

CLARK COUNTY SHERIFF'S OFFICE

Annual Report

2018



Table of Contents

Mission and Values of the Clark County Sheriff's Office.....	4
Introduction.....	5
Enforcement Branch.....	6
Civil Branch.....	14
Corrections Branch.....	26

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 civil branch, and the corrections 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 annual reports of our three branches. Each branch report highlights the unique services provided 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

Clark County continues to grow at about 2% annual increase in population each year. The estimated population in 2018 is 481,857 (US Census Bureau estimate, July 2018). Clark County is still 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. One can simply drive around the county and see the growth of apartments and homes being built. 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. 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 and also due to increasing indications of an upward trend in incidents related to homelessness, mental illness, and drug addiction. Unfortunately, the state of Washington is consistently last in staffing ratio of officers per thousand residents (<https://www.bjs.gov/content/pub/pdf/nsleed.pdf>). Worse yet, Clark County is consistently staffed at or near the bottom of the law enforcement agencies in the state.

The Cowlitz Tribe has continued to contract with the Clark County Sheriff's Office to provide law enforcement services on their reservation. In 2018, the Cowlitz Tribal police increased their staffing of the Tribal Police Department. However, calls increased at the Cowlitz reservation. Of the 651 calls for service generated, 270 were self-initiated. The Clark County Sheriff's Office responded to 255 of the 651 calls for service, and initiated 107 of the 270 self-initiated calls. This translates to the 8th most active address within Clark County. Walmart on Highway 99 is the most active address and generated 382 calls for service in 2018. The calls to the reservation average 2 calls per day for Patrol.

Staffing continues to be the greatest challenge facing the enforcement branch. At the end of 2018, twenty-two deputies and sergeants are eligible to retire. The Sheriff's Office HR Unit along with Clark County HR is working tirelessly to test and hire entry-level deputy applicants and fast as possible. Additionally, we are always on the look-out for lateral officers looking to move to Clark County. The benefit of a lateral officer is that they are already a certified law enforcement officer and we do not have to send them to the training academy before starting them in the field training program.

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 9% increase in 2018. Property crimes dipped 10% since 2017. Calls for service increased slightly over 2018 (2.2%), primarily due to a rise in priority 1, 3 and 4 calls.

**All CCSO - Reported Offenses
EPR**

Offense Category	2014	2015	2016	2017	2018	% Dif 2017-2018
AGGRAVATED ASSAULT	128	182	184	207	208	0%
ALCOHOL	91	53	29	38	32	-16%
ARSON	46	42	32	23	33	43%
ASSAULT	924	702	625	641	702	10%
AUTO THEFT	552	593	521	576	479	-17%
BURGLARY (COMMERCIAL)	132	198	187	155	204	32%
BURGLARY (RESIDENTIAL)	639	522	523	279	291	4%
DRUG	338	289	252	323	296	-8%
DWI	376	305	258	310	230	-26%
FORGERY	72	75	83	72	65	-10%
FRAUD	739	541	533	229	231	1%
KIDNAP	46	31	19	31	33	6%
MAIL THEFT	70	16	12	30	15	-50%
MALICIOUS MISCHIEF	1178	855	675	621	618	0%
RAPE	93	98	76	75	104	39%
ROBBERY	57	42	49	65	59	-9%
SEX	189	146	26	121	82	-32%
THEFT	2368	2192	1599	1652	1534	-7%
THEFT OF FIREARM	51	71	44	64	52	-19%
TRAFFIC	595	495	314	753	739	-2%
VEHICLE PROWL	680	736	507	525	287	-45%
WEAPON	63	63	41	62	47	-24%

	2014	2015	2016	2017	2018	
Violent Crime Index	1202	1024	934	988	1073	9%
Property Crime Index	5646	5209	4088	3895	3498	-10%
Fraud, Forgery, ID Theft Index	881	632	628	331	311	-6%

