



## Memorandum

**Date:** 3/1/2022  
**Meeting of:** City Council

**File No.** AM No. 22-021  
**Type:** Consent Item

**TO:** Members of the City Council  
**FROM:** Mayor Angela Birney  
**DEPARTMENT DIRECTOR CONTACT(S):**

Fire	Adrian Sheppard	425-556-2201
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**DEPARTMENT STAFF:**

Fire	Jim Whitney	Medical Services Administrator
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**TITLE:**

Approval of the Fire Department Peer Support Coordinator Contractor with inLife Clinic LLC (Not to Exceed \$50,000)

**OVERVIEW STATEMENT:**

The addition of this contracted position will provide the Fire Department's Peer Support Program with a behavioral health medical professional to support wellness and resiliency education as well as conduct stress debriefings after critical incidents.

☒ **Additional Background Information/Description of Proposal Attached**

**REQUESTED ACTION:**

☐ **Receive Information**      ☐ **Provide Direction**      ☒ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Redmond Fire Department Standard Operating Guidelines - Personnel 039 Peer Support Program
- **Required:**  
N/A
- **Council Request:**  
N/A
- **Other Key Facts:**  
The Fire Department's Peer Support Program was implemented in 2016 with the support of inLife Clinic in an unofficial capacity, providing employees with connections to a mental health professional for support services through an internship program. This relationship has proven to be extremely valuable to the health of the workforce and by moving forward with the contract it will strengthen the program.

**OUTCOMES:**

Throughout their career, Fire/EMS personnel are exposed to significant traumatic events, sleep deprivation, family separation, and they must remain on a high level of alert for long periods. All of these are items that can negatively impact mental health, physical health, relationships, and can create workplace or financial stressors. The Peer Support Coordinator services provided by inLife Clinic LLC will ensure our Fire/EMS providers continue to have direct access to a subject matter expert that can navigate critical incident stress debriefings, provide training for the Redmond Fire Department Peer Support Team, and support individual resource connections for personnel in crisis.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
N/A
- **Outreach Methods and Results:**  
N/A
- **Feedback Summary:**  
N/A

**BUDGET IMPACT:**

**Total Cost:**

Not to exceed \$50,000

**Approved in current biennial budget:**

☒ **Yes**

☐ **No**

☐ **N/A**

**Budget Offer Number:**

229 - Fire and Medical Operations

**Budget Priority:**

Safe and Resilient

**Other budget impacts or additional costs:**

☐ **Yes**

☒ **No**

☐ **N/A**

***If yes, explain:***

N/A

**Funding source(s):**

General Fund

**Budget/Funding Constraints:**

N/A

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
2/15/2022	Committee of the Whole - Public Safety and Human Services	Provide Direction

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

**Time Constraints:**

The services of inLife Clinic LLC has been provided as part of a work study program at no cost to the City of Redmond Fire Department for the past four years. Redmond Fire leadership is seeking to memorialize the relationship through a contract to continue this critical work that supports the mental health of our workforce.

**ANTICIPATED RESULT IF NOT APPROVED:**

The Fire Department has a need to continue and increase access to critical incident stress debriefing, mental health preparedness training, and employee wellness services. If this contract is not approved other options will need to be considered to continue supporting the health and safety of the workforce.

**ATTACHMENTS:**

Attachment A: Consulting Services Agreement - inLife Clinic, LLC

Attachment B: Redmond Fire Department Standard Operating Guideline Personnel-039 - Peer Support Program