

Executive Order 16-05 Report

Building Safe and Strong Communities Through Successful Reentry

Office of the Governor
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I. EXECUTIVE SUMMARY

A. BACKGROUND

There are currently more than 18,000 adults incarcerated in Washington prison facilities. More than 96 percent of these individuals will eventually be released and will return to our communities. Fifty percent of those incarcerated are parents. The state also has approximately 500 youth who are incarcerated in residential facilities in the state. All of the youth who are incarcerated will be released.

Though most of the individuals who are incarcerated will return to their communities, successful transitions are difficult. Data show that many of the individuals who are released from confinement will recidivate and return to prison¹. The result of the high rates of recidivism are reduced public safety due to the new crimes being committed, increased costs and poor long-term outcomes for the individuals who are released. The likelihood of successful transition can be improved, however, with the utilization of reentry programs and practices. Reentry programs are designed to assist individuals who are releasing from incarceration to successfully transition back into the community.

With the goal of improving public safety, Governor Inslee signed Executive Order 16-05 on April 26, 2016, during National Reentry Week. Executive Order 16-05, *Building Safe and Strong Communities through Successful Reentry*, directs specific state agencies to take action to address known barriers to successful reentry.

B. REPORT OVERVIEW

Several state agencies have engaged in a variety of efforts to address barriers to successful reentry of individuals returning to the community following incarceration. All of the agencies identified in the Executive Order have made progress toward achieving the directives specified for each agency in the Executive Order. Some of the directives have been completed; however, most agencies will continue their work to achieve the goals of the directive as well as additional objectives they have identified. This report describes the work completed by each agency, as well as ongoing efforts to meet their stated goals. For each agency, the report lists the directive contained in the Executive Order for that agency and is followed by the progress achieved by that agency. The report includes work completed by the agencies during 2016, as well as work that has continued into 2017.

¹ In Washington, the recidivism rate for adults released in 2012 was 32.2 percent. Recidivism for the adult population is defined as a conviction of a new felony offense within three years of release and return to Washington DOC custody. For juveniles, recidivism is defined as a new felony or misdemeanor adjudication or criminal conviction within three years of release from a Juvenile Rehabilitation facility. The recidivism rate for juveniles in 2012 was 61 percent.

II. AGENCY REPORTS

A. DEPARTMENT OF CORRECTIONS AND JUVENILE REHABILITATION

Executive Order 16-05 contains both specific directives for the Department of Corrections (DOC) Reentry Division and Juvenile Rehabilitation (JR) to fulfill, as well as requiring DOC and JR to work with the specified state agencies to accomplish the objectives identified in the Order.

The following section contains information related to the specific tasks DOC and JR were required to complete in the EO. The work DOC and JR are required to accomplish with the other agencies is contained in the information related to each agency.

Reentry Executive Order 16-05 Directive:

Department of Corrections (DOC) and Juvenile Rehabilitation (JR): Build a reentry-focused orientation program for every individual as she or he enters and exits a correctional facility. This orientation shall provide individuals information regarding the Certificate of Restoration of Opportunity, restoration of voting rights, resources for individuals currently in and leaving the system, and crisis services. All people leaving a state prison facility and juvenile residential facility shall receive electronic and/or hard copies of necessary documents to include certificates of completion, medical information, voter registration forms, and other documents that assist in transition to the community. DOC and JR shall also pilot technological solutions that improve safe and successful transition to the community.

i. Department of Corrections

1. Reentry Orientation upon Admission and Release

DOC appointed a temporary Project Manager to work with agency staff and the prison population to develop a reentry orientation that is offered upon admission and release. The Project Manager worked very closely with the Reentry Systems Administrator and attended orientation at both of the DOC reception centers. Focus groups were held to solicit meaningful input from the incarcerated population regarding their needs and interests in a reentry orientation. Based on best practice, reentry principles and the focus groups several modules have been identified to be included in the reentry orientation: child support modifications; legal financial obligations; and benefit apportionment for veterans. Additional focus groups are scheduled to take place at Monroe Correctional Complex and Washington Corrections Center to determine necessary modules, as well as to solicit input regarding delivery, timing of delivery and duration.

The first reentry orientation upon admission is anticipated to be held in March 2017 at both reception centers.

2. Release Documentation

A project team was created with members from various DOC divisions including Reentry, Classification, Records, Custody, Community Custody, Advance Corrections, Correctional Industries, and Washington State Libraries. The team created a draft checklist of critical documents that will be provided to a person upon release. The checklist has been disseminated to stakeholders for their review and input. Critical documents on the checklist include records obtained while incarcerated, voter restoration information, Certificate of Restoration of Opportunities (CROP) certification information, crisis and emergency contact information for county of release and additional resource information. An agency communication plan has been created and is scheduled for review with the Senior Leadership Team at DOC. This project will transition from the planning phase to the implementation phase upon approval from the Senior Leadership Team. DOC is targeting a pilot

start date of March 1, 2017 at the Olympic Corrections Center, where there has been significant preparation and progress already made on this topic.

ii. Juvenile Rehabilitation

1. Reentry Orientation upon Admission and Release

JR has made significant strides in meeting the directives outlined in the Executive Order. In early 2015, JR developed and implemented a reentry focused orientation program for every individual as she or he enters and exits a JR facility. Though not necessarily labeled an “orientation,” the reentry planning process is focused on specific reentry domains and is individualized to each youth and their family. This youth, family and community reentry focused meeting ensures a collaborative approach to identifying needed resources, supports and crisis services for successful reintegration. These meetings, called Reentry Team Meetings (RTMs) are conducted across JR’s continuum of care and occur at least twice during a youth’s commitment.

