

**Incarceration Prevention and Reduction Task Force  
Information Needs & Data Exchange (INDEX) Committee**

1:30 - 3:00 p.m. on October 3, 2019

Whatcom County Courthouse Conference Rooms 513/514, 311 Grand Avenue, Bellingham WA

**AGENDA**

*If you plan to bring handouts to this meeting, bring at least 24 for committee members and the file.*

Meeting summary of the previous meeting is included at the end of the packet for information only. Committee members may suggest changes and/or corrections to the draft summary to [jnixon@co.whatcom.wa.us](mailto:jnixon@co.whatcom.wa.us). Audio recordings are the official meeting record and can be found on the IPRTF and committee [website](#).

**Packet Page**

1. Call to order
2. Vicky Cullinane, Administrative Office of the Courts, update on the Courts of Limited Jurisdiction case management project
3. Workgroup presentation and report, including demonstration of the new jail data webpage
4. Next steps for INDEX and workgroup: Data questions from committees. .... **1 - 4**
5. Intergovernmental Policy Academy action plan and sustainability plan (*from August IPR Task Force*) ..... **5 - 6**
6. Meetings
  - Upcoming meeting dates (*November 7 and December 5 at 1:30 p.m.*)
7. Other business
8. Public comments
9. Adjourn

**UPCOMING MEETINGS:**

IPR TASK FORCE Bi-monthly on various Mondays 9-11 a.m. Courthouse Rooms 513/514 311 Grand Ave., Bellingham	COMMITTEES				
	BEHAVIORAL HEALTH various Mondays 2:30-3:30 Health Department Creekside Room 509 Girard, B'ham	INDEX First Thursday 1:30-3:00 Courthouse Rooms 513/514, 311 Grand Avenue, B'ham	LEGAL & JUSTICE SYS. 2 <sup>nd</sup> Tuesday 11:30 am-1:30 pm Courthouse Room 514 311 Grand Ave., Bham	TRIAGE FACILITY Bi-monthly 3 <sup>rd</sup> Thursday 9:30-11:00 a.m. Courthouse Room 513 311 Grand Avenue, B'ham	STEERING As needed 9:30-11:00 a.m. Courthouse Room 513 311 Grand Ave., Bham
October 14 December 16	October 14 November 12 ( <i>Joint mtg. with Legal &amp; Justice</i> ) December 16	October 3 <i>Tentative:</i> November 7 December 5	October 8 November 12 ( <i>Joint mtg. with Behavioral Health</i> ) December 10	November 21	October 3 December 5

**The most up-to-date meeting schedule can be found online at:**

**<http://wa-whatcomcounty.civicplus.com/calendar.aspx?CID=40>,**

# Information Needs and Data Exchange (INDEX) Subcommittee

## INCARCERATION PREVENTION & REDUCTION TASK FORCE IDENTIFIED DATA, OUTCOMES, TRENDS, AND ISSUES FOR THE INDEX COMMITTEE

### LEGAL & JUSTICE SYSTEMS COMMITTEE:

#### **Warrants: Data Points**

- Define all categories of warrants: Is it an FTA warrant? An arrest warrant, reissued warrant?
- Newly issued versus re-issued warrants
- Number of active warrants
- The reason each warrant is issued.

#### **Warrants: Suggestions regarding data collection system/reports:**

- The ability to indicate if a person has warrants in multiple courts, both inside Whatcom County and outside Whatcom County. If so, what is the booked offense?
- The ability to run a report on whether warrants increased or decreased with the implementation of phone call reminder programs and other programs
- The ability to run a report on the number and scope/nature of warrants issued.
- The ability to run a report on how many people have warrants in multiple jurisdictions
- The ability to collect, sort, and report data by warrant

#### **Recidivism: Data Points**

- Define recidivism
- Recidivism rates
- how long after jail or court release until the person was booked on a new crime?
- The recidivism rate of each program
- Number of people on pretrial status who are later charged with a crime. If a crime was committed, what was the crime?

