

CLARK COUNTY SHERIFF'S OFFICE

Annual Report
2017



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Mission and Values of the Clark County Sheriff's Office

Our Mission Statement

The Clark County Sheriff's Office protects and safeguards the community by upholding and enforcing the law, enhancing public safety through sound correctional practices, and serving the public through effective civil process.

Our Value Statement

- We value hard work, dedication, and a commitment to service.
- We value teamwork throughout the agency, branches, and work units.
- We value a healthy balance between work, family, and community.
- We value personal integrity and human dignity.

Introduction

The Clark County Sheriff's Office prides itself on providing a high level of service to the citizens of Clark County. As a sheriff's office we provide services in a variety of areas including law enforcement patrol and criminal investigations, corrections housing and inmate re-entry services, civil process, and a variety of support functions. These services are provided through three divisions of the sheriff's office; the enforcement branch, the corrections branch, and the support branch.

We respond to a variety of incidents and concerns ranging from domestic violence, traffic violations, and drug abuse to assault, burglary, or identity theft. We use regional partnerships and cutting-edge technology to investigate crimes, and implement innovative programs that balance incarceration with treatment, education, and community service.

Established in 1849 we are the oldest law enforcement organization in the state of Washington. We have been serving Clark County for over 150 years.

This report contains the three annual reports of our branches. Each branch report highlights the unique services each branch provides as well as some statistical information on the performance of each branch. It is hoped that this report provides the reader with some insight into the Clark County Sheriff's Office and the work accomplished by the over 400 employees who work each day to make Clark County a safe place to live, work, and recreate.

Enforcement Branch

Patrol Operations

Clark County continues to grow at a nearly 2% annual increase in population. The estimated population in 2017 is 474,643. Interestingly, Clark County is the second most densely populated county in the state, falling only behind King County. As mentioned in last year's annual report, this increase in population will undoubtedly create an increase in workload for sheriff's office employees. This increase in workload will not be uniform across the different workgroups within the sheriff's office. Much of this population increase will occur within the urban growth boundaries of the municipalities within Clark County and may or may not drive a corresponding increase in workload for our patrol division. We saw the City of Vancouver annex a portion of unincorporated Clark County in what was termed the "Van Mall North" annexation. This two-square mile annexation included 4200 households, Home Depot, and Costco. The loss of tax base from this annexation is estimated to negatively affect the county by \$1.1 million per year. Even so, we do expect our patrol workload to increase as unincorporated Clark County continues to grow. April 1, 2017 estimates show the unincorporated Clark County population to be 223,160. For comparison, in 1990 Clark County unincorporated population was 167,427 and we had roughly the same number of deputies. We do expect increases in patrol workload due to population increases but also due to increasing indications of an upward trend in incidents related to homelessness, mental illness, and drug addiction.

In April of 2017, the Cowlitz Indian Tribe opened the Ilani Casino. The Cowlitz contracted with the Clark County Sheriff's Office to provide law enforcement services on their reservation. The calls to the reservation have added 2-3 calls per day for Patrol.

We have struggled with our staffing in 2017. It is difficult to take a snapshot of the Enforcement Branch looking only at 2017. For example, 3 entry level deputies were hired in December of 2016 and attended the academy and FTO process during 2017. 14 new deputies were hired during this time period (the calendar year). During the same time, we lost 9 deputies due to failing to pass the academy, failing to pass the field training process, or failing to pass the probation period (some of these were employees hired in 2016). Also, 7 deputies retired or left the agency for other reasons. Three sergeants were promoted during the year. Operationally speaking, at the end of 2017, we were short 14 positions in the Enforcement Branch. These include unfilled openings in Patrol, Major Crimes, Tactical Detective Unit, Safe Streets Task Force, Children's Justice Center, and Campus Unit.

The table below lists all reported offenses where a report was taken by the deputy. Violent crimes such as felony assault or robbery saw a 6% increase in 2017. Property crimes dipped 5% since 2016.

All CCSO-Reported Offenses EPR						
Offense Category	2013	2014	2015	2016	2017	% Dif. 2016-2017
AGG ASSAULT	105	128	182	184	207	13%
ALCOHOL	122	91	53	29	38	31%
ARSON	28	46	42	32	23	-28%
ASSAULT	867	924	702	625	641	3%
AUTOTHEFT	531	552	593	521	576	11%
BURG COM	165	132	198	187	155	-17%
BURG RES	743	639	522	523	279	-47%
DRUG	381	338	289	252	323	28%
DWI	313	376	305	258	310	20%
FORGERY	120	72	75	83	72	-13%
FRAUD	560	739	541	533	229	-57%
KIDNAP	43	46	31	19	31	63%
MAIL THEFT	76	70	16	12	30	150%
MAL MISCH	1094	1178	855	675	621	-8%
RAPE	97	93	98	76	75	-1%
ROBBERY	49	57	42	49	65	33%
SEX	171	189	146	26	121	365%
THEFT	2601	2368	2192	1599	1652	3%
THEFT FIREARM	86	51	71	44	64	45%
TRAFFIC	620	595	495	314	753	140%
VEH PROWL	715	680	736	507	525	4%
WEAPON	83	63	63	41	62	51%

