

**Incarceration Prevention Reduction Task Force
Steering Committee**

2:00 - 3:30 P.M., TUESDAY, JANUARY 22, 2019

Courthouse Fifth Floor Conference Room 543 514, 311 Grand Avenue, Bellingham WA

Amended AGENDA

If you plan to bring handouts to this meeting, bring at least 10 for committee members and the file

Topic	Requested Action	Presenter	Packet Pages
1. Call to Order <ul style="list-style-type: none"> November 15, 2018 Meeting Summary Review 	Review	NA	1 - 2
2. Health Care Authority contracts with Managed Care Organizations and future operational funding for new crisis stabilization facility	Discussion	N/A	3 - 7
3. Review of Task Force Ordinance and the Task Force's responsibilities going forward	Discussion	N/A	8 - 14
4. Joint Behavioral Health & Legal and Justice Systems Subcommittee <i>(Referred to committee from November full Task Force)</i>	Discussion	Stephen Gockley	N/A
5. Request funding for consultant presentations <ul style="list-style-type: none"> Las Vegas judge who operates a Young Offender Court (Dan Hammill) James Austen (Tyler Schroeder) 	Review & Approve	Dan Hammill	15
6. Agenda Items for next Task Force agenda			
7. Other Business			
8. Next Steps: Ideas & Further Information			
<ul style="list-style-type: none"> Next steps and assignments Next meeting topics 			
9. Public Comment			
10. Adjourn			

UPCOMING MEETINGS

IPR TASK FORCE Bi-monthly on 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 Bi-monthly 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
February 4 April 15	February 4 March 4	February 7 March 7	February 12 March 12	March 21 May 16	April 4 May 30

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 November 15, 2018

1. Call To Order

Committee Chair Todd Donovan called the meeting to order at 9:37 a.m. in the Courthouse Fifth Floor Conference Room 513, 311 Grand Avenue, Bellingham.

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

Also Present: Jackie Mitchell (proxy for Anne Deacon) and Perry Mowery

Members Absent: Anne Deacon

Review October 25, 2018 Meeting Summary

There were no changes.

3. Other Business

Mowery gave an update on the transition of the North Sound Behavioral Health Organization (BHO) to an Administrative Service Organization (ASO) during the State's transition to managed care organizations (MCOs) for behavioral health services. The Health Care Authority (HCA) indicated the transition will happen later in 2019 than originally planned.

Committee members discussed whether the BHO should continue to play a role on the Incarceration Prevention and Reduction Task Force (IPRTF).

2. Discussion of the Task Force and Law & Justice Council Ordinance and Membership

Committee members discussed:

- The role of the Behavioral Health Organization (BHO)
- Transitioning certain positions to health and human services provider positions.
- Whether the adoption of the new ordinance supplant the language in the original enabling ordinance
- Include language about goals from the original ordinance in the new ordinance
- Whether the number of citizen and consumer positions is still appropriate
- A natural shift in focus of the Task Force to preventative measures that will engage the health and social service position members
- The need for those with thorough knowledge of systems to be engaged in order for changes to happen
- Creating or adjusting one Task Force position to meet two requirements of the Revised Code of Washington (RCW) for the Law and Justice Council, such as the Sheriff/Jail Administrator and the Court Clerk/Juvenile Court Administrator
- Maintaining positions for both a Superior Court Judge and the Superior Court Administrator

***Incarceration Prevention and Reduction Task Force
Steering Committee***
Meeting Summary for November 15, 2018

- Whether there will be a problem achieving a quorum at meetings
- The appropriate list of municipal positions to balance the size of Task Force and also meet the requirements of the RCW
- Including representatives from both tribes, if requested
- Designating specific positions versus allowing the Council to decide membership through the appointment process

4. Next Steps: Ideas & Further Information

The Committee discussed:

- The agenda for the November 26 full Task Force meeting
- Whether the Task Force should cancel its December meeting
- Whether the Task Force committee structure will change in 2019
- Task Force chair(s) for 2019, given the resignation of Jill Bernstein
- Recruiting for and filling the existing vacant positions

5. Public Comment

There was no public comment.

