

**MINUTES  
BOX ELDER COUNTY COMMISSION  
OCTOBER 21, 2015**

The Special Commission Meeting was called to order by Chairman Summers at 6:00 p.m. with the following members present, constituting a quorum:

Stan Summers	Chairman
Jeff Scott	Commissioner
Marla Young	County Clerk

EXCUSED:            Jeff Hadfield            Commissioner

**AGENDA: *ATTACHMENT NO. 1***

**PRESENT BOTH SUPPORTING AND OPPOSING ARGUMENTS FOR PROPOSITION 1 – AN OPINION QUESTION TO PROVIDE FUNDING FOR TRANSPORTATION IMPROVEMENTS SUCH AS ROADS, SIDEWALKS, TRAILS, MAINTENANCE, BUS AND RAIL SERVICE AND SAFETY FEATURES – COMMISSIONERS**

Commissioner Scott read the arguments submitted “FOR” Proposition 1.

Chairman Summers read the arguments submitted “AGAINST” Proposition 1.

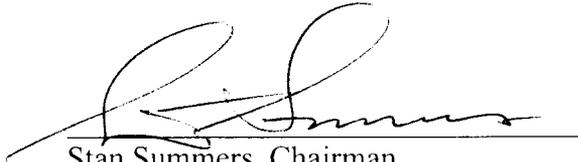
Commissioner Scott read the rebuttal submitted to the “AGAINST” arguments for Proposition 1.

**Duane Phippen of Brigham City** stated he is for Proposition 1 because there were times in his life when the roads weren’t very good. They were dirt and mud. He stated he would like to see high speed trains for transportation like other areas have.

**ADJOURNMENT**

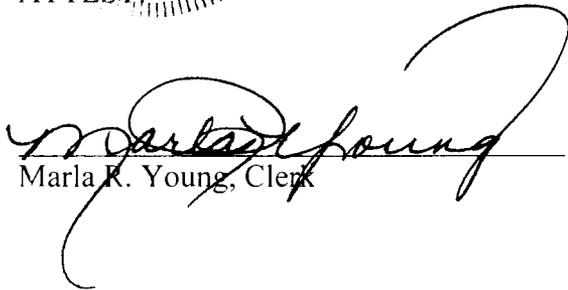
A motion was made by Commissioner Scott to adjourn. Chairman Summers seconded the motion and the meeting adjourned at 6:35 p.m.

ADOPTED AND APPROVED in regular session this 4<sup>th</sup> day of November 2015.

  
Stan Summers, Chairman

  
Jeff Scott, Commissioner



  
Marla R. Young, Clerk

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BOX ELDER COUNTY CLERK  
Box Elder County Courthouse  
01 South Main Street  
Brigham City, Utah 84302

**NOTICE and AGENDA**

*Public Notice* is hereby given that the Box Elder County Board of County Commissioners will hold a **Special Commission Meeting** commencing at **6:00 p.m. Wednesday October 21, 2015** in the Commission Chambers of the Box Elder County Courthouse, 01 South Main Street, Brigham City, Utah.

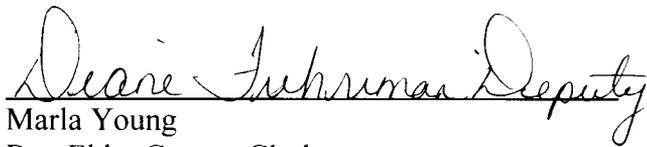
\*6:00 p.m. Call to Order: Chairman Summers

1. Present both Supporting and Opposing Arguments for Proposition 1 - An Opinion Question to Provide Funding for Transportation Improvements such as Roads, Sidewalks, Trails, Maintenance, Bus and Rail Service and Safety Features – Commissioners.

**Adjournment**

Prepared and posted this 16<sup>th</sup> day of October 2015..

Mailed to the Box Elder News Journal, the Leader, and the Standard Examiner this 16<sup>th</sup> day of October 2015.

  
Marla Young  
Box Elder County Clerk

**NOTE: Please turn off or silence cell phones and pagers during public meetings.**

**This facility is wheel chair accessible and accessible parking spaces are available.** Requests for accommodations or interpretive services must be made three (3) working days prior to this meeting. Please contact the Commission Secretary's office at 734-3347 or FAX 734-2038 for information or assistance.

**MINUTES  
BOX ELDER COUNTY COMMISSION  
OCTOBER 21, 2015**

The Board of County Commissioners of Box Elder County, Utah met in an Administrative/Operational Session at the County Courthouse, 01 South Main Street in Brigham City, Utah at 4:45 p.m. on **October 21, 2015**. The following members were present:

Stan Summers	Commissioner
Jeff Scott	Commissioner
Jeff Hadfield	Commissioner
Marla R. Young	Clerk

The following items were discussed:

1. Agenda Review/Supporting Documents
2. Commissioners' Correspondence
3. Staff Reports – Agenda Related
4. Correspondence

The Administrative/Operational Session adjourned at 4:59 p.m.

The regular session was called to order by Chairman Summers at 5:00 p.m. with the following members present, constituting a quorum:

Stan Summers	Chairman
Jeff Scott	Commissioner
Jeff Hadfield	Commissioner
Marla Young	County Clerk

The prayer was offered by Commissioner Hadfield.

The Pledge of Allegiance was led by Commission Secretary Rebecca Dilg.

**APPROVAL OF MINUTES**

**THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 16, 2015 AND OCTOBER 07, 2015 WERE APPROVED AS WRITTEN ON A MOTION BY COMMISSIONER SCOTT, SECONDED BY COMMISSIONER HADFIELD AND UNANIMOUSLY CARRIED.**

**AGENDA: ATTACHMENT NO. 1**

**IMPACT OF SAGE GROUSE DECISION – WESTERN BOX ELDER COUNTY – REBECCA HOTZE**

Kevin Oliver, BLM District Manager, gave a short summary of the resource management plan. He stated the Fish and Wildlife Division chose not to list the sage grouse. He explained the plan makes the following responsibilities: 1) to study the sage grouse habitat, giving it a high priority; 2) to study the impact grazing has on the sage grouse; 3) have a process for travel management in the area regarding new roads through the sage grouse habitat; 4) control hard rock mining and new mining claims in the area.

Commissioner Scott stated it has been good working with Mr. Oliver. He expressed concerns regarding the 230,000 acres that would be off-limits for mining, and the 20 year pause of accepting mining claims. He gave an example of a company wanting to mine pot ash that had their application denied due to the view shed requirements.

Chairman Summers thanked Mr. Oliver for working with them and asked him to take the concerns of the commissioners to those in Washington who need to hear it. He said to tell them Box Elder County is very unhappy the BLM wants to make so many restrictions that it takes away the grazing possibilities and livelihood of the citizens living in the area.

Commissioner Hadfield said he is counting on the local representatives to go back to the federal government and tell them how displeased the county is. He stated it is sad they are more concerned about a bird, than towns that are dying. The federal government is focusing on things that are killing off our heritage and history.

Mr. Oliver said the commissioners are expressing their concerns to the right person. He explained the plan was amended with the controls so the bird would not be listed. They took a lot from the state plan. He said he appreciates working with the county and will try to get the right conversations with the right agencies to get the best results.

**Chairman Summers excused Commissioner Hadfield to attend a Sage Grouse Meeting in West Box Elder County.**

**BEAR RIVER MENTAL HEALTH FY2016 AREA PLAN – REED ERNSTROM**

Reed Ernstrom, Director of Bear River Mental Health Services, presented the 2016 Area Plan. He stated there are not many changes from the previous plan; the biggest change is the addition of the mental health court. Mr. Ernstrom thanked the commissioners for their support and serving on the mental health board.

**MOTION:** Commissioner Scott made a motion to accept the Bear River Mental Health FT2016 Area Plan. The motion was seconded by Chairman Summers and unanimously carried.

*(See Attachment No. 2 – Area Plan.)*

**PROCLAMATION SUPPORTING READ TODAY PROGRAM – AJ FRANKS**

Robert Hunter, President and CEO of United Way Northern Utah, thanked Chairman Summers for his words in the newspaper concerning giving locally. He acknowledged the United Way has been neglectful of Box Elder County and on November 20, 2015 they hope to relinquish some funds for Box Elder County.

AJ Franks, Corporate Relation Manager of United Way of Northern Utah, explained the Read Today Program is an early intervention program in the schools. He read a proclamation supporting the Read Today Initiative. It encourages the citizens to help our children read proficiently by the third grade and expresses appreciation to teachers, volunteers, and community organizations that assist students in reaching their reading goals.

**MOTION:** Commissioner Scott made a motion to support the Read Today Program and sign the proclamation. The motion was seconded by Chairman Summers and unanimously carried.

*(See Attachment No. 3 – Proclamation.)*

**ORDINANCE #413/TEXT AMENDMENT SIDE SETBACKS M-G ZONE – SCOTT LYONS**

County Planner Marcus Wager explained the text amendment is for M-G zones and requires the setback on a corner lot to be reduced to 10 feet from 25 feet. He stated the findings for the proposed text amendments are in conformity with the general plan of Box Elder County, the uses are in harmony with the overall character of the existing development, that it will not adversely affect adjacent properties, that the facilities and services intended to serve the property are adequate, and that it will be in the best interest of and promote the health, safety, and general welfare of the public.. He said the planning commission held a public hearing.

Commissioner Scott said his main concerns were that the clear view standards have been met and it meets the safety triangle guidelines.

**MOTION:** Commissioner Scott made a motion to approve Ordinance #413/text amendment concerning side setbacks in the M-G Zone. The motion was seconded by Chairman Summers and unanimously carried.

*(See Attachment No. 4 – Ordinance.)*

**EMS COUNCIL PRESIDENT POSITION - COREY BARTON**

Fire Marshal Corey Barton stated the EMS Council is getting started again. They will be creating new by-laws and guidelines. He asked the commission to appoint Jim Buchanan chairman of the council; he is not in a position that will be favoring any one department.

MOTION: Commissioner Scott made a motion to appoint Jim Buchanan as the chairman of the EMS Council. The motion was seconded by Chairman Summers and unanimously carried.

**COMMISSION SIGNATURE ON FIRE CONTRACTS COREY BARTON**

Fire Marshal Corey Barton explained the fire contracts are ready for Plymouth, Portage, and Willard.

MOTION: Commissioner Scott made a motion to approve and sign the fire contracts with Plymouth, Portage, and Willard. The motion was seconded by Chairman Summers and unanimously carried.

*(See Attachment No. 5 – Contract.)*

**RESOLUTION #15-09/APPOINTING A BEC REPRESENTATIVE AND ALTERNATE FOR THE UCIP ANNUAL MEMBERSHIP MEETING – JENICA BAGGS**

HR Director Jenica Baggs explained Resolution #15-09 is the annual appointment of a representative and alternate representative for the UCIP Annual Membership Meeting. She recommended herself as the representative with Attorney Steve Hadfield as the alternate.

MOTION: Commissioner Scott made a motion to appoint Jenica Baggs as the UCIP representative for Annual Membership Meeting and Attorney Steve Hadfield as the alternate. The motion was seconded by Chairman Summers and unanimously carried.

*(See Attachment No. 6 – Resolution.)*

**TRUTH IN TAXATION/BEAR RIVER WATER CONSERVANCY DISTRICT – VONEENE JORGENSEN**

Bear River Water Conservancy District General Manager Voneene Jorgensen explained due to the district board being appointed by the county commission, it is required the commission authorize the truth in taxation process for the district. She explained the increase in taxes is needed to pay off bonds and other financial needs of the district.

MOTION: Commissioner Scott made a motion to approve the request for truth in taxation for the Bear River Water Conservancy District. The motion was seconded by Chairman Summers and unanimously carried.

**DECLARE PUBLIC ROADS ON PROMONTORY PUBLIC – PAUL HALES**

Paul Hales stated his property has been harmed in value due to the restrictions placed on the access road. He said he came to the commissioners in 2010 and nothing has been done. He stated the county either needs to vacate the road or have an easement of ingress and egress put in place.

Chairman Summers said they will take his concerns under consideration and suggested a meeting where all parties and county departments involved can review and see the situation clearly.

**ECONOMIC DEVELOPMENT YEARLY REPORT – MITCH ZUNDEL**

Economic Development Director Mitch Zundel gave the 2015 yearly department report. He stated this will be the last time the Wal-Mart Project Area will show on the report as the bond was paid off early. He read statistics of the increased number of jobs and market values for the Agri-Business Park, Procter & Gamble, and other areas of development.

*(See Attachment No. 7 – Report.)*

**PUBLIC COMMENT PERIOD**

**Tony Peterson of Wheatland Milling in Deweyville** showed the commissioners maps of setbacks in manufacturing zones discussed earlier in the meeting regarding the M-G ordinance. He said they have reviewed all their safety concerns and have put up signage as safety is a big concern for them.

**Duane Phippen of Brigham City** stated he was “For” Proposition 1. He spoke of muddy dirt roads he remembers as a boy. He also expressed interest in high speed trains in other places and would like to see it happen here.

**MOTION:** At 6:00 p.m. a motion was made by Commissioner Scott to recess to hold a special commission meeting. The motion was seconded by Chairman Summers and unanimously carried.

**MOTION:** At 6:35 p.m. a motion was made by Commissioner Scott to reconvene into regular commission meeting. The motion was seconded by Chairman Summers and regular commission meeting was reconvened.

**WARRANT REGISTER – COMMISSIONERS**

The Warrant Register was signed and the following claims were approved for payment: Claims 97622 through 97686 in the amount of \$414,339.62. Claims 97697 through 97742 in the amount of \$74,902.16.

**PERSONNEL ACTIONS/VOLUNTEER ACTION FORMS – COMMISSIONERS**

CLERK'S OFFICE: Christin Bennett, new hire, effective 09/28/2015  
COMMUNITY DEV: Elizabeth Ryan, compensation change, effective 10/02/2015  
FAIRGROUNJDS: Alan Firth, separation, effective 09/14/2015  
RECORDER: Nicholas Nance, compensation change, effective 10/21/2015  
SHERIFF'S OFFICE: Joshua Brock, compensation change, effective 10/19/2015  
SHERIFF'S OFFICE: Larry Blanchard, promotion, effective 10/18/2015  
SHERIFF'S OFFICE: Marvin Miller, compensation change, effective 11/08/2015  
SHERIFF'S OFFICE: Cade Palmer, promotion, effective 10/05/2015  
SHERIFF'S OFFICE: Crystal Blasi, compensation change, effective 10/10/2015  
SHERIFF'S OFFICE: Marci Jo Hansen, compensation change, effective 10/27/2015  
SHERIFF'S OFFICE: David Murphy, compensation change, effective 10/11/2015  
TREASURER : Stacie Nelson, compensation change, effective 10/07/2015  
TREASURER: Colleen Bay, compensation change, effective 10/22/2015

**CLOSED SESSION****Strategy session to discuss the character, professional competence, or physical or mental health of an individual**

MOTION: At 6:40 p.m. a motion was made by Commissioner Scott to move into a closed session. The motion was seconded by Chairman Summers and unanimously carried.

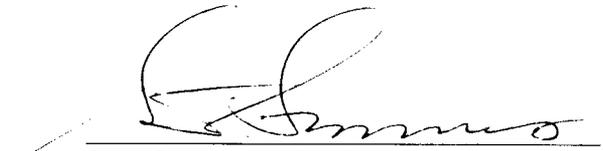
MOTION: At 7:16 p.m. a motion was made by Commissioner Scott to reconvene into regular commission meeting. Chairman Summers seconded the motion. The motion carried unanimously and regular commission meeting was reconvened.

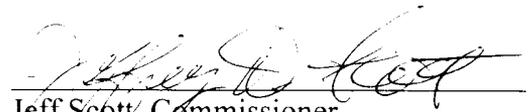
*(See Attachment No. 8 – Statement of No Recording.)*

**ADJOURNMENT**

A motion was made by Commissioner Scott to adjourn. Chairman Summers seconded the motion, and the meeting adjourned at 7:17 p.m.

ADOPTED AND APPROVED in regular session this 4<sup>th</sup> day of November 2015.

  
Stan Summers, Chairman

  
Jeff Scott, Commissioner

  
Jeff Hadfield, Commissioner



ATTEST:

  
Marla R. Young, Clerk

BOX ELDER COUNTY CLERK  
Box Elder County Courthouse  
01 South Main Street  
Brigham City, Utah 84302

**NOTICE and AGENDA**

*Public Notice* is hereby given that the Box Elder County Board of County Commissioners will hold an **Administrative/Operational Session** commencing at **4:45 p.m.** and a regular **Commission Meeting** commencing at **5:00 p.m. Wednesday October 21, 2015** in the Commission Chambers of the Box Elder County Courthouse, 01 South Main Street, Brigham City, Utah.

Administrative/Operational Session

\*4:45 p.m.

1. Agenda Review/Supporting Documents
2. Commissioners' Correspondence
3. Staff Reports – Agenda Related
4. Correspondence

\*4:59 p.m.

- \*5:00 – 5:05 Call to Order: Chairman Summers  
Invocation: Commissioner Hadfield  
Pledge: Attorney Stephen Hadfield  
Approval of Minutes of September 16, 2015 and October 7, 2015
- \*5:05 – 5:08 Administrative Review/Reports/Future Agenda Items – Commissioners
- \*5:08 – 5:10 Former Agenda Items Follow-Up – Commissioners
- \*5:10 – 5:20 Impact of Sage Grouse Decision-Western Box Elder County – Rebecca Hotze
- \*5:20 – 5:30 Bear River Mental Health FT2016 Area Plan – Reed Ernstrom
- \*5:30 – 5:35 Proclamation Supporting the Read Today Program – AJ Franks
- \*5:35 – 5:40 Ordinance #413/Text Amendment Side Setbacks M-G Zone – Scott Lyons
- \*5:40 – 5:45 EMS Council President Position – Corey Barton
- \*5:45 – 5:47 Commission Signature of Fire Contracts – Corey Barton

- \*5:47 – 5:49 Resolution #15-09/Appointing a BEC Representative and Alternate for the UCIP Annual Membership Meeting – Jenica Baggs
- \*5:49 – 5:51 Truth in Taxation/Bear River Water Conservancy District–Voneene Jorgensen
- \*5:51 – 6:01 Declare Roads on Promontory Public – Paul Hales
- \*6:01 – 6:06 Economic Development Yearly Report – Mitch Zundel
- \*6:06 – 6:11 Public Comment Period  
Rules: (1) Please Speak Only Once (Maximum of 3 Minutes)  
(2) Please Speak in a Courteous and Professional Manner
- \*6:11 – 6:16 Warrant Register, Personnel Actions & Cell Phone Allowances & Volunteer Action Forms – Commissioners

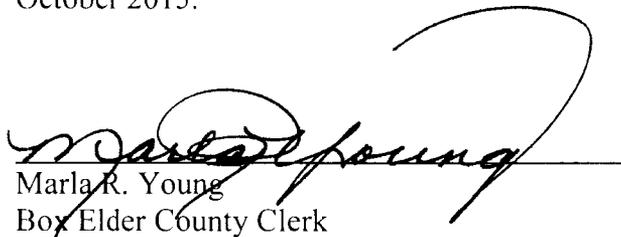
Closed Session

**Adjournment**

These assigned times may vary depending on length of discussion, cancellation of scheduled agenda items or agenda alteration. Therefore, the times are estimates of the agenda items to be discussed. If you have any interest in any topic, you need to be in attendance at 5:00 p.m.

Prepared and posted this 16<sup>th</sup> day of October 2015.

Mailed to the Box Elder News Journal, the Leader, and the Standard Examiner this 16<sup>th</sup> day of October 2015.



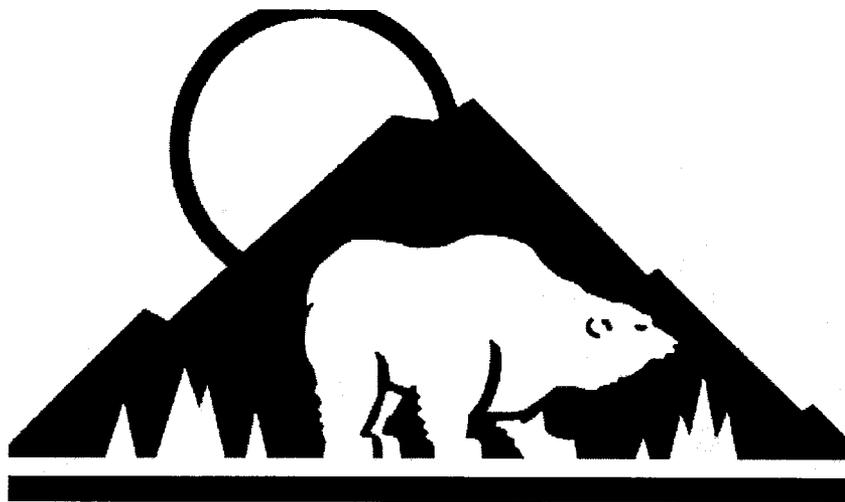
Marla R. Young  
Box Elder County Clerk

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District 1  
Local Mental Health Authority  
(Box Elder, Cache, and Rich Counties)



Bear River Mental Health Services, Inc.  
Mental Health Area Plan

Fiscal Year 2016

**DISTRICT 1 LOCAL MENTAL HEALTH AUTHORITY  
MENTAL HEALTH SERVICES AREA PLAN - FY 2016**

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**DISTRICT 1 LOCAL MENTAL HEALTH AUTHORITY**  
**MENTAL HEALTH SERVICES AREA PLAN - FY 2016**

**INTRODUCTION**

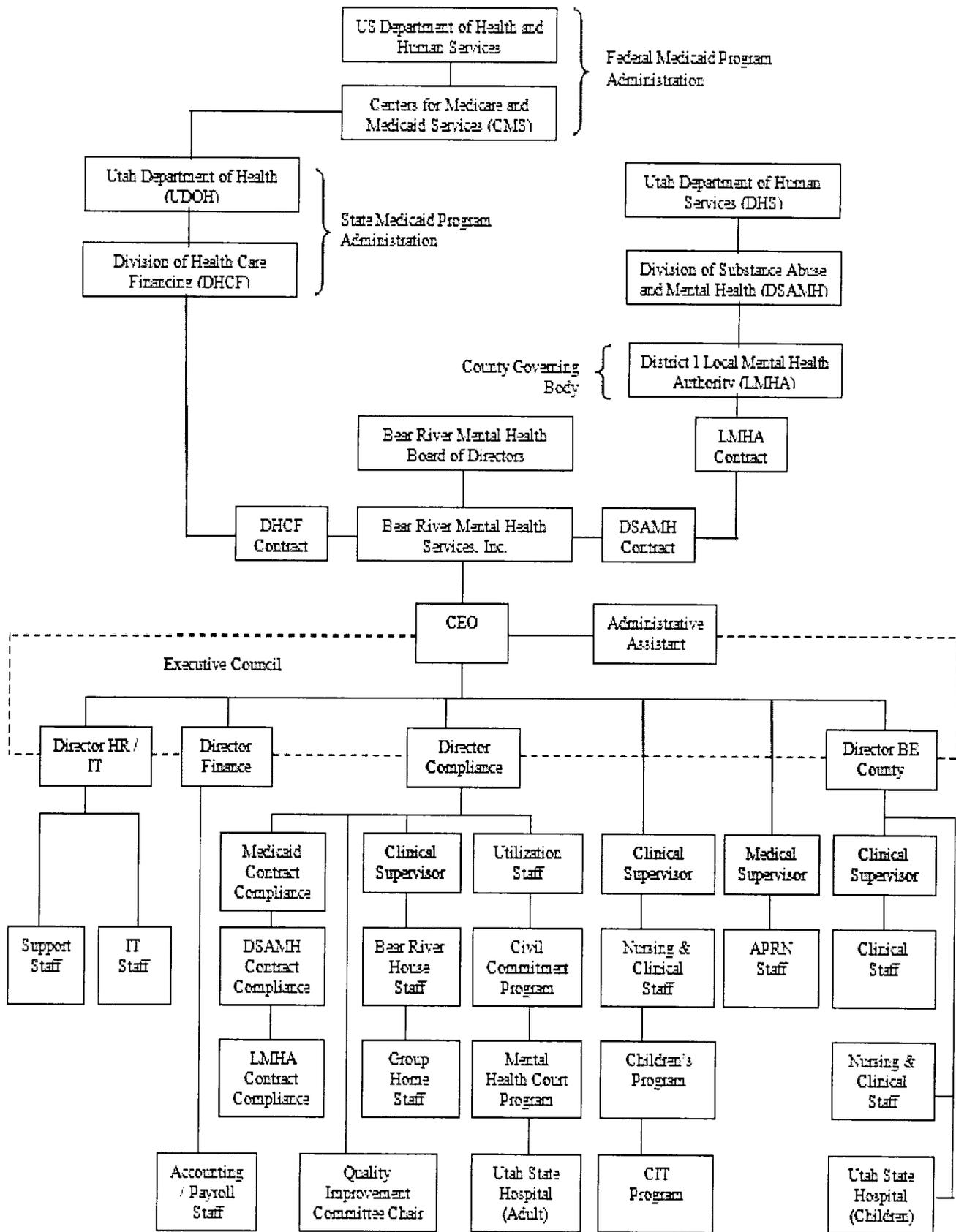
The Local Mental Health Authority submits the following Area Plan for the delivery of mental health services within the District 1 geographical area of Box Elder, Cache and Rich counties for Fiscal Year 2014 consistent with the statutory expectations under Utah Code Annotated 62A-15-103(2)(e). These services will be provided by contract through Bear River Mental Health Services, Inc. (BRMH), as the sole source provider for the District 1 Local Mental health Authority.

The Area Plan addresses the continuum of mental health care services as mandated by Utah Code Annotated 17-43-301 and Administrative Rule R523-1-12(c) and takes into consideration the service priorities identified by state contract. Currently, BRMH delivers a comprehensive continuum of mental health services for adults, youth and children within the scope of existing legislative appropriations and county matching funds as determined with respect to immediacy of need and severity of illness. These mental health service priorities include, and are consistent with, those services defined both as Medicaid Covered services as well as services mandated relative to the Division of Substance Abuse and Mental Health (DSAMH) and subsequent to the statutory and administrative provisions of State and Federal regulation.

In addition, the Area Plan incorporates the forethought of both the local authority in conjunction with the mental health provider towards the projection of a comprehensive service delivery system within the context of the recovery model of mental health rehabilitation. The narrative sections to follow contain a description of service delivery relative to adult and children/youth clients for each service required by statutory mandate, as well as additional non-mandated and supplemental service descriptions applicable to the area population.

Finally, all services delivered within the existing mental health continuum of care will be provided consistent with a least restrictive philosophy and best practice treatment model as particularly applied to severely and acutely mentally ill children, youth, and adults.

# BEAR RIVER MENTAL HEALTH ORGANIZATIONAL SCHEMA



## Governance and Oversight Narrative

Instructions:

- In the box below, please provide an answer/description for each question.

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

**Who is eligible to receive mental health services within your catchment area? What services (are there different services available depending on funding)?**

General eligibility for mental health service delivery primarily extends to area Medicaid Enrollees given the Center's Medicaid contract, freedom of choice waivers particular to Medicaid, and its predominant funding role in mental health service support. However, to the degree possible, the Center provides service availability to all area residents regardless of funding as described below, including a variety of non-Medicaid service categories, so as to broaden available service delivery as permitted by the Center's funding allocations and restrictions.

In these instances, eligibility is based categorically relative to need and severity as opposed to ability or inability to pay. Individuals within these service populations are admitted through the Center's Request For Service (RFS) system and scheduled for assessment and treatment planning as is any prospective client having Medicaid eligibility.

Specifically, BRMH identifies the following priorities and populations of primary service eligibility and conditions applicable to initial and continued mental health service delivery:

#### **1. Medicaid:**

Verified Utah Medicaid Enrollees (including non-traditional Medicaid recipients) with mental health disorders are eligible to receive all medically necessary Covered Services in terms of amount, duration, and scope reasonably necessary to correct or ameliorate a mental illness or condition, or prevent deterioration of that mental illness or condition.

#### **2. Medicaid Pending:**

Individuals who are pending Medicaid eligibility (those having a current verified Medicaid case number and a completed Medicaid application) may be admitted for services with waiver of Center co-pay / sliding-fee. Review of progress toward Medicaid eligibility is required within 60 days of intake. If ultimately determined ineligible for Medicaid, the continuation of service delivery will follow consistent with the priorities set here within and the client will be assessed and back-billed for services already rendered according to the Center's sliding-fee schedule.

The 60 day review of status toward Medicaid eligibility shall be performed by the Center's intake clinic manager who is responsible for service requests applicable to non-Medicaid individuals. Upon determination of Medicaid eligibility, the intake clinic manager will initiate the status change in the client's electronic record AFS screen and appropriately notify the client's treatment team and reception desk.

If Medicaid eligibility remains undetermined at the 60 day review, notification will be provided to the client's treatment coordinator and the case will be subsequently monitored on a monthly basis for verification of Medicaid eligibility. Upon verification of ineligibility for Medicaid, the client's treatment coordinator shall be notified in order to proceed according to the non-Medicaid status options reflected in the remainder of this policy.

The Medicaid pending category includes those Medicaid eligible individuals requesting service delivery but who have, or are, relocating from an area of the state outside the jurisdiction of BRMH, and whose Medicaid card identifies another Center as responsible for mental health services. Such individuals may be admitted for services subsequent to verification of a change of address submitted to Medicaid; otherwise, services must be obtained from the mental health center designated on the Enrollee's current Medicaid card, unless there is an intra-center agreement to the contrary.

### **3. Medicaid Spend-down:**

Spend-down dependent Medicaid eligible individuals who forego payment of their spend-down, regardless of secondary insurance or payment source, will be referred out for alternative service delivery unless they are included in one of the specialty populations identified below. In such a case, the client would be encouraged to meet their spend-down amount if at all possible, however, if not financially feasible (as determined by Center) the client may be allowed a waiver of the spend-down in favor of the Center's sliding-fee payment schedule. If determined feasible but the spend-down is refused, the client will be referred for representative payee services.

### **4. Third-party:**

Privately insured clients are referred elsewhere, unless they are dual eligible for Medicaid and/or included within the "Specialty Populations" listed below.

### **5. Medicare:**

Medicare clients are referred elsewhere, unless they are dual eligible for Medicaid and/or included within the "Specialty Populations" listed below.

### **6. Private Pay:**

Private pay clients are referred elsewhere, unless they are included within the "Specialty Populations" listed below.

### **7. Service transition to external providers:**

Existing BRMH clients not eligible for Medicaid and not included within one of the identified specialty populations and who are subsequently referred out for mental health service delivery, may receive short term transitional therapy sessions to assist in the transfer of services, as may be determined necessary and appropriate by the client's treatment coordinator and/or clinical supervisor.

## **8. Specialty Populations:**

### **a. Mental health court clients:**

Mental health court (MHC) clients are individuals having both serious and persistent mental illness (SPMI) and criminal justice involvement who have been accepted into the specialty court program. The mental health court program is a cooperative endeavor involving numerous public and private stakeholders working toward the goal of increasing public safety as well as mental health recovery and reducing criminal recidivism.

MHC clients are eligible for participation in the Center's sliding-fee payment schedule where existing insurance coverage does not include all services considered medically necessary, or where the client is private pay. Upon graduation from the program, the client may continue to receive services according to their pre-established payment arrangement for a period of 90 days. The continuation of services beyond 90 days is determined on a case-by-case basis, depending on current level of stability, urgency of need, severity of illness, treatment adherence, and other factors critical to the risk of criminal recidivism.

Petitions for continued service must be submitted by the client's treatment coordinator to the clinical supervisor and receive both supervisory and executive committee approval. Continued service authorizations are reviewed every succeeding 90 days for subsequent approval or denial. Upon termination from the program however, continuation of services will follow according to the priorities established herein.

### **b. Civil commitment clients:**

BRMH, as the sole source provider for the District 1 Local Mental Health Authority, is by default, the mental health service provider for those individuals currently under a court order of involuntary commitment to the custody of said authority for treatment. Without exception, such individuals are eligible for all medically necessary mental health services regardless of funding. However, involuntary commitment does not exempt such individuals from all payment responsibility, as the dangerousness of the client's behavior ultimately necessitated the involuntary action, and therefore, even in private pay cases, the client is assessed a sliding-fee for services rendered.

### **c. Crisis Services:**

BRMH will continue to provide 24 hour on-call emergency (crisis) services to area residents upon request irrespective of the priorities outlined in this policy.

**d. Jail Services:**

Services in the County Jail are statutorily mandated and will continue as currently delivered and may involve brief crisis/risk management assessments and brief diagnostic assessments for mental health court referrals.

**e. Medicaid Disability Determination Evaluations / Form M-20:**

BRMH will continue to provide for Medicaid disability determination evaluations (Form M-20) irrespective of the priorities outlined in this policy.

**f. Grant funded clients (i.e., 2.7 funding; Early Intervention funding, etc.):**

BRMH will provide mental health service delivery to those individuals eligible under, and consistent with, the requirements of any grant funding obtained through state, federal, or private entities throughout the life and availability of the grant resources.

As a general rule, services provided to non-Medicaid populations are delivered according to the following predominate hierarchy: (1) group services (predominately) prior to individual services, (2) individual services prior to wrap-around services, and (3) wrap-around services prior to pharmacological services, to the extent possible, depending upon severity of illness and immediacy of need.

**What are the criteria used to determine who is eligible for a public subsidy?**

Criteria utilized to determine eligibility for the Center's sliding fee is generally relative to clients who are uninsured and typically where the client fits within a particular specialty population (e.g., Mental Health Court or civil commitment).

**How is this amount of public subsidy determined?**

Public subsidy of mental health services is determined according to the Center's sliding fee schedule relative to the service population priorities described above.

**How is information about eligibility and fees communicated to prospective clients?**

Information regarding service eligibility and associated fees are provided generally through the Center's external website as well as through direct contact with the Center's Service Coordinator through the request for service system.

**Are you a National Health Service Core (NHSC) provider?**

Yes, Bear River Mental Health is a qualified NHSC provider.

## BEAR RIVER MENTAL HEALTH TREATMENT PRIORITIES

Bear River Mental health has established clinical service priorities with respect to persons residing within the geographical boundaries of Box Elder, Cache, and Rich counties. Mental health service priorities include and are consistent with those services defined as Medicaid Covered services as well as services mandated within the legislative appropriations and required county matching funds in accordance with the priorities established by the Division of Substance Abuse and Mental Health and relevant to the statutory and administrative provisions of State and Federal regulation.

Medicaid (DOH/DHCF) Contract Specifications		Utah Statute Specifications		DSAMH Contract Specifications				
The CONTRACTOR will provide to all Medicaid Enrollees under this Contract all Medically Necessary and appropriate Covered Services as promptly and continuously as is consistent with generally accepted standards of medical practice.		Under the administrative direction of the division, each local mental health authority shall provide mental health services to persons within the county... to include services for adults, youth, and children.		The Local Authority shall provide and/or make available direct mental health services to persons residing within the Local Authority's geographic area. The Local Authority shall develop the priorities of treatment listed below :				
Medicaid Contract Article III, A		UCA 17-43-301 (4)(b)		DSAMH Contract Part II, II, B				
Medicaid Mental Health Outpatient Services	1	Inpatient Psychiatric Hospital Services and Related Inpatient Physician Services	1	Effective and responsive crisis intervention, assessment, direct care, and/or referral programs available to ALL citizens.				
	2	1915(b)(3) Supportive Living (costs incurred in residential treatment/support programs)	2	The least restrictive and most appropriate treatment settings for:				
	3	Emergency Services	3	2	a     SED children and youth;			
	4	Pharmacologic Management	4	b	SPMI adults; and			
	5	Psychosocial Rehabilitative Services (skills development)	5	c	Acutely mentally ill children, youth and adults.			
	6	Targeted Case Management Services	6	Services to emotionally disabled children and youth who are neither acutely nor severely mentally ill, but whose adjustment is critical for their future as well as for society in general.				
	7	1915(b)(3) Respite & Personal Services & Transportation to Covered Services	7			Services to mentally ill adults and aged citizens who are neither acutely nor severely mentally ill, but whose adjustment is critical to their personal quality of life as well as for society in general; and		
	8	Psychiatric Diagnostic Interview Examination	8					Consultation, educational, and preventative mental health services targeted at high-risk groups.
	9	Mental Health Assessment by a Non-Mental Health Therapist	9	The Local Authority shall consider the two primary variables of immediacy of need and severity of the mental illness in developing the identified treatment priorities.				
	10	Psychological Testing	10					
	11	Psychotherapy (individual, group, family)	Outpatient Services (unspecified)					
	12	Therapeutic Behavioral Services (individual & group)						
	13	Electroconvulsive Shock Therapy						
	14	Oral Interpretation Services						
	15	1915(b)(3) Psychoeducational Services and Supportive Living						

## 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. 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.**

Bear River Mental Health endeavors to maintain adequate service capacity within its network of employed providers so as to effectively deliver the comprehensive array of services as required by contract as well as statutory provision. The delegation of particular services at particular times according to subcontract, although in some instances necessary, is considered less desirable, given the added difficulties that subcontracting poses relative to the coordination and integration of care, the degree of subcontract elements and requirements imposed on both subcontractor and the Center, inter-agency communication, diversity of documentation, and the overall logistics of subcontract monitoring.

