

**Incarceration Prevention Reduction Task Force
Steering Committee**

9:30 - 11:00 a.m., October 25, 2018
Courthouse Conference Room 513, 311 Grand Avenue, Bellingham WA

AGENDA

Topic	Requested Action	Attachment
1. Call to Order <ul style="list-style-type: none"> • September 6, 2018 Meeting Summary Review 	Review	1 - 2
2. Discussion of the Task Force and Law & Justice Council	Discussion	3 - 9
3. Task Force membership <ul style="list-style-type: none"> • Community Health Center position • Current vacancies 	Decision on appointments to Community Health Center Position	10
4. 2019 meeting schedule	Recommendation to Task Force	11
5. Other Business		
6. Next Steps: Ideas & Further Information <ul style="list-style-type: none"> • Next steps and assignments • Next meeting topics 		
7. Public Comment		
8. Adjourn		

UPCOMING MEETINGS

IPR TASK FORCE various Mondays 9-11 a.m. Courthouse Conf. Rooms 513/514 311 Grand Ave., Bellingham	COMMITTEES				
	BEHAVIORAL HEALTH various Mondays 2:30-3:30 Health Department Creekside Conf. Room 509 Girard, B'ham	LEGAL & JUSTICE SYS. 2 nd Tuesday 11:30 am-1:30 pm Courthouse 5 th Floor Conf. Rm 514 311 Grand Ave., Bham	CRISIS RECOVERY FACILITY 3 rd Thursday 9:30-11:00 a.m. Courthouse 5 th Floor 513, 311 Grand Avenue, B'ham	INDEX 1st Thursdays 1:30-3:00 p.m. Courthouse Conf. Rooms 513/514 311 Grand Ave., Bellingham	STEERING As needed 5 th Floor Conf. Room 311 Grand Ave., Bham
November 26 December 17	November 26 December 17	November 13 December 11	November & December cancelled	November 1 December 6	TBD

**The most up-to-date meeting schedule can be found online at:
<http://wa-whatcomcounty.civicplus.com/calendar.aspx?CID=40>,**

***Incarceration Prevention and Reduction Task Force
Steering Committee
Meeting Summary for September 6, 2018***

1. Call To Order

Committee Chair Todd Donovan called the meeting to order at 9:30 a.m. in the County Council Conference Room, 311 Grand Avenue, Bellingham.

Members Present: Todd Donovan, Stephen Gockley, Jack Hovenier, Tyler Schroeder, Chris Phillips

Also Present: Barry Buchanan

Members Absent: Jill Bernstein, Anne Deacon

Review May 31, 2018 Meeting Summary

There were no changes.

2. Update on Information Needs and Data Exchange (INDEX) Committee

The committee members discussed the INDEX Committee members and first meeting date on October 4, participation from more than one representative from each agency, creating a matrix to prioritize first steps, and focusing first on legal and justice data and jail use data.

Buchanan reported on a recent Policy Academy conference and whether they should engage James Austen, JFA Institute, to help guide the INDEX Committee.

The Committee discussed connecting with Mr. Austen to help facilitate data requests.

The Committee concurred to recommend that the Task Force discuss Mr. Austen's presentation, contact him regarding his cost and availability, and use Task Force funds for his consultant services at an INDEX Committee meeting.

3. Other Business

The committee members discussed the following items:

- The upcoming Legal and Justice Systems Subcommittee presentation from the National Association of Drug Court Professionals (NADCP) on September 11.
- A potential request from the Domestic Violence and Sexual Assault Services (DVSAS) for the County to include funding for their new treatment program in the County's 2019-2020 biennial budget. Representatives of DVSAS have not made a formal request to the County.

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4. Next Steps: Ideas & Further Information

The committee discussed the date of the next Steering Committee meeting and the upcoming Crisis Recovery Facility Subcommittee discussions with Thurston County on voluntary versus involuntary facility designation and on getting an update from architect Ron Wright on the status of the County's new facility at the next meeting on September 20.

5. Public Comment

There were no public comments.

