



Phone: (855) 505-7372

Fax: (727) 600-8096

Email: info@exoffender.org

FEIN: 59-3643636; 501c3 Tax Exempt Designation

Florida Solicitation of Contributions #CH21771

June 25, 2021

Merry Celeste, CPPB
Division Director
Purchasing and Risk Management
Pinellas County Department of Administrative Services

Please accept this Letter of Intent submitted by a team led by the Pinellas Ex Offender Reentry Coalition (PERC – d/b/a People Empowering and Restoring Communities) as a statement of interest to create and lead a Sterile Needle and Syringe Exchange Program in response to LOI Number: 21-0553-LI(DG), and this Cover Letter/Statement of Interest as item #1 of this required submission.

PERC is a 501 (c)(3) non-profit corporation that has existed as an organization for nearly 30 years through advocacy and action. This has included direct structured programs, housing, cognitive behavioral classes, comprehensive case management, employment development, as an outpatient substance abuse provider, and that has been an HIV/AIDS service organization as well. Specific to this PERC is a testing provider, offers ongoing HIV/AIDS education as part of treatment, and has offered extensive educational programs with other providers throughout Pinellas County aimed towards harm reduction and the reduction or enlightenment on HIV/AIDS related issues for our citizens.

Per requirements as outlined:

Contact Person: Michael Jalazo, CEO/Executive Director
Address: 12810 US HWY 19 N, Clearwater FL 33764
Email: mjalazo@exoffender.org
Telephone: (727) 656-4989

PERC looks forward to presenting our SEP Concept – the 16th Street Wellness Program as the first SEP program in Pinellas County in alignment with both the local ordinance and state laws as well, with an eye to expand countywide in the coming months and years.

Sincerely,

Michael Jalazo
CEO/Executive Director
Pinellas Ex Offender Re Entry Coalition

Pinellas County Locations

12810 US HWY 19 N

1601 16th Street South

1200 South Pinellas Avenue

Suite 8

Clearwater, FL 33764

St. Petersburg, FL 33705

Tarpon Springs, FL 34698

2. Curriculum vitae of the project manager and/or team responsible for this engagement – Demonstrate that the personnel have the knowledge and skills to provide services and emphasize similar contracts or projects that required the performance of similar tasks.

See **Attachment #1**. To be hired: Pharmacists, Pharmacy Technicians

3. Executive summary – Please provide your understanding of the services requested and outline in detail your firm's experience.

PERC is a 501 (c)(3) non-profit corporation that has been an HIV/AIDS service organization in Pinellas County for over 20 years. Specific to this PERC is a testing provider, offers ongoing HIV/AIDS education as part of treatment, and has offered extensive educational programs with other providers throughout Pinellas County aimed towards harm reduction and the reduction or enlightenment on HIV/AIDS related issues for our citizens. Over the last five years plus, PERC has been engaged in the legislative process first on the state level to advocate for the expansion of the IDEA model from Miami for Pinellas County, then once the legislature passed this in 2019 (Florida Statute 381.0038(4)(a)(4)), working to support the local ordinance, Chapter 42 XV, of Pinellas County Code. PERC as an agency works collaboratively with other organizations. The development of our SEP concept is and will be in partnership with the Foundation for a Healthy St Petersburg (FHSP), Operation PAR, Help Us Help You, Metro Wellness, WE Care LF and a variety of other members of the Pinellas County Opioid Task Force. Additionally, our original concept was created with consultation from members of the Florida Department of Health in Pinellas County, Pinellas County Health and Human Services, the St Petersburg Police Department, and the Pinellas County Sheriff's Office (the latter limited to information provision with the idea of crafting a memorandum of understanding).

The goals of the Sterile Needle and Syringe Exchange Program (SEP) concept of PERC and our partners that will initially create the 16th Street Wellness Center (Pharmacy and Program) will be to reduce the spread of HIV, hepatitis C and other bloodborne pathogens as part of a harm reduction strategy for unhealthy behaviors in Pinellas County. The PERC team has already begun

to develop the SEP concept within Pinellas County that will provide new needles and syringes for used needles and syringes in a one-to-one basis. This includes an oversight and accountability system to ensure compliance with Florida Statute 381.0038(4)(a)(4)) and Chapter 42 XV, of Pinellas County Code. to operate a one-to-one exchange for syringes, to provide educational materials on HIV, hepatitis, and blood-borne diseases, to provide on-site counseling and referrals for drug abuse prevention, education, and treatment as well as screening or referrals for HIV and hepatitis and to provide emergency opioid overdose treatment kits (Narcan).

PERC is a data centric organization with staff that has extensive experience and training in research, statistics, and evaluation. PERC has developed a data system tailored around needs and risk factors specific to Pinellas County, and has remote access capabilities on a secured network for program partners. This system is currently in place and was developed and used in the Pinellas Reentry Court Program funded through the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, and was part of a national evaluation with the Council of State Governments and RTI International, as well as collaborations with local evaluators. Once the SEP program of the 16th Street Wellness Center establishes measurable objectives for meeting the goals of the program aligned with Florida Statute 381.0038(4)(a)(4)) and Chapter 42 XV, of Pinellas County Code the system will be used track the progress in achieving those objectives. Data will be used to support the initiative's commitment to program delivery principles and interagency partnerships, to increase awareness of the program's strengths and needs, and for annual collection and reporting requirements to the Department of Health and the Board of County Commissioners. The intricacies of the data system allow for oversight and accountability that will ensure compliance with statutory and contractual agreements, and again -for tracking and reporting of program goals and objectives. This also allows for development of consequences for noncompliance as required.

4. Qualifications of interested entity to meet the requirements of 381.0038(4)(a)(4), Florida Statutes and Chapter 42 XV, Pinellas County Code.

Pursuant to Florida Statute 381.0038(4)(a)(4), and Chapter 42 XV, Pinellas County Code, People Empowering and Restoring Communities (PERC) is a 501 (c)(3) HIV/AIDS service organization and will ensure that we are able to meet the requirements as outlined both in Florida Statute and Pinellas County Code.

5. Description of proposed program to include:

a. Clear description of the program's oversight and accountability system/process to ensure compliance with 381.0038, Florida Statutes and Chapter 42 XV, Pinellas County Code.

PERC is a data centric organization with staff that has extensive experience and training in research, statistics, and evaluation. PERC has developed a data system tailored around needs and risk factors specific to Pinellas County, and has remote access capabilities on a secured network for program partners. This system is currently in place and was originally developed and used in the Pinellas Reentry Court Program funded through the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, and was part of a national evaluation with the Council of State Governments and RTI International, as well as collaborations with local evaluators. Data will be used to support the initiative's commitment to program delivery principles and interagency partnerships, to increase awareness of the program's strengths and needs, and for annual collection and reporting requirements to the Department of Health and the Board of County Commissioners. The intricacies of the data system allow for oversight and accountability that will ensure compliance with statutory and contractual agreements, and again -for tracking and reporting of program goals and objectives. This also allows for development of consequences for noncompliance as required. In order to assess program effectiveness, staff will document program development, implementation and outcomes. Previous successful evaluations have demonstrated competencies in assuring effective data collection and performance assessment processes, routine monitoring for data quality,

data management and analysis. The PERC team has extensive experience designing and evaluating the effectiveness of programs for at-risk and community-based populations. Client-level performance and outcome data will be collected during all phases to ensure the project is implemented as planned, and to measure the extent to which its goal and objectives are reached as will be reflected in an annual report, including all collected data, and submitted to the Board of County Commissioners and the Florida Department of Health by August 1st annually. PERC acknowledges its requirement to collect data as outlined in the requirements of the Infectious Disease Elimination Act as well as any other data that may be required by the Board of County Commissioners and/or the Florida Department of Health. Our system includes measurable objectives for meeting the goal of the program and will track the progress in achieving those objectives for reporting monthly. The system allows PERC to routinely report progress in achieving the objectives and the goal of the program. Data collected will include but is not limited to the number of participants served; the number of used needles and syringes received and the number of clean, unused needles and syringes distributed through exchange with participants; the demographic profiles of the participants served; the number of participants entering drug counseling or treatment; the number of participants receiving testing for HIV, AIDS, viral hepatitis, or other blood-borne diseases; and other data that may be required by either by the Board of County Commissioners or Department of Health as requested. Additionally, PERC will track program operation details, staffing, funding sources, and operational costs; and any additional programmatic or community planning information as required by the County.