However, the Center does maintain subcontract relationships with a local Federally Qualified Health Center and one other provider relative to a small number of clients. With respect to subcontractor monitoring, the Center's Corporate Compliance Officer or designee is assigned to conduct formal annual reviews of these providers to ensure compliance with both technical and substantive elements of mental health service documentation and client progress. At present, a monitoring schedule and a timely notification system has been implemented through the Center's Executive Assistant to help ensure the completion of subcontract monitoring as required by both DSAMH and Medicaid.

The Center's annual reviews may include client record reviews and record audits utilizing its internal peer/record review system and/or an applicable Subcontractor Compliance Monitoring Worksheet as depicted in the example below. As represented below, an additional Subcontract Monitoring Checklist has been developed and will be implemented for FY 2016 to address a more comprehensive scope of monitoring that includes verification of appropriate credentialing, background screenings, checks against federal excluded parties' lists, etc.

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**  
**Subcontracted Provider - Compliance Monitoring Worksheet**

Subcontracted Provider: \_\_\_\_\_ Monitoring Date: \_\_\_\_\_

**Documentation Requirements**

The Subcontractor must document the services provided to Enrollees in accordance with the documentation requirements outlined in the Utah Medicaid Mental Health Centers and Targeted Case Management Provider Manuals:

**Treatment Plan Documentation**  Not Applicable

1	A psychiatric diagnostic interview examination has been conducted that documents the client's need for mental health services.	
2	The Subcontractor has developed a written individualized treatment plan designed to improve and/or stabilize the client's condition identified in the diagnostic interview examination.	
	The treatment plan includes the following:	
	a	Measurable treatment goals developed in conjunction with the client.
	b	The specific treatment methods that will be used to meet the treatment goals.
	c	A projected schedule for service delivery, including frequency and duration of each treatment method.
d	The credentials of individuals who will furnish the services.	

**Psychiatric Diagnostic Interview Examination Documentation**  Not Applicable

The Psychiatric Diagnostic Interview Examination documents the following:

1	The date, actual time, duration, and specific service rendered.	
2	The setting in which the services was rendered.	
3	A summary of the diagnostic interview examination findings that includes:	
	a	Diagnoses, or in the case of briefer crisis examinations, revised diagnoses.
	b	A summary of recommended mental health treatment and other services as appropriate.
	c	The signature and licensure of the individual who rendered the service.

**Individual Psychotherapy**  Not Applicable

The record of individual psychotherapy documents the following:

1	The date and actual time of the service.	
2	The duration of the service.	
3	The setting in which the service was rendered.	
4	The specific service rendered.	
5	Treatment goal(s).	
6	A clinical note describing the client's progress toward the treatment goal(s).	
7	The signature and licensure of the individual who rendered the service.	

**NOTES / RECOMMENDATIONS**

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 Signature/ Compliance Monitor

**SUBCONTRACTED PROVIDER MONITORING TOOL**

**Subcontractor means any individual, entity or organization (e.g., hospitals, residential treatment programs, etc.) qualified to provide Medicaid Covered Services and has signed a subcontract or participation agreement with BRMH.**

SUBCONTRACTS FOR BRMH MEDICAID COVERED SERVICES							
BRMH Subcontractors shall meet at least one of the following criteria:							
	Current Medicaid provider.	Licensed health care professional.	Qualified to provide the covered service.				
MONITORING CHECKLIST				YES	NO		
BRMH has evaluated the prospective subcontractor's ability to perform the activities to be delegated.							
Has the subcontracted provider completed and passed a recent background check?							
Has subcontractor provided a current license and/or certification?							
Has Subcontractor provided current insurance verification or certificate?							
Is the subcontracted provider a federally debarred or excluded provider?							
What are the activities and report responsibilities delegated to the Subcontractor?							
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Therapy Services</td> <td style="width: 33%; text-align: center;">Med Management</td> <td style="width: 33%; text-align: center;">Other:</td> </tr> </table>					Therapy Services	Med Management	Other:
Therapy Services	Med Management	Other:					
Does Subcontractor charge for service or hold Medicaid Enrollees liable for the debts of the Subcontractor?							
Does Subcontractor understand that acting within the law ful scope of their practice, they are not prohibited from advising or advocating on behalf of an Enrollee who is his or her patient for the following:							
1	Health status, medical care, or treatment options, including alternative treatment.						
2	Any information needed in order to decide among all relevant treatment options.						
3	The risks, benefits, and consequences of treatment or non-treatment.						
4	The right to participate in health care decisions, including the right to refuse treatment.						
Does Subcontractor understand and comply with the Medicaid Grievance System? Including:							
1	The right to file Grievances and Appeals including the requirements and timeframes for filing.						
2	The availability of assistance in filing.						
3	The toll-free numbers to file oral Grievances and Oral Appeals.						
4	The right to a State Fair Hearing, including procedures and representation rules.						
5	The right to request continuation of disputed services during an Appeal or State Fair Hearing, and potential liability for the cost of services, if the hearing is not favorable to the Enrollee.						
Does Subcontractor cooperate with the BRMH QAPI program and allow BRMH access to medical records?							
Does Subcontractor adhere to the Center's preferred practice guidelines?							
Does Subcontractor agree: (1) to take enrollee rights into consideration, (2) that enrollees are free to exercise rights, (3) and that the exercise of rights shall not adversely affect the way the Enrollee is treated?							
Does Subcontractor provide services in accordance with Enrollee rights?							
Does Subcontractor provide a Medicaid Member Handbook to each Enrollee (if applicable)?							
Does Subcontractor document services as required by Medicaid?							
Does Subcontractor conduct monthly LEIE and ELPS database searches (if delegated)?							
Is Subcontractor informed about reporting requirements for provider Fraud, Waste, and/or Abuse?							
Is Subcontractor informed about reporting requirements for Enrollee related Fraud?							
Is Subcontractor enrolled either a Medicaid fee-for-service provider or a "limited enrollment provider"?							
Comments / Recommendations:							

Reviewer Signature \_\_\_\_\_

Review Date \_\_\_\_\_

# Projected Budget

Form A

FY2016 Mental Health Area Plan and Budget

Bear River Mental Health Authority

Local Authority

	State General Fund				County Funds											
	State General Fund	State General Fund and for Medicaid Match	State General Fund - JRI	\$2.2 million Unfunded	MOY and for Medicaid Match	Used for Medicaid Match	Net Medicaid	Mental Health Block Grant (Formula)	XX Self-Help Federal - Early Intervention	Other State Contracts (P0000, P0001, P00002, P00003, P00004, P00005)	Third Party Collections	Civil Collections (reg, emp, pri, state pay, fees)	Other Resources	TOTAL FY2016 Revenue		
<b>FY2016 Mental Health Revenue</b>																
<b>FY2016 Mental Health Revenue by Source</b>	\$ 155,353	\$ 1,703,383	\$ 49,046	\$ 177,517		\$ 428,324	\$ 5,792,747	\$ 151,475		\$ 31,000	\$ 315,000	\$ 80,000	\$ 122,000	\$ 3,156,351		

	State General Fund				County Funds												Total FY2016 Expenditures Budget	Total Clinical Spend	TOTAL FY2016 Cost/Clinical Spend
	State General Fund	State General Fund and for Medicaid Match	State General Fund - JRI	\$2.2 million Unfunded	MOY and for Medicaid Match	Used for Medicaid Match	Net Medicaid	Mental Health Block Grant (Formula)	XX Self-Help Federal - Early Intervention	Other State Contracts (P0000, P0001, P00002, P00003, P00004, P00005)	Third Party Collections	Civil Collections (reg, emp, pri, state pay, fees)	Other Expenditures						
<b>FY2016 Mental Health Expenditures Budget</b>																			
Inpatient Care (171)		300,314				75,942	1,816,374									\$ 1,410,000	102	\$ 48,333	
Residential Care (171)(173)		85,720				21,357	375,845					42,000	3,210		\$ 357,200	45	\$ 1,333		
Outpatient Care (22-21 and 91-20)	104,333	121,313	48,100	177,517		163,642	2,482,247	51,475		51,000	214,200	3,750			\$ 3,544,440	3,320	\$ 1,017		
24-Hour Crisis Care (judicial based services with emergency int-)		35,452				5,394	72,324	5,000			5,000	500			\$ 101,000	275	\$ 333		
Psychotropic Medication Management (171)(173)		283,424				51,802	683,734	21,000			22,000	5,750			\$ 1,015,000	1,100	\$ 344		
Psychosocial Services (Vocational RE)		374,410				55,820	852,157	53,000			5,000				\$ 1,290,000	820	\$ 1,333		
Case Management (171)(173)		972,672				42,773	270,243	10,000			42,000		22,000		\$ 844,000	1,375	\$ 614		
Community Supports, including - Housing (171)(173)(174) - Respite services (171)(173)(174)(175)		61,382				2,430	38,133					21,000			\$ 102,000	100	\$ 200		
Peer Support Services (171): - Adult Peer Supportial - Family Support Services (PRF Dulakaw)		5,310	5,281	5,046		4,874	24,511	5,000					6,000		\$ 36,000	35	\$ 820		
Counseling and education services, including case consultation, collaboration with other county services agencies, public education and public services to persons provided in a county jail or other county correctional facility							20,100								\$ 101,000				
Adult Day Placement (171)(173)		10,000									10,000		41,000		\$ 51,000	200	\$ 221		
Other Nonmandated MH Services															\$ -				
<b>FY2016 Mental Health Expenditures Budget</b>	\$ 155,333	\$ 1,703,383	\$ 49,046	\$ 177,517	\$ -	\$ 428,324	\$ 5,792,747	\$ 151,475	\$ -	\$ 31,000	\$ 315,000	\$ 80,000	\$ 122,000	\$ 3,156,351					

MH Revenue Budget does not equal MH Expenditures Budget

	State General Fund				County Funds												Total FY2016 Expenditures Budget	Total Clinical Spend	TOTAL FY2016 Cost/Clinical Spend
	State General Fund	State General Fund and for Medicaid Match	State General Fund - JRI	\$2.2 million Unfunded	MOY and for Medicaid Match	Used for Medicaid Match	Net Medicaid	Mental Health Block Grant (Formula)	XX Self-Help Federal - Early Intervention	Other State Contracts (P0000, P0001, P00002, P00003, P00004, P00005)	Third Party Collections	Civil Collections (reg, emp, pri, state pay, fees)	Other Expenditures						
<b>FY2016 Mental Health Expenditures Budget</b>																			
<b>ADULT</b>	9,823	1,217,383	49,046	25,000		308,394	4,170,777	101,475		31,000	230,000	75,000	47,000		\$4,264,899	2,010	\$ 3,417		
<b>YOUTH/CHILDREN</b>	190,176	492,500		152,517		119,930	1,621,970	30,000			35,000	5,000	75,000		\$2,772,093	1,360	\$ 2,038		
<b>Total FY2016 Mental Health Expenditures</b>	\$ 199,999	\$ 1,709,883	\$ 49,046	\$ 177,517	\$ -	\$ 428,324	\$ 5,792,747	\$ 131,475	\$ -	\$ 31,000	\$ 315,000	\$ 80,000	\$ 122,000	\$ 4,036,991	3,370	\$ 2,682			

	State General Fund		County Funds		Net Medicaid	Third Party Collections	Client Collections (eg. co-pays, private pay,	Other Revenue	TOTAL FY2016 Revenue
	State General Fund	State General Fund used for Medicaid Match	NOT used for Medicaid Match	Used for Medicaid Match					
FY2016 Mental Health Revenue									
FY2016 Mental Health Revenue by Source	\$ 195,176	\$ 17,442			\$ 32,000				\$ 244,618

	State General Fund		County Funds		Net Medicaid	Third Party Collections	Client Collections (eg. co-pays, private pay,	Other Expenditures	TOTAL FY2016 Expenditures Budget	Total Clients Served	TOTAL FY2016 Cost/Client Served
	State General Fund	State General Fund used for Medicaid Match	NOT used for Medicaid Match	Used for Medicaid Match							
FY2016 Mental Health Expenditures Budget											
MCOT 24-Hour Crisis Care-CLINICAL								\$ -			#DIV/0!
MCOT 24-Hour Crisis Care-ADMIN								\$ -			
FRF-CLINICAL								\$ -			#DIV/0!
FRF-ADMIN								\$ -			
School Based Behavioral Health-CLINICAL	168,827	15,087			27,680			\$ 211,594		125	\$ 1,693
School Based Behavioral Health-ADMIN	26,349	2,355			4,320			\$ 33,024			
FY2016 Mental Health Expenditures Budget	\$ 195,176	\$ 17,442	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ 244,618	125	\$ 1,957

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

**FY2016 Form A (1) - Proposed Cost and Clients Served by Population**

Bear River Mental Health Authority  
Local Authority

**Budget and Clients Served Data to Accompany Area Plan Narrative**

MH Budgets		Clients Served	FY2016 Expected Cost/Client Served
<b>Inpatient Care Budget</b>			
\$ 980,000	ADULT	75	\$ 13,067
\$ 420,000	CHILD/YOUTH	30	\$ 14,000
<b>Residential Care Budget</b>			
\$ 392,500	ADULT	44	\$ 8,920
\$ 5,000	CHILD/YOUTH	1	\$ 5,000
<b>Outpatient Care Budget</b>			
\$ 2,151,317	ADULT	2,000	\$ 1,076
\$ 1,490,093	CHILD/YOUTH	1,350	\$ 1,104
<b>24-Hour Crisis Care Budget</b>			
\$ 85,000	ADULT	210	\$ 405
\$ 23,000	CHILD/YOUTH	65	\$ 354
<b>Psychotropic Medication Management Budget</b>			
\$ 873,000	ADULT	850	\$ 1,027
\$ 162,000	CHILD/YOUTH	250	\$ 648
<b>Psychoeducation and Psychosocial Rehabilitation Budget</b>			
\$ 980,000	ADULT	275	\$ 3,564
\$ 310,000	CHILD/YOUTH	375	\$ 827
<b>Case Management Budget</b>			
\$ 653,000	ADULT	775	\$ 843
\$ 191,000	CHILD/YOUTH	600	\$ 318
<b>Community Supports Budget (including Respite)</b>			
\$ 35,000	ADULT (Housing)	30	\$ 1,167
\$ 70,000	CHILD/YOUTH (Respite)	150	\$ 467
<b>Peer Support Services Budget</b>			
\$ 55,081	ADULT	50	\$ 1,102
\$ 1,000	CHILD/YOUTH (includes FRF)	5	\$ 200
<b>Consultation &amp; Education Services Budget</b>			
	ADULT		
\$ 100,000	CHILD/YOUTH		
<b>Services to Incarcerated Persons Budget</b>			
\$ 50,000	ADULT Jail Services	200	\$ 250
<b>Outplacement Budget</b>			
\$ 10,000	ADULT	10	\$ 1,000
<b>Other Non-mandated Services Budget</b>			
	ADULT		#DIV/0!
	CHILD/YOUTH		#DIV/0!

**Summary**

<b>Totals</b>	
\$ 6,264,898	Total Adult
\$ 2,772,093	Total Children/Youth

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

<b>Unfunded (\$2.7 million)</b>			
\$ 25,000	ADULT	25	\$ 1,000
\$ 152,517	CHILD/YOUTH	90	\$ 1,695
<b>Unfunded (all other)</b>			
\$ 55,000	ADULT	60	\$ 917
\$ 5,000	CHILD/YOUTH	15	\$ 333

# Bear River Mental Health Services, Inc.

## SLIDING-FEE POLICY

### Policy

Client co-payments are charges determined by the client's insurer (including Medicare) to be the portion of the cost of service the insurance beneficiary must pay, or in the case of an uninsured client, the amount of sliding-fee the Center determines as reasonable and necessary based upon client income. The Center's policy is to collect the full amount of insurance co-payments. Clients who qualify under the conditions specified below, will be assigned a sliding-fee amount per encounter, and will be expected to pay the full sliding-fee amount prior to each service appointment at the Center. The Center sliding-fee is not subject to any waiver.

### Procedures

1. Client co-payments relative to the Center's sliding-fee schedule are based on monthly gross household income.
  - a. In the instance that single "legal adults" living with immediate family and receiving free room and board request Center services, an income of \$450 may be added to their declared income as "in kind" value of room and board. Any individual who can demonstrate that they are actually paying to live with immediate family could have this value of "in kind" revenue reduced accordingly.
  - b. Before establishing a sliding-fee, Bear River Mental Health Services, Inc. may require written verification of the client's income. Verification may also be requested at any time during the course of the client's treatment.
2. A Center sliding-fee may be contingent on the following conditions:
  - a. To be eligible for payment according to the Center's sliding-fee schedule, individuals must be uninsured and residents of Box Elder, Cache, or Rich Counties. All out-of-county clients will be responsible for the full charge for any service rendered. In addition, insured clients must eligiblize according to the specifications below.
  - b. As the Center does not practice the routine waiver of insurance based co-payments, for insured clients to be eligible for a sliding-fee, they must either (1) have their insurance payment denied for the services requested, or (2) the services requested must be excluded from the client's insurance coverage, or (3) the client must petition and receive approval for a waiver of insurance co-payment under policy. In cases where the client's insurance denies payment, the client must also complete and sign a Waiver of Liability to be eligible for a Center sliding-fee.
  - c. Waivers of liability represent statements and agreements in which the client either chooses to receive services and assume financial responsibility if their insurance (including Medicare) denies payment or chooses to refuse service delivery. Waivers of liability shift financial responsibility from the Center to the client in the event of a denial of an insurance claim.

- d. The Waiver of Liability should be completed in advance of actual service delivery when a denial of insurance payment is predictable. However, in cases in which a denial of an insurance claim cannot be anticipated or predicted, the client will be approached to sign a Waiver of Liability upon receipt of the denial, and the Center's sliding-fee will be applied retroactively to the clients account.
- e. For Medicare beneficiaries, when it is anticipated that Medicare will deny payment for a particular covered service at a particular time, due to reasons that Medicare will likely consider as not reasonable and necessary (i.e. not consistent with diagnosis, provided by someone other than approved by Medicare, and/or the frequency or duration of the service exceeds the limits imposed by Medicare) the Center will have the client sign a waiver of liability referred to as an Advance Beneficiary Notice, prior to delivery of the service.
- f. Waivers of liability, either in the form of an Advance Beneficiary Notice or in some other form, may be signed by the client's personal representative if the client is a minor child or an incapacitated adult.
- g. Waivers of liability may not be signed in emergency service situations prior to an emergency medical screening (EMS) and stabilization of the client. In addition, a waiver of liability may not be signed when a client is under duress (i.e. emotionally or cognitively impaired such that the client is unable to adequately comprehend the nature and consequences of their decision so as to be unable to make an informed choice).
- h. If a client refuses to sign a waiver of liability, the Center will have a staff person witness the refusal and may consider such action as reasonable cause to refuse to provide the requested service.
- i. Clients must allow Bear River Mental Health Services, Inc. to submit claims to insurance companies when applicable and must also provide all pertinent information necessary with which to process the insurance claim. All insurance payments received by the Center shall be in addition to any client co-payment; however, the Center may not collect more than what is actually charged for the services rendered.
- j. Potential recipients of a Center sliding-fee must apply by completing the Center's standard Fee Agreement. Clients who refuse to state and/or verify their monthly income will be ineligible to receive a sliding-fee and will be responsible for the full charge of any service not covered by their insurance.
- k. For clients who are under the age of majority, the child's parents or legal guardian retain financial responsibility unless the child is legally emancipated or has been placed in the legal custody of a state agency, and the agency has been assigned financial responsibility by statute or court order.

## 2016 Area Plan Discount Fee Schedule

FY 2015 Discount Fee Schedule									
Household Size	Annual Incomes Relative to Percent of Poverty								
	Monthly Income	Up to - 110%	>110% - 130%	>130% - 140%	>140% - 160%	>160% - 180%	>180% - 200%	>200% - 300%	>300% - 400%
1	\$1,070	\$12,837	\$15,171	\$16,338	\$18,672	\$21,006	\$23,340	\$35,010	\$46,680
2	\$1,442	\$17,303	\$20,449	\$22,022	\$25,168	\$28,314	\$31,460	\$47,190	\$62,920
3	\$1,814	\$21,769	\$25,727	\$27,706	\$31,664	\$35,622	\$39,580	\$59,370	\$79,160
4	\$2,186	\$26,235	\$31,005	\$33,390	\$38,160	\$42,930	\$47,700	\$71,550	\$95,400
5	\$2,558	\$30,701	\$36,283	\$39,074	\$44,656	\$50,238	\$55,820	\$83,730	\$111,640
6	\$2,931	\$35,167	\$41,561	\$44,758	\$51,152	\$57,546	\$63,940	\$95,910	\$127,880
7	\$3,303	\$39,633	\$46,839	\$50,442	\$57,648	\$64,854	\$72,060	\$108,090	\$144,120
8	\$3,675	\$44,099	\$52,117	\$56,126	\$64,144	\$72,162	\$80,180	\$120,270	\$160,360
Each Additional Person	\$4,466		\$5,278	\$5,684	\$6,496	\$7,308	\$8,120	\$12,180	\$16,240
Per-session Discount Fee	\$8.00		\$16.00	\$24.00	\$32.00	\$42.00	\$52.00	\$72.00	\$84.00

**Form A – Bear River Mental Health Budget Narrative**

Instructions:

- In the boxes below, please provide an answer/description for each question.

**1a) Adult Inpatient**

*Form A1 – FY15 Amount Budgeted: \$680,000*

*Form A1 – FY16 Amount Budgeted: 980,000*

**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.**

As has been the case historically, inpatient mental health (i.e., post-stabilization) services for adults, children and youth, are contracted services and not provided directly by the mental health center. Bear River Mental Health and the local authority plan for the continued utilization of IHC facilities (e.g., Logan Regional Hospital and McKay Dee Hospital) as the primary resources to meet the Center’s acute adult and child inpatient needs for FY 2016. All inpatient resources utilized by the Center will continue to accommodate both male and female admissions, and such services follow the Medicaid requirements for post-stabilization of psychiatric emergencies as illustrated in the ready reference below.

Both Logan Regional Hospital Unit and McKay Dee Hospital inpatient units serve an adult population. Children and youth frequently receive inpatient services through McKay Dee Institute for Behavioral Medicine. BRMH retains a formal contract with Logan Regional Hospital and a standing interagency agreement with McKay Dee Hospital. Intermediate and longer-term inpatient hospitalization will continue to be accomplished through utilization of the Utah State Hospital.

The hospitals identified above represent the primary and preferred source of inpatient utilization for area residents. However, other inpatient options (e.g., University of Utah Neuropsychiatric Institute, Lakeview Hospital, Davis Hospital, Highland Ridge Hospital, Salt Lake Behavioral Health, etc.) have and will at times be necessary in order to meet the area’s inpatient service needs. In all circumstances, Center personnel will take appropriate steps to facilitate access to adult and child inpatient resources as needed and where needed.

With respect to Logan Regional Hospital / Behavioral Health Unit (LRH / BHU). Bear River Mental Health has an assigned hospital liaison responsible for the activities of utilization review and inclusive of continuity of care and discharge planning. This individual meets with the LRH / BHU inpatient behavioral health team on Monday, Wednesday, and Friday mornings for review and discussion of patient progress, disposition planning, and coordination of outpatient placements relative to 24 hour residential, state hospital services, as well as outpatient follow up scheduling for continuation of individual therapy, day treatment, medication management, etc., as well as coordination of initial outpatient BRMH admission assessments managed through the Center’s weekly intake clinic.

Continuity of care and disposition planning relative to out of area inpatient facilities (e.g., McKay Dee, Lakeview, Highland Ridge, LDS Hospital, University of Utah Neuropsychiatric Institute, etc.) are generally facilitated and managed via direct phone contact between inpatient unit personnel and BRMH clinical and/or administrative supervisors. BRMH supervisory staffs, when contacted by hospital inpatient units, are then able keep abreast of inpatient treatment, assess treatment progress, provide authorizations for continued stay if necessary, as well as facilitate both the scheduling and continuation of services for existing clients, or arrange for appropriate admission for follow up services for those individuals not as yet in the BRMH service system.

Additionally, the Center is involved in data collection and reporting relative to a Medicaid Post-Hospitalization Follow Up Performance Measure designed to capture information as to the scheduling of follow up services within 1 to 7 days, 8 to 31 days, or greater than 31 days post-inpatient care. The preference for post-inpatient service scheduling within 1 to 7 days following hospitalization is communicated to both BRMH providers and support staff Center-wide. These measures are reported to Medicaid and validated annually and consequently serve to provide information relative to quality improvement in the areas of inpatient care continuity and timely disposition planning and facilitation.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Since FY 2010 BRMH has experienced dramatic increases in inpatient costs as a result of both an increase of the numbers of acute psychiatric hospital admissions on average as well as the length of stay in many cases, which has required an increasing budget amount, particularly over the past three years. Given this recent historical trend, BRMH anticipates a similar increase in inpatient utilization for FY 2016, and has adjusted its projected budget accordingly to represent an increase of \$300,000.00.

An examination of the rising trend in inpatient costs has stimulated serious consideration of a number of possible interventions including rate negotiations with other inpatient resources other than IHC facilities, development of an inpatient utilization staff position dedicated to on-site management of acute hospital admissions, creation of a psychiatric receiving center or outpatient hospital triage system, development of a mobile crisis team, as well as increasing preventative care strategies as possible mechanisms targeted

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

No significant inpatient resources or programmatic changes are anticipated for FY 2016.

**1b) Children/Youth Inpatient**

*Form A1 – FY15 Amount Budgeted: \$320,000*

*Form A1 – FY16 Amount Budgeted: \$420,000*

**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.**

As with the adult service population, inpatient services for children and youth are technically a contracted services not provided directly by BRMH. The utilization of inpatient programs and services may be monitored by the mental health center, where Center utilization staff may work directly with inpatient personnel to provide initial or continued authorization of services as well as discharge planning and coordination.

Inpatient services for children and youth are primarily provided through the McKay Dee Institute for Behavioral Medicine which serves children 6 years of age through 17 years of age and is in operation seven days a week, twenty-four hours a day, although other inpatient providers throughout the intermountain area may at times be utilized as necessary and appropriate given individual circumstances.

Intermediate and longer-term inpatient hospitalization for children and youth will continue to be accomplished through utilization of the Utah State Hospital. The Utah State Hospital, located in Provo, generally accommodates a maximum capacity of 72 pediatric admissions. Additionally, the mental health center is allocated 4 pediatric beds subsequent to the formula established under subsection (2) of 62A-15-612, which also provides for the allocation of beds based on the percentage of the state's population of persons under the age of 18 located within a mental health center's catchment area.

The Center has formalized its inpatient services policy for children and youth that upholds procedural consistency with Utah statute as currently written (Utah Code Annotated 62A-15-702 and 703 -Treatment and commitment of minors in the public mental health system and Residential and inpatient settings – Commitment proceeding).

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

An increase in the budgeted amount of \$100,000 for FY 2016 is projected relative to children and youth with respect to inpatient services. Although some increase in the number served is expected, the Center currently has no firm estimate of this increase.

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

No significant programmatic changes with respect to children and youth inpatient psychiatric services are planned or projected for FY 2016.

**POST-STABILIZATION CARE SERVICES READY REFERENCE**

**Post-stabilization Care Services are defined as inpatient services related to an Emergency Medical Condition that are provided after an individual is stabilized in order to maintain the stabilized condition, or to improve or resolve the individual's condition.**

POST-STABILIZATION CARE SERVICES PROVISIONS				
1		BRMH shall comply with Medicare regulations for Post-stabilization Care Services found in 42 CFR 422.113 c. Generally, Post-stabilization Care Services begin upon admission to an inpatient psychiatric unit after Emergency Services to evaluate or stabilize the Emergency Medical Condition have been provided in an emergency room.		
2	Pre-approved Post-stabilization (inpatient) Care Services	BRMH shall pay for Post-stabilization Care Services obtained within or outside BRMH's area that are pre-approved by BRMH.		
3	Post-stabilization Care Services not pre-approved	a	BRMH shall pay for Post-stabilization Care Services obtained within or outside its organization that are not pre-approved by BRMH, but are administered to maintain the individual's stabilized condition within one hour of a request to BRMH for pre-approval.	
		b	BRMH shall pay for Post-stabilization Care Services obtained within or outside its organization that are not pre-approved by BRMH, but are administered to maintain, improve or resolve the individual's stabilized condition, if:	
			i	BRMH does not respond to a request for pre-approval within one hour of the request.
			ii	BRMH cannot be contacted.
		iii	The BRMH representative and the treating physician cannot reach an agreement concerning the individual's care and a BRMH physician is not available for consultation.	
			In this situation, BRMH shall give the treating physician the opportunity to consult with a BRMH physician and the treating physician may continue with the care of the individual until the BRMH physician is reached; or one of the following criteria outlined in 42 CFR 422.113 c (3) is met:	
			a	A BRMH physician with privileges at the treating hospital assumes responsibility for the individual's care.
			b	The BRMH physician assumes responsibility for the individual's care through transfer.
		c	A BRMH representative and the treating physician reach an agreement concerning the individual's care, or	
			d	The individual is discharged.
c	Technically (by regulation), BRMH is not responsible for Post-stabilization Care Services provided prior to the request for pre-approval, however, there may be extenuating circumstances that preclude the hospital from requesting pre-approval. In such instances, BRMH may reimburse the hospital for the entire inpatient psychiatric admission when it is determined it would be clinically appropriate.			
d	If a hospital requests pre-approval for a specific number of days, and BRMH authorizes less than the number of days requested, this constitutes an ACTION, unless BRMH authorizes fewer days but conducts continued stay reviews to ensure timely discharge from inpatient services.			
4	Inpatient Authorization Protocols - Non-Contracting Hospitals	BRMH must provide verification of inpatient approvals to non-contracting hospitals.		
		If BRMH provides verbal approval for Post-stabilization Care Services over the telephone, a faxed confirmation of the approval must be provided to the hospital within 24 hours of the verbal approval. BRMH should include a prior approval number to allow for both hospital and Center tracking of the service.		
5	Payment to Non-Contracting Hospitals	If BRMH's payment to non-contracting hospitals providing inpatient services exceeds the lower of the rates listed below, applicable at the time services were rendered, then additional expenses may be subject to review and possible disallowance during financial reviews by the Department.		
		a	The hospital's usual and customary charge.	
		b	The applicable Medicaid fee-for-service rate published by the Department of Health, or	
		c	The rate BRMH pays for its subcontractors.	

**1c) Adult Residential Care**

*Form A1 – FY15 Amount Budgeted: \$395,000*

*Form A1 – FY16 Amount Budgeted: \$392,000*

**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.**

Adult residential services are provided directly by BRMH through the operation of a 12 bed facility located in Logan, Utah. This facility will continue to ensure the availability of transitional and longer-term support options for individuals who demonstrate a need for both structured and supportive living. The facility is operated as a 24-hour supervised group home and will continue to provide Supportive Living as an adjunct to other services such as case management and rehabilitative skills development as applicable to the needs of clients in the facility who are in transition to less restrictive environments, meaning that residential service clients, depending on individual need, may receive other services in addition to supportive living, as they are in the process of transitioning from the 24-hour facility to either semi-independent or independent living in the community.

Supportive living generally includes observation, monitoring, and structured daily living support which necessitates 24-hour staffing to ensure daily resident contact, observation of general behavior and performance of routine personal care and daily living tasks, as well as monitoring of symptomatology associated with the resident's diagnosis and individualized treatment plan.

Additionally, the residential program provides for a structured living environment which ensures the organization of household activities, tasks, and functions according to a specific daily schedule of functional living activities. Meals, medications, household chores, house meetings, visiting and other activities associated with the facility are accomplished through structure and direct supervision. The organization and routine of the household provides an emotionally stabilizing effect that tends to facilitate symptom stabilization.

In FY 2015, the Center completed construction and occupancy of a new residential facility located on site of the Bear River House adult day program located at 88 West 1000 North in Logan, Utah, thereby creating a mental health campus effect. The new facility includes single occupancy bedrooms, improved bath and shower rooms, expanded kitchen and dining area, dedicated medication room, separate staff bathroom, and expanded common living areas not historically available in its previous facility.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Currently, no significant change is expected in residential service capacity, or funding, however, given the quality and location of the facility, residential occupancy has increased since opening and is expected to demonstrate some possible increase in the numbers of clients served in FY 2016.

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

No significant programmatic changes with respect to residential services are planned or projected for FY 2016.

**Form A – Bear River Mental Health Budget Narrative**

**1d) Children/Youth Residential Care**

*Form A1 – FY15 Amount Budgeted: \$5,000*

*Form A1 – FY16 Amount Budgeted: \$5,000*

**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.**

Residential services for children and youth are not provided directly by BRMH. When more secure and extended residential treatment is determined necessary, the mental health center will utilize residential treatment facilities available throughout the Wasatch front area. In previous plan years the mental health center has occasionally placed children and youth in Primary Children's Residential program as well as the Odyssey House program within the Salt Lake area.

Although these specific programs have been utilized in previous years, with respect to FY 2016, Bear River Mental Health does not plan to limit its residential service continuum to select facilities but will endeavor to obtain services from any available and accredited residential treatment resource necessary in order to meet the clinical needs of children and youth within its catchment area and service priority.

When determined to be clinically necessary, these intensive levels of intervention provided through residential treatment resources will be delivered to accomplish increased stability and foster the successful reintegration of children and youth with family and community. Residential service utilization is difficult to predict as BRMH endeavors to serve and maintain children and youth in their home environment through intensive wrap-around services as preferable to out-of-home placement if at all possible.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No significant change in utilization, service delivery, or change in funding or number of individuals served is expected for FY 2016.

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

No programmatic changes are planned for FY 2016.

**1e) Adult Outpatient Care**

*Form A1 – FY15 Amount Budgeted: \$2,080,696*

*Form A1 – FY16 Amount Budgeted: \$2,156,494*

**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.**

As in previous years, the continuum of outpatient services provided directly by BRMH projected for FY 2016 will continue to include mental health assessments, psychological evaluations, psychiatric evaluations, individual, family and group psychotherapy, individual skills development, behavior management, as well as psycho-education, personal services, and support groups. Case management, group skills development (psychosocial rehabilitation), respite, and medication management, although incorporated within the mental health center's context of outpatient services, are described separately in sections of the Area Plan to follow as they are identified by statute as separate from the outpatient service continuum.

Services are generally provided in the outpatient clinic sites located in Logan, Brigham City, Tremonton, and Garden City, however, these services may be provided at other times and community locations as determined necessary and appropriate to the needs of mental health consumers. Additionally, outpatient services are provided through face-to-face contact with the client, which may at times be delivered through the Center's tele-health system.

Additionally, BRMH has one subcontracted provider entity (Cache Valley Community Health Center), and one additional private provider, where outpatient therapy services are provided to a relatively small number of Medicaid eligible individuals. However, at present the Center is exploring possible subcontract or service purchase opportunities with two additional private providers that will permit the delegation of medication management services outside the Center's employed provider network should the need arise.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Delivery of adult outpatient services is expected to remain consistent with the previous fiscal year, although with the advent of the Justice Reinvestment initiative and programmatic changes relative to justice-involved individuals, the Center projects some increase in service population, particularly given the anticipated implementation of a second mental health court program in Box Elder County beginning September 2015. Particular to these considerations, as well as the broad-based spectrum of the outpatient service array, BRMH projects an increase in funding relative to outpatient care of approximately \$80,000.00, where \$40,000.00 of which is reflective of the Justice Reinvestment Initiative.

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

No significant programmatic changes with respect to the general continuum of adult outpatient services are projected for FY 2016.

Form A – Bear River Mental Health Budget Narrative

**1f) Children/Youth Outpatient Care**

*Form A1 – FY15 Amount Budgeted: \$1,484,482*

*Form A1 – FY16 Amount Budgeted: \$1,490,093*

**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.**

Direct outpatient services provided to children and youth, as with adult consumers, include mental health assessments, psychological evaluations, psychiatric evaluations, individual, family and group psychotherapy, individual and group skills development, behavior management, as well as psycho-education and support groups.

As specified under Adult Outpatient Care, the array of outpatient services are generally provided in the clinic settings located in Brigham City, Tremonton, Logan and Garden City, however, these services may be provided at other times and community locations such as local schools and in-home venues as determined necessary and appropriate to the needs of mental health consumers.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

As with the adult population, delivery of outpatient services is expected to remain consistent with the previous fiscal year with no anticipated substantive programmatic changes or true expansion of actual services. Utilization of outpatient services may show some increase consistent with the possibility of an increase in Medicaid eligibility rates, although as previously indicated, the predictions represented in the Center's Area Plan Budget are merely rough or best-guess estimates based on historical patterns of population growth, and are not as such, statistically reliable.

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

No significant programmatic changes in outpatient services relative to children and youth are planned or projected for FY 2016.

**1g) Adult 24-Hour Crisis Care**

*Form A1 – FY15 Amount Budgeted: \$110,000*

*Form A1 – FY16 Amount Budgeted: \$85,000*

**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.**

Mental health crisis management (i.e., emergency services) will continue to be provided primarily as a direct service and not under subcontract (with exceptions as described below), as necessary to assist individuals who are experiencing immediate and/or debilitating or life threatening complications as a result of serious mental illness. Through a variety of educational formats, all individual clients of the Center are provided with the information necessary in which to access the 24-hour crisis system. In addition, crisis services for Medicaid clients are specifically covered under partnership agreements in which hospitals and other agencies are informed of the Center's commitment in providing a first line response to the crisis needs of this population. Furthermore, access to the Center's crisis team is available to other individuals within the community, as well as public and social service entities including law enforcement. Annually, the Center participates in direct training of law enforcement personnel working as CIT (Crisis Intervention Team) officers as part of a community-wide crisis intervention system. Both CIT officers as well as designated BRMH crisis staff are trained in mental health law policy and practice, including acute and extended inpatient resource utilization and community-based alternatives to hospitalization.

