

## Spillman Records Management System (V 2.0 for IPRTF 3/7/16)

### History of WCSO Records System:

- In use from 1979, custom written IBM platform software
- One of a kind Indexing system which meant it was not searchable and statistical queries had to be individually developed and written. Statistical information queries were often inaccurate.
- Work flow was entirely paper based, with multiple redundant data entry points throughout WCSO business process.
- Inability to create or query written reports and have complete information regarding the incidents entered into the system.
- Inability to be NIBRS compliant – Crime statistics tallied by hand on forms to be submitted to state (UCR's)
- NIBRS – Links/definition - handout

### Spillman Acquisition History:

- Federal grant funding 2010 to hire an RMS consultant
- 2011, hired Public Safety Consultants Inc.
- 2012, RFP developed and published – Spillman Technology Inc., 150 state agencies and over 1500 agency users nationally.
- Contract approved by Council Feb 2013
- Spillman Go Live Nov 2013

### Present state:

- Spillman is a critical complex public safety system by its various software capabilities and integrations with other government entities and criminal justice information systems

- There are 4 Spillman System Administrators that oversee the program functions (1 Bureau Chief, 1 Records manager, 2 Corrections staff)
- End of 2015: 48,000 names records, 9,000 vehicle records, and 52,500 incident records
- Outside of Sheriff's Office internal use, data is shared directly with the Prosecutor's Office, Local and State Courts, Bellingham Police Department Records/Detectives, and is uploaded daily to NWLInX (Northwest Law Information Exchange) a National law enforcement information sharing exchange that is available to other Whatcom County LE agencies and agencies within Washington State and nationally.

#### Efficiencies:

- NIBRS compliant (National Incident Based Reporting System) (WA State mandate)
- Internal paperless workflow approval and routing process
- Eliminated redundant entry processes
- Information immediately available to all users once entered
- Enhanced Office safety due to availability of current information, alert statuses of individuals and locations, and ability to query state and national criminal justice information systems within the software while out in the field.
- Ability to use hand scanning devices to input information into the software
- Every field is searchable
- Comstat Dashboard, a statistics based program linked to Spillman, allows for offense tracking by geocoded addressing of incidents which in turn are mapped for directed patrol emphasis (this module is still being rolled out)

- All local Whatcom County arrest warrants, Probable Cause Affidavits and DV protection orders are now entered into Spillman, with alert status, making it possible for personnel to pull up these items directly in the field
- Booking photos are attached to name records
- We know the “Who; What; Why; When; Where” for inmate management including well-being and safety, housing, programs, court appearances, medical, mental health, visitation, attorney access, and other needs.
- Elimination of redundancies as well as lending efficiencies in the jail booking process and inmate tracking.
- Software is continuously improved by Spillman and the Sheriff’s Office, with IT, has installed two update patches of system improvements since implementation. A major software upgrade is scheduled for 2016 with new improvements
- Personnel have reported that they are satisfied with the Spillman solution and level of software support that has been provided

Other links for Criminal Justice Data/Resources:

[http://www.jrsa.org/ibrrc/fact\\_sheet-6.pdf](http://www.jrsa.org/ibrrc/fact_sheet-6.pdf) (Justice Research and Statistical Assn)

<http://nicic.gov/> (National Institute of Corrections)

<http://www.ofm.wa.gov/sac/pdf/research-11-226a.pdf> (2013 DSHS Study Inmates Booked)

<http://www.jrsa.org/ibrrc/background-status/what-is-nibrs.html>

<http://www.jrsa.org/ibrrc/background-status/what-is-nibrs.html>

<http://www.ofm.wa.gov/sac/publications.asp> (Statistical Analysis Center)

# NATIONAL INCIDENT-BASED REPORTING SYSTEM (NIBRS)

## General Information

### THE BASICS

#### **What is the National Incident-Based Reporting System (NIBRS)?**

The NIBRS is an incident-based reporting system in which agencies collect data on each single crime occurrence. NIBRS data come from local, state, and federal automated records' systems. An agency can build a system to suit its own needs, including any collection/storage of information required for administration and operations, as well as to report data required by the NIBRS to the UCR Program.

