



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**February 6, 2018**

**Motion 15062**

**Proposed No. 2017-0485.1**

**Sponsors Gossett**

1           A MOTION accepting a report detailing the department of  
2           adult and juvenile detention efforts to implement more  
3           extensive community outreach for recruiting department  
4           staff in compliance with Ordinance 18409, Section 55, as  
5           amended by Ordinance 18544, Section 27, Proviso P3.

6           WHEREAS, a 2017-2018 Supplemental Budget Ordinance, Ordinance 18544,  
7           Section 27, Proviso P3, which amended the 2017-2018 Biennial Budget Ordinance,  
8           Ordinance 18409, Section 55, requires the executive to transmit a report describing the  
9           department of adult and juvenile detention's efforts to implement more extensive  
10          community outreach for recruiting department staff, and a motion accepting the report,  
11          and

12          WHEREAS, Ordinance 18544, Section 27, Proviso P3, provides that \$100,000  
13          shall not be expended or encumbered until the report required by the proviso is accepted,  
14          and the motion accompanying this reports is passed, and

15          WHEREAS, the council has reviewed the report submitted by the executive;

16          NOW, THEREFORE, BE IT MOVED by the Council of King County:

17          The report describing department of adult and juvenile detention's recruitment

18 efforts, which is Attachment A to this motion, is hereby accepted in accordance with  
19 Ordinance 18544, Section 27, Proviso P3.  
20

Motion 15062 was introduced on 11/20/2017 and passed by the Metropolitan King  
County Council on 2/5/2018, by the following vote:

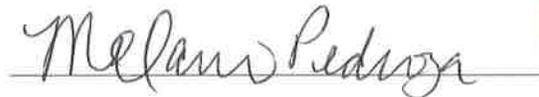
Yes: 9 - Mr. von Reichbauer, Mr. Gossett, Ms. Lambert, Mr. Dunn,  
Mr. McDermott, Mr. Dembowski, Mr. Upthegrove, Ms. Kohl-Welles  
and Ms. Balducci  
No: 0  
Excused: 0

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

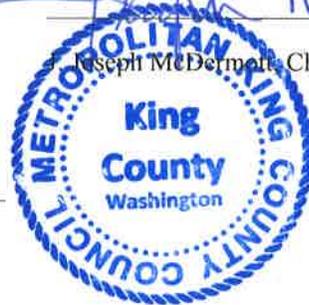


Joseph McDermott, Chair

ATTEST:



Melani Pedroza, Clerk of the Council



**Attachments:** A. DAJD - Motion and Report Detailing DAJD Recruitment Efforts in Compliance with  
Ordinance 18409, Section 55, as amended by Ordinance 18544, Section 27, Proviso P3

## **Attachment A - 15062**

### **DAJD Report Detailing DAJD Recruitment Efforts in Compliance with Ordinance 18409, Section 55, as amended by Ordinance 18544, Section 27, Proviso P3**

The following report is submitted in response to Proviso P3 of Ordinance 18544 to address actions taken by the Department of Adult and Juvenile Detention (DAJD) to implement more extensive community outreach for recruiting department staff. DAJD's recruitment efforts over the past year and for the long-term include expanded proactive outreach to the County's culturally diverse, economically disenfranchised, and veterans communities.

In the past year, the department has seen significant increases in the numbers of incarcerated adults, which has resulted in an even greater need to ensure that our corrections officer positions are fully staffed. The increase in the number of incarcerated adults has created the need for two, and sometimes three, double bunked units at the Maleng Regional Justice Center (MRJC). Consequently, staff is working mandatory overtime at significantly higher frequency compared to years past. DAJD also sees typical losses of staff through retirements and attrition. Accordingly, DAJD has increased demand for staff, while at the same time losing staff, thus creating larger numbers of vacancies in key positions.