Crisis services will continue to be available seven days a week, 24 hours per day and 365 days a year for FY 2016. During regular business hours, a selection of outpatient staffs in each clinic site will continue to rotate crisis coverage Monday through Friday. For evenings, weekends, and holidays, clinicians who are certified as mental health officers for the State of Utah will fulfill the crisis coverage assignment, again on a rotating schedule. Pagers and cellular phones will be utilized by crisis service staff to allow for quick communication and response. Also, during routine office hours, crisis staff will maintain a flexible work schedule that ensures the possibility of an immediate response to any mental health emergency situation. Assigned crisis staff will be capable of managing both child and adult mental health emergencies and, when necessary, will be trained in the process of making referrals to the Center's inpatient resources as previously described. Additionally, the delivery of crisis or emergency services will adhere to the established provisions as required by Medicaid and illustrated in the Emergency Services and Crisis Response Ready References depicted below.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Given the continuation of IHC staff responding to hospital-based crisis services at Logan Regional Hospital, some decrease in cost (\$30,000.00) and number served (50 individuals) is projected for FY 2016.

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

No significant programmatic change is anticipated for FY 2016 as Logan Regional Hospital continues since 2013 to provide hospital crisis coverage utilizing its own employed staff as is practiced in other Intermountain Health Care facilities throughout Utah. Bear River Mental Health remains available for consultation relative to Center clients, Medicaid individuals, or civil commitment cases as needed.

**EMERGENCY SERVICES READY REFERENCE**

Emergency services are defined as outpatient or inpatient services furnished by a qualified provider (i.e., per licensure through the Department of Commerce, Division of Occupational and Professional Licensing, or other State licensing agency) that are medically necessary to evaluate or stabilize an Emergency Medical Condition.

<b>EMERGENCY MEDICAL CONDITION</b>			
<b>PRUDENT LAYPERSON STANDARD</b>	A psychiatric condition manifesting itself by acute symptoms of sufficient severity (including severe pain) that a prudent layperson who possesses an average knowledge of health and medicine could reasonably expect the absence of immediate medical attention to result in:	1	Placing the health or safety of the individual (or with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy.
		2	Placing the health or safety of other individuals in serious jeopardy.
		3	Serious impairment to bodily functions.
		4	Serious dysfunction of any bodily organ or part.
<b>EMERGENCY SERVICES PROVISIONS</b>			
1	BRMH must have the capability to provide or arrange for all Emergency Services, 24 hours each day, seven days a week. On a 24-hour basis, individuals must be able to access by telephone a live voice or answering machine which will immediately page an on-call mental health professional.		
2	BRMH must inform its Medicaid Enrollees that access to Emergency Services is not restricted and that if an Enrollee experiences an Emergency, he or she may obtain Emergency Services from a non-plan physician or other qualified provider without penalty.		
3	When BRMH or other health care provider instructs a Medicaid Enrollee to seek Emergency Services in or out of BRMH's provider network, BRMH shall pay for the Emergency Services without regard to whether the Enrollee meets the prudent layperson standard.		
4	A Medicaid Enrollee who has an Emergency Medical Condition may not be held liable for payment of subsequent screening and treatment needed to diagnose the specific condition or stabilize the Enrollee.		
5	BRMH is responsible for all outpatient and inpatient mental health Emergency Services that are needed regardless of where the Emergency Medical Condition occurred or was treated. However, in outpatient hospital emergency rooms, BRMH is only responsible to pay for Emergency Services furnished by a psychiatrist.		
	Payment to psychiatrists who are not BRMH providers shall not exceed the lower of:	a	The psychiatrist's usual and customary charge.
		b	The applicable Medicaid fee-for-service rate, or
c		The rate BRMH pays its subcontracted providers.	
6	BRMH shall not limit what constitutes an Emergency Medical Condition on the basis of lists of diagnoses or symptoms.		
	<b>Payment for Emergency Services</b>	<b>PRUDENT LAYPERSON STANDARD</b>	a BRMH shall pay for Emergency Services where the presenting symptoms are of sufficient severity that a person with average knowledge of (mental) health and medicine would reasonably expect the absence of immediate medical attention to result in placing the health of the individual (or with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy, serious impairment to bodily functions, or serious dysfunction of any bodily organ or part.
		b	BRMH shall not deny payment for treatment obtained when a Medicaid Enrollee had an Emergency Medical Condition, including cases in which the absence of immediate medical attention would not have had the outcomes specified in the definition of Emergency Medical Condition.
		c	In situations where a hospital demonstrates that Emergency Services related to an Emergency Medical Condition were received during an inpatient psychiatric admission, then BRMH shall reimburse the hospital in accordance with the above Emergency Service provisions.
7	The attending emergency physician or the provider actually treating Medicaid Enrollee is responsible for determining when the Enrollee is sufficiently stabilized for transfer or discharge, and that determination is binding on BRMH.		
8	BRMH shall not refuse to cover Emergency Services because the emergency room provider (psychiatrist), hospital or fiscal agent did not notify BRMH of the Medicaid Enrollee's screening and treatment within ten (10) calendar days of presentation for Emergency Services.		

## BEAR RIVER MENTAL HEALTH SERVICES, INC.

### Didactic Fragments - Crisis Response Ready Reference

Bear River Mental Health provides 24 hour/7 day per week crisis response services (Emergency Services) as necessary to mediate issues of distress, disability, and the risks to public safety as related to circumstances that constitute a mental health emergency (threats or acts of harm due to mental illness). Crisis Response Services are defined as both physical and/or verbal interventions needed in response to a mental health emergency.

Referral Source	Response Description
Community / Phone or Walk-in Referrals	Requests for crisis services via telephone are referred to the appropriate outpatient clinic (Logan, Brigham City, Tremonton) reception for dispatch to staff that are on the crisis response rotation at the time of the call. Walk-in crisis referrals in any of the Center's outpatient clinic sites will be immediately forwarded to the crisis responder on rotation at the time of the request.
Service Coordinator / RFS Designee Referrals	When the Service Coordinator determines that a Request for Service (RFS) requires emergent care, the request will be forwarded to the crisis response staff on rotation at the time of the request. The crisis response staff will then conduct a crisis screening via telephone within 30 minutes of the referral from the service coordinator. When the crisis responder determines that the individual is in need of an emergent level of care, the crisis responder will see the individual face-to-face within one hour of that determination.
Residential and Day Program Referrals	Requests for crisis response services by residential staff are considered equivalent to a hospital emergency department request. Crisis response staff may provide residential staff with any verbal support or instruction as determined necessary and appropriate to the situation at hand. Following any verbal response, the crisis responder may proceed to the residential facility as expediently as possible for further assessment and intervention as determined necessary, unless residential staff, in the exercise of personal judgment, determine that a physical response is unnecessary.
Hospital / Emergency Department Referrals	Crisis referrals generated from a local hospital emergency department may be forwarded to the crisis responder on rotation at the time of the referral. Crisis responders should contact the hospital emergency department within 30 minutes of the referral to provide crisis consultation as determined necessary and appropriate.
Field Referrals	Any staff who determines or makes an assessment that a mental health emergency situation exists while they are in the field (i.e., client's home, general community venue, etc.) may contact local law enforcement for crisis assistance. In addition, crisis response staff do not respond in the field at the request of law enforcement due to the volatile and unpredictable nature of crisis situations. Law enforcement are invested with appropriate authority to take persons into the custody of a local mental health authority and to transport such individuals to a designated facility (hospital emergency department) of the local mental health authority, where BRMH crisis response staff can further evaluate the individual. Furthermore, as stated previously, crisis contacts with opposite sex individuals should be conducted in public settings such as the Center's clinic sites or facilities, or in hospital settings such as the emergency room, and not privately (e.g., in the home of the client).
Jail / Juvenile Detention Referrals	The Center may provide mental health services to incarcerated county residents, which services shall include 24-hour crisis response at the request of correctional staff from either county jail or juvenile detention facilities. Additionally, in such facilities, Center staff may disclose protected health information to the correctional institution or a law enforcement official having lawful custody of an inmate or other individual, if the institution or official represents that such disclosure is necessary for:
	<b>a</b> The provision of health care to the inmate or other individual;
	<b>b</b> The health or safety of such individual or other inmates;
	<b>c</b> The health and safety of the officers or employees of or other at the facility;
	<b>d</b> The health or safety of such individuals and officers or other persons involved in the transportation of inmates or detainees from one facility to another or other setting;
	<b>e</b> Law enforcement on the premises of the correctional or detention facility, and
<b>f</b> The administration and maintenance of the safety, security, and good order of the correctional or detention facility	

Form A – Bear River Mental Health Budget Narrative

**1h) Children/Youth 24-Hour Crisis Care**

*Form A1 – FY15 Amount Budgeted: \$29,000*

*Form A1 – FY16 Amount Budgeted: \$23,000*

**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.**

Crisis services for children and youth will continue to be provided primarily as a direct service and not under subcontract as necessary to assist clients who are experiencing immediate and/or debilitating or life threatening complications as a result of serious mental illness.

Children and youth crisis services will continue to be available seven days a week, 24 hours per day and 365 days a year for FY 2016. During regular business hours, a selection of outpatient staffs in each clinic site will continue to rotate crisis coverage Monday through Friday. For evenings, weekends, and holidays, clinicians who are certified as mental health officers for the State of Utah will fulfill the crisis coverage assignment, again on a rotating schedule. Pagers and cellular phones will be utilized by crisis service staff to allow for quick communication and response to all crisis service requests. Also, during routine office hours, crisis staff will maintain a flexible work schedule that ensures the possibility of an immediate response to any mental health emergency situation. Assigned crisis staff will be capable of managing child and youth mental health emergencies and, when necessary, will be trained in the process of making referrals to the Center's inpatient resources as previously described.

As indicated previously, assigned crisis staff is trained and capable of managing both child and adult mental health emergencies. However, the Center's network of clinical providers with crisis experience and expertise is widespread throughout the community and particularly in each of the school districts in Box Elder and Cache Counties. Mental health therapists, case managers and behavior managers work closely with school personnel to assist in the service delivery system to insure children receive needed services, including crisis services, in in-vivo environments.

Additionally, Center personnel are involved in children and youth crisis assessments, service referral, and disposition/placement consultation on an on-going basis with community partners such as the Local Interagency council, juvenile courts, and DCFS.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

As with other outpatient services, crisis and emergency management services for children and youth may show minimal increases or decreases in delivery and utilization as area population demographics and Medicaid eligibility rates similarly increase or decrease. However, no significant budget change is anticipated with respect to crisis services for children and youth.

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

As with adult crisis services specified above, the Center's 24-hour crisis or emergency response system is not expected to expand either geographically or programmatically in FY 2016.

**1i) Adult Psychotropic Medication Management**

*Form A1 – FY15 Amount Budgeted: \$875,000*

*Form A1 – FY16 Amount Budgeted: \$873,000*

**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.**

Psychotropic medication and medication management are direct services provided to accomplish the assessment, prescription, monitoring, adjustment, delivery, coordination, administration, and supervision of psychopharmacological treatment.

The mental health center's medication prescription and management providers are approved by the Department of Occupational and Professional Licensing (DOPL). Where possible and appropriate, the Center's medical staff will work in consultation and coordination with primary care providers to better meet overall client medication treatment needs as well as attend to and promote client wellness through routine monitoring and measurement of client physiological statistics on every medication management appointment conducted at the Center's outpatient clinics.

The Center will continue to offer a variety of options for medication administration and monitoring, including daily and weekly medicine packaging, medication pickup and delivery, and direct observation of medication utilization as determined necessary and appropriate to the clinical needs of the client. Psychotropic medication management services will also remain available as needed for crisis services after hours. These services will be provided by a team of medical practitioners including a psychiatrist, and an advanced practice registered nurse. Medication related services will be available to all mental health center clients, who are determined to be in need of psychopharmacological treatment.

Where possible and appropriate, the Center's medical staff will work in consultation and coordination with primary care providers to better meet overall client medication treatment needs as well as attend to and promote client wellness through routine monitoring and measurement of client physiological statistics on every medication management appointment conducted at the Center's outpatient clinics.

Additionally, direct access to medication management and prescription services provided by the Center's physician and APRNs are available at Logan, Brigham City, and Tremonton outpatient clinic sites and may be accessed from other locations through the Center's tele-health system.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Expected increases in med management service utilization are the same as described in the outpatient and other service sections represented previously where projected changes generally follow changes in population statistics and Medicaid eligibility rates. However, overall costs relative to medication management are not expected to significantly change from FY 2015.

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

No significant programmatic changes relative to medication management are planned or anticipated for FY 2016 in this service area.

**Form A – Bear River Mental Health Budget Narrative**

**1j) Children/Youth Psychotropic Medication Management**

*Form A1 – FY15 Amount Budgeted: \$159,750*

*Form A1 – FY16 Amount Budgeted: \$162,000*

**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.**

As described in the adult section above, psychotropic medication and medication management services will be provided as well to the Center's child/youth populations in order to accomplish a full range of psychopharmacological mental health treatment. These services are provided by a medication management team of professionals in consultation and coordination with each client's personal treatment team.

The Center's medication management team includes Medical Assistants, Registered Nurses, Advance Practice Registered Nurses, and physicians. Physician staff includes one Internal Medicine physician. The Center's Physician, although not board certified in child psychiatry, nevertheless provides prescriptive services for children and youth as well as adults.

As with adult medication management services, where possible and appropriate, the Center's medical staff will work in consultation and coordination with primary care providers to better meet overall client medication treatment needs as well as attend to and promote client wellness through routine monitoring and measurement of client physiological statistics on every medication management appointment conducted at the Center's outpatient clinics.

Additionally, direct access to medication management and prescription services provided by Center physicians and APRNs are available at Logan, Brigham City, and Tremonton outpatient clinic sites and may be accessed from other locations through the Center's tele-health system.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Expected increases in med management service utilization are the same as described in the outpatient and other service sections represented previously; such changes generally follow changes in population statistics and Medicaid eligibility rates. As with the adult population, overall costs relative to medication management are not expected to significantly change from FY 2015.

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

No significant programmatic changes with respect to medication management services are planned or projected for FY 2016.

**1k) Adult Psychoeducation Services and Psychosocial Rehabilitation**

*Form A1 – FY15 Amount Budgeted: \$980,000*

*Form A1 – FY16 Amount Budgeted: \$980,000*

**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.**

The adult psychosocial programs both in Brigham City (Brigham City House) and Logan (Bear River House) will continue throughout FY 2016 as currently developed. These programs are patterned after the recovery model as the predominant rehabilitative perspective. The recovery model and approach to changing client attitudes, values, skills and/or roles, developing new life meaning and purpose, as well as regaining social function despite limitations of mental illness will continue to be the practical focus of this service.

As established several years previous, adult psychosocial programs are organized into three recovery oriented program tracks (Foundation, Gateway, and Transitions) designed to address the issues of mental health recovery and functional living as described below:

- (1) The Foundation Track is designed to meet the needs of consumers with profound cognitive, social, and functional limitations. This track focuses on functional survival and targets remedial social skills, daily living skills, and protective skills such as basic medication management and symptom maintenance necessary to promote community tenure and avoid institutionalization.
- (2) The Gateway Track is conceptualized as a gateway to wellness, and will continue to focus on an intermediate level of functional coping skills, functional living skills, and functional rehabilitative activities designed to enhance functional assertion.
- (3) The Transitions Track is designed for the advanced consumer and follows the Personal Development for Life and Work curriculum and is focused on the work of functional mastery.

This program also utilizes the modalities of psychoeducation, support groups, and experiential rehabilitative activities in the process of preparing consumers for social, recreational, educational, and vocational community reintegration. Overall, psychosocial rehabilitation follows a developmental cycle that incorporates conceptual, contextual, experiential, and referential phases as illustrated below.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

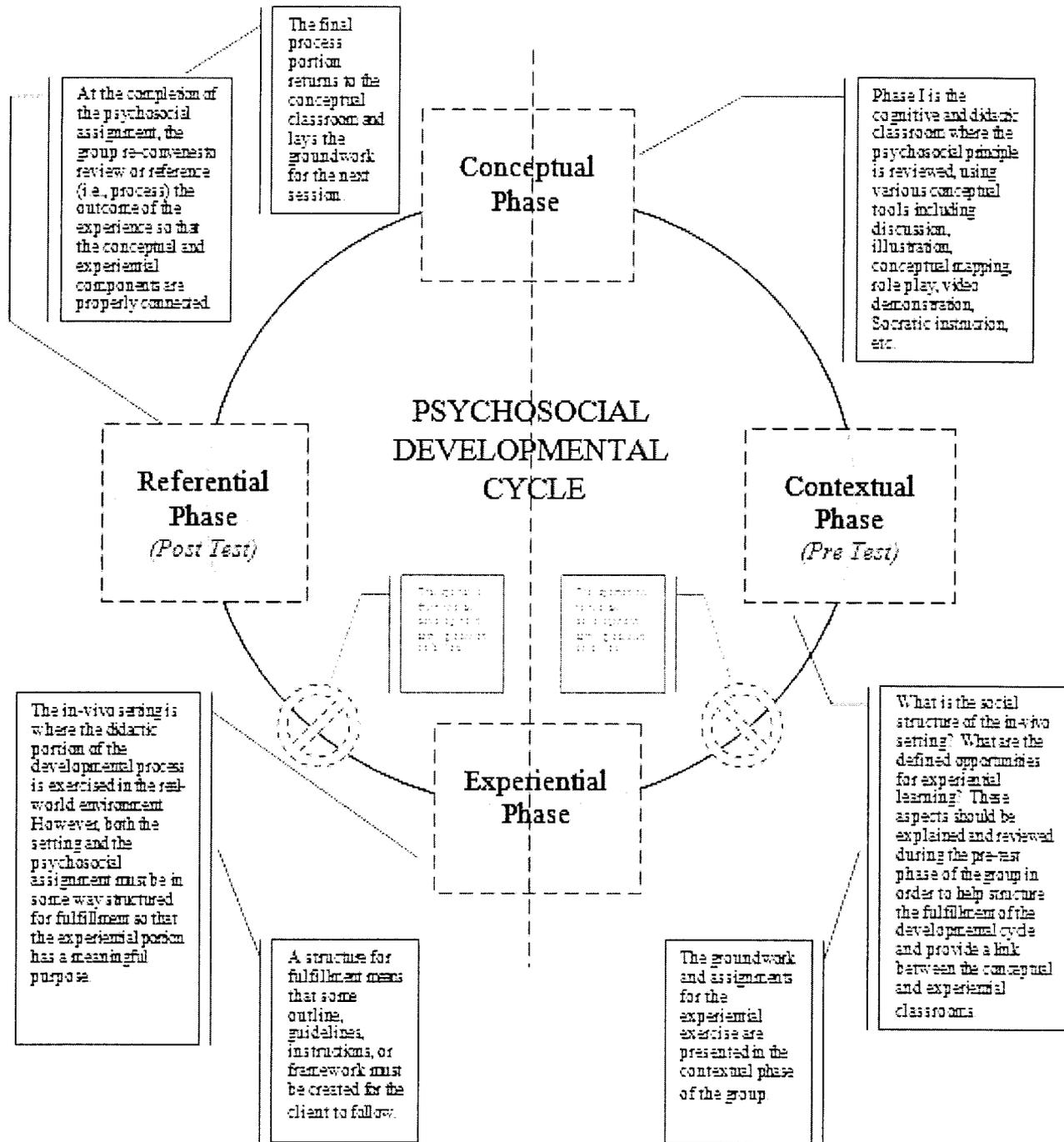
Expected increases in psychoeducation and psychosocial rehabilitation service utilization are the same as described in the outpatient and other service sections represented previously; such changes generally follow changes in population statistics and Medicaid eligibility rates.

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

No substantive programmatic changes are planned in this service area for FY 2016.

# CONCEPTUAL TOOLKIT

## PSYCHOSOCIAL REHABILITATION - DEVELOPMENTAL CYCLE



**11) Children/Youth Psychoeducation Services and Psychosocial Rehabilitation**

*Form A1 – FY15 Amount Budgeted: \$311,000*

*Form A1 – FY16 Amount Budgeted: \$310,000*

**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.**

Psychosocial rehabilitation for children and youth will continue as a direct service to be provided through a network of Skills Development Specialists. Children’s service staff will employ both individual and group formats for skills training and development that will address basic living, communication, and interpersonal competencies as related to the predominate family, school, and social environments of children and youth.

In addition, the mental health center plans to continue the delivery of psychosocial rehabilitative services in FY 2016 for children and youth during the school session and in the interim through a summer psychosocial skills curriculum. These services are provided in all outpatient service sites located in Brigham City, Logan, and Tremonton, as well as in school sites in all three service area counties.

All psychosocial rehabilitative services are applied to reduce psychiatric symptomatology, decrease unnecessary psychiatric hospitalizations, decrease maladaptive behaviors, increase personal motivation, enhance self-esteem, and help clients achieve the highest level of functioning possible.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Increased service population and utilization or service delivery in the areas of both psychoeducation and psychosocial rehabilitation is not currently anticipated, and no geographical program expansion is planned for FY 2016.

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

No significant programmatic changes are planned for FY 2016.

Form A – Bear River Mental Health Budget Narrative

**1m) Adult Case Management**

*Form A1 – FY15 Amount Budgeted: \$655,000*

*Form A1 – FY16 Amount Budgeted: \$653,000*

**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.**

For FY 2016, case management services will continue with the primary goal of assisting clients (adult, child/youth) and families to access additional community services and resources in an effort to help manage the functional complications of mental illness. Primary case management activities will include assessment and documentation of the client's need for resources and services; development of a written case management service plan; linking clients with needed services and resources; coordinating the actual delivery of services, monitoring quality, appropriateness and timeliness of the services delivered, as well as monitoring client progress and review and modification of the case management service plans and objectives as necessary.

Additional activities will often involve finding and maintaining housing resources, obtaining medical or dental services, linking with the Department of Workforce Services or Social Security Administration relative to the acquisition of benefits and entitlements, advocating for educational opportunities, and/or coordinating and facilitating inpatient hospital discharge.

Case management services will continue to be available throughout the Center's tri-county catchment area, although predominately delivered in Logan, Brigham City, Garden City, Tremonton and neighboring communities, to those clients who would benefit from and require assistance in coordinating, monitoring, and linking to community services and resources. These services are open to all mental health center clients based upon medical necessity as determined by a formal needs assessment.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Expected increases in case management service utilization are the same as described in the outpatient and other service sections represented previously; such changes generally follow changes in population statistics and Medicaid eligibility rates. However, overall costs relative to case management are not expected to significantly change from FY 2015.

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

No significant programmatic changes with respect to case management services are planned or projected for FY 2016.

**In) Children/Youth Case Management**

*Form A1 – FY15 Amount Budgeted: \$192,000*

*Form A1 – FY16 Amount Budgeted: \$191,000*

**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.**

Case management services in FY 2016 for children and youth will mirror those described above in most respects with the general exception of income and housing supports. Primary case management activities, as with adult consumers, will include assessment and documentation of the client's need for resources and services; development of a written case management service plan; linking clients with needed services and resources; coordinating the actual delivery of services, monitoring quality, appropriateness and timeliness of the services delivered, as well as monitoring client progress and review and modification of the case management service plans and objectives as necessary.

Case management services will continue to be available to children and youth, as with adults, throughout the Center's tri-county catchment area. These services are predominately delivered in the Logan, Brigham City, Garden City, Tremonton clinic sites as well as in neighboring communities, to those clients who would benefit from and require assistance in coordinating, monitoring, and linking to community services and resources.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Expected increases in case management service utilization are the same as described in the outpatient and other service sections represented previously; such changes generally follow changes in population statistics and Medicaid eligibility rates. However, overall costs relative to case management for children and youth are not expected to significantly change from FY 2015.

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

Programmatic aspects of case management as well as the scope and methods of service delivery will continue unchanged for FY 2016.

Form A – Bear River Mental Health Budget Narrative

**1o) Adult Community Supports (In home, housing, respite services)**

*Form A1 – FY15 Amount Budgeted: \$38,000*

*Form A1 – FY16 Amount Budgeted: \$35,000*

**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.**

In-home supports such as skills development, behavior management, and personal services will continue to be provided directly by BRMH to seriously and persistently mentally ill (SPMI) adults by case management and skills development service providers. Psychotherapy support services may be provided outside of the clinic either in home or in community settings such as local nursing homes, as determined necessary and appropriate to help eliminate barriers to service access.

Additionally, the mental health Center currently has an established housing network consisting of several apartment complexes located in Logan (Gateway 6-plex apartments) and Brigham City (Snow Park Village and Box Elder Commons) that provide semi-independent housing supports for eligible consumers who have transitional living needs. However, the Logan six-plex facility is under contract for sale at years end and current occupants are in process of re-locating to other low income resources in the community. With sale of the Center's Logan apartment complex, efforts will be made to explore alternative Center-sponsored housing options, likely through contracted lease agreements with private property owners.

Adult respite services are also available to families housing adult SPMI clients on a limited basis through the Center's 24-hour residential facility, where the client can be placed on a short-term basis to allow the family a brief period of rest and regeneration.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No new transitional housing resources are expected to be acquired during FY 2016, although utilization and demand for such services may increase relative to increases in service population. However, as referenced in the previous Adult Residential Care section, Bear River Mental health has completed its new 24-hour residential facility on site of the Bear River House (adult psychosocial rehabilitation facility) located at 88 West 1000 North in Logan.

The new facility includes single occupancy bedrooms, improved bath and shower rooms, expanded kitchen and dining area, dedicated medication room, separate staff bathroom, and expanded common living areas not historically available in its previous facility.

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

No significant programmatic changes with respect to community supports are planned or projected for FY 2016.

**1p) Children/Youth Community Supports (In home, housing, respite services)**

*Form A1 – FY15 Amount Budgeted: \$70,000*

*Form A1 – FY16 Amount Budgeted: \$70,000*

**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.**

In-home supports such as skills development, behavior management services will continue to be provided to severely emotionally disturbed (SED) children by case managers and skills development specialists throughout the Center's service in Box Elder, Cache and Rich Counties. In addition, respite services will continue to be provided to children classified as seriously emotionally disturbed (SED). This service will provide families with temporary relief from the stress of managing difficult children and adolescents by providing structured activities and supervision of the child or adolescent during the respite period. Respite allows for children and families to have a planned break from one another which is often a vital key to maintaining children in their homes and communities.

Families receiving respite services are also provided additional supportive services to assist them in coping with special needs youth. Child and adolescent programs and staff also provide a variety of community support and involvement through partnership arrangements with the Division of Child and Family Services, the Division of Youth Corrections, the Juvenile Justice System, local School Districts, and other local entities invested in the integration of mental health services with community support resources.

Although personal services may be included within the community support category, typically these services involve assistance with instrumental activities of daily living (IADL), including marketing, maintenance of the living environment, income management, and other activities necessary to live independently in the community. As such, these services are generally applicable to adult clients and therefore not provided per se to children and youth.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No significant increase or decrease in either service population or budget allocation is projected for this service category for FY 2016.

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

No significant programmatic changes are planned for FY 2016.

Form A – Bear River Mental Health Budget Narrative

**1q) Adult Peer Support Services**

*Form A1 – FY15 Amount Budgeted: \$30,000*

*Form A1 – FY16 Amount Budgeted: \$55,081*

**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.**

Peer Support services were initiated in FY 2013 in Box Elder County and represent face-to-face services provided by a Peer Support Specialist for the primary purpose of assisting in the rehabilitation and recovery of adults with serious and persistent mental illness (SPMI). Through coaching, mentoring, role modeling, and as appropriate, using the peer support specialist's own recovery story and experience as a recovery tool, Center client's may be assisted with the development and actualization of their own individual recovery goals.

Center staff employed in other positions (i.e., Case Manager, Skills Development Specialist, etc.) may also provide adjunct peer support services within the scope of their job description if they also meet the qualifications of a Peer Support Specialist (i.e., in recovery for SPMI and completion of required training).

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Bear River Mental Health, in Executive and Supervisory discussion, has determined to pursue the hiring of a Peer Support Specialist to serve the Cache County area. It is anticipated that this position will likely provide for services at 10 hours per week. The recruitment for a Peer Support Specialist will adhere to the Center's standard recruitment process and include posted announcements on the Center's external website, internal announcement box, as well as postings through local media outlets.

A formal Peer Support job description has been developed as represented below, and pending the scheduling and organization of the next state sponsored Peer Support certification training, Bear River Mental Health will move forward toward the hiring of a Cache County Peer Support Specialist position. Currently, given the significance of the Center's participation in the First District Mental Health Court program, its expansion into Box Elder County, and the Center's participation in the Justice Reinvestment Initiative, and that program's interest in the development of a mental health court mentoring system, the Center is planning for the recruitment of a Forensic Peer Support Specialist who can effectively serve both general and mental health court consumer populations, thereby broadening the application and utilization of the peer support role. These expansions in recruitment are expected to increase related funding by approximately \$25,000.00.

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

The introduction of forensic peer support services as part of the Justice Reinvestment Initiative and the implementation of an adult mental health court program in Box Elder County as described above represent programmatic changes anticipated for FY 2016.

**BEAR RIVER MENTAL HEALTH SERVICES, INC.**

<b>POSITION TITLE:</b>	<b>Forensic Peer Support Specialist</b>	<b>Supervisor:</b>	<b>Clinical Supervisor</b>
<b>DEPARTMENT:</b>	<b>Clinical</b>	<b>FLSA CLASSIFICATION:</b>	<b>Non-Exempt</b>

**EDUCATIONAL AND/OR PROFESSIONAL REQUIREMENTS:**

High School Diploma, State of Utah Peer Specialist Certification, and graduation from First District Mental Health Court program. Have a history of Severe and Persistent Mental Illness, currently well-grounded in own recovery, with at least a year since diagnosis of mental illness. Be willing to share one's own recovery experience with clients and staff. Clearance through State of Utah Background and Criminal Investigation check. Clear driving record.

**AREAS OF RESPONSIBILITY (Duties include but not limited to):**

<b>% Time</b>	<b>80</b>	<b>Peer Support - Face-to-face (occasional telephone contact)</b>
<b>Direct Billable</b>	<b>RECOVERY SPECIFIC DUTIES</b>	
	Utilize his/her unique recovery experience to teach and role model the value of every individual's recovery experience, and assist mental health court participants and other consumers to articulate personal goals for recovery, determine reasonable and holistic steps toward recovery, identify barriers to recovery goals, identify personal strengths in daily living, help reinforce positive progress toward recovery goals, help address criminogenic risk factors and facilitate appropriate mental health court phase advancement.	
	<b>SKILLS SPECIFIC DUTIES</b>	
	Teach consumers problem-solving skills and how to identify and combat negative self-talk as well as how to identify and overcome fears. Support the vocational choices consumers make and assist them in overcoming job/educational related anxieties and conflicts. Assist consumers in building social skills by demonstrating self-responsibility. Support consumers in maintaining effective coping and self-help techniques. Assist consumers transitioning from Hospital/Residential placement back into the community. Utilize crisis intervention skills. Use inclusive, culturally appropriate language and attitudes with all clients and staff. Assist as needed in transitional support services (agency to agency change), when a client is transferring between agencies or levels of care. Assist in the orientation of clients to the mental health court program as well as community and mental health agencies and services.	
		<b>AGENCY SPECIFIC DUTIES</b>
		Assist staff in identifying program elements that are supportive or destructive to recovery. Attend treatment team meetings as necessary. Attend treatment appointments as negotiated by consumer and /or treatment team. Maintain appropriate professional boundaries with consumers and avoid dual relationships within the community. Support treatment team objectives and strategies. Meet job expectations as specified in the Employee Handbook (if applicable).
		<b>8 hrs / week</b>

<b>% Time</b>	<b>20</b>	<b>Secondary Activities include but are not limited to:</b>
<b>Non-billable</b>	Complete up-to-date quality service documentation including accurate time sheet records with appropriate service codes and progress notes by 30 minutes past closing of the next business day in the Center's automated clinical records system. Obtain approval from immediate supervisor on any and all leave taken. Attend supervision appointments and team and organizational meetings as scheduled. Maintain an automated schedule, reflecting the FTE availability within Center hours, in order to be consistently available and visible to Center staff and clients. Prepare materials for groups. Attend trainings within, and outside of the Center for job development.	
		<b>2 hrs / week</b>

**OTHER SKILLS, ABILITIES, AND EXPECTATIONS:**

- Completion of 20 hours of continuing education annually to maintain certification.
- Knowledge and strict adherence to confidentiality law and policy related to all client and Center sensitive information.
- Effective oral and written communication skills
- Teaming skills for effective interoffice relations and for working with others in client treatment.
- Computer literacy and skills for operation of automated medical records, email, scheduling, etc.
- Timeliness with schedule including whereabouts, arrival to work, attendance at meetings, and client appointments.
- Positive attitude related to job expectations, supervision, Center policies and procedures, etc.
- Flexible hours to meet client and/or Center needs.
- Conduct expected tasks safely, uphold Center safety policies, and report perceived safety issues to appropriate sources.

I understand that this is a description of what is minimally expected of me in my role at BRMHS, Inc. I agree to complete these functions to the best of my ability.

Employee Signature \_\_\_\_\_

\_\_\_\_\_ Date

Form A – Bear River Mental Health Budget Narrative

**1r) Children/Youth Peer Support Services**

*Form A1 – FY15 Amount Budgeted: \$0*

*Form A1 – FY16 Amount Budgeted: \$1000*

**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.**

As indicated above, Peer Support is a face-to-face service provided by a Peer Support Specialist for the primary purpose of assisting in the rehabilitation and recovery of individuals with serious mental illness. With respect to children and youth, peer support services are provided to their respective parents/legal guardians as appropriate to the child's age and clinical need. Through coaching, mentoring, role modeling, and as appropriate, using the peer support specialist's own recovery story and experience as a recovery tool, the parent or legal guardian of children and youth may be assisted with the development and actualization of their child's own individual recovery goals.

As Family Resource Facilitators (FRFs) generally have first-hand experience living with a child or loved one who has emotional, behavioral, or mental health challenges and are trained in the Utah Family Coalition Policy Training curriculum and as Certified Peer Support Specialists, Family Resource Facilitators are instrumental in the delivery of peer-based recovery coaching for families struggling with the issues of mental illness and the systemic or societal barriers to mental health and wellness. Consequently, Family Resource Facilitators, as Peer Support Specialists, provide peer-to-peer support in the course of their Center-related responsibilities. Subsequently, clients may be referred to the Family Resource Facilitator or other peer support specialists as determined necessary and appropriate.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Currently, the Center minimally budgets for peer support services for as estimated five (5) children and youth clients, as this generally matches the Center's historical service record. Although this service fits within the context of the activity of Family Resource Facilitators, who are certified as Peer Support Specialists, family resource facilitation time is not predominately dedicated or billed under peer support beyond the funding amounts provided by the Division of Substance Abuse and Mental Health, given that Family Resource Facilitators are not direct or employed providers of Bear River Mental Health, as the FRF contract is structured and partially grant funded through an allied agency. However, the issue of Medicaid billing relative to FRF peer support services will be explored in more detail for FY 2016 to determine both feasibility and propriety of this avenue of cost reimbursement.

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

No programmatic change in children and youth peer support is planned for FY 2016.

**1s) Adult Consultation & Education Services**

*Form A1 – FY15 Amount Budgeted: \$0*

*Form A1 – FY16 Amount Budgeted: \$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.**

Bear River Mental Health is committed to maintaining its commitment to community partnerships and collaboration in FY 2016. Center staff continue to participate as mental health system consultants in a number of community forums and activities such as local nursing home advisory, marriage and family therapy advisory, Juvenile Justice Center participation, as well as involvement with a number of community agencies which focus on adult protective and safety issues such as Aging and Adult Services, as well as the Cache County Health Council. Consultation and education in these capacities are administratively rolled into staff responsibilities and not carved out into separately budgeted activities.

Bear River Mental Health also plans to continue its participation with the local Community Abuse Prevention Services Agency (CAPSA) administration in partnership efforts focusing on education, training, and consultation needs relative to CAPSA employees and services. Presently, Center administrative and clinical staffs also continue to meet with the Northern Utah's Choices Out of Violence coalition (NUCOV) on a weekly basis as this collaborative project proceeds. In addition, the mental health center provides frequent consultation and education with families and individuals concerning involuntary mental health procedures, as well as general information about mental health related issues provided to local community and religious groups.

Additionally, BRMH staff sits on the local health department board as well as the board of the Cache Valley Community Health Clinic (free clinic, not the local FQHC), and participates as an active member of the Cache Valley Homeless Council which meets regularly under the auspices of Bear River Association of Governments in order to address the issues, needs, and resources relative to problems of homeless in Cache County.