6. Adjourn

The meeting adjourned at 11:09 a.m.

DRAFT



Whatcom County Incarceration Prevention and Reduction Task Force

March 14, 2018

MaryAnne Lindeblad
Washington State Medicaid Director
Health Care Authority
Olympia, WA

SENT VIA EMAIL

Dear Ms. Lindeblad,

Whatcom County is poised to break ground on construction of an expanded behavioral health facility. This new facility will provide our community and the surrounding region with 16 beds for a Certified Voluntary Triage unit, and 16 beds for an Acute Detox unit. Capital funds for this project have been secured, and it is critical that full funding for operations is also in place.

The county established the Incarceration Prevention and Reduction Task Force (Task Force) via ordinance in 2015. In that ordinance, the expansion of our current Triage Facility was highlighted as a main priority for the community. The Task Force also established a special committee focused exclusively on the expansion of the current Triage Facility. Review of the data clearly showed most denials of admission to the facility were a result of inadequate bed capacity. This committee has worked diligently to design enhancements to programming and expansion from the current 13 beds total.

Like many counties, Whatcom acknowledged the importance of providing an alternative to incarceration, when appropriate, for individuals challenged with behavioral health disorders. Law enforcement agencies, EMS, the hospital, and our tribal nations have come together to support the new construction. Planning is underway to create pathways to divert individuals from arrest, incarceration, and emergency department visits into the two new units of the facility once built. Even with minimal bed capacity now, the facility is utilized for hospital psychiatric step-down placements, detox in preparation for inpatient Substance Abuse Disorder treatment, and diversion from more costly medical services.

The Incarceration Prevention and Reduction Task Force asks that you work with the MCOs who will be administering publicly-funded health care in our county to ensure that Triage Facility and Acute Detox unit operational costs are fully funded. This will require some creative thinking to coordinate all five MCOs. The county is able and willing to collaborate on development of an innovative mechanism to achieve full cost reimbursement.

Please don't hesitate to contact us about this project, which remains a very high priority of our community.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jill Bernstein".

for

Jill Bernstein
Task Force Co-Chair

A handwritten signature in black ink, appearing to read "Jack Hovenier".

Jack Hovenier
Task Force Co-Chair

c: Whatcom County Council
Jack Louws, County Executive
Anne Deacon, Health Department

CLERK OF THE COUNCIL
Dana Brown-Davis, C.M.C.
COUNTY COURTHOUSE
311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
(360) 778-5010



COUNCILMEMBERS
Timothy Ballew II
Barbara Brenner
Rud Browne
Barry Buchanan
Tyler Byrd
Todd Donovan
Satpal Sidhu

WHATCOM COUNTY COUNCIL

March 12, 2018

MaryAnne Lindeblad
Washington State Medicaid Director
Health Care Authority
Olympia, WA

SENT VIA EMAIL

Dear Ms. Lindeblad,

Whatcom County is poised to break ground on construction of an expanded behavioral health facility. This new facility will provide our community and the surrounding region with 16 beds for a Certified Voluntary Triage unit, and 16 beds for an Acute Detox unit. Capital funds for this project have been secured, and it is critical that full funding for operations is also in place.

The county established an Incarceration Prevention and Reduction Task Force (Task Force) via ordinance in 2015. In that ordinance, the expansion of our current Triage Facility was highlighted as a main priority for the community. The Task Force also established a special committee focused exclusively on the expansion of the current Triage Facility. Review of the data clearly showed most denials of admission to the facility were a result of inadequate bed capacity. This committee has worked diligently to design enhancements to programming and expansion from the current 13 beds total.