Calls for Service

Agency	Priority	2011	2012	2013	2014	2015	2016	2017	2018	% Change
CCSO	1	163	92	83	108	120	149	148	172	16.20%
CCSO	2	3365	3390	3188	3311	3920	4870	4861	4673	-3.90%
CCSO	3	39488	40414	39768	37587	37631	38130	39442	41146	4.30%
CCSO	4	23673	22686	21362	21655	21886	22943	24790	25954	4.70%
CCSO	5	8178	8048	7900	7698	8508	7818	7416	6782	-8.50%
	Other	1312	1289	994	977	1090	942	913	567	-37.90%
Total		76179	75919	73295	71336	73155	74852	77570	79294	2.20%

Top 10 CCSO Call Locations 2018

Rank	Address	Name of Location	Precinct	2014	2015	2016	2017	2018
1	505 NW 179th St	West Precinct*	West	856	1042	1269	1619	1614
2	11608 NE 149th St	Central Precinct*	Central	1005	1118	1213	1001	976
3	9000 NE HIGHWAY 99	Walmart	West	287	364	330	337	382
4	9800 NE 54TH St	Orchards Park	Central	157	219	299	317	351
5	2211 NE 139TH St	Legacy Complex	West	250	305	332	313	341
6	11311 NE 119TH St	Prairie High School	Central	48	52	65	202	314
7	7700 NE HIGHWAY 99	Fred Meyer Complex	West	249	236	237	211	277
8	1 Cowlitz Way	Ilani Casino	West				247	255
9	9700 NE HIGHWAY 99	WinCo	West	201	272	279	254	253
10	8500 NE Hazel Dell Ave	Willow Creek Apts	West	94	91	99	131	242

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 served by Patrol surge from 108 in 2016, 221 in 2017, to 324 in 2018; more than a 46% increase.

Special Events Division

In 2017 the Special Events Division coordinated with 19 different groups to provide services for 30 different events. In 2018, the Special Events Division worked with around 20 different groups to provide services for 40 different events. In addition to these events, the division provided service to Ilani (the Cowlitz Tribal Casino), for extra weekend security. Over half a million people attended these events, which were mainly focused on entertainment. The largest number of people was found attending the Clark County Fair during its ten day run.

All of these services came with a price tag of around \$180,000 for the year. Most of this money was paid in overtime to off-duty deputies working these events. All of the costs except about 10% were recovered from outside vendors.

The Special Events Division also oversees the Sheriff's Office Outreach Unit and School Resource Officer (SRO) program. The SRO program includes schools in the Vancouver, Evergreen, Battle Ground and Hockinson school districts. One sergeant is assigned to manage both the Outreach program and the SRO program.

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 Streets Task Force and the U.S Marshal's Violent Offender Task Force.

2018 was a very busy and challenging year for the Special Operations Division. Below are some of the most noteworthy accomplishments.

- 2018 was the first year in several years that the canine unit operated at full strength.
- All canine teams maintained their CJTC certifications in 2018. All teams will recertify with CJTC in mid-2019. All canine teams were in compliance with WAC rules requiring a minimum of 16 training hours per month.
- Deputies Brannan, Boyle, Cramer and Dunham combined for a total of 367 deployments in 2018. There were 118 arrests as a result of the deployments.
- In 2018, our Traffic Unit responded to over 40 calls for service, including 13 fatalities.
- Detective Young unleashed the power of photogrammetry with the use of UAS (drone) footage, and he has completed some cases that include 3D scale renderings of collision scenes using stitched photographs.
- Even though a permitting process was started for a new boathouse, dock, pillars and gangway, the estimate far exceeded the money available for the project.
- The Tactical Detective Unit added two new investigators in December 2018.
- TDU has authored approximately 75 search warrants in 2018.
- Short staffed TDU investigated some complex and noteworthy cases.
- The FAA granted CCSO's UAS Unit the Certificate of Authorization (COA). Our pilots will now be able to fly in restricted areas and in the hours of darkness. Additionally, the unit's capabilities have been greatly enhanced with the Inspire aircraft.
- CCSO's UAS Unit continued to grow and develop. UAS Unit has five pilots and seven platforms including an IR unit capable of night flights and another that is fully deployable in bad (rainy) weather.
- The UAS Unit was deployed 94 times in 2018.