Finally, Bear River Mental Health will continue its participation on the planning and steering committees of the First District Mental Health Court, First District Drug Court, and Friends of Mental Health Court organizations involved in mental health systems programming, funding, and community liaison activities.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No significant increase or decrease in either applied funding or individuals served is projected relative to this particular service area for FY 2016, with the exception of some increased activity with respect to the Friends of Mental Health Court organization subsequent to the expansion of the mental health court program in Box Elder County. As indicated above, budgeting for consultation and education services are essentially void, as these particular activities, for the most part, are included within the scope of administrative responsibilities of the Center's executive and supervisory staff.

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

No significant programmatic changes are planned for FY 2016.

**Form A – Bear River Mental Health Budget Narrative**

**1t) Children/Youth Consultation & Education Services**

*Form A1 – FY15 Amount Budgeted: \$100,231*

*Form A1 – FY16 Amount Budgeted: \$100,000*

**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.**

With respect to children and youth, Bear River Mental Health will continue its valued established valued relationships with other community and state agencies in the tri-county area and will make every effort to be a contributing member to the community. The Center's children's services team consistently links and coordinates with schools, social agencies, and State entities in Box Elder, Cache, and Rich counties and has placed service staff on location in local school systems.

Also, children's services staff meet regularly with Local Interagency Councils and as part of juvenile mental health court teams in both Brigham City and Logan to coordinate and discuss service systems issues, enhance collaborative relationships, conduct interagency problem-solving, provide case consultation, plan for Department of Human Services (DHS) custody dispositions, as well as develop and coordinate mental health service planning for justice-involved children and youth.

Additional agency and community consultation and education relative to children and youth also occurs at the administrative level by assignment through the Center's executive and supervisory structure.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Consultation and education with respect to children and youth is primarily representative of the Center's activity in local school districts. No significant increase or decrease in either budget or individuals served is projected relative to this particular service area for FY 2016.

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

No significant programmatic changes are planned in this area for FY 2016.

**1u) Services to Incarcerated Persons**

*Form A1 – FY15 Amount Budgeted: \$50,000*

*Form A1 – FY16 Amount Budgeted: \$50,000*

**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.**

For FY 2015, Bear River Mental Health will continue to provide services within the local county jails. Currently, mental health professionals are assigned to both the Box Elder and Cache County jails where they offer at least two hours of clinical service time each week apart from any crisis service contacts or emergency interventions. Clinical services relative to Rich County jail inmates is provided upon request of correctional staff. Clinical services provided within the correctional facilities may include mental health assessment, crisis assessment and intervention, psychotherapy, behavior management, and medication consultation generally.

The Center's forensic mental health services are provided to incarcerated county residents. Each week the correctional staff at both Box Elder and Cache County jails provides a list of inmates who are requesting to see a mental health professional. In addition, staff of each county jail may specifically request that a mental health professional meet with a particular inmate for assessment of mental health problems and risk of harm subsequent to observations of correctional officers.

BRMH staff is also actively engaged in conducting mental health court eligibility assessments in the Cache County Jail on a routine basis. Additionally, many Cache County inmates are diverted each year from the correctional setting through the interception efforts accomplished through the First District Mental Health Court program to which BRMH staff participate as mental health court committee members and liaisons between the mental health authority and the court.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No significant increase or decrease in either budget or individuals served is projected relative to this particular service area for FY 2016.

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

No significant programmatic changes are planned in this service category for FY 2016. However, considerations may be undertaken for some expansion of services within county corrections facilities in the future relative to the Justice Reinvestment Initiative (JRI) once the Center completes its provisional set of JRI implementations identified for FY 2016.

Form A – Bear River Mental Health Budget Narrative

**1v) Adult Outplacement**

*Form A1 – FY15 Amount Budgeted: \$10,000*

*Form A1 – FY16 Amount Budgeted: \$10,000*

**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.**

As in previous years, BRMH has identified the barrier of supportive housing as a critical factor that potentially threatens the timely transition of the state hospital or acute hospital patient into less restrictive living environments. To manage this threat, the Center has endeavored to maintain its 24-hour residential facility to in part serve as both an inpatient pre-admission as well as a transitional discharge facility for adult SPMI clients referred from both acute inpatient settings as well as the Utah State Hospital.

In support of this transitional resource, the Center has, and does, utilize outplacement funds to cover the facility's room and board costs for state hospital clients during their initial and/or subsequent trial leave periods prior to state hospital discharge as well as for the month following their formal institutional release. In this way the client is provided an adequate safety net and shelter resource, including meals, laundry, controlled medication delivery, and functional support while efforts are initiated to acquire appropriate benefits and entitlements that will enable the client to progress toward functional independence and the establishment of community tenure. However, despite the general utilization of outplacement funding relative to the situation above, the Center recognizes that other barriers may at times exist that could also hinder the timely discharge of state hospital patients, and is equally committed to the application of these funds to effectively manage such barriers as they may be identified on a case-by-case basis.

Additionally, since the distribution of outplacement funding via formula, overall the Center has encountered minimal difficulty in our ability to timely transition appropriate state hospital clients back into the community once they have been placed on the state hospital discharge list.

Currently, outplacement funds identified on the formula allocation sheet in the Area Plan are inclusive of a larger aggregate of funds relative to various funding subsets (e.g., IMD funding), and are utilized according to identified need. The Center's funding posture with respect to outplacement support is one of fiscal flexibility, whereby funds needed to resolve barriers to State Hospital discharge are available and applied as necessary in any given case.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No significant increase or decrease in either applied funding or individuals served is projected relative to this particular service area for FY 2016.

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

Programmatic changes relative to outplacement resources are not expected to significantly change for FY 2016.

**1w) Children/Youth Outplacement**

*Form A1 – FY15 Amount Budgeted: \$5,000*

*Form A1 – FY16 Amount Budgeted: \$6,000*

**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.**

Outplacement funds have predominately been utilized to subsidize family contact and support of children and youth through reimbursement of transportation costs to and from the Utah State Hospital. This has facilitated the increased frequency of family involvement necessary to provide for the appropriate transition of children and youth back into community-based care.

Additionally, outplacement resources for children and youth may at times be used to fund transitional placements where state hospital pre-discharge clients live with a professional parent family and are engaged in a higher level of care and support in a structured home. This, in combination with periodic home visits with their family of origin to practice “in vivo” the skills learned in the professional home and in the hospital prior to formal discharge, are further benefits of the outplacement funding program.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No significant increase or decrease in either applied funding or individuals served is projected relative to this particular service area for FY 2016.

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

Programmatic changes relative to outplacement resources for children and youth are not expected to significantly change for FY 2016.

**Form A – Bear River Mental Health Budget Narrative**

**1x) Unfunded Adult Clients**

*Form A1 – FY15 Amount Budgeted: \$65,000*

*Form A1 – FY16 Amount Budgeted: \$80,000*

**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.**

In addition to the unfunded 2.7 school project described relative to children and youth in the narrative section below, the mental health center has identified additional domains for indigent/uninsured funding support for the following populations:

- Eligible individuals in local correctional settings who are intercepted and diverted from incarceration through the First District Mental Health Court program.
- Individuals currently under a court order of involuntary commitment to the custody of the local mental health authority for treatment. Without exception, such individuals are eligible for all medically necessary mental health services regardless of funding.
- 24 hour on-call emergency (crisis) services to area residents upon request irrespective of funding will continue to be provided.
- Services in county jails as statutorily mandated will continue as currently delivered. These services typically involve brief crisis/risk assessments and brief diagnostic assessments for population management and are provided irrespective of funding.
- Mental health service delivery to those individuals eligible under, and consistent with, the requirements of any grant funding obtained through state, federal, or private entities throughout the life and availability of the grant resources.
- Mental health evaluations for non-Medicaid drug court participants via referral from the First District Drug Court program as far as possible and practical without unduly compromising the Center's Medicaid/non-Medicaid service ratio.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Overall there is no significant increase or decrease in either applied funding or individuals served projected relative to this particular service area for FY 2016, however, more is budget for adults than children and youth in this area given the Center's historical service pattern since FY 2014.

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

Programmatic changes relative to unfunded adult clients are not expected to significantly change for FY 2016.

**1y) Unfunded Children/Youth Clients**

*Form A1 – FY15 Amount Budgeted: \$167,980*

*Form A1 – FY16 Amount Budgeted: \$157,517*

**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.**

The integrated mental health delivery system for uninsured and underinsured individuals within the Box Elder County, Cache County, Rich County, and Logan school districts initiated in FY 2008 will continue in FY 2016 as previously implemented. This project currently utilizes two full time clinical FTEs at a minimum Masters level and is funded through a State appropriation of \$170,000.00.

Clinicians involved with this project work in collaboration with school administrations and counselors and schedule available clinical time on-site with schools in each of the above referenced districts. This approach is viewed as both an access and delivery point for children and youth as well as parents/families of the students engaged in the on-site mental health services.

Additionally, children and youth involved in the area's juvenile mental health court program, irrespective of funding, fit within the Center's service priority and are eligible for participation in the Center's sliding-fee payment schedule where existing insurance coverage does not include all services considered medically necessary, or where the client is private pay.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

No significant increase or decrease overall in either applied funding or individuals served is projected relative to this particular service area for FY 2016, although the budget change reflects an increase in total funding applied to adults and less for children and youth as consistent with the Center's current service pattern.

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

Programmatic changes relative to services and resources for unfunded children and youth are not expected to significantly change for FY 2016.

Form A – Bear River Mental Health Budget Narrative

**1z) Other Non-mandated Services**

*Form A1 – FY15 Amount Budgeted: \$0*

*Form A1 – FY16 Amount Budgeted: \$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.**

As referenced previously, the mental health center currently is participating with the Bear River Health Department subsequent to grant funding received by the health department relative to the development of a community-wide suicide prevention system.

Additionally, Bear River Mental Health provides direct clinical supervision services to Utah State University social work interns currently providing social skills training within the Box Elder County school district.

**Justify any expected increase or decrease in funding and any expected increase or decrease in the number of individuals served.**

Although participation in the above activities increases supervisory staff time and effort, such time is not budgeted separately.

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

No significant programmatic changes are projected in this area for FY 2016.

## **2. Client Employment**

Increasing evidence exists to support the claim that 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 the following areas:

### **• Competitive employment in the community**

Two particular areas within the service array of Bear River Mental Health devote specific attention to the supportive factors of employment that underlie the recovery process and the perpetuation of mental health and wellness. From the standpoint of functional rehabilitation, the Center's adult psychosocial program "Transitions Track" provides concerted efforts to address the issues of community re-integration and focused attention on skills development relative to areas of life and work directly applicable to employment settings and employer - employee relationship skills. This program track helps adult consumers prepare for integration into the competitive workforce. Furthermore, Center case management staffs within the rehabilitative service system assist consumers to access workforce services, vocational rehabilitation, and other employment oriented resources to help facilitate opportunities for competitive employment as well. This rehabilitative service focusing on functional mastery and transition into community-based employment will continue without substantive programmatic change throughout FY 2016.

Secondly, the local mental health court program for justice-involved clients incorporates practical expectations of participation which include the area of productive activity. Mental health court participants, in each phase of the program, must engage in some form of work related activity, which may include volunteer work, sheltered employment, supported employment, supportive employment, or gainful employment. The expectation of productive activity is scalable to the functional level of the participant, however, where possible, competitive community employments are encouraged as a key factor in the process of mental health recovery and a hedge against criminal recidivism.

### **• Collaborative efforts involving other community partners**

As indicated previously in the FY 2015 Area Plan, the Center's administrative staff continues its collaborative partnerships with CAPSA, Utah State University's Center for Persons with Disabilities (CPD), Options for Independence, Family Institute of Northern Utah, local homeless council, and area nursing homes, for example. This collaborative effort is designed to focus on the needs of survivors of domestic violence with mental health impairments as well as the problem of sexual assault of women with mental health and intellectual disabilities. Recently, Bear River Mental Health has expanded its partnerships to include participation with the Northern Box Elder County Suicide Prevention Coalition. Additionally, extensive collaboration with criminal justice partners (e.g., district court, county attorney, defense attorney, law enforcement, AP&P, etc.) continues relative to the Center's involvement with local mental health and drug courts, civil commitment system, and will be further enhanced through the Center's participation in the FY 2016 Justice Reinvestment Initiative.

The mental health center will also continue its efforts to strengthen its support and partnership with the Utah Alliance for the Mentally Ill in FY 2016 by continuing its co-location of UAMI in its Logan outpatient clinic as well as the location of NAMI offices in its Brigham City day program facility. From the standpoint of an inclusive perspective, Bear River Mental Health conceptualizes the Center as a resource facility which can accommodate community associates who have an allied relationship with the public mental health system.

**• Employment of consumers as staff**

Currently, the Center continues to employ consumers in its Bear River House adult day program. These employments, although time-limited so as to allow more consumers an opportunity for a supportive work experience, provide a valued entry level employment as a springboard to competitive employment in the community.

Additionally, consumer peer specialist positions are planned in both Cache and Box Elder Counties to begin in FY 2016. These considerations include a Forensic Peer Support Specialist within the context of the Justice Reinvestment Initiative, functioning in support of both justice-involved and general mental health populations as the Center moves forward to fulfill this consumer support need in FY 2016.

**• Peer Specialists/Family Resource Facilitators providing Peer Support Services**

For FY 2016 the Center will maintain its subcontract with Allies with Families for a Family Resource Facilitator (FRF) consistent with the recommendation and support of DSAMH. This individual will continue to provide advocacy and partnership services for families of mentally ill children and youth in accessing family resource needs and linking with agencies or other community supports to fulfill identified needs. Additionally, Family Resource Facilitators, as Peer Support Specialists, are instrumental in the delivery of peer-based recovery coaching for families struggling with the issues of mental illness and the systemic or societal barriers to mental health and wellness. The family resource facilitator position is continued on a part time basis in Cache County and the facilitator is trained to understand family concerns, systems of care, confidentiality, and family resource delivery.

**• Evidenced-Based Supported Employment**

As represented in FY 2015, supported employment as a comprehensive approach to vocational rehabilitation involving employment specialists, employment assessments, job training, job coaching, and ongoing support to maintain employment, is in part, a function of vocational rehabilitation services under Title I of The Rehabilitation Act Amendments of 1973 (P.L. 99-506). The mental health center currently does not employ an employment specialist as part of the mental health treatment team; however, the Center does provide medical and mental health service components as a system of integrated treatment services that provide clinical support relative to consumer employment. Subsequently, fidelity ratings relative to employment specialists, vocational assessments, job coaching, etc., are not currently applicable.

Targeted planning consistent with an Employment First emphasis relative to the provision of mental health services in order to explore partnerships and/or resources, to create supportive and other employment supports and further develop a culture of employment as part of a comprehensive system of care still remains a Center objective for FY 2016, and efforts will be made to incorporate more formal consumer assessment of employment strengths and needs as part of the Center's implementation of its new electronic record system anticipated in September 2016.

Additionally, as referenced previously, the Center's psychosocial rehabilitative service and its Transitions Track program directs specific efforts toward the customization of strength-based approaches to obtaining employment, development of partnerships with potential employers, maximization of appropriate consumer-based employment training opportunities, as well as advocacy and facilitation, where possible, particular to gainful or other community employment opportunities.

### 3. Quality and Access Improvements

Identify process improvement activities including implementation and training of:

#### • Evidence Based Practices

Bear River Mental Health continues to support and periodically sponsors clinical staff trainings on evidenced based therapeutic approaches to mental health treatment. Also, incorporated within the Center’s treatment planning document, as illustrated below, is an Evidenced Based Practice selection box which both prompts and directs clinical attention to a consideration of EBPs that the clinician intends to apply in the treatment and care plan for each client. The selection box highlights those EBPs of which the Center is actively engaged. This strategy to cue evidenced related practice models serves to shape clinical practice in this direction as well as inform clinical staff of relative treatment options.

### Evidence Based Practices

Select the Evidence Based Practices that will be used in the interventions for this client:

- |                                 |  |  |
|---------------------------------|--|--|
| Medication Management ☒         | Family Psychoeducation ☒               | Motivational Interviewing ☒            |
| OQ/YOQ ☒                        | Illness Self-Management and Recovery ☒ | DBT (Dialectical Behavioral Therapy) ☒ |
| Assertive Community Treatment ☒ | Multisystemic Therapy (MST) ☒          | Peer Support ☒                         |
| Supported Housing ☒             | School Based ☒                         |  |

With respect to the implementation and integration of evidenced-based practices relative to the issue of systemic and systematic application center-wide. For FY 2016, as indicated previously, BRMH plans to expand the initiation of peer support services in Cache Valley. In preparation for the formal advance of this practice model, the Center has created and adopted a specific peer-support employment description and job posting to be initiated pending notification of the next Peer Support certification training scheduled in 2016.

#### • Outcome Based Practices

Outcome measurement and evidence-based practice are complementary activities as both efforts contribute to the support and maintenance of quality health care. The use of technology, medications, and other interventions ideally should be based on sound scientific evidence of efficacy and effectiveness in clinical practice. As measurement of clinical outcome can decidedly contribute to and strengthen the process of improving clinical practice BRMH periodically provides training to its provider staff relative to the OQ and YOQ outcome-based instruments.

The furtherance of these efforts to incorporate evidence and outcome based practice into the Center’s service philosophy and delivery and to continue utilization and analysis of OQ and YOQ instruments specifically, are considered critical and instrumental to the issues of quality improvement and the Center will continue these efforts in FY 2016.

**Form A – Bear River Mental Health Budget Narrative**

• **Increased service capacity**

Funding for children’s mental health early intervention has resulted in the expansion of service to school-based populations specifically in 14 schools within Box Elder and Cache county school districts within the Center’s geographical service area in FY 2015 and this expansion will be maintained in FY 2016. Additionally, service capacity to justice-involved individuals will be expanded in FY 2016 through the implementation of a mental health court program scheduled for operation in Box Elder County beginning September 2016. This program, in combination with the Justice Reinvestment Initiative, will broaden screening, assessment, and recovery support services for mentally ill offenders throughout the Box Elder County service area.

• **Increased access for Medicaid and Non-Medicaid funded individuals**

Through the development of specific unfunded service priorities (e.g., mental health court, civil commitment, crisis, grant funded populations, etc.) Bear River Mental Health has effectively expanded service access to additional recipients beyond the Medicaid population and will maintain these priorities through FY 2016.

• **Efforts to respond to community input/need**

Established community partnerships and coalitions as described previously represent direct efforts to keep abreast of community input relative to mental health service needs and development of appropriate response options. Specific efforts have been made to approach long-term care facilities and the Center for Persons with Disabilities in particular, to receive feedback regarding mental health service needs within these entities. These efforts will continue in FY 2016 with the intent to develop policy, procedure, and community practice standards that will improve the Center’s working relationships in the local community.

• **Coalition development**

As specified in previous sections, BRMH is actively involved in a variety of ways, and with a variety of community entities, in development of several interdependent and collaborative partnerships. These associations with entities such as the local Health Department, NAMI, First District Court, CAPSA, Utah State University, Cache Valley Homeless Council, Cache Valley Community Health Clinic, Friends of Mental Health Court, and others, are planned to continue through FY 2016.

**Describe process for monitoring subcontractors**

With respect to subcontractor monitoring, the Center’s Corporate Compliance Officer or designee is assigned to conduct formal annual reviews of these providers to ensure compliance with both technical and substantive elements of mental health service documentation and client progress. At present, a monitoring schedule and a timely notification system has been implemented through the Center’s Executive Assistant to help ensure the completion of subcontract monitoring as required by both DSAMH and Medicaid. The Center’s annual reviews may include client record reviews and record audits utilizing its internal peer/record review system and/or an applicable Subcontractor Compliance Monitoring Worksheet and checklist including verification of appropriate credentialing, background screenings, checks against federal excluded parties’ lists, etc.

**In areas designated as a Health Professional Shortage Areas (HPSA) describe programmatic implications, participation in National Health Service Corp (NHSC) and processes to maintain eligibility**

Bear River Mental Health has maintained National Health Service Corps eligibility in our Logan and Brigham City offices for many years. In the previous year (2014), we additionally obtained eligibility relative to the Center's Tremonton facility. One of the implications of providing services in HPSA areas is the difficulty in recruitment and retention of competent staff. The Center has found by experience that being an eligible National Health Service Corps site, helps attract competent individuals, who are seeking assistance in student loan repayment. This program has worked exceptionally well for Bear River Mental Health to the benefit of both the Center and community alike.

Furthermore, the Center's role has been to maintain site eligibility, to notify our staff of the particular benefits of this program, and to include this information with the Center's job postings. In support of this program the Center has hosted auditors, utilized applicable websites, and provided any and all information necessary when requested. Such information has included fee schedules, policies, patient demographic and service data, and clinician service hours, for example..

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

#### **4. Integrated Care**

**How do you integrate Mental Health and Substance Abuse services in your Local Authority area? Do you provide co-occurring treatment, how?**

For many years mental health and substance abuse treatment services have been provided by separate entities within the geographical area of the District 1 Local Mental Health Authority. Currently there is no comprehensive system of integration between mental health and substances abuse services. However, in Box Elder County, the Center's Tremonton facility, co-locates mental health, physical health, and substance abuse services, and represents the first shared endeavor in the integration of health care services in the tri-county area, with the exception of existing FQHC facilities. The potential for further integration is enhanced by the collaborative relationships currently established through both drug and mental health courts, where mental health and substance abuse providers work together to address the service needs of justice involved individuals. Integration between mental health and substance abuse will likely be further enhanced through the Justice Reinvestment Initiative, which will require additional interdependent collaboration and planning.

**Describe partnerships with primary care organizations or Federally Qualified Health Centers.**

The planning, development, construction, and completion of the mental health center's Tremonton facility, which co-locates mental health, physical health, and substance abuse services, was an interdependent partnership between Bear River Mental Health and the local health department. Also, an existing FQHC organization was approached and engaged in the planning process in order to include a broader health care component and subsequently the facility was constructed with supplementary capacity for physical health care services. Additionally, Bear River Mental Health maintains a contracted relationship with the Bear Lake and Cache Valley Community Health Centers, an existing FQHC organization located both in Rich and Cache counties. These health centers serve as a referral source for unfunded county residents in need of physical and mental health services and also provide some subcontracted mental health services for Medicaid enrollees.

**Describe your efforts to ensure that clients have their physical, mental and substance use disorder treatment needs met.**

Bear River Mental Health has revised its brief substance abuse survey component of the mental health evaluation tool to reflect a more critical item inventory designed to assist clinicians in identifying substance abuse issues and prompting appropriate referrals to the Bear River Drug and Alcohol treatment entity, whereas previously there was less impetus on the critical need for substance service referral.

The Center must further design and implement a formal substance abuse referral system as well as consider placement of a substance abuse service provider, on a part time basis, within the Center's Cache and Box Elder outpatient clinics for ease of referral for further substance abuse assessment and treatment.

With respect to the physical health care needs of Center clients, coordination between mental health and physical health care predominately functions relative to case management services. Case managers are consistently involved with client health care referrals as well as linking, monitoring, and coordination of health care services with local providers. This is in addition to medical team consultations and referrals to primary care providers when significant health care treatment issues are identified in the Center's service population.

## **Integrated Care Cont.**

**Recovery Plus: Describe your efforts to ensure health and wellness by providing education, treatment, support and a tobacco-free environment.**

Bear River Mental Health has endeavored to advance its focus and attention on the pressing issues of health and wellness as related to its consumer population for co-occurring illness, understanding the trends of morbidity and mortality in the severely mentally ill where research has established excess rates of mortality in this population with especially high rates in the adult population versus the elderly.

Numerous studies document disproportionate physical morbidity and premature death among people with serious mental illness. Although suicide remains an important cause of mortality for this population, cardiovascular disease is the leading cause of death. Cardiovascular death among those with serious mental illness is 2 to 3 times that of the general population. This vulnerability is commonly attributed to underlying mental illness and behavior.

With respect to FY 2016, the Center's adult day programs will spearhead activities directly addressing smoking cessation and health/wellness strategies. The Brigham City House program has previously supported formal staff education and training in smoking cessation and periodically conducts smoking cessation groups as part of its psychosocial rehabilitation program which will continue through the 2016 fiscal year.

Additionally, Center staffs have participated in periodic training and certification through the state health department in learning a standard curriculum from Stanford University that focuses on "Living a Healthy Life with Chronic Conditions" which teaches self-management of physical and mental health conditions. For FY 2016, the Center will continue to provide this specific six week curriculum to fidelity once every six months during the year. In the interim between the curriculum sessions, the program will offer weekly support group sessions utilizing the chronic conditions textbook.

FY 2016 marks the third anniversary of the Brigham City House program's initiation of a smoke-free treatment campus.

Additionally, the Center's Bear River House adult psychosocial rehabilitation program in Logan also conducts weekly health and wellness and exercise groups and will continue these programmatic efforts throughout FY 2016 in the interest in promoting consumer development and adoption of healthy lifestyle change as an inclusive part of an overall system of care.

Furthermore, the Center's Bear River House program plans to continue sponsorship of staff training and certification in smoking cessation as well as the development and implementation of smoking cessation psychosocial groups in further support of the development and promotion of a culture of health and wellness.

**5a) Children/Youth Mental Health Early Intervention**

**Describe the Family Resource Facilitation with Wraparound activities you propose to undertake and identify where services are provided. Describe how you intend to partner with other Department of Human Services child serving agencies. For each service, identify whether you will provide services directly or through a contracted provider.**

The Center's early intervention program, consistent with its assurance to abide by the Mental Health Early Intervention Resource Facilitation and Wrap-around agreement, is designed as a school-based mental health delivery system which expands services into local schools between Box Elder and Cache County utilizing mental health therapists and case management staff.

BRMH has added a Family Resource Facilitator to the Logan Outpatient Clinic subsequent to TANF funding and contracted through Allies with Families. Services will be based out of the Logan office but may also be provided in the community as needed.

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

As reflected in the previous year's Area Plan, early intervention, comprising generally case management and psychotherapy, are aspects of outpatient services described previously. Although increases or decreases in this service area may be generally reflected in their respective category descriptions in previous sections of the Area Plan, which are typically dependent on population growth and Medicaid eligibility rate increases, in this instance, the Center anticipates early intervention services within this category to remain essentially the same as the previous year, without significant increase or decrease relative to schools involved, staff assigned, or numbers served.

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

The early intervention service as currently planned for FY 2016 does not represent any significant programmatic change from the previous year.

**Do you agree to abide by the Mental Health Early Intervention Family Resource Facilitation and Wraparound Agreement?**

As indicated above, Bear River Mental Health is supportive and committed to this agreement.

**5b) Children/Youth Mental Health Early Intervention**

**Describe the Mobile Crisis Team activities you propose to undertake and identify where services are provided. Please note the hours of operation. For each service, identify whether you will provide services directly or through a contracted provider.**

Currently, Bear River Mental Health has not developed or implemented a formal mobile crisis team service, although some exploration of the concept, function, and feasibility of such an operation is currently under consideration, as Center staff have approach other mental health centers who are engaged in this activity for input on issues and problems encountered. At present, the inclusion of this modality for FY 2016 is uncertain at best.

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

N/A

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

N/A

**Describe outcomes that you will gather and report on.**

N/A

**5c) Children/Youth Mental Health Early Intervention**

**Describe the School-Based Mental Health 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.**

BRMH works with several school districts within all three county areas to provide in school services to at risk students in elementary and secondary schools. Parents are invited to team with school and agency personnel to help students who are struggling with a variety of social and emotional problems that impact their educational success, promote their overall mental health, and prevent students from needing out of home treatment.

Individual therapy and family therapy are offered during the school day, at homes, or in the office environment by a mental health therapist. A mental health assessment with a follow up treatment plan is developed in conjunction with children and family members.

Each child that becomes a client as a result of activities in the school will receive regular contact with the clinician and/or the case manager assigned to the case. Where needed, outreach services extend to the home or other places in the community. Each child will be assessed and receive the medically necessary services indicated based on the severity of their situation. Specific activities include individual therapy, meds (only provided in office), case management, psychosocial rehabilitation. BRMH will be the sole provider of services.

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

It is difficult to anticipate how many children will be referred in for services each year. Variables include school personnel “buy off”, parental permission and involvement, length and severity of issues, Center limitations due to funding. However, at present no significant increase or decrease is expected for FY 2016 in this area.

**Describe any significant programmatic changes from the previous year. (Please e-mail DSAMH a list of your current school locations if there have been changes from last year).**

No significant programmatic or school location changes with respect to early intervention services are projected for FY 2016.

**Describe outcomes that you will gather and report on.**

Generally, outcomes are relative to the Early Intervention Grant questionnaire and reflect self-report and parental report of progress each client is making. Also school-based data includes: Grade point average, office disciplinary referrals, on target for graduation, suspensions, truancy, absenteeism, tardiness, etc. This information should demonstrate a positive correlation reflecting improved behavior, lessened emotional distress, and successful school achievement.

## 6. Suicide Prevention, Intervention and Postvention

Describe the current services in place in suicide prevention, intervention and postvention.

### PREVENTION:

Two suicide prevention coalitions exist within Box Elder county with the goal of raising awareness in the community and working toward community prevention solutions. A coalition at the northern part of the county has focused on a “town hall meeting” where community members could learn about the problems of suicide in the community. This coalition consists of community mental health, public health, local hospital and medical providers, schools, local government and interested community members and initiated a well-attended “town hall meeting” where community members, local government, medical providers, schools and agencies learned about the problems of suicide in the community. This forum is currently planned as an annual event which will continue to raise awareness in this rural area where resources and awareness are identified obstacles to preventing suicide. Additionally, this coalition has sponsored a remembrance walk, a monthly meeting, and is working on a media campaign featuring local families affected by suicide. A second coalition at the southern end of the county involves the application of a grant that provided training in suicide prevention via *Question Persuade Refer*, an evidenced based practice.

Additionally, the Center’s Early Intervention grant is utilized in Box Elder and Cache counties to provide school based psycho-education, case management, and psychotherapy services designed to prevent self-harming behaviors in youth identified within the school setting. Consequently, Referral to community partners and resources that may reduce psychosocial stressors associated with suicidal ideation is readily available to school-based populations.

### INTERVENTION:

Crisis/suicide intervention services are available during business hours at Bear River Mental Health outpatient clinics. A crisis intervention hotline number is accessible for telephone consult with a crisis clinician after business hours. Bear River Mental Health consults regularly with community partners who may identify someone at risk for self-harm.

### POSTVENTION:

All persons seen by BRMH crisis workers are referred for follow up by BRMH staff or community partners. Medicaid clients and clients in the Center’s identified priority populations may receive additional supports from BRMH to assure that they receive postvention services that address the risks, strategies, and interventions targeted toward the suicidal recidivism.

## Suicide Prevention, Intervention and Postvention

**Describe the outcome of FY15 suicide prevention behavioral healthcare assessment, due June 30 2015, and the process to develop a policy and implementation plan to establish, implement and monitor a comprehensive suicide prevention plan.**

BRMH treatment staff has been trained on the Columbia Suicide Severity Rating Scale (C-SSRS), although to date the use of this instrument has been at staff discretion. Additionally, Box Elder staffs have been trained in the evidenced-based Question, Persuade, Refer model relative to suicide prevention. All persons who present for services at BRMH are assessed for risk of self-harm and harm to others as part of the mental health assessment. At risk clients are discussed in weekly intervention case staffings, and outreach services are offered to those identified as needing additional assessment and support.

As indicated, although BRMH providers may utilize the C-SSRS assessment tool at their discretion, the C-SSRS is not currently nested within the Center's electronic record system. Consequently, the Center is not positioned to automatically calculate the number of C-SSRS screenings actually administered in FY 2015 or tabulate an aggregate of scores and follow-up encounters for same-day safety planning such that any baseline data point can be accurately measured.

However, BRMH clinical staffs were formally surveyed to assess and determine the degree of utilization of the C-SSRS over the previous six months of FY 2015 (July 2015 through December 2015). Assessment of utilization via survey indicated minimal or only occasional and sporadic use of the instrument Center-wide among clinical providers.

Additionally, a review of formal policy and procedure relative to suicide assessment was conducted in the third quarter of FY 2015. This policy assessment revealed that although Bear River Mental Health, through its Crisis Response Policy, defines "emergency services" as threats or acts of harm due to mental illness, which is inclusive of suicide, there is no specific reference to suicide in this policy or any separate detailed policy or procedure with respect to the issue of suicide assessment, assessment instruments, frequency of use, suicide coalitions, or other protocol relative to the management of this issue.

Given the severity and prevalence of suicidal risks and completions in Northern Utah in recent history, BRMH is in process of constructing policy and protocol relative to suicide, as well as clinical and administrative response and comprehensive planning particular to assessment, prevention, intervention, postvention, and coalition activities Center-wide.

The Center's current involvement in local suicide coalitions in both Box Elder County and Cache County,

For FY 2016, BRMH will be involved in a statewide performance improvement project relative to suicide screening and safety planning further utilizing the C-SSRS. Beginning July 2015, the C-SSRS study instrument will be included within the Electronic Health Record as part of the initial client assessment and existing client re-assessments and treatment plan updates. With the electronic availability of the C-SSRS instrument and corresponding electronic data entry, baseline data collection and measurements will be initiated starting July 2015 through standard electronic data queries. Data collection relative to the C-SSRS study instrument will be managed by the Center's Information Technology staff comprised of, (1) the Center's Director of Information Technology, (2) Network Specialist, and (3) IT Administrative Assistant.

**Describe your collaboration with emergency services to coordinate follow up care after emergency room visits for suicide related events; both general collaboration efforts as well as specific efforts for your clients.**

Crisis staffs coordinate with local emergency services and assist in post treatment follow-up and care. The Center endeavors to offer and schedule follow-up appointments within 1 to 7 days of emergency room and/or inpatient treatment.

Additionally, crisis workers, when involved directly in emergency room assessments at the Brigham City Community Hospital, assure that those seen in the emergency room leave with a crisis safety plan and discharge plan with BRMH or another appropriate community provider. Also, regular collaboration with Logan Regional Hospital staff takes place in a monthly meeting between the Center's Clinical Supervisor and the Logan Regional Hospital Behavioral Health Unit (LRH-BHU) Director. Additionally, Center staff attends the LRH-BHU unit clinical team meeting on a weekly basis to discuss and coordinate post-discharge follow-up care relative BRMH clients or potential clients.

Finally, although Logan Regional Hospital social work staffs are responsible to manage emergency room assessments of psychiatric admissions, the Center has in place a consultation agreement, whereby the hospital's social work staff covering the hospital emergency room may obtain consultation and collaboration relative to any BRMH-related emergency room admission, including involuntary cases. BRMH clients also may receive additional mediation and support directed toward prevention, intervention and postvention related to suicidal circumstances, such as direct case management, clinical telephone contact, as well as transportation assistance as needed to ensure that clients receive attention and care to help resolve the emotional, behavioral, and situational concomitants of suicidal conflicts.

**Form A – Bear River Mental Health Budget Narrative**

**7. Justice Reinvestment Initiative**

**Identify the members of your local Implementation Team**

In response to the 2015 criminal justice reform statute requiring DSAMH in conjunction with local mental health and substance abuse authorities, within the context of each authority’s Area Plan, to identify and engage key community stakeholders in local planning and implementation processes centered around the justice reinvestment initiative, the following represents a provisional proposal relative to the District 1 Local Mental Health Authority. Local stakeholders including, Cache County and Box Elder County jail and sheriff representatives, Cache and Box Elder County Attorneys, County Commissioners, mental health and substance abuse treatment providers, and Bear River Health Department representatives convened on April 13, 2015 in the Cache County Council Chambers for discussion and initial planning with respect to the statutory provisions on justice reinvestment. Representatives forming this initial planning group are further identified below:

<b>FIRST JUDICIAL DISTRICT – JUSTICE REINVESTMENT INITIATIVE COALITION</b>	
CRAIG BUTTERS	CACHE COUNTY EXECUTIVE
JEFF SCOTT	BOX ELDER COUNTY COMMISSIONER
REED ERNSTROM	CEO, BEAR RIVER MENTAL HEALTH
BROCK ALDER	DIRECTOR, BEAR RIVER DRUG AND ALCOHOL
JAMES SWINK	CACHE COUNTY ATTORNEY
STEPHEN HADFIELD	BOX ELDER COUNTY ATTORNEY
LLOYD BARONSON	HEALTH DEPARTMENT
SANDY HUTHMAN	BOX ELDER COUNTY JAIL
CHAD JENSEN	CACHE COUNTY SHERIFF
DALE WARD	BOX ELDER COUNTY SHERIFF DEPT
DENNIS KIRKMAN	BEAR RIVER MENTAL HEALTH
ROB JOHNSON	BEAR RIVER MENTAL HEALTH

Additionally, representatives from the First Judicial District participated in a state-wide JRI meeting held in Provo on April 29, 2015, sponsored by the Utah Association of Counties and the Utah Behavioral Healthcare Committee. This meeting brought a contingent of state-wide stakeholders together for preliminary discussion regarding the Justice Reinvestment Initiative and its intended meaning, its intended population, and concerns relative to the requirements for implementation. It was concluded that all jurisdictions were essentially at the precipice of planning for justice reinvestment, and consequently, given the relative novelty of this statutory provision, there still exists a fair measure of ambiguity as to what the initiative entails and how it is to be implemented.

From the local perspective, efforts are in process, relative to the First Judicial District and under the direction of the Cache County Executive, for scheduling and coordination of continued planning and organizational meetings to further develop and implement a JRI strategy specific to the First Judicial District. As yet, a supplemental meeting or frequency of meetings has not been formally arranged, although an invitation is anticipated prior to the end of June 2015, as which time a concrete planning schedule will be organized and initiated.