6. Adjourn

The meeting adjourned at 10:20 a.m.

DRAFT

Membership requirements for:
 Incarceration Prevention & Reduction Task Force
 AND
 Law and Justice Council (RCW requirements AND County resolution)

Incarceration Prevention & Reduction Task Force Ordinance 2015-037 (amendable)	RCW 72.09.300 (not amendable) The county legislative authority shall determine the size and composition of the council, but must include the following (below). Officials designated may appoint representatives.	County resolution 2000-034 creating the Law and Justice Council per RCW (amendable)
Whatcom County Councilmember		
Whatcom County Executive (or designated representative)	county risk manager	The Whatcom County Executive AND Whatcom County Director of Administrative Services
Whatcom County Sheriff (or designated representative)	County sheriff	Whatcom County Sheriff
	county jail administrator AND secretary of corrections and his or her designees	Whatcom County Jail Administrator AND Secretary of the Washington State Department of Corrections or Designee
Whatcom County Prosecuting Attorney (or designated representative)	County prosecutor	Whatcom County Prosecuting Attorney
		Whatcom County Medical Examiner
Whatcom County Public Defender (or designated representative)		Whatcom County Public Defender Director
Whatcom County Superior Court or District Court Representative	a representative of the county's superior, juvenile, district, and municipal courts	Whatcom County District Court Administrator AND Whatcom County Juvenile Court Administrator AND Whatcom County District Court Probation Director AND Presiding Superior and District Court Judge
	county clerk	Whatcom County Superior Court Administrator/Clerk
Bellingham Mayor or Representative		Mayors of the Cities (Bellingham)
Bellingham City Attorney, Municipal Court, or Police		Police Chief of the City of Bellingham
	Municipal prosecutor representative	Representative of Municipal Prosecutors within the County as selected by the Cities
		Representative of the Municipal Courts within the County as selected by the Cities
Bellingham City Council Member	City legislative authority representative	Representative of the Municipal Legislative Authorities w/in the County, selected by Cities
Small Cities Caucus Representative		Mayors of the Cities (6 small cities)
	Municipal police representative	Representative of the Municipal Police Chiefs within the County
Tribal Representative		A representative of the Lummi Indian Tribe, appointed by the Chairman of the Lummi Indian Business Council AND A representative of the Nooksack Indian Tribe, appointed by the Nooksack Tribal Chairman

Health Dept., Human Services Division Representative		Five representatives of local providers of social services treatment, appointed by the Whatcom County Executive (5)
North Sound Mental Health Administration Executive Director (or designated representative):		
Whatcom Alliance for Health Advancement (WAHA)		
Peace Health St. Joseph		
Community Health Center - Federally Qualified Health Center (FQHC): Unity Care NW (formerly Interfaith)		
Emergency Medical Services (EMS)		
Community Action Agency or Provider (3)		
Consumer (2) Citizen (2)		Three citizen representatives appointed by the Whatcom County Executive AND Three citizen representatives appointed by the Mayor of the City of Bellingham AND One citizen representative appointed by the Whatcom County Council AND One citizen representative appointed by each of the legislative councils of the cities of Bellingham, Ferndale, Lynden, Blaine, Sumas, Everson, and Nooksack; the Lummi Nation; and the Nooksack Indian Tribe (17)
24 Members	10 Members	49 Members

RCW 72.09.300

Local law and justice council —Rules.

(1) Every county legislative authority shall by resolution or ordinance establish a local law and justice council. The county legislative authority shall determine the size and composition of the council, which shall include the county sheriff and a representative of the municipal police departments within the county, the county prosecutor and a representative of the municipal prosecutors within the county, a representative of the city legislative authorities within the county, a representative of the county's superior, juvenile, district, and municipal courts, the county jail administrator, the county clerk, the county risk manager, and the secretary of corrections and his or her designees. Officials designated may appoint representatives.

(2) A combination of counties may establish a local law and justice council by intergovernmental agreement. The agreement shall comply with the requirements of this section.