	2013	2014	2015	2016	2017	
Violent Crime Index	1118	1202	1024	934	988	6%
Property Crime Index	5963	5646	5209	4088	3895	-5%
Fraud, Forgery, ID Theft Index	756	881	632	628	331	-47%

Calls for Service

Priority	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
1	107	111	221	163	92	83	108	120	149	148
2	3730	3568	3317	3365	3390	3188	3311	3920	4870	4861
3	46648	46608	42491	39488	40414	39768	37587	37631	38130	39442
4	24030	25274	24791	23673	22686	21362	21655	21886	22943	24790
5	10238	10206	9261	8178	8048	7900	7698	8508	7818	7416
Other			591	1312	1289	994	977	1090	942	913
	84753	85767	80081	76179	75919	73295	71336	73155	74852	77570

Calls for service increased slightly over 2017 (3.6%), primarily due to a rise in priority 3 and 4 calls. Unfortunately, response time for priority 1 and 2 calls (life threatening) increased by two minutes and one minute respectively. In evaluating causal factors, it would appear that the closing of Central Precinct is the greatest cause.

Our Central Precinct was closed on March 1st in 2017. All of the Patrol deputies now report to West Precinct for their briefing and booking of evidence. The county did fund a needs assessment study with MacKenzie Group architects for a Patrol Headquarters Building. The study will be completed in 2018.

Top 10 CCSO Call Locations 2017

Rank	Address	Name of Location	Precinct	# of Calls 2013	# of Calls 2014	# of Calls 2015	# of Calls 2016	# of Calls 2017
1	505 NW 179th ST	West Precinct*	West	645	856	1042	1269	1619
2	11608 NE 149th ST	Central Precinct*	Central	730	1005	1118	1213	1001
3	9000 NE HIGHWAY 99	Wal-Mart	West	357	287	364	330	337
4	9800 NE 54TH ST	Orchards Park	Central	166	157	219	299	317
5	2211 NE 139TH ST	Legacy Complex	West	208	250	305	332	313
6	7411 NE 117TH AVE	Fred Meyer Complex	Central	223	230	249	232	266
7	9700 NE HIGHWAY 99	WINCO	West	177	201	272	279	254
8	1 Cowlitz Way	Ilani Casino	West					247
9	7700 NE HIGHWAY 99	Fred Meyer Complex	West	212	249	236	237	211
10	6811 NE 121st AVE	Meadow Wood Apts.	Central					193

Civil Process

Due to the increase in civil and protection orders, we shifted many of the potential dangerous orders out to the precinct to be served by patrol deputies as opposed to cadets. This move saw the number of orders surge by Patrol from 108 in 2016 to 221 in 2017; more than a 100% increase.

Special Events Division

Following the closing of Central Precinct, the Clark County Sheriff's Office created the position of Special Events Commander. This position is designed to centralize all of the requests for assistance outside of normal law enforcement operations. The Special Events Commander coordinated with more than 19 different groups, which resulted in over 30 different events. Planning for each event starts with safety being the primary concern. All events are staffed with Sheriff's Office personnel. All of the scheduling, planning, deployment, and billing are the commander's responsibilities.

The Special Events Commander also oversees the Sheriff's Office Outreach Unit and the School Resource Officer (SRO) program. This program includes schools in the Vancouver, Evergreen, Battle Ground, and Hockinson school districts. One sergeant manages outreach activities and five full-time deputies assigned to different high schools. Deputies who are assigned as a SRO develop working relationships with school faculty and staff along with building relationships with students.

Special Operations Division

The Sheriff's Office Special Operations Division is comprised of personnel that work in a variety of specialized policing disciplines to include; Sheriff's Marine Unit, Traffic Unit, Commercial Motor Vehicle Enforcement Unit, Sheriff's Canine Unit, Portland Metropolitan Explosive Disposal Unit, Tactical Detective Unit, Tactical Emergency Medics Unit, Crisis Negotiators Team, Air Support Unit, Mobile Response Team (MRT), Special Weapons and Tactics Team (SWAT) and our new Unmanned Aircraft System (UAS) unit.

The Special Operations Commander has additional duties that include supervision and/or liaison for, or committee membership with: Regional Active Threats Response Policy Group, Region IV Law Enforcement Sub-Committee, UASI Law Enforcement Work Group, WA State Traffic Safety LEL, WA State Target Zero Program, The Safe Street Task Force and the U.S Marshal's Violent Offender Task Force.

2017 was a very busy and challenging year for the Special Operations Division. Below are some of the most noteworthy accomplishments.

- CCSO created and deployed its FAA approved UAS Unit with five pilots and six platforms including an IR unit capable of night flights.
- Purchased, trained and deployed two new K9 teams
- Southwest Washington Regional SWAT was deployed on a record 63 missions which included a month long security detail on a triple homicide trial.
- Selected and trained a new commercial pilot for the regional ASU to replace our retired pilot.
- Added two additional collision investigators to the traffic unit.
- Continued the process of replacing the Marine Boathouse
- Obtained significant funding from Region IV to supplement both SWWR SWAT and Lower Columbia SWAT
- Began replacement of aging SWAT issued rifles owned by the county.
- Made significant progress in replacing aging SWAT equipment funded by LEC
- Short staffed TDU investigated some complex and noteworthy cases.