PERC acknowledges that the Syringe Exchange Program is prohibited from collecting personal identifying information of a program participant for any purpose and that the program must receive the county commission's approval of the oversight and accountability system before commencing operations.

b. Description of program that identifies required components, service delivery, and funding plan including a brief plan outlining the following:

i. Proposed program location.

The initial program will be located at 1519 16th Street South, St. Petersburg FL 33705

ii. Establishing measurable objectives for meeting the goal of the program along with tracking and reporting on the progress in achieving those objectives.

PERC will work with our collaborative partners, Pinellas County Health and Human Services, and the Florida Department of Health in Pinellas County in meeting the requirements of the Infectious Disease Elimination Act including measurable objectives and tracking and reporting in achieving those objectives. Data collected will include but is not limited to the number of participants served; the number of used needles and syringes received and the number of clean, unused needles and syringes distributed through exchange with participants; the demographic profiles of the participants served; the number of participants entering drug counseling or treatment; the number of participants receiving testing for HIV, AIDS, viral hepatitis, or other blood-borne diseases; and other data that may be required by either by the Board of County Commissioners or Department of Health as requested. Additionally, PERC will track program operation details, staffing, funding sources, and operational costs; and any additional programmatic or community planning information as required by the County.

PERC has developed a data system tailored around needs and risk factors specific to Pinellas County, and has remote access capabilities on a secured network for program partners, to which we can provide front end access while keeping data safe and secure. This system is currently in place and was originally developed and used in the Pinellas Reentry Court Program funded through the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, and was part of a national evaluation with the Council of State Governments and RTI International, as well as collaborations with local evaluators.

iii. Establishing site security including secure storage, safe collection, and safe disposal of needles.

The 16th Street Wellness Center and Syringe Exchange Program will contract with Pro Med Solutions in St. Petersburg, a registered biomedical waste transporter registered with the Florida Department of Health, for syringe disposal. The program site will be registered to collect and dispose of biomedical and hazardous waste, based on the guidelines established under the Florida Department of Health and Pinellas County Government. Syringes will be stored in a marked and sealed container, prior to collection and disposal, via this local registered Biomedical Waste transportation company.

iv. Ensuring a one-to-one exchange where participants shall receive one sterile needle and syringe unit in exchange for each used one along with tracking and monitoring.

The 16th Street Wellness Center and Syringe Exchange Program will offer an innovative, comprehensive approach to individual and population health and well-being. First, the proposed program is based on the principles of harm reduction, which, at the individual level, is aimed at reducing negative consequences associated with drug use, and at the broader policy level, serves as a movement for social justice built on a belief in supporting those who use drugs with a pathway for sobriety. This approach allows providers to meet clients “where they are at,” addressing conditions of use along with the use itself, fostering an environment of trust and non-judgment. Once this environment of acceptance is achieved, staff will have a greater ability to provide services for this hard-to-reach population and offer a spectrum of services, interventions, and referrals. Services will be based on the individual’s unique needs and willingness to access secondary services. Primary services will support the immediate needs of the client, including ensuring a one-to-one exchange where participants shall receive one sterile needle and syringe unit in exchange for each used one along with tracking and monitoring of the needles, and access to safe syringe disposal. Ancillary services will be provided, based on the individual’s

willingness, and include: secondary prevention interventions, such as Hepatitis/HIV screening and vaccination; onsite HIV counseling and testing, or referral to services; health insurance enrollment assistance; non-coercive referral to drug treatment; overdose prevention and education and kits; behavioral health assessments and referrals to mental health services; care coordination and referrals to outside medical care; linkage to supportive housing; health education about safe injecting and sex practices; and community outreach through social marketing. This innovative model that both provides a public health benefit for clients, but also creates sustainability and room for expansion with the creation of the 16th Street Wellness Center Pharmacy. Dr. Audie Murphy, who heads up the HIV/AIDS testing and education programs for PERC, will work directly with a Pharmacist/Program Manager and Pharmacy Tech/Assistant Program Manager to provide case management services and referrals for treatment for clients. The program will be housed in its own space at the Dr. David T. Welch Center for Progress and Community Development in the 16th Street Corridor of South St. Petersburg such that not only can a fully operational pharmacy be created in the community, but these healthcare professionals will have the ability and knowledge to assist in the syringe exchange process, advise on treatment, and refer to case management.

v. Making educational materials available regarding transmission of HIV, viral hepatitis, and other blood-borne diseases.

PERC and its program partners in the 16th Street Wellness Center and Syringe Exchange Program will make available and encourage the distribution of educational materials regarding the transmission of HIV, opioid abuse and treatment, homeless services resources, viral hepatitis and all other blood-borne diseases. As an agency, PERC already distributes such materials, as do all the partners participating in this initiative for Pinellas County. All are members of the opioid task force and meet regularly with members of Health and Human Services for Pinellas County, the

Florida Department of Health in Pinellas County, and a variety of other sources for distribution of such important educational materials for the clients we serve – and will serve in this program.

vi. Onsite counseling with required attendance and referrals for drug abuse prevention, education, treatment, and recovery support services and for providing onsite HIV and viral hepatitis screening or referrals for such screening. Referral services must be made available to participants within 72 hours of referral.

PERC acknowledges and ensures that onsite counseling with required attendance and referrals for drug abuse prevention, education, treatment, and recovery support services and for providing onsite HIV and viral hepatitis screening or referrals for such screening will exist at the 16th Street Wellness Center and Syringe Exchange Program. PERC is a licensed outpatient substance abuse provider, and offers programs for education, treatment and recovery support as well as a provider for testing for HIV and viral hepatitis. Additionally, we will work with a team of providers for referral for these services as well such that services can be available to participants within 72 hours. Operation PAR, Inc, is a licensed substance use disorder treatment organization and will provide onsite counseling with required attendance and referrals for drug abuse prevention, education, treatment, and recovery support services. Metro Inclusive Health (METRO) will serve as a referral source/linkage point for the following services: HIV Medical Care and wraparound services (including Medical Case Management among others), HCV Medical Care, PrEP Medical Care, Primary Medical Care, HIV & HCV Testing, Outpatient Substance Abuse Treatment, and Behavioral Health Counseling. Finally, Help Us Help U will support the program by offering educational materials on HIV, hepatitis C and blood-borne diseases, Providing HIV and Hepatitis C testing and/or referrals, providing on-site referrals for drug abuse prevention, and education and treatment.

vii. Providing kits containing an emergency opioid antagonist (ex. Narcan) in accordance with restrictions contained within Chapter 42 XV, Section 42- 468(c) Pinellas County Code.

PERC staff has been trained and currently are a provider of Narcan kits which contain an emergency opioid antagonist as defined in Section 381.887, Florida Statutes. PERC will provide these emergency opioid antagonist kits at the 16th Street Wellness Center.

viii. Establishing linkages to health care and mental health services, housing assistance, career employment-related and education counseling for participants.

