

Skagit County Jail Finance Committee
November 12, 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’s Office – Sheriff Will Reichardt |
| 4) Sedro Woolley – Eron Berg | 9) Chair Mark Venn - Absent |
| 5) County - Trisha Logue | |

Also present were: *Johanna Roodzant, Public Financial Management, Inc.; Charlie Wend, Sheriff’s Office; Deanna Randall-Secrest, Sheriff’s Office; Ron Coakley, Sheriff’s Office; Brian Schrader, Sheriff’s Office; Marc Estvold, Project Manager; Melinda Miller, Skagit County Prosecutor;*

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 October 8, 2015 meeting were provided.

Action: It was moved and seconded to approve the minutes from the meeting of October 8, 2015. Approved. Steve Hoglund abstained from approving the minutes since he was not in attendance at the October 8, 2015 meeting.

Project Update: Marc Estvold provided an update to the project. Lydig Construction has mobilized at the site. There is a job meeting every Thursday at 2:00 p.m. on site. Notification of grant approval of \$1.1 million was received. The cleanup of the site is estimated at \$1.6 million. Applying for another grant to pick up costs previously spent. Marc Estvold provided an updated project budget.

Fit for Jail discussion: Sheriff Reichardt led a discussion regarding Fit for Jail. The hospital has agreed to use the new L&I rate backdating to November. An amendment to the interlocal to include the new rate will be drafted. Fit for jail protocol for the hospital is based on a point system. Law enforcement should be trained on the point system to help lower fit for jail costs. Discussed the possibility of bringing the inmate to the jail first, on staff nurse can triage and make fit for jail or if not fit for jail then they go to the hospital.

To do. Amendment to the Interlocal to include new rates to be drafted by Kevin Rogerson.

Staffing needs discussion and Review of Preliminary Budget: Charlie Wend led the discussion on staffing needs of the jail. Discussion of what the jail staffing is currently versus what we would like to have to ensure safety of officers and inmates. Concern was voiced regarding that early on in the process it was said the new jail would be more efficient so why the need for higher inmate to staff ratio. Assumption is bookings will increase due to warrants and the availability of space. Additional staffing was included in the last model that Susan Musselman ran. For many years the jail was inadequately staffed, the current overtime is huge. Discussed the model that includes the nine additional staff.

Sheriff Reichardt led the review of the preliminary budget discussion. Jackie Brunson emailed the budget to the committee members and asked for any questions. She did not receive any. The base budget is existing staff/programs and the supplemental budget is what is new or subtracted. It was asked to add a subtotal for operations and programs before capital. It was asked to provide a narrative that describes the thoughts behind the numbers, including total FTE for each year rather than by total buildout. So how many FTEs added in 2016, 2017 and so on. The model and budget is only off by about \$75,000. Overview of calculations showing county contribution provided by Trisha. County contribution is included in the Budget revenue report.

Bryan Harrison will vote no due to substantial reduction in outsourcing. We should still be seeking outsourcing, so outsourcing should be enhanced; in addition to the increase in number of FTEs. Twenty-six additional FTE is a substantial increase in the budget. There is not enough data to feel comfortable.

The nursing position is an ongoing discussion as it is a tough position to fill. It was asked if the 2016 supplemental request has been endorsed by County staff. The preliminary budget was provided to each individual commissioner with no negative responses. No commissioner spoke out against the supplemental request. Charlie Wend used numbers that was in the model provided to come up with the hiring phase.

Action: It was moved and seconded to approve the budget with the FTE and narrative to come. Bryan Harrison voted not to approve the budget, all others voted to approve the budget.

Behavioral Health Discussion: Tim Holloran led a discussion regarding behavioral health. Five counties met to talk about the current system, what works and what doesn't. Three models that seem to work well in other counties were discussed. The common theme of the three models is supportive housing along with the program.

Senate Bill 5593 Discussion: Eron Berg led a brief discussion regarding Senate Bill 5593. The County has an agreement with Skagit Regional. Anacortes has an agreement with Island Hospital, negotiating with Island Hospital to receive the same costs. Discuss further at next meeting, include the need for medical amendments.

To do. Discuss further at next meeting to be led by Alicia Huschka.

Jail Outsourcing update: Sheriff Reichardt reported that there are currently 4 inmates in Chelan County.

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

Chair communication: The next meeting is scheduled for January 21st at 9:00 a.m. in the Commissioners Hearing Room.

Proposed Agenda Items for January 21:

- Approval of agenda and minutes
- Project update led by Marc Estvold
- 2016 Preliminary Budget discussion led by Jackie Brunson
- Review of updated Jail model discussion led by Susan Musselman
- Senate Bill 5593 and medical amendments discussion led by Alicia Huschka
- Jail outsourcing update led by Sheriff Reichardt
- Tax collection update led by Jackie Brunson
- Chair communication by Mark Venn

MINUTES APPROVED 1/21/2016