Headquarters Division

The Headquarters Precinct is a division of the Clark County Sheriff's Enforcement Branch. The Headquarters Precinct includes the following units: Accreditation and Planning, Campus, Case Management, Crime Analysis, Internal Affairs, Public Information and Sex Offender Registration. In 2017 there were 13 full time CCSO personnel assigned to the Headquarters Precinct. The members of the Headquarters Precinct are professional and dedicated individuals providing police services to the Clark County Campus and conducting administrative investigations.

Sex Offender Registration – The purpose of the Sex Offender Registration Unit (SOR) is to properly register, classify, monitor, and track convicted sex/kidnap offenders residing within the boundaries of Clark County, as an element of public safety and community awareness. The Sex Offender Registration Unit averages 1400 sex offender contacts per year, requiring various different levels of monitoring based on the conviction and threat level to the community.

Case Management – The duty of the Case Management Sergeant is to supervise the Campus Unit; coordinate the courthouse security vendor's staff; coordinate and assign cases for follow-up investigation as well as being the point of contact for outside agency requests for assistance and/or investigations. This person also audits for quality and timeliness of case related report submissions. The Case Management Sergeant receives routine initial reports of crimes and other instances which deputies in the field take and need to complete follow-up investigations; receives requests for follow-up investigations from the Prosecuting Attorney's Office (and other law & justice organizations). The Case Management Sergeant also receives referrals for possible investigations from Child Protective Services, Adult Protective Services, and law enforcement agencies outside of the immediate area. This position provides a single repository for this information to be received, assigned, and tracked through the Case Management System. The case management system received 10,387 original police reports and 4,809 supplemental police reports in 2017.

Campus Unit – Full time sworn positions responsible for warrant service, civil processes, extraditions, and enforcement activities within the County Campus area. The function requires communication with numerous county offices to address safety and security concerns. The Campus Unit is also a first responder to the jail when criminal activity is reported. This unit reports to the Case Management Sergeant.

Internal Affairs - The purpose of the Internal Affairs Unit is to conduct investigations of alleged misconduct and/or violations of Sheriff's Office General Orders. Conducting fair and impartial investigations maintains the integrity of the Sheriff's Office, and is essential in maintaining the public's trust in their law enforcement representatives. The unit is staffed by two full-time sworn and non-sworn positions occupied by sergeants from the enforcement and corrections branches. Internal Affairs averages approximately 80 investigations each year.

Training Unit – Full time sworn position occupied by an enforcement branch sergeant. Responsibilities include but are not limited to the new-hire training and in-service training programs for the enforcement branch employees. The Enforcement Branch hired 14 in 2017.

Backgrounds Unit- Full time sworn and non-sworn positions occupied by the enforcement, corrections and support branches. Responsibilities include the oversight of the Sheriff's Office applicant's background process. The backgrounds unit averages approximately 115 backgrounds per year, with 21% resulting in an offered position and 11% later failing to make probation. The background process from PSC to conditional job offer averages 4.53 months.

Special Projects Component – The Headquarters Commander is tasked with the coordination of special projects that directly impact Sheriff's Office services. A significant special project in 2017 was the planning and implementation of a special security detail for a triple-homicide trial.

Unusual Occurrences Component – Coordination of unusual occurrences as detailed in Volume 4 of the Sheriff's Office General Orders manual.

Accreditation Unit – Accreditation and Planning functions include project research and management, multi-year planning, administrative reporting, operational planning and maintenance of written directives, and accreditation master files. This unit is responsible for assembling and maintaining files and their associated proof which may be required to show compliance of professional accreditation organizations such as the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). CALEA is now in its sixth edition, requiring an annual review vs. every 3 years.

PIO Function – The PIO position is an integral function within the Sheriff's Office duty to provide timely accurate and useful information to the public through media outlets. Through the media, citizens are informed of the operations and crime prevention efforts of the Sheriff's Office that affect them. The Public Information Officer is responsible for the release of public information, media relations activities and the release of information to the media. PIO averages approximately 2-3 calls per day, 5 days a week. Weekend press releases are the function of the Patrol Division, unless the PIO is called out for a specific request.

Crime Analyst Position – The Clark County Sheriff's Office Crime Analyst's mission is to work with regional law enforcement and specialty units to provide current and pertinent data for use in the apprehension and prevention of criminal activity. This is done through reviewing reports, gathering information, analyzing crime trends, and forwarding information to Enforcement Branch interests for the Sheriff's Office. In 2017 the Crime Analyst position was reassigned to assist the Corrections and Support Branch with several projects. Additionally, in 2017 the Crime Analyst worked as the liaison with our EIS & CAD systems, and spent a considerable amount of time troubleshooting interface issues between the two systems as it relates to data collection and transfer.

Goals for the Headquarters Division in 2018 include working towards the return of the Crime Analyst position to the Enforcement Branch. Additionally, the Campus Unit would benefit from an additional Deputy to help with Jail Criminal Investigations. The Backgrounds Unit is exploring the possibility of contracting with an outside vendor to supplement their review of new hire background applications.

Investigations Division

The Investigations Division includes the following units: Major Crimes, Children's Justice Center, Domestic Violence/Child Recovery and the Regional Drug Task Force. Both the Drug Task Force and the Children's Justice Center are multi-jurisdictional in nature with law enforcement and support personnel from several agencies.

