

**CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS**  
**Study Session Worksheet**

**Presentation Date:** 4/29/2014    **Start Time:** 1:30p ~~3:00p~~    **Approximate Length:** 30 minutes

**Presentation Title:** Clackamas County Sheriff's Office Transition Center

**Department:** Sheriff

**Presenters:** Chief Deputy Kevin Layng, Captain Mike Alexander, Captain Chris Hoy

**WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?**

Funding and authorization to begin construction on the Sheriff's Office South Station conversion to a transition center for offender re-entry counseling, training and educational programs. A portion of the building will also be used as an employee fitness area, to replace the space formerly allocated at the jail. There will be no cost associated with equipment or supplies for the fitness center portion of the project.

**EXECUTIVE SUMMARY**

Please refer to detail in the attached materials

**FINANCIAL IMPLICATIONS**

Current and ongoing staffing will be established with existing staff. A work group is currently preparing grant application materials through the US Department of Justice Adult Reentry Demonstration Program to supplement existing staff and services through community partners.

Financial impact of construction costs are attached in the *Financial Impact form*.

**LEGAL/POLICY REQUIREMENTS:**

N/A

**PUBLIC/GOVERNMENTAL PARTICIPATION:**

This project involves partnerships through several Clackamas County departments. The Sheriff's Office Jail and Community Corrections will partner with Behavioral Health and community partners.

**RECOMMENDATION:**

The Sheriff's recommendation is to begin construction as soon as possible so the transition center may be used to assist in re-entry programs for inmates being released from the Clackamas County Jail, as well as continuing educational and training programs for offenders serving 12-hour sentences and sanctions. These offenders currently serve 12-hour sanctions at the jail with none of the proposed programs and classes available to them.

**ATTACHMENTS:**

Proposal for the Clackamas County Sheriff's Office Transition Center and Employee Fitness Center

**SUBMITTED BY:** Chief Deputy Kevin Layng

Division Director/Head Approval \_\_\_\_\_  
Department Director/Head Approval KDL  
County Administrator Approval \_\_\_\_\_

For information on this issue or copies of attachments, please contact Kevin Layng @ 503-785-5007

## **Fiscal Impact Form**

### **RESOURCES:**

Construction funding has been designated from Justice Reinvestment Grant funds and previously authorized construction funding for the Sheriff's Office

### **START-UP EXPENSES AND STAFFING (if applicable):**

Start-up staffing will consist of existing personnel from Community Corrections, Behavioral Health and the Clackamas County Jail.

### **ANTICIPATED RESULTS:**

The performance goal of the Transition Center is to reduce recidivism rates in adult offenders being released from the Clackamas County Jail through a comprehensive range of programs ranging from addictions treatment, mental health evaluations, assistance with housing and job placement and GED educational courses.

### **COSTS & BENEFITS:**

The construction costs for demolition and remodel of the existing facility has been estimated at \$148, 741 through a bid from Grow Construction LLC. In addition to the construction costs, approximately \$25,000 will be required for desks, chairs and computer workstations needed for educational programs.

The programs being offered at the Transition Center will target medium and high-risk offenders who are likely to re-offend, demanding a high level of resources from public safety. A successful re-entry program will reduce recidivism, reduce forced release at the Jail and allow for more efficient operations. (Further detail is in the attached proposal)

Clackamas County  
Sheriff's Office  
Transition Center  
And  
Employee Fitness Center



# Inmate Transition Center

## (ITC)

In 2009 a bond was issued to remodel the Clackamas County Jail, the Brooks Building and several other Sheriff's Office buildings that were in desperate need of repair. This bond followed the failed attempt at building a new Jail, due in part to the economic downturn. The bond was to remodel an aging facility and create additional space at the Jail. Part of this remodel plan included renovation of the Sheriff's South Station building to create a day reporting center and to replace the employee fitness center that was displaced during the jail remodel. We have expanded the role and importance of the day reporting center to an Inmate Transition Center. The Inmate Transition Center will be a joint venture between Community Corrections, the Jail and our community partners. This resource will present an opportunity to benefit people being released from custody, those at risk for returning to custody and people experiencing other life transition issues.