Initial RTMs occur within 30 days of a youth’s entry into a JR institution. The purpose of the Initial RTM is to engage youth, family and community supports in the development of a Reentry Plan. Release RTMs occur within 45-60 days prior to a youth’s exit from a JR residential facility to their home community. The goal of this RTM is a check-in with youth, family, and community supports on the Reentry Plan progress, identification of next steps and how to support a successful reentry.

2. Release Documentation

During the Release RTM, each youth will be provided information on the Certification of Restoration of Opportunity (CROP), voter registration and electronic and/ or hard copies of important documentation crucial to their reintegration to the community.

B. OFFICE OF FINANCIAL MANAGEMENT

Reentry Executive Order 16-05 Directive:

Office of Financial Management: Work with state human resource managers across all state agencies to identify and reduce other barriers to state employment for those with criminal records; develop training tools for appointing authorities on the appropriate consideration of criminal history to allow qualified applicants the opportunity to provide information that demonstrates their rehabilitation.

i. Identify and Reduce Barriers to State Employment

The Office of Financial Management (OFM) State Human Resources (SHR) determined the best way to identify and reduce barriers to state employment for those with criminal records was to survey how state agencies and higher education institutions are seeking and using applicants’ information about their criminal history.

In order to determine whether criminal history information was being utilized in the recruitment process OFM solicited information from all state employers regarding the following: Use of alternate employment applications, criminal background checks during the recruitment process, laws requiring criminal background checks on specific positions and notification of criminal background checks in recruitment announcements.

In 2013, the “check the box” question referring to whether a person has a criminal history was removed from the standard state employment application. State agencies may, however, use an alternate application rather than the standard state employment application and this application may include questions regarding criminal history. Thirty-six agencies/institutions reported that they ask about criminal history in their alternate

employment application or their supplemental questionnaire. OFM is scheduling a meeting with these employers to work with them on removing the request for this information in their application materials.

It is important to note that the announcements for positions in the recruitment process for most state agencies include language that notifies an applicant that prior to a new hire a background check including criminal record history will be conducted. The effect of this notification could be a barrier in that it may reduce the number of people who apply for the position because of their belief that their criminal history would disqualify them.

Eighteen of the employers who responded to the OFM survey also shared the language used in their announcements and only two of them reported that information from the background check will not necessarily preclude employment. OFM SHR developed standard language to be used by state employers on all recruitment announcements when a criminal background check will be conducted. This language states that the information from the background check will not necessarily preclude employment but will be considered in determining the applicant's suitability and competence to perform in the position. OFM met with the Statewide Staffing Council on January 10, 2017 and asked for their comments on the proposed language and OFM shared the draft language with the HR Managers at the February 1, 2017 meeting. Feedback received was all positive. OFM will roll out the language and discuss the effective date at the May 3, 2017 HR Managers meeting.

It is important to note, the results of the OFM survey show that almost all agencies and institutions that responded only conduct the background check on the preferred candidate. This means that the background checks are not conducted prior to interviews. Therefore, unless the agency or institution uses an employer specific alternate application which asks about criminal history, or asks about criminal history on a supplemental questionnaire, the employer is unaware of the applicant's criminal history when choosing which applicants to interview (unless the applicant has chosen to disclose this information).

ii. Develop Training

The OFM HR office is working with Department of Enterprise Services (DES) and the DOC to develop training on appropriate consideration of criminal history to allow applicants the opportunity to provide information that demonstrates their rehabilitation. The training will be part of the Leading Others training for supervisors and will be available to all state agencies. The team met on January 13, 2017. DOC provided DES with information to assist DES in the development of the E-Learning module relating to this training. The Reentry training curriculum will be completed in March and development of the training is anticipated to be completed by the middle of May 2017.

C. DEPARTMENT OF LICENSING

Reentry Executive Order 16-05 Directive:

Department of Licensing: Identify a mechanism to ensure that all individuals leaving a state correctional facility have a Washington State identification card.

The Department of Licensing (DOL) and DOC collaborated to increase the availability of identification cards for people leaving DOC custody. DOL and DOC created a pilot program to develop a process for providing the identification cards. As a result of the successful pilot, DOC pursued legislation in the 2017 session that would enable the creation of an ID Card Program that would allow those individuals serving one year or more an opportunity to receive a two year Washington State identification card for \$18.00. The Statewide Reentry Council has identified this legislation as a key area to support which is noted in their first annual report to the Legislature.

D. DEPARTMENT OF COMMERCE

Reentry Executive Order 16-05 Directive:

Department of Commerce: Build a corporate outreach plan with Correctional Industries to identify workforce needs that may be met with appropriately trained individuals with criminal backgrounds; build commitment within the business community to remove barriers for qualified applicants with criminal records so that they may compete for living wage jobs.