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, Training Unit, Backgrounds Unit, Campus, Case Management, Crime Analysis, Internal Affairs, Public Information and Sex Offender Registration. In 2018 there were 19 full time CCSO personnel assigned to the Headquarters Commander. The members of the Headquarters Precinct are professional and dedicated individuals providing police services to the Clark County Campus and conducting administrative investigations. The Headquarters Precinct also provides planning/staffing for unusual occurrence and special project support.

Sex Offender Detective Unit: The Clark County Sheriff's Office SOR Unit continues to provide cost effective, timely and efficient service to the community despite an increasing work

load and the constant requirement for accuracy. In 2018, the SOR unit averaged nearly 1,500 sex offenders requiring differing levels of monitoring.

The SOR Unit is viewed as a model program by other regional SOR units, state and federal agencies with the responsibility for monitoring sex offenders and alerting the public to newly released SOR. The SOR Unit currently monitors 1,347 sex offenders including 90 convicted sex offenders that are homeless and by state law must report in (*in person visit*) with SOR detectives weekly. At request of WASPC/SOPB, create a policy for the process and criteria regarding a sex or kidnapping offender's request for assigned risk level classification review.

Case Management and Campus Deputies: 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 by all deputies.

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. In 2018 the Campus Unit staffed 11 air transports, picked up those on extradition orders from around the United States.

Internal Affairs Unit: 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 Sheriff's Office has two investigators to investigate major complaints. Special skill and understanding of civil, employment, and administrative law is required to complete these types of investigations in a competent manner. The members of the unit are called upon each year to provide similar services to other agencies within the local area, region, or state.

In 2018, the Internal Affairs Unit received, tracked, assigned, and completed 111 individual tasks as assigned. Job tasks included tracking awards and discipline, internal complaints, citizen complaints, traffic accidents, accidental discharge of weapon, outside investigations and service complaints. Investigations by branch are as follows: enforcement-59, corrections-22, and support-1. Investigations by subject matter are as follows: internal complaints-12, citizen complaints-30, traffic accidents-24, service complaints-3, and general inquiries-5. Eight employees received formal discipline and 29 people received significant awards.

In 2018, the purging of IA files continued and was in compliance with the WA State public records retention schedule.

Training Unit: Members of the Training Unit come from both the Enforcement Branch and the Corrections Branch. Two sergeants are assigned to monitor the training programs, one each from enforcement and corrections. Each sergeant must work together and in partnership with staff at two WA State run academies. In 2018 the Training Unit planned, supervised and completed training academy and/or FTO training plans for 44 new CCSO employees. Additionally, the Enforcement supervisor specifically planned and supervised six in-service training days to ensure that every member met their minimum state requirement of 24 hours of continuing educational training annually.

Backgrounds Unit: Employee background investigations are completed in partnership with the CCSO Human Resources Division. The Background Detectives complete pre-employment screening for the enforcement, corrections and support branches, as well as outside contract vendors and other agencies upon request and with the approval of the Sheriff's Office. In 2018 a total of 229 background investigations were completed by three detectives assigned to the unit.

CALEA Management (Accreditation): 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 monitoring and reporting on changes, programs, policies and procedures to assure compliance with the Commission on Accreditation for Law Enforcement Agencies, Inc.—CALEA.

Public Information Officer: 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 Sheriff's Office recognizes the importance of cooperative media relations and takes all necessary steps to insure prompt and impartial disclosures of information in all cases of crimes or incidents of substantial importance.

Crime Analyst: 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. In 2018, much of the Crime Analyst's time and effort was spent on the EIS project, cutting into time spent on crime analysis. The implementation of the RMS, and associated tasks did not allow for much crime analysis in 2018.

Goals: Our goals for the Headquarters Division in 2019 include working towards the return of the Crime Analyst position to the Enforcement Branch. One idea would be to expand the position to include the addition of a part-time assistant to help with crime reports for Patrol. Additionally, we need to return the schedule of the Campus Unit from a 5x8 work week to a 4x10.5 work week. This provides needed longer coverage in the mornings and evenings along with a better work schedule to enlist new deputies to apply to the position. We also will need to recruit and train a new Case Management Sergeant due to a planned retirement.

