

COLUMBIA COUNTY SHERIFF  
MEMORANDUM

**APPROVED**  
**AS PRESENTED**

10.11.2016

Date: October 10, 2016  
To: Sheriff Jeff Dickerson  
From: Timmi Sue Hald, Support Services Supervisor  
SUBJECT: JOCAC MEETING – MINUTES FOR 08/09/2016 MEETING

Attendees: Committee Members:

Richard Lager, Chairman  
Garret Lines, Vice Chair  
Jamie Maygra  
David Crawford  
Lester Kahr  
Dennis Kinna  
Harvey Bilton  
Rita Bernhard

Columbia County:

Jennifer Cuellar, Columbia County Finance and Taxation

Columbia County Sheriff's Office:

Jeff Dickerson - Sheriff  
Tony Weaver – Jail Commander  
Timmi Sue Hald – Support Services Supervisor

Meeting Location: Columbia County Justice Center, 901 Port Avenue, St. Helens, OR 97051  
Meeting called to order at 7:00 pm

**PUBLIC COMMENTS**

No public attendees

**OLD BUSINESS**

Review of the minutes of the previous meeting.

G.L. - Add old business as presented, recommend accept as they are here.

D. K. - Is that a motion?

G.L. - I make a motion to add as presented to the minutes on old business and accept the minutes as presented.

H.B. - 2<sup>nd</sup>

R.L. – All in favor. Motion carried.

R.L. – Approval of the May 10<sup>th</sup> minutes – Any discussion?

L. K. – Accept minutes

R. L. – Make a motion?

L.K. – Yes, I do.

J.M. – 2<sup>nd</sup>

G.L. - All in favor? Any oppose? Motion carried.

## **NEW BUSINESS**

### Preliminary FY16 Financial Statements

J.C. – I am not sure if you want to read through the highlights, you just got them over the weekend or Monday, do you want to ask questions?

G.L. – Ask questions

J.C. – Okay

G.L. – I have a question. In your summary you talk about the balance of revenue category, (inaudible...timber sales) are that on state wide basis or how does that work?

J.C. – No, that is actually a county wide thing. So, wearing my county treasurer hat, I distribute all of the property taxes, but there are also some other county wide revenue streams that come in at the end of the year that I distribute to all of the taxing districts. One of them is for mineral rights and royalties and that comes off of the Mist fields. And then there are also the state manages some forest land on behalf of the County and then I distribute the actual proceeds on a cash basis that come in for the county. So both of those revenue streams are highly volatile, as in the 6 years I have been here, some years, they are close to a million dollars that I distribute around and some years they are \$50,000.00. It is just one of those things. FY16 there was a pretty good timber distribution that I was able to share around all the taxing districts and because the jail is a local option (?) levy, it shares in a proportionally that piece. So does the County as a taxing district, so does each school district, the fire district according to their proportion on the county tax rule. I hate to budget for it robustly because you just don't know. I don't know and it is very difficult to project.

J.M. – Do you have any idea how much money is transported through Internal Government Agreements (IGA) from other districts to the Sheriff, to the jail?

J.C. – None

J.M. – Oh, you are not a special district.

J.C. – No, each municipal court in its monthly process of reporting to the state, its fines and collections, a proportion does go to jail assessment. But that is not an IGA, that is state law and how different court fees are supposed to be divided up. So in that sense, the City of St. Helens, there are 12 distributions because they have a municipal court but they are pretty some numbers certainly relative to the property tax or the million dollars the general fund kicks in.

G.L. – As the support departments come off furloughs, it had planned capacity, this line item has large year over year increase for the next three years. I am assuming that coming off furloughs is going to be showing in the first year?

J.C. - The support departments have been coming off the 10% gradually. We assess the administrative allocation based on the prior year, so FY17's is based on FY16 budget and we still had 8 furlough days at that point. In FY18, it will be based on FY17, and we are off furloughs. It

is one of those things where all of the funds that share in to cover the costs of my department cutting checks and managing the cash and County Counsel. All of those costs get shared proportionately based on variety of matrix, many of them are FTE based and because the jail is one of the larger funds in terms of employing actual people, their proportion of the administrative allocation is not insignificant.