The Department of Commerce (Commerce) is the one agency in state government that touches every aspect of community and economic development including planning, housing, public safety and crime victims, international trade, business services and oversight of the Statewide Reentry Council. Commerce is committed to this Executive Order because it is directly linked to other Commerce efforts to strengthen communities so all residents may thrive and prosper.

Commerce's Office of Economic Development staff, including sector leads, have been and will continue to discuss outreach efforts related to this Executive Order. Commerce has also collaborated with Correctional Industries to begin planning outreach efforts. February outreach efforts will include tours and conversations with incarcerated individuals and Correctional Industries along the I-5 corridor. Those meetings and tours will occur at the Washington Corrections Center for Women, the Stafford Creek Corrections Center, and the Monroe Correctional Complex.

The February meetings at Correctional Industries sites will grow knowledge of existing services and capabilities and provide an opportunity to meet and speak with incarcerated individuals. It is anticipated that these tours will result in new partnerships with Correctional Industries and firsthand knowledge of the needs of people who are reentering including their employment needs and the skills they will bring to the workforce upon release. Future tours would grow knowledge of Correctional Industries services in other parts of the state at institutions that offer other training and production services. Successful tours will result in new training and employment partnerships that fill gaps identified by sector leads.

Another new outreach effort related to this Executive Order that will occur in the short term is Commerce's commitment to get involved in supporting *Washington's Hidden Workforce*, employer forums hosted by Correctional Industries that introduce employers to individuals releasing back into the workforce. Commerce staff were not aware of this work prior to conversations sparked by the Executive Order. Commerce will grow more connections in similar events in the future. Future tours and event engagement may also be expanded to include Commerce partners like Associate Development Organizations, Community Action Agencies, and other local partners involved in economic development and job placement services.

To date Commerce's outreach has been facilitated by the Executive Director of the Statewide Reentry Council. The Executive Director will join standing Commerce sector lead meetings in order to continue outreach efforts at Commerce related to those reentering the community after incarceration. The Executive Director will also continue to initiate and coordinate outreach at Commerce and document the results of those efforts intended to reduce barriers for employment and develop new opportunities for individuals reentering the community.

E. DEPARTMENT OF SOCIAL AND HEALTH SERVICES

Reentry Executive Order 16-05 Directive:

Department of Social and Health Services (DSHS): Create mechanisms to allow qualified individuals to be pre-screened for federal and state benefits before leaving a correctional facility; analyze the agency's list of positions for which certain criminal conviction disqualifiers exist, as well as the reasons that purport to support those disqualifiers, to identify any potential adjustments that can remove barriers but maintain safety.

The following describes the activities involved in meeting the objectives of the Executive Order and the progress made by the different administrations within the Department of Social and Health Services (DSHS). The critical link to meeting these objectives is coordination between the agencies involved to ensure information, opportunities, enrollment, and services are presented to each individual transitioning from incarceration to a home in the community.

i. Economic Services Administration (ESA)

The Economic Services Administration (ESA) continues to work closely with Juvenile Rehabilitation (JR), the Department of Corrections (DOC), and the Health Care Authority (HCA) to help ensure that eligible individuals can access cash, food, and medical on the date of their release. Child support staff work with incarcerated parents to help with modifying support obligations and, where possible, reduce debt.

1. ESA and DOC

To facilitate access to services, ESA and DOC have developed new automation support and cross-agency procedures under the Transitional Offender Assistance Project. The new automation support allows DOC to submit applications for cash, food, and Classic Medicaid through the [Washington Connections](#) system² within 30 days of release. The system flags each application submitted under the project, allowing ESA to prioritize the case and help ensure that eligible individuals can access benefits on the date of release whenever possible. ESA received the first applications submitted under this project at the beginning of January 2017. The project is currently limited to the population traditionally served under the HB 1290³ program, but has the capacity to accommodate all eligible individuals transitioning to the community.

The Washington Connections system also allows all individuals who are able to access the online system to be able to be screened for potential cash, food, and Medicaid eligibility prior to release.

2. ESA and JR

ESA also continues to facilitate discussions between JR and HCA to develop a new process to help ensure eligible JR youth have access to medical, cash, and food assistance upon release. JR is not able to participate in the Transitional Offender Assistance Project at this time due to resource limitations. As an alternative, ESA

² Washington Connections is an online system to assist people in accessing federal, state, local and tribal resources: <https://www.washingtonconnection.org/home/>

³ Efforts to improve and expedite the medical benefits application and re-application process for confined individuals began in earnest in 2005 with the passage of HB 1290. The purpose of this legislation was to expedite the application process for adults with serious mental illness who were DSHS clients immediately prior to or within five years of confinement. Pursuant to this legislation, in January 2006 DSHS started helping confined individuals with mental health issues begin their applications for public benefits while still institutionalized in order to ensure access to those benefits immediately upon release.