#### **Charges: Data Points**

- Filed charge(s) (from the Prosecutor)
- Booked citation charge(s)
- Indicate charges that come from the border
- Indicate the misdemeanor, gross misdemeanor, and felony cases that are cited in the field or referred to Prosecuting Attorney for charging decision without a physical arrest.
- The ability to run a report on the number of people booked (probable cause) under each booked offense
- The ability to run a report on the number of people charged (prosecutorial) under each final charge

#### **Jail Alternatives: Data Points**

- Does the defendant have a history with one of the special courts?
- The number of people who are diverted from jail
- Identify the impact of a new program on jail population
- Number of persons screened for participation in Jail Alternative programs at a courthouse centric location  
number of persons who report for participation in Jail Alternative programs

**LEGAL & JUSTICE SYSTEMS COMMITTEE (CONT'D):**

- Number of persons connected to the appropriate electronic home monitoring device at the request of District Court for pre-trial or probation monitoring. Number of reported pretrial or probation violations referred to the District Court;
- Number of persons and bed days served through jail alternative programs by specific program

**Misc Other: Data Points**

- All the data points used for the Vera Institute report
- Number of people in jail
- Bond amount by prosecutorial charge
- The length of time it takes to process each case
- The number of people who are being held pretrial
- Number of persons for whom probable cause exists for arrest, who are diverted to a) Mental Health Triage and/or b) Substance Abuse treatment at the new Triage Center;
- Number of persons for whom probable cause exists for arrest, who are diverted to other mental health facilities (St. Joseph's, etc.);
- FTA history, including the date of the FTA and age of defendant at the time the FTA was issued (distinguish between adults and juveniles)
- Identify how many people with minor misdemeanors and no warrants are due to the officers choosing to either not book, divert, or refer to the Prosecutor

**Suggestions regarding data collection system:**

- Collect and distinguish between booking, court, and jail information/data
- The ability to collect, sort, and report data by person
- The ability to collect, sort, and report data by booked offense and final charge (felony) and by booked citation charge (gross misdemeanor)
- Data on failures to appear
- Inform the criminal justice system with the data necessary to develop agreements that would allow multi-jurisdictional court dates for people with concurrent warrants or different charges in more than one jurisdiction. Allow data to be shared across jurisdictions to help people navigate through the court system efficiently and resolve warrants in any jurisdiction. People have different charges in different courts. How do they know if they are talking about the same person, and do those multiple charges in multiple jurisdictions by the same person inflate the data somehow?
- In all systems, including the Judicial Access Browser System (JABS), warrants issued in error need to be deleted or indicated the warrant was issued in error
- Need the data necessary to inform their ongoing projects, including: electronic home monitoring, pretrial services, book-and-release, and other items on the work plan

**Suggestions regarding data interpretation and processes:**

- Consider a combined multi-jurisdictional court dates for people with concurrent warrants in more than one jurisdiction.
- Enhanced data sharing: The systems of all jurisdictions must communicate. Provide access for each jurisdiction to easily access data from other jurisdictions.
- Create baseline information and benchmarks that can be monitored to track success of programs and processes.

**LEGAL & JUSTICE SYSTEMS COMMITTEE (CONT'D):**

- Distinguish between the data points/categories and the algorithms of the report to produce correct interpretations of the data
- Create accurate and consistent definitions
- People entering data need to be adequately trained to enter consistent information correctly
- Algorithms must be accurate
- Take advantage of new technology for efficiency in data entering and reporting.
- Be as transparent as possible for the community about who is in the jail and why
- Allow the City of Bellingham, all the small cities, and all the tribes to have complete (read-only) access to the Sheriff's records in the Spillman system
- Reach out to and include Tribes when incorporating data.

**ADDITIONAL DATA QUESTIONS**

From August 13, 2019 Legal & Justice Systems Committee:

Gockley stated the Information Needs and Data Exchange (INDEX) Committee would like information on the data-related questions and answers that this committee needs to do its work. During the strategic plan inventory agenda item, committee members discussed inmate statistics necessary to answer key questions:

- Identify who is in the jail and why
- Average length of jail stay for different categories of inmates and offenses
- The number of people who are out on bail, commit new crimes, and end up in jail again within a certain timeframe
- The need for an electronic medical system that will talk to the Spillman system
- How many individuals in the jail are waiting for a competency review or need a competency review that hasn't been done

**BEHAVIORAL HEALTH COMMITTEE:**

- Who is in jail
- What are the behavioral health disorders identified for each inmate
- What programs exist to address behavioral health disorders of jail inmates
- Is there potential for an involuntary facility
- Does the inmate have serious and persistent mental illness, which is defined as very symptomatic and chronic
- What are the legal charges that allows them to divert from jail
- Whether the person has had services previously, and if so, what were those services
- Behavioral health issues that are not serious and/or persistent
- What is the social metadata: social, legal, family
- A confidential interviewer
- What kind of substance use disorder
- Information on people in jail versus out of jail
- An assessment at point of release
- Interview people who have been in jail in the last six months
- Offer an incentive to participate in an interview
- GRACE cohort to provide data