The Clackamas County Sheriff's Office is continually looking for alternatives to the "lock them up and throw away the key" mentality. This thinking has not done anything to stem the burgeoning recidivism problem in jails and community corrections systems across the country. Alternative forms of custody and focused support from community based programs are the key to transitioning people back into the community with a much higher chance for success.

This transition model fosters trust and cooperation which may be the first positive experience the inmate has had with the criminal justice system. Trust and cooperation is paramount for a successful transition from criminal thinking and behaviors to becoming a productive member of society.

The Inmate Transition Center will be a joint operation with Community Corrections, Clackamas County Jail and the community partnerships we have developed. The operational plan will include alternative sanctions such as twelve-hour commits to reduce jail bed usage. Twelve-hour commits are sanctions that allow an inmate to serve twelve-hour sentences in a holding cell in lieu of taking up a bed in our facility. Persons serving twelve-hour commits may spend anywhere from one twelve-hour sentence, up to fifteen consecutive twelve-hour sentences on separate days in the jail.

Each time a person reports to the jail on a twelve-hour sentence they must go through the entire booking process. This process includes completion of custody documents, a physical search for contraband and consultation with a nurse to establish or update the inmate medical history. Classification and matrix release scores must be generated, a release file prepared and meals provided each and every time they enter the jail. This equates to about two hours of employee

time required to process each person arriving for a twelve-hour sentence. We may have as many as 10 of these commits each day, taking up about 20 hours of employee time. This is an enormous commitment of time that can be better spent on priority custody issues. With the Inmate Transition Center, we would only have to book an inmate once, regardless of the number of 12-hour sentences they serve. Following the initial booking process, the inmate would appear at the Inmate Transition Center and participate in programs for each consecutive sentence. This could potentially save 18 hours of employee time on some days each week. We will transition low level offenders from jail to the ITC and then back to their homes. We will provide these inmates with access to community based support and services. By using this model and providing a better hand-off from custody to community based support programs, we anticipate a reduction in recidivism.

We will also be able to provide better access to programs and sanction transitions for Community Corrections Hope Clients. Programs provided will include:

- Cognitive skills training
- Employment skills and referral
- Behavioral Health Services
- Alcohol & Drug Assessment
- Outpatient Alcohol & Drug classes
- GED Training and Testing
- Peer Mentor Services
- Urinalysis Monitoring
- Benefits referral and signup (Affordable Care Act, Oregon Health Plan, Disability, etc)
- Veterans services referrals
- Housing referrals
- Case Management Services

#### Community Partners

- Community Solutions
- Clackamas Community College
- Clackamas County Behavioral Health
- Bridges to Change
- Community support groups for addiction counseling

By building a consortium with Community Corrections we will combine the limited resources of each division into a more efficient and productive model. This plan will also benefit from the assistance of existing community partners such as Clackamas County Behavioral Health, Work Source Oregon and Clackamas Community College to help augment the programs we anticipate bringing into the center. Community Corrections will provide drug and alcohol programs and instructors that can be adapted to the ITC.

The Jail currently offers GED instruction and testing, however sometimes inmates are released prior to completion of the GED program. Our GED program can be adapted to allow testing at the ITC after an inmate is released. Traditionally, inmates in the GED program that are released prior to completion often do not follow through and give up on finishing their GED.

Traditionally, inmates serving twelve-hour sentences sit in a Jail holding cell with nothing to do. These individuals will be enrolled in the available programs at the ITC with the goal of further impacting recidivism.

Community Corrections can use the Inmate Transition Center for intermediate sanctions instead of tying up jail beds. Community Corrections clients will have access to educational classes and program requirements at the Inmate Transition Center. By partnering with Work Source Oregon, we will be able to get the participants started in job search and other community based services.

As we develop the role of the Inmate Transition Center, we plan to include the management of our community service and work crew assignments. Additionally we will be adding more targeted education opportunities. We will develop our twelve-hour commits and begin mixing community corrections clients with low level sanctions into the population. This will be the springboard for community corrections to start developing and implementing focused programming for the inmates. We can develop our existing community resources and cultivate job search, housing and healthcare before inmates are released from our system. The Clackamas County Jail places about 693 inmates onto twelve-hour sanctions in a year. All of these inmates would be eligible for, and in need of the programs that would be offered at the Inmate Transition Center. Many of the people are also probation clients who could be sent directly into these programs as a condition of their probation.

