

Skagit County Jail Finance Committee
May 12, 2016

Meeting Minutes

The meeting was opened at 8:15 a.m. and the Committee members acting on behalf of the respective entities for the meeting in attendance were:

- | | |
|----------------------------------|--|
| 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 |
| 5) County - Trisha Logue | |

Also present were: *Johanna Roodzant, Public Financial Management, Inc.; Charlie Wend, Sheriff’s Office; Elizabeth Raines, Sheriff’s Office; Jackie Brunson, Sheriff’s Office; Deanna Randall-Secrest, Sheriff’s Office; Darcy Swetnam, City of Anacortes; Marc Estvold, Project Manager; Jill Boudreau, City of Mount Vernon; Tom Wenzl, City of Mount Vernon*

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 March 17, 2016 meeting were provided.

Action: It was moved and seconded to approve the minutes from the meeting of March 17, 2016. Approved.

Project Update: Marc Estvold provided an update to the project. Marc showed a presentation that was originally shown at a Commissioner meeting. DLR is looking at the cost of adding back in the Sally Port. Ecology does not consider the clean-up finished until the water is clean for four quarters. Will need to use \$1 million of the contingency for clean-up. Currently we have used over \$1.5 million for clean-up. There is \$700,000 in change orders, the significant change orders are \$150,000 allowance for the sewer line and retention pond and \$90,000 for dental chair and accessories. This leaves \$1.5 million in contingency. Submitted a \$1.6 million request for grants to Ecology. A tank full of product was found that Ecology had been looking for and will be removed. Any grant money received will be put back into contingency. There is a project web cam to view the progress at the site.

<https://www.workzonecam.com/projects/lydig/skagitcountyjail/scjcam>

Discussion of bed rates and model: Sheriff Reichardt led a discussion of bed rates and model. Handouts were provided. There was discussion on how to proceed in calculating bed rates. Currently the calculation does not include a capital component. The current bed rate for non-partners is \$75 based on calculations it should be \$85. It was decided to set 2016 rates based on the 2016 budget to be effective July 1st.

Action: It was moved and seconded to adopt bed rates using formula replacing the 2016 and removing the pension expense. Approved.

To do. Jackie to review 2017 budget to be sure it includes a capital component.

Behavioral Health Discussion: Tim Holloran led a discussion on behavioral health. The consultant has finalized the report on different models. There will be a community forum on June 3rd at 1:30 – 4:30 p.m. at the Cottontree. There has been communication with Whatcom and Snohomish Counties. The system is supposed to change to managed care in 2020. There is interest in five counties to continue to operate in our own pilot recovery system care. Talks have been started with EDASC regarding specialized employment.

Jail Outsourcing update: Sheriff Reichardt reported that they are using Chelan County and Snohomish County as necessary.

Report from the Cities regarding the Alternative Programs: Sheriff Reichardt led an update regarding the Cities Alternative Programs. Sheriff Reichardt provided the reports received by the Cities. All Cities have met the requirements. The City of Mount Vernon laid out a good template for what the committee wants to see. There was some discussion on the template, the information can be summarized in one sentence, and all requested metrics are included. Report to be provided for the January committee meeting.

Action: It was moved and seconded to approve template or similar (sized for your program) from Mount Vernon. Approved, with 7 voting yes, 1 no.

Report on Tax Collection into the Jail Fund: Jackie Brunson provided an update on the tax collection into the jail fund. Handout was provided showing the usage of jail by agency. It was requested to show numbers as well as the percentages. A handout was provided showing the Jail Fund expense report and the Jail Fund revenue report. It was requested to have the County contribution and the Cities portion separated out in the revenue fund.

Chair communication: The next meeting is scheduled for July 14th at 8:15 a.m. in the Commissioners Hearing Room.

Proposed Agenda Items for July 14th:

- Approval of agenda and minutes
- Project update led by Marc Estvold
- Discussion of bed rates model led by Sheriff Reichardt
- Behavioral Health discussion led by Tim Holloran
- Jail outsourcing update led by Sheriff Reichardt
- Tax collection update led by Jackie Brunson
- Chair communication by Mark Venn

APPROVED 7/14/2016