



MEETING MINUTES	
<i>Location</i>	Snohomish County Fire District One Station 10 - 3922 156th St. SW Lynnwood, WA 98087
<i>Attendees</i>	Mark Kucza, DOC Senior Administrator 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 13 Community Members

INTRODUCTIONS & ORIENTATION	
<i>Mike Schindler</i>	
<i>Slides</i>	<i>Welcome – Establishing Effective Meeting Protocols</i> <i>Recap of Why</i>
<i>Discussion</i>	Mike Schindler opened the meeting and welcomed back past and new participants. Introductions were made of all attendees. Mike reviewed DOC's mission/values and how the Local Advisory Committee meetings will help gain a mutual understanding of the needs between the community and DOC.

PROJECT REVIEW	
<i>Mike Schindler</i>	
<i>Slides</i>	<i>Project Review: Activity and progress</i>
<i>Discussion</i>	The four counties identified as possible future Work Release facility locations include Snohomish, Chelan, King, and Pierce. DOC is currently meeting with all counties and facilitating community advisory meetings. Proposed properties/sites have been identified in two of the four counties so far. DOC began outreach to local communities in October 2019 and has continued since.
<i>Questions/Concerns</i>	

TESTIMONIALS & DATA RESPONSE	
<i>Dan King</i>	
<i>Slides</i>	<i>Videos</i> <i>Distribution from Work Release Data</i>
<i>Discussion</i>	DOC presented 2 video testimonials. One featured an employer who has employed Work Release participants and shed light on the positive experience they have had. The second video featured a DOC Community Corrections Supervisor who highlighted how important Work Release is and how motivated an incarcerated individual must be to get into a Work Release program. DOC presented a data map showing that when a Work Release participant is released, they do not necessarily stay close to the Work Release facility. They spread out.

RFP/SITING UPDATE <i>Gar Rodside & Nanette Graham</i>	
<i>Slides</i>	<i>RFP – Request for Proposals (update)</i> <i>Draft Workplan Timelines</i>
<i>Discussion</i>	There are currently no sites proposed in Snohomish County. The deadline for a letter of interest/response to the RFP is Thursday, February 13. After February 13, DOC asks that anyone with an idea of a potential site to please share the information. <i>Snohomish County Work Release Expansion inbox: docwrexpandsc@doc1.wa.gov</i> <i>Gar Rodside: gar.rodside@doc.wa.gov</i>
<i>Questions/Concerns</i>	<ul style="list-style-type: none"> • Is DOC willing to put forth the money to retro-fit an already existing building? <i>We will work out a tenant improvement process.</i> • If the RFP closes and we do not have any letters of interest submitted, what is the process? Do we solicit? Will the RFP be extended? <i>The RFP will not be extended. We will begin soliciting.</i> • How many total beds is DOC wanting to put in Snohomish County? <i>At least 50 or more.</i> • Do the 50 beds have to be in 1 site? <i>The ideal is 50 beds in one location to maintain a staffing model.</i> • Are there locations that are more promising than Snohomish County? <i>Yes. North Central Counties and Pierce County currently have proposed sites.</i> • What city is DOC looking in in Chelan County? <i>Wenatchee.</i>
ADVISORY COMMITTEE <i>Mike Schindler</i>	
<i>Slides</i>	<i>Local Advisory Committee Expectations</i> <i>Roles, responsibility, and expectations for advisory members</i>
<i>Discussion</i>	DOC asked for formal commitment from attendees to be a part of the Snohomish County Local Advisory Committee that will assist in siting potential properties. 10 attendees committed.
<i>Questions/Concerns</i>	<ul style="list-style-type: none"> • What type of time commitment is needed for the Local Advisory Committee? <i>It is difficult to quantify. The commitment will be to regularly attend the monthly meetings and take time to look at potential properties. We will be flexible with scheduling.</i>
GENERAL DISCUSSION & TASKS FOR FOLLOW UP <i>Mike Schindler</i>	
<i>Slides</i>	<i>Communication Plan</i> <i>Work Release Project Site Navigation</i> <i>Questions/Wrap Up</i>
<i>Discussion</i>	DOC encouraged current attendees to invite any community member who they feel should be a part of this committee who was not present to attend the March meeting or contact DOC. <i>Work Release Expansion Website</i> https://doc.wa.gov/about/business/capital-planning/capacity-work-release.htm <i>Snohomish County email box:</i> docwrexpandsc@doc1.wa.gov <i>Next meeting:</i> Tuesday, March 10, 2020 4:00 - 6:00pm

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