During 2013 we enrolled 189 inmates into the education program. We had many more applicants but were unable to provide education to them for a variety of reasons, including limited funding to provide more class time. We also know that out of that 189 inmates who were enrolled in our education classes, only 14 received a GED. The most common reason for not completing the GED curriculum is the release from custody prior to completion. One of the goals of the Inmate Transition Center is to provide the space and resources to accommodate these people finishing their GED. There are also probation clients who could benefit from the ability to get a GED and other educational opportunities.

We are working with Clackamas Community College to extend the Jail's GED program to the Inmate Transition Center. This would allow an opportunity for success to those inmates being released before they complete their GED to finish at the ITC.

At our opening, we will have the resources to open the Inmate transition Center for twelve hours each day, seven days per week. These hours coincide with the hours of public transportation and to allow us to have the greatest impact on the target group.

Staffing for security will be arranged through the jail and programming will be provided by Community Corrections and our community partners. We anticipate having sufficient staff to

open the ITC in the fall of 2014 through re-locating some existing programming staff from Community Corrections and through our current hiring plan at the jail. The positions listed below represent our staffing needs to start the facility and the employees are available to move from their existing locations to the Inmate Transition Center.

Our anticipated staffing needs will be:

- 1 Transition Center Coordinator
- 1 Parole & Probation Officer
- 1 Part time/temp Program Aids/Urinalysis Technician
- 1 Corrections Deputy for security

## **Employee Fitness Center**

The fitness of our employees is good for business. Employee wellness programs result in monetary returns in lower medical claims costs, lower medical premiums and less sick time usage. We have the opportunity and resources to continue a wellness program immediately and have a track record of its use when the facility was available.

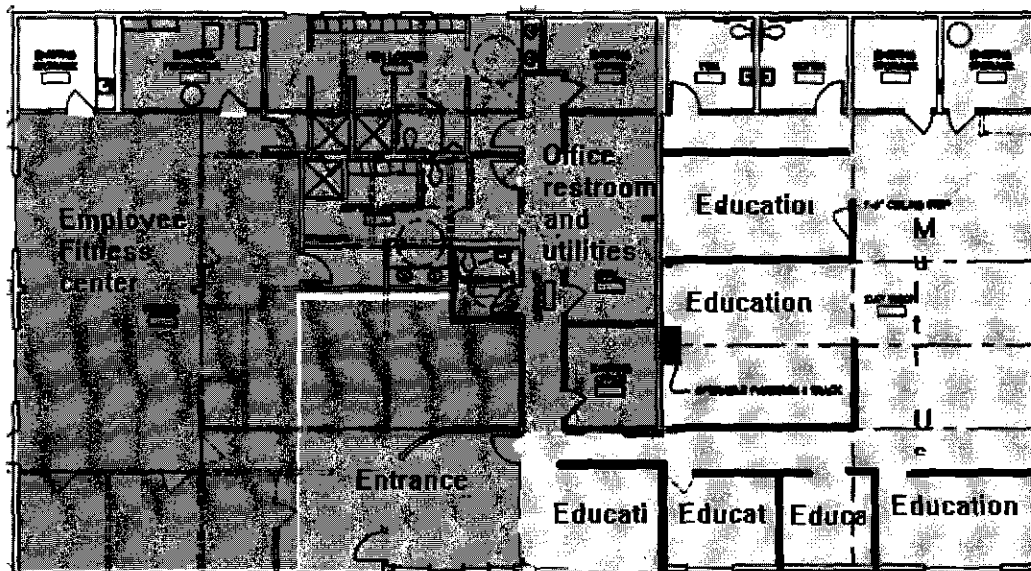
The Employee Fitness Center is a cooperative venture with the Clackamas County Jail and the Clackamas County Peace Officers Association (CCPOA). The EFC will be an open space with room for exercise equipment as well as workout areas for yoga and similar fitness training. The CCPOA has purchased and donated equipment for the EFC. Additionally, several members have donated time and effort to developing fitness programs for the employees. This cooperative venture will only create a healthier, stronger and fit workforce that will use less sick time and have longer healthier careers.

