

Skagit County Jail Finance Committee
January 16, 2020

Meeting Minutes

The meeting was opened at 9:15 a.m. and the Committee members acting on behalf of the respective entities for the meeting in attendance were:

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| 1) Anacortes – Philip Steffan | 6) County – Melinda Miller |
| 2) Burlington – Mayor Sexton | 7) County – Commissioner Weson |
| 3) Mount Vernon – Doug Volesky | 8) Sheriff's Office – Sheriff McDermott |
| 4) Sedro-Woolley – Doug Merriman | 9) Chair Gregg Davidson |
| 5) County - Trisha Logue | |

Also present were: *Johanna Crane, PFM Financial Advisors LLC; Elizabeth Christensen, Sheriff's Office; Deanna Randall-Secret, Sheriff's Office; Amie Tidrington, Skagit County Public Health; Susan Musselman, Consultant*

Meeting Minutes: The minutes from the January 16, 2020 meeting was provided.

Action: It was moved and seconded to approve the minutes from the meeting of January 16, 2020. Approved by a unanimous vote.

County report on alternative medical providers: David Chambers wasn't in attendance of the meeting and didn't provide a copy of his report. Trisha Logue will distribute the report when she receives it.

RSA discussion with updated model: Susan Musselman led the discussion. Handouts were provided. Susan gave a detailed description on what the purpose of the jail model has been. When the model was created there was no jail and no jail sales tax. Sales tax revenue collection is assumed a two percent growth. The growth in 2019 was approximately 2.15% over 2018. For 2020 the model uses a growth rate of 2.1%. Equipment replacement cost is a guess. When the model was first produced the RSA shortage date was further out. With adding in medical it is now projected for 2021.

Susan gave a summary of what is in the Interlocal regarding the RSA. \$3.9 million is the minimum needed in the jail fund to protect the bond payment. There is a formula to calculate what each partner will need to pay in the future to keep the fund at \$3.9 million. According to the Interlocal the partners pay the shortfall two years after the initial delay. Proposal is to look at the 2021 shortfall in 2020 and partners to budget on the estimated shortfall to pay in 2022 rather than 2023. Susan doesn't recommend a look ahead further than 1 year. An amendment to the Interlocal Agreement would be needed if a change to the date of payment of additional contributions. It was requested

To-do: Susan Musselman to provide the excel version of the model to the Partners.

To-do: Elizabeth Christensen to send to Johanna Crane a historical jail usage report. Johanna Crane will send the report to the partners.

To-do: Trisha Logue to look to see if there is an update on the letter to the State regarding medical costs help.

Jail staffing and future planning: Requested to move to the March meeting.

Accreditation update: Amie Tidrington led the update. Audit went extremely well. February 6th is the next vote. The report showed two items that needed to be corrected. These items had already been corrected. It is expected to have accreditation on February 6th.

Operations update: Deanna Randall-Secret provided an update. Population is 260 but dropping down to 240 to 230. Average length of stay is 21 days.

Chair communication: The next meeting is scheduled for March 19, 2020 at 9:00 a.m. at the Skagit County Commissioners Hearing room.

MINUTES APPROVED 3/19/2020