PERC will be the lead agency in a collaborative group that will work to establish linkages to health care and mental health services, housing assistance, education, career employment services, and counseling as needed for clients in the program. PERC case managers themselves provide comprehensive, intensive case management services, including but not limited to job development and placement, job retention skill training, transitional housing, assessments, evaluations and referrals for substance abuse and mental health treatment, linkages for subsistence needs (beyond housing), partnerships for GED and adult basic education, and employment training – all outlined in a unique, individualized case plan that is updated regularly. Beyond this, PERC is also a licensed out-patient substance abuse provider, licensed batterer's intervention program provider, licensed HIV/AIDS testing and education provider, and provides many other cognitive education classes such as life skills, advanced life skills, anger management, errors in thinking, just to mention a few. PERC also offers larger comprehensive programs either as a lead agency or as a collaborative partner. Programs have included the St. Pete Works workforce development collaborative, the Pinellas Substance Abuse/HIV/AIDS/Responsibility Program (SHARP) providing Substance Abuse and HIV/AIDS education programming to high risk young adults (age 13-25), the One Raft Evening Reporting Center working with high risk to re-offender high school and middle school students as part of the Pinellas County Juvenile Detention Alternatives Initiative, the Tampa Bay Career Pathways Collaborative employment program, the Red Tent Women's Initiative, the Veterans Treatment Court (employment component), and the United Way Workforce Development Cohort program

with the Pinellas County Urban League. In recent years PERC successfully completed the Pinellas Reentry Court program in partnership with Pinellas County Government, the Reentry to Independence Program with the Pinellas County Sheriff's Office, employment programs with the State of Florida and the City of St. Petersburg, and expansion of other programs throughout Pinellas and Pasco counties. Currently, PERC has expanded its services as a housing provider having added a Transition in Place program from the Veteran's Administration in support of our Tiny House Veteran's Village housing and training program, and recently received a three-year award from the Department of Justice under the Second Chance Act, also for training and intensive case management services.

ix. Working with all community partners and the local health department for an integrated and clear system of care.

The 16th Street Wellness Center concept is focused on the importance of fostering service and organization collaboration and promoting active community member participation to advocate for and advance the well-being of historically underserved and marginalized populations. A Community Advisory Board will be established to include individuals with diverse backgrounds and strengths to ensure true collaboration based on accountability, transparency, and trust. PERC will partner with Florida Department of Health in Pinellas County, Health and Human Services, St. Petersburg Police Department, Help Us Help You, Metro Wellness, Operation PAR, WestCare, Gulfcoast Jewish Family and Community Services, and various social service agencies throughout the Tampa Bay area to offer integrated community-based wraparound services and expand service capacity. All partners will sign a LOS and/or MOU, based on level of involvement and commitment of resources. Capacity building efforts for a Syringe Exchange Program in Pinellas County have been ongoing since July 2015 and the authors have received verbal support from all partners. Once the implementation process begins, all of the above

providers, as well as members from the target population will meet monthly at community awareness/engagement events to promote access to and utilization of services, maintain systems collaboration, and address service-related issues and advocacy efforts. The PERC team will be assisted by a variety of community partners and initiatives in the Wellness Center concept – with Eligibility Specialists of the Pinellas County Department of Health and Human services holding regular hours, assisting in healthcare navigation and registration for county health, dental, and transportation programs; Affordable Care Act Navigators holding regular hours to assist clients in enrolling in the Affordable Care Act; staff of the Florida Department of Health in Pinellas County distributing SEP literature through its clinics and Mobile Medical Units – with the MMU’s themselves keeping regular monthly hours at the 16th Street Wellness Pharmacy as well. Staffing will be buttressed in support as well by the pharmacy tech program of Pinellas Technical College in St. Petersburg. The key to the program’s success will be the dissemination of information throughout the criminal justice community, behavioral health community, and maybe most importantly through neighborhood clubs, associations, faith-based organizations, and community based organizations. Two more key partners involved in the program design have been the City of St. Petersburg and the St. Petersburg Police Department, who both understand this public health need and service, and are very much in support of the initiative.

x. Required data collection and reporting to ensure compliance with 381.0038(4)(b)7 Florida Statutes and Chapter 42 XV, Pinellas County Code.

PERC will work with our collaborative partners, Pinellas County Health and Human Services, and the Florida Department of Health in Pinellas County in meeting the requirements of the Infectious Disease Elimination Act including measurable objectives and tracking and reporting in achieving those objectives. PERC will track program operation details, staffing, funding sources, and operational costs; and any additional programmatic or community planning information as required by the County. Reporting will ensure compliance with 381.0038(4)(b)7 Florida Statutes

and Chapter 42 XV, Pinellas County Code. PERC is a data centric organization and has developed a data system tailored around needs and risk factors specific to Pinellas County, and has remote access capabilities on a secured network for program partners, to which we can provide front end access while keeping data safe and secure. This system is currently in place and was originally developed and used in the Pinellas Reentry Court Program funded through the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, and was part of a national evaluation with the Council of State Governments and RTI International, as well as collaborations with local evaluators.

xi. Description of the program budget and funding sources.

See attached budget, **Attachment #2**. Funding sources will vary, as the concept of creating a pharmacy is a model used for SEP programs around the country such that they can be self-sufficient, even profitable, with profits reinvested in programming. The goal is that the program will be quickly self-sufficient through pharmacy profits – and already discussed commitments from other agencies for pharmacy usage. Regardless, the Foundation for a Healthy St Petersburg had committed previously to funding the program under its previous transformative grant process (\$1,118, 356 over three years), a commitment confirmed with efforts to begin now with a planning grant, and resource contribution and development in January 2022 to meet the program goals and needs. Additionally, PERC and program will continually exhaust foundation grants and other funding sources including but not limited to: AIDS United, the Community Foundation of Tampa Bay, the Pinellas Community Foundation, the Gilead COMPASS Initiative (Commitment to Partnership in Addressing HIV/AIDS in Southern States), the MAC AIDS Fund, the Elton John AIDS Foundation, the Fishman Family Foundation, and the Comer Family Foundation.

xii. Description of value-added services and/or partnerships.

The 16th Street Wellness Center will partner with the following organizations for both value-added services in this initiative through agreements:

Operation PAR, Inc., a licensed substance use disorder treatment organization, will provide onsite counseling with required attendance and referrals for drug abuse prevention, education, treatment, and recovery support services. Operation PAR, Inc. is a comprehensive substance use disorder (SUD) and mental health service provider in West Central Florida, with more than 50 years of experience. It is well-known for providing effective gender-specific SUD treatment. The agency has deep organizational experience serving the target population through its 14 programs in nine locations with program components including: substance use education, prevention and intervention, case management, outpatient and residential treatment service; medical detoxification and outpatient detoxification services; methadone and MAT, and continuing care services.

Operation PAR has extensive relationships with grassroots and community-based organizations that are rooted in the culture and language of the population and serves Pinellas directly through the Medication Assisted Patient Services (MAPS) program which provides Medication Assisted Treatment, including all three of the FDA-approved medications for the maintenance treatment of Opioid Use Disorder. Additionally, clients receive methadone maintenance, detoxification, counseling and medical services, including HIV risk assessment to opiate-addicted clients.

Operation PAR has worked collaboratively with agencies providing services to the IV drug using population including BayCare Health Systems and the Pinellas County Department of Health. Operation PAR is an active member of the Pinellas County Opioid Task Force co-chairing the group with the Pinellas Department of Health.

Metro Inclusive Health (METRO) will serve as a referral source/linkage point for the following services: HIV Medical Care and wraparound services (including Medical Case Management

among others), HCV Medical Care, PrEP Medical Care, Primary Medical Care, HIV & HCV Testing, Outpatient Substance Abuse Treatment, and Behavioral Health Counseling

Help-Us Help-U, Inc. (HUHU), is a 501 (c) (3) organization created in 2010, to provide education, prevention and testing services to persons at risk for or that have been diagnosed with HIV/AIDS or Hepatitis C. Since its inception, HUHU has focused on providing HIV and Hepatitis C testing and counseling, education/information, linkage and community referrals, to all people including the indigent, disenfranchised, the homeless, substance users and others in need. HUHU provides a safe place focusing on the individual and meeting their specific needs whether in-house or through linkage to other community organizations.