Like many counties, Whatcom acknowledged the importance of providing an alternative to incarceration, when appropriate, for individuals challenged with behavioral health disorders. Law enforcement agencies, EMS, the hospital, and our tribal nations have come together to support the new construction. Planning is underway to create pathways to divert individuals from arrest, incarceration, and emergency department visits into the two new units of the facility once built. Even with minimal bed capacity now, the facility is utilized for hospital psychiatric step-down placements, detox in preparation for inpatient Substance Abuse Disorder treatment, and diversion from more costly medical services.

The County Council asks that you work with the MCOs who will be administering publicly-funded health care in our county to ensure that Triage Facility and Acute

Detox unit operational costs are fully funded. This will require some creative thinking to coordinate all five MCOs. The county is able and willing to collaborate on development of an innovative mechanism to achieve full cost reimbursement.

Please don't hesitate to contact us about this project, which remains a very high priority of our community.

Respectfully,

A handwritten signature in black ink, appearing to read 'Todd Donovan', with a long horizontal flourish extending to the right.

Todd Donovan
Whatcom County Council Vice-Chair

c: Dana Brown-Davis, Clerk of the Council
Correspondence file
Jack Louws, Whatcom County Executive
Anne Deacon, Whatcom County Health Department

TD/jkn



**STATE OF WASHINGTON
HEALTH CARE AUTHORITY**

626 8th Avenue, SE • P.O. Box 45502 • Olympia, Washington 98504-5502

April 10, 2018

The Honorable Jack Louws
County Executive
Whatcom County Executive's Office
311 Grand Avenue, Suite 108
Bellingham, WA 98225

Dear Executive Louws:

SUBJECT: WHATCOM COUNTY BEHAVIORAL HEALTH FACILITY

Thank you for your recent correspondence regarding the Triage Facility and Acute Detox Unit planned for construction in Whatcom County. As you noted, triage and detox services are critical and needed behavioral health services; I am encouraged to know this project is underway and received capital funding in this year's budget.

As part of the Health Care Authority (HCA) oversight responsibility, there are certain network adequacy and contract compliance standards with which managed care plans must adhere. As part of those standards, managed care plans must include crisis stabilization, triage and withdrawal management (detox) services, in their plan's network. Federal regulation prohibits HCA from requiring a managed care plan to contract with a *particular* provider; however, HCA's network adequacy standards allow us to monitor provider networks. This ensures managed care clients have access to all Medicaid-covered behavioral health services within reasonable time and distance standards.

To date, in our experience with the integrated managed care program, all existing Behavioral Health Organization (BHO)-contracted providers have established and maintained contracts with the managed care plans and behavioral health administrative services organization (BH-ASO) in their region. In fact, the managed care plans in Southwest Washington and North Central Washington have expanded access to services, providing additional behavioral health services, or contracting with mental health providers who were previously not included in the network. Our expectation is that all managed care plans will work to establish contracts with as many behavioral health providers as possible, in order to provide their members with the strongest access to services available.

As we progress with the implementation of integrated managed care in the North Sound Region, we would like to continue working collaboratively with you, North Sound Behavioral Health

The Honorable Jack Louws

April 10, 2018

Page 2

Organization Administrator Joe Valentine, the local Accountable Community of Health, local providers, as well as the managed care plans, to ensure that this important resource is available.

Thank you again for bringing your concerns to my attention regarding the new facility in Whatcom County. Should you have any questions or additional concerns, please contact me, by telephone at 360-725-1863 or via email at MaryAnne.Lindeblad@hca.wa.gov.

Sincerely,

A handwritten signature in black ink that reads "Mary Anne Lindeblad". The signature is written in a cursive style with a loop at the end of the last name.

