

**Skagit County Jail Finance Committee**  
**October 24, 2019**

**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 – Philip Steffan    | 6) County – Melinda Miller              |
| 2) Burlington – Mayor Sexton     | 7) County – Commissioner Weson          |
| 3) Mount Vernon – Doug Volesky   | 8) Sheriff's Office – Sheriff McDermott |
| 4) Sedro-Woolley – Doug Merriman | 9) Chair Gregg Davidson                 |
| 5) County - Trisha Logue         |   |

Also present were: *Johanna Crane, PFM Financial Advisors LLC; Don Marlow, Sheriff's Office; Elizabeth Christensen, Sheriff's Office; Michele Long, Sheriff's Office; Amie Tidrington, Skagit County Public Health; Brandon Stone, Skagit Valley Herald; Tony Harrah, Skagit Labor Dems*

Meeting Minutes: The minutes from the September 12, 2019 meeting was provided.

**Action:** It was moved and seconded to approve the minutes from the meeting of September 12, 2019. Approved by a unanimous vote.

Budget discussion: Discussion was led by Michele Long. Budget handouts were provided. The budget handouts were updated to reflect the requested changes to the overtime line item and corrected the codings to match apples to apples. \$1.45 million lower in expenses overall. The budget reflected only two of the four added deputy positions in 2019 recognizing the four deputy positions wouldn't be filled in 2019. There was further discussion related to the RSA balance and the sales tax revenues. Preliminary budget is available to the public November 12, 2019.

Accreditation update: Amie Tidrington led the update. Naphcare has an accreditation team that travels to the location and came to the jail in August. They performed the same audit as the National Commission on Correctional Health Care (NCCCHC) will perform. The schedule for the NCCCHC audit is November 18-19, 2019. Jail staff will have two months to fix any needed items before the January meeting. Review may be every two years.

2020 work plan discussion: Gregg Davidson led the discussion.

- Budget and \$2.3m deficit
- Jail staffing model
- Programing/Grants
- Jail Model – a look ahead rather than a look back on the RSA – forecasting on revenues
- NaphCare review on contract and options
- County has state and federal lobbyists lobbying for legislation that would help locally – letter from the Committee to the lobbyists to help for medical costs – Cities sign onto

**To Do:** County to draft letter from the Committee to the lobbyist to request help for medical costs. Provide letter to the Cities so they can take to Councils to get approved.

**To Do:** Gregg Davidson to put together the 2020 work plan based on the discussion and provide at the January 16, 2020 meeting.

Operations update: Don Marlow provided an update. Booking restrictions was lifted in September. Average bookings went from 240 to 265. Today it was 270 but going into a slow period of time. Of the 270 inmates 177 are on medications (once or twice a day), 23 on opioid medication (medicate then observe before moving on). Jail staff is looking into how to make that process more time efficient. Jail staff are looking at studies on other staffing models. Plan to provide strategic plan to the committee.

Chair communication: The next meeting is scheduled for January 16, 2020 at 9:15 a.m. at the Skagit County Commissioners Hearing room.

Agenda items to include an RSA discussion with updated model and model that levels out the partners future contributions, 2020 work plan.

*MINUTES APPROVED 1/16/2020*