The annual report for the Children's Justice Center is not included in this annual report. The Children's Justice Center produces its own annual report each year. There are 16 full time CCSO personnel assigned to Investigation Division with approximately 3-5 vacancies. The members of the Investigation Division are professional and dedicated individuals investigating a broad range of incidents and providing accreditation, planning, unusual occurrence and special project support.

The Major Crimes Unit is in need of additional personal to back fill for three vacancies created over the past few years. The case load and span of responsibilities on this unit with the staffing they currently have is putting an increasing amount strain on this unit.

The Children's Justice Center currently has two CCSO detectives and historically has provided three to this unit. Due to staffing issues, this third position has remained unfilled for the past two years. The unit has functioned over a year with a diminished staff. The result is increased lag time to investigate criminal activity against children.

The current staffing at the Drug Task Force by CCSO is adequate and there are currently no additional staffing needs.

Enforcement Branch Goals for 2018

1. Make a decision regarding the building of a new Patrol facility.
2. Complete the new boathouse, pilings, gangway, and decking.
3. Continue to Diversify the Workforce - For over a year, executive managers, along with the Sheriff and Undersheriff have met with Latino community leaders at the Vancouver Office of Senator Maria Cantwell. We have purposely engaged in dialogue pertaining to issues effecting minority residents along with undocumented foreign nationals. Topics included ICE, Real ID, DOL, detention of foreign nationals, and fear of law enforcement. We have participated in job fairs and student expos. We want to continue and intensify our pursuit of females and those from ethnically or racially diverse backgrounds as applicants for employment with the Clark County Sheriff's Office.
4. Continue to Maintain Adequate Staffing - The safety of our employees and our community demands that staffing be sufficient to fully staff critical assignments including patrol, corrections, and support functions. Recruitment and retention of a quality workforce is an increasingly challenging endeavor as the pool of qualified applicants shrinks, an aging workforce retires, and as negative viewpoints of law enforcement reduce the attractiveness of criminal justice related jobs. Our goal is to hire and retain a diversified workforce which is adequate to maintain the safety of our employees and our community.

CLARK COUNTY SHERIFF'S OFFICE

Civil Branch Annual Report 2017

Divisions

- Records
- Public Disclosure Unit
- Jail Industries/Food Services
- Evidence/Logistics

Records Division

Records Manager - MaryAnn Gentry

Supervisors

CS	Margie Johnson
CS	Evelina Kurilenko
1	Jennifer Bell
2	Marina Wolfrum
3	Kristen Olson
4	Dawn Miller
5	

Criminal Records

	NAME
1	Colleen Williamson
2	Charlye George (FTO)
3	Juliet Vergara (FTO)
4	Myra Muenzler (FTO)
5	Shannon Erb
6	Carol Harris
7	Tammy Sanderville
8	Bryan Stanley
9	Cathy Phillips
10	Julia Andring
11	Betsy Digrigoli
12	Deborah Little
13	Kendra Leonard
14	Alicia Andring
15	Kim Ely
16	<i>Vacant</i>
17	<i>Vacant</i>

CIVIL

1	Liz Walker
2	Chrissy Chronert

Jail Records

1	Julie Wright
2	Terian McCracken
3	Rachael Cruse
4	Victoria Askelson
5	Kelly Tepedino
6	Trina Sanford
7	<i>Vacant</i>
8	<i>Vacant</i>

ID

1	Nancy Druckenmiller
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Warrants

1	Sue Gibson
2	Lori Bryan
3	Megan Heikkala
4	<i>Vacant</i>

Cadets

1	Alejandro Aguilar
2	<i>Vacant</i>

Records is the largest division in the Civil Branch and consists of five units:

- Civil
- Criminal Records (24/7 operations)
- Identification
- Jail Records (Day and Swing shifts)
- Warrants (Day and Swing shifts)

Records staff are non-sworn employees who provide service to the public, law enforcement, corrections staff and judicial agencies. They provide reports, preserve documents, maintain secure criminal history records in accordance with many laws and statutes, and process public records. The work is diverse but critical in the workings of the criminal justice system.

Criminal Records

Criminal Records	2012	2013	2014	2015	2016	2017	1 yr. chg.	5 yr. chg.
CCSO Reports	16,365	15,415	14,481	13,934	12,887	10,330	-19.84%	-36.88%
CCSO Suppl.	4,677	4,439	4,925	4,330	10,996	2,514	-77.14%	-46.25%

The Criminal Records Unit provides records services for the Sheriff’s Office. The Criminal Records Unit previously provided records services for the Vancouver Police Department. After 20 years, the City of Vancouver ended the LERIS arrangement that controlled costs for both the city and the county. Beginning January 1, 2017, Vancouver Police Department is handling all of their own records management.

The table above reflects the overall change in workload for the past year, as well as the five-year trend. Reports and supplemental reports are authored by deputies in the field and in the jails. Imaged documents are part of those same case reports, scanned electronically for retention and distribution. The spike in supplemental reports in 2016 is believed to be due to the previous records management system and should be considered as a one off.