The Clackamas County Sheriff's Office currently houses at the Brooks facility a Crossfit affiliate, which is free for law enforcement use. Four of our employees are trained as level 1 instructors and hold daily classes with booming attendance. (Check out our website at "CrosfitIndomitable.com") We also have instructors trained and certified in strength and conditioning, personal fitness, core conditioning, functional fitness, power lifting and bio-mechanics. We know that the success of these programs is being seen all around our County Wellness programs.

# The Building

We have secured a bid for the bulk of the construction, but it is not all inclusive. Finishes for the project, to include furniture, computers etc., will add approximately \$25,000 to the completion price.

The Inmate Transition Center and Employee Fitness Center will be located in the Sheriff's Office South Station building, located at 2223 S. Kaen Road across from the Jail. This building has been divided into several distinct areas.



- Green = Fitness Center
- Yellow = Inmate Transition Center
- Blue = Staff restrooms, Utilities and Offices
- Pink = Staff entrance and laundry delivery/storage





## Proposal

Customer: Clackamas County Sheriff (Chris Mitchell)  
Date: 1/9/2014  
Job Address: 2223 Kaen Rd Oregon City, OR 97045

**Scope:** Grow Construction will provide the labor, equipment and materials necessary to complete the scope below to code and in a workmanlike manner.

### Demo

- Demo all interior walls and doors as indicated on demolition plan.
- Remove concrete slab for new concrete footings at locations noted on demo plan.
- Remove existing plumbing fixtures, showers, and drains and cap lines under slab where necessary.
- Haul off all demo material and dispose off site.

**Total Cost of Demolition: \$13,367.77**

### Structural Improvements/Build Out

- Install steel beams and columns as called out on framing plan and beam schedule.
- Set *Glu-Lam beams and columns as shown on framing plan and beam schedule.*
- Cut and remove concrete slab where needed to install rough in plumbing for new showers and fixtures. Pour back new concrete to match existing slab.
- Place new concrete footings with necessary reinforcing at locations indicated on foundation plan.
- Frame in new 2x4 and 2x6 walls at locations shown on floor plan.

**Total Cost of Structural Improvements/Build Out: \$44,676.96**

### Mechanical/Electrical/Plumbing

- Route electrical to new rooms shown on floor plan using existing circuits that are currently used for same areas of building. Existing light fixtures will remain.
- *Provide and install new plumbing, fixtures, and showers for restrooms and shower rooms.*
- \$3500 allowance for relocation of ductwork to accommodate new floor plan and to ensure current system will meet new floor plan requirements. If that full amount is not needed the remainder will be refunded to the customer. If allowance does not cover work required then additional compensation will be necessary.

**Total Cost of MEP: \$37,866.80**

### GROW CONSTRUCTION LLC

7900 SW Hunziker Street Tigard, OR 97223 503-740-7340 Fax 503-278-5341 CCB # 191492



**Finishes**

- Install R-13 wall insulation at all new walls.
- Install drywall at walls and ceilings with appropriate drywall type called out on finish schedule. Walls and ceilings to be completed to a textured finish. All painting of walls, ceilings, and doors to be completed by owner.
- Provide and install new doors and trim as called out per the door schedule. Operable partition and track in training room not included at this time.
- Provide and install rubber base, FRP, and bathroom counter tops at locations shown on finish schedule and plans.
- Ceiling grid and tiles to be removed where needed to install steel beams in training room. After steel is installed previous grid and tiles will be re-installed.
- Sheet vinyl flooring to be installed in shower rooms and restrooms. All other floors in the building will remain with existing flooring or concrete.
- Provide and install bathroom accessories and partitions.
- Locker units not included at this time.

**Total Cost of Finishes: \$52,830.01**

**All work for the project will be completed at prevailing wage for each appropriate trade.**

**Price does not include necessary permits to complete the project.**

**Total cost of above scope: \$148,741.54**

Note: Exclusion work will be done at appropriate prevailing wage +10% mark up on materials

Thank you for the opportunity to serve you with your project.

**Pricing is guaranteed for 30 days. Subject to change based on material prices**

**Owner:**

**Dated:**

**GROW CONSTRUCTION LLC**

7900 SW Hunziker Street Tigard, OR 97223 503-740-7340 Fax 503-278-5341 CCB # 191492