One strategy that the DAJD Human Resources (HR) team has implemented in the past year is to bring in one Juvenile Detention Officer (JDO) and one adult Corrections Officer (CO) focused solely on recruiting and staffing for their divisions. These are staff who have strong backgrounds in their work units and understand what it takes to do the job. DAJD has to backfill these officer positions, but the addition of these two staff has shown almost immediate results. The HR team also did some reorganization of workload for other HR team members in order to prioritize and expand the department's efforts. HR also worked with department leadership to evaluate a variety of the job descriptions to be sure that the skills, experience, and education we were asking of our candidates were not eliminating too many good recruits.

In regards to specific targeted recruitment activities, the department has participated in almost every local veteran's recruitment event this past year. We have worked to get our recruitments out to a wider audience through social media platforms and worked with the County's communications folks to get some of our recruitments added to larger publications as featured job descriptions. Additionally, the department partnered with the Department of Community and Health Services' (DCHS) Communities of Opportunity program to develop an on-the-spot hiring event at the Burien YWCA center in July 2017. Attendees who submitted a job application at the event had their required pre-employment testing fee paid for by the department.

A list of recruitment events the department has attended or will be attending in the current year include:

- HIRE GI – JBLM (March 30, 2017)
- JobFest 2017 – STAR Center Tacoma (April 19, 2017)
- Women in Trades – Fisher Pavilion, Seattle Center (May 12, 2017)
- YWCA WorkSource Recruitment – White Center (July 19, 2017 - A special event designed in collaboration with WorkSource Seattle)

- Stand With Those Who Serve – JBLM (July 22, 2017)
- Working with Our Troops: Veteran’s and Spouses – WA State Convention Center (August 9, 2017)
- HIRE GI – Sailors and Spouses – Silverdale, WA (August 15, 2017)
- HIRE GI – Soldiers and Spouses – JBLM (August 17, 2017)
- Multilingual & Multicultural Job Fair (Everett Community College, October 11, 2017)
- Greater Good Job Fair - UW-Tacoma (October 19, 2017)
- WorkSource Public Sector Job Fair – Opportunity Center, North Seattle (October 26, 2017)

We’re working to be more engaged in all communities. In particular, the Juvenile Division has made strong connections through their peacemaking work and other programming involving community. More and more line staff are willing to recruit people they know or people within their specific communities.

In addition to the recruitment efforts highlighted above, a group of DAJD staff representing a cross-section of stakeholders from within the department have, with the assistance of the County’s Continuous Improvement Team, undertaken a Lean process project focused on improving the department’s corrections officer hiring process. The strategic goal of the project is to shorten the time-to-hire, and to identify/remove barriers to hiring non-local applicants and members of minority and underrepresented communities.

This Lean project resulted in a variety of recommendations. One such recommendation related to cumbersome paperwork processes that both candidates and HR staff struggled to use. DAJD HR implemented an electronic recruitment program called eSoph. The tool allows DAJD to process background investigations of applicants electronically versus on a paper application. eSoph has allowed DAJD to reduce not only the amount of time it takes for an applicant to complete the background process, but also eliminate the need for paper applications. The product also affects applicants of limited means, in that they no longer have to take an extra trip to downtown Seattle, sometimes having to pay a large amount to park. Instead, they can submit their paperwork online.

DAJD has also worked hard this last year to ensure that all our interview panelists are watching an implicit bias video prior to interviewing, and are better prepared to interact with all candidates. The department always looks for a diverse panel of interviewers and has expanded potential panelists to a variety of external stakeholders and departments, which provides a more diverse perspective in all our hiring decisions. These measures go a long way to ensuring DAJD is promoting the County’s equity and social justice goals and that DAJD staff reflects the diversity of the county population which we serve.

DAJD is committed to expanding its recruitment efforts and partnerships with regional agencies with the goal of increasing the number of applicants from diverse, minority, economically disenfranchised and veteran’s communities. We will be working hard going forward to ensure we continue to hire strong candidates by finding them in new and different places, but also ensuring our staff is reflective of our community.