

**From:**  
**To:**  
**Subject:** Online Form Submittal: Board and Commission Application  
**Date:** Monday, December 11, 2023 11:17:09 AM

---

## Board and Commission Application

### Step 1

Application for Appointment to Whatcom County Boards and Commissions

#### Public Statement

*THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.*

Title Mr.

First Name Robert

Last Name Sullivan

Today's Date 12/11/2023

Street Address [REDACTED]

City [REDACTED]

Zip [REDACTED]

Do you live in & are you registered to vote in Whatcom County? Yes

Do you have a different mailing address? *Field not completed.*

Primary Telephone [REDACTED]

Secondary Telephone [REDACTED]

Email Address [REDACTED]

### Step 2

1. Name of Board or Committee Incarceration Prevention and Reduction Task Force/Law & Justice Council

Incarceration Prevention and Reduction Task Force Position:	Health and Social Service Provider
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	I work for Pioneer Human Services and am the Director for Whatcom Community Detox at the Anee Deacon Center for Hope
You may attach a resume or detailed	Attached

summary of  
experience,  
qualifications, &  
interest in response to  
the following questions

---

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education *Field not completed.*

---

10. Please describe why you're interested in serving on this board or commission I would like to serve on the board as it is closely aligned with the work that I do for Pioneer Human Services but has also been work that I have done at other agencies as well. It is also aligned with my own personal belief that jail and behavioral health issues are very intertwined and often the people incarcerated need these services

---

References (please include daytime telephone number): Meghan Wagner 1 360 421 8259

---

Appointment Requirements I understand and agree

---

Signature of applicant: Robert Sullivan

---

Place Signed / Submitted 

---

(Section Break)

---

Robert D. Sullivan

*Objective:* To continue to oversee behavioral health services to those in need.

*Education:*

Masters in Social Work Fordham University Tarrytown, New York 10591	<u>Jan. 1997 – May 2000</u>
Bachelors in Human Services Empire State College Middletown, New York 10940	<u>Jan. 1990 – May 1996</u>
Associates in Applied Science Orange County Community College	<u>Sept. 1986 – June 1989</u>
Credentialed Alcohol and Substance Abuse Counselor (CASAC)	<u>1994 – 2001</u>
Alaska Chemical Dependency Counselor (CDCI)	<u>2001 to June 2010</u>
Alaska Licensed Clinical Social Worker	<u>April 2004 to June 2010</u>
Substance Abuse Professional	<u>June 2004 to March 2010</u>
Credentialed Clinical Supervisor with the State of Alaska	<u>March 2006 to Present</u>
Washington Licensed Advanced Social Worker	<u>February 2009 to November 2014</u>
Washington Chemical Dependency Professional	<u>April 2009 to Present</u>
Washington Licensed Independent Clinical Social Worker	<u>January 2014 to Present</u>

*Work Experience:*

Pioneer Human Services January 2014 till Present

- Positions held Director II, Director III, Director of Whatcom Community Detox and Regional Director of Residential Treatment Services
- Oversee the financial and administrative functioning of the Skagit County Crisis Center, The Crisis Prevention Intervention Team, Whatcom County Detox, Jail Transitions Program, Jail Treatment Program, Pioneer Center North and currently Phoenix Recovery Services.
- Manage Day to Day Financial and Administrative functions including adhering to contract agreements involving funding, Washington Administrative Code Requirements, and the Revised Code of Washington.
- Responsible for budgets of \$10 million dollars. As well as monthly reporting of the above mentioned programs, including utilization rates and deviations from operating budget.

- Provide oversight to the quality assurance committee and quality improvement strategies that are being implemented.
- Develop operating budget for the above mentioned programs as well as looking at opportunities to increase or expand services.
- Supervise a variety of personal in both management and non-management positions.
- Have solid working relationships with community partners, county partners, and NSBHO in the North Sound Region.

#### Skagit Recovery Center

**November 2008 to January 2014**

- Positions held CDP, RSAT Counselor, and Clinical Supervisor
- Provided referrals to other treatment programs when appropriate
- Maintained contact with referral sources
- Provided case management services to fifty to sixty clients
- Maintained case records, including but not limited to, biopsychosocial assessments, treatment planning, and discharge planning
- Provided both group and individual outpatient services to both incarcerated inmates and non incarcerated inmates
- Experience with both mandated and non mandated clientele
- Worked with a variety of clients with issues of substance abuse, mental illness, and mental health issues.
- Implemented the RSAT substance abuse program in conjunction with staff at Skagit County Jail serving a maximum of 24 inmates at a time for varying lengths of time.
- Supervised approximately 20 staff members in outpatient, diversion, and residential programs.