**G.L.** – So although the furloughs come off in FY17, by your accounting – they still will be coming off in FY18?

**J.C.** – Exactly, it will be rising on an accelerated curve, as those factors work through our budget cycles or financial cycles.

**G.L.** – Well I hope after the two years it will be on a decelerated curve.

**J.C.** – It depends we are also adding capacity because in the administrative departments meeting all of the regulations, it's been tough, so we actually need to add some FTE, back that were in the early years of this furlough thing, many positions were lost, including in public safety but also in the support departments.

**G.L.** – So you might be adding those after three years?

**J.C.** – It is possible. If you add an actual position, that make the total cost of admin allocation that much higher. We are watching that, the commissioners are watching that, in terms of the budget, priorities and balancing the need for back end compliance that kind of work with the impact it has on the program, departments including the jail.

**H.B.** – Those are county positions and they don't have anything to do with the jails budget?

**J.C.** – Right, specifically expect insofar, as they flow through as part of the admin allocation charge, that the jail gets, just like the road fund and Community Corrections and all the other smaller funds, there are ½ dozen. Any other questions?

**J.C.** – My sense was that FY16 looks to be shaping up largely as expected. And that where there is going to be a larger beginning balance in FY17, than we predicted in the budget cycle, the large driver of that is just timing in terms of this major software project. So my understanding it's not like we saved money and there is extra money, it is just we anticipated billing and the project to be completed a little bit faster than it is actually happening.

**D.K.** – Contingency for PERS increases and so forth, is that built in anywhere?

**J.C.** – Yes it is, for every dollar of payroll the county has been putting aside in the past 4.4% and that number is exactly what the state reduced all our rates at the point four years ago. But in this budget cycle, the commissioners opted to reduce that to 2.8 or 2.9% of payroll, so it is reducing a little bit, and I am really excited we will have a municipal advisor on board and we will have a million dollars collectively put in that PERS fund, which gives us a lot of options, in terms of what can do with that money, so we will be looking at what is the best bang for the taxpayer's buck, for those dollars that we have been collecting.

**G.L.** – Under property taxes, property taxes under prior year, is that property taxes being collected from the prior year?

**J.C.** – Correct. So in the first year, there were no prior year taxes for the jail levy. So FY16 was year 2, so 100% of the people do not pay their taxes on time. So it is by statute that we have to track that separately.

**G.L.** – What is this gifts in kind?

J.C./S.D. – The jail received 4 or 5 vehicles from Hillsboro PD. And just from an accounting perspective, because we got the asset, that was a gift, and exactly offsetting expense in the capital. But next year's budget does not anticipate any such gifts.

S.D. – We never anticipate those, but tend to come around every once in a while.

G.L. – In the reduction for boarding federal prisoners next year, do they give estimate of how many prisoners?

S.D. – No they don't. If it showing a reduction, it shouldn't be a reduction of what is budgeted, it might be a reduction what they actually....

J.C. – Relative to what we brought in last year, the estimate is slightly lower and I honestly can't remember what your estimate was monthly, but if we take the budget and divide by 12.

S.D. – We budget 1.6 to be on the safe side, and we hit almost 1.8 this year.

J.C. – They have a mechanism in jail to invoice. It is based on how many inmates per night of the federal prisoner category, it is paid monthly based on headcount.

S.D. – And we get some extra for transports, if we are transporting federal prisoners.

G.L. – On Jail operations personal on salaries, how are we looking at overtime?

T.W. – We hope to reduce it. We are still hiring, still training, still sending deputies to the academy. We have one at the academy right now, which graduates next Friday. I will be sending three to the academy in October. October is going to be a big overtime month for us. Our hope is to be by February, all those that have recently been to the academy, are basically, they may not be certified but they will be on their own. Able to do the post without us having to cover with another deputy.

S.D. – I have got one sitting on my desk right now for another hire. We expect to be hiring from now on. We are training them and getting good people, so good that they want to go somewhere else and make more money.

J.M. – Can't we get someone else to train them?

S.D. – Ideally that what we would do, what we find is, we find someone with experience, they usually have some baggage, there are some things that make us not want to bring them out to Columbia County. So what generally happens, is that we train them, they are here for a couple of years, and some of them get and they like being here, especially if they move here. They like living here in a smaller community, then they stay. Then others that don't move here and our commuting, they think 'why am I commuting, I am getting trained, now there is the job real close to home, that pays more, why don't I just do that.