The NIBRS collects data on each single incident and arrest within 22 offense categories made up of 46 specific crimes called Group A offenses. For each of the offenses coming to the attention of law enforcement, specified types of facts about each crime are reported. In addition to the Group A offenses, there are 11 Group B offense categories for which only arrest data are reported.

#### **How did NIBRS start?**

Over the years, a broad utility for UCR data evolved, and law enforcement expanded its capabilities to supply crime information. In the late 1970s, the law enforcement community called for a thorough evaluation of the UCR Program to recommend an expanded and enhanced data collection system to meet the needs of law enforcement in the 21st century.

The South Carolina Law Enforcement Division was the first entity to use the proposed system to determine its workability. At a national UCR conference in March 1988, participants approved the new system.

#### **What are the benefits of participating in the NIBRS?**

The benefits of participating in the NIBRS are:

- The NIBRS can furnish information on nearly every major criminal justice issue facing law enforcement today, including terrorism, white collar crime, weapons offenses, missing children where criminality is involved, drug/narcotics offenses, drug involvement in all offenses, hate crimes, spousal abuse, abuse of the elderly, child abuse, domestic violence, juvenile crime/gangs, parental abduction, organized crime, pornography/child pornography, driving under the influence, and alcohol-related offenses.
- Using the NIBRS, legislators, municipal planners/administrators, academicians, sociologists, and the public will have access to more comprehensive crime information than the summary reporting can provide.
- The NIBRS produces more detailed, accurate, and meaningful data than the traditional summary reporting. Armed with such information, law enforcement can better make a case to acquire the resources needed to fight crime.
- The NIBRS enables agencies to find similarities in crime-fighting problems so that agencies can work together to develop solutions or discover strategies for addressing the issues.
- Full participation in the NIBRS provides statistics to enable a law enforcement agency to provide a full accounting of the status of public safety within the jurisdiction to the police commissioner, police chief, sheriff, or director.

#### **How are the NIBRS and the Summary reporting system alike?**

Most of the general concepts for collecting, scoring, and reporting UCR data in the *Uniform Crime Reporting (UCR) Handbook* (2004) remain applicable in the NIBRS. For example, the jurisdictional rules for collecting data from the city, county, state, tribal, and federal law enforcement agencies and the conditions under which a state UCR Program must operate remain the same. The *UCR Handbook, NIBRS Edition (1992)*, provides a comprehensive look at NIBRS and combines the old requirements retained from the traditional UCR Program with the new NIBRS requirements.

## **How does the NIBRS differ from the Summary reporting system?**

The NIBRS has much more detail in its reporting system than the traditional Summary reporting system. In the NIBRS, agencies collect offense information on 46 crimes known as Group A offenses; in the Summary system, agencies collect offense information on eight crimes known as Part I offenses. In the NIBRS, an updated definition of rape includes both male and female victims; in the Summary system, only females can be reported as rape victims. The Summary system does not differentiate between attempted and completed offenses. The NIBRS does.

In the Summary reporting system, the "Hierarchy Rule" governs multiple offense reporting. If more than one crime was committed by the same person or group of persons and the time and space intervals separating the crimes were insignificant, then the crime highest in the hierarchy is the only offense reported. Agencies do not use the Hierarchy Rule in the NIBRS. If more than one crime was committed by the same person or group of persons and the time and space intervals were insignificant, all of the crimes are reported as offenses within the same incident.

The Summary reporting system has two crime categories: Crimes Against Persons (e.g., murder, rape, and aggravated assault) and Crimes Against Property (e.g., robbery, burglary, and larceny-theft). In the NIBRS, a third crime category was added, Crimes Against Society, to represent society's prohibitions against certain types of activities (e.g., drug or narcotic offenses).

The NIBRS collects information about crimes committed using a computer; the Summary system does not. The NIBRS collects more comprehensive data about drug offenses than the Summary system.

## **OFFENSE INFORMATION**

### **What crimes are reported in the NIBRS?**

The following offense categories, known as Group A offenses, are those for which extensive crime data are collected in the NIBRS.