For Internal Affairs, we would like to recruit, select and appoint a subject matter expert on Use of Force that will then assist investigators when reviewing complaints that allege excessive force. We need to recruit, select and train new EVOC, DT and Firearms instructors to replace those that

have left due to promotion, retirement or self-identified as wanting to step away from their role as an instructor.

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 the Investigative Services annual report. The Children's Justice Center produces its own annual report each year. There are 18 full time CCSO personnel assigned to Investigative Services with approximately 2-3 vacancies. The members of the Investigative Services 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** received two additional detectives in 2018 to backfill for vacancies created over the past few years. One of these positions went to fraud investigations to backfill for a retirement and the other went to assist with ICAC investigations. MCU continues to seek specialized training for all investigators assigned to the unit. Understanding the current budgetary constraints, but the need of having detectives meet the minimum requirements is essential to be part of the Regional Major Crimes Unit. MCU was busy in 2018 with several homicide and serious assault investigations to include outside agency officer involved shooting investigations.

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. One of the additional detectives added to the MCU is also responsible for Internet Crimes against Children.

This year's **Drug Task Force** stats were the highest in recent years. This is a result of the level of drug activity within our community and this inter-agency unit needs to continue to combat against this growing problem.

The current staffing at the Drug Task Force by CCSO is adequate and there are currently no additional staffing needs. However, the other participating agencies could provide additional personnel support.

The Drug Task Force had the following stats for 2018:

Arrests - 74

Warrants - 83

Controlled buys - 71

Drug trafficking organizations dismantled - 6

Money laundering organizations dismantled - 1

Vehicles seized - 17

Guns seized - 12

Cash seized - 286,883

Meth seized - 201 lbs.

Heroin seized - 32 lbs.

Marijuana - 10 lbs.

Goals for 2019

1. We still need to make a decision regarding the building of a new Patrol facility. However, the need for a new jail facility has taken precedence due to the high capital investment and the contingent need to potentially move records, administration, training, HR, etc. The MacKenzie Group architects completed their study for a Patrol Headquarters Building in 2018. In the meantime, we are hoping to lease a Central “drop-in” site for deputies to complete paperwork, use the restroom, and book evidence.
2. We are building a new boat scheduled to be completed in July 2019. We will need a new boathouse for it. We are looking at some possibilities outside of current location at the Port of Vancouver.
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.

Civil Branch

Divisions

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

Records Division

Records Manager - MaryAnn Gentry

Supervisors

Civil Supervisor	Evelina Kurilenko
1	Jennifer Bell
2	Marina Wolfrum
3	Kristen Olson
4	Dawn Miller
5	Bryan Stanley

Criminal Records

1	Colleen Williamson
2	Charlye George (FTO)
3	Juliet Vergara (FTO)
4	Myra Muenzler (FTO)
5	Shannon Erb
6	Carol Harris
7	Julia Andring (FTO)
8	Betsy Digrigoli
9	Deborah Little
10	Kendra Leonard (FTO)
11	Alicia Andring
12	Carrie Henderson
13	Jami Ayers
14	Nicole Miller
15	Tori LeMans
16	Shelley Wright
17	<i>Vacant</i>

Cadet

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

Civil

1	Liz Walker
2	Chrissy Chronert

Jail Records

1	Julie Wright (FTO)
2	Victoria Askelson (FTO)
3	Rachael Cruse
4	Trina Sanford (FTO)
5	Whitney Martin
6	Amber Jahn
7	Dave Smith
8	LeeAnn Matson
9	Lenore Derrick

ID

1	Nancy Druckenmiller
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Warrants

1	Sue Gibson
2	Lori Bryan
3	Megan Heikkala
4	Tammy Sanderville

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	2014	2015	2016	2017	2018	1 yr. chg.	5 yr. chg.
CCSO Reports	14,481	13,934	12,887	10,330	10,393	-0.61%	-28.23%
CCSO Supplementals	4,925	4,330	10,996	2,514	2,535	0.84%	-48.53%

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 began 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 day shift. Criminal Records staff handle duties related to warrants, primarily confirming and clearing warrants, during swing and grave shift hours.

