



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**August 18, 2003**

**Motion 11782**

**Proposed No.** 2003-0330.1

**Sponsors** Gossett

1           A MOTION approving the recommendations for criteria  
2           and process by which the executive may access the  
3           \$2,000,000 reserve account for adult detention populations,  
4           as requested in the 2003 Budget Ordinance, Ordinance  
5           14517.

6  
7  
8           WHEREAS, the 2003 Budget Ordinance, Ordinance 14517, contained a proviso  
9           with the intent that the criminal justice council shall develop a report outlining its  
10          recommendations for the criteria and process by which the executive may access the  
11          reserve account for the purpose of responding to unanticipated increases in the population  
12          of those under its custody, and

13          WHEREAS, the criminal justice council unanimously approved a proposed  
14          protocol comprised of: three primary indicators, which could be objectively measured;  
15          efficiency indicators; and a process for reviewing these indicators:

**Motion 11782**

---

16                   NOW, THEREFORE, BE IT MOVED by the Council of King County:  
17                   The report, in substantially the form attached to this motion, is hereby approved.  
18

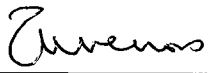
Motion 11782 was introduced on 7/28/2003 and passed by the Metropolitan King County Council on 8/18/2003, by the following vote:

Yes: 11 - Ms. Sullivan, Mr. von Reichbauer, Ms. Lambert, Mr. Phillips, Mr. Pelz, Mr. McKenna, Mr. Constantine, Mr. Hammond, Mr. Gossett, Ms. Hague and Ms. Patterson  
No: 0  
Excused: 2 - Ms. Edmonds and Mr. Irons

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

  
\_\_\_\_\_  
Cynthia Sullivan, Chair

ATTEST:

  
\_\_\_\_\_  
Anne Noris, Clerk of the Council

**Attachments**      A. Proposed Protocol

## Proposed Protocol

A King County Council 2003 Budget Proviso provides the following:

“The 2003 general fund financial plan includes a \$2,000,000 reserve account for adult detention populations. It is the intent of the council that the criminal justice council shall develop a report outlining its recommendations for the criteria and process by which the executive may access the reserve account for the purpose of responding to unanticipated increases in the population of those under the custody of the department of adult and juvenile detention. This report should be submitted with an accompanying motion for the review and approval of the council by March 30, 2003.”

### I. Three primary indicators which could be objectively measured were identified:

- A. Has the *secured* ADP for the month exceeded 2,185?\*
- B. Have the average bookings shown a minimum of **10%** increase or the average length of stay (ALOS) shown an increase of at least **1 day** from the previous month?
- C. Have community correction alternatives being fully utilized, as measured by capacity of the following “alternatives”?
  - (1) EHD
  - (2) Work Crew
  - (3) Day Reporting
  - (4) WER

If two of the three answers to A, B, C are “yes”, then the following efficiency indicators are examined before discussing any access to the reserved fund.

### II. Efficiency indicators:

- D. Have steps been taken to address internal efficiency regarding:
  - (1) the specific recommendations contained in the Auditor’s report including:
    - a) Determine what is an effective cost model for allocating jail costs among facilities, special units, and various population groups. Develop a cost allocation model to reflect full costs of adult secure detention.
    - b) Determine what is an effective staffing model for assigning correction officers.
    - c) Identify thresholds where changes in population may impact correction officer staffing, medical and psych staffing, and admin and overhead staffing, as well as the costs associated with such changes.
    - d) Determine if there are opportunities for costs savings in the area of Jail Health services provided to inmates.
    - e) Identify other areas that may impact total operational costs.
  - (2) zero-based budgeting or the cost model suggested in the Auditor’s report fully applied to all operations.
  - (3) best practices that reduce expenditures fully explored.
- E. What public or internal policies have been reviewed which might maximize cost reduction while maintaining public safety?
- F. What are the staffing ratios associated with the following when reviewing data from 2000, 2001, 2002 and for each reporting period in 2003, specifically regarding:
  - (1) The ratio of all adult detention staff (including support and other staff, such as court services, ITR, etc.) to inmates.

- (2) The ratio of all staff directly employed for secure detention to inmates in secure detention.

### III. Process

The King County Department of Adult and Juvenile Detention generates a quarterly response to the three primary (A, B and C) indicators, relying in part on the monthly variance reports. This Quarterly Report will be provided on April 15, July 15 and October 15, 2003. The Executive Budget Office will review the quarterly response and if 2 of the 3 primary indicators appear to be triggered, will convene a subgroup of the CJ Council, including representatives from the Budget Office, District Court, Superior Court, Department of Judicial Administration, Office of Public Defense, Prosecuting Attorney's Office, County Council, and a representative from the King County Auditor's Office. This subgroup will review the primary indicator information provided and all subsequently requested information pertaining to items D, E and F. The recommendation of this subgroup will be provided to the CJ Council and transmitted by the Budget Office to the County Council for review and consideration.

\* The Criminal Justice Council proviso subgroup recommends the use of 2,185 secured ADP as the baseline number. This is the number referenced in the recently completed King County Auditor's Report pertaining to Jail operations, for November 2002, and notes the 14% decrease from the beginning of the year.