Warrants

Warrant processing includes managing the warrant from receipt to cancellation, as well as verifying and confirming information and facilitating the extradition of offenders captured outside the local area. While subjects may be arrested at any time of the day or night, warrants staff work two shifts per day (days and swing). Criminal Records staff handles duties related to warrants, primarily confirming and clearing warrants, during grave shift hours.

Warrants	2012	2013	2014	2015	2016	2017	1 yr. chg.	5 yr. chg.
Felony Warrants	4807	5331	2648	1268	1320	1383	4.77%	-71.23%
CCSO Misd.	6133	4995	4774	4184	4057	3784	-6.73%	-38.30%

*Felony warrants dropped in half in 2014 and again in 2015 due to a Supreme Court ruling regarding a specific type of probation violation warrant.

Jail Records

Jail Records staff manage the documentation and sentence calculations for inmates from the time of entry to release. While subjects may be arrested at any time of the day or night, Jail Records staff work two shifts per day (days and swing). Criminal Records staff handles duties related to Jail Records, primarily receiving bail, during grave shift hours.

Jail Records Workload	2012	2013	2014	2015	2016	2017	1 yr. chg.	5 yr. chg.
Bookings	16174	16529	15547	14557	13626	13572	-0.40%	-16.09%
Releases	15735	16571	15589	14717	13761	13863	0.74%	-11.90%
Court Slips	46346	45020	4503	41136	45679	44711	-2.12%	-3.53%
Inmates to State	570	679	608	645	673	639	-5.05%	12.11%
Booking Merge Errors Fixed	128	87	130	126	143	135	-5.59%	5.47%
Overcrowding Releases	46	91	287	26	0	0	N/A	-100.00%
Booking Errors Found	1336	2539	1139	503	735	2531	244.35%	89.45%

*Jail Records changed the type of records being QC'd.

Identification Function

The Identification function manages data in correlation to criminal history records, fingerprints and specializes in the identification of subjects, either suspects or inmates in the Clark County Jail.

ID Workload	2012	2013	2014	2015	2016	2017	1 yr. chg.	5 yr. chg.
AFIS WSP Searches	204	121	64	145	85	98	15%	-52%
AFIS WSP Hits	146	94	40	115	64	68	6%	-53%
WIN Hits	93	71	31	77	44	63	43%	-32%
Outside AFIS Searches	30	18	7	16	23	16	-30%	-47%
Outside AFIS Hits	5	7	7	4	9	6	-33%	20%

Civil Unit

Civil process is one of the statutory functions provided by the Sheriff. Civil unit work includes the collection of fees for service as documented on the chart below and the service of papers for legal process. Workload is measured both in terms of quantity and in terms of revenues. Revenues offset the cost of providing civil process service.

Civil Workload	2012	2013	2014	2015	2016	2017	1 yr. chg.	5 yr. chg.
Civil Papers Received	3,456	3,447	3,696	3,812	3,391	2,577	-24.00%	-25.43%
Civil Papers Served	2,808	2,790	2,903	3,143	2,620	2,047	-21.87%	-27.10%
Not founds	379	513	629	689	705	436	-38.16%	15.04%
Sheriff's Civil Fees \$\$\$	108,414	108,552	102,007	102,970	80,873	109,676	35.62%	1.16%
Sheriff's Clearing fund	110,542	44,901	84,776	107,024	121,114	113,691	-6.13%	2.85%
Total Fees	157,960	153,483	186,777	210,024	201,987	223,367	10.58%	41.41%
Subpoena fees*	12,205	21,020	28,470	44,571	33,870	12,115	-64.23%	-0.74%
Evictions Scheduled	845	852	792	757	647	749	15.77%	-11.36%
Evictions Completed	500	522	492	487	444	517	16.44%	3.40%

*This reflects money that could be collected from the county prosecutor, but is not billed.

Goals: For 2018 and beyond, the Records Division will work on keeping all units fully staffed. In addition, an outside, independent consultant provided a detailed study that demonstrates the need to increase staff in the jail records unit from seven line staff and one supervisor to 22 line staff and two supervisors. Increasing staffing in the jail records will be a priority in the coming years.

Public Disclosure Unit

Public Disclosure Manager – Sarah Leffler

Public Disclosure

SUP	Sheila Viken
PA	Annette Kalak
1	Linda Cassidy
2	Lynn Brennan
3	Kayla Whitmire
4	Belinda Schramm

Effective January 1, 2017, the Vancouver Police Department separated their records unit from that of the Sheriff's Office. As a result, the total number of public disclosure requests dropped significantly. In 2016, with the LERIS contract in effect, the public disclosure unit processed 67,606 pages of records for disclosure. However, even though the number of requests declined by nearly 40%, the public disclosure unit actually processed 92,725 pages of records for disclosure in 2017, a 37% increase in output/overall volume of work.

	2013	2014	2015	2016	2017	1 yr. chg.	5 yr. chg.
Public Disclosure Request	5844	5484	4594	4975	2807	-38.90%	-51.97%

The above table demonstrates the intake of public records requests. The Sheriff's Office received, on average, 233 requests per month.

Goals: For 2018, the public disclosure unit will work to develop a standardized training curriculum for staff newly assigned to the unit.