(3) The local law and justice council may address issues related to:

(a) Maximizing local resources including personnel and facilities, reducing duplication of services, and sharing resources between local and state government in order to accomplish local efficiencies without diminishing effectiveness;

(b) Jail management;

(c) Mechanisms for communication of information about offenders, including the feasibility of shared access to databases; and

(d) Partnerships between the department and local community policing and supervision programs to facilitate supervision of offenders under the respective jurisdictions of each and timely response to an offender's failure to comply with the terms of supervision.

(4) The county legislative authority may request technical assistance in coordinating services with other units or agencies of state or local government, which shall include the department, the office of financial management, and the Washington association of sheriffs and police chiefs.

(5) Upon receiving a request for assistance from a county, the department may provide the requested assistance.

(6) The secretary may adopt rules for the submittal, review, and approval of all requests for assistance made to the department.

[2007 c 483 § 108; 1996 c 232 § 7; 1994 sp.s. c 7 § 542; 1993 sp.s. c 21 § 8; 1991 c 363 § 148; 1987 c 312 § 3.]

NOTES:

Findings —2007 c 483: See RCW 72.78.005.

Effective dates —1996 c 232: See note following RCW 13.40.030.

Finding —Intent—Severability —1994 sp.s. c 7: See notes following RCW 43.70.540.

Application —1994 sp.s. c 7 §§ 540-545: See note following RCW 13.50.010.

Effective dates —1993 sp.s. c 21: See note following RCW 82.14.310.

Purpose —Captions not law —1991 c 363: See notes following RCW 2.32.180.

Purpose—1987 c 312 § 3: "It is the purpose of RCW 72.09.300 to encourage local and state government to join in partnerships for the sharing of resources regarding the management of offenders in the correctional system. The formation of partnerships between local and state government is intended to reduce duplication while assuring better accountability and offender management through the most efficient use of resources at both the local and state level." [1987 c 312 § 1.]

Chapter 2.19

LAW AND JUSTICE COUNCIL¹

Sections:

- 2.19.010 Created.
- 2.19.020 Purpose.
- 2.19.030 Members.
- 2.19.040 Additional members.
- 2.19.050 Terms of office.
- 2.19.060 Meetings.
- 2.19.070 Staff support.
- 2.19.080 Law and justice plan.
- 2.19.090 Annual report.
- 2.19.100 Advisory duties.

2.19.010 Created.

The Whatcom County law and justice council is created pursuant to RCW [72.09.300](#). For purposes of this council, the appointment process and term limitation as set forth in Section 3.23 of the Whatcom County Charter shall not apply. (Res. 2000-034 § 1).

2.19.020 Purpose.

The purpose of the law and justice council is to provide a permanent ongoing forum and structure to coordinate and enhance criminal and juvenile justice agencies, programs and services in Whatcom County. (Res. 2000-034 § 2).

2.19.030 Members.

The law and justice council shall include the following designated officials:

- A. Whatcom County sheriff;
- B. Police chief of the city of Bellingham;
- C. Representative of the municipal police chiefs within the county;
- D. Whatcom County prosecuting attorney;
- E. Whatcom County public defender director;
- F. Representative of municipal prosecutors within the county as selected by the cities;
- G. Representative of the municipal legislative authorities within the county as selected by the cities;
- H. Whatcom County superior court administrator/clerk;
- I. Whatcom County district court administrator;
- J. Representative of the municipal courts within the county as selected by the cities;
- K. Whatcom County jail administrator;
- L. Whatcom County juvenile court administrator;

- M. Whatcom County district court probation director;
- N. Secretary of the Washington State Department of Corrections or designee;
- O. Presiding superior and district court judge;
- P. Whatcom County medical examiner;
- Q. Whatcom County director of administrative services. (Res. 2000-034 § 3).

