). This position shall be overseen by Lewis County Superior Court.
 - a. Payment shall be made on a reimbursement basis, supported by documentation of units of work performed (time sheets) and amounts earned, including where appropriate, the actual number of days worked each month, total number of hours for the month, and total dollar payment requested by the 15th of the following month reimbursement is being sought for.
3. Lewis County Superior Court is responsible for submitting the Programmatic Treatment Report (PTR) each quarter through a Managed File Transfer (MFT). The Health Care Authority will provide Lewis County Superior Court with an excel workbook template that will capture a variety of demographic and programmatic data that supports the services being provided by the state appropriations. The PTR must be submitted into the Behavioral Health Data System (BHDS) through the established Secure File Transfer procedure within 45 days of the end of each State Fiscal Quarter. Files submitted must conform to the following naming convention: _<County Name>_<Date of Upload>.
4. Either party may terminate this MOU upon 30 days' prior written notification to the other party. If this MOU is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this MOU prior to the effective date of termination.

III. ENTIRE MEMORANDUM OF UNDERSTANDING

This Agreement represents the entire Agreement between the parties and supersedes any prior oral statements, discussions, or understandings.

Dated this _____ day of _____.

**FOR LEWIS COUNTY PUBLIC HEALTH &
SOCIAL SERVICES**

Meja Handlen, Director
Lewis County Public Health & Social Services

FOR LEWIS COUNTY SUPERIOR COURT

Susie Palmateer, Court Administrator
Lewis County Superior Court