From 2015-2020, HUHU has provided the Pinellas Substance Abuse and HIV Awareness and Responsibility Program (Pinellas SHARP), as a subcontractor on a Substance Abuse and Mental Health Services (SAMHSA) grant with PERC. Over the last five years Pinellas SHARP has served more than 1,000 youth and young adults with prevention, education and testing services. The Pinellas SHARP evidence-based educational curriculum addressed HIV/AIDS, STIs, Hepatitis C, substance use, suicide prevention and teenage pregnancy. Presentations provided an open Q&A safe space, linkage to local and national resources and the opportunity to be tested for HIV and/or Hepatitis C. The program collaborated with more than 60 local community-based organizations, using their facilities for the educational sessions, recruitment of participants, outreach and educational events, and as testing locations. During this time, HUHU also delivered education and testing to adults at numerous locations throughout Pinellas county including libraries, gyms, recovery houses, apartment complexes and homeless shelters.

HUHU currently offers an HIV/AIDS Prevention and Education program and a Community HIV Resource Partner program that provides HIV testing, counseling and resources with a focus on South St Petersburg, Black communities and the ex-offender population. HUHU has provided

educational materials on HIV/AIDS, STIs/STDs and Hepatitis C to more than 7,000 people in Pinellas County. In addition, they provide referrals to other agencies for essential support services. HUUH also has experience doing community education and outreach through social media. Through the Pinellas SHARP program, HUUH posted about prevention, testing, local resources almost daily (5x week) to Instagram, Facebook and Twitter, and reaching approximately 5,000 people a month according to the social media analytics.

Help Us Help U is eager and prepared to support the Sterile Needle and Syringe Exchange Program by offering educational materials on HIV, hepatitis C and blood-borne diseases, Providing HIV and Hepatitis C testing and/or referrals, providing on-site referrals for drug abuse prevention, education and treatment, providing emergency opioid overdose treatment kits or program referral , collect data and report on all services related to program.

WeCare LF is a licensed 340b provider and will partner with PERC for lower cost medicines and viable pharmacy services in the pharmacy component of the 16th Street Wellness Center, in addition to other potential supportive services.

xiii. Operational timeline that describes key milestones implementing the program and initiating services.

August 2021- Planning activities outlined, submitted for planning grant with Foundation for a Healthy St. Petersburg. Begin planning activities

September 2021- Begin monthly meetings with program partners to discuss steps and initiatives for program roll out. Continue planning activities

October 2021 -Work with G2 Designs on final drawings for space renovation

- Begin licensing processes as possible for pharmacy

- Continue monthly meetings with program partners

December 2021 – Commence and complete the minor renovations of program space

-Interviews begin for pharmacy staff

January 2022 -Hire, train program staff

February 2022- Begin marketing campaigns for SEP program

-Launch SEP program in conjunction with pharmacy opening

xiv. Acknowledgement of the review and proposal compliance with following areas of Pinellas County Code:

a) Section 42-464(c): The Syringe Exchange Program must only operate at one or more fixed locations within Pinellas County.

The initial syringe exchange program will operate at a fixed location – 1519 16th Street S, St. Petersburg FL. Future expansion plans will be at fixed locations within Pinellas County as well, in conjunction with reporting to the Board of County Commissioners. PERC has reviewed and acknowledges that the program will be in compliance with Pinellas County Code.

b) Section 42-468(c): The Operator must provide, and the recipient must attend, onsite counseling, and referrals for drug abuse prevention, education, treatment, and recovery support services and provide onsite HIV and viral hepatitis screening or referrals for such screening. Referral services must be made available to participants within 72 hours of referral.

PERC will provide recipients onsite counseling and referrals for drug abuse prevention, education, treatment, and recovery support services (internally or through Operation Par) and provide onsite HIV and viral hepatitis screening or referrals for such screening (internally or through Metro Wellness or Help Us Help You). Referral services will be made available to participants within 72 hours of referral. PERC has reviewed and acknowledges that the program will be in compliance with Pinellas County Code.

c) Section 42-468(d): The Operator must provide kits containing an emergency opioid antagonist, as defined in Section 381.887, Florida Statutes, or provide referrals to a program that can provide such kits. Kits may not include spoons or spoon-like tools, or material for filtration, such as cotton balls, string, bands, or material of a size that allows for use as a tourniquet, lighters, or pipes.

PERC staff has been trained and currently are a provider of Narcan kits which contain an emergency opioid antagonist as defined in Section 381.887, Florida Statutes. PERC has reviewed and acknowledges that the program will be in compliance with Pinellas County Code, and that kits may not include spoons or spoon-like tools, or material for filtration, such as cotton balls, string, bands, or material of a size that allows for use as a tourniquet, lighters, or pipes.

6. Submittals should include the Bidder's current Certificate(s) of Insurance in accordance with the insurance requirements listed in "Exhibit "C" attached and incorporated herein. If firm does not currently meet insurance requirements firm shall also include verification from their broker or agent that any required insurance not provided at that time of submittal will be in place prior to the award of contract.

See Attachment #3

Attachment #1 -CV, Resumes

Dr. Rev. Audie "AJ" Murphy
PO Box 35249
St. Petersburg, Fla. 33705
727-557-5193

**Objective: To secure a position in the Human Services field
As Program Director, Counselor/Instructor, or Community Educator.**

Qualifications: I have the proven ability to successfully coordinate/assist/administer a variety of services and goods to those in need of HIV/AIDS, Substance Abuse, Housing, Employment, and Educational services. Including but not limited to Counseling (Family, Youth, and Individual). HIV/AIDS Testing, Pre/Post Testing Counseling and Housing needs. Also, Community Health Education/Prevention Programs that ensures Growth, Health and Wellness in our Communities.

**Education: June 1973 De Land High School
Graduate**

**June 1981 IBM Business School, New York, NY
Certification – Business Management**

**Dec. 1990 Certification in Addictions (CAAP) State of Fla.
450 plus hrs. in Addictions Counseling, Family/Group/
Individual Counseling.**

**June 1991 Certified HIV/AIDS Pre/Post Test and Grief Counseling DOH
Dec. 1992 Certified HIV/AIDS/Hepatitis Testing (Phlebotomy) DOH-Fla
NOTE: Both Certifications have "Yearly Updates"**

**May 1993 AS Degree Human Services Technology
Daytona Beach College**

**July 2000 BA Degree Christian Education
Tampa Bay Bible College**

**July 2002 MS Degree Christian Psychology/Counseling
Tampa Bay Bible College**

**June 2004 PhD Christian Education
Tampa Bay Bible College**

**Dec. 2008 Certificate of License (Ministry)
New Jerusalem MBC - Pastor Troy A. Adams**

Professional Experience:

Jan. 2000 to Present Pinellas Ex-Offender Re-entry Coalition (PERC)

Case Mgr./Instructor: Providing Criminal Justice Case Management and Substance Treatment, Criminal Court Liaison, Counseling and Referrals throughout Pinellas County for individuals needing assistance with their substance abuse and criminal issues.

Providing Education, Housing, Employment, and other referral services for inmates released to the Pinellas County areas from local, State, and federal Prisons. Providing group and individual Life Skills Training and other Grant generated services. Coordinator, HIV/AIDS Prevention/Education, Pre-Post Test Counseling and HIV Testing.

May 2005 to September 2013: OPERATION PAR, Inc.

HIV/AIDS Counselor/Educator, Responsible for the implementation of the HIV/AIDS and Hepatitis Pre/Post Counseling and Testing Programs. Phlebotomy; In and Out Patient Services.

July 2000 to May 2006: Community Action Coalition

Substance Abuse/Health Education Coordinator: Provided Drug/Crime/Substance Abuse Prevention/HIV/AIDS Education and Community Workshops throughout the Pinellas County Schools, Communities and Jail including Testing & Counseling.

May 2000 to Jan. 2006: Campbell Park Rec. Ctr.

Outreach Specialist: Responsible for the recruitment of youth within the Campbell Park Neighborhood areas to participate in a variety of programs which included Health-Nutrition, Homework, Career Education, & Drug/Crime/Violence Prev/Ed.

April 1989 to Feb. 2000: Outreach Inc. Northeast Florida AIDS Network (NFAN)

Project Director: Responsible for the training of staff and the implementation of Substance Abuse and HIV/AIDS Programs throughout the Volusia (Daytona Bch) and Duval (Jacksonville) Counties areas. Included but not limited to; Education, Prevention, Intervention, Counseling and Treatment for those affected with HIV or Substance Abuse issues.

