



MEETING MINUTES	
<i>Location</i>	Skype/Teleconference
<i>Attendees</i>	<p>Mark Kucza, DOC Senior Administrator – Statewide Project Lead Mike Schindler, Contract DOC Facilitator Dan King, DOC Special Projects Manager Nanette Graham, DOC Capital Planning & Development Director Gar Rodside, DOC Senior Facilities Planner Whitney Hays, DOC Executive Secretary</p> <p>5 Local Advisory Committee (LAC) members: Steve Crown Tim Logan Sebastian Moraga Ashley Olson Kevin Overbay</p> <p>4 community members: Craig Carroll Alicia McRae Theresa Sparks James Walker</p>

INTRODUCTIONS & ORIENTATION	
<i>Mike Schindler</i>	
<i>Slides</i>	<i>Agenda</i>
<i>Discussion</i>	<ul style="list-style-type: none"> • Mike Schindler opened the meeting. Introductions were made of all attendees. • Due to the COVID-19 situation and social distancing restrictions, DOC determined to hold this LAC meeting via Skype/teleconference. The Skype IM option can be used for comments/input/questions throughout the meeting. • 7 community members have committed to being a part of the North Central counties Local Advisory Committee (LAC). If anyone else is interested in being a part of the LAC, DOC needs commitment by the close of this meeting.
PROJECT STATUS UPDATE	
<i>Mike Schindler</i>	
<i>Slides</i>	<i>Project Update</i> <i>Project Update: Next Steps</i>
<i>Discussion</i>	<ul style="list-style-type: none"> • The North Central counties received 3 submissions through the RFP process that closed on 2/13/2020. These submissions are now being evaluated by DOC in a high level site screening to ensure they meet the minimum requirements. <ul style="list-style-type: none"> • 1 of the proposed properties is not a good option, due to it being raw property and it would take too long to build out and therefore, would not fit the timeline.

	<ul style="list-style-type: none"> The other 2 properties are very promising and DOC is considering possibly utilizing both facilities for mixed use. <ol style="list-style-type: none"> Chelan County Regional Jail Deaconess Building <ul style="list-style-type: none"> Submitted by Hospitality Ministries. DOC has spoken with owner. The part of the building being considered is the one behind the senior living facility. If this property was chosen, there would be a separate entrance. The building is not currently able to be toured due to its current state, but DOC may consider a video tour and/or providing pictures. The retrofit of the building may be up to 2 years until it is a functional space. All submitted property addresses will be disclosed to the LAC once DOC reviews each submission and determines its suitability. DOC will provide summary of each property and the justification for deciding whether to move forward with a property. Transparency of the vetting process is a priority of DOC. The LAC will review potential property sites based upon the agreed-upon considerations and will provide recommendation to DOC.
<i>Questions/Concerns</i>	<ul style="list-style-type: none"> What would the sleeping arrangements be at these properties? <i>There could be different options, depending on the chosen site.</i> Will a new facility in the North Central Counties change placement for individuals? <i>DOC is still bound by statute to release a Work Release participant to the county of origin and we know from data that there is currently a need for bed space in the North Central counties.</i> If the Deaconess building is too rough a shape for tour, what makes us think that it's in good enough shape for daily use? <i>The building would need to undergo a complete renovation. There is a lot of debris inside the building strewn around and there is no lighting. There would be numerous trip hazards making an on-site walk through dangerous. We may consider a video tour. Structurally, the building is very sound.</i> Will DOC pay for the upgrades to the Deaconess building or is it the property owner's responsibility? <i>In a leasing situation, it almost always happens that the property owner will fund the renovation.</i>
LOCATIONS UPDATE AND COMMUNITY SITING CONSIDERATIONS <i>Gar Rodside, DOC Facilities Senior Planner</i>	
<i>Slides</i>	<i>Location Update</i> <i>Community Siting Considerations</i>
<i>Discussion</i>	<ul style="list-style-type: none"> Community Siting Considerations include: Proximity to: transportation, education, treatment and other resources, employment opportunities, and support systems. <i>(See also: Attachment B – Community Siting Considerations)</i>
ASSESSING EXISTING FACILITIES <i>Gar Rodside, DOC Facilities Senior Planner</i>	
<i>Slides</i>	<i>Assessing Existing Facilities</i>
<i>Discussion</i>	<ul style="list-style-type: none"> DOC is also looking at the expansion capacity of 5 existing work release facilities to maximize existing resources: <ul style="list-style-type: none"> Helen B. Ratcliff – Seattle (King) Peninsula – (Kitsap)