helped to facilitate an agreement between JR, HCA, and a Washington Connections Community partner to help youth and their families access Medicaid, cash, and food assistance upon release. Under the agreement, which JR reports was implemented at the beginning of January 2017, Sea Mar Community Health will provide direct assistance to JR youth and their families for an initial three month pilot.

ii. [Division of Vocational Rehabilitation \(DVR\)](#)

The Division of Vocational Rehabilitation (DVR), in collaboration with JR, has developed a screening, referral, application and orientation process designed to identify potentially eligible clients prior to their release. This process will allow the youth to access vocational rehabilitation services once he or she returns to his or her community.

iii. [Financial Services Administration \(FSA\)/Background Check Central Unit \(BCCU\)](#)

The Financial Services Administration (FSA) and the Background Check Central Unit (BCCU) have completed a thorough review of its criminal history disqualifications as mandated by the Executive Order, and provided recommendations to the Secretary on potential adjustments. Specific recommendations will be reviewed as part of standard processes for updates to rule, policy, and legislative efforts based on the report provided. The goal is to create more robust and evidence-based risk assessment procedures by minimizing the automatic and permanent nature of current disqualifications through expanded use of time limitations and more reliance on individualized character, competence, and suitability assessments.

The promulgation process for adopting a regulation implementing the Certificate of Restoration of Opportunities Act (CROP) is in process with final adoption expected by July 2017. The policy revision process for revising the DSHS administrative policy addressing background checks is expected to commence in June 2017. Recommendations for modifying statutory restrictions will be considered this summer for potential introduction in the 2017-18 legislative session.

iv. [Developmental Disabilities Administration \(DDA\)](#)

Individuals with developmental disabilities who are housed in correctional facilities and are requesting services through Developmental Disabilities Administration (DDA) are screened for eligibility for DDA enrollment twelve months prior to release to the community. DDA and DOC maintain a data share agreement to identify common clients at time of admission to a prison facility. If individuals are found to meet criteria for enrollment and are determined eligible for a particular program, DDA staff conduct a CARE assessment while the individual is still incarcerated. DDA staff participate in release planning meetings and other activities.

DDA is assisting the DSHS Background Check Central Unit (BCCU) in analyzing the agency's list of positions to identify any potential adjustments that can remove barriers but maintain safety. Resources such as housing, public assistance (Medicaid and/or Medicare), treatment needs, medical referrals or providers should be reviewed and in place prior to release to the community.

v. [Behavioral Health/ALTSA – Supporting Housing](#)

1. [Housing](#)

Housing is always a critical component for successful reentry. The Section 1115 Medicaid waiver known in Washington State as the Medicaid Transformation Project Demonstration was recently approved. Under

Initiative 3 supportive housing and supported employment services can be reimbursed through Medicaid. Though this initiative and the Housing and Recovery through Peer Services (HARPS) do not specifically focus on individuals reentering from jails or prisons these programs can provide support. Individuals will still need to meet ACTS and ASAM criteria and have a medical necessity for the supportive housing services. A launch of 1115 Medicaid funded services is planned for this summer. Facts about this initiative can be accessed at: <https://www.hca.wa.gov/assets/program/medicaid-demonstration-i3-factsheet.pdf>

a. HARPS Background

In 2014 the Legislature provided state funds for three supportive housing pilots based on a Research and Data Analytics (RDA) report regarding the high number of individuals exiting or at risk of entering inpatient behavioral health settings.

The Legislature identified the location of the three pilots (North Sound, Grays Harbor-now Great Rivers, and Greater Columbia Behavioral Health Organizations). The HARPS is a combination of supportive housing services and housing bridge subsidies. Not all individuals need the support services but may benefit from the first/last month's rent assistance. HARPS is based on the supportive housing services under the Permanent Options for Recovery Centered Housing (PORCH) grant and the Substance Use Mental Health Services Administration evidence-based toolkit.

The HARPS Priority Populations are:

- Individuals who are Co-Occurring (Mental Health & Substance Abuse) who meet Access to Care Standards; or
- Individuals who experience mental health issues and who meet Access to Care Standards; or
- Individuals who experience substance abuse issues and who do not meet Access to Care Standards for Behavioral Health Organizations (BHOs); or
- Who are released from or at risk of entering:
 - Psychiatric Inpatient settings; or
 - Substance Abuse Treatment Inpatient settings; or
 - Who are Homeless/At Risk of homelessness [Broad definition of homeless (couch surfing included)].

In the 2015 legislative session, four more supportive housing pilots/housing subsidies were funded bringing the total to seven projects. The four BHOs were identified internally and funds were contracted in October. They are in various stages of implementation (King, Spokane, Optum/Pierce, Salish BHOs). The Legislature directed BHA to use Mental Health Block Grant funds for the service delivery portion for the four new HARPS projects and state funds for the bridge subsidies. Medicaid and SAMHSA block grant funds cannot be used to pay for housing.

Since its inception HARPS (services and subsidies combined) has assisted 958 individuals obtain housing. The Governor's proposed budget includes funding for two more teams for the remaining BHO regions.

2. Mental Health and Substance Use Disorder Services

Besides housing, the Behavioral Health Administration (BHA) works to link returning individuals to mental health (MH) and substance use disorder (SUD) services through the Offender Reentry Community Safety Program. These are managed by the BHOs using pass through mental health funding.