Warrants	2014	2015	2016	2017	2018	1 yr. chg.	5 yr. chg.
Felony Warrants	2648	1268	1320	1383	1181	-14.61%	-55.4%
CCSO Misdemeanor	4774	4184	4057	3784	3,315	-12.39%	-30.56%

*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 (day and swing). Criminal Records staff handles duties related to Jail Records, primarily receiving bail, during grave shift hours.

Jail Records Workload	2014	2015	2016	2017	2018	1 yr. chg.	5 yr. chg.
Bookings	15547	14557	13626	13572	12,556	-7.49%	-19.24%
Releases	15589	14717	13761	13863	12,907	-6.9%	-17.2%
Court Slips	45031	41136	45679	44711	42,516	-4.91%	-5.59%
Inmates to State	608	645	673	639	556	-12.99%	12.11%
Booking Merge Errors Fixed	130	126	143	135	180	33.33%	38.46%
Overcrowding Releases	287	26	0	0	51	N/A	-82.23%
Booking Errors Found	1139	503	735	2531	1,218	-51.88%	6.49%

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	2014	2015	2016	2017	2018	1 yr. chg.	5 yr. chg.
ABIS WSP Searches	64	145	85	98	87	-11.22%	35.94%
ABIS WSP Hits	40	115	64	68	39	-42.65%	-2.5%
WIN Hits	31	77	44	63	39	-38.1%	25.81%
Outside ABIS Searches	7	16	23	16	31	93.75%	342.86%
Outside ABIS Hits	7	4	9	6	6	0.0%	-14.29%

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	2014	2015	2016	2017	2018	1 yr. chg.	5 yr. chg.
Civil Papers Received	3,696	3,812	3,391	2,577	2701	4.81%	-26.92%
Civil Papers Served	2,903	3,143	2,620	2,047	2078	1.51%	-28.42%
Not founds	629	689	705	436	415	-4.82%	-34.02%
Sheriff's Civil Fees \$\$\$	102,007	102,970	80,873	109,676	167,658	52.87%	64.36%
Sheriff's Clearing fund	84,776	107,024	121,114	113,691	74,098	-34.83%	-12.6%
Total Fees	186,777	210,024	201,987	223,367	241,756	8.23%	29.44%
Subpoena fees*	28,470	44,571	33,870	12,115	10,755	-11.23%	-62.22%

Evictions Scheduled	792	757	647	749	738	-1.47%	-6.82%
Evictions Completed	492	487	444	517	492	-4.84%	0.0%

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

The Sheriff’s Civil Supervisor occupies a critical role for the Sheriff’s Office. Not only does this position supervise other civil staff, but also coordinates all civil process and handles all sales of personal and real property. Margie Johnson held this position for nearly 30 years, was recognized as an expert around the State of Washington, and announced her intended retirement for January 2019. In the fall of 2017, the Board of County Councilors authorized the Sheriff to create a project position beginning January 1, 2018 and continuing up to eighteen months. Evelina Kurilenko was promoted to Sheriff’s Civil Supervisor and spent the whole of 2018 training with Ms. Johnson. This process has assured a smooth transition for this vital position and provided an excellent example of successful succession planning.

Analysis: CCSO Criminal Records has seen a sharp decline in the number of reports filed. The decline is primarily due to a decline in work product by enforcement deputies.

An outside, independent consultant conducted a study of the Records Division in 2017 at the request of the county manager. The report, produced in 2018, showed that the Records Division is understaffed by 23 positions. In particular, the Jail Records Unit should have an additional 14 support specialists and a supervisor, nearly three times the current staffing. Funding for these additional positions is a priority in the coming years.

Goals: For 2019 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 21 line staff and two supervisors. Increasing staffing in the Jail Records Unit will be a priority in the coming years. Other units are also short of manpower, but not to the degree of jail records.

Public Disclosure Unit

Public Disclosure Manager – Sarah Leffler

Public Disclosure

Supervisor	Sheila Viken
Program Asst.	Lynn Brennan
1	Linda Cassidy
2	Kayla Whitmire
3	Belinda Schramm
4	<i>Vacant</i>

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% in 2017, the Public Disclosure Unit actually processed 92,725 pages of records for disclosure in 2017; a 37% increase in output/overall volume of work. For 2018, the pages produced increased by slightly more than 50% again. The trend seems to be a significant increase in large and complex requests.