	<ul style="list-style-type: none"> • Progress House Tacoma (Pierce) • Reynolds – Seattle (King) • Longview (Lewis) • A site assessment includes (for new properties and existing locations): <ul style="list-style-type: none"> • Site Visit • Code review • Life safety survey • Use/occupancy permit review/revisions • Facility resources/demand • Meet with authorities having jurisdiction • American Correctional Association (ACA) standards • Design and construction cost review
<i>Questions/Concerns</i>	
LOCAL ADVISORY COMMITTEE ACTIVITY <i>Mike Schindler</i>	
<i>Slides</i>	<i>Local Advisory Committee Role and Activities</i> <i>Identifying Review Considerations</i> <i>Communication Plan</i>
<i>Discussion</i>	<p>The LAC role includes:</p> <ul style="list-style-type: none"> • Act in the best interest of public • Develop an understanding of the community’s concerns and sensitivities • Active engagement and regular attendance throughout siting process • Have an accurate understanding of DOC’s role, charge, and limitations • Advocate for DOC program and site within your community • Support the work release program’s mission and activities <p>Property Siting Considerations</p> <ul style="list-style-type: none"> • Property siting considerations brought forward: <ul style="list-style-type: none"> • Deaconess building is in a tricky location, lots of diagonals • Close to services • Bus lines need to connect to other buses • Walking distance to green space, proximity to parks • Outdoor space • Deaconess is 4 blocks from Columbia Elementary (proximity to schools) • Meeting spaces/classroom areas for programming/presentations to residents, etc. <p>Communication Plan</p> <ul style="list-style-type: none"> • Sebastian Moraga designated as lead on LAC Communication Plan. • Communication plan considerations: <ul style="list-style-type: none"> • Communication needs to be made even before a site is decided • Make our intentions clear to as many people as possible • Inform the public that a Work Release facility actually reduces recidivism • Examples of recommended communication methods: <ul style="list-style-type: none"> • Interview with NCW Life • Interview with Mike Magnotti (he does Street Talk and Other Stuff)

	<ul style="list-style-type: none"> • Open house (first inform media, then do press release, then open house for public) • Who needs to be communicated to: <ul style="list-style-type: none"> • United Neighborhood Association • Housing: Coordinated Entry, YWCA, Women’s Resource Center • Managed Care Organizations: Molina, Amerigroup, and Coordinated Care • Training: SkillSource, Wenatchee Valley College • Transit: Link Transit • Wenatchee Valley Chamber of Commerce • Employers who have experience with Work Release participants (Crunch Pak, Standard Pallet, Loues Trusses, and apple packing businesses like Stemilt) • WorkSource – Ashley Olson (already part of the LAC) • Local law enforcement • Wenatchee City Council • East Wenatchee City Council • Mayor’s office • Commissioners • Department of Health and Social Services (DSHS) • Newspapers/media • Press release <u>in conjunction</u> with contact info of those who can answer questions • School districts (principals and Superintendents) • Community Partnership Transition Services (CPTS) – Ashely Olson is a part of this group
Questions/ Concerns	
SITE REVIEW AND RECOMMENDATIONS PROCESS Mike Schindler	
Slides	Site Review/Recommendation Process
Discussion	<ul style="list-style-type: none"> • Review sites brought forward and provide recommendations <ul style="list-style-type: none"> • Based on the agreed-to LAC considerations • Each site reviewed and discussed • Possible site visits (coordinated through DOC) • Reach effective agreement on recommendations (document supportive materials and reasoning) • Communicate recommendations to DOC leadership • DOC leadership reviews recommendations and collaborates on next steps (e.g. Communication Strategies, etc...)
Questions/ Concerns	
GENERAL DISCUSSION & TASKS FOR FOLLOW UP Mike Schindler	
Slides	Communication Plan Questions/Wrap Up
Discussion	Work Release Expansion Website https://doc.wa.gov/about/business/capital-planning/capacity-work-release.htm

North Central Counties email box:

docwexpandnc@doc1.wa.gov

Next meeting: (location/format subject to change, in view of COVID-19)

Wednesday, April 15, 2020

4:00 - 6:00pm

Wenatchee Police Department

140 S. Mission, Wenatchee, WA 98801.