- Each BHO receives limited funds specifically for “Jail Based Services” which often includes reentry and referral to community mental health and SUD treatment.
- Each BHO has a Hospital Liaison that works directly with Western and Eastern State Hospitals as well as jail or DOC facilities to link releasing individuals to mental health and SUD treatment. BHA does not require BHOs to establish a liaison position, but most BHOs have them.
- Jail services and state hospital liaisons are able to refer individuals to the Housing and Essential Needs/HEN (Old GAU benefits) program through the local CSOs.
- Additional Housing Reentry initiatives/projects:
 - Housing Resource Guide (in progress) – a web-based searchable guide that is constantly up to date and provides resource for discharge planners in any organization.
 - Discharge Took Kit (in progress) – a web-based tool kit, owned by the Dept. of Commerce, that focuses on discharge from hospitals and gives information on community services, including MH, SUD and housing.
 - Coordinated Entry sites through each BHO that anyone can refer (jails, hospitals, schools, etc.) for housing and homeless services.

The Offender Reentry Community Safety Program (ORCSP) provides additional funds to either BHOs or individual community mental health agencies to provide enhanced services to the highest mentally ill and dangerous individuals exiting DOC. A multi-disciplinary group meets monthly to review ORCSP referrals from DOC. The group determines if they meet the seriously mentally ill and dangerousness criteria. If they do, they are referred to the community agency to begin pre-release transition work with the individual. The DOC, community providers and other partners/stakeholders involved with the participant are included on the treatment team.

The key to this program is the pre-engagement work that is done 90-days prior to release from prison, the intensive 30 day services upon release (settling into housing, getting state/federal benefits started, basic needs/supplies, mental health and substance use disorder appointments, medication management, daily check ins, state identification), and the focus on getting the participant stable housing prior to release. Each participant is eligible to receive this enhanced service for up to 60-months, as long as they are actively engaged in community based treatment. The recidivism rate for this program is nearly one-third the overall rate of recidivism for individuals releasing from DOC.

F. EMPLOYMENT SECURITY DEPARTMENT

Reentry Executive Order 16-05 Directive:

Employment Security Department (ESD): Facilitate access to the statewide Work Source system for DOC and JR staff, so that they may input employment and training information obtained by incarcerated individuals to better assist ESD in helping these individuals plan for new careers upon release by connecting them to training programs and employment opportunities.

The Employment Security Department (ESD) will provide an In-Reach Specialist that will assist individuals releasing from DOC and JR facilities. The In-Reach Specialist will facilitate access to WorkSource information prior to release and arrange meetings at WorkSource to enable the releasing individual to enroll in services post-release. Utilizing WorkSource WA and Career Pathways to develop a path for employment and career enhancements, the In-Reach Specialist will assist, along with other social service agencies, in providing wraparound services to individuals releasing from DOC and JR facilities.

Acknowledging that gender plays a significant role in reentry, the ESD will be initiating a pilot program at the Washington Corrections Center for Women which will address specific barriers such as substance abuse, trauma and mental health issues that releasing women face. This will be accomplished through comprehensive, integrated and culturally relevant services. Strategies to improve socio-economic conditions for releasing women include training on parenting skills, appropriate relationships, hygiene and attire for the work environment. Making it a priority to place releasing women in female owned businesses will show that women can be and are successful in the workplace.

The ESD will also be implementing a program to assist veterans incarcerated in DOC facilities. A Veterans Case Manager position will be created to develop standardized in-reach materials and strategies for local level case managers who are currently delivering varied types and levels of service in this early engagement effort. The case manager would be responsible for creating the in-reach materials that would explain resources and services available to veterans in the community to which they will be returning. A continuity of care relationship between case managers in the prison facilities and the Veterans Case Manager in the community will facilitate a warm handoff, consistent messaging and the delivery of pertinent information that will begin long before an individual releases from confinement. The ESD will work to establish formal partnerships with other state and federal agencies to assist in this “early and continuous engagement strategy”.

G. STATE BOARD OF COMMUNITY AND TECHNICAL COLLEGES

Reentry Executive Order 16-05 Directives:

State Board of Community and Technical Colleges (SBCTC): Create a statewide correctional post-secondary education and apprenticeship pathway for youth and adults in collaboration with DOC, JR, and the Office of the Superintendent of Public Instruction.

The State Board for Community and Technical Colleges (SBCTC) is working to develop a statewide pathway for postsecondary education for incarcerated individuals. SBCTC is approaching this in two different ways: prison-based postsecondary education and community-based postsecondary education.

i. Prison-Based Postsecondary Education Efforts

Currently, postsecondary education in DOC prisons is limited to one-year vocational certificates and privately funded academic degree programs. The SBCTC would like to establish academic and workforce degree pathways available to all incarcerated individuals regardless of location or custody level. To achieve this, SBCTC has pursued the following strategies:

1. **Technology innovations.** SBCTC is developing a secured laptop that can be used in living units to extend the amount of time individuals can study. SBCTC contacted state-approved vendors (Dell, Lenovo, CTL, and others) and asked them to design a laptop with a clear bottom (so that the battery is visible), no Wi-Fi or network port and a secure operating system. DOC and SBCTC have been working together to secure sample laptops and hope to have an operational version in facilities for testing by early spring.
2. **Legislation.** SBCTC has requested legislation to remove the restriction on DOC-funded degree programs. House Bill 1129 and Senate Bill 5069 were introduced this session and

will remove the restriction while limiting the highest level of state-funded degrees to associate degrees in academic transfer and workforce programs.

