

Skagit County Jail Finance Committee
July 19, 2017

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:

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| 1) Anacortes – Steve Hoglund | 6) County – Lisa Janicki |
| 2) Burlington – Bryan Harrison | 7) County – Tim Holloran |
| 3) Mount Vernon – Doug Volesky | 8) Sheriff’s Office – Sheriff Will Reichardt |
| 4) Sedro Woolley – Eron Berg | 9) Chair Mark Venn |
| 5) County - Trisha Logue | |

Also present were: *Johanna Crane, PFM Financial Advisors LLC; Deanna Randall-Secrest, Sheriff’s Office; Elizabeth Christensen, Sheriff’s Office; Marc Estvold, Project Manager; Charlie Wend, Sheriff’s Office; Melinda Miller, Skagit County Prosecutor’s Office; Jill Boudreau, City of Mount Vernon Mayor*

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 17, 2017 meeting were provided.

Action: It was moved and seconded to approve the minutes from the meeting of May 17, 2017. Approved by a unanimous vote, Steve Hoglund abstained from voting.

Project Update: Marc Estvold provided an update to the project. Handouts were provided. The project came in a little over \$800,000 under budget. As we are moving in we are discovering some things that need to be changed or added, such as adding or adjusting cameras, adding more lockers, and taking out the pull down seats in the medical center showers due to strangulation hazards. One more water test is scheduled for August 5th. If it comes back clean then Ecology will deem the property clean. It will be four to five months to wrap up paperwork with Ecology. There are fortyish remaining change orders that need to be resolved. Marc’s involvement will be phased out in the next few months. This agenda item will become an operations update.

Discussion of Capital Component in bed rates: Sheriff Reichardt led a discussion on the capital component in bed rates. Handouts were provided. There was a discussion about what to set the bed rate for non-members for the remainder of the year. It was proposed to charge non-members a bed rate of \$140. There was discussion about where to deposit the non-member bed rates. Further discussion is needed on this topic. There was discussion of charging a higher daily bed rate for the mental health/medical population. Keep this agenda item on agenda for further discussion of the capital component.

Action: It was moved and seconded to set a daily bed rate of \$140 for non-members from September 1, 2017 through December 31, 2017. With further study on mental health/medical population rates. Motion was approved unanimously.

Action: It was moved and seconded to set a mental health/medical daily rate of \$200 for non-members from September 1, 2017 through December 31, 2017. Motion was approved unanimously.

Jail Outsourcing update: Sheriff Reichardt reported that there was nothing new to report. Remove from future agendas but add Jail Data Statistics Report or weekly booking report.

Work release program report: Steve Hoglund added the number of hours spent and provided the update report to the Sheriff's office.

Jail medical discussion: Sheriff Reichardt led a discussion about Jail medical expense. We are currently negotiating with an outside vendor, NaphCare, to provide medical care. We will have some information to share with the County Commissioners at the end of the week. No contract for medical will be signed without bringing it to this Committee. There was discussion about the level of medical health care is provided to the inmates, whether the constitutional minimum or some level of higher care. This is a policy decision for the County. There was discussion about having NaphCare come in and do an on camera education session. It may be decided to keep the current model. Medical will be covered when the Justice Center opens. Keep this topic on the agenda for next meeting.

Role/function of the Committee in the future discussion: Chair Venn led a discussion about the role and function of the Committee in the future. The Interlocal specifies the Committee has an outside Chair person. It is imperative the Committee continues to meet at least for the next year. Chair Venn will commit to serve as Chair through the end of 2017 and will let the Committee know in November if he can commit his time to serve in 2018.

Chair communication: The next meetings are scheduled for September 20th at 8:15 a.m. and November 9th at 9:00 a.m. in the County Commissioners Hearing Room at the Administrative Offices.

Proposed Agenda Items for September 20th:

- Approval of agenda and minutes
- Project or Operations update led by Marc Estvold
- Discussion of capital component in bed rates led by Sheriff Reichardt
- Booking Report update led by Sheriff Reichardt
- Jail medical discussion led by Sheriff Reichardt
- Chair communication by Mark Venn

APPROVED 9/20/2017