1. Arson
2. Assault Offenses - Aggravated Assault, Simple Assault, Intimidation
3. Bribery
4. Burglary/Breaking and Entering
5. Counterfeiting/Forgery
6. Destruction/Damage/Vandalism of Property
7. Drug/Narcotic Offenses - Drug/Narcotic Violations, Drug Equipment Violations
8. Embezzlement
9. Extortion/Blackmail
10. Fraud Offenses - False Pretenses/Swindle/Confidence Game, Credit Card/Automatic Teller Machine Fraud, Impersonation, Welfare Fraud, Wire Fraud
11. Gambling Offenses - Betting/Wagering, Operating/Promoting/Assisting Gambling, Gambling Equipment Violations, Sports Tampering
12. Homicide Offenses - Murder and Nonnegligent Manslaughter, Negligent Manslaughter, Justifiable Homicide
13. Kidnapping/Abduction
14. Larceny/Theft Offenses - Pocket-picking, Purse-snatching, Shoplifting, Theft from Building, Theft from Coin-Operated Machine or Device, Theft from Motor Vehicle, Theft of Motor Vehicle Parts or Accessories, All Other Larceny
15. Motor Vehicle Theft
16. Pornography/Obscene Material

17. Prostitution Offenses - Prostitution, Assisting or Promoting Prostitution

18. Robbery

19. Sex Offenses, Forcible - Forcible Rape, Forcible Sodomy, Sexual Assault With An Object, Forcible Fondling

20. Sex Offenses, Nonforcible - Incest, Statutory Rape

21. Stolen Property Offenses (Receiving, etc.)

22. Weapon Law Violations

There are eleven additional offenses, known as Group B offenses, for which only arrest data are reported.

1. Bad Checks

2. Curfew/Loitering/Vagrancy Violations

3. Disorderly Conduct

4. Driving Under the Influence

5. Drunkenness

6. Family Offenses, Nonviolent

7. Liquor Law Violations

8. Peeping Tom

9. Runaway

10. Trespass of Real Property

11. All Other Offenses

## **AGENCY PARTICIPATION**

### **How widespread is the NIBRS today?**

Agencies and state Programs are constantly developing, testing, or implementing the NIBRS. In 2004, 5,271 law enforcement agencies contributed NIBRS data to the UCR Program. The data from those agencies represent 20 percent of the U.S. population and 16 percent of the crime statistics collected by the UCR Program.

Implementation of NIBRS is occurring at a pace commensurate with the resources, abilities, and limitations of the contributing law enforcement agencies. To date, the FBI has certified 26 state Programs for NIBRS participation. Twelve state Programs are in the various stages of testing NIBRS. Eight other state agencies are in various states of planning and development.

### **How do I find out if my agency or state contributes NIBRS or Summary data?**

Contact your local law enforcement agency.

## **AVAILABLE INFORMATION**

### **How can I get NIBRS information?**

Several NIBRS manuals, studies, and papers are available at the UCR Program's Web site at [www.fbi.gov/ucr/ucr.htm](http://www.fbi.gov/ucr/ucr.htm). In addition, NIBRS information is available from the UCR Program at: Criminal Justice Information Services Division, Federal Bureau of Investigation, 1000 Custer Hollow Road, Module D3, Clarksburg, West Virginia 26306-0154; telephone (304) 625-4995; facsimile

(304) 625-5394; e-mail [cjis\\_comm@leo.gov](mailto:cjis_comm@leo.gov). (E-mail requesters must include the requester's contact information such as name, address, and telephone number.)

### **I looked through my copy of *Crime in the United States* and couldn't find any NIBRS data. Why?**

Many agencies are either certified to report crime data through the NIBRS or are in the process of developing NIBRS reporting systems. However, until the UCR Program receives the majority of data via the NIBRS, the FBI will continue to report crime statistics to the Nation in a traditional format. The FBI converts statistics submitted by agencies via the NIBRS to the traditional Summary format and incorporates them into the national crime database. When converting NIBRS data to Summary data, the UCR Program takes only one offense from each NIBRS incident based on the Hierarchy Rule.

## **THE SPECIFICS**

### **Because the NIBRS doesn't have the Hotel Rule and the Summary system does, will the number of offenses for my area rise?**

No. Many studies have found that multiple offense crimes account for a very small number of offenses and shouldn't have a great impact on the overall crime statistics. The Bureau of Justice Statistics (BJS) published a special report in July 2000 (updated in February 2001) concerning the effects of the NIBRS on crime statistics. The report is available at the BJS Web site at [www.ojp.usdoj.gov/bjs/pub/pdf/encs.pdf](http://www.ojp.usdoj.gov/bjs/pub/pdf/encs.pdf).