H.B. – There is no residency requirement?

S.D. – No we don't.

G.L. – Maybe by the end of this year, you will be stable and collect overtime?

S.D. – Right, it is the academy experience that is causing a lot of the overtime right now. We have three guys right now, they are actually filling a spot on the floor so our OT will be as low until they go to the academy and they are not filling that spot on the floor. They will be gone for 6 weeks.

T.W. – Even if we were to hire everyone we have today and not lose any one else we still be sending, with the one that is there and then the 3, four more to the academy. Hopefully we won't do that in the same class.

J.M. – What is the total amount of officers that you need to run this jail?

T.W. - With the number of inmates we have, and the classification of the inmates, we need approximately a minimum of 24 deputies including supervisors, not including me or the LT.

J.M. – So are you running 3 shifts?

T.W. – We are running 12 hour shifts so four teams and we need a minimum of 5 and a supervisor per team.

J.M. – So how many do we have?

T.W. – We are have backfilled a lot with part time and retired, so not counting them we have about 20 FTE. We have more than, because of some retired deputies, with court security and transports, I did not count those in our initial numbers just to run the jail. So if it is 24 just to run the jail, you are looking at 3 more to help with transports and court security.

H.B. – and days off.

J.M. – Do you have to transport the city prisoners?

T.W. – We don't have to, we do as a courtesy, if we are there any way. We are there with 13 passenger van, picking up one guy that we have to pick up, we might as well pick up their guy as well. We don't make trips for the municipal courts.

J.M. – So the cities do take their own to court?

T.W. – We don't transport to court. We transport, if they were picked up out of county, and they have been put on the NW Shuttle, we will transport them along with our inmates. But we won't make a special trip. So the city has arranged for that transport, typically what they do is release them with a court date.

J.M. – That's not bad, if you need 4 or 5 people. Does that put you at full capacity?

H.B. – Does that allow for time off or is that with the rotation built in for people's days off?

T.W. – Certainly allows for people to have their scheduled time off, and allows for a certain amount of relief for someone to call in sick, vacation and stuff like that, we couldn't allow 4 people to go to the Olympics, that would put us in a jam, but if one person was on vacation this week and another next week, we would have that type of relief.

J.M. – That will definitely take care of a lot of the overtime, there will be some I am sure.

T.W. – What is getting us now is we do have enough if no one goes on vacation, no one gets sick, and none of the inmates get sick either, because if we have to take one of our 170 inmates to the hospital, that takes a deputy out and we have to backfill that with overtime. We are doing a few more hospital transports than I thought we would. I think that is the mentality, that some of the inmates, still haven't not got out of the matrix days, and if they had something that meant that they had to go to the hospital, they got matrixed or furloughed. Now, if it is a significant enough charge we transport them, we sit on them and bring them back.

D.K. – I am curious Sheriff, Does the Sheriff's Association track, it seems really unfair to me, that the smaller counties would pay all the training costs and then people leave and there's no reciprocity, no compensation whatsoever.

R.B. – This has been going on in this county for a long time, not just the county, but the cities also.

D.K. – I knew with the juvenile department in Clatsop County for instance and Tillamook County, they have experienced the same thing. They are training staff and then boom there gone to Washington or Multnomah County.

S.D. – There is a state law that allows an entity to recover costs such as training costs, from an agency that comes and raids your staff. But it goes back and forth, we have taken from SHPD, for example, even for corrections we have done that, we have taken from them, so if one our

guys wants to go work for them, we are not going to do that. It's a hard thing to say ok you took this guy, now you owe us money, if the shoe is on the other foot and we need one.

J.M. – As long as it all works this way that fine.

T.W. – Multnomah County, for example, they do a lot for us. They transportation hub goes through Marion County; we never have to drive to Salem. Multnomah County brings all of our people to Portland, and allows us to pick them up there. We have a very good relationship with them and if one of our people goes to them, it is just doing business. It is better than them saying we are not doing half your transport for you.

J.M. – It is always better to keep that relationship better.

S.D. – They charge \$140.00 a night for an inmate and how long have they had Daniel Butts for free? They have held him for 2-3 years.

