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

Opioid Treatment Program (OTP) Community Relations Plan

Agency Name Therapeutic Health Services Credential Number _____

Agency Administrator Cynthia Duay Date _____

Mailing Address 5802 Rainier Avenue South

City Seattle State WA Zip Code 98118

Phone (enter 10 digit number) (206) 723-1980 Email Address _____

Proposed Site Location Address Current THS Kent location at 24823 Pacific Highway South, Kent, WA 98032

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

The plan is separated into three parts:

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

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

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

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

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

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

Part One — Pre-licensure Community Relations Plan

Step 1:

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

Identify the legislative authority by contacting:

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

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

Regulatory Reference: WAC 246-341-1005

Authority Contact	Telephone Number	Email Address	Responsible Person
City Mayor Dana Ralph		Mayor@Kent.WA.gov	Patricia Edmond Quinn, Mayor Ralp
County Susan McLaughlin/Bra		smclaugh@king county.gov, brad.finegood	Ken Schlegel, Susan McLaughlin, Br
Tribal N/A	N/A	N/A	All tribes were notified of intent to e

Meeting Held With		Date of Meeting	Attendees	Issues and Outcomes
City	◉	Aug 9, 2023	Patricia Edmond-Quinn, THS CEO, Mayor D	Informed of planned MOUD expans
County	◉	Jan 31, 2024	Ken Schlegel, Brad Finegood, Susan McLau	Letter of Support
Tribal	○			

Step 2:

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

Regulatory Reference: WAC 246-341-1005

Stakeholder Group	**Identified Representatives**	**Date contact made/ meeting held**	**Issues and Outcomes**
Seattle & King County Public Health	Brad Finegood	February 7, 2024	Informed of intent to expand Kent location, requested letter of support for Department of Commerce grant
King County Behavioral Health & Recovery Division	Susan McLaughlin	February 7, 2024	Informed of intent to expand Kent location, requested letter of support for Department of Commerce grant application
City of Kent	Mayor Dana Ralph, Council Member John Boyd, Kristen Holdsworth, City of Kent Planning and Development Services	Various meetings beginning in February 2024 and culminating in November 2025 discussing steps necessary to change zoning to allow for MOUD at current Kent location	Informed of intent to expand Kent location, requested letter of support for Department of Commerce grant application. Change in
Washington State Opioid Treatment Authority			Informed of intent to expand Kent location, requested letter of support for Department of Commerce grant application

Step 3:

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

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

Concerns Identified	**Stakeholder(s) Concerned**	**Suggested Mitigation Alternatives**
Zoning changes needed for the provision of MOUD in current Kent location	Mayor Dana Ralph, Council Member John Boyd, Kristen Holdsworth, Planning and Development Services	Complete rezoning process with City of Kent
Potential for increased loitering/illegal activity around clinic site during and after business hours	Kent Law Enforcement, City of Kent Chief of Police Rafael Padilla	Community Liaison, Expand security monitoring

Step 4:

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

Mitigation Task	Concerns Addressed by Task	Target Date	Resolution Date
Change zoning laws to permit MOUD treatment at current Kent location.	Kent City Council holds series of meetings where public comment is solicited. No significant issues raised by stakeholders within close proximity of existing clinic site.	11/30/2024	12/01/2024

Part Two	Interim Community Relations Plan		
Step 1: Document any new concerns identified and contact made or meetings held with the additional stakeholders.			
Stakeholder Group	**Identified Representatives**	**Date Contact made/ meeting held**	**Agenda and Outcomes**

Step 2:

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

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

New Concerns Identified	**Suggested Mitigation Alternatives**

Step 3:

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

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

Part Three	On-Going Community Relations Plan

Step 1:

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

Regulatory Reference: WAC 246-341-1005

Community Liaison	Person Identified	Contact Information
	Christopher Ivey	civey@ths-wa.org

Community Relations Coordinator	Person Identified	Contact Information
	Ken Schlegel	kenneths@ths-wa.org

Step 2:

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

Type of Event	Target Date	Date Completed	Evaluation
Kent Expansion Parking Lot Party	July 29, 2023	July 29, 2023	
Kent Expansion Open House	June 30, 2026		

Step 3:

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

Type of Material	Target Date	Date Completed	Evaluation
THS website (www.ths-wa.org)	05/31/2026		Modification of website to reflect provision of MOUD services, hours
2026 THS Programs and Services Guide	05/31/2026		Update 2026 THS Programs and Services Guide to reflect provision of
THS Adult and Youth Services Brochure	05/31/2026		Update 2026 THS Programs and Services Guide to reflect provision of
Email campaigns to stakeholders in South King County	5/31/2026		Email messaging to be sent to stakeholders announcing expansion,

Step 4:

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

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

New Concerns Identified	Suggested Mitigation Alternatives

Step 5:

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

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