

Skagit County Jail Finance Committee

Minutes of Meeting Held August 14, 2014

The meeting was opened at 9:00 a.m. and the Committee members acting on behalf of the respective entities for the meeting in attendance were:

- 1) Anacortes – Steve Hogle
- 2) Burlington – Bryan Harrison
- 3) Mount Vernon – Alicia Huschka
- 4) Sedro Woolley – Eron Berg
- 5) County - Trisha Logue
- 6) County – Ron Wesen
- 7) County - Tim Holloran
- 8) Sheriff Will Reichardt
- 9) Chair Mark Venn

Also present were: *Johanna Roodzant, Public Financial Management, Inc.; Susan Musselman, Public Financial Management, Inc.; Marc Estvold, Project Manager; Deanna Randall-Secrest, Sheriff's Office; Jackie Brunson, Sheriff's Office; Melinda Miller, Skagit County Prosecuting Attorney Office; and A. O. Denny, Skagit County Prosecuting Attorney Office*

Meeting Minutes: The minutes from the June 12, 2014 meeting were provided.

Action: It was moved and seconded to approve the minutes from the meeting of June 12, 2014. Approved by a unanimous vote.

Project Update: Marc Estvold provided a project update. The exterior will be wood, glass, steel and textured concrete. He pointed out the separation of staff and public parking and that no inmates will be visible from highway 99 or Suzanne Lane. The design team met with the judges and worked through concerns they had about the courtroom. The sheriff and Marc are working to develop a release plan; SKAT is expected to have a bus stop with buses to run every half hour or hourly. There will need to be a more extensive foundation which is leading to some budget challenges. As design proceeds, estimates will be better refined. Marc stated he will share a list of pros and cons to the committee relative to budget choices. Marc and others are working with the Department of Ecology on environmental clean-up plans and expect to apply for a grant from the Department of Ecology in September or October. Due to this, the property acquisition is expected to occur in early 2015.

Jail Outsourcing update: The committee received an update on jail outsourcing from Sheriff Reichardt. There are now approximately 20 inmates in Chelan. There is no contract with Yakima. The County has contracted to send up to 25 inmates to Chelan but sending just 20 inmates has created enough space in the jail. The Sheriff has filled the jail expediter position.

Review of Medical Procedure/Cost. Jackie Brunson and Sheriff Reichardt led a discussion on the medical costs and procedures. Jackie provided a report on bookings and medical billing for each entity. The medical bills are split evenly between cities who have holds on one inmate. There was discussion about how the bills are shared. Jackie said they are making the system work the best they can at this point, although a major software upgrade is underway which will have more capabilities. Partners expressed that their ultimate goal is to make the medical costs more predictable. There was discussion of what data is available and who can provide it to the committee.

To do. Report from Charlie on the process of signing up inmates for the affordable care act and the impact that is having. Jackie and Steve Hogle will check with Emily at City of Anacortes to see if she has additional information that may be helpful in this area.

Report on Tax Collection into the Jail Fund: Jackie Brunson provided update on the tax collection into the jail fund. The process is going well, although she needs to coordinate with one of the towns who doesn't have full time staff. Bryan Harrison said he believes the car dealer issue has been taken care of relative to tax corrections from January.

Proposed Project Funding for 2014: Susan Musselman led a discussion on the proposed project funding. PFM will recast the prior model to show tax revenue and uses of tax in one section and a useful way to show capital costs and operating costs broken out. Susan will follow up with Jackie to discuss the operations budget and will stay in touch with Marc about the cash flow for the \$64 million. She provided a bond market update. Susan will not recommend interim financing since the benefits won't justify the interest rate risk. The committee provided input on their timing thoughts. The County has a bond issue coming in Fall 2014 which will provide about \$6+ million for the jail, and a future bond issue could be Spring 2015.

Public Information Update: Tim Holloran discussed an informational pamphlet. Marc said October would be good timing relative to the budget estimates and update and that he is happy to present at the city councils as requested.

Chair communication: Mark Venn led a discussion on date of the next meeting and it was decided the next meeting will be September 3 at 2:00 p.m. Johanna will send out a meeting request.

Proposed Agenda Items for September 3:

- Update on medical cost led by Charlie Wend and Jackie Brunson
- Tax collection update led by Jackie Brunson
- Funding update led by Susan Musselman
- Jail outsourcing update led by Sheriff Reichardt
- Public information plan led by Tim Holloran
- Chair communication led by Mark Venn

APPROVED 9/3/2014