2.19.040 Additional members.

In addition to the officials designated in WCC [2.19.030](#), the law and justice council shall include the following:

- A. The Whatcom County executive;
- B. The mayors of the cities in the county;
- C. Three citizen representatives appointed by the Whatcom County executive;
- D. Three citizen representatives appointed by the mayor of the city of Bellingham;
- E. One citizen representative appointed by the Whatcom County council;
- F. One citizen representative appointed by each of the legislative councils of the cities of Bellingham, Ferndale, Lynden, Blaine, Sumas, Everson, and Nooksack; the Lummi Nation; and the Nooksack Indian Tribe;
- G. Five representatives of local providers of social services treatment, appointed by the Whatcom County executive;
- H. A representative of the Lummi Indian Tribe, appointed by the chairman of the Lummi Indian business council;
- I. A representative of the Nooksack Indian Tribe, appointed by the Nooksack tribal chairman.

In selecting members for the council, the county executive shall attempt to reflect the racial, ethnic, economic and geographic diversity of the county community. (Res. 2000-034 § 4).

2.19.050 Terms of office.

Notwithstanding other provisions of this code, terms of citizen representatives, social service treatment providers, tribal representatives and other officials shall be four years; provided, that the terms of those first appointed shall be staggered so that five will be appointed for one year, five will be appointed for two years, five will be appointed for three years, and five will be appointed for four years. Members may be reappointed. Members may be removed by the appointing authority. Each member shall continue to serve until a successor has been appointed. (Res. 2000-034 § 5).

2.19.060 Meetings.

Meetings of the law and justice council shall be open and accessible to the public, as provided by law. The council shall determine its own meeting schedule, but shall meet at least once each quarter. Written records shall be kept of meetings, resolutions, findings and recommendations, and such records shall be public. The council shall establish policies and procedures and develop and adopt by-laws for operation. The council shall establish permanent standing subcommittees including an executive committee, and ad hoc task forces as necessary. The council shall elect a chairperson from among its members who shall preside at meetings. (Res. 2000-034 § 6).

2.19.070 Staff support.

The county and the cities therein may provide such staff and funding for the council as is necessary for the council to perform its duties. (Res. 2000-034 § 7).

2.19.080 Law and justice plan.

The law and justice council shall develop a law and justice plan for Whatcom County. The plan shall include performance objectives and priorities, estimated costs, and schedules for completion of activities. Upon completion of the plan, the law and justice council shall transmit it to the county executive, the county council, and the municipal authorities of all the cities in the county. Upon approval by the county council and the municipal authorities of all the cities in the county, the plan shall be the law and justice plan for Whatcom County. The law and justice council shall regularly review and adjust the plan as changing circumstance require, and shall recommend such changes as it finds appropriate to the county executive, county council, and the municipal authorities of all the cities in the county for approval. (Res. 2000-034 § 8).

2.19.090 Annual report.

The law and justice council shall deliver a formal report of progress toward attainment of performance objectives and completion of planned activities at least annually to the Whatcom County council and to the county community at large. (Res. 2000-034 § 9).

2.19.100 Advisory duties.

The law and justice council may also advise the county council and county executive and make such recommendations as it deems appropriate on matters relating to law and justice in Whatcom County. (Res. 2000-034 § 10).

¹Prior legislation: Res. 93-015.

Name: **Incarceration Prevention and Reduction Task Force**
 Membership: 24 Members. Thirteen permanent members and 11 appointed members
 Purpose: The Task Force reviews Whatcom County's criminal justice and behavioral health programs and makes specific recommendations to safely and effectively reduce incarceration of individual struggling with mental illness and chemical dependency, and minimize jail utilization by pretrial defendants who can safely be released.
 Enabling Statute(s): Ordinance 2015-025, WCC 2.46
 Term Information: Appointed Members: 4 year terms, no term limits. (Initial Appointments: 5 positions are for 2-year terms and 6 positions are for 4-year terms)
 Meeting Information: Committee meets at least quarterly.
 Staff Contact: Jill Nixon – 360-778-5032