3. **Pre-College Preparation.** In anticipation of changes from the legislation above and in support of a post-secondary pathway, SBCTC funded community colleges in the prison to provide developmental level courses that bridge GED and college-level work. Colleges began offering these courses in summer 2016. By the end of FY17, hundreds of students will have completed developmental math and English courses and should be ready for college-level programs. In addition, Tacoma Community College at the Washington Corrections Center for Women began to pilot High School 21+, a competency-based high school diploma program that community colleges offer to students 21 and over. This program has proven so successful that colleges are adopting it statewide. Students report that they prefer to earn a High School Diploma over a GED and faculty report that students are much more engaged.
4. **Partnerships with OSPI.** SBCTC, community colleges and OSPI have been working to implement Open Doors programs at prisons to serve incarcerated students under 21 years old. Walla Walla Community College signed an agreement with North Franklin School District to start an Open Doors project beginning January 2017. SBCTC and OSPI are working with other community colleges to reach out to their local school districts (local to prisons) to establish similar projects.
5. **Apprenticeships for existing Building Trades programs.** Colleges currently offer twelve building trades programs that are not aligned to any existing apprenticeships. SBCTC and colleges are working with Labor and Industries, the Center of Excellence for the Construction Trades, and apprenticeship coordinators to align Building Trades to programs to apprenticeships and to have building trades programs recognized as pre-apprenticeship programs. Colleges are establishing a new regional Building Trades advisory committee that includes representatives from unions, employers and CBOs. This will replace local advisory committees that lacked strong representation from labor. Finally, SBCTC and DOC Correctional Industries are forming an apprenticeship workgroup to improve communication and coordination of DOC's apprenticeship efforts.
6. **Second Chance Pell Grants.** Tacoma Community College, Centralia College, and Seattle Central College were selected to participate in a federal financial aid experiment that allows colleges to award financial aid to incarcerated adults in postsecondary programs. This is a three year project that began fall 2016 and represents an additional revenue stream to cover the cost of postsecondary education.

ii. [Community-Based Postsecondary Education Efforts](#)

Given that community colleges in the prisons are not able to serve all incarcerated individuals, SBCTC has been working with DOC to create a post-release education pathway. SBCTC and DOC have achieved the following:

1. **Established college navigators at three colleges.** Renton Technical College, Edmonds Community College and Tacoma Community College were funded for college reentry navigators for FY17.
2. **Identified top colleges that serve formerly incarcerated individuals.** The SBCTC Research department in collaboration with DOC Research identified the colleges that serve

the most formerly incarcerated individuals. Those colleges are: Bates Technical College, Clark College, Lower Columbia College, Olympic College, Renton Technical College, Seattle Central College, Skagit Valley College, South Seattle College, Spokane Community College, and Tacoma Community College.

3. **Expand college navigators to top colleges.** Beginning January 2017, additional colleges will be funded for college navigators. These colleges will be Bates Technical College, Clark College, South Seattle College, Seattle Central College, and Spokane Community College. By funding these colleges, DOC and SBCTC will have services available to returning individuals in the top five release counties of King, Snohomish, Pierce, Clark and Spokane.
4. **Creating a seamless pathway for reentry into education.** Prison-based college programs provide college readiness services including support for applying for college, submitting financial aid, addressing financial aid issues, and providing enrollment services. DOC is working to establish a referral system within its OMNI⁴ system to help facilitate communication between colleges in the community, incarcerated students and corrections counselors. By the end of June 2017, DOC prisons, community corrections, community-based organizations and community colleges will have established partnerships and data sharing agreements, developed an OMNI tracking process, and begun to provide services to students. The work on establishing a clear postsecondary pathway will continue. Future issues to address include identifying ways for DOC to fund postsecondary programs for DOC youth in JRA custody, creating library resources appropriate for postsecondary programs, and coordinating the community-based corrections education program.

H. STATE APPRENTICESHIP AND TRAINING COUNCIL

Reentry Executive Order 16-05 Directives:

State Apprenticeship and Training Council: In coordination with SBCTC and Correctional Industries, identify both apprenticeship and pre-apprenticeship training opportunities in correctional facilities.

