

Exhibit A
Statement of Work
City of Louisville Co-Responder Program

Scope of Work:

Louisville Police Officers and a behavioral health specialist (Co-Responder) respond together to calls for service that may involve mental health, substance use, death of a loved one, or some type of crisis. On scene, the team works not only to de-escalate the situation, but also provide behavioral health screening and assessment, call disposition planning and referral or linkage to needed services. The planning at the end of the encounter depends on several unique factors, and outcomes can range from leaving the individual with necessary resources, transporting the individual to a hospital or walk-in clinic, and providing support and resources for family members and others on-scene. Follow up will also be provided after the initial encounter. This can include case management services and providing coordination with various systems of care. The team structure will vary to meet the needs of the community and partnering agencies and will include primary and secondary response. In addition, this position will cross train between law enforcement and behavioral health disciplines to gain a greater understanding of Louisville Police Department procedures and practices and Co-Response skills.

Period of Performance:

The period of service under this IGA will be for four calendar years starting January 1, 2024, and ending December 31, 2027.

Location and Hours of Service:

Staff under this IGA will serve the statutory town of Louisville. The main office for this position will be located at the Louisville Police Department, 992 West Via Appia Way, Louisville, Colorado 8007. . This position will often work off site and in the community, including homes, community agency sites, hospital emergency rooms, psychiatric units, nursing homes, jails, and juvenile detention facilities. Mileage costs for this position will be paid by Boulder County at a defined rate.

This Statement of Work supports 2 full time FTEs (40 hours per week) with working hours of 12:00 pm – 10:00 pm Sunday through Wednesday and Wednesday through Saturday.

Staff Qualifications and Provided Services:

CR staff require a minimum of 2 years of experience in Motivational Interviewing, crisis counseling, verbal-de-escalation, working with diverse and at-risk populations, community networking and resource delivery. They must have, at minimum, a bachelor's degree from an accredited university or college in counseling, social work, or psychology is required and a master's degree in social work or counseling is highly preferred. They must be at least 21 years of age, possess, maintain a valid Motor Vehicle Operator's license, and have an acceptable driving record and have a working motor vehicle. They must also meet the requirements of applicable federal, state, and organizational background checks and be willing to work a flexible schedule that includes evenings and weekends.

Co-Responder: These positions will fulfill the following duties and responsibilities.

- Provides mobile response to a variety of community settings upon law enforcement request, including homes, street corners, offices, assisted living facilities, and shelters.
- Conducts mental status exam, suicide, and risk assessment to determine if people in distress meet criteria for involuntary treatment.
- Ensures that adequate time is spent with each community member to ensure accuracy of assessments.
- Makes appropriate level of care decisions on scene and communicates and collaborates with and creates relationships with multiple collateral agencies, including schools, hospitals, family members and significant others to facilitate referrals for needed community-based services and treatment.
- Conducts telephone follow ups and interventions with community members as needed.
- Documents all phone and face-to-face contacts and supplies documentation consistent with clinical and administrative policies and procedures and research related to the provision of services in the UniteUs data system.
- Attends monthly team meetings and clinical supervision.
- Accepts referrals from law enforcement for case management and broker service delivery to community members.
- Completes at least 20 hours of defensive tactics training yearly and new employee training provided by Boulder County.
- Serves as a mental health consultant on Boulder County Sheriff Office SWAT negotiations.
- Other duties as assigned.

Supervision:

A minimum of 3 hours of clinical supervision will be provided to staff by a Clinical Supervisor of the Boulder County Co-Responder Team. In addition, staff will meet with a designated official from the Louisville Police Department at least once a month to discuss caseload and service provision. All requests for leave will be approved by the Clinical Supervisor of the Boulder County Co-Responder Team. The monthly schedule of the staff will be shared with the Louisville Police Department in a way that it accessible and easy to reference.

Applicable Standards:

This position will be knowledgeable of and comply with all the policies and procedures for the Louisville Police Department and Boulder County Co-Responder Team.

Evaluation and Deliverables:

Services and outcomes will be regularly monitored for quality and expected performance. Regular meetings will be held with Louisville PD officials to discuss and evaluate services. Quarterly and annual reports of performance will be developed specific to Louisville Co-Responder activities and adjustments to service approach, hours and setting of expectations will be determined collaboratively between the Louisville PD and Boulder County Co-Responder Program Leadership.

Budget:

The following budget reflects costs for 2024 only. Annual budgets will be developed each year prior to the start of the new year. If desired for planning purposes, a 3% per year multiplier can be used to estimate costs for future years. The budget provides for 2 Co-Responders and applicable expenses. The cost of a computer is a onetime cost.

| PERSONNEL | COST | FRINGE | FTE | AMOUNT |
|---------------------------|-------------|-------------|------|---------------------|
| CoResponder #1 | \$77,000.00 | \$29,260.00 | 100% | \$106,260.00 |
| CoResponder #2 | \$77,000.00 | \$29,260.00 | 100% | \$106,260.00 |
| Subtotal Personnel | | | | \$212,520.00 |
| | | | | |
| Expenses | | | | |
| Computer | \$1675.00 | | X2 | \$3350.00 |
| Phone (\$67.00/month) | \$67.00 | 12 months | X2 | \$1608.00 |
| Mileage | \$100.00 | 12 months | X2 | \$2400.00 |
| Training | \$500.00 | | X2 | \$1000.00 |
| Subtotal Expenses | | | | \$8358.00 |
| | | | | |
| Total Budget | | | | \$220,087.80 |