**TRIAGE FACILITY COMMITTEE:**

**Goals of Facility (outcome measures):**

- Diversion from criminal justice and/or hospital
- Maximum utilization of facility
- Improved health and wellness of individuals who receive services

**Data Points (Interoperability Issues/Trends):**

1. Daily census
2. # of Admissions per unit
  - A. Referral source
    - 1) Hospital Psych unit step-down
    - 2) Emergency Department
    - 3) EMS drop-off
    - 4) Law Enforcement drop-off
    - 5) Treatment provider
    - 6) Social Service provider (i.e., housing)
    - 7) Self
3. # of Denials
  - A. Reason for denial
    - 1) No bed capacity
    - 2) Inappropriate referral
      - a. level of care not required (not acute enough)
      - b. higher level of care required
      - c. inability of unit to manage behaviors that pose a significant risk of harm to others
4. Length of Stay (and specify program)
5. Discharge disposition
  - A. Transferred
    - 1) to in-patient treatment setting (MH or SUD)
    - 2) to out-patient treatment provider (MH or SUD)
    - 3) back to community treatment provider
    - 4) to higher level of medical care
  - B. Left against clinical/medical advice
  - C. Medication Assisted Treatment initiated and connected to ongoing provider
  - D. Housing status upon discharge
    - 1) Return to homelessness
    - 2) Return to home with no further treatment

**Also:**

- Connect the intake data from the triage center, social services, emergency department and other medical sources, law enforcement, possibly via claims data
- Consider whether the County, in concert with the managed care organizations (MCOs), could pay the regional Behavioral Health Organization (BHO) to collect all the data as a central repository
- Can law enforcement bill for, and consequently report on, transport data

## Intergovernmental Policy Academy Action Plan for 2019

**Over Arching Goal:** Support pre incarceration diversion policies for young adults.

Law or Policy Change	Measurable Results to Expect from Policy Change	Additional Stakeholders to Consult	Remaining Questions to Answer	Complete by Who and When
Full utilization/funding of Crisis Stabilization Facility.	<ol style="list-style-type: none"> <li>1. Commitment to funding full costs</li> <li>2. Prioritize diversion for young adults</li> <li>3. Health Care Authority (HCA) will have clear value statement on stabilization services in the Behavioral Health continuum of care</li> <li>4. HCA will provide assurance of minimal level of funding for stabilization facilities</li> </ol>	<ol style="list-style-type: none"> <li>1. Governor’s staff, Behavioral Health, and Criminal Justice</li> <li>2. 42 &amp; 40 legislators</li> <li>3. Representative Goodman</li> <li>4. Local elected officials</li> <li>5. Behavioral Health Administrative Service Organizations (BH ASOs )&amp; Managed Care Organizations (MCOs)</li> <li>6. Stabilization facility treatment providers</li> </ol>	<ol style="list-style-type: none"> <li>1. Should these services remain “discretionary” as stated in legislation and contract?</li> <li>2. What process will the HCA employ, in conjunction with stakeholders, to accomplish their legislative directive to identify operational funding gaps and payment models</li> <li>3. How will Whatcom County have a voice in this process?</li> <li>4. Will the treatment providers negotiate sufficient reimbursement rates?</li> </ol>	<ol style="list-style-type: none"> <li>1. HCA must have report submitted to legislature by 12/1/19</li> <li>2. Whatcom County must negotiate lease agreements with treatment providers ASAP (and determine amount of subsidies needed)</li> <li>3. Construction for facility will go out for bid in July, with support from county elected officials knowing the operational funding challenges</li> </ol>
Memorandum of Understanding (MOU) for data sharing among criminal justice partners to determine arrest information for young adults.	<ol style="list-style-type: none"> <li>1. Accessible data and information on arrest statistics for young adults.</li> <li>2. Data inventory will be developed to identify who collects what</li> </ol>	<ol style="list-style-type: none"> <li>3. Local elected officials</li> <li>4. Sherriff and Police Departments</li> <li>5. Jail</li> <li>6. Tribal Nations</li> </ol>	<ol style="list-style-type: none"> <li>1. Do we need a MOU, or can we achieve data sharing in other ways?</li> <li>2. Who will be providing us with TA to guide our process for data collection and analysis?</li> <li>3. How do we use the information?</li> </ol>	<ol style="list-style-type: none"> <li>1. Data points initial identification and focus from Lisa Jacobs, Loyola University.</li> <li>2. Initial jail data captured and reported for 2018 calendar year</li> </ol>
Local jurisdictions resolution that promotes healthy youth and young adults.	<ol style="list-style-type: none"> <li>1. Whatcom County Health Board will pass resolution on June 4, 2019</li> <li>2. All jurisdictions and tribes support the resolution</li> <li>3. Policies will highlight these values</li> </ol>	<ol style="list-style-type: none"> <li>1. All jurisdictions</li> <li>2. Tribes</li> <li>3. Law Enforcement, courts</li> <li>4. Community partners</li> <li>5. Incarceration Prevention &amp; Reduction Task Force</li> </ol>	<ol style="list-style-type: none"> <li>1. How do we bring attention to and maintain focus on the objectives listed in the resolution?</li> <li>2. How do we assist in implementation of the objectives? Task Force?</li> </ol>	<ol style="list-style-type: none"> <li>1. Health Board passed the resolution on June 4, 2019.</li> </ol>
Mobile outreach teams need state general fund support in order to optimize collaboration with Law Enforcement and EMS.	<ol style="list-style-type: none"> <li>1. State general fund dollars dedicated to enhanced funding</li> <li>2. GRACE (Ground-level Response and Coordinated Engagement) program launched, with outcome data collected to demonstrate positive return on investment to local and state governments</li> </ol>	<ol style="list-style-type: none"> <li>3. State legislators</li> <li>4. Local law enforcement</li> <li>5. Local EMS</li> <li>6. Behavioral health providers</li> <li>7. Managed Care organizations</li> <li>8. Health Care Authority</li> <li>9. Local governments</li> </ol>	<ol style="list-style-type: none"> <li>1. Who is best to contact in state legislature?</li> <li>2. State executive branch?</li> <li>3. Do we want these teams to serve as both crisis response as well as prevention/intervention (i.e., GRACE)</li> <li>4. Who is responsible for crisis response/prevention to non-Medicaid individuals?</li> </ol>	<ol style="list-style-type: none"> <li>1. Work with BH ASO and HCA to determine level of state general fund required to provide sufficient level of service.</li> <li>2. Work with Washington State Association of Counties (WSAC) and Association of County Human Services ACHS at state level</li> <li>3. GRACE program launched 9/1/18</li> </ol>