Pre-apprenticeship training opportunities are prioritized to serve areas with high concentrations of minorities, females and above average to high unemployment rates. They provide post-training counseling, mentoring and employment support to ensure pre-apprenticeship training graduates are entering the construction trades and remaining employed in the trades. The DOC is facilitating meetings with representatives from local labor unions to develop relationships and to provide training programs where none currently exist, or to increase capacity in existing programs. Building Trades Advisory Committees are being recreated from local committees to larger regional and sector-based committees. These committees will be made up of a broad representation of employers, community based organizations, labor and former students. Trades programs are in place at eight prisons throughout the state, seven of the men's prisons and one female prison. A Trades Related Apprenticeship Coaching (TRAC) Program is currently being delivered at the Washington Corrections Center for Women, where work training is provided to women aimed at preparing them for competitive eligibility in non-traditional union trade apprenticeship programs upon reentry. Apprenticeship and Non-traditional Employment for Women (ANEW) provides navigation and support services to released women entering the building trades and is a great model to consider expanding to incarcerated men.

⁴ OMNI (Offender Management Network Information) is DOC's system of record for those under the jurisdiction of DOC.

I. STATE CYBERSECURITY OFFICE

Reentry Executive Order 16-05 Directives:

State Cybersecurity Office: Develop recommendations to introduce secure internet-based reentry tools for individuals in adult and juvenile correctional facilities, such as ESD's job search system, library materials for education programs, housing information, college information, and similar resources.

The Office of Cybersecurity has provided ongoing guidance to DOC's IT Security Office to design and submit a proposal for a secure network to allow access to internet resources for individuals in adult and juvenile correctional facilities.

A workgroup was established with members from both agencies. The process for design review is iterative. The design must be compliant with state and federal requirements and must allow for control, monitoring and auditing capabilities that ensures confidentiality, integrity and protection from cyber threats.

Once the design has been submitted for review, prioritized scheduling of this work effort will occur. The approval process, including further changes as necessary are expected to take approximately four to six weeks from the date of submission. The workgroup is currently readying the proposed design for review at this time.

J. HEALTH CARE AUTHORITY

Reentry Executive Order 16-05 Directives:

Health Care Authority: Build a process that allows Medicaid benefits to suspend rather than terminate when individuals are incarcerated to ensure seamless delivery of critical treatment services upon an individual's release. The suspension would end once the individual is released from incarceration back into the community. While in suspended status, qualified inpatient events for these individuals will be paid for by Medicaid.

DOC has been working with Health Care Authority (HCA) to develop a suspension system. Previously, DOC was required to terminate Medicaid coverage upon incarceration. DOC will be eligible to apply for suspended Medicaid coverage for incarcerated individuals beginning July 2017.

Juvenile Rehabilitation (JR) is participating in the workgroup to implement HB 6430 which will allow HCA to suspend Medicaid coverage for people who are incarcerated. Previously the HCA was required to terminate coverage when a person was incarcerated. When individuals release from residential custody their coverage will be reinstated and the person will not have to re-enroll. This change will simplify the process and allow the person to be able to access services immediately upon release. One key feature to this process will allow JR youth who are in JR custody but never enrolled in Medicaid to apply and be enrolled early during their period of custody. When they release their coverage will begin. These procedures are being developed and should be initiated beginning July 2017. The process for enrollment and suspension for JR youth will be done on an individual basis until an automated system is developed.

HCA submitted a report to the legislature updating their progress and implementation plans to ensure Medicaid suspension occurs for prisons and most city/jail populations by July 2017. The link to this report is: [SSB-6430 Coverage Suspension Incarcerated](#)

JAY INSLEE
Governor



STATE OF WASHINGTON
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EXECUTIVE ORDER 16-05

BUILDING SAFE AND STRONG COMMUNITIES THROUGH SUCCESSFUL REENTRY

WHEREAS, the purpose of adult corrections and juvenile rehabilitation is to improve public safety by holding those who commit crimes accountable while also rehabilitating these individuals to reduce recidivism;

WHEREAS, it is the state's responsibility, once an individual has been sentenced to an adult correctional facility or juvenile residential facility, to ensure that those facilities are secure and humane while also providing treatment, programming, and opportunities that will ultimately reduce the likelihood that those individuals will harm future victims when they return to their communities;

WHEREAS, in Washington State approximately:

- 17,000 adults are incarcerated in prisons;
- 95 percent of which will eventually return to society; and
- 50 percent of those incarcerated are parents.

WHEREAS, employment following incarceration reduces the likelihood of an individual reoffending and the state has set a Results Washington goal of increasing six-month post-incarceration employment from 30% to 40% by 2017;

WHEREAS, research shows that effective juvenile reentry programs can reduce juvenile recidivism and improve long-term outcomes for these youth;

WHEREAS, individuals with criminal records face pervasive obstacles in many areas of life that hinder their ability to successfully reintegrate, including obstacles relating to employment, education, housing, and eligibility for many social service benefits;

WHEREAS, the collateral consequences of incarceration disproportionately affect communities of color;

WHEREAS, in its recent guidance manuals, the Equal Employment Opportunity Commission endorsed, as a best practice, eliminating policies or practices that exclude people from employment based on any criminal record, and the Obama Administration's *My Brother's Keeper* Task Force endorsed hiring practices that give applicants a fair chance and allow employers the opportunity to judge individual job candidates on their merits;

WHEREAS, a "Ban the Box" policy is intended to improve public safety, by providing individuals with criminal records a better opportunity to reintegrate in society, receive skill development and training, and support themselves and their families;

WHEREAS, the state of Washington has already eliminated from the standard state employment application the “box” requiring an applicant to disclose whether or not she or he has been arrested or convicted of a crime;