June 2001 to May 2006 Tampa Bay Bible College; Instructor

Provided Bible Based Instruction on the Old & New Testaments as well as Instruction on Christian Counseling Courses.

P.E.R.C. Board of Directors Member 2002 to 2016

NOTE: Because of my chosen profession my education is continuous.

References upon request.

AMANDA NICOLE ELLIS

3760 Tradewinds Terrace • Clarksville, TN • (941)447-8635 • AmandaEllis108@gmail.com

EDUCATION

University of South Florida
Master in Social Work

Tampa, FL
August 2012 – May 2014

University of South Florida
Master in Public Health; concentration in Behavioral Health

Tampa, FL
January 2011 - August 2013

University of South Florida
Bachelor of Arts, Anthropology
Minor in Public Health

Tampa, FL
August 2006 - May 2010

PROFESSIONAL EXPERIENCE

JourneyPure
IOP Primary Therapist

Murfreesboro, TN
March 2021 – Current

- Utilize a strength-based and trauma-informed approach to support patients in the treatment and recovery processes, while providing integrated, comprehensive care to patients experiencing co-occurring disorders.
- Facilitate psychoeducational and process groups for up to 17 patients.
- Provide individual and family therapy to individuals with substance use disorders and their families, utilizing evidence-based interventions.
- Conducted intake interviews using biopsychosocial framework, provided clinical diagnosis using DSM criteria and developed comprehensive treatment plans utilizing person-centered care and the therapeutic alliance.
- Work collaboratively with all clinical, medical, residential, and other staff.
- Complete documentation requirements maintaining quality, up-to-date clinical records according to standards of care.

Restore Life Behavioral Health, PLLC
Mental Health Clinician

Clarksville, TN
August 2019 – March 2021

- Provided individual and group therapy and family education, in person and virtually, to clients aged 10 to 70, utilizing structured goal setting, strengths-based perspective, CBT, Motivational Interviewing, DBT, and ACT.
- Conducted intake interviews using biopsychosocial framework, provided clinical diagnosis using DSM criteria for adults and adolescents, and developed comprehensive treatment plans utilizing person-centered care and the therapeutic alliance
- Strategically marketed to establish a full case load, documented all services within 24 hours, participated in treatment team meetings and collaborated closely with staff and psychiatric consultants to enhance patient outcomes and provide holistic care.
- Successfully decreased maladaptive behavior in clients experiencing anxiety, depression, PTSD, OCD, self-injurious behavior, and ADHD.

United Healthcare
Sales Operation Specialist/HEDIS Operations, Small Business (51 – 100)

Virtual Operations
June 2018 – August 2019

- Conducted claims research and perform provider outreach while maintaining HIPAA standards
- Worked closely with Sales Executives, Brokers, Underwriting, & Case Installation to collect information needed to produce a quote or submit a complete sold group
- Responsible for meeting production and quality standards / metrics
- Used various systems to document detailed steps of the quote or sold case through completion of customer request

Pinellas Ex-Offender Re-Entry Coalition
Grants Specialist/Director of Virtual Education

St. Petersburg, FL
May 2015 – January 2017

- Coordinated and facilitated virtual court-ordered substance abuse treatment, utilizing the evidence-based curriculum, *Seeking Safety*

- Completed substance abuse assessments and recommended treatment plans for court-ordered clients, communicating all recommendations and documentations with probation, attorneys, and judges.
- Sought local, state, and federal grant opportunities and collaboratively designed program proposals with larger community organizations to positively progress the health and social environment of South St. Petersburg and its neighboring impoverished communities

Red Tent Women's Initiative

Program Director

Pinellas County, FL

September 2015 – February 2017

January 2014 – September 2014

- Facilitated support and socialization groups for nonviolent female offenders in the Pinellas County Jail, including topics such as trauma resolution, addiction, and mindfulness
- Expanded the community program to provide services to those residing in an emergency homeless shelter as well as women's transitional housing
- Served as primary liaison between program and larger systems, such as the local sheriff's office, jail staff, and judicial representatives
- Reestablished the direction and structure for the development of a grassroots community resource center
- Developed strategic plans, applied for federal grants, and fostered relationships with community organizations

Anuban Khehabangplee

TESOL Teacher

Bangkok, Thailand

November 2014 – March 2015

- Thoughtfully produced original curriculum and activities for 24 weekly kindergarten and grade 1 lessons, including: Science, Math, Reading, Phonics, English Conversation, Experience and Creative Activities, and Movement and Rhythm
- Conducted creative experiential English instruction for ages 12-17 during weekend English camps

Office of the Federal Public Defender

MSW Intern

Tampa, FL

November 2012 – May 2014

- Applied knowledge of human behavior and the social environment to inform mitigation case development
- Engaged in research-informed practice
- Applied critical thinking to guide and communicate professional judgments

Pinellas County Public Defender

MSW Intern

Pinellas County, FL

January 2013 – May 2014

- Performed clinical assessment and diagnosis of clients referred to the Jail Diversion Program illustrating symptoms concurrent with substance abuse and mental illness
- Conducted group therapy for women with co-occurring disorders in transitional housing

University of South Florida

Graduate Assistant

Tampa, FL

December 2011 – May 2013

- Advanced research of positive-youth development programs
- Created community outreach initiatives in Tampa, FL
- Critically evaluated, restructured, and promoted a prevention program for adolescents
- Professional conference development and implementation

Girls on the Run Southern Tampa Bay

Project Co-Director

Tampa, FL

January 2012 – May 2013

- Administered the implementation of an international positive-youth development program for girls in Hillsborough, Pinellas, and Pasco Counties
- Developed volunteer programs to support the program's sustainability
- Facilitated large group trainings for program participants

Florida Health Department

MPH Intern

Polk County, FL

June 2013 – August 2013

- Designed research projects with public health professionals pertaining to health disparities in Polk County, FL
- Conducted literature reviews, analyzed data, and produced results report

Manatee Glens Mental Health and Addictions Services Center

Intern

Bradenton, FL

January 2010 – May 2010

PUBLICATIONS

TECHNICAL REPORTS

Ellis, A., Gallentine, A., DeBate, R.D., (2012). Girls on the Run: Evaluation Results. Girls on the Run, NW Illinois Council.

Gallentine, A., Ellis, A. VanderMolen, A., DeBate, R.D., (2012). Girls on the Run: Evaluation Results. Girls on the Run, St. Louis Council.

PEER REVIEWED NATIONAL CONFERENCE PRESENTATIONS

Feminisms and Rhetorics

“Women Re-Making Their Lives in Jail: Sharing Wisdom, Stories, and Art.”

ASU, Phoenix, AZ

October 2015

CONFERENCES & TRAININGS ATTENDED

Prison Yoga Training by James Fox, Founder of Prison Yoga Project

Tampa, FL

November 19-20, 2016

Seeking Safety 1-Day Training by Dr. Lisa Najavits

Pinellas Park, FL

January 29, 2016

Transforming Women’s Health: Discovery, Development, and Delivery of the Oral-Systemic Connection

Planning Committee

Tampa, FL

January 21 – 23, 2013

National Association of Social Workers LEAD Day: Legislative Education and Advocacy Day

Tallahassee, FL

April 8 – 9, 2013

Trauma-Informed Care: Office of the Pinellas County Public Defender

Clearwater, FL

May 3, 2013

RELEVANT SKILLS

Certifications

- TEFL

American TESOL Institute

Bangkok, Thailand

October 2014

- Certified Reiki Master

Level I, II, & Master Attunement

Tampa, Florida

August 2014

- CPH

Certified in Public Health

Tampa, Florida

December 2012

Lisa Conder

lisa.d.conder@gmail.com

www.linkedin.com/in/lisa-conder-87b09989/

Phone: 727.280.7056

SUMMARY OF QUALIFICATIONS

- Ten years' experience as a community health educator
- Ten years' experience working in HIV education and prevention
- Five years' experience implementing and managing a SAMHSA-funded MAI HIV CBI grant
- Five years' experience managing a 501(c)3 NGO focused on HIV and Hepatitis C education, testing and prevention
- Four years' international experience designing and implementing health and HIV-related projects
- Initiated and developed two PEPFAR-funded projects and five small project assistance (SPA) USAID-funded grants
- Areas of experience: program management, project development, implementation and management, budget development, monitoring and evaluation, community development, capacity building, sustainability, community outreach, health promotion, cross-cultural training, HIV/AIDS, human trafficking, journalism, photojournalism

