

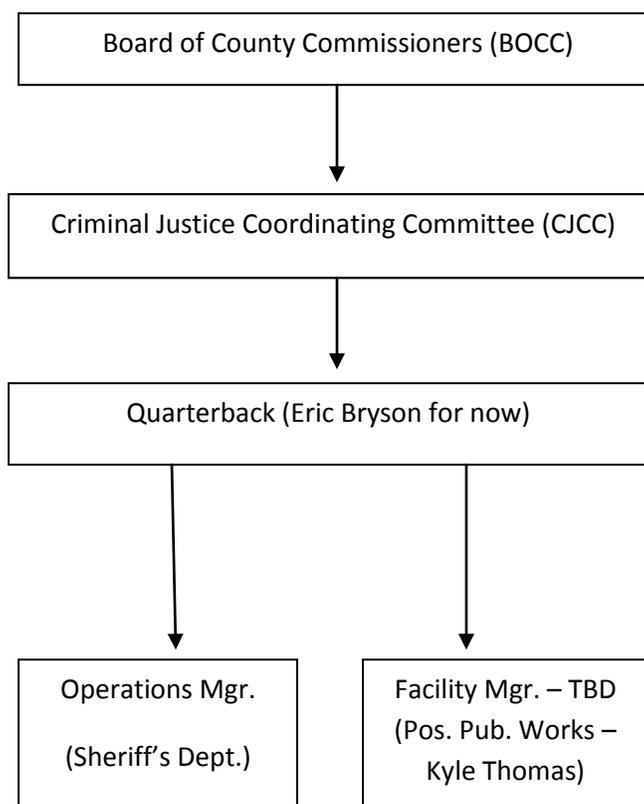
Jail Working Group
August 31, 2011
Minutes

The Jail Working Group met on August 31, 2011, at 2:30 p.m. in Room 309, City-County Building, 316 N. Park Avenue, Helena, Montana.

Attendees included Commissioner Derek Brown, Commissioner Andy Hunthausen, Chief Administrative Officer Eric Bryson, Sheriff Leo Dutton, Undersheriff Dave Rau, Captain Dave Fradette and Recording Secretary Rita Cortright.

Commissioner Brown provided an overview of the National Institute of Corrections Training Session, Aug. 22-25, 2011, in Aurora, Colorado, attended by Eric Bryson, Leo Dutton, Dave Fradette and himself.

The Working Group membership structure was discussed. The BOCC will assume the lead in driving the project and identifying funding sources, with support from the Sheriff's Office. It was agreed that Law Enforcement will provide a rep for the weekly meetings. Attendees listed above will comprise the ongoing Working Group. The following flow chart was agreed to:



There was discussion on the role of the Quarterback. This person would become the 'go-to' person regarding the creation, design and location of a new facility. A couple of possible candidates were identified, but for now Eric Bryson will fulfill the role; however, he will be unable to spend time as the owner's rep. and at that point someone will have to be hired to fulfill the role.

Regarding funding, the County has \$100,000 for the Master Plan process.

Nine Phases were set out by the NIC's publication, "Planning of New Institutions." Phase 1 was Project Recognition, i.e., identifying the problem, which in our case is overcrowding and was identified by the NIC report. Capt. Fradette explained that double-bunking was being considered, with the possibility of receiving donated bunks from Gallatin County, and would get inmates off the floor, but would not help with the lack of space. The current facility is designed for 58 beds; population has been averaging 70 inmates. Shipping Dept. of Corrections inmates to Broadwater County has been utilized to help alleviate the overcrowding situation, but this creates issues for the probation officers.

Phase 2 is a Needs Assessment, and the collection of historic data (populations and trends) will be under the direction of Capt. Fradette, who has access to arrest rates records data dating back to 1985. It was agreed that an outside entity should independently verify the future population projections. It was suggested that the cost of not having our own County Jail and sending all inmates to out-of-county facilities should be compiled, as well. In addition, the change in business practice of limiting arrests due to space constraints will be addressed. The Board of Crime Control also has data that could be incorporated. Capt. Fradette will obtain the costs of all items, including transportation costs, the impact of the Judges' schedule related to the 72-hour deadline, and have them independently verified and forwarded to Eric Bryson who will compile the information. We may need more than 8-10 years of data and narrative would be required to help interpret it.

The development of a Webpage was discussed. The Sheriff's Office will take the lead on its development and it will be linked to the County's main Webpage. The purpose of the Webpage will be for the public to follow the project's progress and will contain minutes from the Working Group, data, press releases, etc.

Role Clarification and Decision Making were discussed (see pg. 8, Sec. 3 of "Planning of New Institutions." Decisions will be made by consensus, and supported with Resolutions by the BOCC. Everyone needs a clear understanding of roles as the process moves forward. This chart was completed by attendees during the training session in Aurora. One ground rule was noted: A dissenting member must specifically register why they are dissenting, explain their position, and offer an alternative.

Formation of the Criminal Justice Coordinating Council (CJCC) was discussed, based on the training session handout titled, "Guidelines for Developing a Criminal Justice Coordinating Committee." Commissioner Brown will issue a letter to the District Court Judges soliciting their commitment to the process and agreement to chair the group. A potential list of participants included: East Helena Chief of Police, County Attorney, Public Defender, County Commissioner, Helena City Commissioner or Mayor, County Sheriff, District Court Judge, Youth Probation, Adult Probation & Parole and a Citizen

representative. The CJCC will look specifically at jail design and location. This is where public participation will have a role. Formation of the CJCC was targeted for the end of September.

In the event of a new site selection, re-use of the current facility was discussed. The group discussed the many features and incentive practices of the Broomfield Detention and Training Facility that was toured during the Training Session. A well-designed facility that addresses all the needs, including meeting rooms, training facilities, an auditorium, medical, visitation, attorney rooms was the desired outcome. A design that could be adapted to changes in the census was suggested. Co-location was suggested to offset costs. If properly designed, security would not be an issue and would help garner community support.

Touring other facilities was identified as a priority, and time would be scheduled to visit Butte, Missoula, Billings and possibly Washington State communities. Taking photos and capturing thoughts during the tours was encouraged, in addition to seeking information from building architects.

Goals and timelines were discussed.

- The CJCC will be formed by the end of September.
- The NIC Report has been completed.
- The Sheriff's Office will compile historical data.
- Chairman Brown will issue a letter to the District Court by Sept. 1.
- A Chamber of Commerce presentation was proposed. Commissioner Brown volunteered to provide regular updates at the Chamber Board monthly meetings.
- The Sheriff's Office will take the lead on Website creation.
- Eric Bryson will develop a FAQ white sheet for distribution.
- Formation of the Jail Working Group has been completed.
- A press conference will be called for Tuesday, Sept. 6 at 11 a.m. in Rm 330. Eric Bryson will draft a statement in press release format. Copies of the NIC Report will be available, in addition to the Fact Sheet. A pre-press conference meeting will be held at 10:30 a.m. on the 6th.
- Regular weekly meetings of the Jail Working Group will take place Mondays, from 1:30 – 2:30 p.m. in Rm 309, beginning on Sept. 12.
- Notebooks will be prepared for use by the Working Group members.