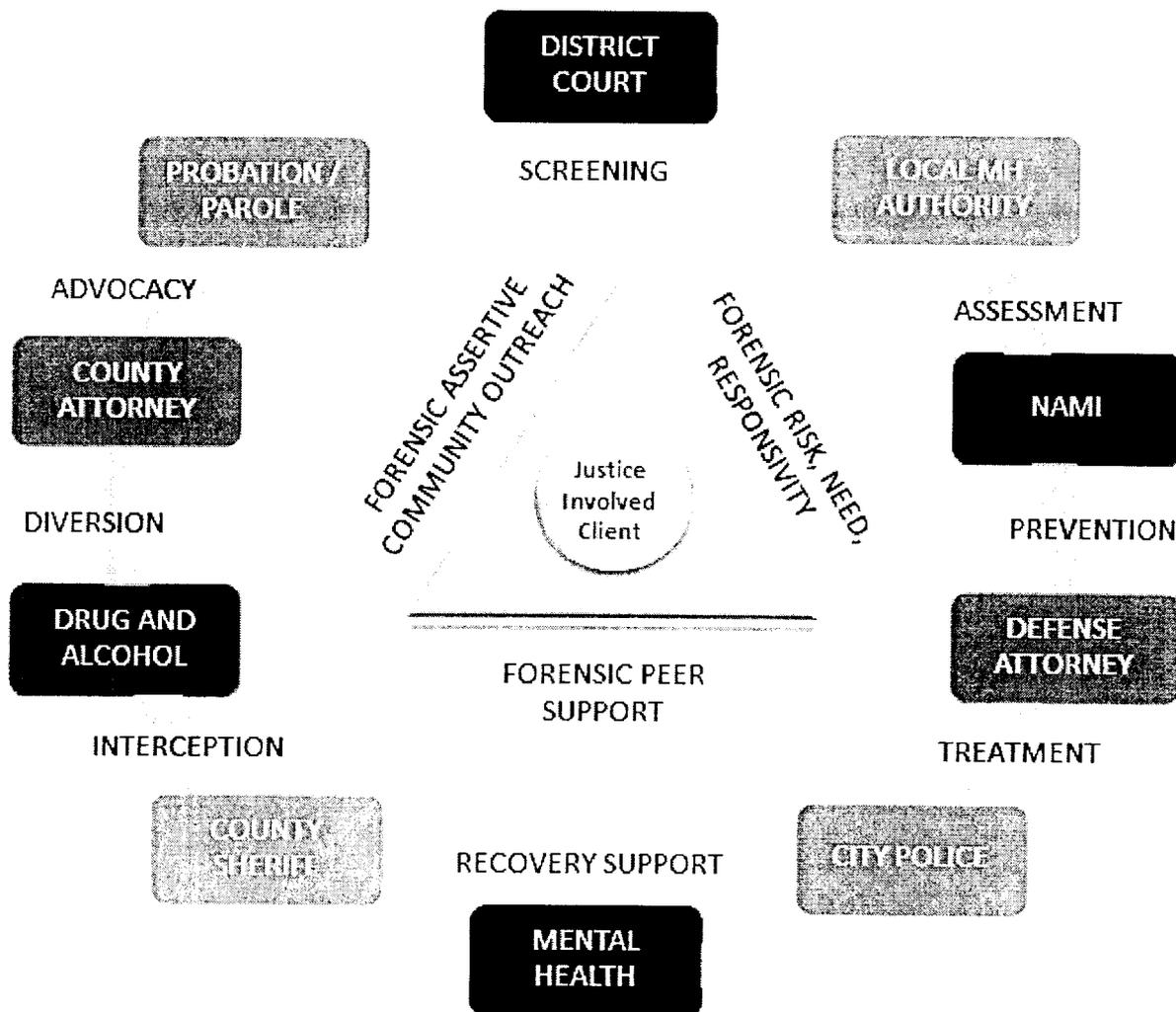
At present, the First Judicial District Court, in conjunction with the above listed stakeholders, currently operates a mental health court program located in Cache County and a pending sister program is planned for implementation in Box Elder County beginning September 2015. These programs target mentally ill offenders for interception and engagement in mental health, substance abuse, and recovery support services, and have pre-established a coalition of stakeholders equally ideal to the goals and objectives of the Justice Reinvestment Initiative, including allied participation by the local mental health authority through its mental health treatment provider.

The initial proposal represented here suggests a re-organization of the existing mental health court teams as Justice Reinvestment Coalitions in these counties in order to establish a broader framework for monitoring, coordination, and development of mental health law programs and procedures associated with justice reinvestment within the First Judicial District.

The expansion of the activities of these mental health court teams to include planning and oversight for justice reinvestment is easily accomplished, whereby each team would be re-conceptualized in the larger context of justice reinvestment with additional subset responsibility as mental health court steering committees. While their function as a mental health court committee would typically require meeting weekly for pre-hearing status conference sessions, their function particular to justice reinvestment could likely be accomplished meeting less frequently, perhaps on a quarterly schedule for planning, development, and assessment relative to activities specifically associated with the justice reinvestment initiative.

The proposal for a multidisciplinary Justice Reinvestment Coalition is illustrated below and depicts involved stakeholders and the constellation of service supports surrounding the justice-involved client considered necessary to meet the targeted goal of reduced criminal recidivism. As portrayed, the coalition is designed as both interactive and interdependent constituting a circle of influence and collaboration with respect to criminal justice reform relative to the first district.

FIRST JUDICIAL DISTRICT  
JUSTICE REINVESTMENT COALITION



**Describe the evidenced-based screening, assessment, prevention, treatment, and recovery support services that also addresses criminogenic risk factors you intend to implement**

Given that the causal relationship between mental illness and criminal conduct is distal in most cases, consequently, the prominent distinction between the general mental health population and the mentally ill offender remains the constituent of criminogenic risk. Unless the factors of such risk are understood, properly assessed, identified, and addressed within the therapeutic context, treatment of mental illness symptomatology alone will not suffice to achieve the goal of reduced recidivism.

The key component of the justice reinvestment initiative focuses on the factors of criminal risk that underlie the problem of criminal recidivism. Typically these factors include pro-criminal associations, pro-criminal attitudes and values, pro-criminal personality features, as well as poor social, educational, leisure, and work histories as well as illicit substance use and abuse.



As represented above, evidenced-based activities of screening, assessment, treatment, and recovery support services, of necessity must incorporate intervention strategies designed to effectively challenge and reshape the patterns of daily living and value development that foster pro-criminal risk.

Therefore, mental health systems engaged in therapeutic work with the mentally ill offender must infuse within its clinical practice model, assessment and treatment planning dedicated to the mediation of criminal risk in addition to the management of functional skill-building and symptom stabilization.

### **Provisional Mental Health Proposal**

In compilation of both justice reinvestment statutory provisions and allocated funding, Bear River Mental Health, as the sole source provider for the District 1 Local Mental Health Authority, proposes the following considerations:

1. Inclusion of the Level of Service Inventory – Revised (LSI-R) as part of the Center’s functional assessment portion of its initial mental health evaluation and as part of its system of 180 day treatment plan reviews.
2. Incorporation of the Risk, Need, and Responsivity (RNR) model into the Center’s clinical practice profile to be utilized specifically with justice-involved clients to address the issues of criminogenic risk.
3. Development and incorporation of a Criminal Risk Action Plan as part of the Center’s treatment planning process for both general and justice-involved clients, based on the RNR practice model.
4. Incorporation of Moral Reconciliation Therapy (MRT) into the Center’s clinical practice profile, including Center sponsorship of appropriate staff training, education, and certification in MRT.
5. Revision of the Center’s Service Priority Policy for inclusion of justice-involved individuals contingent on Justice Reinvestment Initiative funding for subsidized treatment.
6. Solicitation and employment of a Forensic Peer Specialist contingent on Justice Reinvestment Initiative funding.
7. Reorganization of the Center’s Assertive Community Outreach Team (ACOT) as a Forensic and Assertive Community Outreach Team (FACT) applicable to both the Center’s general mental health population and the mentally ill offender in need of intensive outreach community-based services.
8. Utilization of the DLA-20 functional assessment as part of the initial mental health assessment for mental health court referral candidates, and DLA-20 re-assessment as part of each phase advancement.
9. Co-location of a substance abuse service provider within BRMH outpatient clinics for ease of referral, assessment, treatment, and coordination of services between BRMH and BRDA for justice-involved clients.
10. Expansion of BRMH jail services to include mental health court eligibility assessments and orientation for rapid program intervention and jail diversion, as well as consideration for development and provision of a mentally ill offender treatment or pre-release group.

BRMH SYSTEM PROPOSALS

	SYSTEMIC PROPOSAL	SYSTEMIC LOGIC
1	Inclusion of the Level of Service Inventory – Revised (LSI-R) as part of the Center’s functional assessment portion of its initial mental health evaluation and as part of its system of 180 day treatment plan reviews.	The LSI-R is an empirically valid criminal risk assessment tool widely used nationally throughout criminal justice systems. Familiarity and utilization of this instrument in clinical practice will help ensure appropriate identification of high-risk clients.
2	Incorporation of the Risk, Need, and Responsivity (RNR) model into the Center’s clinical practice array to be utilized specifically with justice-involved clients to address the issues of criminogenic risk.	The Risk, Need, Responsivity (RNR) model provides a logical, systematic, and sequential approach to assessment, identification of functional deficits, and targeted interventions designed to reduce criminal risk.
3	Development and incorporation of a Criminal Risk Action Plan as part of the Center’s treatment planning process for both general and justice-involved clients, based on the RNR practice model.	The Criminal Risk Action plan represents a tool designed in support of the RNR model and provides a concrete structure for the fulfillment of treatment planning to address criminal risk beyond mental health symptom stabilization.
4	Incorporation of Moral Reconciliation Therapy (MRT) into the Center’s clinical practice profile, including Center sponsorship of appropriate staff training, education, and certification in MRT.	MRT is a cognitive-behavioral counseling program designed to foster moral development in treatment resistant clients. Studies document that MRT-treated offenders show significantly lower recidivism rates for longer periods of time after treatment.
5	Revision of the Center’s Service Priority Policy for inclusion of justice-involved individuals contingent on Justice Reinvestment Initiative funding for subsidized treatment.	With the progressive implementation of the Justice Reinvestment Initiative, the expansion of the Center’s service priorities represents the logical and natural growth of Non-Medicaid clients through JRI funding subsidies.
6	Solicitation and employment of a Forensic Peer Specialist, contingent on Justice Reinvestment Initiative funding.	Peer support represents both a DSAMH directive and an evidenced-based practice directly applicable to the mentally ill offender in need of recovery support services.
7	Reorganization of the Center’s ACOT team as a Forensic and Assertive Community Outreach Team (FACT) applicable to both the Center’s general mental health population and the mentally ill offender.	Assertive Community Outreach Treatment is an existing model within BRMH services. The transition or expansion of this model to include mentally ill offenders is a logical and relatively simple modification to the existing program.
8	Utilization of the DLA-20 functional assessment as part of the initial mental health assessment for mental health court referral candidates, and DLA-20 re-assessment as part of each phase advancement.	The Center has previously received training and access to DLA-20 assessment materials. Incorporating this functional living assessment into the Center’s Intake Clinic system with justice-involved clients is easily accomplished and would provide valuable functional outcome data.
9	Co-location of a substance abuse service provider within BRMH outpatient clinics for ease of referral, assessment, treatment, and coordination of services between BRMH and BRDA for justice-involved clients.	Given the relatively high degree of co-occurring substance abuse issues and disorders among the mentally ill offender population, co-location of substance abuse services in the mental health clinic would prevent population admixture.
10	Expansion of BRMH jail services to include mental health court eligibility assessments and orientation for rapid program intervention and jail diversion, as well as consideration for development and provision of a mentally offender treatment or pre-release group.	Expansion of local mental health services in the county jails would further assist in sustaining program linkage for mental health court participants sanctioned to jail as well as decreasing the time of incarceration for individuals awaiting program acceptance.

## **Funding**

In part, funding allocated for the Justice Reinvestment Initiative relative to mental health services in the First Judicial District, particular to the considerations itemized above, would include some portion dedicated to treatment subsidies for un-funded justice involved individuals, funding of a Forensic Peer Support Specialist, and some allocation for education and training. However, further efforts will be needed to determine actual funding estimates relative to these categories and projections as to the numbers of additional clients to be served, the Center's clinical capacity for an increase in service population, the amount of FTE time relative to peer support, costs associated with education, training, and certification, as well as other expenses that may arise as further discussion and planning occurs through organization and implementation of the Justice Reinvestment Coalition. Funds appropriated to the First Judicial District for this initiative will be divided between substance abuse and mental health according to a ratio as mutually determined by both service entities. At present, the funding distribution between BRMH and BRDA is projected at a 80/20 ratio, where BRMH under a 20% allocation would receive approximately \$50,000.00 in FY 2016.

## **Identification of proposed outcome measures**

Although BRMH is in the preliminary stages of participating in a more comprehensive county-wide plan for justice reinvestment, including the identification of the justice reinvestment population and the service relationship between mental health, substance abuse, AP&P, and the county jails, the Center anticipates that outcomes relative to this area will primarily involve criminal recidivism rates.

Focusing on the reduction of criminal recidivism through the mitigation of criminal risk factors initially represents the primary outcome objective associated with the Justice Reinvestment Initiative. Given that the causal relationship between mental illness and criminal conduct is distal in most cases, consequently, the prominent distinction between the general mental health population and the mentally ill offender remains the constituent of criminogenic risk. Unless the factors of such risk are understood, properly assessed, identified, and addressed within the therapeutic context, treatment of mental illness symptomatology alone will not suffice to achieve the goal of reduced recidivism. The key component of the justice reinvestment initiative therefore appropriately focuses on the factors of criminal risk that underlie the problem of criminal recidivism. Typically these factors include pro-criminal associations, pro-criminal attitudes and values, pro-criminal personality features, as well as poor social, educational, leisure, and work histories, as well as illicit substance use and abuse.

Evidenced-based activities of screening, assessment, treatment, and recovery support services, of necessity must incorporate intervention strategies designed to effectively challenge and reshape the patterns of daily living and value development that foster pro-criminal risk. Illustrations of criminogenic risk responses and a criminal risk action plan provided below, represent the Center's introductory efforts to begin training and development of information and tools designed to support mental health interventions particular to the achievement of outcomes aligned with the Justice Reinvestment Initiative, and specifically the reduction of criminal recidivism.

Therefore, mental health systems engaged in therapeutic work with the mentally ill offender must infuse within its clinical practice model, assessment and treatment planning dedicated to the mediation of criminal risk in addition to the management of functional skill-building and symptom stabilization.

Additionally, BRMH is considering the utilization of perhaps the DLA-20 functional assessment initially with the justice-involved population and continued periodic re-assessment to track the progress of functional ability over time.

## CRIMINOGENIC RISK RESPONSE

FACTORS OF CRIMINOGENIC RISK		MHC RISK RESPONSE
1	Procriminal attitudes, values, beliefs, and cognitive-emotional states  DYNAMIC	Adventurous pleasure seeking, weak self-control, restlessly aggressive, callous, disagreeable, and manipulative. Attitudes, values, belief, thoughts and rationalizations supportive of criminal conduct and cognitive states of anger, resentment, defiance and projection of blame.
2	Procriminal associations  DYNAMIC	Each MHC participant is required to complete a Moral Reconciliation Therapy (MRT) program. MRT is a systematic cognitive-behavioral treatment strategy that combines elements from a variety of psychological traditions to progressively address ego, social, moral, and positive behavioral growth using structured group exercises and prescribed homework assignments.
3	Procriminal personality patterns  DYNAMIC	Mental health court participants are restricted from associating with other criminal offenders or those on probation, other than association in required treatment groups or allied (i.e., NAMI, AA/NA) support groups.
4	History of antisocial behavior  STATIC	Services and programs offered to mental health court participants include clinical work in areas of effective problem solving, anger management, and impulse control, as well as addressing self-centered, ego-centric, and manipulative personality traits that are both self and relationship defeating in nature.
5	Social discord - family/relationship problems  DYNAMIC	History of antisocial behavior and criminal conduct is a static element that cannot be altered longitudinally. However, in some instances, program graduates can have more recent criminal offenses relative in proximity to the defendant's entry into the mental health court program, dismissed or reduced in some degree.
6	Lack of achievement in education and/or employment  DYNAMIC	Relationships characterized by frequent conflict, weak nurturance or caring, poor monitoring/supervision, inadequate or minimal discipline.
7	Lack of pro-social leisure activity  DYNAMIC	Each mental health court participant is engaged in individual therapy as well as specific psychosocial rehabilitative groups that focus on functional skill building (i.e., functional living skills, functional coping skills), in all phases of the program.
8	Substance abuse  DYNAMIC	The MHC program requires participants to set functional goals and demonstrate achievements relative to productive (i.e., work), educational, and clinical activities, in each phase of the program.
		Daily living dominated by idle time, passive unstructured activity, not goal oriented, and socially avoidant.
		The mental health court encourages participants to become involved in organized, pro-social activities through church, school, community, and work settings that promote constructive time management.
		Persistent patterns of drug and alcohol misuse and abuse.
		All mental health court participants who have either a co-occurring substance abuse disorder or criminal charges relative to substance abuse are required to participate in substance abuse treatment services.

BEAR RIVER MENTAL HEALTH SERVICES, INC.

**CRIMINAL RISK ACTION PLAN**

The Risk, Need, Responsivity (RNR) model is used to identify: (1) risks that increase vulnerability to criminal conduct, (2) needs, which represent functional gaps or deficits and (3) responsivity, or interventions and services necessary to fulfill needs and thereby reduce corresponding risk.

**PLAN TO REDUCE CRIMINOGENIC RISK**

**RISK**

Pro-criminal thoughts, behaviors, values, relationships, or personality factors that increase the risk for criminal conduct.

**NEED**

Gaps, deficits, or needs in social, behavioral, educational, or vocational functioning, that increase the risk for criminal conduct.

**RESPONSE**

Specific interventions and service responses necessary to reduce the risk of criminal conduct.

Participant Signature

Date

Treatment Coordinator

Date

## Summary

Although modest in its initial scope, the above provisional proposal is considered both an introductory, as well as tentative plan, relative to the initial task of building a representative body of stakeholders and introducing a preliminary set of mental health service recommendations for implementation in support of the Justice Reinvestment Initiative within the First Judicial District. However, as the process of planning and development is formalized and moves forward with input from additional stakeholders within the district, the shape of the above plan may be subject to change.

Furthermore, within the context of complexity and adaptability, while statewide stakeholders gather in contemplation and debate as to the meaning, implication, application, defined population, and division of labor among competing entities as to how the Justice Reinvestment Initiative should or could be fulfilled, it is expected that, although one statewide standard or model is not necessarily required, independent jurisdictions may consciously follow parallel courses of action, once jurisdictional plans begin to take shape and are publically shared.

Although the specifics of justice reinvestment outlined above, and the diversity of approach to this particular legislation will likely take a more distinct shape over time, Bear River Mental Health is confident that the proposals outlined here are germane to the legislative intent of the initiative, such that they represent a practical position from which to begin. However, as other plans and schemes surface, the Center may choose to add, delete, or otherwise modify its approach to parallel relevant strategies developed by other local jurisdictions or state-level entities and representatives.

Finally, regardless of either the length of time involved in fully developing and implementing a Justice Reinvestment Initiative, or its political longevity, Bear River Mental Health's approach represents an a fortiori perspective, whereby all the elements of the Center's provisional proposal applicable to the mentally ill offender in the larger community context, are lesser included and equally applicable more narrowly to the justice-involved mental health population within the Center's specific client-base regardless of justice reinvestment altogether. This means that even without legislative influence through statutory provision, Bear River Mental Health would see fit to undertake the proposals outlined above given their relevance to its role and participation in the judicial district's mental health court programs.

**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 2016 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 # 052440, the terms and conditions of the Area Plan as approved shall be incorporated into the above-identified contract by reference.

LOCAL AUTHORITY

By: 

Name: Jeffrey D. Scott

Title: Box Elder County Commissioner

Date: October 21, 2015

**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 2016 in accordance with Utah Code Title 17, Chapter 43.

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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 # 052440, the terms and conditions of the Area Plan as approved shall be incorporated into the above-identified contract by reference.

LOCAL AUTHORITY

By: *Craig W Butters*

Name: Craig W Butters

Title: Cache County Executive

Date: October 22, 2015

**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 2016 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 # 052440, the terms and conditions of the Area Plan as approved shall be incorporated into the above-identified contract by reference.

LOCAL AUTHORITY

By:   
Name: William E Cox  
Title: County Commissioner  
Date: Oct 15, 2015

**PROCLAMATION**  
**of the Box Elder County Commission**  
**Supporting the READ TODAY Initiative**  
**and a Call to Action for Early Grade Reading**

Whereas, the Box Elder County Commission recognizes that there is no substitute for literacy in the life of a child, and

Whereas, a child learning to read at grade level by third grade is four times more likely to graduate from high school, and

Whereas, reading opens an entire world of discovery, invention, imagination, creativity, and understanding, and

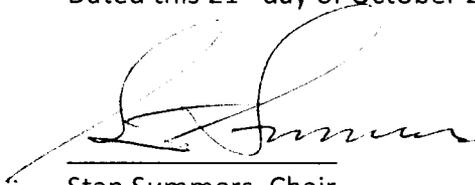
Whereas, Read. Graduate. Succeed., AmeriCorps, Box Elder School District, Chambers of Commerce, Box Elder libraries, KSL Read Today, and United Way of Northern Utah have combined efforts to ensure that every child has the opportunity to reach the goal of reading proficiency by third grade, and

Whereas, Deanie Wimmer, CEO of KSL's award winning Read Today statewide initiative, and KSL-TV Anchor Reporter, will attend the Read Today celebration with our City's school children and broadcast from Box Elder High School on October 27<sup>th</sup> 2015,

Now, Therefore Be It Resolved, that the Box Elder County Commission expresses appreciation to the teachers, volunteer reading tutors, and community organizations who so vigorously assist our students in reaching their goals.

Be It Further Resolved, that the Box Elder County Commission encourages citizens to volunteer to tutor a child in their local elementary school and to support reading programs in libraries, schools, and in their homes.

Dated this 21<sup>st</sup> day of October 2015.



Stan Summers, Chair  
County Commission



Jeff Scott  
Commissioner

Jeff Hadfield  
Commissioner

**ORDINANCE NO. 413**

**AN ORDINANCE OF BOX ELDER COUNTY AMENDING CHAPTER 3-4, COMMERCIAL & MANUFACTURING, SECTION 3-4-080, REGULATIONS FOR USES OF THE BOX ELDER COUNTY LAND USE MANAGEMENT & DEVELOPMENT CODE AMENDING SIDE SETBACKS ON CORNER LOTS IN THE M-G (GENERAL INDUSTRIAL) ZONE.**

**WHEREAS**, a petition has been made to amend the Box Elder County Land Use Management & Development Code, Section 3-4-080, Regulations for Uses, amending side setbacks on corner lots in the M-G zone; and

**WHEREAS**, the Box Elder County Planning Commission scheduled a public hearing on the recommendation to amend the text of the Box Elder County Land Use Management & Development code and provided notice of the public hearing by mailing notice to each affected entity at least 10 calendar days before the public hearing, and by posting it in at least 3 public locations within the county and on the county's official website; and by publishing it in a newspaper of general circulation in the area and on the Utah Public Notice Website at least 10 calendar days before the public hearing; and

**WHEREAS**, the Box Elder County Planning Commission, after appropriate notice, held a public hearing on October 12, 2015 to allow the general public to comment on this proposed text amendment; and

**WHEREAS**, after providing for public comment from the general public, the Box Elder County Planning Commission has found and determined that the proposed text amendment is in conformity with the General Plan of Box Elder County, that the uses allowed by the proposed change are harmonious with the overall character of the existing development in the vicinity of the property, that it will not adversely affect adjacent properties, that the facilities and services intended to serve property are adequate, and will provide for the health, safety, and general welfare of the public and protect the environment; and

**WHEREAS**, based upon these findings, the Box Elder County Planning Commission has recommended that the Box Elder County Commission amend the text as has been requested; and

**WHEREAS**, the Box Elder County Commission, after appropriate notice, held a public meeting on October 21, 2015, to review and discuss this proposed amendment; and

**WHEREAS**, after reviewing and discussing, the Board of County Commissioners of Box Elder County, Utah finds that the amendment to the text as set forth in EXHIBIT A is in conformity with the General Plan of Box Elder County, that the uses allowed by the proposed change are harmonious with the overall character of the existing development in the vicinity of the property, that it will not adversely affect adjacent properties, that the facilities and services intended to serve property are adequate, and that it will be in the best interest of and promote the health, safety and general welfare of the residents of Box Elder County;

**NOW THEREFORE**, the Box Elder County Commission, acting as the legislative body of Box Elder County, State of Utah, hereby ordains as follows:

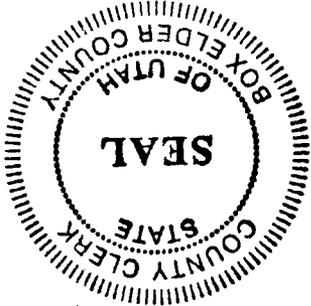
**SECTION 1: Ordinance Text Amendment.** Section 3-4-080 of the Box Elder County Land Use Management & Development Code is hereby amended to change Section 3-4-080, Regulations for Uses

*Att #4*

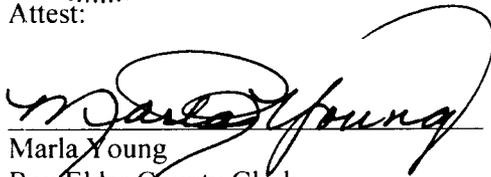
to read in its entirety as set forth in EXHIBIT A

**SECTION 2: Effective Date.** This ordinance shall become effective fifteen (15) days after its passage.

**PASSED, ADOPTED AND A SYNOPSIS ORDERED PUBLISHED** this 21<sup>st</sup> day of October, 2015, by the Board of County Commissioners of Box Elder County, Utah,



Attest:

  
Marla Young  
Box Elder County Clerk

Commissioner Summers  
Commissioner Scott  
Commissioner Hadfield

Voting Aye  
Voting Aye  
Voting Absent

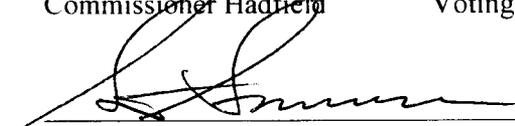
  
Stan Summers, Chair  
Box Elder County Commission

EXHIBIT A

**Box Elder County Land Use Management & Development Code**

**Article 3: Zoning Districts**

<b>3-4-070-38</b>	<b>UTILITIES (Ordinance 301)</b>							
<b>3-4-070-39</b>	<b>COMMUNICATION (Ordinance 301)</b>							
<b>3-4-070-39.1</b>	Radio & Television Facilities	C	C	C	C	C	C	C
<b>3-4-070-39.2</b>	Telephone & Telegraph	C	C	C	C	C	C	C
<b>3-4-070-39.3</b>	Cable Television	C	C	C	C	C	C	C
<b>3-4-070-40</b>	<b>UTILITIES LINES &amp; RIGHTS-OF-WAY (Ordinance 301)</b>							
<b>3-4-070-40.1</b>	Culinary Water	C	C	C	C	P	P	C
<b>3-4-070-40.2</b>	Electricity (substations of facilities for)	C	C	C	C	C	C	C
<b>3-4-070-40.3</b>	Irrigation Water	C	C	C	C	C	C	C
<b>3-4-070-40.4</b>	Natural Gas	C	C	C	C	C	C	C
<b>3-4-070-40.5</b>	Pipelines (oil & gas transmission)	C	C	C	C	C	C	C
<b>3-4-070-41</b>	<b>OTHER FACILITIES (Ordinance 301)</b>							
<b>3-4-070-41.1</b>	Sewage Disposal	-	-	-	-	-	C	-
<b>3-4-070-41.2</b>	Solid Waste	-	-	-	-	-	C	-

**3-4-080. Regulations for Uses.**

		C-N	C-S	C-H	C-G	M-FP	M-G	C-E
<b>3-4-080-1</b>	<b>HEIGHT REGULATIONS</b>							
<b>3-4-080-1.1</b>	The Maximum Height for all buildings & Structures in districts regulated by this Chapter shall Be:							
	In Feet	35	35	35	35	75	75	35
	In Number of Stories	2 ½	3	3	3	7	7	3
<b>3-4-080-1.2</b>	In Structures with more than 2 ½ stories Fire Protection Design, Evacuation Facilities, and Automatic Fire Sprinkling Systems will be Required to mitigate the additional potential Of Loss of Life and/or Property.							
<b>3-4-080-2</b>	<b>AREA, WIDTH, FRONTAGE, YARD &amp; COVERAGE REGULATIONS</b>							
<b>3-4-080-2.1</b>	The Minimum depth and/or length for yards in the Districts regulated by this Chapter shall Be:							
<b>Ordinance 354</b>	Front yard for Manufacturing Distribution Structures	25	25	25	25	150	25	25
	Front Yard	25	25	25	25	25	25	25

# Box Elder County Land Use Management & Development Code

## Article 3: Zoning Districts

	Side Yard	10	10	10	10	10	10	10
	Side Yard on corner lot (must comply with Section 5-1-180)	25	25	25	25	25	10	25
	Rear Yard	20	20	20	20	20	20	20
	Internal Setbacks on parcels under same ownership	-	-	-	-	-	0	-
		C-N	C-S	C-H	C-G	M-FP	M-G	C-E
<b>3-4-080-2.2</b>	<b>Minimum Setback Distance Between Structures and:</b>							
	Surface Water that is Down Gradient From Proposed Structure Site	-	-	-	-	800	-	-
	Any Other Surface Water	-	-	-	-	500	-	-
	Residential Zoning Districts	-	-	-	-	150	-	-
<b>3-4-080-3</b>	<b>IMPROVEMENTS REQUIRED TO BE COMPLETED OR IN PROGRESS BEFORE A BUILDING PERMIT MAY BE ISSUES.</b>							
	(Improvements are to be in compliance with the standards adopted by Box Elder County. Improvement prefaced with an [*] are applicable only to subdivisions or planned unit developments.)							
<b>3-4-080-3.1</b>	Street Grading	A	A	A	A	A	A	A
<b>3-4-080-3.2</b>	Street Base	A	A	A	A	A	A	A
<b>3-4-080-3.3</b>	Street Paving	A	A	A	A	A	A	A
<b>3-4-080-3.4</b>	Curb & Gutter	A	A	A	A	A	A	A
<b>3-4-080-3.5</b>	Sidewalk	A	A	A	A	A	A	A
<b>3-4-080-3.6</b>	Fire Fighting Facilities	A	A	A	A	A	A	A
<b>3-4-080-3.7</b>	Street Name & Traffic Signs	A	A	A	A	A	A	A
<b>3-4-080-3.8</b>	Street Monuments	A	A	A	A	A	A	A
<b>3-4-080-3.9</b>	Survey Monument Boxes	A	A	A	A	A	A	A
<b>3-4-080-3.10</b>	Street Lights	A	A	A	A	A	A	A
<b>3-4-080-3.11</b>	Address Numbers	A	A	A	A	A	A	A
<b>3-4-080-3.12</b>	Public Utilities - Power, Gas, Telephone, Cable TV, etc.	A	A	A	A	A	A	A

**CONTRACT FOR FIREFIGHTING/HAZMAT SERVICES**

*# 15-31*

This AGREEMENT made and entered into by and between BOX ELDER COUNTY, a county of the State of Utah (hereinafter "County") and     Plymouth    , a city or town organized under the laws of the State of Utah (hereinafter "Fire Department").

**RECITALS**

WHEREAS, County is desirous of obtaining fire fighting services for those areas of unincorporated Box Elder County which are outside the boundaries of Fire Department; and

WHEREAS, County is willing to provide County firefighting equipment to Fire Department for use by Fire Department in responding to fires on behalf of County; and

WHEREAS, Fire Department has the capacity and is willing to provide to County firefighting services within those areas of unincorporated Box Elder County which are outside the boundaries of Fire Department; and

WHEREAS, County and Fire Department are desirous of entering into this Agreement to specify the manner in which Fire Department will provide firefighting services to County outside the boundaries of Fire Department;

NOW, THEREFORE, for and in consideration of these recitals and the other good and valuable consideration set forth herein, County and Fire Department do hereby agree as follows:

1. Fire Fighting Services to be Provided by Fire Department to County Outside the Local Boundaries of the Fire Department. In exchange for the payments from County as set forth in this Agreement, Fire Department shall provide fire fighting services to County in unincorporated areas of Box Elder County outside the boundaries of Fire Department as follows:

*All #5*

- A. Fire Fighting Services. When requested by County, Fire Department shall respond to fire calls in the unincorporated areas of Box Elder County outside of Fire Department boundaries with at least five (5) Fire Department firefighters for structure fires , four (4) Fire Department firefighters for wildland fires, and one (1) County fire truck, together with all necessary equipment, hoses and supplies. Fire Department shall utilize County equipment initially, but may utilize Fire Department equipment if requested by County. Fire Department shall be solely responsible for paying each individual Fire Department firefighter and maintaining any Fire Department equipment utilized in connection with the fire fighting services rendered by Fire Department pursuant to this Agreement.
- B. Hazmat Services. When requested by County, Fire Department shall respond to hazmat calls in the unincorporated areas of Box Elder County outside of the Fire Department boundaries with at least five (5) Fire Department hazmat team members and one (1) County hazmat equipped truck, together with all necessary equipment and supplies. Fire Department shall utilize County equipment initially, but may utilize Fire Department equipment if requested by County. Fire Department shall be solely responsible for paying each individual Fire Department hazmat team member and maintaining any Fire Department equipment utilized in connection with the hazmat services rendered by Fire Department pursuant to this Agreement.
- C. The \$945.00 fee will only be paid to the department contracted for a specific area, any units that are dispatched under an automatic aid agreement will be considered "reciprocal aid" or "mutual aid" Units dispatched at the request of the contracted department will be paid a \$250 call out fee for the first hour and will be eligible for
- 
- 
-

hourly rates and mileage. Any units that are dispatched as a medical unit will not receive compensation with the exception of Wildland fires with MOU contracts.

2. Payment from County to Fire Department for Fire Fighting and Hazmat Services. In exchange for the firefighting and hazmat services from Fire Department as set forth in this Agreement, County shall pay Fire Department as follows:

- A. The sum of Nine Hundred Forty Five Dollars (\$945.00) per call (\$345.00 for fire fighters + \$600.00 for capital replacement) for the first hour or any part thereof. However, in the event Fire Department fails to provide five (5) firefighters to any structure fire call, four (4) firefighters to any wildland fire call, or five (5) hazmat team members to any hazmat call, this sum of Nine Hundred Forty Five Dollars (\$945.00) shall be forfeited, and for the first hour of the call, County shall pay Fire Department only the hourly amounts for the responding firefighters and/or hazmat team members as set forth below, as well as mileage at the approved federal rate.
- B. In the event Fire Department remains at the scene of a fire for more than one (1) hour, in addition to the Nine Hundred Forty Five Dollars (\$945.00) mentioned above, County shall pay for each firefighter remaining on scene, the sum of:
  - i. Sixteen Dollars (\$16.00) per hour for each firefighter with a current "Engine Boss" certification
  - ii. Fourteen Dollars and Fifty Cents (\$14.50) per hour for each firefighter on a wildland fire with a current "Squad Boss" certification
  - iii. Fourteen Dollars and Fifty Cents (\$14.50) per hour for each firefighter on a structure fire with a current "Firefighter 2" certification

- iv. Fourteen Dollars (\$14.00) per hour for each firefighter on a wildland fire with a current "Wildland Certification Red Card"
- v. Fourteen Dollars (\$14.00) per hour for each firefighter on a structure fire with a current "Firefighter 1 Structure Certification Card"
- vi. Nine Dollars (\$9.00) per hour for each firefighter who is not certified

And County shall pay for all Fire Department firefighting equipment remaining on scene, the sum of:

- i. One Hundred Thirty Six Dollars (\$136.00) per hour for each Fire Department pumper truck
  - ii. Fifty Four Dollars and Twenty One Cents (\$54.21) per hour for each Fire Department brush truck
  - iii. Forty Dollars and Eighty Four Cents (\$40.84) per hour for each Fire Department type 3 water tender
  - iv. Sixty Five Dollars (\$65.00) per hour for each Fire Department type 2 water tender
  - v. Seventy Six Dollars (\$76.00) per hour for each Fire Department type 1 water tender
- C. In the event a non firefighting vehicle owned by Fire Department is used by Fire Department to transport personnel to the scene, County shall pay Fire Department the standard mileage rate as established by the federal government.
- D. In the event Fire Department remains at the scene of a hazmat incident for more than one (1) hour, in addition to the Nine Hundred Forty Five Dollars

(\$945.00) mentioned above, County shall pay for each Fire Department hazmat team member remaining on scene the sum of:

- i. Fourteen Dollars (\$14.00) per hour for each team member
- ii. In the event any team member is required to suit up in a Class A or Class B Hazmat Response Suit, Sixty Dollars (\$60.00) per hour for each team member with Tech Level Experience
- iii. In the event any team member is required to suit up in a Class A or Class B Hazmat Response Suit, Thirty Five Dollars (\$35.00) per hour for each team member with Operations Level Experience

County shall pay for all Fire Department hazmat equipment remaining on scene, the sum of:

- i. One Hundred Thirty Six Dollars (\$136.00) per hour (not to exceed a total of Five Hundred Dollars (\$500.00) in total on any one call) for the Fire Department hazmat truck and trailer.
- E. In the event any Fire Department equipment (fire or hazmat) remains at the scene of a call for more than Twenty Four (24) hours, Fire Department may request a reimbursement from County for fuel and/or miscellaneous supplies relating to such equipment.
- F. In the event Fire Department is called out but provides only Minor Services, the sum of Two Hundred Fifty Dollars (\$250.00). "Minor Services" are defined as false alarms, fire alarms with no incipient fires, smoke scares, Power pole or line down calls, carbon monoxide alarms and similar responses which do not involve actual fire fighting or hazmat services.