EDUCATION

Master of Public Health, Global Health Practice

University of South Florida, Tampa, FL

Bachelor of Arts, Journalism, News-Editorial

San Diego State University, San Diego, CA

PROFESSIONAL EXPERIENCE

Prevention Program Director

Nov 2015 – present

Help Us Help U, Inc. (Non-profit NGO), St. Petersburg, FL

- Manage implementation of comprehensive community-based substance misuse and HIV prevention program
- Supervise and coordinate program staff who provide education, outreach, testing and recruitment activities
- Engage external community to build and maintain relationships; connect with and support target population
- Contribute to strengthening health/education at the community level through programs, collaborations and advocacy
- Monitor and evaluate program outcomes, making adjustments to better reach and serve clients
- Develop public messaging campaign on HIV and health-related awareness, prevention, resources and events
- Allocate and manage resources and supplies paying attention to community issues and needs
- Manage NGO day-to-day activities ensuring required policies, procedures, licenses, and certifications are in place
- Serve as linkage facilitator to community resources including mental health counseling and PrEP referrals
- Served 600 youth (13-24 years old) through prevention program; tested 500 youth for HIV and/or Hepatitis C

Facilitator, HIV Disclosure to Family Project, National Institutes of Health-funded grant

Jan 2015 – Nov 2015

College of Behavioral & Community Sciences, USF, Tampa, FL

- Administered Comprehensive Risk Counseling and Services (CRCS), a risk reduction intervention for individuals at high risk for HIV infection or transmission, to randomized project participants
- Assisted HIV-positive individuals in deciding whether or not to disclose their HIV status to family members
- Assessed individual needs and connected people living with HIV to community resources
- Recruited and screened study participants; planned, scheduled, and coordinated appointments and assessment activities

Global Health Fellow Program II, HIV/AIDS Care and Support Intern

May 2014 – Aug 2014

Public Health Institute/USAID, Washington, D.C.

- Participated in technical assistance discussions with the care and support team and other teams across the Office of HIV/AIDS and Global Health including implementing partners
- Engaged in policy and program development activities within the HIV care and support framework
- Assessed and rated evidence-based studies relating to HIV/AIDS, mental health and substance use contributing to the drafting of articles
- Assisted in technical oversight for the PEPFAR-funded USAID mission onsite in Angola by providing coverage support to the front office and technical assistance to help develop a new prevention, care and support strategy focused on facilitating improved data collection, collation and documentation

INTERNATIONAL EXPERIENCE

Lisa Conder/pg. 2

HIV Researcher

June 2015 – July 2015

USF Global Health Field Experience, Arusha, Tanzania

- Assessed the operation and practices at a National HIV Care and Treatment Center in Arusha, Tanzania
- Conducted community outreach to people living with HIV to assess individual needs and gaps in services

Community Health Educator

May 2009 – May 2013

United States Peace Corps, Armenia

HIV/AIDS

- Taught health lessons with counterpart in village school to promote nutrition, emotional, and physical wellness
- Educated and coached older youth as Peer Health Educators to promote wellness to younger students & villagers
- Worked with Ministry of Health, program manager and fellow volunteer to initiate and develop a HIV Rural Outreach Project to train healthcare workers on awareness, prevention, care/support, stigma/discrimination, and HIV-related Armenian laws; Reached approximately 7,000 residents; received PEPFAR funding of \$5,000
- Conducted HIV/AIDS trainings in rural villages and schools with two Armenian counterparts, reaching 170 residents and students
- Instructed Peace Corps volunteers and their Armenian counterparts on incorporating HIV/AIDS activities and games into their outreach workshops; workshops reached more than 2,000 people
- Co-chaired HIV/AIDS Initiative for PC volunteers; projects included a traveling HIV poster display, HIV pledge quilt, annual t-shirt design to raise awareness, and World AIDS day events
- Co-taught HIV/AIDS seminars at Yerevan State University to 80 students

Project design and management

- Worked with Armenian Red Cross Society and fellow volunteers to initiate, develop and implement the country's first SMS HIV/AIDS Helpline; Helpline received 26,000 messages in one year; PEPFAR-funded project of \$14,000
- Initiated Phase II of SMS Helpline with ARCS HIV Prevention Team including website creation; received USAID-funding for \$4,000
- Assisted community with designing and managing four USAID-funded projects, including: constructing community playground and sports area; remodeling school rooms incorporating skills training; developing sports program/acquiring sports equipment; and developing a project to address lack of water access in village
- Worked with community to receive bids, acquire supplies, monitor and evaluate project activities, recruit technical consultants, and report on project completion including lessons learned

AFFILIATIONS

West Central Florida Ryan White Care Council

Sept 2016 - present

Women, Infants, Children, Youth and Families Committee

Aug 2016 - present

Pinellas Planning Partnership

Feb 2016 - present

USF Health Service Corps

Sept 2013 – May 2015

USF Global Health Student Association

Sept 2013 – May 2015

PUBLICATIONS

Kresina TF, **Conder LD**, Lapidos-Salaiz IF (2016) The Impact of Screening, Diagnosis and Management of Alcohol Use Disorders in HIV Care in Low and Middle Income Countries Ann Public Health Res 3(1): 1035.

Thomas F. Kresina, **Lisa D. Conder** and Ilana F. Lapidos-Salaiz (2016) The Impact in Low and Middle Income Countries of Screening and Management of Substance-Related and Addictive Disorders in HIV Care. Res HIV Retroviral Infect 1: 003.

LANGUAGES

English (native)

French (limited working proficiency)

Armenian (elementary proficiency)

Michael D. Jalazo

110 Ricardo Way NE #6
St. Petersburg, FL 33704
(727) 656-4989 (C)
michaeljalazo@hotmail.com

Objective

Administrative/teaching/consulting positions utilizing management skills and educational background in either the public or private sector

Work History.

2001 to Present	<p>CEO/Executive Director, Pinellas Ex Offender Reentry Coalition (PERC)</p> <p>Responsibilities: Promote and expand the mission of the PERC, through grant writing, full data, budget reporting according to federal guidelines. Development of community relationships and partnerships to ensure successful outcomes. Various presentations throughout the county on the PERC. Grant writing, grant management. Point of contact for development and design, Pinellas Reentry Court and other problem solving court initiatives. Media contact and presentation to various officials within Sixth Judicial Circuit, Pinellas County, FL.</p>
2013	<p>Faculty, Northeast High School – Certification in Marketing K-12, can gain certifications in other areas easily. Full information on file with Pinellas County School Board, including IPDP.</p>
2009 to 2012	<p>Director Reentry, Assistant Vice President, Emerge, Inc.</p> <p>Job responsibilities: Create, promote, all reentry associated programming and businesses. Full data, budget reporting according to federal guidelines as appropriate. Program and project evaluation as appropriate. Development of community relationships and partnerships to ensure successful outcomes. Various presentations throughout the country on reentry, as well as a variety of grant reviews for numerous federal agencies.</p>
2001 to 2009	<p>Director, Pinellas County Sheriffs Office <i>Project New Attitudes</i></p> <p>Job responsibilities: Create, promote, report federal grant program renewable yearly teaching life skills curriculum to jail population. Full data, budget reporting according to federal guidelines. Development of community relationships and partnerships to ensure successful outcomes. Various presentations throughout the country on the program, as well as a variety of grant reviews for numerous federal agencies. Media contact and presentation to various officials within Sixth Judicial Circuit, Pinellas County, FL.</p>
1998 to Present	<p>Faculty, St. Petersburg College</p> <p>Classes Taught: Adjunct professor- American National Government (POS 2041), International Relations (INR 2001), State and Local Government (POS 2043), Economics (ECO 2000).</p>
1998 to 2001	<p>Faculty, Admiral Farragut Academy</p>

Job responsibilities: Classes taught: American National Government, Economics, Geography, Ethics, World History. Coach- Football, Basketball, Golf. Assistant Athletic Director. Faculty on Duty- Dorm Supervision

1990 to 1998

General Manager, Theo Two Corp. d/b/a Blockbuster Video, Schlotzsky's Deli.

