

**Skagit County Jail Finance Committee**  
**July 14, 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 – Absent                           |
| 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;*

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 May 12, 2016 meeting were provided.

**Action:** It was moved and seconded to approve the minutes from the meeting of May 12, 2016. Approved.

Project Update: Marc Estvold provided an update to the project. Marc showed a presentation that was originally shown at the July 5, 2016 Commissioner meeting. DLR feasibility study to add covered sally port back in was approved to move forward with permitting. Aegis Engineering is doing additional modeling work. The storage tank was removed and everything around storage tank is grant reimbursable. The groundwater will need to be tested. In September wells will be put in place to provide access for the future testing. The water will be tested once each quarter, the water will need to test clean for four quarter for Ecology to deem the site clean. Project contingency status - \$2,014,726 remaining approx. 60%. The Committee will need to provide approval to spend the Grant revenue (\$1.6 million).

State funding of clean-up update: Tim Holloran provided an update on funding from the State for clean-up. Funding was approved in record time. It was a team effort, the legal staff and Maul Foster put in a lot of work. The project was in the top 10 for priority. It was requested to send a thank you letter to Representatives who were an integral part of pushing the funding through.

**Action:** It was moved and seconded to send a thank you letter. Approved by a unanimous vote.

Discussion of bed rates and model: Sheriff Reichardt led a discussion of bed rates and model. Handouts were provided. Jackie used 2015 number of bed days, 220 average bed days. This increased the bed rate slightly to \$85-90. The capital component part of the bed rate will be kept in a separate reserve. Further discussion will be needed to decide if the capital component piece will be used for future costs or reimburse what has already been spent.

**Action:** It was moved and seconded to set bed rates at \$90 to non-partners effective July 1, 2016. Approved by a unanimous vote.

**To do.** Elizabeth Raines will send a letter to the non-partners regarding the increase in the bed rate. Jackie Brunson to research how SCORE calculates their capital component in the bed rate.

Behavioral Health Discussion: Tim Holloran led a discussion on behavioral health. It would be best to have a uniform system in the five county area. A facilities planning group will need to be formed to decide what facilities will be needed for each county. Pioneer has a set date they need to vacate the building. Trying to get approval for a moving date. More will be known in the fall. The hardest part of mental facilities is placing them. There will be community discussion. Snohomish and Whatcom Counties have facilities ready to go. The new concept is a recovery campus with preventive programs. The County has an interlocal agreement with the Mount Vernon Police Department to imbed a social worker with the police. This two year pilot program will be funded partially by the detention facility sales tax and by the City of Mount Vernon. When the time is right feedback will be brought back to this committee.

Jail Outsourcing update: Sheriff Reichardt reported that the north end population is very crowded. Chelan says they are full and not taking our inmates. Snohomish County may be an option but they are very expensive. Meeting with Charlie Wend and others next week to discuss how to get the north end population down.

Report on Tax Collection into the Jail Fund: Jackie Brunson provided an update on the tax collection into the jail fund. A handout was provided showing the Jail Fund expense report and the Jail Fund revenue report.

Chair communication: The next meeting is scheduled for September 8<sup>th</sup> at 8:15 a.m. at the Whidbey Coffee in Burlington.

Proposed Agenda Items for September 8<sup>th</sup>:

- Approval of agenda and minutes
- Project update led by Marc Estvold
- Discussion of capital component in bed rates led by Sheriff Reichardt
- Preliminary budget discussion led by Jackie Brunson
- Medical costs discussion led by Sheriff Reichardt
- Jail outsourcing update led by Sheriff Reichardt
- Tax collection update led by Jackie Brunson
- Chair communication by Mark Venn

*APPROVED 9/9/2016*