

Contract Amendment

The Contract Amendment is made and entered into between the Kitsap Public Health District, a Health District organized pursuant to chapter 70.46 Revised Code of Washington and Section 9.52 Kitsap County Code, hereinafter referred to as "District," and The People's Harm Reduction Alliance, a **501(c)3 non-profit organization**, hereinafter referred to as "Contractor."

In consideration of the mutual benefits and covenants contained herein, the parties agree that their Contract, numbered as KPHD 2308 and executed on January 1, 2023, and Amendment #2 to that agreement extended the term and the dollar amounts respectively and now shall be amended as follows:

Section I, Period of Performance: The period of performance of this agreement shall be extended through December 31, 2025.

Section IV, Compensation: The District agrees to pay Contractor additional \$40,000 during the extended period of performance as indicated in Section IV of this amendment.

ATTACHMENT A SCOPE OF WORK

The scope of work for the mobile syringe exchange services contract includes:

1. **Provide exchange of syringes and other injection supplies using needs-based distribution methodology to prevent the spread of disease:** Provide participants with new sterile syringes in accordance with District procedures (see Appendix 1 in contract).
2. **Provide prevention education and referral services:** During all syringe exchange encounters, provide prevention education and referral services to inform and encourage people who use drugs to seek assistance and treatment to quit injecting illicit drugs.
3. **Provide mobile syringe exchange services in a manner that compliments existing fixed-site syringe exchange services:** Provide mobile syringe exchange services. Days and times will compliment additional exchange service times and will be based on client needs.
4. **County-wide service area:** Provide syringe exchange services across Kitsap County only, with an emphasis in rural areas and for county/city residents who may not have the means to access existing fixed-site syringe exchange services in Bremerton, Poulsbo, and Port Orchard. **Exchanges will not occur within the Poulsbo city limits.**
5. **Referral to healthcare and/or public health services/programs:** Provide referrals for HIV counseling and testing, hepatitis C screening, TB testing, STI testing and treatment, immunizations, and other primary care needs. Collaborate with the District to identify appropriate referral sources and maintain a referral system.
6. **Referral to behavioral health, mental health, and substance use disorder treatment:** Provide referrals to appropriate community organizations for substance use disorder treatment, healthcare services, behavioral and mental health services. Collaborate with the District to identify appropriate referral sources and maintain a referral system. This includes the KPHD Pregnancy and Parenting call line.
7. **Referrals to other services:** Provide referrals to other social service organizations as appropriate (e.g., housing, jobs, etc.). Provide referrals for health insurance enrollment.
8. **Harm reduction education:** Provide all mobile syringe exchange participants with hepatitis and HIV prevention education including safer sex and safer injection practices. Information should also be available on the prevention, testing, and treatment of sexually transmitted infections, tuberculosis, overdose prevention and response including the use of naloxone and notification to 911, and health problems/consequences related to illicit injection drug use.
9. **Delivery of used syringes and sharps containers at District for proper disposal:** Ensure all used syringes are deposited into a proper sharps containers and that all sharps containers are delivered to the District for disposal at a time and frequency determined in consultation with the District. Report quarterly to the District on exchanges in Kitsap County.

- 10. Participate in the District’s Opioid Response Network meetings:** Attend and participate in regularly scheduled network meetings.
- 11. Attend and participate in scheduled meetings with the District:** Attend and participate in scheduled check-in meetings with the District to coordinate and review syringe exchange services work. This includes at least one annual in-person site visit.

**ATTACHMENT B
BUDGET**

Budget Item	Eligible Cost
Personnel	
Executive Director	\$1,200
Program Manager	\$1,200
Kitsap County Mobile Outreach Coordinator	\$24,000
Accountant/Bookkeeper	\$600
Employee Healthcare & Taxes	\$5,016
Personnel Subtotal	\$32,016
Non-Personnel	
Phone/Internet	\$400
Supply Storage	\$1,500
Educational Literature	\$250
Tools/Safety Equipment/Supplies	\$1,834
Vehicle Mileage/Maintenance	\$4,000
Non-Personnel Subtotal	\$7,984
Total Budget	\$40,000

Except as expressly provided in this Contract Amendment, all other terms and conditions of the original Contract, and any subsequent amendments, addenda or modifications thereto, remain in full force and effect.

This amendment shall be effective upon execution by the parties.

KITSAP PUBLIC HEALTH DISTRICT

THE PEOPLES HARM REDUCTION ALLIANCE

Yolanda Fong 12/03/24
Yolanda Fong (Dec 3, 2024 1:59 PST)
 Yolanda Fong, Administrator Date

Laura Wirkman 12/10/24
 Laura Wirkman, Executive Director Date

Funding Source
Program: <u>Substance Use Prevention & Response</u> Non-Federal Contract/Grant: SHW Tipping Fee

APPENDIX 1

Syringe Exchange Services Program Procedures

In Kitsap County, syringe exchange service sites seek to provide exceptional care and the best possible experience for every client. We work together with clients to ensure they receive the respect, compassion, and services they need. The exchange is a safe place free from violence, threats, and negative language.

Procedures Overview

The purpose of this document is to provide guidelines for the implementation of syringe exchange services at sites of KPHD's community partners in syringe exchange.

Goal: To ensure access to sterile syringes and injection equipment to eliminate the transmission of bloodborne pathogens among people who inject drugs. Also, to ensure safe and proper disposal of used syringes.

Strategies:

- Utilize evidence-based strategies while developing and implementing syringe exchange services.
- Provide access to sterile syringes using the [CDC supported needs-based distribution methodology](#) and injection equipment, and safer sex supplies.
- Promote safe disposal of syringes and injection equipment, including collection and disposal of used syringes.
- Develop and deliver education and health promotion activities relevant to the goal.
- Facilitate referral for services including substance use disorder treatment, medical care, healthcare insurance navigation, and other community services.
- Offer referrals for communicable disease screening and prevention services and/or facilitate access to these services in the community.

Syringe Exchange Operations

- Ask client what supplies they request and collect demographic data from client.
 - Number of syringes distributed is needs-based per CDC methodology referenced above.
 - Clients that do not bring in syringes for exchange may be offered syringes following the CDC needs based distribution methodology. Exchange sites should engage in education and discussion about safe syringe disposal when a client comes without syringes to exchange.
 - Offer sharps containers to every client at every visit. Advise client to not fill sharps containers beyond the fill line and to only use sharps containers or puncture resistant bottles for used syringes.
- Facilitate referral, communicable disease screening, prevention, and SUD treatment services.
- Educate clients on appropriate disposal sites and methods.
- Gather supplies the client has requested.
- Instruct clients to return used syringes at the next visit.

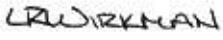
Supply Management & Ordering Supplies

- PHRA will work with Washington State DOH to order supplies.

Disposal Procedures at KPHD

KPHD staff involved in the transport of hazardous waste must receive appropriate training in handling and disposal procedures prior to being authorized to transport waste.

Stericycle picks up bi-weekly. KPHD staff will coordinate with the mobile exchange for drop from used syringes and place 43-gallon biohazard collection containers on the loading dock so that the mobile exchange may place syringe containers directly into them to ensure they are ready for Stericycle pick up.

Signature: 

Email: laura@phra.org

2308 Amendment 2 PHRA (2436)

Final Audit Report

2024-12-10

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