G. The fire department agrees they will not bill for services to citizens in the contracted area directly, except for Ambulance Transport as allowed by Utah State Emergency Medical Rules and Codes

3. Time for Payment of Individual Fire Response Fees. Fire Department shall submit to County an itemized claim for fees due for individual fire response fees within thirty (30) days of Fire Department's response or Fire Department's noting insurance numbers on any structure, vehicle, or any other insured items. County shall then remit payment to Fire Department within ninety (90) days.
4. All calls fire and EMS, in the contracted area must be entered in their entirety in the County Records Management System (RMS) within 48 hours of the call, the County will provide log-ins for three members of the department, this will allow us to gather information to be used for statistical data for future planning and grants. The department can also use this RMS for their City calls if they choose.
5. Guaranteed "On Call" Payment to Fire Department. In exchange for Fire Department's willingness to enter into this Agreement and to be prepared to respond with firefighting services, County shall pay Fire Department a minimum of Two Thousand Dollars (\$2,000.00) each calendar year for the services provided under this Agreement. Accordingly, at the end of each calendar year, in the event Fire Department has not earned at least Two Thousand Dollars (\$2,000.00) under the provisions of this Agreement, County shall pay Fire Department the difference between the amount earned by Fire Department and Two Thousand Dollars (\$2,000.00).
6. Damages to Fire Department's Equipment. In the event any of Fire Department's equipment is damaged beyond the expected wear and tear associated with such equipment's use as a result of Fire Department providing fire fighting and/or hazmat services pursuant to this

Agreement, County shall pay and be responsible for such damages, as determined by at least three (3) reasonable repair estimates, unless such damages are caused by the gross negligent, intentional and/or criminal conduct of Fire Department or its agents.

7. County Equipment Provided to Fire Department. In consideration of this Agreement, Fire Department's willingness to house and utilize County equipment on behalf of County, County's desire to have equipment strategically placed throughout the county to decrease response times, and other good and valuable consideration, County shall provide brush fire trucks and other equipment (hereinafter "County Equipment") to Fire Department. County and Fire Department do understand, acknowledge and agree that County Equipment is provided to Fire Department for the primary purpose of allowing County to have such equipment strategically placed at various locations around the County and to assist Fire Department in providing services to the County pursuant to the terms of this Agreement. The primary purpose *is not* to provide equipment to be utilized by Fire Department in any manner Fire Department sees appropriate. Accordingly, County Equipment shall be provided to Fire Department under the following terms and conditions:

- A. Equipment to be Provided by County. County shall, at its sole discretion, make available to Fire Department County Equipment for use by Fire Department. Possession of such County Equipment will be delivered by County to Fire Department to be housed at various Fire Department locations, but ownership of such County Equipment shall remain with the County.
- B. Housing and Protection of County Equipment by Fire Department. Fire Department shall house, store and protect any County Equipment made available to Fire Department by County in a reasonable manner which is acceptable to County.

C. Use of County Equipment by Fire Department. Fire Department shall use County Equipment in responding to fires outside the boundaries of the Fire Department in accordance with the terms of this Agreement. Fire Department may use County Equipment in responding to other fires within the boundaries of the Fire Department only after Fire Department equipment has responded and Fire Department has reasonably determined that Fire Department equipment is in need of assistance from County Equipment. In no event shall County Equipment be utilized by Fire Department to respond to fires outside the boundaries of Fire Department on behalf of any agency other than the County, without the prior consent of County. County Equipment shall not be used in any manner which is outside the scope of the purpose for which the Fire Department was organized. Fire Department's County Equipment shall only be used and operated by qualified employees of Fire Department who are 18 years of age or older and possess a valid driver's license, who have been accepted by County as "volunteers" pursuant to County policy and who have been authorized by County to operate County Equipment.

D. Maintenance of County Equipment by County. All County Equipment shall be maintained, serviced and repaired by County in accordance with the "Fleet Management" policy of County. Accordingly, Fire Department shall promptly notify the Box Elder County Fleet Manager whenever any County Equipment is in need of maintenance, service or repair, and County shall arrange and be responsible for such maintenance, service or repair. In the event Fire Department fails to notify the Box Elder County Fleet Manager of any needed maintenance, service or repair, Fire Department shall be solely responsible for any and all resulting damages to County

Equipment. Any repairs done without prior authorization will be the responsibility of the fire department requesting the repairs

- E. An inventory will be maintained in the County RMS for all county vehicles and an inventory completed monthly , departments and can also utilize the RMS for city owned vehicles if they choose.
  - F. Rotation and Replacement of County Equipment. County shall, at its sole discretion, rotate and replace County Equipment in possession of Fire Department. Such rotation and replacement shall be in a fair and equitable manner among all of those entities, including Fire Department, which have entered into firefighting service agreements with County.
8. Term of Agreement. The term of this Agreement shall be from January 1, 2015 through December 31, 2018.
  9. Fire Department to Obtain and Maintain Liability Insurance. Fire Department shall obtain and, at all times during the term of this Agreement, maintain appropriate and acceptable liability insurance of the type and in the amounts which are consistent with fire protection service industry standards.
  10. Fire Department to Obtain and Maintain Worker's Compensation Insurance. Fire Department shall obtain and, at all times during the term of this Agreement, maintain, Worker's Compensation insurance to provide coverage to any and all Fire Department employees who provide services under this Agreement. Fire Department shall provide County with a certificate evidencing the existence of such coverage each year during the term of this Agreement.
  11. Fire Department Employees to be Authorized Volunteers of County. This Agreement is entered into between County and Fire Department and shall in no way create any relationship

of employer-employee between County and any employee of Fire Department. Accordingly, any Fire Department employee providing services under the terms of this Agreement shall be an authorized volunteer of County pursuant to County procedures. Therefore, before providing any services under the terms of this Agreement, Fire Department shall require any such employee to apply to County to be a County volunteer, and upon approval by County, execute a volunteer agreement with County. Fire Department shall regularly provide County with a current list of all such employees and verification that such employees have been approved and authorized as volunteers of County, possess a valid driver's license and are qualified to perform services under the terms of this Agreement.

12. Privately Owned Vehicles and Equipment. No privately owned vehicles or equipment, not formally employed by Fire Department, shall be covered by this Agreement.
13. Fire Department's Provision of Fire Protection Services to Other Entities. Fire Department shall have the right to provide firefighting services to other entities, and to make appropriate arrangements for such services and fees.
14. Indemnification and Hold Harmless. County shall indemnify and hold Fire Department harmless of and from any and all liability arising out of any negligent act or negligent failure to act, or other negligent activity of Fire Department in its provision of firefighting services under this Agreement.
15. Renewal and Termination of Agreement. This Agreement shall automatically renew for additional one ( ) year terms, upon the same terms and conditions, unless either County or Fire Department shall provide written notice to the other on or before July 1<sup>st</sup> of each year of its intent to not renew the Agreement and/or to not renew the Agreement unless certain changes are made to the terms and provisions of the Agreement. This Agreement can be

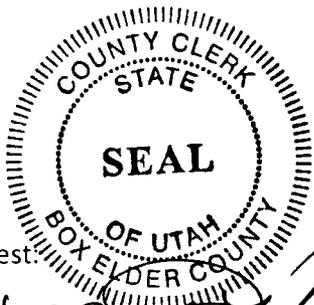
terminated by either County or Fire Department, without cause and for any reason, upon thirty (30) days notice.

16. Interlocal Agreement Terms. In satisfaction of the requirements of the Interlocal Cooperation Act, and in connection with this Agreement, the parties agree as follows:

- A. This Agreement shall be authorized by resolution of the legislative bodies of each Party pursuant to Section 11-13-202.5 of the Interlocal Cooperation Act; and
- B. This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each Party, pursuant to Section 11-13-202.5 of the Interlocal Cooperation Act; and
- C. A duly executed original counterpart of this Agreement shall be filed with the keeper of records of each Party, pursuant to Section 11-13-209 of the Interlocal Cooperation Act; and
- D. Except as otherwise specifically provided for herein, each Party shall be responsible for its own costs of any action initiated pursuant to this Agreement, and for any financing of such costs; and
- E. No separate legal entity is created by the terms of this Agreement. To the extent that this Agreement requires administration other than as set forth herein, it shall be administered by the Board of County Commissioners of County and the body with direct control and supervision over Fire Department. No real or personal property shall be acquired jointly by the parties as a result of this Agreement, unless specifically agreed to in writing. To the extent that a Party acquires, holds, or disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by this Agreement, such Party shall do so in the same manner that it deals with other property of such Party; and

F. As provided in Section 11-13-219 of the Interlocal Cooperation Act, the Parties agree that a notice of this Agreement shall be published in the Box Elder News Journal, which is hereby designated by Parties as the official newspaper for all publications made under the Interlocal Cooperation Act. Any person in interest may contest the legality of this Agreement for 30 days after the publication of the notice of this Agreement. After the 30 days have passed, no one may contest the legality of the Agreement or any action performed or instrument issued under the authority of this Agreement for any cause whatsoever.

IN WITNESS WHEREOF, the Parties have subscribed their names and seals the day and year first above written.



Attest:

By: Marla Young  
Marla Young, County Clerk

Date: 10/21/2015

BOX ELDER COUNTY

By: [Signature]

Chair, Board of County Commissioners

Reviewed as to Proper Form and Compliance with Applicable Law, by the  
Box Elder County Attorney:

By: Stephen R. Hadfield  
Stephen R. Hadfield, County Attorney

Date: 10/21/15

FIRE DEPARTMENT

By: Curtis D Manning

Mayor

Attest:

By: [Signature] Date 9-28-15

City/Recorder

Reviewed as to Proper Form and Compliance with Applicable Law, by the

Attorney for the Fire Department:

By: [Signature] Date 9/21/15  
Attorney for Fire Department

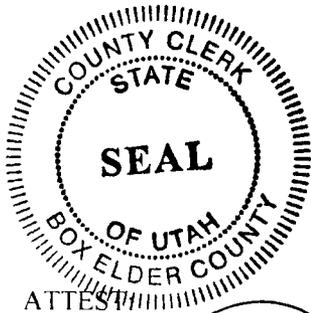
**RESOLUTION OF APPOINTMENT OF A BOX ELDER COUNTY REPRESENTATIVE AND AN ALTERNATE REPRESENTATIVE FOR THE UTAH COUNTIES INDEMNITY POOL ANNUAL MEMBERSHIP MEETING**

WHEREAS, the Governing Body of Box Elder County, Utah, is the proper authority to appoint a qualified person to act as the official representative for Box Elder County at the Utah Counties Indemnity Pool Membership Meeting to be held on November 12, 2015; and

WHEREAS, the Governing Body of Box Elder County, Utah, has been informed that the By-laws of the Utah Counties Indemnity Pool require that the official representative and an alternate representative for Box Elder County must be an elected or appointed officer or employee of a Member and must be appointed by majority vote of the Governing Body of the Member to be the Member's official representative for the purposes of the Pool

NOW, THEREFORE, be it resolved that the Governing Body of Box Elder County, Utah, hereby appoints Jenica Baggs as the official Box Elder County representative for the Utah Counties Indemnity Pool Membership Meeting to be held on November 12, 2015, with Stephen Hadfield as an alternate representative.

RESOLVED ADOPTED AND ORDERED this 21<sup>st</sup> day of October, 2015.



ATTEST

By: *Meredith Young*

APPROVED AS TO FORM:

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

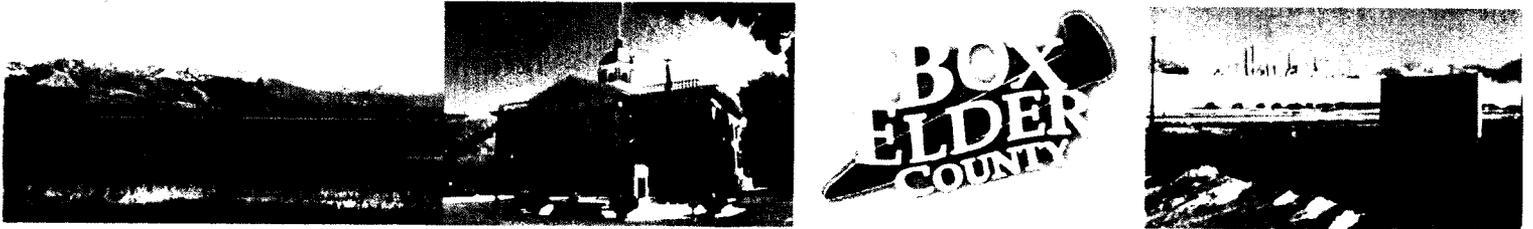
GOVERNING BODY  
BOX ELDER COUNTY, UTAH  
*[Signature]*  
*[Signature]*

# 2015

## ANNUAL REPORT

REDEVELOPMENT AGENCY OF BOX ELDER COUNTY, UT

IN COMPLIANCE WITH UTAH CODE SECTION 17C-1-603 AND 17C-1-402(9)(b)



  
**LEWIS YOUNG  
ROBERTSON & BURNINGHAM, INC.**

GATEWAY PLAZA BUILDING 41 N. RIO GRANDE, STE. 101 SALT LAKE CITY, UT 84101  
P. 801-596-0700 T. 800-581-1100 F. 801-596-2800 WWW.LEWISYOUNG.COM

AZ#7

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# EXECUTIVE SUMMARY

## INTRODUCTION

Lewis Young Robertson & Burningham, Inc (“LYRB”) has been retained by the Box Elder County Redevelopment Agency (the “Agency”) to assist with the management of the Agency’s six project areas (Wal-Mart, Agri-Business Park, Procter & Gamble, Plymouth, Washakie, and Great Salt Lake Minerals). LYRB has compiled the various creation and related documents associated with the project areas, generated annual and multi-year budgets, and created a proprietary Excel-based software package to manage the Agency’s project areas in the future.

The purpose of this report, in part, is to fulfill the requirements of Utah Code section 17C-1-603 – Agency Report. As new reporting requirements were adopted in legislation and became effective in 2011, this report facilitates the RDA’s compliance with the new code, providing the data necessary to fulfill the Agency Report requirements under UC 17C-1-603. This section of Utah Code mandates that the Agency provide an annual report to the county auditor, the State Tax Commission, the State Board of Education, as well as each of the taxing entities that levy a tax on property from which the Agency collects tax increment. The taxing entities involved in the various project areas of the Box Elder County RDA, to which this report is being provided, are summarized in the table below.

Table 1.1: RDA Taxing Entities

RDA TAXING ENTITIES		
Mitch Zundel		Box Elder County
Tom Kotter		Box Elder County
Stan Summers		Box Elder County
Jeff Scott		Box Elder County
Clint Burt	Bear River Water Conservancy District	
Voneene Jorgensen	Bear River Water Conservancy District	
Brent Baugh	Other Local Taxing Entities	
Rodney Cook	Box Elder School District	
Ron Tolman	Box Elder School District	
Natalie Grange	Utah State Board of Education	
Lorraine Austin	Utah State Board of Education	
Barry Conover	Utah State Tax Commission	

This report also fulfills the reporting requirements described in UC 17C-1-402(9)(b), allowing the report to be used in place of an annual taxing entity committee meeting. This annual report is for informational purposes and is intended to provide an overview of each project area that lies within the boundaries of the RDA, including descriptions of each project area, significant activities, project timelines, actual and estimated tax increment collections, and any other information pertinent to the taxing entities.

Provided in this report is an overview of the Wal-Mart Project Area, the Agri-Business Park Project Area, the Procter & Gamble Project Area, Plymouth Project Area, the Washakie Project Area, and the Great Salt Lake Minerals Project Area, including summaries of the current and projected budgets, sources and uses of tax increment funds, project area growth statistics, and identification of certain concerns/needs.

## OVERVIEW OF THE REDEVELOPMENT AGENCY

The Box Elder County Redevelopment Agency was created by the Box Elder County Commission on June 22, 1999 with the adoption of Ordinance #229 in accordance with the provision of the Utah Neighborhood Development Act, UCA 17A-2-1201, 17A-2-1202, and 17A-2-1203, and continues to operate under Title 17C of Utah Code (UCA 17C).

In the process of adopting the ordinance creating the Agency, the County Commission determined that the Agency be "authorized to enter into contacts generally in connection with redevelopment and/or economic development, to provide for redevelopment and/or economic development and to transact other business and exercise all other powers provided for in the Utah Redevelopment Act, Utah Code Annotated 17A-2-1201 (recodified as 17C-1-101 et seq.), to accept financial or other assistance from any public or private source for the Agency's activities, powers, and duties, and to expend any funds so received for any of the purposes set forth in the Act, and to borrow money and accept financial or other assistance from the state or federal government for any of the purposes of the Act and comply with any conditions of such loan or grant."

UCA 17C has expanded the ability of the Redevelopment Agencies, allowing the creation of various types of Project Areas, including Community Development Area (CDA), Urban Renewal Area (URA), and Economic Development Area (EDA). A CDA differs from a URA and an EDA in that it is meant to encourage, promote, or provide for development, but does not require the vote, approval, or governance of a taxing entity committee. Various taxing entities can elect to participate on an individual basis through interlocal agreements. In comparison, an EDA is intended to create jobs or economic opportunity and requires a taxing entity committee. A URA is meant to initiate or intensify development of a blighted or under-used area. In the case of a URA, blight finding is required, limited use of eminent domain is allowed, and a taxing entity committee is required. Currently, the Agency has five active and one closed Project Area, each of which has been classified as an EDA.

**AUTHORITIES AND POWERS OF THE AGENCY**

The authority of the Agency is directed by UCA Title 17C, 17C-1-202

- I. A community development and renewal agency may:
  - Sue and be sued;
  - Enter into contracts generally;
  - Buy, obtain an option upon, or otherwise acquire an interest in real or personal property;
  - Sell, convey, grant, dispose of by gift, or otherwise dispose of any interest in real or personal property;
  - Enter into a lease agreement on real or personal property, either as lessee or lessor;
  - Provide for urban renewal, economic development, and community development as provided in this title;
  - Receive tax increment as provided in this title;
  - If disposing of or leasing land, retain controls or establish restrictions and covenants running with the land consistent with the project area plan;
  - Accept financial or other assistance from any public or private source for the agency's activities, powers, and duties, and expend any funds so received for any of the purposes of this title;
  - Borrow money or accept financial or other assistance from the federal government, a public entity, or any other source for any of the purposes of this title and comply with any conditions of the loan or assistance;
  - Issue bonds to finance the undertaking of any urban renewal, economic development, or community development or for any of the agency's other purposes, including:
    - Reimbursing an advance made by the agency or by a public entity or the federal government to the agency;
    - Refunding bonds to pay or retire bonds previously issued by the agency; and
    - Refunding bonds to pay or retire bonds previously issued by the community that created the agency for expenses associated with an urban renewal, economic development, or community development project; and
  - Transact other business and exercise all other powers provided for in this title.

**GOVERNING BOARD OF TRUSTEES AND STAFF MEMBERS**

Table 1.2: Board of Trustees

GOVERNING BOARD OF TRUSTEES		
Stan Summers	Chairman	Box Elder County Commission Chair
Jeff Scott	Board Member	Box Elder County Commissioner
Jeff Hadfield	Board Member	Box Elder County Commissioner

Table 1.3: Staff Members

STAFF MEMBERS		
Mitch Zundel	Executive Director	Box Elder County Economic Development Director
Tom Kotter	Treasurer	Box Elder County Auditor
Marla Young	Secretary	Box Elder County Clerk

## SUMMARY OF REQUESTED FUNDS

The Agency **requests all funds it is legally entitled to receive**, and estimates those funds according to the chart below. Per UC 17C-1-603(3), these projected figures are provided for informational purposes only, and do not alter the amount of tax increment that this Agency is entitled to collect. The Agency requests all tax increment legally available from each of the Agency's project areas described below; however these estimates should in no way be interpreted or applied as a limitation upon the amount the Agency is entitled to receive under applicable statute(s), project area budget(s), and/or interlocal cooperation agreements.

Table 1.4: Estimate of Tax Increment

ESTIMATE OF TAX INCREMENT TO BE PAID TO THE AGENCY		
	Tax Year 2015 (Ending Dec. 31, 2015)	Tax Year 2016 (Beginning Jan. 1, 2016)
Property Tax Increment		
Wal-Mart	Project Area is Complete	Project Area is Complete
Agri-Business Park	\$190,176	\$201,989
Procter & Gamble (2008-1)	\$2,711,698	\$2,431,747
Plymouth	\$58,167	\$59,687
Washakie	\$191,925	\$405,865
Great Salt Lake Minerals	\$0	\$0
<b>Total Revenue</b>	<b>\$3,151,966</b>	<b>\$3,087,475</b>

## GENERAL OVERVIEW OF ALL PROJECT AREAS

Table 1.5: Combined Budget

COMBINED BUDGET – ALL PROJECT AREAS		
REVENUES	FY 2015 TOTALS	REMAINING LIFE (INCLUDES 2015 TOTALS)
Property Tax Increment		
Agri-Business Park	\$190,176	\$1,604,098
Procter & Gamble (2008-1)	3,437,671	49,649,287
Plymouth	0	1,364,651
Washakie	0	2,657,130
Great Salt Lake Minerals	0	0
Other		
Agri-Business Park (Interest Earnings)	500	4,000
Agri-Business Park (Fund Balance)	129,158	129,158
<b>Total</b>	<b>\$3,757,005</b>	<b>\$55,408,324</b>
EXPENDITURES	FY 2015 TOTALS	REMAINING LIFE (INCLUDES 2015 TOTALS)
EDA Administration @ 3-5%		
Agri-Business Park	\$5,705	\$48,123
Procter & Gamble (2008-1)	171,884	2,482,464
Plymouth	0	68,233
Washakie	0	132,857
Great Salt Lake Minerals	0	0
Development Incentive Payments		
Procter & Gamble (2008-1)	1,337,261	13,565,912
Plymouth	0	359,077
Great Salt Lake Minerals	0	0
Affordable Housing		
Agri-Business Park	38,035	320,820
Great Salt Lake Minerals	0	0
Debt Service Payments		
Agri-Business Park	207,950	627,625
Procter & Gamble (2008-1)	1,658,358	26,956,705
Returned to Taxing Entities		
Procter & Gamble (2008-1)	160,743	5,562,116
Other Development Activities		
Agri-Business Park	10,000	740,688
Procter & Gamble (2008-1)	109,426	1,082,089
Plymouth	0	937,341
Washakie	0	2,524,274
Fund Balance		
Agri-Business Park	58,144	0
<b>Total Expenditures</b>	<b>\$3,757,005</b>	<b>\$55,408,324</b>

## SECTION 1: OVERVIEW OF THE WAL-MART PROJECT AREA

Table 2.1: Project Area Overview

OVERVIEW				
<b>Type</b> EDA	<b>Acreage</b> 99.48	<b>Purpose</b> Commercial Development	<b>Status</b> Expired	<b>Jobs Created</b> 1,000
<b>Creation Year</b> FY 1999	<b>Base Year</b> FY 2000	<b>Term</b> 15 Years*	<b>Trigger Year<sup>1</sup></b> TY 1999/FY 2000	<b>Expiration Year</b> TY 2012/FY 2013

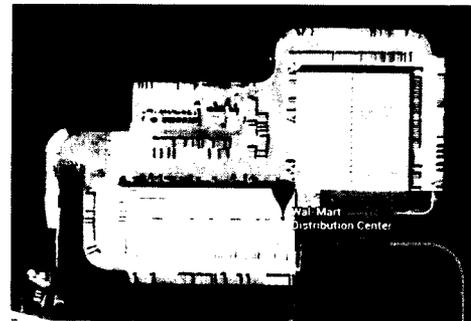
\* The Project Area was originally scheduled to run for 15 years, ending in FY 2014. However, the Agency elected to terminate the Project Area one year early, in FY 2013.



The Wal-Mart Project Area was created in November 1999 and is governed by the (a) "Economic Development Plan for the Wal-Mart Economic Development Project Area" dated November 23, 1999; (b) "Participation Agreement" between the Agency and Wal-Mart Stores East, Inc. dated May 2, 2000; and (c) the "Supplemental Agreement" between the Agency and Wal-Mart Stores East, Inc. dated April 2004. These documents define the duration and use of property tax generated within the Project Area as well as conditions and obligations by the Agency and the Developer.

The purpose of this Project Area was to incentivize the development of a warehouse facility in Box Elder County; specifically, the building of a Wal-Mart distribution facility, which will create jobs and increase property tax revenue to the taxing entities. The Project Area includes 99.48 acres located in Corinne, UT on Highway 83 at 5400 West. A map of the Project Area is included as Exhibit A.

According to the documents described above, the Project Area is intended to draw property tax increment beginning with the taxes collected in 1999 and remitted to the agency in 2000 and continue for 15 years through and including taxes collected in 2013 and paid to the Agency in 2014. The Agency has received tax increment revenue every year beginning in 2000 with a tax increment level starting at 95% for the first five years, then increasing to 100%. The Agency was intended to continue to receive this 100% until the life of the Project Area ended in 2014. However, because the original goals and purposes of the Wal-Mart Project Area have been met and the Agency is no longer in need of tax increment, the Agency elected to terminate the Project Area in 2013, one year prior to the originally scheduled expiration year. This has been documented by Resolution No. RDA 13-05, which is included as Exhibit B.



<sup>1</sup> Trigger Year refers to the tax year in which the Agency elects to trigger tax increment and the fiscal year in which the first tax increment revenues are received.

## PROJECT AREA REPORTING AND ACCOUNTABILITY

### COMPARISON OF FORECASTED AND ACTUAL TAX INCREMENT

Table 2.2: Realization of Tax Increment

REALIZATION OF TAX INCREMENT	FORECASTED	ACTUAL	% OF PROJECTION
Property Tax Increment – FY 2000 - 2014	\$6,071,453	\$5,585,286	92% *

\* The Agency did not realize 100% of forecasted tax increment due to factors such as a downturn in the economy, differences in forecasted vs. actual tax rates, and the adjusted expiration of the Project Area.

### RELATIVE GROWTH IN ASSESSED VALUE

Table 2.3: Growth in Assessed Value

GROWTH IN ASSESSED VALUE	CURRENT YEAR	BASE YEAR	GROWTH RATE	AAGR
Lifetime Growth in Project Area (2013 vs. 2000)	\$41,233,857	\$92,673	44,394%	50.2%
Lifetime Growth in Box Elder County (2013 vs. 2000)	\$3,445,578,075	\$1,733,456,750	98.8%	4.7%

### BENEFITS DERIVED BY PARTICIPATING TAXING ENTITIES

Table 2.4: Benefits to Taxing Entities

BENEFITS TO TAXING ENTITIES
*Creation of approximately 1,000 jobs
*Increased Property Tax Revenues - 5% of tax flowed back to taxing entities in years 2000-2004 - 100% of tax increment received by entities after 2013
*Increased Sales Tax Revenues

As shown below, the total property tax increment (above the base amount) received by the taxing entities over the life of the Project Area is 2,884% above what would have been realized if assessed values in the Project Area had remained at base year levels.

Table 2.5: Growth in Property Tax Increment

<b>GROWTH IN TAX INCREMENT</b>	<b>ORIGINAL BUDGET REVENUES</b>	<b>ACTUAL REVENUES</b>	<b>BASE YEAR VALUE REVENUES</b>	<b>% ABOVE BASE</b>
Lifetime Revenue (FY 2000-2014)	\$6,155,117	\$6,227,353	\$22,263	27,972%
Lifetime Revenue (FY 2000-2014)	\$83,665	\$642,067	\$22,263	2,884%

**OTHER ISSUES**

LYRB has not identified any major areas of concern with the Wal-Mart Project Area and believes that, according to the records reviewed, all parties have met their respective obligations. This Project Area is now considered closed.

**PROJECT AREA ANNUAL AND MULTI-YEAR BUDGETS**

The following sheet represents the full multi-year budget from 2000 to 2014.

Wal-Mart Economic Development Project Area

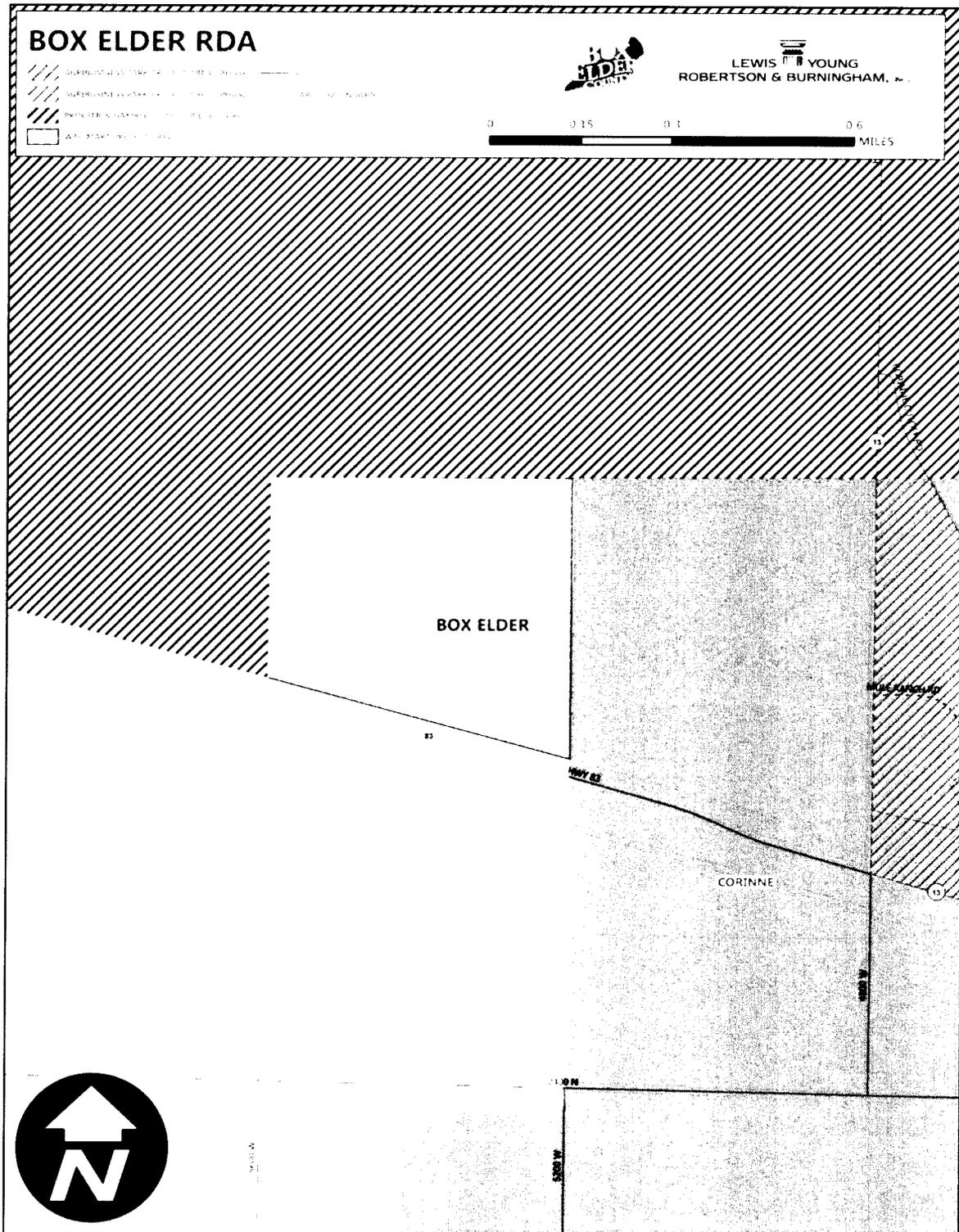
Ongoing Budget  
Multi-Year Project Area Budget Projections  
July 22, 2015



Fiscal Year 2015

Fiscal Year	Fiscal Year										TOTALS
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	
<b>REVENUES</b>											
<b>TAXABLE VALUATION:</b>											
Land Value	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Building Value	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Construction	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
<b>Total Taxable Value</b>	<b>4,000,000</b>										
<b>Net Base Year Value</b>	<b>1,000,000</b>										
<b>Incremental Assessment Value</b>	<b>3,000,000</b>										
<b>Tax Rate</b>	<b>0.001%</b>										
<b>Total Tax Rate</b>	<b>0.001%</b>										
<b>Tax Incremental Revenues</b>	<b>3,000</b>										
<b>Total Tax Increment Available to Project Area</b>	<b>3,000</b>										
<b>TAX INCREMENT AVAILABLE</b>											
Total Tax Increment Available to Project Area	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Expenses	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Net Income	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
<b>EXPENDITURES</b>											
Project Area Bank and Loan of Cash	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Expenses	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Net Income	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
<b>REMAINING FOR TAKING ENTITIES</b>											
Wal-Mart Store	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Wal-Mart Store Expansion	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Wal-Mart Store Expansion (Other)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Wal-Mart Store Expansion (Other)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Wal-Mart Store Expansion (Other)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<b>Total</b>	<b>5,000</b>										

**EXHIBIT A: MAP OF THE WAL-MART PROJECT AREA**



**EXHIBIT B: RESOLUTION TERMINATING PROJECT AREA**

RESOLUTION NO. RDA 13-05

**A RESOLUTION OF THE BOX ELDER COUNTY REDEVELOPMENT AGENCY  
TERMINATING AND DISSOLVING THE WAL-MART ECONOMIC DEVELOPMENT  
PROJECT AREA**

**WHEREAS**, the Box Elder County Redevelopment Agency (the "**Agency**"), created the Wal-Mart Economic Development Project Area ("**Project Area**") on August 3, 1999; and

**WHEREAS**, the Agency has determined that the original goals and public purposes of the Project Area have been fulfilled including the construction and operation of a Wal-Mart Distribution Center and the creation of a number of full-time jobs; and

**WHEREAS**, the Agency deems it in the best interest of the public, the Agency and Box Elder County that the Project Area be terminated and dissolved upon adoption of this resolution.

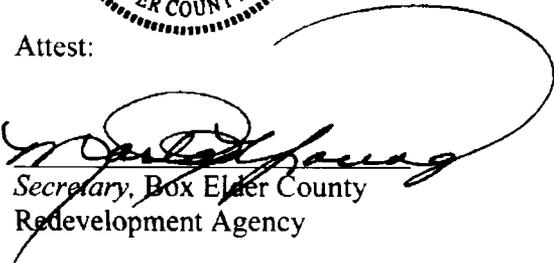
**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF THE BOX ELDER COUNTY REDEVELOPMENT AGENCY**, the Wal-Mart Economic Development Project Area is hereby dissolved and terminated upon completion of the following actions set forth in this resolution:

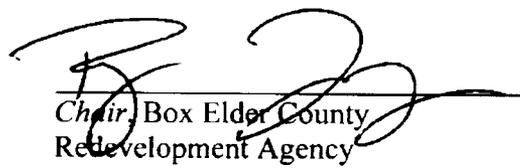
1. The Agency is authorized to pay any remaining debt or expenses incurred by the Agency in the creation, administration, or dissolution of this Project Area, including the reimbursement to Box Elder County of any cost or expense incurred by the County on behalf of the Agency.
2. Upon determination by the Agency, that all debts, obligations, pledges or other expenses of the Agency on behalf of the Project Area have been discharged, the Agency is authorized to pay any remaining unused tax increment funds collected by the Agency to the taxing entities in proportion to the tax rate of the entity.
3. The Agency is directed to provide notice of the termination and dissolution of the Project Area to all taxing entities and the State School Board, and also record a notice of dissolution with the Box Elder County Recorder.

APPROVED AND ADOPTED this 5<sup>th</sup> day of June 2013.



Attest:

  
Secretary, Box Elder County  
Redevelopment Agency

  
Chair, Box Elder County  
Redevelopment Agency

## SECTION 2: OVERVIEW OF THE AGRI-BUSINESS PARK PROJECT AREA

Table 3.1: Project Area Overview

<b>OVERVIEW</b>				
<b>Type</b> EDA	<b>Acreege</b> 109.9	<b>Purpose</b> Commercial and Industrial Development	<b>Taxing District</b> 169	<b>Tax Rate</b> 0.013578
<b>Creation Year</b> FY 2001	<b>Base Year</b> FY 2005	<b>Term</b> 15 Years	<b>Trigger Year</b> TY 2007/FY 2008	<b>Expiration Year</b> TY 2021/FY 2022
<b>Base Value</b> \$394,100	<b>TY 2014 Value</b> \$14,400,283	<b>Increase</b> 3,554%	<b>FY 2015 Increment</b> \$190,176	<b>Jobs Created</b> 140



The Agri-Business Park Project Area was created in May 2001 and is governed by the “Official Economic Development Plan for the Agri-Business Economic Development Project Area” signed and dated May 15, 2001. This document defines the duration and use of property tax generated within the Project Area as well as conditions and obligations by the Agency.