#### R&M Consulting Associates

**November 2005 to November 2008**

3183 Jackson Height, Ketchikan, AK 99901

Owner and Operator

- Provide Behavioral Health assessments to mandated and non mandated clients
- Provided substance abuse evaluations to DOT safety sensitive positions
- Refer clients to appropriate levels of treatment
- Maintain adequate client records

#### Community Connections

**October 2005 to October 2008**

201 Deer mount, Ketchikan, AK 99901

Positions held: Quality Assurance Supervisor

- Provide referrals to other treatment programs when appropriate
- Facilitate individual sessions
- Maintain contact with referral sources
- Maintain case records, including but not limited to, biopsychosocial assessments, treatment planning, and discharge planning
- Periodic HMO reviews as required
- Provide both group and individual outpatient services to adolescents and children
- Experience with both mandated and non mandated clientele
- Work with a variety of clients with issues of substance abuse, mental illness, and mental health issues.
- Provide Quality Assurance reviews for client receiving services at this agency
- Co wrote and received operating grants for funding from the State of Alaska
- Wrote grants for other funding opportunities as they presented themselves
- Developed operating budget for Community Mental Health Program and assisted in ensuring that the program operated within budget.

#### Gateway Center for Human Services

**June 2000- October 2005**

3050 Fifth Avenue, Ketchikan, AK 99901

Positions held: Acting Executive Director, CSP Coordinator, and Mental Health Clinician

- Provided referrals to other treatment programs when appropriate
- Facilitated individual sessions
- Maintained contact with referral sources

- Provided case management services to fifteen – twenty clients
- Maintained case records, including but not limited to, biopsychosocial assessments, treatment planning, and discharge planning
- Periodic HMO reviews as required
- Provided both group and individual outpatient services
- Experience with both mandated and non mandated clientele
- Worked with a variety of clients with issues of substance abuse, mental illness, and mental health issues.
- Provided 24 hour city wide emergency coverage for both substance abuse and mental health.
- Provided in-house on call coverage for Gateway.
- Supervised 25 staff members
- Participated in Quality Assurance reviews internally
- Co wrote and received operating grants for funding from the State of Alaska
- Wrote grants for other funding opportunities as they presented themselves
- Developed operating budget of \$5 million dollars for the entire agency and was responsible for operating within budget margins approved by the City of Ketchikan.

Riverside Support Center

**April 1995 – May 2000**

181 Rte 209, Port Jervis, NY 12771

Worked as Program Supervisor with the following responsibilities:

- Monthly OASAS statistical reporting
- Completed monthly progress reports on federally mandated clients
- Maintained compliance with JCAHO's Oryx Initiative
- Facilitated group therapy and educational lectures for clients in treatment
- Provided referrals to other treatment programs when appropriate
- Facilitated individual sessions
- Maintained contact with referral sources
- Provided case management services to fifteen – twenty clients
- Maintained case records, including but not limited to, biopsychosocial assessments, Treatment planning, and discharge planning
- Periodic HMO reviews as required
- Experience with both mandated and non-mandated clientele
- Wrote grants for funding opportunities as they presented themselves
- Developed operating budget for Inpatient Substance Abuse Program

RECAP / New Life

**Sept. 1993 – April 1995**

259 Old Mountain Road, Greenville, NY 12083

Worked as per diem counselor in a half way house for men with the following responsibilities:

- Maintained client files
- Facilitated small and large group therapy
- Transported clients to twelve step self help groups
- Provided on call coverage as needed

Middletown Alcohol Crisis Center

**Jan. 1990 – April 1995**

141 Monhagen Avenue, Middletown, NY 10940

Worked in a variety of positions. My final position was as Assistant Director. My responsibilities included:

- Provided group and individual motivational counseling
- Made referrals for clients interested in further treatment
- Provided information for monthly statistical reporting
- Maintained 24 hours a day 7 days a week staffing coverage
- Made weekly progress reports to referral sources
- Maintained case files for clients
- Advocated for services clients were in need of