	2014	2015	2016	2017	2018	1 yr. chg.	5 yr. chg.
Public Disclosure Requests Received	5484	4594	4975	2807	2958	5.4%	-49.3%
Pages Produced			67606	92725	139704	50.6%	*106.6%

* Only 3 years of data available for pages produced.

The above table demonstrates the intake of public records requests and the production of records in response to requests. The Sheriff’s Office received, on average, 247 requests per month and produced more than 11,600 pages of records per month on average in 2018.

Analysis: As indicated above, while the number of public disclosure requests has dropped since 2016, the complexity and size of the requests has increased tremendously leading to a large increase in volume of work. In 2017, the county authorized an additional support specialist and a supervisor to help the Public Disclosure Unit keep up with the additional demand.

Goals: For 2019, the Public Disclosure Unit will work to further improve response times and evaluate what types of records CCSO may be able to proactively disclose on our website.

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’s Office. 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
2018	7296	13996	116	694

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
2018	620	528	2899	.13

Analysis: The Evidence and Logistics Units are holding steady at completing tasks. The staff has done an excellent job at keeping up with demands.

For 2019, a high priority for the unit is to increase security at the public lobby while allowing for the safe transfer of items, including firearms, to citizens.

Goals: The most pressing goal for the Evidence and Logistics Units in 2019 is to improve the public reception area and the safety for employees.

Jail Industries Division

Jail Industries Manager – Joe Loftgren

Supervisors

1	Becky Breitmayer
2	Jolene Rolison

Jail Industries Coordinators

1	Lorie Stewart
2	Toni Baker
3	Ben Semaia
4	Myrna Leija

Food Services 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	Rangini Singh
10	Kasey Bancke
11	Vacant
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	2018	1 yr. change	4 yr. change
Loads	8091	7062	6743	6900	7569	9.7%	-6.5%
Weights (lbs.)	614290	647160	634250	652240	736274	12.8%	19.9%

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 in 2017 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, 52 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, and work release sack lunches. For 2018, this number equates to 982,749 meals. The cost to produce a meal was \$1.23. This represents an increase of nine cents per meal from the previous year, but a decrease of four cents from 2015. Food costs are controlled through implementation of cost savings, operational procedures, and continued bulk-buying strategies. The raw cost to produce the meals was \$0.73. This represents a ten cent *decrease* from the previous year. Purchasing our commodities with our various cost-saving strategies assisted our unit to maintain a cost-per-meal of \$1.23.

Food Services	2015	2016	2017	2018	3 yr. change
Meals Served	1,161,275	1,090,602	1,071,218	982749	-8.2%
Cost to Produce Meal	\$1.27	\$1.19	\$1.14	\$1.23	+\$0.09
Raw Cost to Produce Meal	\$0.84	\$0.82	\$0.72	\$0.73	+\$0.01

Analysis: Controlling food costs through 2019 will be a high priority. The unit will also be maintaining and replacing worn equipment.

Goals: For 2019, the division will work to replace outdated, nonfunctioning equipment in order to improve safety and efficiency.

Corrections Branch

Chief's Message

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. To this end, a multi-pronged approach was taken to improve safety within the main facility while aggressively pursuing outside resources and partnerships to improve community livability.

Population has been reduced by means of booking level adjustments. To improve overall main jail safety, the booking levels (or restrictions) were adjusted to reduce the overall population. In 2017, the Average Daily Population (ADP) was 711; in 2018, it dropped to 644. While the ADP dropped, the workload in the intake area was not impacted as the same people who would have been booked and housed, were booked and released.

The Clark County Sheriff's Office, in partnership with a number of community partners, was awarded a US Department of Justice grant, under the Second Chance Act "Improving Reentry for Adults with Co-Occurring Substance Abuse and Mental Illness Program". This grant was highly competitive and it was only through the hard work of all staff members, we were able to apply for and receive this grant. Planning has begun with a target implementation of the last part of 2019.

