

Skagit County Jail Finance Committee
November 6, 2014

Meeting Minutes

The meeting was opened at 2:00 p.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 – Ron Wesen |
| 2) Burlington – Bryan Harrison | 7) County - Tim Holloran |
| 3) Mount Vernon – Alicia Huschka | 8) 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.; Susan Musselman, Public Financial Management, Inc.; Marc Estvold, Project Manager; Dan Fitting, Skagit County; Ryan Walters, Skagit County Prosecuting Office; Will Honea, Skagit County Prosecuting Office; Jackie Brunson, Sheriff's Office; Elizabeth Raines, Sheriff's Office; Charlie Wend, Sheriff's Office; Brad Furlong, Anacortes City Attorney and Mayor Steve Sexton, City of Burlington*

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 6, 2014 meeting were provided.

Action: It was moved and seconded to approve the minutes from the meeting of October 6, 2014. Approved by a unanimous vote.

Project Update: Marc Estvold provided an update on the project. The County is closing on two portions of the property on November 7, 2014. The Truck City purchase will be held off until paperwork and funding with Ecology is complete. This is on track to be completed by January 15, 2015. The project is on schedule to start environmental cleanup in the spring of 2015. There was further discussion regarding the option of the in-ground heating system for energy efficiencies to the Jail.

Action: It was moved and seconded to vote to move forward with the original base heating system. Passed by a 6-2 vote.

Proposed Project Funding for 2014: Susan Musselman led a discussion on the proposed project funding. Susan provided a copy of the jail funding model with further refinement of assumptions.

To do. Susan to provide the notes to the model.

2015 Preliminary Budget: Jackie Brunson introduced the new jail accountant, Elizabeth Raines. Jackie Brunson provided a handout of the 2015 preliminary budget and a supplemental request that were submitted to the County Commissioners. A handout showing the September and October 2014 housing costs was provided. The total days are split equally per agency except the Department of Corrections.

To do. Sheriff's office will provide a suggested third party bed rate for discussion at December meeting.

Booking Fees: Steve Hoglund provided suggested language relating to the exceptions from booking fees as agreed at the April 10, 2014 committee meeting. There was discussion regarding the suggested language.

Action: It was moved and seconded to modify language relating to booking fees so that members will pay no booking fees if they have a full-time dedicated employee working on jail alternative

programs or, one or more employees who together make up at least one full-time equivalent employee. Approved by a unanimous vote.

Jail Outsourcing update: The committee received an update on jail outsourcing from Sheriff Reichardt. The County currently has 20 inmates in Chelan County.

Review of Medical Procedure/Cost. Charlie has reached out to other jail commanders relative to medical costs. The jail currently pays a negotiated 55% of hospital bills. This is in the ballpark with other jails. There was discussion on how the sheriff should pursue collecting unpaid medical bills. Any unpaid bill by a third party should have all legal attempts to collect. According to the interlocal (section 22), any partner with a dispute can request mediation. The interlocal states in section 13 medical costs shall be allocated per state law or by subsequent agreement. Further discussion of creating a supplemental agreement will be discussed at the December meeting.

To do. Sheriff's office to call for a meeting of the four partners involved in the bill dispute.

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

Chair communication: The next meeting is Thursday December 11 at 9:00 a.m. in the hearing room. Tim Holloran will have a draft information brochure for the public available to be distributed in December or January.

Proposed Agenda Items for December 11:

- Approval of Agenda and Minutes
- Project update led by Marc Estvold
- Results of the Skagit County bond sale led by Susan Musselman
- Discussion of medical procedure/cost led by Sheriff Reichardt and Jackie Brunson
- Jail outsourcing update led by Sheriff Reichardt
- Tax collection update led by Jackie Brunson
- Informational brochure led by Tim Holloran
- Chair communication by Mark Venn

APPROVED 12/11/2014