

Skagit County Jail Finance Committee
March 19, 2015

Meeting Minutes

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:

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| 1) Anacortes – Steve Hoglund | 6) County – Lisa Janicki |
| 2) Burlington – Bryan Harrison | 7) County – Tim Holloran |
| 3) Mount Vernon – Alicia Huschka | 8) Sheriff Will Reichardt |
| 4) Sedro Woolley – not in attendance | 9) Chair Mark Venn |
| 5) County - Trisha Logue | |

Also present were: *Johanna Roodzant, Public Financial Management, Inc.; Marc Estvold, Project Manager; Melinda Miller, Skagit County Prosecuting Office; Deanna Randall-Seacrest, Sheriff's Office; Charlie Wend, Sheriff's Office; Jacki Brunson, Sheriff's Office, Elizabeth Raines, Sheriff's Office*

There were introductions of the members and other people present.

Agenda: The agenda was provided.

Action: It was moved and seconded to approve the agenda. Approved by a unanimous vote.

Meeting Minutes: The minutes from the January 8, 2015 meeting were provided.

Action: It was moved and seconded to approve the amended minutes from the meeting of January 8, 2015. Approved by a unanimous vote.

Project Update: Marc Estvold provided an update on the project. The project is on schedule and on budget. Handouts were provided that showed more detail on the budget and schedule. By the end of May the permit application will be turned in to the City of Mount Vernon. Bids will be received around July 1. The environmental bid is set to go out before July 1. The plan is to break ground in August and completion in February or March 2017. The first inmates would move in on May 2017.

Review of Medical Procedure/Cost. Sheriff Reichardt provided an update on the status of the medical procedure/cost dispute. The sub-committee has come up with an all-in proposal that each city pay a set amount each year into a fund; this set amount will be based on an average over the last 3 to 5 years of paid medical expenses. Any overruns would be paid out of the jail fund, if there is any money left over it would also be transferred to the jail fund. Fit for Jails would be part of this agreement. Melinda Miller will put an agreement together for a targeted implementation date of July 1 or the first of the year.

To do. Melinda Miller will draft an agreement reflecting the proposal. Sheriff's Office to meet with the County regarding unbilled medical expenses from 2014 and provide an update at the May 7th meeting.

Jail Outsourcing update: Sheriff Reichardt reported that there are currently 15 inmates in Chelan County.

Report on Tax Collection into the Jail Fund: Jackie Brunson provided an update on the tax collection into the jail fund.

Jail Project Funds Investment information: Trisha Logue provided a handout showing what construction expenses have been approved and paid through December 31, 2014, and what the expected monthly construction expenses will be through June 2017. The handout also showed how the funds are currently invested.

Update on Information Brochure: The information brochure will be inserted in the March 25th newspaper. Approximately 16,000 copies will be circulated. The brochure will be posted on the County's website as well.

To do: Tim will provide a report at the May meeting.

Chair communication: The next meeting is scheduled for May 7th at 9:00 a.m. in the hearing room.

Proposed Agenda Items for May 7th:

- Approval of Agenda and Minutes
- Project update led by Marc Estvold
- Discussion of medical procedure/cost led by Sheriff Reichardt and Jackie Brunson
- Jail outsourcing update led by Sheriff Reichardt
- Tax collection update led by Jackie Brunson
- Informational brochure led by Tim Holloran
- Chair communication by Mark Venn

APPROVED 5/7/2015