Job responsibilities: Full management/development responsibilities including: Fiscal control/development, marketing/promotions, ordering, sales, customer service, public relations, test store development, operation and computer integration, scheduling, employment and supervision of four locations. Integral in development/opening of three Blockbusters and one Schlotzsky's Deli from total analysis to construction, staffing, supervision. Key contact for public relations, human resources issues, media.

Education

1999

Master of Arts, University of South Florida. Political Science. Focus: International Political Economy, American National Government.

1993

Bachelor of Arts, University of Florida. Political Science. Focus: American National Government, Business.

Publications

2010

Jalazo, M (2010). Carey Guides, *Interpersonal Skills*. Carey Group Publishing. Summer, 2010

2010

Jalazo, M (2010). Carey Guides, Problem Solving. Carey Group Publishing, Fall 2010

2005

Jalazo, M. (2005). *Demonstration Grant: Life Skills for State and Local Prisoners: Project New Attitudes, Pinellas County Sheriffs Office*. Journal of Corrections Education. Ashland University Press. June 2005.

2002

Jalazo, M., and Blount, W., (2002). *Project New Attitudes: A Life Skills Program in a Therapeutic Community*. American Jails. American Jail Association. May/June 2002.

Presentations

Polk Corrections Institution Programs Graduation – Guest Speaker, Topic: Successfully Transitioning from Prison to Becoming an Ex Offender. January 27, 2012. (300 + participants)

Plug Into Your Portal Statewide Conference, Tampa Florida. October, 2010. Reentry Programming Patterns and Future. (600 + participants)

Florida Suncoast Officials Association Annual Awards Banquet – Guest Speaker, Topic: Perspectives of Football and the Lives of Young People. Fall 2008 (75+ participants)

Re Entry Programming Models, County Level. Florida Association of Community Corrections Annual Conference. July 10, 2008. St. Petersburg, FL (40 + participants)

In Jail Treatment Re Entry Programming and Cost Benefit Analysis. American Association of Criminal Justice Professionals Annual Conference. June 3, 2008. Miami, FL (60 + participants)

Jennifer Rene Trivoli
Licensed Clinical Social Worker
SW4577
1826 Bayou Grande Blvd. N.E.
St. Petersburg, FL. 33703
(727) 522-0245

EDUCATION

Florida State University, Tallahassee, FL. April 1992, Master's in Social Work.

Florida State University, Tallahassee, FL. April 1991, Bachelor of Science, Major in Social work.

Certified MAPP Trainer, Tampa, FL. August 1993. Certified to teach Group Preparation and Selection, Model Approaches to Partnerships in Parenting.

Licensed Clinical Social Worker, State of Florida, since 1997

WORK EXPERIENCE

Pinellas Ex-Offender Re-Entry Coalition **Director of Operations**

Clearwater, FL May 18, 2012 – Present

Responsibilities

- Ensure development and maintain integrity for agency programming.
- Provide supervision, support and training for agency staff.
- Evaluate and monitor agency and program effectiveness.
- Ensure that agency staff are fulfilling their duties and responsibilities.
- Perform staff and program reviews for compliance with program, agency and state requirements.
- Respond to assignments as given by Executive Director

Emerge Re-Entry Program **Clinical Director**

Clearwater, FL June 1, 2009 – May 17, 2012

Responsibilities:

- Develop and maintain and support the clinical integrity for re-entry programming.
- Provide supervision, support and training for program staff.
- Monitor the educational, treatment and aftercare components of the program.
- Ensure that clinical staff and program overlay are fulfilling their duties and responsibilities to the program.
- Perform staff and program reviews for compliance with program requirements.

Pinellas County Sheriff's Office, Medical Division, Detention and Corrections **Licensed Clinical Social Worker/Psychiatric Counselor**

Pinellas County Jail, Clearwater, FL. July 2008 to May 1, 2009.

Responsibilities:

- Provide mental health assistance and counseling to mentally or emotionally disturbed inmates admitted to the in-jail mental health housing areas and to inmates housed in general population upon request
- Perform Assessments, Mental Status Evaluations and Risk Assessments
- Investigate case situations, presenting information to other team members pertinent to diagnosis and treatment for inmates.

- Evaluate and clear patients from Psychiatric status to General Population
- Crisis Intervention
- Initiate Baker Acts as needed

Pinellas County Sheriff's Office, Project New Attitudes.

Assistant Program Administrator/ Training Coordinator.

Pinellas County Jail, Clearwater, FL. December 2000 – July 2008.

Responsibilities:

- Develop and maintain the clinical integrity of the residential portion of the program on a daily basis.
- Provide direct supervision, coordinate training of and monitor clinical performance of program staff.
- Ensure that clinical staff and program overlay are fulfilling their duties and responsibilities to the program.
- Perform file and documentation reviews for compliance with program requirements.
- Coordinate weekly residential schedule for clinical programming.
- Provide administrative assistance to the Program Administrator.

State of Florida, Department of Children and Families, Alcohol, Drug Abuse and Mental Health Program Office (ADM).

Largo, FL. January 1995 – December 2000.

Senior Human Services Program Specialist, ADM Program Office

December 1996 – December 2000

Responsibilities:

- Children's Residential Mental Health Treatment specialist: Screening, assessment and referral of severely emotionally disturbed children from Pinellas and Pasco counties for clinical eligibility of State funded residential treatment services.
- District Liaison for Title XXI Behavioral Health Specialty Care Network.
- District Liaison for Children's Mental Health, Incompetent to Proceed.
- District Coordinator for M.E. Lawsuit.
- Children's Baker Act Training, facility monitoring and technical assistance.

Therapeutic Services Coordinator, ADM program Office

January 1995 – December 1996

Responsibilities:

- Chairperson of the Therapeutic Services Screening Team overseeing Specialized Therapeutic Foster Care and Comprehensive Assessments for Pinellas and Pasco Counties.
- Managed Specialized Therapeutic Services budget.
- Monitoring of and providing technical assistance to Therapeutic Foster Care agencies and contracts.

Suncoast Center For Community Mental Health, INC.

St. Petersburg, FL. May 1992 – January 1995

Parent Supervisor, Suncoast Center, Specialized Parenting Program

August 1993 – January 1995

Responsibilities:

- Supervision, support and Training of therapeutic foster care parents.
- In home on site individual and family therapy and treatment planning
- On call crisis management
- Facilitation of parent support group.

Family Therapist, Suncoast Center, Homebased Intensive Family Services Program

May 1992 – August 1993

- In home on site individual and family therapy and treatment planning
- On call crisis intervention and management

Internships

Bay Pines Veterans Administration Medical Center, Bay Pines, FL.

January 1992 – April 1992

Inpatient psychiatric acute unit and Inpatient substance abuse treatment program

Responsibilities:

- Social work assessment and treatment planning.
- Crisis intervention.
- Co-facilitation of groups.
- Discharge Planning.

DISC Village, Woodville, FL.

January 1991 – April 1991

Long- term residential adolescent substance abuse treatment program using a Therapeutic

Community approach

Responsibilities:

- Individual counseling and treatment planning
- Co-facilitation of groups

Volunteer Work

- Girl Scouts of America-2010 to present
- Shore Acres Elementary School- 2009 to present
- ALPHA, A Beginning, Inc. September 1995 – December 1997.
- Teenage Parent Program, January – April 1988.