MaryAnne Lindeblad, BSN, MPH
Medicaid Director

By mail

cc: Rud Browne, County Council Chair

ORDINANCE 2018-_____

ORDINANCE AMENDING WHATCOM COUNTY CODE 2.46, TO AMEND THE WHATCOM COUNTY INCARCERATION PREVENTION AND REDUCTION TASK FORCE PURPOSE, FUNCTION, MEMBERSHIP, AND ORGANIZATION; TO REPEAL WHATCOM COUNTY CODE 2.19, LAW AND JUSTICE COUNCIL; AND TO DESIGNATE THE TASK FORCE TO SERVE AS THE LAW AND JUSTICE COUNCIL

WHEREAS, the Whatcom County Council created the Incarceration Prevention and Reduction Task Force (IPRTF) in 2015 to provide recommendations, oversight, and specific timeframes on the development of new, or enhancement of existing, programs designed along a continuum that effectively reduces incarceration of individuals struggling with behavioral health challenges (mental illness and chemical dependency), and minimizes jail use by pretrial defendants who can safely be released; and

WHEREAS, the IPRTF completed its initial tasks and also provided to the County Council its Phase I, Phase II, and Phase III Reports, as required by Ordinance 2015-037 to develop plans for a new or expanded crisis triage center for individuals struggling with behavioral health challenges; and

WHEREAS, the IPRTF continues to work with all stakeholders on creating new and enhancing existing criminal justice and behavioral health programs and processes to reduce the number of individuals with behavioral health challenges who use costly interventions like jail, emergency rooms, and hospitals and to divert them from initial or further justice system involvement; and

WHEREAS, Revised Code of Washington (RCW) 72.09.300 requires counties to have a Law and Justice Council; and

WHEREAS, the existing Whatcom County Law and Justice Council has not met since 2008; and

WHEREAS, the memberships of the IPRTF and Law and Justice Council are similar, and the two advisory committees serve a related purpose.

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that County Code Chapter 2.46 is hereby amended as outlined in **Exhibit A** to this ordinance effective January 31, 2019.

BE IT FURTHER ORDAINED that the Task Force will continue to fulfill the following expectations of Ordinance 2015-037:

- Review national best practices and establish benchmarking of the County's performance against same.
- Fund the support activities of the Task Force, including a robust and detailed planning process for the new or expanded crisis triage center and other recommended diversion programs.

- Identify opportunities to acquire governmental and non-governmental funding to support financing for the ~~construction and~~ operation of the new crisis triage center.
- Expand, as soon as reasonably possible, available alternatives to incarceration such as probation services, subsidized home monitoring, crisis intervention teams, intensive case management, and other available programs as recommended by the Task Force and approved by the County Council, using existing funds and potential new funds as determined available by the County Council after passage of a sales tax ballot measure.
- Recommend interlocal agreements to provide services to the cities consistent with this ordinance if necessary.

BE IT FURTHER ORDAINED that the current appointees to the following positions will transition to the Health and Social Services positions for the remainder of their terms.

- Whatcom Alliance for Health Advancement (WAHA) (1 position)
- Representatives from a Community Action Agency, a Mental Health Provider, Substance Abuse Treatment Provider (3 positions)

BE IT FURTHER ORDAINED that Whatcom County Code 2.19, Law and Justice Council, is repealed in its entirety as shown in **Exhibit B** to this ordinance.

BE IT FINALLY ORDAINED that the Incarceration Prevention and Reduction Task Force will serve as and meet the requirements of the Law and Justice Council as required by RCW 72.09.300.

APPROVED this _____ day of _____, 2018.

ATTEST:

**WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON**

Dana Brown-Davis, Clerk of the Council

Rud Browne , Council Chair

APPROVED AS TO FORM:

**WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON**

Civil Deputy Prosecutor

Jack Louws, County Executive

() Approved () Denied

Date Signed: _____

EXHIBIT A

Chapter 2.46 INCARCERATION PREVENTION AND REDUCTION TASK FORCE LAW AND JUSTICE COUNCIL

Sections:

- 2.46.010** **Established.**
- 2.46.020** **Purpose.**
- 2.46.030** **Function.**
- 2.46.040** **Permanent Members.**
- 2.46.050** **Additional Appointed Members.**
- 2.46.060** **Term of Office.**
- 2.46.070** **Organization – Meetings.**
- 2.46.080** **Staff and Funding Support.**
- 2.46.090** **Reporting.**

2.46.010 **Established.**

There is hereby established a Whatcom County Incarceration Prevention and Reduction Task Force.