PERMANENT MEMBERS		
#	Position	Name
1	Whatcom County Councilmember	Todd Donovan
2	Whatcom County Executive (or designated representative)	Tyler Schroeder
3	Whatcom County Sheriff (or designated representative)	Bill Elfo
4	Whatcom County Prosecuting Attorney (or designated representative)	Dave McEachran
5	Whatcom County Public Defender (or designated representative)	Angela Anderson
6	Whatcom County Superior Court or District Court Representative	Judge Deborra Garrett
7	Bellingham Mayor or Representative	Kelli Linville
8	Bellingham City Attorney, Municipal Court, or Police	Darlene Peterson
9	Bellingham City Council Member	Daniel Hammill
10	Small Cities Caucus Representative (Blaine Municipal Administrator)	Raylene King
11	Tribal Representative	Travis Brockie
12	Health Dept., Human Services Division Representative	Anne Deacon
13	North Sound Behavioral Health Organization Executive Director (or designated representative):	Betsy Kruse

APPOINTED MEMBERS			
	Position	Name/Address	Term Information
1	Whatcom Alliance for Health Advancement (WAHA)	Stephen Gockley	1 st term ends 1/31/2020
2	Peace Health St. Joseph	Chris Phillips	1 st term ends 1/31/2020
3	Community Health Center - Federally Qualified Health Center (FQHC): Unity Care NW (formerly Interfaith)	VACANT	Partial term ends 1/31/2020
4	Emergency Medical Services (EMS)	Jerry DeBruin	1 st term ends 1/31/2022
5	Community Action Agency or Provider 1	Greg Winter Opportunity Council	1 st term ends 1/31/2020
6	Community Action Agency or Provider 2	Byron Manering Brigid Collins	1 st term ends 1/31/2018 2 nd term end 1/31/2022
7	Community Action Agency or Provider 3	Moonwater Dispute Resolution Center	1 st term ends 1/31/2018 2 nd term end 1/31/2022
8	Consumer 1	Jack Hovenier	1 st term ends 1/31/2020
9	Consumer 2	Deborah Hawley	1 st term ends 1/31/2022
10	Citizen 1	Jill Bernstein	1 st term ends 1/31/2020
11	Citizen 2	VACANT	Partial term ends 1/31/2022

Updated: 10/10/2018

2019 IPR TASK FORCE & COMMITTEE SCHEDULE

IPR TASK FORCE various Mondays 9-11 a.m. Courthouse Rooms 513/514 311 Grand Ave., Bellingham	COMMITTEES				
	BEHAVIORAL HEALTH various Mondays 2:30-3:30 Health Department Creekside Room 509 Girard, B'ham	INDEX First Thursday 1:30-3:00 Courthouse Rooms 513/514, 311 Grand Avenue, B'ham	LEGAL & JUSTICE SYS. 2 nd Tuesday 11:30 am-1:30 pm Courthouse Room 514 311 Grand Ave., Bham	TRIAGE FACILITY 3 rd Thursday 9:30-11:00 a.m. Courthouse Room 513 311 Grand Avenue, B'ham	STEERING As needed 9:30-11:00 a.m. Courthouse Room 513 311 Grand Ave., Bham
January 7 February 4 March 4 April 1 May 13 June 10 <i>Tentative: July 8 or 15***</i> August 12 September 16 October 14 November 18 or 25 Bham City Council week or Thanksgiving week? December 16	January 7 February 4 March 4 April 1 May 13 June 10 July 15 August 12 September 16 October 14 November 18* or 25 December 16	January 10** February 7 March 7 April 4 May 2 June 6 July 11** August 1 September 5 October 3 November 7 December 5	January 8 February 12* March 12 April 9 May 14 June 11 July 9 August 13 September 10 October 8 November 12 December 10	January 17 March 21 May 16 July 18 September 19 November 21 New Year (follow up): January 10 Annual Report: May 2 June 6 Budget & New Year (planning): October 3 November 7 December 5	

* Alternate Location: Courthouse 5th Floor Room 513 **Alternate Date due to holiday

***Depending on final Bellingham City Council 2019 meeting schedule

The most up-to-date meeting schedule can be found online at:
<http://wa-whatcomcounty.civicplus.com/calendar.aspx?CID=40>