

Skagit County Jail Finance Committee September 17, 2020

Meeting minutes

The meeting was opened at 9:30 a.m. via Goto Virtual meeting. The committee members acting on behalf of the respective entities for the meeting in attendance were:

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

Also present; Chief Annette Lindquist, Sheriff's Office; Susan Musselman, Consultant; Deanna Randall-Secret, Sheriff's Office; Don Marlow, Sheriff's Office; Amie Tidrington, Skagit County Public Health; Jamie Bredstrand, Elizabeth Christiansen, Michele Long, Sheriff's Office; Mayor Laurie Gere, City of Anacortes; Darcy Swetnam, City of Anacortes Attorney

Meeting minutes: The minutes from the August 17, 2020 meeting were approved by a unanimous vote with the correction to the last sentence of the RSA/Interlocal discussion.

Bed rates and booking fees: Chief Marlow led the discussion. An analysis on the cost of booking inmates done in 2018 showed a cost of \$126 per inmate. A 3% increase was used in 2019 and 2020 to \$133 per inmate. Bed rate costs in 2019 was \$147 per inmate (average of 266 inmates) per day. For extreme inmates the average was \$281 per inmate (average of 140 inmates) per day. Bed rates do not include any sales tax revenue. There was discussion about what should be included in the bed rate cost. For non-partners capital costs should be included. It was requested to see a breakdown of what is included in the calculations for bed rates.

The current charges for non-partners is \$190 bed rate plus \$175 booking fee. No Partner is charged a booking fee except for Burlington \$60. Burlington doesn't have a work release program. Yes the other Cities still have their work release programs. Cities with work release programs need to provide their work release report. Doug Volesky will share with the Partners their last report. The reports need to be shared with the Committee every year in the fall. The Partners need to submit their report prior to next meeting.

San Juan County has expressed an interest in setting up a contract for jail usage. Charges for bed rates of \$190 is split between each agency based on number of days. The booking rate is split as well. If charges are upgraded to a felony then the fees are charged to the County.

To-do: Jail staff will send out the breakdown of what is included in the calculations for bed rates.

To-do: Doug Volesky to share their work release program report with the other Partner cities with a work release program.

Draft 2021 budget discussion; Chief Marlow led the discussion. There is a \$2 million deficit which does not include depreciation or pension costs. Naphcare provided a contract proposal for 2021 without an increase in their cost. The jail will be going with six deputies down depending on how Covid impacts 2021. There are currently four vacancies with one more deputy leaving this year and potentially one more leaving. Once operations ramp up to “normal” we will have to start bringing deputies back. Courts and medical are a huge labor drain. Once the jail population gets past 175 inmates is when there is an impact on operations. There are no programs/work release going on right now. There is caution to not violate state mandates and the jail staff leans on the Skagit County Health department, state mandating and what the courts are requesting when it comes to maintaining population levels due to Covid. The week of October 5th will be a public meeting, the preliminary budget will be released on November 23rd. Another public meeting will be held on December 7th with the adoption of the budget on December 14th.

To-do: Preliminary budget to be emailed to the members.

Update from Jail Policy Committee; Commissioner Wesen led the discussion. Commissioner thanked Mayor Sexton for starting the committee and the partners for participating. The goal is to reduce population and recidivism. The plan is to meet monthly. Any potential adjustment to interlocal will need to go through each City Council. Discussions are focused on the RSA and the three year lag in funding – proposed to shorten from 3 years to 2 years. Other discussions will be to discuss how to lower expenses and/or raise revenue.

Operating expenses; Chief Marlow provided the update. Average population is 135-140. Billing has been caught up. The new body scanner has been installed. It was purchased with Covid funds. Training staff begins this month. The use of the RFID system is going great. It is used to do counts and track people where they are and when they eat. Staff loves it. Liability reason alone are fabulous tools to have. The Securis phone system will make all inmate mail electronic which will help eliminate deputy injuries and lower paper waste. No additional cost to the Jail. We are looking at doing additional training while on the job rather than of off days which will help reduce over time.

Gregg Davidson’s contract discussion; led by Sheriff McDermott. Gregg’s contract expires soon. The committee thanked Gregg for his service. Gregg would be willing and happy to continue serving. The section of Interlocal regarding the Committee chair was read. No reason to change Chair if Gregg is willing to continue to serve. Trisha suggested having spring and fall meetings going forward since there is a budget and policy committee that meet monthly. The committee agreed.

Action: It was moved to approve Gregg Davidson for another 36 months as Chair. It was seconded and approved unanimously.

Chair communication; Chair Davidson led this discussion. Add bed rates and booking fees discussion and work release program reports to agenda for the next meeting.

The next meeting is scheduled for October 22, 2020 at 9:30 a.m.