T.W. – They do that with our own, with our inmates as well. Again, they are bringing them back from different counties for us and if it is after 5:00pm and our transport deputy has gone home, we can call them and they will hold them over night and they won't charge us and never complain. It is a very good relationship that we have.

D.K. – On the surface it appears, they are going to all this training, and smaller counties are, that why I asked the question. I kind of thought there might be the rest of the story.

G.L. – On jail transport, I noticed that the personnel salaries are going up 50%, is that because you are using more people on transports, this year than the previous year?

T.W. – We are certainly doing more jail transports.

J.C. – The budget for FY16 was for 2.85 guys and this year it is those two plus another .5 FTE. So that is why that has increased. I presume it is because there are more locals, there is more activity back and forth.

G.L. – I look at revenue minus expenditures, I find a deficit of \$358,000 for this year. I look at capital expenses and it is \$415,000, what is capital expenses? Is that going to take care of it for the next two fiscal years? Is it this much of a deficit because the capital expenses are \$415,000 for this year?

J.C. – From a timing perspective, there is still going to be some significant invoices for the JMS that come through FY17.

G.L. – That why you have the \$415,000 on it, for capital improvement and equipment?

J.C. – My assumption is that actuals will be higher because in FY16, about \$400,000 of what was anticipated to be spent on that project, I believe for timing issues didn't happen. Our beginning balance is about \$500,000 higher than we projected, so for ¾'s of that is going to be timing for the capital expense.

G.L. – That is going to add to expenditures, how is this going to proceed in FY18 and FY19? Do we look at having deficits or is it something that is going to change?

J.C. – You put your finger on a year with significant uncertainty. FY18, there is not a levy, unless the voters approve another one. So when we did the projections for FY18, we didn't include it. The county can't sustain the jail. So it is a little scary.

J.M. – They should fully fund the jail – because it is the responsibility of the county to keep their citizens safe. So they should be the ones to fund the jail. So whether that takes money out of their economic development or what. Their first priority is to keep the public safety.

J.C. – There isn't another 2-3 million in property taxes. We didn't spend a lot time in that because it felt like it is borrowing trouble because we just don't know if the proposed levy in November will pass. And if it doesn't pass in November, we will be entering our budget cycle for FY18 and we will crunch the numbers and see what will happen.

R.B. – What is the situation with the bond that is no longer going to be?

J.C. – So FY18, so not the current year, but the next year is the last year of that. So there no longer will be that item on people property tax statements.

J.M. – That was what 34%?

S.D. – 38%

J.C. – So folks, all those individuals' taxpayers into the county system, our tax bills are going to come down. In FY19, just on that.

G.L. – You probably still have a budget that goes out to FY18 and FY19?

S.D. – Yes, we have numbers for our sake. We are counting that there will be a levy. Because, we believe we are still going to have a jail. If the levy goes down, my guess is that the county is not going to shut down all other operations, so that there will be a jail, and then we will close the jail. It just depends on that piece right there. I do have a budget that imagines that we pass the levy.

G.L. – Suppose the same levy was on for 2018, would it still have this \$358,000 deficit?

S.D. – I am trying to find where you talking about it.

G.L. – Your expenditures are \$358,000 more than your revenue.

L.K. – Once the computer system is paid for, that won't be a reoccurring expense, it will have some maintenance cost, but not the main expense of doing it and that is what you are saying that hasn't been paid for from FY16.

J.C. – Yes

G.L. – But that is not in this budget, that would be in addition to.

L.K. – But that expense would not be there again because...

J.C. – The revenue would be higher. I didn't run a line of current revenue minus current expenses. I hadn't picked up on the fact that it is running deficit from the perspective.

S.D. – We are not running a deficit as far as actual...

J.C. – No you have fund balance.

G.L. – What do you see in the coming years? Let's assume there was a levy, Is the revenue going to increase? Are the expenses going to up faster?

S.D. – We have looked out, with our budget, assuming the money does come in. We have looked out at what is the expected revenue and those revenues are supposed to go up, over the four years, just because of the basic 3% increase, that many homes are for that. Then we have kept a steady USM amount. We have a beginning balance, moving forward into 2018 from this fiscal year. Budgeting with pay increases and everything else, we believe that we will make it to the year 2021, with the rate staying the way it is.