**Intergovernmental Policy Academy Sustainability Action Plan for 2019**  
**Policy in Action Collaboration Team (PACT)**

**Over Arching Goal:** Support pre incarceration diversion policies for young adults.

<b>TOPICS FOR ATTENTION IN ORDER TO IMPLEMENT &amp; SUSTAIN MOMENTUM</b>	<b>ACTION STEPS FOR TEAM AND OTHER STAKEHOLDERS OVER NEXT SIX – TWELVE MONTHS</b>	<b>WHO LEADS</b>	<b>KEY INDICATORS OF PROGRESS</b>
<b>Guiding vision, plan, objectives</b>	<ol style="list-style-type: none"> <li>1. Identify central outcome measures to be tracked and communicated</li> <li>2. Identify adequate funding for priorities</li> </ol>	<ol style="list-style-type: none"> <li>1. INDEX Committee</li> <li>2. IPR Task Force/Elected Officials</li> </ol>	<ol style="list-style-type: none"> <li>1. A. Document/matrix used for tracking B. Data collected</li> <li>2. Program and funding priorities are determined through a standardized process</li> </ol>
<b>Structure for project governance cutting across levels of government</b>	<ol style="list-style-type: none"> <li>1. Create template/model that can be used statewide and used to incentivize legislature to then incentivize counties/cities</li> </ol>	<ol style="list-style-type: none"> <li>1. Policy Academy Team and INDEX Committee/Task Force</li> </ol>	<ol style="list-style-type: none"> <li>1. Task Force will assume active leadership to demonstrate models for policy change/action</li> </ol>
<b>Engagement of elected officials &amp; justice stakeholders</b>	<ol style="list-style-type: none"> <li>1. Continue intergovernmental policy work to include local and state elected officials</li> </ol>	<ol style="list-style-type: none"> <li>1. Elected officials/Health Department facilitation</li> </ol>	<ol style="list-style-type: none"> <li>1. Intergovernmental Policy Team created in formal manner</li> </ol>
<b>Law/policy targets to change or introduce</b>	<ol style="list-style-type: none"> <li>1. Consider Community Court</li> <li>2. Seek state funding for non-Medicaid individuals who use the services at the Crisis Stabilization Facility (advocate for state to reclassify these services as “mandatory” as opposed to “discretionary” )</li> </ol>	<ol style="list-style-type: none"> <li>1. Whatcom District Court and Bellingham Municipal Court</li> <li>2. Local and state elected officials</li> </ol>	<ol style="list-style-type: none"> <li>1. A. Active research/discussion among government leaders launched B. Treatment and Social services providers are willing to partner AND have the resources to contribute</li> <li>2. State formally recognizes the need to fund Mental Health Triage and Substance Withdrawal services for non-Medicaid population</li> </ol>
<b>New or realigned financial resources</b>	<ol style="list-style-type: none"> <li>1. Pass SHB 1406 to take “rebate” of 0.0146% of local sales and use tax and dedicate monies to housing for low-income individuals (60% of AMI or less)</li> </ol>	<ol style="list-style-type: none"> <li>1. County with support from all cities (city of Bellingham reviewing whether to take tax independently)</li> </ol>	<ol style="list-style-type: none"> <li>1. A. Resolution of Intent to take advantage of the tax “rebate” passed by County Council B. Ordinance/County code passed by County Council C. Tax distribution received by County and utilized according to an agreed upon strategic plan</li> </ol>
<b>Human resources to staff tasks and measure progress</b>	<ol style="list-style-type: none"> <li>1. Review available staff resources and determine priority projects</li> </ol>	<ol style="list-style-type: none"> <li>1. County elected officials</li> </ol>	<ol style="list-style-type: none"> <li>1. IPR Task Force will know of staff resources available for what projects</li> </ol>
<b>Community engagement to build support for reforms</b>	<ol style="list-style-type: none"> <li>1. Emphasize unique characteristics of young adults and create understanding of most appropriate responses</li> </ol>	<ol style="list-style-type: none"> <li>1. IPR Task Force</li> </ol>	<ol style="list-style-type: none"> <li>1. Programs are implemented that address the specific needs of young adults that will optimize success</li> </ol>
<b>Communication resources to tell the story of results</b>	<ol style="list-style-type: none"> <li>1. Collect outcome measures from the various resources and collate into a single report source</li> <li>2. Create communication plan</li> </ol>	<ol style="list-style-type: none"> <li>1. IPR Task Force</li> </ol>	<ol style="list-style-type: none"> <li>1. &amp; 2. Consistent process/mechanism for communicating progress will exist and be widely accessible</li> </ol>