Evidence and Logistics Division

Evidence and Logistics Manager – Kari Schulz

Evidence Unit

1	Lynne Bowden
2	Tiffany Williamson
3	Tamme Racine
4	PJ Thompson

Logistics Unit

1	Alicia Hamilton
2	Katie Simonsen

Cadets

1	Anna Babcox
2	Chris Essex

The Evidence Unit supports the law enforcement and investigative efforts of the CCSO, Ridgefield PD, the Clark-Vancouver Drug Task Force, the Clark County Fire Marshal, the Prosecuting Attorney’s Office and the Medical Examiner. The unit maintains and protects the evidentiary chain and includes the collection, secure storage, documentation, distribution and disposal of evidence, found property and safe-keep items.

Evidence

	Evidence Items In	Items Disposed	DNA	Appts
2011	11399	6622	92	810
2012	10003	15354	80	837
2013	9497	11644	71	837
2014	7553	20370	56	779
2015	8347	2464	79	726
2016	7463	10797	94	833
2017	7685	10245	85	792

The Logistics Unit is an internal service unit that supports 445 Sheriff’s Office employees and volunteers, through the procurement, distribution, storage, general maintenance, inspection, calibration and repair of all department owned uniforms, equipment and supplies.

Logistics

	POs Created	POs on Contract	# of Shipments Rec	Days to Process Orders
2011	647	459	2314	0.8
2012	679	515	2352	0.7
2013	558	427	3446	0.8
2014	594	419	3875	0.7
2015	552	435	3812	0.9
2016	577	528	3537	0.7
2017	613	515	2689	0.01

Goals: For 2018, the evidence unit will conduct a complete inventory of all in custody items. The logistics unit will work to replace necessary equipment for the SWAT unit.

Jail Industries Division

Jail Industries Manager – Joe Loftgren

Supervisors

1	Becky Breitmayer
2	Vacant

Jail Industries Coordinators

1	Lorie Stewart
2	Toni Baker
3	Ben Semaia
4	Vacant

Food Service Coordinators

1	Oscar Gonzalez
2	Jason McDonald
3	Melony Ambs
4	Priscilla Webster
5	Justin Chin
6	Ron Wiger
7	Nalini Singh
8	Sherie Cross
9	Jolene Rolison
10	Matthew Hanns
11	Rangini Singh
12	Vacant

Laundry

This unit services the main-jail, jail work center, and the juvenile detention facility. Using inmate labor, this unit collects, washes, folds, and delivers: clothing, bedding, towels, and sandals to the listed facilities, five days per week. They also process bio-contaminated linens.

The below chart demonstrates the workload of the unit.

Laundry Services	2014	2015	2016	2017	1 yr. change	3 yr. change
Loads	8091	7062	6743	6900	2%	-15%
Weights (lbs.)	614290	647160	634250	652240	3%	6%

The CCSO and Lifeline Connections, a local non-profit substance abuse and mental health treatment facility, have an agreement so that our inmates can process their patients' laundry. This was a total of 20,089 lbs. of laundry in 2016. (Lifeline Connections totals are included in the yearend total).

Janitorial

Janitorial services expanded this year to provide more consistent environmental services including: clean, wax, and buff the floors; as well as cleaning the main jail. This enhanced cleanliness has improved the main jail environment sufficiently to draw compliments from inmates, staff and public visitors and has enhanced the perception of safety within jail.

Food Service

The Food Services Unit provides meal services to the main jail, jail work center and the juvenile justice center. This unit prepares various meals, such as, breakfast, lunch and dinner for main jail, jail work center and the juvenile justice center on a daily basis, seven days a week, fifty two weeks a year. In addition, it also provides a number of various meal services such as main jail sack lunches, Healthy Snacks, medical diets, religious meals, work release sack lunches, and GED Meals. For 2017, this number equates to 1,071,218 meals. The cost to produce a meal was \$1.14. This was a decrease of five cents per meal from the previous year, and thirteen cents from 2015. This was achieved by the implementation of cost savings, operational procedures, and continued bulk-buying strategies. The raw cost to produce the meals was \$0.72. This represents a ten cent decrease from the previous year. The decrease in both meal cost and raw cost was achieved even though there was a 4-6% increase in commodity prices and an extremely volatile egg and citrus market costs. Purchasing our commodities with our various cost-saving strategies assisted our unit to maintain a cost-per-meal of \$1.14.

Food Services	2015	2016	2017	1 year change
Meals Served	1,161,275	1,090,602	1,071,218	-19,384
Cost to Produce Meal	\$1.27	\$1.19	\$1.14	(\$0.05)
Raw Cost to Produce Meal	\$0.84	\$0.82	\$0.72	(\$0.10)

Goals: For 2018, the food services unit will continue cost savings initiatives by purchasing a third freezer that will allow for more opportunity buys in order to save money.

Corrections Branch

The mission of the Corrections Branch of the Clark County Sheriff's Office is to promote and maintain public safety through effective correctional and reentry practices. In 2017, the men and women of the branch worked towards this goal through Main Jail and Jail Work Center Operations; Medical and Transport Units; special projects; and working with public agencies, elected officials and community partners. This work has not come without challenges. The physical plant of the Main Jail continues to deteriorate despite the efforts of Clark County Facilities Maintenance and assorted outside vendors. The strong economy has continued to make hiring qualified candidates difficult. The overall condition of the inmate population, at the time of intake, continues to be one of poor health and addiction to drugs. The combination of hospitalized inmates and continued vacant corrections deputy positions has resulted in record high overtime expenses in 2017. While the cost of overtime to the taxpayers is always of high concern, the toll these long hours take on our current staff is the Sheriff's, and my, highest concern.