J.C. – We ran those numbers several months ago, and I haven't looked at them since we did that to validate the levy amount. The work was put in and it did, if I recall, the ending fund balance in that final is at a lower level, then where we start out, but the tradeoff was we didn't want to make the levy any higher than it already is. The Sheriff is aware of the phenomenon and will have to be looking at how to be prudent.

L.K. – When is the jail paid off?

S.D. - 2018

L.K. – And that is how much?

S.D. - .38/1000

L.K. – and the levy is how much?

S.D. - .58/1000

L.K. – Once that drops off you actually only going to be paying .20 more.



S.D. – The way to look at it that you are paying .96 now and it will go down to .58.

R.B. – That might be willing people will be willing to support, I mean knowing that it is going to be less.

L.K. – It is hard to explain to people.

R.B. – It really is. It is very complicated. But they do know the bottom line, that they are going to be paying less than they are paying now. They might be willing to go on and continuing the levy.

S.D. – It would be interesting from our perspective, some discussions who are supportive of the jail and the jail levy, how we are going to go forward this year and I am interested what is going to make sense to people. If anybody here wants to throw in to help us make sense to people and what is really going on.

L.K. – Population of the jail, incarcerated people and keeping them, holding a lot more of the bad guys, it is doing some good.

S.D. – Everyone needs to understand that jail, is not like a prison. A jail is a place where you bring people and often they do go out because they are not guilty yet, or they bail out or a judge releases them but it does provide a place now where it couldn't before on minor crimes, like DUII, the judge can sentence them locally. We are holding our sentenced people now, where we were not before. We were matrix releasing those first usually. That's a big difference. For law enforcement, being able to solve a problem for a night or two, to take someone who is unruly, and take them where they are going to get humane care. The other thing that we are really going to focus on, is that the jail is place where people come but they don't leave the same way. We actually want them to go out with the chance that maybe they won't commit new crimes, once they are out. We are working on some programs right now to help make them, not necessarily more productive members of society, but not doing as much harm. We are working with Community Corrections to identify evidence based programs, where you can look and see that this program has been shown to prove that it does reduce recidivism. We are implementing those programs right now through a state grant, that is designed for that purpose, because they don't want them going to prison either. We are taking that program and putting it into our jail. That is the nice thing about a jail, if it does serve that purpose then it really is more redemptive for communities. We are focusing on that. We are the last place where someone can take someone having a mental health emergency. If they are just taking for a mental health emergency, then we can't take them, but if they have committed a crime in the midst of their mental health emergency, we will take them. We treat them like they are having a mental health emergency, when they are here. We have to hold them, we try to get them on the meds they are supposed to be on, we are working with CCMH and these are all the things that the jail, is the center where it happens, and without it, we miss all those things that hurt them community.

R.L. – I don't think the general public realizes all the rules and regulations that you guys have to do and that costs money. I don't know how you get to explain that to them.

S.D. – It is never ending and we continue to try to work on that education piece. We have scheduled with the South County Chamber, a tour here, it will open to the public and we are going to do what we can to get people through the jail to see all the things that we do, just like you have seen all the things we do. We are taking a risk on doing that, but we will have to a lot



of employees here on OT, to get people through there in small groups. We are going to advertise through the chamber and see what we get through that way.

R.L. – Good idea

G.L. – What percentage of the people in the jail are mental health/drug related

T.W. – Strictly mental health, our percentage is somewhere near 30%. It is almost in 1:3. They have committed a crime, but it is not mental health and drug, they are strictly mental health issues. Some of them are diagnosed with significant mental health issues. That is real close to the national average. Our numbers are not far off from the national average. I think we were slightly .5% higher than the national average. Drug related is significantly higher than that. I could probably get some numbers for the next meeting but off the cuff I wouldn't be able to guess.

D.K. – 65%?

T.W. – I think it is going to be north of 50% for sure.

G.L. – So people here are mental health and drug related?

T.W. – Yes. We have small offenders of measure 11 offenders, 1<sup>st</sup> and 2<sup>nd</sup> degree assault, but even a number of those have either current drug related charges or if you look in their recent history, they have had drug charges.

