
Jail

Mission Statement:

To provide staff, inmates, the community and the Criminal Justice System, a safe and secure environment for the incarceration of persons who have been charged with or convicted of offenses.

Functions:

- Maintain compliance with all local, county and state standards.
- To encourage our employees to provide input, to participate in problem solving and decision making; and to share responsibility for the implementation and accountability for outcomes and decisions.
- Develop cost-effective programs and alternatives to incarceration in cooperation with staff, the support of the community and the Criminal Justice System.

Long Term Goals:

- Implement Phase II of Five-Phase Jail Master Plan
- Continue participation in Re-entry Programs, specifically working with Ending Homelessness Work Groups and Committees.
- Maintain Jail Staffing Levels.
- Maintain Annual Training Levels and Requirements
- Remodel of Outside Jail Recreation Area (currently under Engineering Review)
- On-going evaluation of the Jail Medical Program to assure the quality and effectiveness of health care provided to inmates.
- Assurance that Jail Medical services are provided by a staff of well qualified health professionals who are skilled in the provision of jail medical services and coordinate their services with other community health care providers.
- Compliance with accreditation standards of the National Commission on Correctional Health Care.

Short Term Objectives:

- Implement Microsoft Windows Platform computer software for Jail Records in conjunction with PENCOM, Records, Operations.
- Purchase / Replace Ballistic Vests as needed.
- Continue to work with Clallam County Department of Community Development & support Community Oriented Policing Projects.

Accomplishments in 2008:

- Remodel of old SDU for suitable & secure female prisoner housing is nearing completion.
- Staffing levels increased by three Corrections Officers and one Control Room Technician to support opening of 30 additional jail beds. Currently all authorized full time positions are filled & one part-time. Two authorized part-time positions remain open.
- Participation on County Mental Health Committee and 72 hour Triage Center Sub-committee. Jail Superintendent is an active member on both.
- Memorandum of Understanding in place with Serenity House regarding Homeless and those at risk of becoming homeless. Created reports to document sharing of information between Jail and Serenity House Staff. Working with Washington State Department of Corrections and local faith based group "Life Force" to establish Offender Re-entry program.
- New contract for Jail Medical Services in place, establishes a cost cap for medical staff.
- New billing agreement in place with Olympic Medical Center, significant cost reduction to County.
- Maintaining full time Corrections Officers position assigned to provide security for Nursing Staff (Medical Liaison Officer)
- Jail Property Room Storage modified by Chain Gang to accommodate sealed bins and new customized shelving installed.
- Installed new Linoleum flooring in Jail Sergeants Office
- Standardized prisoner care daily rate for all Jail Contracts.
- Negotiated and signed Washington State Department of Corrections Prisoner Transport Agreement for female prisoner transports to Washington Corrections Center for Women -Purdy.
- Bidding process for Jail Remodel Phase I of five-phase expansion plan completed. Construction nearing completion.
- Cut down and removed steel basket-ball pole and filled hole in outdoor recreation area, improving both Officer & Inmate safety.
- Exercised out clause for WASPC Programs Contract, negotiated and signed new Community Based Programs Contract with Friendship Diversion Services for Electronic Home Monitoring, Community Services Work & Day Reporting.
- Implemented new inmate phone system, internet based and accessible to operations personnel.
- Completed TB Testing for all Corrections Staff in accordance with WISHA standards, testing also provided to all department personnel who desired it.
- Established "Top Ten" List for Inmate Programs. Set guidelines for screening and placement of in-custody prisoners into Friendship Diversion Programs.
- Implemented new safety trays for segregation inmate feeding.
- Obtained Career Level Certification for all Jail Sergeants with exception of newly promoted (scheduled for second half of 08').