References and Continuing Education Units available upon request

Tracy Roberts

456 Lakeview Drive
Oldsmar, FL 34677

Day Phone 727-453-7409
Evening Phone 813-383-6755
E-mail troberts@pcsonet.com

Objective

To find a career path in a professional environment that can maximize my skill set which includes multilevel database creation, evaluation, interface and interaction

Education

1998 - 1999 Erwin Technical Institute Tampa, FL

Court Reporting/ Medical Transcription

- Achieved 180 words per minute in court reporting stenography
- Completed medical transcription Level I

1997 – 1998 Segal Institute Clearwater, FL

Court Reporting

- Achieved 120 words per minute in court reporting stenography
- Completed required courses in note transcription and proof reading

1996 – 1997 St. Pete College Clearwater, FL

General Education

- Attended general education courses for AS degree

1992 – 1994 Dunedin High School Dunedin, FL

Cosmetology

- Completed required 1200 course hours of cosmetology classes
- Obtained State of Florida certification in cosmetology (Lic. 187560218)

Work experience

2001 - current Pinellas County Sheriff's Office Clearwater, FL
Supervisor: Manuel Wolfe 727-464-6398
40 hours a week @ \$17.8781

Project New Attitudes / Smart Choices – Administrative Assistant/ Clerk V

- Create and maintain databases for statistical tracking using Microsoft Access
- Create and analyze statistical records for monthly reports
- Maintain both hard and electronic records, files and statistical data
- Interface data information between CJIS, AS400, FCIC, NCIC JIMS, Microsoft Access, and FDLE
- Routine clerical work and general office support

1999 – 2001 Pinellas County Sheriff's Office Clearwater, FL

Fugitive Section – Fugitive Clerk I

- Review and enter domestic violence injunction into CJIS
- Book defendants into PCJ via computer on bonds received
- Process warrants and pickup orders into FCIC/NCIC
- Accept cash and surety bonds
- Cancel executed or recalled warrants

Work Experience

1997 – 1999 Pinellas Office Machines Clearwater, FL

Office Manager

- Maintained bookkeeping records and checking account
- Maintained monthly billing and accounts receivable
- Routine clerical work and general office support

1996 – 1997 Claire's Boutique Clearwater, FL

Assistant Manager

- Completed daily reports of purchases and returns
- Supervised sale clerks
- Made deposits and banking transactions necessary for operation
- Created work schedules for sale clerks
- Routine customer service

1994 – 1996 Fantastic Sam's Oldsmar, FL

Hair Stylist

- Performed cosmetology services for clients
- Routine customer service
- Maintain State of Florida certification with additional education and credit hours

1992 – 1994 Marshall's Clearwater, FL

Sales Associate

- Routine customer service
- Complete sale transactions and returns
- Display and catalog merchandise

FELICIA BYERS WEBB

4940 Main St • New Port Richey, FL 34652
Phone: 727.846.0299 • E-Mail: fbwebbsite@aol.com

Education

MA Major Social Gerontology UNO May 2016

B.S. UNO May 2013

Gerontology Minor 2013

Undergraduate Certificate of Specialization in Gerontology 2013

Experience

- Medical Center of Trinity
- January 2003 to Present
- Gulf Coast Jewish Family Services (Mental Health Counselor)
- October 2016 to Present
- Board Member and Scholarship Chair for High School Students
- Pasco Pediatric Foundation/Fund Raising
- January 2004 to Present

Teaching Experience

- English Town Virtual ESL January 2015 to July 2016
- New Beginnings ESL October 2014 to present.

Affiliations/Memberships

- Delta Epsilon Iota
- February 2011

Interests

- I have been volunteering in my community for seventeen years. Community service and public speaking is a big part of my life in mentoring students to facilitate their future goals.

- **Certificates/Licensure**

Registered Mental Health Counselor Intern IMH 17422

C-SSRS Training Suicide Risk Assessment

BLS

Specialization in Gerontology

Attachment #2 -Budget

Personnel Costs

Pharmacist x 2 FTE	\$ 165,000.00
Pharmacy Tech FTE (composite)	\$ 31,200.00
Pharmacy Tech FTE (composite)	\$ 31,200.00
SEP Counselor FTE	\$ 35,360.00
	\$ 262,760.00
Fringe @ 28% Agency Rate	\$ 73,573.00
Total Personnel Costs	\$ 336,333.00

Supplies

Supplies- Pharmacy Opening Inventory	\$ 50,000.00
Supplies- SEP Related	\$ 14,400.00
Total Supply Costs	\$ 64,400.00

Other Costs

Shipping & delivery - Pharmacy	\$ 60,000.00
Rent	\$ 11,000.00
Utilities	\$ 6,000.00
Insurance	\$ 24,000.00
Licencing	\$ 4,500.00
Software & claims	\$ 6,000.00
Data Mangement	\$ 30,000.00
Staff Training expenses	\$ 12,000.00
Marketing	\$ 24,000.00
Initial Build Out	\$ 10,000.00
Total Other Expenses	\$ 187,500.00

Administration	15%	\$ 88,235.00
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Total Admin Expenses	\$ 88,235.00
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Total Operating Budget	\$ 676,468.00
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Attachment #3 -Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/27/21

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

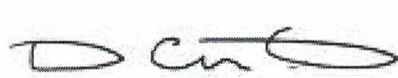
PRODUCER		CONTACT NAME: ALL BUSINESS UNDERWRITERS	
ALL BUSINESS UNDERWRITERS		PHONE (A/C, No, Ext): (727) 403-9470	FAX (A/C, No):
BOX 3075		E-MAIL ADDRESS: ALLBIZUNDERWRITERS@BELLSOUTH.NET	
DUNNELLO		INSURER(S) AFFORDING COVERAGE	
FL 34430		INSURER A: EVANSTON (MARKEL) INSURANCE CO	
INSURED		INSURER B: UNITED STATES LIABILITY INSUR CO	
P E R C (PINELLAS EX-OFFENDER RE-ENTRY COALITION)		INSURER C: MT. VERNON FIRE INSURANCE CO	
MIKE JALAZO, EXECUTIVE DIRECTOR		INSURER D: NATIONAL LIABILITY & FIRE INSUR CO.	
12810 U S HWY 19 NORTH		INSURER E:	
CLEARWATER		INSURER F:	
FL 33764			

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	*		SM-926-784-2	07/15/20	07/15/21	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> PROFESSIONAL LIABILITY						MED EXP (Any one person) \$ 1,000
	<input type="checkbox"/> COVERAGE INCLUDED						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 3,000,000
	OTHER:						\$
D	AUTOMOBILE LIABILITY			73-APR-394-775	02/25/21	02/25/22	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> OCCUR						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	DIRECTORS & OFFICERS INSURANCE COVERAGE			NDO-157-3699-C	06/15/20	06/15/21	AGGREGATE LIMIT \$ 500,000
C	CYBER INSURANCE			CY-211-0911-C-1	02/01/21	02/01/22	AGGREGATE LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
SOCIAL SERVICES ORGANIZATION OPS : 6 OFFICE LOCATIONS AS FOLLOWS : (1): 12810 U S HWY 19 NORTH, CLEARWATER, FL, 33764; (2): 1601 16TH STREET SOUTH, ST PETE, FL, 33712; (3): 1200 S PINELLAS AVE, TARPON SPRINGS, FL, 34689; (4): 6581 43RD STREET # 1512, PINELLAS PARK, FL, 33781; (5): 7621 LITTLE ROAD # 300-D, NEW PORT RICHEY, FL, 34654; (6): 36825 S/R 54, ZEPHYRHILLS, FL, 33541

* "PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS" - TO BE LISTED AS 'ADDITIONALLY INSURED' ON THE POLICY

CERTIFICATE HOLDER	CANCELLATION
* PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS C/O COMMUNITY DEVELOPMENT 440 COURT STREET - 2ND FLOOR CLEARWATER, FLORIDA, 33756 MFAUCETTE@CO.PINELLAS.FL.US	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 

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