2.46.020 **Purpose.**

The purpose of the Incarceration Prevention and Reduction Task Force is to continually review Whatcom County's criminal justice and behavioral health programs and make specific recommendations to safely and effectively reduce incarceration of individuals struggling with mental illness and chemical dependency, and minimize jail utilization by pretrial defendants who can safely be released.

The purpose of the Incarceration Prevention and Reduction Task Force is also to function as the Whatcom County Law and Justice Council as required by RCW 72.09.300 and to carry out the function described in in RCW 72.09.300(d).

2.46.030 **Function.**

The Task Force will consider national best practices and report on and make recommendations to the County Council, Executive, and other appropriate officials regarding:

- A. The construction and operation of a new or expanded multi-purpose crisis triage facility to assist with jail and hospital diversion of individuals struggling with mental illness and chemical dependency;
- B. Development of new, or enhancement of existing, programs designed along a continuum that effectively reduces incarceration of individuals struggling with mental illness and chemical dependency;
- C. Effective pretrial service programs that assure that defendants appear for court proceedings while minimizing jail utilization by defendants who can safely be released;
- D. Necessary and effective programs and services that can assist offenders with successful transition from both the jail and triage center back to the community to reduce rates of recidivism and improve public health and safety;
- E. The ongoing staff support and funding for the Task Force;
- F. Review of the diversion programs of the County and all cities, and establishment of benchmarks to measure the effectiveness of the programs in reducing incarceration.

The Task Force, as the Law and Justice Council, will meet the requirements of RCW 72.09.300.

2.46.040 Permanent Members.

The Incarceration Prevention and Reduction Task Force shall include the following ~~13~~ designated officials or their representative:

- A. One Member of the Whatcom County Council
- B. Whatcom County Executive
- C. Whatcom County Sheriff/~~Jail Administrator~~
- D. Whatcom County Prosecuting Attorney
- E. Whatcom County Public Defender Director
- F. ~~Juvenile Court Administrator/Superior Court Clerk~~
- FG. One Representative from the Whatcom County Superior Court ~~or District Court~~
- G. ~~One Representative of the Bellingham City Attorney or Municipal Court or Police~~
- H. ~~One Representative from the Bellingham City Council~~
- H. ~~One Representative from the Whatcom County District Court~~
- I. ~~City of Bellingham Mayor or designee~~
- J. ~~One Representative from the small cities designated by the Small Cities Caucus;~~
- KI. ~~One tribal representative~~ Tribal representation from either the Lummi Nation ~~and/or~~ the Nooksack Tribe
- LJ. One representative from the Whatcom County Health Department Human Services
- MK. ~~North Sound Mental Health Administration Executive Director~~ Emergency Medical Services (EMS) Representative
- L. PeaceHealth St. Joseph's Medical Center
- M. Secretary of the State Department of Corrections or his/her designee

One each of the following, or their designee, to represent municipal courts, prosecutors, police, and legislative authorities:

- N. Bellingham Mayor
- O. Small City Mayor, designated by the Small City Partnership
- P. Bellingham Council Member
- Q. Small City Council Member, designated by the Small City Partnership
- R. Bellingham Police Chief
- S. Small City Police Chief, designated by the Small City Partnership
- T. Bellingham Municipal Court Administrator
- U. Small City Municipal Court, designated by the Small City Partnership

2.46.050 Additional Appointed Members.

In addition to the officials designated above, the Incarceration Prevention and Reduction Task Force shall include the following ~~14~~ members appointed by the Whatcom County Council:

- A. ~~Whatcom Alliance for Health Advancement (WAHA) representative;~~ Health and Social Service Providers (4)
- B. ~~Peace Health St. Joseph's Medical Center representative;~~
- C. ~~Community Health Center representative~~
- D. ~~Emergency Medical Services (EMS) representative~~
- E. ~~Representatives from a Community Action Agency, a Mental Health Provider, Substance Abuse Treatment Provider (3)~~
- FB. Consumer of Services or Family Member of Consumer (2)
- GC. Concerned Citizens (2)

2.46.060 Terms of office for appointed members.

The term of office for appointed members shall be four years; ~~provided that the terms of those first appointed shall be staggered so that five will be appointed for two years, and six will be appointed~~

~~for four years.~~ Appointment of members shall comply with Chapter 2.03 WCC.