The purpose of this Project Area is to incentivize the development of a commercial/industrial business park in Box Elder County; which will cater to the establishment of agriculturally oriented businesses. This development is intended to create jobs and increase property tax and sales tax revenue to the taxing entities. The Project Area includes 109.9 acres, which lie east of 4800 West, and between State Highway 83 and the railroad right-of-way west of State Highway 13 in Corinne, UT. A map of the Project Area is included as Exhibit C.



## SOURCES OF FUNDS

Table 3.2: Sources of Funds

<b>2015 SOURCES OF FUNDS</b>	
Property Tax Increment	\$190,176
Interest Earnings	500
Fund Balance	129,158
<b>Total Sources of Funds</b>	<b>\$319,834</b>

Table 3.3: Tax Increment Levels

<b>TAX INCREMENT LEVEL</b>	
<b>Years</b>	<b>%</b>
2008-2022	100%

## USES OF FUNDS

Table 3.4: Uses of Funds

<b>2015 USES OF FUNDS</b>	
EDA Administration	\$5,705
Debt Service Payments	207,950
Project Infrastructure/Land Purchase/Other Agency Costs	10,000
Affordable Housing	38,035
Fund Balance	58,144
<b>Total Uses of Funds</b>	<b>\$319,834</b>

## DEBT SERVICE PAYMENTS

As a portion of the infrastructure improvements funded by the Series 2003, 2004, and 2005 Bonds have benefited both the Agri-Business Park and the Wal-Mart Project Areas, a portion of the annual debt service payment has been paid with tax increment generated by development in the Wal-Mart Project Area, with the remaining paid with tax increment generated by development in the Agri-Business Project Area. This arrangement was to continue until the Wal-Mart Project Area expired in FY 2013. Going forward, 100% of the annual debt service will be paid with tax increment generated by the Agri-Business Project Area.

Table 3.5: RDA Bonds

<b>RDA BONDS</b>		
	<b>Par Amount of Bonds</b>	<b>Remaining Outstanding Principal</b>
Series 2004	1,765,000	550,000
Series 2003	400,000	-
Series 2005	1,338,000	-
<b>Total</b>	<b>\$2,503,000</b>	<b>\$550,000</b>

Table 3.6 Debt Service Payments

<b>2015 DEBT SERVICE PAYMENTS</b>	
Series 2004 Bond Payment	\$207,950
Series 2003 Bond Payment	-
Series 2005 Bond Payment	-
Total Debt Service Payments	\$207,950

## PROJECT AREA REPORTING AND ACCOUNTABILITY

### COMPARISON OF FORECASTED AND ACTUAL TAX INCREMENT

Table 3.7: Realization of Tax Increment

<b>REALIZATION OF TAX INCREMENT</b>	<b>FORECASTED</b>	<b>ACTUAL</b>	<b>% OF PROJECTION</b>
Property Tax Increment – FY 2015	\$296,467	\$190,176	64%*
Property Tax Increment – FY 2008 - 2015	\$2,371,739	\$1,473,037	62%

\* The fact that 36% of forecasted increment has not been realized is likely explained by slowing development caused by a downturn in the economy earlier in the life of the Project Area. Related to this is factor is the 2013 shut down of Nobilus, one of the larger companies in the Project Area, cutting personal property values in the Project Area by nearly half.

### RELATIVE GROWTH IN ASSESSED VALUE

As described below, overall, the Project Area has realized an average annual growth rate that is 8 times that of non-incentivized areas in the County.

Table 3.8: Growth in Assessed Value

<b>GROWTH IN ASSESSED VALUE</b>	<b>CURRENT YEAR</b>	<b>PRIOR YEAR/ BASE YEAR</b>	<b>GROWTH RATE</b>	<b>AAGR</b>
Annual Growth in Project Area (2014 vs. 2013)	\$14,400,283	\$14,413,106	-0.1%	-0.1%
Lifetime Growth in Project Area (2014 vs. 2005)	\$14,400,283	\$394,100	3,554%	49%
Annual Growth in Box Elder County (2014 vs. 2013)	\$3,484,393,634	\$3,445,578,075	1.1%	1.1%
Lifetime Growth in Box Elder County (2014 vs. 2005)	\$3,484,393,634	\$2,040,707,415	70.7%	6.1%

**BENEFITS DERIVED BY PARTICIPATING TAXING ENTITIES**

Table 3.9: Benefits to Taxing Entities

BENEFITS TO TAXING ENTITIES
*Job Creation
*Increased Property Tax Revenues upon expiration of Project Area
*Increased Sales Tax Revenues
*Significantly higher growth in tax base compared to non-incentivized areas - Current AAGR for the Project Area is 49% vs 6.1% for non-incentivized areas

As shown below, because the Agency is scheduled to receive 100% of the annual tax increment (above the base amount), the taxing entities are currently receiving tax increment based solely upon the base value of the Project Area. However, as assessed values continue to increase over the life of the Project Area, the taxing entities will experience a dramatic increase in property tax revenues when the Project Area expires in 2022.

Table 3.10: Growth in Tax Increment

GROWTH IN TAX INCREMENT	ORIGINAL BUDGET	ACTUAL REVENUES	BASE YEAR VALUE REVENUES	% ABOVE BASE
Fiscal Year 2015	\$296,467	\$190,176	\$5,351	3,554%
Lifetime Revenue (FY 2005-2015)	\$2,371,739	\$1,473,037	\$41,172	3,578%
Fiscal Year 2015	\$0	\$0	\$5,351	0%
Lifetime Revenue (FY 2005-2015)	\$0	\$0	\$41,172	0%

**NOTABLE DEVELOPMENT AND FUTURE PROJECTS**

The Agri-Business Project Area contains a commercial/industrial business park which caters to agriculturally oriented businesses. Various infrastructure developments have been completed to allow for the establishment of these businesses. Although there are currently no specific development plans in the foreseeable future, the following is a summary of current activity in the Project Area:

Storage facilities were constructed on five vacant acres purchased by Bear River Valley Co Op. While the building formerly occupied by Nobilus remains vacant, it is understood that there is an interested party and that a sale may be forthcoming.

The Agency has been working with the owner of the largest undeveloped parcel in the Project Area, Honeyville Grain. It is thought that this property may be sold and developed in the near future.

## FORECASTED PROJECT AREA BUDGET UPDATE

The multi-year budget attached to this document and summarized below displays revenue in the fiscal year received rather than the calendar year collected.

Table 3.11: Project Area Budget

PROJECT AREA BUDGET	2015-2022	
Property Tax Increment	\$1,604,098	\$1,294,246
Interest Earnings	4,000	3,232
Fund Balance	129,158	122,527
<b>Total Revenue</b>	<b>\$1,737,256</b>	<b>\$1,420,005</b>
EDA Administration	\$48,123	\$38,827
Series 2004 Debt Service Payment	627,625	569,702
Series 2003 Debt Service Payment	-	-
Series 2005 Debt Service Payment	-	-
Redevelopment Activities	740,688	552,627
Affordable Housing	320,820	258,849
Fund Balance	-	-
<b>Total Expenditures</b>	<b>\$1,737,256</b>	<b>\$1,420,005</b>

## OTHER ISSUES

LYRB has not identified any major areas of concern with the Agri-Business Park Project Area and believes that, according to the records reviewed, all parties are meeting their respective obligations related to this Project Area.

## PROJECT AREA ANNUAL AND MULTI-YEAR BUDGETS

The following four sheets represent the FY 2015, FY 2016, FY 2017 and multi-year budget from 2008 to 2022.

**Agri-Business Economic Development Project Area**  
2015 Annual Budget  
September 16, 2015



Tax Year	2014
Payment Year	2015

<b>REVENUES</b>	
<b>TAXABLE VALUATION:</b>	
Land Value	\$ 10,586,636
Building Value	1,486,889
Personal Property	98,788
Centrally Assessed	14,400,283
<b>Total Assessed Value</b>	<b>\$ 14,400,283</b>
<b>Less: Base Year Value <sup>5</sup></b>	<b>\$ (394,100)</b>
<b>Incremental Assessed Value</b>	<b>\$ 14,006,183</b>

<b>Tax Rate:</b>	
Box Elder County	0.2621%
Box Elder County School District	0.8386%
Corrine City	0.2313%
Box Elder County Mosquito District	0.0207%
Corrine Cemetery District	0.0191%
Bear River Water Conservancy Dist	0.0198%
Box Elder County Library	0.0150%
Less State Assessing & Collecting	-0.0013%
Less Local Assessing & Collecting	-0.0375%
<b>Total Tax Rate:</b>	<b>1.3578%</b>

<b>TAX INCREMENT REVENUES</b>	
Total Tax Increment generated from Project Area	\$ 190,176
Interest Earnings	500
Fund Balance	129,158
<b>Total Tax Increment:</b>	<b>\$ 319,834</b>

**Percent of Tax Increment for Project**

<b>EXPENDITURES</b>	
Project Area Budget and Uses of Funds	
RDA Administrative Fees (3%)	\$ 5,705
<b>Debt Service Payments</b>	
Series 2004 Bond Payment	207,950
Less 44% Paid from Wal-Mart Project Area	
Net Series 2004 Bond Payment	207,950
Series 2003 Bond Payment	
Less 100% Paid from Wal-Mart Project Area	
Net Series 2003 Bond Payment	
Series 2005 Bond Payment	
Less 100% Paid from Wal-Mart Project Area	
Net Series 2005 Bond Payment	
<b>Total Debt Service Payment from Agri-Business</b>	<b>\$ 207,950</b>
Reimbursement to Wal-Mart Project Area	
Project Infrastructure & Land Purchase	
Other Agency Expenses	10,000
Affordable Housing (20%)	38,035
<b>Total Uses</b>	<b>\$ 261,690</b>

Agri-Business Economic Development Project Area  
2016 Annual Budget  
September 16, 2015



Tax Year	2015
Payment Year	2016

REVENUES	
<b>TAXABLE VALUATION:</b>	
Land Value	\$ 11,456,636
Building Value	1,486,889
Personal Property	98,788
Centrally Assessed	15,270,283
<b>Total Assessed Value</b>	<b>\$ 15,270,283</b>
<b>Less: Base Year Value <sup>5</sup></b>	<b>\$ (394,100)</b>
<b>Incremental Assessed Value</b>	<b>\$ 14,876,183</b>

Tax Rate:	
Box Elder County	0.2521%
Box Elder County School District	0.8386%
Corrine City	0.2313%
Box Elder County Mosquito District	0.0207%
Corrine Cemetery District	0.0191%
Bear River Water Conservancy Dist	0.0198%
Box Elder County Library	0.0150%
Less State Assessing & Collecting	-0.0013%
Less Local Assessing & Collecting	-0.0375%
<b>Total Tax Rate:</b>	<b>1.3578%</b>

TAX INCREMENT REVENUES	
Total Tax Increment generated from Project Area:	\$ 201,989
Interest Earnings	500
Fund Balance	58,144
<b>Total Tax Increment:</b>	<b>\$ 260,632</b>

**Percent of Tax Increment for Project** 100%

EXPENDITURES	
Project Area Budget and Uses of Funds	
RDA Administrative Fees (3%)	\$ 6,060
<b>Debt Service Payments</b>	
Series 2004 Bond Payment	211,220
Less 44% Paid from Wal-Mart Project Area	-
Net Series 2004 Bond Payment	211,220
Series 2003 Bond Payment	-
Less 100% Paid from Wal-Mart Project Area	-
Net Series 2003 Bond Payment	-
Series 2005 Bond Payment	-
Less 100% Paid from Wal-Mart Project Area	-
Net Series 2005 Bond Payment	-
<b>Total Debt Service Payment from Agri-Business</b>	<b>\$ 211,220</b>
Reimbursement to Wal-Mart Project Area	
Project Infrastructure & Land Purchase	2,965
Other Agency Expenses	40,398
Affordable Housing (20%)	40,398
<b>Total Uses</b>	<b>\$ 260,632</b>

Agri-Business Economic Development Project Area  
2017 Annual Budget  
September 16, 2015



Tax Year	2016
Payment Year	2017

REVENUES	
<b>TAXABLE VALUATION:</b>	
Land Value	\$ 11,456,636
Building Value	1,486,889
Personal Property	98,788
Centrally Assessed	15,270,283
<b>Total Assessed Value</b>	<b>\$ 15,270,283</b>
<b>Less: Base Year Value <sup>5</sup></b>	<b>\$ (394,100)</b>
<b>Incremental Assessed Value</b>	<b>\$ 14,876,183</b>

Tax Rate:	
Box Elder County	0.2521%
Box Elder County School District	0.8386%
Corrine City	0.2313%
Box Elder County Mosquito District	0.0207%
Corrine Cemetery District	0.0191%
Bear River Water Conservancy Dist.	0.0198%
Box Elder County Library	0.0150%
Less State Assessing & Collecting	-0.0013%
Less Local Assessing & Collecting	-0.0375%
<b>Total Tax Rate:</b>	<b>1.3578%</b>

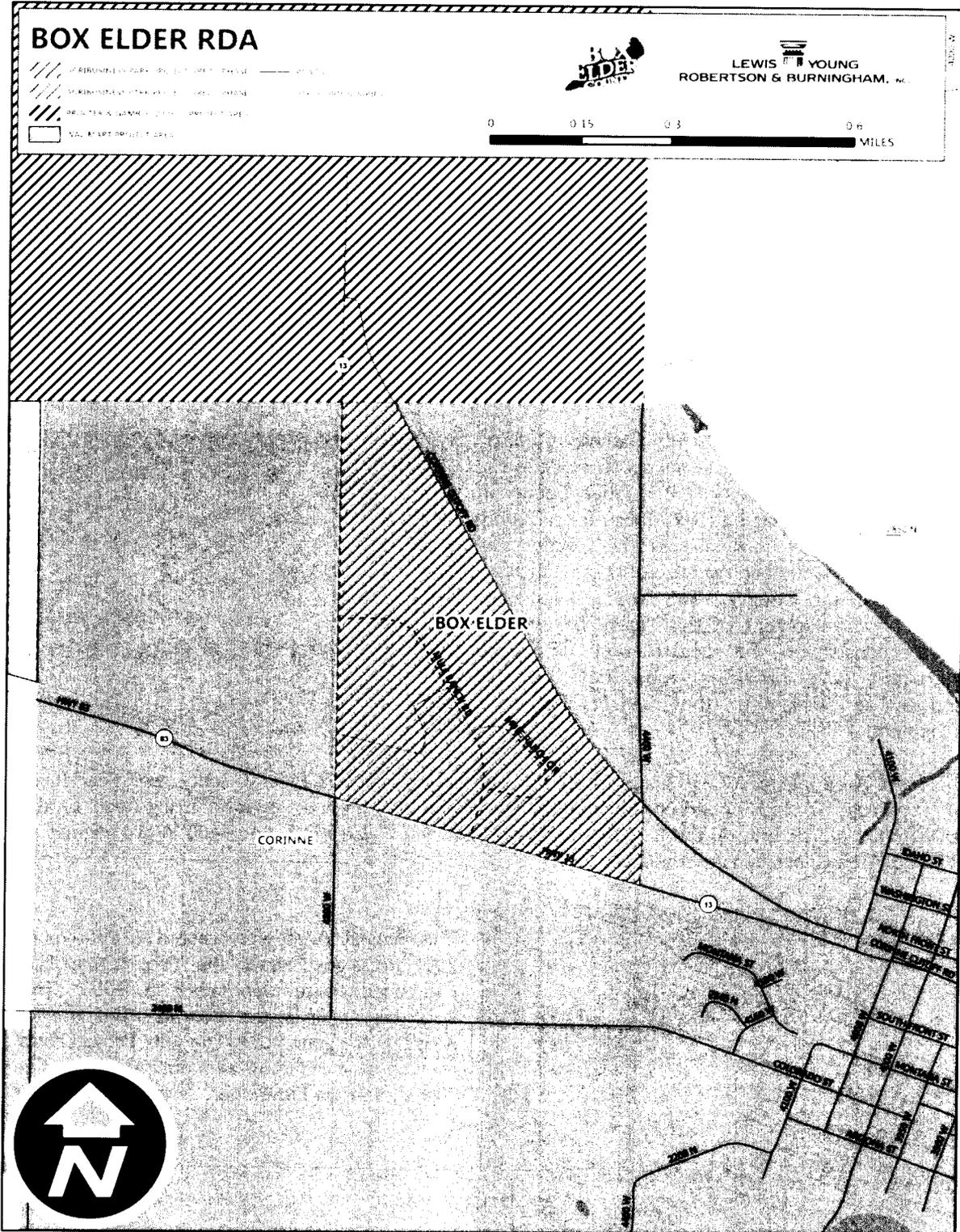
TAX INCREMENT REVENUES	
Total Tax Increment generated from Project Area	\$ 201,989
Interest Earnings	500
Fund Balance	
<b>Total Tax Increment:</b>	<b>\$ 202,489</b>

Percent of Tax Increment for Project

EXPENDITURES	
Project Area Budget and Uses of Funds	
RDA Administrative Fees (3%)	\$ 6,060
<b>Debt Service Payments</b>	
Series 2004 Bond Payment	208,455
Less 44% Paid from Wal-Mart Project Area	
Net Series 2004 Bond Payment	208,455
Series 2003 Bond Payment	
Less 100% Paid from Wal-Mart Project Area	
Net Series 2003 Bond Payment	
Series 2005 Bond Payment	
Less 100% Paid from Wal-Mart Project Area	
Net Series 2005 Bond Payment	
Total Debt Service Payment from Agri-Business	\$ 208,455
Reimbursement to Wal-Mart Project Area	
Project Infrastructure & Land Purchase	
Other Agency Expenses	
Affordable Housing (20%)	40,398
<b>Total Uses</b>	<b>\$ 254,912</b>



**EXHIBIT C: MAP OF THE AGRI-BUSINESS PARK PROJECT AREA**



## SECTION 3: OVERVIEW OF THE PROCTER & GAMBLE (2008-1) PROJECT AREA

Table 4.1: Project Area Overview

OVERVIEW				
<u>Type</u> EDA	<u>Acreage</u> 7,750	<u>Purpose</u> Industrial Development	<u>Taxing District</u> 179/186	<u>Tax Rate</u> 0.011074/0.011265
<u>Creation Year</u> FY 2008	<u>Base Year</u> FY 2007	<u>Term</u> 20 Years	<u>Trigger Year</u> TY 2011/FY 2012	<u>Expiration Year</u> TY 2030/FY 2031
<u>Base Value</u> \$9,832,802	<u>TY 2014 Value</u> \$320,116,493	<u>Increase</u> 3,155.6%	<u>FY 2015 Increment</u> \$3,437,671	<u>Jobs Created</u> 264

The purpose of the Procter & Gamble (2008-1) Economic Development Area is the accommodation of a paper manufacturing facility in Box Elder County in order to establish high-quality jobs for County residents, enhance the tax base for the County, and provide impetus for future manufacturing and ancillary facilities within the County. The Agency intends to support the development of this facility by assisting with the costs of the construction of public infrastructure and providing appropriate use of incentives to maximize the benefits of this development.



The Project Area includes 7,750 acres located in unincorporated Box Elder County near Bear River City. The Project Area is bound on the south by Highway 83, on the west by Iowa String Road, on the north by 6400 North, and on the East by the 5200 West, the Malad River, and 4400 West. A map of the Project Area is included as Exhibit D.



The Project Area was created in September 2008 and is governed by the "Project Area Plan (Amended)" dated September 15, 2008. This document defines the duration and use of property tax generated within the Project Area as well as conditions and obligations by the Agency and the Developer.

## SOURCES OF FUNDS

Table 4.2: Sources of Funds

2015 SOURCES OF FUNDS	
Property Tax Increment	\$3,437,671
<b>Total Sources of Funds</b>	<b>\$3,437,671</b>

## USES OF FUNDS

Table 4.3: Uses of Funds

2015 USES OF FUNDS	
RDA Administration	\$171,884
Debt Service Payments – Paid to Brigham City	1,658,358
Economic Incentive Fund	1,337,261
Other Development Activities	109,426
Tax Increment to Taxing Entities	160,743
<b>Total Uses of Funds *</b>	<b>\$3,437,671</b>

\* The Agency has obtained a Resolution from the Olene Walker Housing Loan Fund Board, dated October 16, 2008, waiving the requirement to contribute certain portions of increment to implement the County's low to moderate income housing plan.

### Other Development Activities:

- \$50,000 of the funds available for other development activities each year is being put into the Box Elder Business Resource Center, which supports and promotes small businesses within Box Elder County.
- It is contemplated that remaining amounts may be used for advertising and travel expenses, providing incentives to other companies/developers, and installing a fiber-optic network within the Project Area; although no specific plans or commitments have been made.
- Other options for the use of these funds include paying down the debt service on the Series 2008 Bonds, remitting additional amounts to the Developer as part of the economic incentive fund, funding other infrastructure costs, or paying for professional services.

## DEBT SERVICE PAYMENTS

Brigham City has issued Series 2008A, 2008B, 2008C, and 2008D Limited Purpose Revenue Bonds for the purpose of funding the extension of certain public infrastructure within the Project Area. In consideration for the City's willingness to finance, own, and operate the improvements, the Box Elder County RDA has agreed to pledge all tax increment revenues within the Project Area, less 5% for administration, to the repayment of these bonds. Over the life of the Project Area, the RDA will remit from tax increment funds the lesser of (1) 100% of the net revenues received by the RDA in a given year or (2) the annual debt service obligation for that year.

Table 4.4: RDA Bonds

<b>RDA BONDS</b>		
	Original Par Amount of Bonds	Remaining Outstanding Principal
Series 2008A	6,000,000	5,350,000
Series 2008B	7,900,000	6,516,000
Series 2008C	1,100,000	880,000
Series 2008D	8,800,000	7,489,000
<b>Total</b>	<b>\$23,800,000</b>	<b>\$20,235,000</b>

Table 4.5: Debt Service Payments

<b>2015 DEBT SERVICE PAYMENTS</b>	
Series 2008A Bond Payment – Principal, Interest, Reserve Fund	\$451,380
Series 2008B Bond Payment – Principal, Interest, Reserve Fund	415,336
Series 2008C Bond Payment – Principal, Interest, Reserve Fund	64,168
Series 2008D Bond Payment – Principal, Interest, Reserve Fund	722,474
Trustee Fee	5,000
<b>Total Debt Service Payment to Brigham City</b>	<b>\$1,658,358</b>

## DEVELOPMENT OBLIGATIONS AND INCENTIVES

The Developer in the Project Area has the obligation to construct certain amounts of improved space in exchange for receiving specified capped amounts of tax increment. In the first five years, the amounts available to the Agency to contribute to the Development Incentive Fund or to use for other redevelopment purposes will be calculated as 90% of tax increment available after the debt service on bonds and Project Area administration, with the remaining 10% flowing back to the taxing entities. The ratio will then change to 70/30 for the remaining 15 years.

Contributions to the Development Incentive Fund will be based upon area in the EDA that has been improved by the Developer; calculated using the pro rata portion of property taxes assessed to the Developer each year. For payment year 2015, Agency will contribute to the incentive fund 92.4% of the amount that is available after the appropriate amounts are paid to Brigham City for debt service on the bonds, retained by the Agency for Project Area administration, and returned to taxing entities. The remaining 7.6% will be retained by the Agency for other development activities.

Table 4.6: Capped Development Incentive

<b>CAPPED DEVELOPMENT INCENTIVE</b>	
Original Capped Incentive	\$55,000,000
Less Par Amount of Bonds	(23,800,000)
<b>Total Capped Incentive*</b>	<b>\$31,200,000</b>

\* Based upon current forecasts, the incentive cap will not be reached unless and to the extent that Phase II of the Project Area is constructed.

Table 4.7: Developer Incentive Fund

CONTRIBUTIONS TO DEVELOPMENT INCENTIVE FUND	
Previous Contributions (2012-2014)	\$4,190,095
2015 Annual Contribution	1,337,261
Total Tax Increment to Developer to Date	\$5,527,356

## PROJECT AREA REPORTING AND ACCOUNTABILITY

### COMPARISON OF FORECASTED AND ACTUAL TAX INCREMENT

Table 4.8: Realization of Tax Increment

REALIZATION OF TAX INCREMENT	FORECASTED	ACTUAL	% OF PROJECTION
Property Tax Increment – FY 2015	\$2,876,542	\$3,437,671	119%
Property Tax Increment – FY 2012 - 2015	\$12,284,704	\$13,918,265	113%

### RELATIVE GROWTH IN ASSESSED VALUE

As described below, overall, the Project Area has realized an average annual growth rate that is 12 times that of non-incentivized areas in the County.

Table 4.9: Growth in Assessed Value

GROWTH IN ASSESSED VALUE	CURRENT YEAR	PRIOR YEAR/ BASE YEAR	GROWTH RATE	AAGR
Annual Growth in Project Area (2014 vs. 2013)	\$320,116,493	\$328,051,493	-2.4%	-2.4%
Lifetime Growth in Project Area (2014 vs. 2007)	\$320,116,493	\$9,832,802	3,256%	64.5%*
Annual Growth in Box Elder County (2014 vs. 2013)	\$3,484,393,634	\$3,445,578,075	1.1%	1.1%
Lifetime Growth in Box Elder County (2014 vs. 2007)	\$3,484,393,634	\$2,413,237,001	44.4%	5.4%

### BENEFITS DERIVED BY PARTICIPATING TAXING ENTITIES

Table 4.10: Benefits to Taxing Entities

BENEFITS TO TAXING ENTITIES	
*Creation of 264 new jobs	
*Increased Property Tax Revenues	<ul style="list-style-type: none"> <li>- 10% of tax flows back to taxing entities in years 2012-2016</li> <li>- 30% flows back to taxing entities in years 2016-2031</li> <li>- 100% of tax increment after 2031</li> </ul>
*Significantly higher growth in tax base compared to non-incentivized areas	<ul style="list-style-type: none"> <li>- Current AAGR for the Project Area is 64.5% vs 5.4% for non-incentivized areas</li> </ul>

**GROWTH IN PROPERTY TAX INCREMENT**

Annual property tax increment (above the base amount) currently being returned to taxing entities is 147% above what would have been realized if assessed values in the Project Area had remained at base year levels. Lifetime property tax increment (above the base amount) received by the taxing entities is 150% above what would have been realized based on base year levels.

Table 4.11: Growth in Property Tax Increment

<b>GROWTH IN TAX INCREMENT</b>	<b>ORIGINAL BUDGET</b>	<b>ACTUAL REVENUES</b>	<b>BASE YEAR VALUE REVENUES</b>	<b>% ABOVE BASE</b>
Fiscal Year 2015	\$2,876,524	\$3,437,671	\$109,303	3,145%
Lifetime Revenue (FY 2012-2015)	\$12,284,704	\$13,918,265	\$445,775	3,122%
Fiscal Year 2015	\$105,918	\$160,743	\$109,303	147%
Lifetime Revenue (FY 2012-2015)	\$462,626	\$667,035	\$445,775	150%

**NOTABLE DEVELOPMENT AND FUTURE PROJECTS**

**Phase I**

- Approximately 950,000 square feet of manufacturing space composed of eight contiguous buildings, with the largest being a 400,000 square foot distribution center.
- Development has been completed and 264 new jobs have been created. While this number is down from the previous year, it is expected that 10-15 jobs will be added in the next few months as Procter & Gamble fills jobs that have been lost due to attrition.

**Phase II**

- Additions to the primary manufacturing facility expected to be completed in tax year 2022.
- Projections show this second phase of development will increase the assessed value of the Project Area by over 200%.

## FORECASTED PROJECT AREA BUDGET UPDATE

The multi-year budget attached to this document and summarized below displays revenue in the fiscal year received rather than the calendar year collected.

Table 4.12: Project Area Budget

PROJECT AREA BUDGET	2015-2031	
Property Tax Increment	\$49,649,287	\$32,128,246
Total Revenue	\$49,649,287	\$32,128,246
EDA Administration	\$2,482,464	\$1,606,412
Debt Service – Paid to Brigham City	26,956,705	17,952,985
Economic Incentive Fund	13,565,912	8,581,627
Other Development Activities	1,082,089	685,495
Tax Increment returned to Taxing Entities	5,562,116	3,301,726
Total Expenditures	\$49,649,287	\$32,128,246

## OTHER ISSUES

The Agency is currently finalizing the 2015-1 EDA Project Area, which will affect future tax increment collections and projected budgets for the Procter & Gamble (2008-1) Project Area. This new Project Area will consist of a portion of a parcel that is wholly encompassed within the existing Procter & Gamble (2008-1) EDA; however, it is envisioned that the 2015-1 EDA will take priority. What this means is that (1) tax increment on the assessed value below the base year for the 2008-1 EDA Project Area will continue to pass through to the taxing entities, (2) tax increment on the assessed value between the 2008-1 EDA base year and the 2015-1 EDA base year will go to the 2008-1 EDA, and (3) tax increment on the assessed value above the 2015-1 EDA base year will go to the 2015-1 EDA Project Area. Thus, a portion of the tax increment that was originally intended to be retained by the 2008-1 EDA Project Area will instead be diverted to the 2015-1 EDA. More detail on the 2015-1 EDA, and its impact on the 2008-1 EDA, will be available in the future as the Project Area is finalized, along with a plan, budget, and development agreement.

LYRB has not identified any other major areas of concern with the Procter & Gamble (2008-1) Project Area and believes that, according to the records reviewed, all parties are meeting their respective obligations related to this Project Area.

## PROJECT AREA ANNUAL AND MULTI-YEAR BUDGETS

The following four sheets represent the FY 2015, FY 2016, FY 2017 and full multi-year budgets from 2012 to 2031.

**Box Elder County EDA 2008-1**  
**(Procter & Gamble)**  
2015 Annual Budget  
September 16, 2015



Tax Year	2014
Payment Year	2015

<b>REVENUE:</b>	
<b>PHASE I: PROCTER &amp; GAMBLE</b>	
<b>TAXABLE VALUATION:</b>	
Personal Property	\$ 178,086,133
Depreciation Schedule <sup>2</sup>	58%
Real Property	126,202,866
Centrally Assessed	15,827,494
<b>Total Assessed Value (Phase I)</b>	<b>\$ 320,116,493</b>
Less: Base Year Value <sup>3</sup>	<b>\$ (9,832,802)</b>
Incremental Assessed Value	<b>\$ 310,283,691</b>
<b>Incremental Assessed Value - Area 186:</b>	<b>\$ 8,322,952</b>
<b>Incremental Assessed Value - Area 179:</b>	<b>\$ 301,960,739</b>

<b>Tax Rate:</b>	
<b>Total Tax Rate - Area 186:</b>	1.1265%
<b>Total Tax Rate - Area 179:</b>	1.1074%

<b>TAX INCREMENT REVENUES</b>	
Tax Increment - Area 186	93,758
Tax Increment - Area 179	3,343,913
<b>Total Tax Increment:</b>	<b>\$ 3,437,671</b>

<b>EXPENDITURES:</b>	
Project Area Budget and Uses of Funds	
RDA Administrative Fees @ 5%	\$ 171,884
Series 2008A - Principal & Interest	372,336
Series 2008A - Reserve Fund Payment	79,044
Series 2008B - Principal & Interest	346,000
Series 2008B - Reserve Fund Payment	69,336
Series 2008C - Principal & Interest	55,000
Series 2008C - Reserve Fund Payment	9,168
Series 2008D - Principal & Interest	519,190
Series 2008D - Reserve Fund Payment	103,284
DS for Public Infrastructure	\$ 1,653,358
Trustee Fees	5,000
Total DS Paid Through Tax Increment - (Brigham City)	\$ 1,658,358
<b>Percent of Tax Increment for Project</b>	
Tax Increment Available to RDA	\$ 1,446,687
Pro Rata Portion Available to Economic Incentive Fund <sup>4</sup>	1,337,261
Pro Rata Portion Available to Agency for Other Activities	109,426
Economic Incentive Fund (Procter & Gamble) <sup>5</sup>	<b>1,337,261</b>
Cumulative Economic Incentive Fund	5,527,356
<b>TAX INCREMENT TO TAXING ENTITIES</b>	
Total Tax Increment to Taxing Entities	\$ 160,743
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,437,671</b>

<b>Jobs Created in Project Area</b>	275
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**Box Elder County EDA 2008-1**  
**(Procter & Gamble)**  
2016 Annual Budget  
September 16, 2015



Tax Year	2015
Payment Year	2016

<b>REVENUE:</b>	
<b>PHASE I: PROCTER &amp; GAMBLE</b>	
<b>TAXABLE VALUATION:</b>	
Personal Property	\$ 112,558,403
Depreciation Schedule <sup>2</sup>	49%
Real Property	126,202,866
Centrally Assessed	15,827,494
<b>Total Assessed Value (Phase I)</b>	<b>\$ 254,588,763</b>
Less: Base Year Value <sup>3</sup>	<b>\$ (9,832,802)</b>
Incremental Assessed Value	<b>\$ 244,755,961</b>
<b>Incremental Assessed Value - Area 186:</b>	<b>\$ 6,653,035</b>
<b>Incremental Assessed Value - Area 179:</b>	<b>\$ 238,102,927</b>

<b>Tax Rate:</b>	
<b>Total Tax Rate - Area 186:</b>	<b>1.1265%</b>
<b>Total Tax Rate - Area 179:</b>	<b>1.1074%</b>

<b>TAX INCREMENT REVENUES</b>	
Tax Increment - Area 186	74,946
Tax Increment - Area 179	2,636,752
<b>Total Tax Increment:</b>	<b>\$ 2,711,698</b>

<b>EXPENDITURES:</b>	
Project Area Budget and Uses of Funds	
RDA Administrative Fees @ 5%	\$ 135,585
Series 2008A - Principal & Interest	393,000
Series 2008A - Reserve Fund Payment	79,044
Series 2008B - Principal & Interest	346,000
Series 2008B - Reserve Fund Payment	69,336
Series 2008C - Principal & Interest	65,000
Series 2008C - Reserve Fund Payment	9,168
Series 2008D - Principal & Interest	619,115
Series 2008D - Reserve Fund Payment	103,284
DS for Public Infrastructure	\$ 1,673,947
Trustee Fees	5,000
<b>Total DS Paid Through Tax Increment - (Brigham City)</b>	<b>\$ 1,678,947</b>

<b>Percent of Tax Increment for Project</b>	
Tax Increment Available to RDA	\$ 867,450
Pro Rata Portion Available to Economic Incentive Fund <sup>4</sup>	747,957
Pro Rata Portion Available to Agency for Other Activities	59,492
Economic Incentive Fund (Procter & Gamble) <sup>5</sup>	<b>747,957</b>
Cumulative Economic Incentive Fund	6,275,313
<b>TAX INCREMENT TO TAXING ENTITIES</b>	
Total Tax Increment to Taxing Entities	\$ 89,717
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,711,698</b>

<b>Jobs Created in Project Area</b>	<b>264</b>
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**Box Elder County EDA 2008-1**  
**(Procter & Gamble)**  
2017 Annual Budget  
September 16, 2015



Tax Year	2016
Payment Year	2017

<b>REVENUE:</b>	
<b>PHASE I: PROCTER &amp; GAMBLE</b>	
<b>TAXABLE VALUATION:</b>	
Personal Property	\$ 87,290,190
Depreciation Schedule <sup>2</sup>	38%
Real Property	126,202,866
Centrally Assessed	15,827,494
<b>Total Assessed Value (Phase I)</b>	<b>\$ 229,320,550</b>
Less: Base Year Value <sup>3</sup>	<b>\$ (9,832,802)</b>
Incremental Assessed Value	<b>\$ 219,487,748</b>
<b>Incremental Assessed Value - Area 186:</b>	<b>\$ 5,966,186</b>
<b>Incremental Assessed Value - Area 179:</b>	<b>\$ 213,521,562</b>

<b>Tax Rate:</b>	
<b>Total Tax Rate - Area 186:</b>	<b>1.1265%</b>
<b>Total Tax Rate - Area 179:</b>	<b>1.1074%</b>

<b>TAX INCREMENT REVENUES</b>	
Tax Increment - Area 186	67,209
Tax Increment - Area 179	2,364,538
<b>Total Tax Increment:</b>	<b>\$ 2,431,747</b>

<b>EXPENDITURES:</b>	
Project Area Budget and Uses of Funds	
RDA Administrative Fees @ 5%	\$ 121,587
Series 2008A - Principal & Interest	392,840
Series 2008A - Reserve Fund Payment	79,020
Series 2008B - Principal & Interest	346,000
Series 2008B - Reserve Fund Payment	69,320
Series 2008C - Principal & Interest	55,000
Series 2008C - Reserve Fund Payment	9,160
Series 2008D - Principal & Interest	619,620
Series 2008D - Reserve Fund Payment	103,250
DS for Public Infrastructure	\$ 1,674,210
Trustee Fees	5,000
<b>Total DS Paid Through Tax Increment - (Brigham City)</b>	<b>\$ 1,679,210</b>
<b>Percent of Tax Increment for Project</b>	
Tax Increment Available to RDA	\$ 441,665
Pro Rata Portion Available to Economic Incentive Fund <sup>4</sup>	409,123
Pro Rata Portion Available to Agency for Other Activities	32,542
Economic Incentive Fund (Procter & Gamble) <sup>5</sup>	<b>409,123</b>
Cumulative Economic Incentive Fund	6,684,436
<b>TAX INCREMENT TO TAXING ENTITIES</b>	
Total Tax Increment to Taxing Entities	\$ 189,285
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,431,747</b>

<b>Jobs Created in Project Area</b>	-
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**Procter & Gamble Economic Development Project Area**

Ongoing Budget  
Multi-Year Project Area Budget-Projections  
September 16, 2015



REVENUE	FISCAL YEAR												
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
<b>PROCTER &amp; GAMBLE</b>													
<b>TOTAL REVENUE</b>	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
<b>EXPENDITURES</b>													
<b>TOTAL EXPENDITURES</b>	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	

1. The budget is based on the most current information available. 2. The budget is based on the most current information available. 3. The budget is based on the most current information available. 4. The budget is based on the most current information available. 5. The budget is based on the most current information available.