***Incarceration Prevention and Reduction Task Force  
Information Needs and Data Exchange Subcommittee  
Meeting Summary for August 1, 2019***

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**1. Call To Order**

Committee Chair Tyler Schroeder called the meeting to order at 1:50 p.m. in the Whatcom County Courthouse Conference Rooms 513/514, 311 Grand Avenue, Bellingham.

Members Present: Tyler Schroeder, Barry Buchanan, Wendy Jones, Caleb Erickson, Brenda Beeman, Dave Reynolds, Bruce Van Glubt, Darlene Peterson, Ryan Anderson, Perry Rice, Marty Mulholland, Amy Ebenal

Members Absent: Courtney Polinder, Amy Hockenberry, Erin Herschlip, Christine Paulson

**2. State Pretrial Task Force Recommendations**

Schroeder referenced and read through the report in the meeting packet.

Committee members discussed:

- The data that Superior Court and District Court have been providing to Dr. Andrew Peterson from the Administrative Office of the Courts in the risk assessment validation process;
- Historical jail data to determine if more people are being released on personal recognizance (PR) bail amounts trends; and the difficulty of tracking the reason a judge makes a PR or bail decision;
- More information that can be collected once risk assessment is implemented.

Next steps will be for the pretrial services unit to continue working with Dr. Peterson on gathering information to establish a baseline of information.

**3. Preliminary discussion of data gathering to monitor success of new Superior Court Pretrial Services Unit**

The committee members discussed how they define what success looks like, how violations would be handled, how quickly the new pretrial services unit will ramp up to full capacity, training on the pretrial services software program, and whether pretrial services will be assigned to people out on bail.

**4. Meetings**

Jones moved to meet next on October 3, 2019, 1:30 to 3:00 p.m., Courthouse Fifth Floor Conference Rooms. The motion was seconded and carried unanimously.

**5. Other Business**



***Incarceration Prevention and Reduction Task Force  
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Committee members discussed whether it would be helpful to send a letter to the Administrative Office of Courts (AOC) about their project to replace the caseload management software for courts of limited jurisdiction. At this point, the committee has engaged the AOC on the topic and understands its beyond their ability to provide input at this point. They can reengage if the AOC makes progress on the project, and they can invite the AOC representative to provide an update via teleconference at its next meeting in October.

Erickson reported on the progress of the workgroup and asked for direction from the full Task Force on what work product they should focus on next.

**6. Public Comment**

There was no public comment.

**7. Adjourn**

The meeting adjourned at 2:40 p.m.