R.L. – A friend of mine owns a business in Columbia County, and tries to hire people and they don't have a driver's license or they can't pass a drug test. That is the local people. It is hard to get people from Portland or Hillsboro to come here to work.

R.L. – Any more on budget? Thank you Jennifer.

R.L. – Next agenda

D.K. – JMS – Status

T.W. – Deputies are training now, go live Saturday. Intensive training, hands on training. The nice thing about the hiring process, we have got a lot of the 20 somethings fresh out of college, not intimidated by this. Some of the older guys are little bit more nervous.

R.L. – Next agenda - When is our next meeting going to be?

S.D. – Up to the committee

H.B. – The number and have come out, where are we going here as a committee? We are going to present the information to the public? What is our plan? I think ultimately we were looking at the jails budget and seeing where it was being allocated and present the information to the public, are we at that point where we can get started with that?

G.L. – You can go to your city library or city town hall and pick it up.

D.K. – It has all been distributed to the public. On the website?

R.B. – I think we need to have a discussion about the levy that is coming up. It is going to be on the ballot for sure?

S.D. – That is the plan.

D.K. – This November? Is there a pact or something?

S.D. – Yes, I am trying to get information to people so that they will form a pact. I don't see it is the best interest of the effort of the Sheriff to be heading that up.

R.B. – There has been a committee in the past

S.D. – There is not a committee right now. There is a plan for a meeting the 23<sup>rd</sup> of September.

R.B. – Where and when

H.B. – 1070 Columbia Blvd. 7pm open to the public

S. D. – Ad hawk committee to promote the levy, we are reaching out to members of this committee, who want to support the levy and to others we have known in the past that have supported the levy.

R.B. – Do they have list of the people that were involved last time?

S.D. – They don't. It really wasn't that many people. Susan Conn involved last time and she has been reaching out to a few people. I have reached out to some folks.

D.K. – When do we want to have our next meeting? Do you want to wait until September 27<sup>th</sup>?

G.L. – Unless things have changed, let's keep it on the 2<sup>nd</sup> Tuesday.

D.K. – Agenda – What are we going to discuss? What the review? The expenditures are in line, the budget has been approved by the county, information has been distributed to the public.

L.K. – Maybe we should go into October and see if people attend this meeting and then we will have something to discuss and see if anyone is going to support the levy.

D.K. – Is there additional information that could be made available.

S.D. – The information has been in the paper that it is going to be on the ballot in November. You do have to approve the minutes of the meeting.

R.B. – I would be interested to know what people from the community...

S.D. – There has to be a message and that is what this group will do that.

R.B. – Should we skip the September meeting and meet in October?

S.D. – If any of you want to attend the tour in September, you are more than welcome to.

H.B. – Motion to have the next meeting on the 2<sup>nd</sup> Tuesday of October, which is October 11<sup>th</sup>.

D.K. – 2<sup>nd</sup>

R.L. – October 11<sup>th</sup> meeting we will discuss passing the levy.

R.B. – And what transpired at both at the September 23<sup>rd</sup> meeting and the September 29<sup>th</sup> meeting.

L.K. – Letters to the editor are pretty well read if anyone wants to do that.

J.M. – I am not going to talk anything up or down about the jail, I think my job here is basically done. You spent the money and we have seen how you spent it and we are all satisfied.

R.B. – I think just a member of the community and a citizen who lives here, you can certainly say that having the jail is beneficial.

J.M. – There are a lot of people out there that think we should have a jail, but don't think that we should have this large of a jail.

G.L. – Are you a matrix now?

S.D. – No, we haven't matrixed for more than a year. No early releases. We have about 100 local inmates.

R.B. - The bad guys realize that we are not matrixing anymore and it may the difference in their behavior.

J.M. – It would be nice if we had 100 federal inmates and 70 locals.

T.W. – I don't want 100 federal inmates. They are definitely different type of inmate. They are professional inmates.

J.M. – I still think that we should charge the cities.

S.D. – We could only charge them if they are not there on state charges. So if the city makes an arrest on a city ordinance, then we could charge the city.

R.L. – Any other comments for this meeting?

**NEXT MEETING**

- October 11<sup>th</sup> at 7PM

L.K. - Motion to adjourn

D.K. 2<sup>nd</sup>

Meeting adjourned at 8:10PM