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- Career Level training completed for Jail Superintendent (Northwest Law Enforcement Command College & LPO Class through CJTC)
 - Agreement reached with Superior Courts for collections of Jail Medical and Jail Commissary Debts through Court Ordered Restitution.
 - Purchased & Installed new booking camera to provide adequate quality photo's when system is linked to input mugs-shots to JBRS
 - Maintained three Chain Gang Work Crews supporting Community Oriented Policing and numerous County and City agencies such as City Streets, PAPD, County Roads, County Parks, Olympic Discovery & Adventure Trail, Sequim Master Gardeners, County Fair, Sequim Irrigation Festival, Joyce Days, Building Maintenance, Jail Remodel & Painting, DCD Community Projects, etc.
 - Recruited and trained four new Jail Staff in preparation for opening of 30 new beds.
 - Computerized and located Corrections Annual Schedule in Read Only Access area allowing all Sheriff's employee's access. Provides for better employee planning and coordination of leave time on annual basis.
 - Added four new Pipe Time Keepers to existing system, allows for all cell entries to be recorded, all officers now carry a pipe, not just those assigned to welfare checks. Better records the number of visits staff make to each living unit.
 - Obtained and issued all Custody Staff individual radios, batteries and chargers. Has essentially eliminated the "broken battery syndrome" experienced in the past.
 - Identified and resolved Juvenile Fingerprinting for felony convictions through coordinated efforts with Clallam County Juvenile Center, Superior Courts, Courthouse Security Officer & Sheriff's Support Services and Operations staff.

Workload Indicators:

Type of Activity	2006 Actual	2007 Actual	6/3/08 Actual	2009 Goals
Inmate meals served (Jail and Juvenile Center)	142,265	132,563	71,354	
Inmate labor supervision – total hours	12,334.5	13,710	7,005	
Inmate man days	44,296	42,631	22,830	
Total inmate bookings	2,882	2,887	1,126	
Supervised Court Appearances/Remands	5,368	5,242	2,738	
Cooperative Chain Miles	27,425	27,760	13,725	
Chain Gang – road miles cleared	766.10	669	321	
Chain Gang – pounds of roadside litter collected	32,582	26,737	27,533	
Chain Gang – pounds of dump site litter collected	93,940	72,164	25,875	
Average daily population	121.36			
Number of sick calls	360			
Number Medical Transports	83			

Staffing Level:

	2006 Actual	2007 Actual	6/3/08 Actual	2009 Budget
Full Time Equivalents Sheriff's Jail:	34.50	35.5	38.5	39.5
Care and Custody	29.5	30.5	33.5	34.5
Chain Gang	2	2	2	2
Kitchen	3	3	3	3
Full Time Equivalents Sheriff's Jail Medical	1.65	1.65	1.65	1.75

Operating Budget

Revenues – Sheriff's Jail

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	355,455	387,812	263,623	747,073
Charges for Goods and Services	119,336	142,951	38,665	125,000
Fines and Forfeitures	0	0	0	0
Miscellaneous Revenues	307	153	2,704	1,000
Nonrevenues	0	0	0	0
Other Financing Sources	100,000	100,000	250,000	300,000
General Tax Support	1,970,385	1,938,603	769,553	2,013,925
TOTAL	\$2,545,483	\$2,569,519	\$1,324,545	\$3,186,998

Expenditures - Sheriff's Jail

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Salaries and Wages	1,621,329	1,604,117	825,939	2,029,668
Personnel Benefits	292,927	571,794	286,663	756,810
Supplies	217,026	221,626	132,489	306,850
Other Services and Charges	31,984	36,075	30,533	44,920
Intergovernmental Services	91,865	88,335	10,441	0
Interfund Payments for Services	286,087	47,572	19,588	41,500
Capital Outlay	4,265	0	18,892	7,250
TOTAL	\$2,545,483	\$2,569,519	\$1,324,545	\$3,186,998

Revenues - Sheriff's Jail Medical

	2006 Actual	2007 Actual	6/3/08 Actual	2009 Budget
Taxes	0	0	0	0
Licenses	0	0	0	0
Intergovernmental Revenues	8,919	20,584	11,903	21,000
Charges for Goods and Services	18,379	18,344	8,622	19,000
Fines and Forfeits	0	0	0	0
Miscellaneous Revenues	6,657	2,070	0	0
Other Financing Sources	0	0	0	0
General Tax Support	313,026	405,774	217,997	449,483
TOTAL	\$346,981	\$446,772	\$238,522	\$489,483

Expenditures – Sheriff's Jail Medical

	2006 Actual	2007 Actual	6/3/08 Actual	2009 Budget
Salaries and Wages	93,435	106,786	55,229	134,128
Personnel Benefits	13,704	28,622	15,945	35,855
Supplies	42,884	80,202	44,169	70,770
Other Services and Charges	178,504	216,632	121,892	246,000
Intergovernmental Services	0	0	0	0
Interfund Payments for Services	18,454	14,530	1,287	2,730
Capital Outlay	0	0	0	0
TOTAL	\$346,981	\$446,772	\$238,522	\$489,483

Agency Structure: Not provided by department.