2.46.070 Organization – Meetings.

- A. Meetings of the Task Force shall be open and accessible to the public and shall be subject to the Open Public Meetings Act.
- B. At every meeting, the Task Force will schedule an open session to take public comment.
- C. ~~Written~~ **The Task Force shall keep written** records of meetings, resolutions, research, findings and recommendations ~~shall be kept;~~ and such records shall be submitted to county staff and shall be made public, including posting on the county website.
- D. The Task Force shall adopt its own rules and procedures for the conduct of business.
- E. The Task Force shall elect a chairperson from among its members who shall preside at its meetings.
- F. The Task Force shall determine its meeting schedule and agenda, but shall meet at least quarterly.
- G. The Task Force may form and appoint ad hoc committees to work on specific issues, ~~so long as at least two committee members are also members of each ad hoc committee~~ **and may designate non-members to participate as committee members.**

2.46.080 Staff and Funding Support.

The Task Force will have full support from the Council, the County Executive's Office, Health Department staff, and locally delivered paid consultant assistance to conduct and complete its tasks in an efficient and effective manner.

2.46.090 Reporting.

The Task Force will provide at least two updates per year to the County Council and Executive. ~~At least annually,~~ **One of the two reports will be an annual written report presented** no later than June 30 of each year, ~~the Task Force and~~ will provide a ~~report and~~ recommendations to the County Council and Executive on outcomes of existing incarceration prevention and reduction programs throughout Whatcom County, new innovative programs being used in other communities, and recommendations for changes or additional programs.

EXHIBIT B

~~Chapter 2.19~~ ~~LAW AND JUSTICE COUNCIL~~¹

(Repealed in its entirety)

~~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).~~

1 Prior legislation: Res. 93-015.

INCARCERATION PREVENTION AND REDUCTION TASK FORCE (IPRTF)

REQUESTS FOR EXPENDITURES

The County Council Office manages all funds appropriated for use by the Incarceration Prevention and Reduction Task Force (Task Force) and is responsible for processing all Task Force expenditure requests, purchase orders, and contracts. The County requires that all Task Force and Steering Committee expenditure requests be submitted and approved by the Council Office prior to a commitment to any specific vendor.

The following process will be used by the Task Force when requesting use of funds:

1. The Task Force staff, with approval from the Task Force Chair(s), Clerk of the Council, and County Council Chair, is authorized to submit requests for expenditures up to \$250 to provide necessary materials and supplies for Task Force meetings. Requests will be submitted in writing to the Deputy Clerk of the Council through the Legislative Coordinator.
2. The Task Force Steering Committee is authorized to submit requests for expenditures up to \$5,000. All Steering Committee requests must be approved by majority vote of the Committee and will be submitted in writing to the Deputy Clerk of the Council through the Legislative Coordinator.
3. All requests for expenditures over \$5,000 must be approved by majority vote of the full Task Force and shall be submitted in writing to the Deputy Clerk of the Council through the Legislative Coordinator.
4. All requests will be processed under the same purchasing rules and thresholds as any county expenditure, contract, or purchase order, as defined by Whatcom County Code 3.08 and County purchasing policies. Any proposed expenditures over \$10,000 will take extra time to process.
5. Requests must be made as far in advance as possible in order to allow time for processing through the County's financial system.
6. All invoices for goods or services provided to the Task Force will be forwarded to the Chair of the Steering Committee or full Task Force for review to determine if charges are appropriate and accurate. If so, the Chair of the appropriate body will write on the invoice "Okay to Pay" and sign their name authorizing payment. Once approved, the invoice will be returned to the Deputy Clerk of the Council for processing.