Corrections Branch Overview

We take pride in our public service and strive to perform our duties in a manner that will be beyond reproach and reflect upon our obedience to the laws of our State, best practices, and respect for others regardless of their station in life. Public awareness of the continuing deterioration of the physical Main Jail building along with all of its security systems have made it evident that mere repairs would be insufficient to deal with the severity of the delineated shortcomings. Communications between our agency and the communities we serve are bringing awareness to the need for more services for the mentally ill. As community concerns are strengthened, identifying viable alternatives to traditional incarceration in order to reduce the size of our inmate population continues to be a priority. Sharing information with the public and the Board of County Councilors (BOCC) is showing promising possibilities that the need to build, expand, and/or replace many of our infrastructure systems in order to maintain adequate safety and security is being heard and understood.

The Corrections Administration team continues to design our annual goals and priority actions to align with serving our governmental customers and the public. Our Corrections Branch Crisis Intervention Training (CIT) program is outstanding and nationally recognized. Their innovative programming will help to ensure long-term recidivism reduction. We are responsible to inmates in our custody. We will provide a safe incarceration environment. We will provide opportunities for education, rehabilitation and motivation to live successfully upon release. Everything we do must be of high quality, adverse to risk, and security focused. We must constantly strive to reduce our costs to lessen the taxpayer burden. It is through these efforts we intend to unite Clark County behind our mission to improve public safety. We will not ask for things we do not need or fail to request those necessary to better ensure the safety of the staff and inmates we serve.

Completed Projects

- Continued suicide mitigation efforts F4 and C1 (Max-secure suicide resistant bunks, and vent/grill change out)
- Contractor DLR, provided jail solutions to the BOCC – this included their study of the lifespan of the main jail and feasibility of expansion or relocation of some or all services and consolidation of the facilities
- The Chaplain started October 2017
- Continued improvements of the EIS Jail Management System
- Staffing continues to be a high priority and as such, we continue to attend job fairs, trade shows, and community hiring events. We also created a female recruitment poster
- Continued preventative maintenance requests
- Additional cameras and monitors were installed
- Several windows welded shut as part of an escape attempt review (after action plan)
- Meetings and planning for space needs in indoor recreation for DOC and program space and the old Law Library for medical and classification space
- SRT team attended training
- Suicide resistant TV boxes were installed throughout the main jail
- Numerous jail tours for community partners and interest groups (DRW, Defense Bar, Strategic Leadership Team, DSHS child services division, applicants, etc.)
- Inmate handbook updates
- Installation of Purple (ASL interpreting services for the deaf and hard-of-hearing through leading VRS technology) on all inmate tablets.
- Created Emergency Resource wall in Sergeant's Office
- Policy changes to transport procedures after an Officer Involved Shooting (OIS)
- Installed Americans with Disabilities Act (ADA) bench in dressing room B
- Reception Unit upgrades to a more secure counter

Ongoing Projects

- Competency Restoration
- Viable diversion programs for jail
- Superior Court Video Arraignment
- Quality Control in Booking
- Off-site booking
- Wi-Fi and wireless access so we can use handheld Jail Management System (JMS) units
- Suicide resistant bunks in G3 and E1
- Improved preventative maintenance

- New time sheet recording system and new telephone system
- Money kiosk in booking
- Professional Visitor ID cards and jail entry process
- JMS Scope of Work and feature request additions to the system

Corrections staff selflessly place themselves in harm's way every day, doing their jobs to make our community safer and improve our quality of life. Whether responding to a crisis or assisting an inmate to court or medical, the safety of our corrections deputies and contract staff is constantly placed at risk. We are reminded of these hazards every time we watch the news. The dedication and professionalism of our men and women is regularly on display as they carry out their assigned duties. Investing in our staff, we have improved access to a more relevant curriculum of training. We are thankful for their safety, grateful for the service of all employees who support our efforts, and appreciative of the public support we have received.

Not every effort to promote public safety requires a uniformed deputy. Some of our most effective efforts involve meaningful outreach, dialogue with neighbors and friends, and attendance at community events. We become a safer and more united county when we better understand the many communities we serve, when they have a better understanding of our mission, and when we establish meaningful ways to communicate and exchange ideas. Reentry and some of our outreach activities has done just that for our branch.

Within the jail, we have taken significant steps to improve quality of inmate detention services. More inspections are occurring to ensure safety by identifying and removing contraband from the jail. Improvements are being planned to screen personnel and visitor belongings in an ongoing effort to keep our jails free of drugs or contraband. It is our goal to install duress notification systems for the safety of staff, inmates and visitors. Meal service has been improved, the cleanliness of the facilities is much improved with repair, maintenance and some repainting of areas taking place to underscore the importance of cleanliness and order within each of our jail facilities. In addition, certain jail units received new cameras and DVR systems to improve operational readiness. Budgetary investments were allotted for the expansion of suicide risk mitigation. We are receiving quotes and researching systems to replace and update obsolete equipment; improving staff's ability to perform their essential tasks efficiently.