## **NIBRS REQUIREMENTS**

### **What are the requirements for submission of data into the National Incident-Based Reporting System (NIBRS)?**

Submission guidelines are outlined in the Uniform Crime Reporting (UCR) Program's *NIBRS Volume 1: Data Collection Guidelines, August 2000*. Section D, p. 3 of NIBRS Volume 1, states:

Full participation in NIBRS necessitates that an agency have the data processing and other resources needed to meet all of NIBRS' requirements. Participation should not place any significantly new burden on officers preparing incident and arrest reports as most of the data required for NIBRS are already being entered into such reports. On the other hand, because the data to be extracted from the reports for national purposes are more detailed in NIBRS than in the traditional UCR Summary system, increased data entry and data processing burdens are involved. Therefore, agencies wishing to participate should have sufficient data processing and other resources to fulfill all of the reporting requirements set forth in *NIBRS Volume 2: Data Submission Specifications*.

NIBRS data are to be generated as a by-product of state and local incident-based reporting (IBR) systems. This means that a state or local agency may build its IBR system to suit its individual needs; i.e., it can have a different file structure than that used by the national UCR Program and include additional data elements and data values. However, when it is time to report to the national UCR Program, the local or state agency should extract from its IBR system only the data required by NIBRS and record it onto magnetic media in NIBRS' format for submission to the FBI.

Before a local or state agency begins submitting data directly to the FBI, the agency will be asked to demonstrate its ability to meet NIBRS' reporting requirements by submitting test data on magnetic media to the FBI. If a local agency is going to participate indirectly through its state UCR Program, it is the state's responsibility to ensure that the local agency is able to fulfill NIBRS data submission requirements.

### **Can any local, county, state, tribal, or federal agency submit a NIBRS test tape?**

The UCR Program's policy is to accept NIBRS test tapes only from individual state UCR Programs or from individual submitting agencies in those states that do not possess a state Program. However, the FBI may conduct a case-by-case assessment to determine if any one local, county, state, tribal, or federal agency can be considered.

### **Is there a process for changing NIBRS requirements or policies?**

The FBI frequently receives inquiries from agencies that want to change policy or make a suggestion for change. If an agency wants to present its suggestions to the CJIS Advisory Board for consideration, the agency should prepare a written description of the current policy along with an explanation of the proposed change and its benefits. The agency should forward the proposal to the CJIS Security Officer for that state for review. The CSO will then forward the suggestion to the appropriate regional Working Group

chairperson. The chairpersons coordinate with the CJIS Division to identify proposed topics and prepare the agendas for the biannual Working Group meetings.

[FBI Home Page](#)

[Uniform Crime Reports](#)

[Privacy Policy](#)





# MEASURES OF JUSTICE

Seeking data for all arrestees between 1/1/2009 – present, including:

## Jail Data Elements:

### **Arrestee/Case level:**

- Court case number or unique case/defendant identifier that could be linked back to court data.
- Pretrial release decision (ROR, bail, detained without bail) with dates.
- Custody dates (booking date, release date).
- Bail amount.
- Bail posting date.
- Bail adjustments.
- First and last name.
- DOB.
- Race.
- Gender.

### **If available:**

- Zip code
- Education level in years
- Literate
- Occupation
- Charge description
- Charge code/statute
- Charge class
- Legal status
- Indicator of probation hold
- Age of first arrest
- Number of prior arrests
- Arresting agency
- Arrest date
- Case status
- Offense date
- Disposition date
- Disposition code
- Sentence start date
- Sentence length in days

### **Jail level:**

- Jail capacity.
- Jail average daily population by:
  - Type: pretrial, convicted, awaiting transfer to state prison.
  - Sex: male, female.
  - Age: juvenile, adult age groups.
- Average daily cost of a jail bed.