## SECTION 4: OVERVIEW OF THE PLYMOUTH PROJECT AREA

Table 5.1: Project Area Overview

<b>OVERVIEW</b>				
<u>Type</u> EDA	<u>Acreage</u> 123	<u>Purpose</u> Industrial and Commercial Development	<u>Taxing District</u> 190	<u>Tax Rate</u> N/A
<u>Creation Year</u> FY 2013	<u>Base Year</u> FY 2012	<u>Term</u> 15 Years	<u>Trigger Year</u> TY 2015/FY 2016	<u>Expiration Year</u> TY 2029/FY 2030
<u>Base Value</u> \$491,034	<u>TY 2014 Value</u> N/A	<u>Increase</u> N/A	<u>FY 2015 Increment</u> N/A	<u>Jobs Created</u> N/A

The purpose of the Plymouth Economic Development Area is to encourage, promote and provide for the development of an industrial/business park in Box Elder County in order to retain and add high-quality jobs for County residents and enhance the tax base for the County. The Project Area includes 4 parcels and covers 123 acres located in Plymouth, Utah. The Project Area is bound on the west by I-15, on the north by 20800 North, on the south by 20400 North, and on the east by the east boundary of parcel #07-037-0001. A map of the Project Area is included as Exhibit E.

The Project Area was created in May 2013 and is governed by (a) the "Project Area Plan and Budget" dated May 28, 2013 and (b) the "Participation Agreement" between the Box Elder County Redevelopment Agency and CSD3J Holdings, LLC and Great Basin Industrial, LLC. These documents define the duration and use of property tax generated within the Project Area as well as conditions and obligations by the Agency and the Participants.

The Project Area is intended to draw property tax increment beginning no later than tax year 2015, paid to the Agency in 2016, and continue for 15 years through and including taxes collected in 2029 and paid to the Agency in 2030. Property taxes are the sole source of revenue for the Project Area.

## SOURCES OF FUNDS

Table 5.2: Sources of Funds

<b>PROJECTED 2016 SOURCES OF FUNDS</b>	
Property Tax Increment	\$58,167
<b>Total Sources of Funds</b>	<b>\$58,167</b>

Per the creation documents, the Agency will receive tax increment generated by the various parcels in the Project Area according to the following schedule:

Table 5.3: Tax Increment Schedule

<b>TAX INCREMENT SCHEDULE</b>			
Parcel	Owner	% Tax Increment to Agency Years 1-10	% Tax Increment to Agency Years 11-15
07-036-0028	CSD3J Holdings/Great Basin Industrial	100%	0%
07-036-0029	CSD3J Holdings/Great Basin Industrial	100%	0%
07-036-0030	CSD3J Holdings/Great Basin Industrial	100%	0%
07-036-0005	WRE Truck Stop 100 LLC	100%	90%
07-037-0001	WRE Real Estate Holdings LLC	100%	90%

As outlined in Table 5.3 above, after year 10 the three properties owned by CSD3J Holdings/Great Basin Industrial will essentially drop out of the Project Area as the assessed values on these properties will no longer be included in the calculation of tax increment to the Agency for years 11 through 15.

Provided development has commenced in each of the two remaining parcels, #07:036:0005 and #07:037:0001, at some point during years 1 through 10, the assessed values of these properties will continue to be included in tax increment calculations for years 11 through 15. During the final 5 years of the Project Area, 90% of tax increment will be remitted to the Agency and 10% will be returned to the taxing entities.

## USES OF FUNDS

Table 5.4: Uses of Funds

<b>PROJECTED 2016 USES OF FUNDS</b>	
EDA Administration	\$2,908
Participant Payment	34,900
Reimbursement for Road Improvements: Great Basin Industrial	10,179
Reimbursement for Road Improvements: WRE Truck Stop 100	10,179
Other Development Activities	-
<b>Total Uses of Funds</b>	<b>\$58,167</b>

## DEVELOPER OBLIGATIONS AND INCENTIVES

### PARTICIPATION AGREEMENT

Table 5.5: Capped Development Incentive

PROJECTED 2016 PARTICIPATANT PAYMENT	
2016 Projected Payment	\$34,900

As outlined in Table 5.3, this Project Area includes five parcels, three of which, #07-036-0028, #07-036-0029, and #07-036-0030, are owned by the CSD3J Holdings, LLC and Great Basin Industrial, LLC (“the Participants”). Per the Participation Agreement between the Agency and the Participants outlined above, the Agency will pay to the Participants 60% of tax increment generated by the three parcels owned by the Participants, beginning with the initial tax increment year and continuing for seven years. The remaining 40% will be retained by the Agency to be used for administration of the Project Area, the reimbursement of other developers, and other development activities. In years 8 through 15, the Agency will retain 100% of the tax increment that is received each year.

The Participants have the obligation to retain the 32 existing jobs in the Project Area, as well as create 11 new jobs. New Jobs and Retained Jobs are defined in the Participation Agreement as year round, full-time employment positions, with full benefits as of December 31 of each year. The Participants will provide to the Agency an Annual Jobs Report detailing the number of jobs in the Project Area no later than February 28 each year. For each year that the minimum 32 Retained Jobs and 11 New Jobs is not met, the Agency may proportionally reduce the amount of Participants’ tax increment share paid for the following year.

### ROAD IMPROVEMENTS AGREEMENT

Table 5.6: Reimbursement for Road Improvements

PROJECTED 2016 ROAD IMPROVEMENT REIMBURSEMENT PAYMENT	
Reimbursement to Great Basin Industrial	\$10,179
Reimbursement to WRE Truck Stop 100	10,179
Total Projected Reimbursement	\$20,358

In 2015, the Agency entered into an Agreement with Great Basin Industrial, LLC (“GBI”) and WRE Truck Stop 100, LLC (“WRE”), with regard to road improvements in the Project Area. These two companies currently operate businesses in the Project Area and were desirous to have a portion of 6000 West from 20400 North to 20800 North improved and paved for use by the new industrial/business park right away. Rather than waiting several years to begin these improvements, when sufficient tax increment funds would be available to the Agency, GBI and WRE agreed to pay and be responsible for the paving of the aforementioned portion of road. The total cost of improving and paving the road is \$96,936.00, with half (\$48,468.00) to be paid by each company. In exchange, the Agency has agreed to reimburse GBI and WRE from tax increment received each year until these companies have been fully reimbursed. This reimbursement is contingent upon the Agency’s ability to collect sufficient and available tax increment funds, which are not otherwise obligated by Project Area Plan and Budget.

## BENEFITS DERIVED BY PARTICIPATING TAXING ENTITIES

Table 5.6: Benefits to Taxing Entities

### BENEFITS TO TAXING ENTITIES

\*Job Creation

\*Increased Property Tax Revenues

## FORECASTED PROJECT AREA BUDGET UPDATE

The multi-year budget attached to this document and summarized below displays revenue in the fiscal year received rather than the calendar year collected.

Table 5.7: Project Area Budget

FORECASTED PROJECT AREA BUDGET	2016-2030	
	Property Tax Increment	\$1,364,651
Total Revenue	\$1,364,651	\$890,564
EDA Administration	\$68,233	\$44,528
Payments to Participants	262,141	215,765
Other Development Activities	1,034,277	630,271
Total Expenditures	\$1,364,651	\$890,564

## OTHER ISSUES

LYRB has not identified any major areas of concern with the Plymouth Project Area and believes that, according to the records reviewed, all parties are meeting their respective obligations related to this Project Area.

## PROJECT AREA ANNUAL AND MULTI-YEAR BUDGETS

The following two sheets represent the FY 2016 and projected multi-year budgets from 2016 to 2030.

Plymouth Economic Development Project Area  
2016 Annual Budget  
September 16, 2015



Tax Year	2015
Payment Year	2016

<b>REVENUES</b>	
<b>TAXABLE VALUATION:</b>	
Great Basin	\$ 5,449,034
Other Development	-
<b>Total Assessed Value</b>	<b>\$ 5,449,034</b>
<b>Less: Base Year Value</b>	<b>\$ (491,034)</b>
<b>Incremental Assessed Value</b>	<b>\$ 4,958,000</b>

<b>Tax Rate:</b>	
Box Elder County	0.2533%
Box Elder County School District	0.8614%
Plymouth City	0.0214%
Box Elder County Mosquito District	0.0207%
Plymouth Cemetery Maintenance	0.0213%
Bear River Water Conservancy Dist.	0.0198%
Box Elder County Library	0.0150%
Less State Assessing & Collecting	-0.0158%
Less Local Assessing & Collecting	-0.0239%
<b>Total Tax Rate:</b>	<b>1.1732%</b>

<b>TAX INCREMENT REVENUES</b>	
Tax Increment generated by Great Basin:	\$ 58,167
Tax Increment generated by other development:	-
<b>Total Tax Increment:</b>	<b>\$ 58,167</b>

<b>Percent of Tax Increment for Project</b>	
Great Basin:	100%
Other Development:	0%

<b>TAX INCREMENT REVENUES FOR PROJECT</b>	
Tax Increment for Project from Great Basin:	\$ 58,167
Tax Increment for Project from other development:	-
<b>Total Tax Increment Revenues for Project:</b>	<b>\$ 58,167</b>

<b>EXPENDITURES</b>	
Project Area Budget and Uses of Funds	
RDA Administrative Fees (5%)	\$ 2,908
Great Basin Infrastructure and Relocation Costs	34,900
Reimbursement for Road Improvements: Great Basin Industrial	10,179
Reimbursement for Road Improvements: WRE Truck Stop 100	10,179
Other Development Activities	-
<b>Total Uses</b>	<b>\$ 58,167</b>



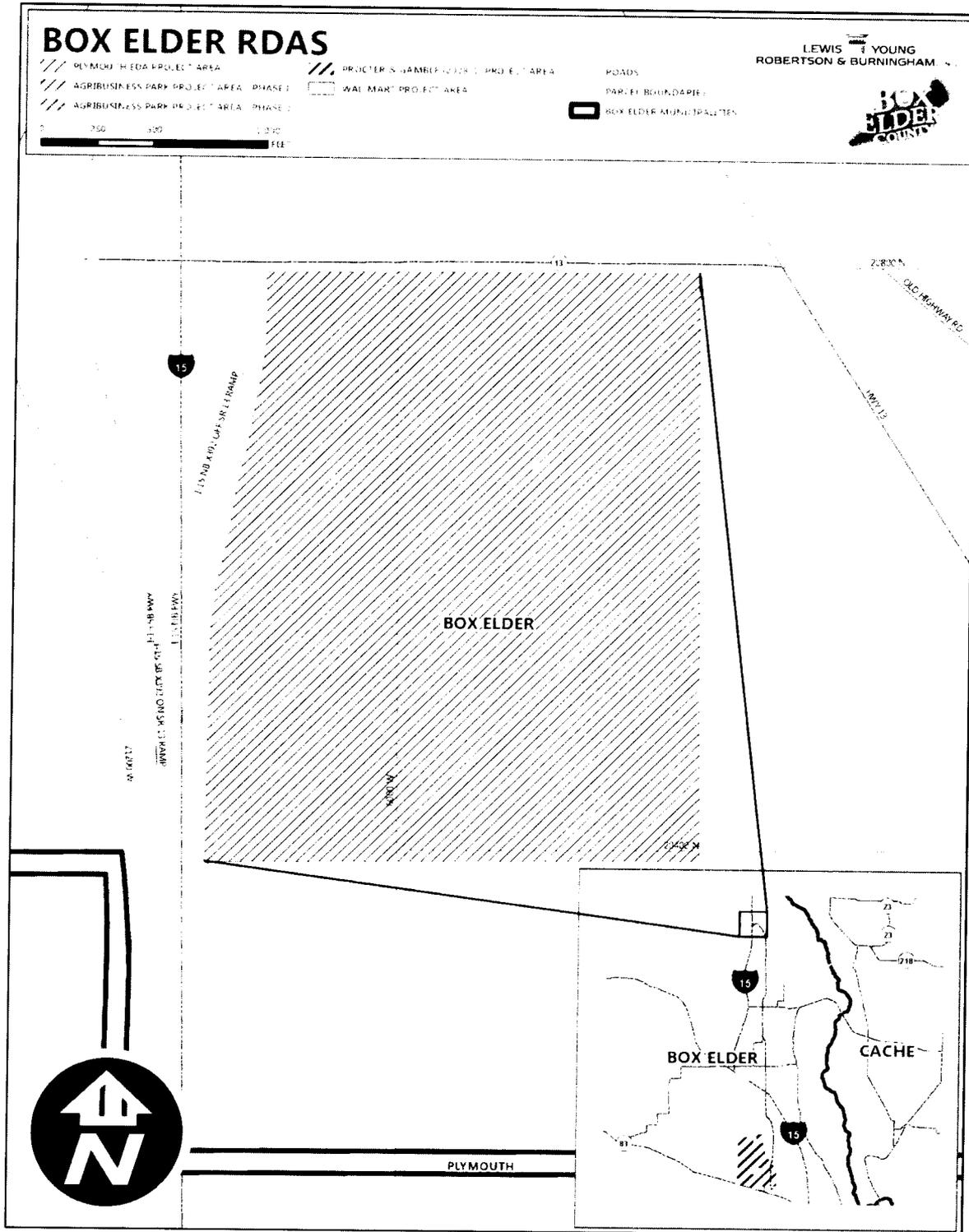
### Plymouth Economic Development Project Area

Ongoing Budget  
Multi-Year Project Area Budget Projections  
September 16, 2015



L.A.S. Year Payment Year	PROJECTED REVENUES										TOTALS	
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024		
<b>REVENUES</b>												
TAXABLE VALUATION:												
Great Basin	\$ 5,443,034	\$ 5,976,911	\$ 6,596,441	\$ 7,304,500	\$ 8,092,000	\$ 8,942,000	\$ 9,833,330	\$ 10,755,510	\$ 11,707,700	\$ 12,691,000	\$ 13,707,000	\$ 14,754,800
Other Development												
<b>Total Assessed Value</b>	<b>\$ 5,443,034</b>	<b>\$ 5,976,911</b>	<b>\$ 6,596,441</b>	<b>\$ 7,304,500</b>	<b>\$ 8,092,000</b>	<b>\$ 8,942,000</b>	<b>\$ 9,833,330</b>	<b>\$ 10,755,510</b>	<b>\$ 11,707,700</b>	<b>\$ 12,691,000</b>	<b>\$ 13,707,000</b>	<b>\$ 14,754,800</b>
Less: Base Year Value	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)	\$(481,034)
<b>Incremental Assessed Value</b>	<b>\$ 4,962,000</b>	<b>\$ 5,495,877</b>	<b>\$ 6,077,475</b>	<b>\$ 6,823,466</b>	<b>\$ 7,573,000</b>	<b>\$ 8,461,000</b>	<b>\$ 9,354,330</b>	<b>\$ 10,274,476</b>	<b>\$ 11,226,666</b>	<b>\$ 12,210,000</b>	<b>\$ 13,226,000</b>	<b>\$ 14,273,766</b>
<b>Tax Rate:</b>												
Box Elder County	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%	0.2537%
Box Elder County School District	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%
Plymouth City	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%	0.0274%
Box Elder County Measure D/Other	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%	0.0273%
Plymouth Cemetery Maintenance	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%	0.0168%
Bear River Water Conservancy Dist.	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%
Box Elder County Library	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%	0.0156%
Less: State Advertising & Collecting	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%	-0.0239%
<b>Total Tax Rate:</b>	<b>1.1732%</b>	<b>1.1732%</b>	<b>1.1732%</b>	<b>1.1732%</b>	<b>1.1732%</b>							
<b>TAX INCREMENT REVENUES</b>												
Tax Increment generated by Great Basin	\$ 59,917	\$ 64,897	\$ 70,521	\$ 77,022	\$ 83,522	\$ 90,022	\$ 96,522	\$ 103,022	\$ 109,522	\$ 116,022	\$ 122,522	\$ 129,022
Tax Increment generated by other development	\$ 58,167	\$ 59,887	\$ 61,607	\$ 63,327	\$ 65,047	\$ 66,767	\$ 68,487	\$ 70,207	\$ 71,927	\$ 73,647	\$ 75,367	\$ 77,087
<b>Total Tax Increment</b>	<b>\$ 118,084</b>	<b>\$ 124,784</b>	<b>\$ 132,128</b>	<b>\$ 140,349</b>	<b>\$ 148,569</b>	<b>\$ 156,789</b>	<b>\$ 165,009</b>	<b>\$ 173,229</b>	<b>\$ 181,449</b>	<b>\$ 189,669</b>	<b>\$ 197,889</b>	<b>\$ 206,109</b>
<b>Percent of Tax Increment for Project</b>												
Great Basin	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%
Other Development	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%
<b>TAX INCREMENT REVENUES FOR PROJECT</b>												
Tax Increment for Project from Great Basin	\$ 59,042	\$ 62,443	\$ 66,064	\$ 70,011	\$ 74,261	\$ 78,811	\$ 83,561	\$ 88,511	\$ 93,761	\$ 99,311	\$ 105,161	\$ 111,311
Tax Increment for Project from other development	\$ 59,042	\$ 62,341	\$ 66,064	\$ 70,338	\$ 74,806	\$ 79,978	\$ 85,446	\$ 91,268	\$ 97,488	\$ 104,158	\$ 111,311	\$ 118,798
<b>Total Tax Increment Revenues for Project</b>	<b>\$ 118,084</b>	<b>\$ 124,784</b>	<b>\$ 132,128</b>	<b>\$ 140,349</b>	<b>\$ 148,569</b>	<b>\$ 156,789</b>	<b>\$ 165,009</b>	<b>\$ 173,229</b>	<b>\$ 181,449</b>	<b>\$ 189,669</b>	<b>\$ 197,889</b>	<b>\$ 206,109</b>
<b>EXPENDITURES</b>												
Project Area Budget and Uses of Funds	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966	\$ 2,966
ADA Administrative Fees (5%)	34,946	36,317	37,746	39,222	40,746	42,317	43,941	45,617	47,346	49,122	50,946	52,817
Great Basin Infrastructure and Relocation Costs	11,129	11,446	11,817	12,241	12,717	13,241	13,817	14,441	15,122	15,856	16,646	17,491
Reimbursement for Road Improvements	13,129	13,687	14,291	14,941	15,641	16,391	17,141	17,941	18,791	19,691	20,641	21,641
Reimbursement for Road Improvements WRE Truck Step 100	13,129	13,687	14,291	14,941	15,641	16,391	17,141	17,941	18,791	19,691	20,641	21,641
Other Development Accounts	58,167	59,887	61,607	63,327	65,047	66,767	68,487	70,207	71,927	73,647	75,367	77,087
<b>Total Uses</b>	<b>\$ 118,084</b>	<b>\$ 124,784</b>	<b>\$ 132,128</b>	<b>\$ 140,349</b>	<b>\$ 148,569</b>	<b>\$ 156,789</b>	<b>\$ 165,009</b>	<b>\$ 173,229</b>	<b>\$ 181,449</b>	<b>\$ 189,669</b>	<b>\$ 197,889</b>	<b>\$ 206,109</b>

**EXHIBIT E: MAP OF THE PLYMOUTH PROJECT AREA**



## SECTION 5: OVERVIEW OF THE WASHAKIE PROJECT AREA

Table 6.1: Project Area Overview

<b>OVERVIEW</b>				
<u>Type</u> EDA	<u>Acreage</u> 1,088	<u>Purpose</u> Industrial Development	<u>Taxing District</u> N/A	<u>Tax Rate</u> N/A
<u>Creation Year</u> FY 2014	<u>Base Year</u> FY 2014	<u>Term</u> 7 Years	<u>Trigger Year</u> No later than TY 2020/FY 2021	<u>Expiration Year</u> No later than TY 2026/FY 2027
<u>Base Value</u> \$9,186,358	<u>TY 2014 Value</u> N/A	<u>Increase</u> N/A	<u>FY 2015 Increment</u> N/A	<u>Jobs Created</u> N/A

The Washakie EDA Project Area was created in December 2014 with the purpose of promoting greater economic utilization of the land area through industrial development. It is the intent of the Agency to encourage existing firms to grow and expand their business operations, and focus business attraction efforts on established firms within the region that may need larger facilities or a new location within the region.

Specifically, the Agency hopes to encourage the growth of the primary industrial tenant in the Project Area, Washakie Renewable Energy. Washakie Renewable Energy uses soybeans to produce biofuels and other products. The Project Area intends to install the infrastructure improvements necessary to allow Washakie to move forward with plans to build a crush plant to crush raw soybeans which will be used for biofuel and other derivative products. Also planned is the construction of a warehouse, storage tanks for both fuel and soy products, power substation expansion, glycerin facility, soybean refinery, and rail line extension. These developments are expected to create 65 jobs within the Project Area. Washakie is also contemplating the construction of a French Fry Facility which would bring an additional 100-200 jobs.

The Project Area is governed by the Project Area Plan and Project Area Budget, both dated December 17, 2014. Development within the Project Area will commence upon favorable market conditions which will include both horizontal and vertical infrastructure and development, including but not limited to transportation and utility improvements. Development began in 2014 and is anticipated to continue through 2015. Additional projects may also be completed in future years. The contemplated development will generate significant additional property tax above what is currently generated within the Project Area.



It is projected that property tax Increment generation within the Project Area could begin as early as FY 2017 or as late as FY 2021. The Project Area Budget will have a seven year (7) duration from the date of the first tax increment receipt. The budgets and projections contained in this report are based on a trigger year of 2016 (FY 2017).

The Project Area lies entirely within Box Elder County and includes approximately 1,088 acres of property located north of Plymouth on the west side of Interstate 15 ("I-15"). A map of the Project Area is included as Exhibit F.

## SOURCES OF FUNDS

Table 6.2: Sources of Funds

PROJECTED 2017 SOURCES OF FUNDS	
Property Tax Increment	\$191,925
<b>Total Sources of Funds</b>	<b>\$191,925</b>

Table 6.3: Tax Increment Levels

TAX INCREMENT LEVEL	
Years	%
1 - 7	80%

## USES OF FUNDS

Table 6.4: Uses of Funds

PROJECTED 2017 USES OF FUNDS	
EDA Administration	\$9,596
Public Infrastructure	182,329
<b>Total Uses of Funds</b>	<b>\$191,925</b>

## MAXIMUM TAX INCREMENT TO AGENCY

The maximum cumulative dollar amount of tax increment that the Agency may receive from the Project Area under the Project Area Budget is \$7 million. Based on current projections, it is not expected that this maximum will be reached.

## BENEFITS DERIVED BY PARTICIPATING TAXING ENTITIES

Table 6.5: Benefits to Taxing Entities

BENEFITS TO TAXING ENTITIES	
*Job Creation	
*Increased Property Tax Revenues	

## FORECASTED PROJECT AREA BUDGET UPDATE

The multi-year budget attached to this document and summarized below displays revenue in the fiscal year received rather than the calendar year collected.

Table 6.6: Project Area Budget

FORECASTED PROJECT AREA BUDGET	2017-2023	
Property Tax Increment	\$2,657,130	\$2,172,110
Total Revenue	\$2,657,130	\$2,172,110
EDA Administration	\$132,857	\$108,606
Public Infrastructure	2,524,274	2,063,505
Total Expenditures	\$2,657,130	\$2,172,110

## OTHER ISSUES

LYRB has not identified any major areas of concern with the Washakie Project Area and believes that, according to the records reviewed, all parties are meeting their respective obligations related to this Project Area.

## PROJECT AREA ANNUAL AND MULTI-YEAR BUDGETS

The following two sheets represent the FY 2017 and projected multi-year budgets from 2017 to 2023.

Washakie Economic Development Project Area  
2017 Annual Budget  
September 16, 2015



Tax Year	2016
Payment Year	2017

<b>REVENUES</b>	
<b>TAXABLE VALUATION:</b>	
Real Property	\$ 30,160,889
Personal Property	-
Centrally Assessed	-
<b>Total Assessed Value</b>	<b>\$ 30,160,889</b>
<b>Less: Base Year Value</b>	<b>\$ (9,186,358)</b>
<b>Incremental Assessed Value</b>	<b>\$ 20,974,531</b>

<b>Tax Rate:</b>	
Box Elder County	0.2521%
Box Elder County School District	0.8386%
Box Elder County Mosquito District	0.0207%
Portage Precinct Cemetery Maintenance	0.0364%
Bear River Water Conservancy Dist.	0.0198%
Box Elder County Library	0.0150%
Less State Assessing & Collecting	-0.0013%
Less Local Assessing & Collecting	-0.0375%
<b>Total Tax Rate:</b>	<b>1.1438%</b>

<b>TAX INCREMENT REVENUES</b>	
Tax Increment Revenue	\$ 239,907
<b>Total Tax Increment:</b>	<b>\$ 239,907</b>

Percent of Tax Increment for Project 80%

<b>TAX INCREMENT REVENUES FOR PROJECT</b>	
Tax Increment for Available to Agency:	\$ 191,925.35
<b>Total Tax Increment Revenues for Project:</b>	<b>\$ 191,925</b>

<b>EXPENDITURES</b>	
Project Area Budget and Uses of Funds	
RDA Development Incentive Fund	\$ -
EDA Administration @ (5%)	9,596
Public Infrastructure (Roads, Utilities, etc.)	182,329
Other Projects	-
<b>Total Uses</b>	<b>\$ 191,925</b>

# Washakie Economic Development Project Area

Original Budget  
Multi-Year Project Area Budget Projections  
September 16, 2015



	PROJECTED					TOTALS		
	Tax Year Payment Year	2016 2017	2017 2018	2018 2019	2019 2020		2020 2021	2021 2022
<b>REVENUES</b>								
<b>TAXABLE VALUATION:</b>								
Washakie Crush Plant and Existing Value	\$ 17,617,397	\$ 35,397,754	\$ 35,397,754	\$ 35,397,754	\$ 35,397,754	\$ 35,397,754	\$ 35,397,754	\$ 35,397,754
Warehouse	1,150,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000
Storage Tanks	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Power Substation Expansion	7,395,000	7,395,000	7,395,000	7,395,000	7,395,000	7,395,000	7,395,000	7,395,000
Cyclohex Facility	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000
Soybean Refinery "RBD"	38,522	38,522	38,522	38,522	38,522	38,522	38,522	38,522
Rail Extension								
Other Development								
<b>Total Assessed Value</b>	<b>\$ 30,160,889</b>	<b>\$ 53,541,276</b>						
<b>Less: Base Year Value</b>	<b>\$ (9,188,358)</b>	<b>\$ (9,188,358)</b>	<b>\$ (9,188,358)</b>	<b>\$ (9,188,358)</b>	<b>\$ (9,188,358)</b>	<b>\$ (9,188,358)</b>	<b>\$ (9,188,358)</b>	<b>\$ (9,188,358)</b>
<b>Incremental Assessed Value</b>	<b>\$ 20,972,531</b>	<b>\$ 44,354,918</b>						
<b>Tax Rate:</b>								
Box Elder County	0.2521%	0.2521%	0.2521%	0.2521%	0.2521%	0.2521%	0.2521%	0.2521%
Box Elder County School District	0.0362%	0.0362%	0.0362%	0.0362%	0.0362%	0.0362%	0.0362%	0.0362%
Box Elder County Mosquito District	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%	0.0074%
Portage Precinct Cemetery Maintenance	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%
Bear River Water Conservancy Dist	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%	0.0158%
Box Elder County Library	0.0013%	0.0013%	0.0013%	0.0013%	0.0013%	0.0013%	0.0013%	0.0013%
Less State Assessing & Collecting	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%
Less Local Assessing & Collecting	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%	-0.0375%
<b>Total Tax Rate:</b>	<b>1.1438%</b>	<b>1.1438%</b>	<b>1.1438%</b>	<b>1.1438%</b>	<b>1.1438%</b>	<b>1.1438%</b>	<b>1.1438%</b>	<b>1.1438%</b>
<b>TAX INCREMENTAL REVENUES</b>								
Tax Incremental Revenue	\$ 239,907	\$ 507,332	\$ 507,332	\$ 507,332	\$ 507,332	\$ 507,332	\$ 507,332	\$ 507,332
<b>Total Tax Increment:</b>	<b>\$ 239,907</b>	<b>\$ 507,332</b>						
<b>Percent of Tax Increment for Project</b>								
<b>TAX INCREMENT REVENUES FOR PROJECT</b>								
Tax Increment for Available to EDA	\$ 191,925	\$ 405,865	\$ 405,865	\$ 405,865	\$ 405,865	\$ 405,865	\$ 405,865	\$ 405,865
<b>Total Tax Increment Revenues for Project:</b>	<b>\$ 191,925</b>	<b>\$ 405,865</b>						
<b>EXPENDITURES</b>								
Project Area Budget and Uses of Funds								
RDA Development Incentive Fund								
EDA Administration @ 15%								
Public Infrastructure (Roads, Utilities, etc.)								
Other Projects								
<b>Total Uses</b>	<b>\$ 191,925</b>	<b>\$ 405,865</b>						

**EXHIBIT F: MAP OF THE WASHAKIE PROJECT AREA**

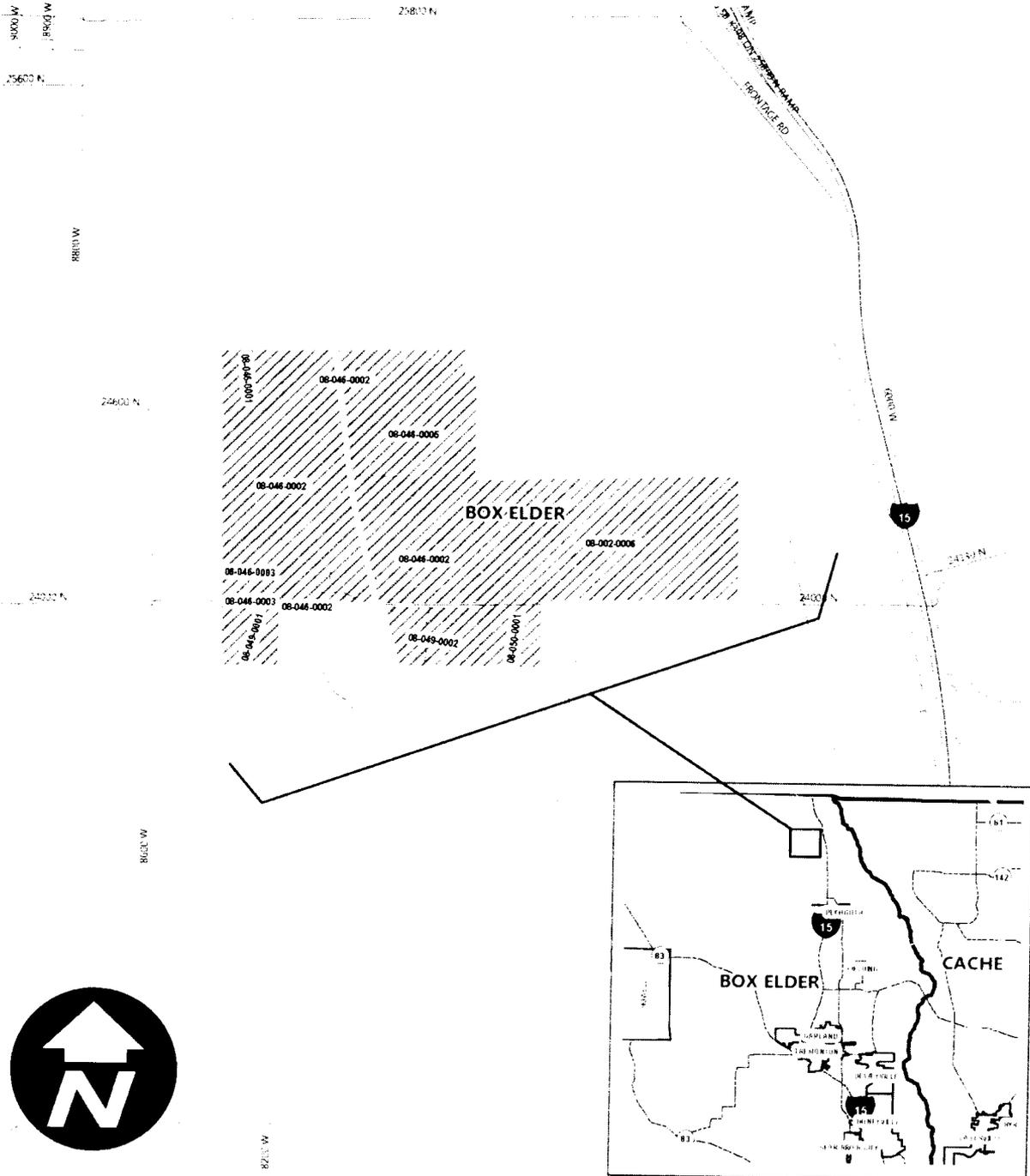
**BOX ELDER RDA**

PROPOSED WASHAKIE PROJECT AREA  
 // PROJECT AREA PARCELS  
 BOX ELDER MUNICIPALITIES  
 ROADS  
 PARCEL BOUNDARIES

LEWIS T. YOUNG  
 ROBERTSON & BURNINGHAM



0 1,250 2,500 5,000 FEET



## SECTION 6: OVERVIEW OF THE GREAT SALT LAKE MINERALS PROJECT AREA

Table 7.1: Project Area Overview

<b>OVERVIEW</b>				
<u>Type</u> EDA	<u>Acreage</u> 33,000	<u>Purpose</u> Industrial Development	<u>Taxing District</u> 101	<u>Tax Rate</u> N/A
<u>Creation Year</u> FY 2013	<u>Base Year</u> FY 2012	<u>Term</u> 15 Years	<u>Trigger Year</u> TY 2013/FY 2014	<u>Expiration Year</u> TY 2017/FY 2018
<u>Base Value</u> \$491,034	<u>TY 2014 Value</u> N/A	<u>Increase</u> N/A	<u>FY 2015 Increment</u> N/A	<u>Jobs Created</u> N/A

The original purpose of the Great Salt Lake Minerals Economic Development Area was the expansion of existing facilities in Box Elder County. Great Salt Lake Minerals (GSL) is a producer of all-natural minerals, including Potassium Sulfate, using environmentally friendly processes. To meet the growing demand of Potassium Sulfate in America, GSL had planned to expand its operations - primarily its evaporation ponds. It was envisioned that the operation and management of these expanded ponds would have required additional manpower, which would have created new jobs in Box Elder County. Additionally, the expansion would have increased property values and provided increased property tax revenues to taxing entities.

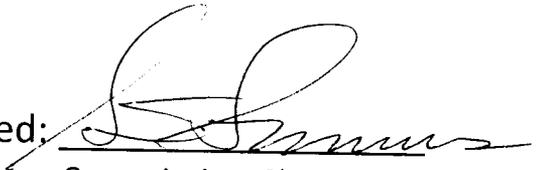
The original Project Area was set up to include 33,000 acres of Clyman Bay and Bear River Bay in Box Elder County.

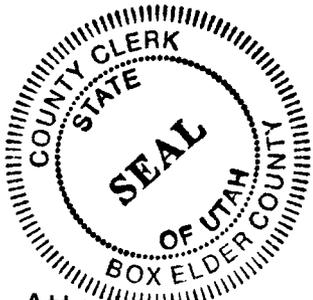
The Project Area was created in September 2009 and is governed by the "Economic Development Plan for the Great Salt Lake Minerals Economic Development Project Area" dated September 25, 2009. This document defines the intended duration and use of property tax generated within the Project Area as well as conditions and obligations by the Agency and the Developer.

Per the Economic Development Plan, the Project Area was originally scheduled to draw tax increment beginning with the taxes collected in 2013. However, due to complications with the Developer, the collection of tax increment was put on hold. It was thought that the budget and scheduled development of the Project Area would be revised, along with the trigger year; however these modifications have yet to move forward. The Agency has thus determined to vacate the creation of this Project Area. Given the right conditions, the Agency may pursue a new creation at some point in the future.

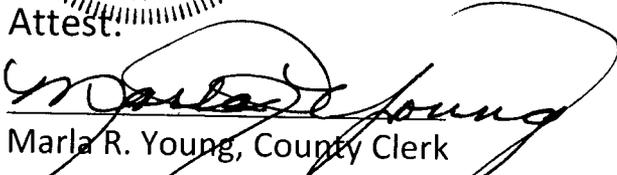
# Statement of No Recording

On *10/21/2015*, an Executive Session was held by the Box Elder County Commission. There was not a recording made due to the discussion of the character, professional competence, or physical or mental health of an individual.

Signed:   
Commission Chairman



Attest:

  
Marla R. Young, County Clerk