Operations

Early in the year, after an escape attempt, areas of the building became specific responsibilities in an effort to spotlight and overcome specific needs with existing resources. In booking with our new Jail Management System (JMS), we had procedural errors and extended waiting periods for Law Enforcement Officers at the intake door with new bookings. It was decided that booking needed a sergeant directly over it to help figure out and then solve the problems. In addition, a CORE Deputy position was created with the specific goal of facilitating the new JMS program from a corrections viewpoint. With this combination the booking and fingerprint errors were brought down to a sporadic few. The goal was to create a double check system for prints.

Improvements in Operations

In A pod security cameras were added to individual cells so the deputy could view inside the cell of, not only the suicide cells, but also half of the segregation cells.

In Video Arraignment all booths were repaired and properly soundproofed which brought the working numbers from sometimes three up to the full eight.

Operational Challenges

Deployment like many years has been difficult. In 2017 we hired 12 deputies throughout the year and still finished with 10 FTE vacancies and 14 operational vacancies. A new hire takes 5 to 6 months from start date to working by themselves in the jail.

PREA now has a designated sergeant as the Coordinator. As we continue to strive towards compliance, proper forms and policies are being created and implemented. All staff received an overview of what is coming for PREA at the 2018 annual training day.

The Jail Work Center continued to operate only one building (Building #2) for Work Release and other inmates. Although this change was originally due to a redeployment of deputies to minimize overtime expenditures, the dynamic continues due to lack of staffing.

The Clark County Sheriff's Office and DOC did not renegotiate a successor Work Release contract, which had expired. DOC was able to transition almost all of their inmates to other facilities from our facility by 12/31/17.

One sergeant position from each of C and D night shift squads was moved to specialized positions (i.e., a Booking Sergeant and a second swing shift sergeant to help with swing shift and classification). These changes allowed a much-needed focus on the booking process (post-new JMS) and allocated additional help to work towards a Special Housing Unit (SHU).

Jail Transport

The jail transport unit is comprised of 12 corrections deputies and one corrections sergeant. The transport team is responsible for moving inmates for court appearances before the judges of the District and Superior Courts. In 2017, this unit moved 17,802 inmates to the appropriate courts.

Transport Corrections Deputies work directly with the assigned Courthouse Enforcement Deputies when managing court appearances which are high profile or raise the need for additional security. During 2017, we had a major trial that lasted three weeks that involved multiple agencies due to heightened security concerns. The defendant in this case was convicted on three counts of Murder and one count of Attempted Murder.

Our deputies also staff the video arraignment services contracted to the Battleground Municipal Court for the cities of Battleground, Ridgefield and La Center Washington. In 2017, 173 appearances were made to this court by video. We also had 3,531 inmates who made a first appearance to our District Court via a video link.

This unit also plays an instrumental role as a member partner of the cooperative mini chain system for the Northwest region. During this reporting period the transport unit moved 2,129 inmate's on the mini-chain system avoiding costly extradition expenses and saving taxpayer resources.

Along with these duties, the transport unit also transported 109 individuals to Western State Hospital, Eastern State Hospital, or other designated providers for competency or restoration services.

Jail Medical

The Sheriff's Office contracts with Correct Care Solutions (CCS) for inmate medical services. This partner provides medical care for those at the Clark County Jail, Jail Work Center and the Clark County Juvenile Detention Center. CCS practices a multidisciplinary approach to care, the respectful and humane treatment of the inmate population, and provides medical, dental, mental and behavioral health services.

Quick Facts

- 7,502 inmate contacts with medical staff
- 9,746 diabetic checks
- 9,302 detox checks
- 10,872 mental health treatment contacts
- 680 dental patients treated
- 118 responses to emergency medical calls
- 25 hospital admissions

Goals for 2018

Some of the indicators of success from our branch will be directly related to strategic goals while others will be operational or customary to the delivery of public safety services.

- Implement a comprehensive revision of both the Strip Search policy and procedure in 2018. These changes will ensure consistency with Washington State case law related to strip searches while allowing us to address safety issues related to concealed contraband.
- Create a daily booking shutdown that will allow staff to ensure the booking area and B-Pod area are both cleaned on a daily basis. All corrections deputies not otherwise working/break would help with the two-on-one inmates.
- Complete Installation of Suicide Resistant Bunks
- Security Systems Upgrades to the Main Jail
- Transition of JWC Building 1 to Lifeline Services for a Crisis Triage Center
- Prioritize the advancement of the Sheriff's diversity in hiring goals. Continuing to encourage more diversity in hiring through enhanced training efforts, greater use of in-house advertising of available positions, and participation in external recruitment efforts. We will revise and enhance policies and processes for hiring.
- Purchase Verovision – mail drug detection system
- Purchase Alive Lock – vital-signs watches to be worn by inmates with high risk of suicide
- Purchase a new cell van for the Transport Unit
- Continue to work to replace or remodel the aging Main Jail

Jail Population Quick Facts

Average Daily Population (ADP)	710.98
Average Length of Stay	19.03
Average Monthly Bookings	1,135
Average Monthly Releases	1,147
Work Release ADP	41.28
Jail Work Center ADP	81.86
Skamania Rented Beds ADP	5.55