## Largest Arresting Agency in County Data Elements:

### **Calls for service:**

- Case number
- Date
- Location (could be address, block or XY coordinates)
- IUCR
- FBI code
- Primary type (e.g., assault, battery, prostitution, etc.)
- Description (e.g., simple assault, domestic battery simple, solicit prostitution, etc.)
- Place description (e.g., street, alley, apartment, parking lot, etc.)
- Arrest (Y/N)
- Domestic (Y/N)
- Beat
- District

**Arrests:**

- Case number or unique case/defendant identifier that could be linked back to court data.
- Arrest date.
- Location of arrest (could be address, block or XY coordinates)
- Arresting charges
- Arraignment date
- Police custody dates
- Arrestee age
- Arrestee sex
- Arrestee race
- Victim age
- Victim sex
- Victim race
- Victim relationship to offender, if known
- Case referred to prosecutor (Y/N)
- Prosecutor's decision, if available (decline to prosecute, prosecute)

**Tickets:**

- Case number
- Ticket date
- Locate where ticket was given out (could be address, block or XY coordinates)
- Offense
- Ticket amount
- Ticket paid (Y/N)
- Ticket payment date



# CJIS

*Criminal Justice Information Support  
Uniform Crime Reporting (UCR) Program  
National Incident-Based Reporting System (NIBRS)*

## **NIBRS in Washington State**

### **Background**

- The Washington State Uniform Crime Reporting (UCR) Program was activated in October 1979 and began the collection of monthly Summary Reports from contributing law enforcement agencies in January 1980.
- In December 2006, Washington State was certified by the FBI to officially collect and submit National Incident-Based Reporting System (NIBRS) data.
- In January 2008, based on a 2007 advisory committee recommendation, the WASPC Executive Board made the decision and set the goal date for agencies to convert from Summary Reports to NIBRS by January 1, 2012.
- Due to a number of agencies involved in records management system (RMS) upgrades and replacements during 2011, the Executive Board agreed to grant extensions to agencies that could not meet January 2012 deadline.
- The Washington State UCR Program includes both NIBRS and Summary Reports submission but, eventually, will be 100% NIBRS.

### **What Is Reported**

- Once a law enforcement agency is approved to submit using the NIBRS method of submitting crime statistics, it no longer submits via the Summary Reports method.
- NIBRS divides offenses into two (2) classifications designated as Group A (Incident) and Group B (Arrest).
- All offenses are classified on the basis of the law enforcement investigation in accordance with FBI UCR guidelines and offense definitions and are not necessarily identical to the Revised Code of Washington (RCW) definitions.
- Because UCR identifies and tallies *law enforcement* contact, offense classifications are not based on filings of the prosecutor, court, medical examiner, jury, or other judicial or subsequent findings.

## **Washington Association of Sheriffs and Police Chiefs**

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[www.waspc.org](http://www.waspc.org)

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### The Differences Between NIBRS and Summary Reports

- In NIBRS, there are twenty-four (24) Group A offense categories made up of fifty (50) offenses; in Summary Reports, there are only eight (8) Part I offenses.
- All crimes committed within the same incident by the same person or group of persons, without a significant time or space interval separating them, are reported in NIBRS; in Summary Reports, the hierarchy rule allows only the most serious offense that occurred within a crime incident to be counted.
- NIBRS collects more comprehensive detail and the data within an incident are related to facilitate report generation for crime analysis; details are minimal in Summary Reports and the data are not related.

### How To Use NIBRS Data

- The *2012 Crime In Washington* report was the first annual publication with the majority of data submitted from Washington law enforcement agencies using NIBRS; however, some agencies are still submitting Summary Reports statistics so the data had to be separated in the publication.
- Any report will be a "snapshot" based on what is in the state repository database as of that date; with NIBRS, there are no "fixed" statistics because law enforcement agencies update their incidents as new information becomes available.
- The state repository data should not be compared to FBI reports which are published later this year; even though Washington State forwards the NIBRS crime data to the FBI, the FBI converts the data to Summary Reports and the offenses are counted differently.
- The data displayed per agency should not be used to compare to other agencies or compile "rankings" of cities and counties as there are several variables which contribute to crime in a particular jurisdiction, including the demographics, economic, cultural make-up of the population, the local industrial, economic base, its dependence upon neighboring jurisdictions, the transportation system, its economic dependence on non-residents (such as tourists, shoppers, or other day-time visitors), and its proximity to military installations, correctional facilities, universities, colleges, or state hospitals.
- Crime rate is based on a specific crime category or crime grouping, such as violent crimes, and is adjusted for variances in population by indicating the number of offenses for each 1,000 persons.

