

**Skagit County Jail Finance Committee**  
**September 3, 2014**

**Meeting Minutes**

The meeting was opened at 2:00 p.m. and the Committee members acting on behalf of the respective entities for the meeting in attendance were:

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|----------------------------------|---------------------------|
| 1) Anacortes – <i>Absent</i>     | 6) County – Sharon Dillon |
| 2) Burlington – Bryan Harrison   | 7) County - Tim Holloran  |
| 3) Mount Vernon – Alicia Huschka | 8) Sheriff Will Reichardt |
| 4) Sedro Woolley – Eron Berg     | 9) Chair Mark Venn        |
| 5) County - Trisha Logue         |                           |

Also present were: *Johanna Roodzant, Public Financial Management, Inc.; Susan Musselman, Public Financial Management, Inc.; Marc Estvold, Project Manager; Dan Fitting, Skagit County; Jackie Brunson, Sheriff's Office; and Charlie Wend, Sheriff's Office*

There were introductions of the members and other people present.

Meeting Minutes: The minutes from the August 14, 2014 meeting were provided. A correction was requested to correct the spelling of Bryan Harrison's name.

**Action:** It was moved and seconded to approve the minutes from the meeting of August 14, 2014 with the requested correction. Approved by a unanimous vote.

Jail Outsourcing update: The committee received an update on jail outsourcing from Sheriff Reichardt. The County still has 20 inmates in Chelan County and is working on clearing the backlog of inmates waiting to serve their time. The County plans to send inmates to Chelan if they meet the qualifications. The communication between Chelan and Skagit counties have been great.

Review of Medical Procedure/Cost. Jackie Brunson and Sheriff Reichardt led a discussion on the medical costs and procedures. Jackie looked into how the other jails were splitting the medical costs and they all split the medical costs down the middle, as the County currently does. Jackie provided a ten year history of medical expenses paid by the participating cities/agencies, including both medical and prescription costs.

Charlie Wend led a discussion on the Affordable Care Act. They are working with the inmate population to see who might qualify. The Affordable Care Act does not cover inmates while they are serving sentences, although it does cover hospital costs if the inmate stay is over 24 hours. The legislature is aware of this issue.

Bryan Harrison is interested in discussing the 50/50 split of the medical costs. The committee members agreed that this is the right venue to discuss the splitting the costs and work towards a subsequent agreement. It was agreed that the topic should stay on the agenda and that the committee members should be provided more information. Information should include when inmates are covered and when they are not; what percentage is medical versus dental; are we planning the clinic correctly to save the jail fund money; what are the arrangements other counties have with surrounding hospitals; what is the breakdown between clinic cost and emergency room cost.

**To do.** Jackie Brunson and Charlie Wend to put together a fact sheet with comparative data.

Report on Tax Collection into the Jail Fund: Jackie Brunson provided an update on the tax collection into the jail fund. There were no comments or questions.

Project Update: Marc Estvold provided an update on the project. Marc provided a memo laying out what items were cut to stay on budget. There was discussion of the value of putting about 1,020 square feet of space back into the programs area. Charlie Wend provided some discussion and diagrams about how important the space is to the program, which would increase the budget by \$300,000. There was

discussion about the removal of 36 security cameras from single cells which will be wired for installation of cameras later or as an ad-alternate in bids.

There was discussion on the heating and cooling system for the jail. Marc provided information on the costs and potential operating savings of different heating and cooling systems. The budget currently is set up for a roof top DX with boiler. Marc suggested the possibility of going with a high performance system. It would add \$1,554,007 to the budget and the annual operating costs savings would be \$32,667 with a life cycle savings of \$751,883. The other option is a high performance system plus SHARC. This system would add \$1,889,257 to the budget and has an annual operating costs savings of \$60,067 with a life cycle savings of \$1,443,014. Both alternative systems have a 20 year pay back. There may be a possibility of grant money from Department of Ecology. Dan Fitting will be meeting with other agencies regarding their heating and cooling systems and required maintenance and will put together information on sustainability.

**To do.** Marc Estvold to provide more information on the alternative heating and cooling systems. Marc Estvold will look into any grants from the Department of Ecology. Dan Fitting will put together information on sustainability.

**Action:** It was moved and seconded to keep the 1,020 square feet in the programs area and increasing the budget to \$60.7 million. Approved by a unanimous vote.

Proposed Project Funding for 2014: Susan Musselman led a discussion on the proposed project funding. Susan discussed the current operating budget with Jackie, and just received the numbers from DLR today for proposed future costs. Without better estimates of future operating costs, the financing model has not been updated. Susan said she is comfortable staying with the current plan for financing in spring 2015. The markets have been flat and there is talk of the federal government taking rate action in mid-2015.

Public Information Update: Tim Holloran discussed timing of the information pamphlet. He thinks it will be October or November when enough information will be available to put together an informative pamphlet.

Chair communication: It was decided the next meeting will be October 6 at 2:00 p.m. in the hearing room. Johanna will send out a revised meeting request.

Proposed Agenda Items for October 6:

- Jail outsourcing update led by Sheriff Reichardt
- Discussion of medical procedure/cost led by Sheriff Reichardt and Jackie Brunson
- Tax collection update led by Jackie Brunson
- Update on Skagit County bond sale led by Susan Musselman
- Project update led by Marc Estvold
- Chair communication led by Mark Venn

*APPROVED 10/6/2014*