WHEREAS, the state of Washington must continue to lead in offering increased state employment opportunities for applicants with past criminal records by identifying additional barriers in the application process that disallow otherwise qualified candidates to explain their individual circumstances to potential employers;

WHEREAS, the Washington State Department of Corrections and Correctional Industries are currently partnering with the Washington State Department of Veterans Affairs, the State Board for Community and Technical Colleges, local governments, non-profits, faith communities, labor organizations, and businesses to support and increase opportunities for those reentering their communities;

WHEREAS, the Department of Social and Health Services’ (DSHS) Juvenile Rehabilitation (JR) and Division of Vocational Rehabilitation (DVR) divisions are currently in partnership with Workforce Development Councils and Institution Education Schools to develop pathways of opportunity for job readiness and work-based learning;

WHEREAS, the Washington State Legislature has recognized the importance of successful transitions from incarceration, most recently by creating a Certificate of Restoration of Opportunity program (CROP) that removes barriers for individuals who have demonstrated that they successfully reintegrated in their communities, and also by launching a statewide reentry council to develop collaborative and cooperative relationships between the criminal justice system, victims and their families, impacted individuals and their families, and service providers, in order to improve public safety and outcomes for people reentering their communities; and

WHEREAS, further actions by state agencies to support successful reentry into the workforce following incarceration will bolster Washington’s reputation as an ideal place to do business by bolstering qualified applicant pools and improving the likelihood that an employer will identify committed and prepared candidates for its workforce.

NOW THEREFORE, I, Jay Inslee, Governor of the state of Washington, direct Washington State agencies to implement further hiring policies intended to encourage full workforce participation of motivated and qualified persons with criminal histories in order to improve public safety by reducing recidivism and help repair and rebuild families and communities impacted by incarceration.

I hereby direct these agencies to engage in the directives below with a goal of substantial compliance by January 1, 2017. By October 1, 2016, they shall also submit to my office any additional barriers that they identify that may be addressed through future executive and legislative actions.

Department of Corrections (DOC) and Juvenile Rehabilitation (JR): Build a reentry-focused orientation program for every individual as she or he enters and exits a correctional

facility. This orientation shall provide individuals information regarding the certificate of restoration of opportunity, restoration of voting rights, resources for individuals currently in and leaving the system, and crisis services. All people leaving a state prison facility and juvenile residential facility shall receive electronic and/or hard copies of necessary documents to include certificates of completion, medical information, voter registration forms, and other documents that assist in transition to the community. DOC and JR shall also pilot technological solutions that improve safe and successful transition to the community.

The following agencies shall work in coordination with the DOC Reentry Division and JR to complete the following tasks:

Office of Financial Management: Work with state human resource managers across all state agencies to identify and reduce other barriers to state employment for those with criminal records; develop training tools for appointing authorities on the appropriate consideration of criminal history to allow qualified applicants the opportunity to provide information that demonstrates their rehabilitation.

Department of Licensing: Identify a mechanism to ensure that all individuals leaving a state correctional facility have a Washington State identification card.

Department of Commerce: Build a corporate outreach plan with Correctional Industries to identify workforce needs that may be met with appropriately trained individuals with criminal backgrounds; build commitment within the business community to remove barriers for qualified applicants with criminal records so that they may compete for living wage jobs.

Department of Social and Health Services (DSHS): Create mechanisms to allow qualified individuals to be pre-screened for federal and state benefits before leaving a correctional facility; analyze the agency's list of positions for which certain criminal conviction disqualifiers exist, as well as the reasons that purport to support those disqualifiers, to identify any potential adjustments that can remove barriers but maintain safety.

Employment Security Department (ESD): Facilitate access to the statewide Work Source system for DOC and JR staff, so that they may input employment and training information obtained by incarcerated individuals to better assist ESD in helping these individuals plan for new careers upon release by connecting them to training programs and employment opportunities.

State Board of Community and Technical Colleges (SBCTC): Create a statewide correctional post-secondary education and apprenticeship pathway for youth and adults in collaboration with DOC, JR, and the Office of the Superintendent of Public Instruction.

State Apprenticeship and Training Council: In coordination with SBCTC and Correctional Industries, identify both apprenticeship and pre-apprenticeship training opportunities in correctional facilities.

State Cybersecurity Office: Develop recommendations to introduce secure internet-based reentry tools for individuals in adult and juvenile correctional facilities, such as ESD's job search system, library materials for education programs, housing information, college information, and similar resources.

Health Care Authority: Build a process that allows Medicaid benefits to suspend rather than terminate when individuals are incarcerated to ensure seamless delivery of critical treatment services upon an individual's release. The suspension would end once the individual is released from incarceration back into the community. While in suspended status, qualified inpatient events for these individuals will be paid by Medicaid.

Provisions of this Executive Order are not intended to alter any existing collective bargaining agreements. This Executive Order shall take effect immediately.

Signed and sealed with the official seal of the state of Washington, on this 26th day of April 2016, at Olympia, Washington.

By:

Inslie
governor



BY THE GOVERNOR:


Secretary of State