(Population/1000 = x; Crime Category/x = Crime Rate)

## Washington Association of Sheriffs and Police Chiefs

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## **RMS Broad Data Collection Categories, Whatcom County Corrections :**

- 1) Demographics
  - a. Physical descriptions
  - b. Ethnic/Racial identification
  - c. Gender
  - d. Scars, Marks Tattoos
  - e. Place of Birth
- 2) Housing status, including historical locations
- 3) Personal ID
- 4) Contact information
  - a. Addresses
  - b. Phone(s)
- 5) Medical Information
  - a. Medical history
  - b. Current medical status including injuries, illnesses, medication
  - c. Behavioral health history and current status.
  - d. Observations at booking
- 6) Booking
  - a. Agency presenting offender for booking
  - b. Arresting Officer
  - c. Original Arresting agency for each offense
  - d. Arrest event numbers
  - e. Offenses
  - f. Offense case or cause number
  - g. Offense billing Courts
  - h. Type of booking
  - i. Bail/bond information
  - j. Holds
  - k. Booking officer NCIC codes
  - l. Processes (photos, fingerprints, signatures)
  - m. Property inventory
  - n. Property issued
  - o. Classification assessment
  - p. Searches
- 7) Internal tracking processes
  - a. Housing
  - b. Movements
  - c. Log entries
  - d. Incident reports
  - e. Scheduled events (court appearances)
  - f. Flags
  - g. Judicial status, including sentencing information
  - h. Classification status
  - i. Visitors (who and when)
- 8) Release
  - a. Method/Reason for release
  - b. Date of release
  - c. Time served calculation
  - d. Appearance dates/times
  - e. Property return

## APPENDIX | County Detail

TABLE 1.

Behavioral Health Indicators for DSHS and Medicaid Clients Booked into Jail in 2013

			MEDICAID RECIPIENTS		
	DSHS Clients Booked into Jail	Medicaid Clients Booked into Jail	Mental Health Treatment Need	Substance Use Disorder Tx Need	Co-Occurring Indicator
	TOTAL	TOTAL	PERCENT	PERCENT	PERCENT
<b>WASHINGTON</b>	<b>123,240</b>	<b>44,805</b>	<b>58%</b>	<b>61%</b>	<b>41%</b>
Adams	434	141	43%	50%	26%
Asotin	713	258	58%	52%	36%
Benton	6,954	2,641	59%	58%	40%
Chelan/Douglas	2,702	1,083	61%	62%	45%
Clallam	1,901	758	61%	66%	46%
Clark	9,193	2,855	52%	60%	38%
Columbia	112	39	74%	44%	36%
Cowlitz	3,500	1,369	62%	55%	40%
Ferry	388	132	63%	67%	50%
Franklin <sup>7</sup>	-	-	-	-	-
Garfield	63	19	53%	37%	32%
Grant	2,227	871	51%	53%	32%
Grays Harbor	1,417	538	56%	71%	44%
Island/San Juan	1,008	358	54%	56%	37%
Jefferson	577	225	63%	63%	43%
King	26,814	9,931	60%	63%	44%
Kitsap	-	-	-	-	-
Kittitas	1,339	368	58%	56%	36%
Klickitat	556	194	53%	62%	40%
Lewis	2,538	1,074	60%	65%	45%
Lincoln	477	195	54%	70%	39%
Mason	1,069	423	60%	60%	41%
Okanogan	1,285	503	52%	55%	32%
Pacific	424	154	54%	55%	36%
Pend Oreille	412	167	59%	56%	44%
Pierce	12,421	4,235	54%	58%	37%
Skagit	2,386	849	60%	66%	43%
Skamania	241	77	52%	61%	40%
Snohomish	14,265	4,770	59%	66%	44%
Spokane	8,610	3,534	61%	58%	40%
Stevens	461	210	50%	50%	33%
Thurston	3,078	1,108	61%	56%	39%
Wahkiakum	67	23	61%	43%	39%
Walla Walla	942	320	58%	53%	38%
Whatcom	3,372	1,208	58%	68%	44%
Whitman	364	86	58%	48%	28%
Yakima	5,540	2,087	48%	54%	31%
DOC <sup>8</sup>	4,543	1,666	65%	74%	51%

<sup>7</sup> Jail booking data for Franklin and Kitsap Counties were incomplete.

<sup>8</sup> Department of Corrections violators booked into local jails (booking county was unknown).