In addition to the Reentry Grant, Columbia River Mental Health was awarded a Star Grant for Medication-Assisted Treatment for Opioid Use Disorder. The opioid epidemic has an impact in all parts of our community and this partnership is the beginning step in giving people the tools and direction to break the cycle of chemical dependency and incarceration.

The last area of work has been to make our community aware of the needs of the Sheriff's Office buildings. This continues to be a community process that eventually will lead to the replacement of our aging and outdated facility.

In closing, words are never enough, but I am truly impressed, thankful and proud of the Corrections Deputies, Support Staff, Supervisors and Managers who have dedicated their time and lives to the public safety mission of the Clark County Sheriff's Office Corrections Branch.

Ric Bishop, Chief Corrections Deputy

Overview

We take pride in our public service and strive to perform our duties in a manner that will be beyond reproach and reflect well upon our obedience to the laws of our State, best practices of the industry, 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 are 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 annual goals and prioritize actions to align with serving our governmental customers and the public. The Corrections Branch Crisis Intervention Training (CIT) program is outstanding and nationally recognized. The Reentry Unit's innovative programming will help to ensure long-term recidivism reduction. The corrections branch is responsible to inmates in our custody: to provide a safe incarceration environment, to provide opportunities for education, rehabilitation and motivation to live successfully upon release. Actions must be of high quality, adverse to risk, and security focused. However, it must constantly be balanced with the goal of reducing costs to lessen the taxpayer burden. It is through these efforts we intend to unite Clark County behind our mission to improve public safety. Budget requests will not be superfluous but tied to ensuring the safety of staff and inmates.

Major projects completed in 2018:

- Continued suicide mitigation efforts F4 and C1 (Max-secure suicide resistant bunks, and vent/grill change out)
- 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
- A comprehensive inspection of the jail's ventilation system was performed and documented by corrections deputies and forwarded to Risk Management.
- Numerous jail tours for community partners and interest groups (DRW, Defense Bar, Strategic Leadership Team, DSHS child services division, applicants, etc.)
- Inmate handbook updates

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 this community safer and improve quality of life. Whether responding to a crisis or assisting an inmate to court or medical, the safety of the corrections deputies and contract staff is constantly placed at risk. The media consistently brings these hazards to the fore. The dedication and professionalism of our men and women is regularly on display as assigned duties are completed.

Operations

Improvements in Operations

The jail now has water-based fire extinguishers in addition to chemical based extinguishers. Their use during a paper fire will greatly reduce the smoke and powder inside the facility.

A comprehensive revision of both the Strip Search policy and procedure was completed in 2018. These changes will ensure consistency with Washington State case law while allowing us to address safety issues related to concealed contraband.

The process to introduce a new rank in the Corrections Branch (i.e. corporals) began with the anticipation of promoting corporals in mid-2019. Corrections Corporal is considered a lead worker between Sergeant and Deputy. The corporal rank will possess all authority and responsibilities of corrections deputies; however, as lead workers this will allow additional supervision, direct work and identify training needs. This will allow sergeants more time to perform their ever-increasing administrative duties: approving reports, employee performance evaluations, employee discipline, and payroll.

Challenges in Operations

A new hire takes 5 to 6 months from start date to working by themselves in the jail.

2018 closed with a record number of inmates (six) concurrently housed at the hospitals. This was a challenge to our staffing model and fortunately, the number of inmates at the hospital did not remain at level for an excessive time. Thanks to everyone who worked the main jail, JWC and hospital details to cover this event.

The Jail Work Center continues 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.

The Work Release Screening Committee met for the final time in early 2018. The committee suspended further meetings due to the absence of a WA DOC Work Release Contract. Their years of dedicated service have been appreciated.

Jail Transport

Throughout 2018, the Jail Transport Unit was comprised of 12 corrections deputies and one corrections sergeant. The transport team was tasked with moving inmates for court appearances before the judges of the Clark County District and Superior Courts. In 2018, the unit moved 14,356 inmates for in-person appearances in the various courts. Included in this number were 53 criminal trials, requiring two deputies each over 126 trial days.

While some court proceedings necessitate individual, in-person appearances, the Transport Unit operates numerous technological and cooperative systems, which maximize efficiency and minimize cost when possible. One such program is the video arraignment service, which provides first [court] appearance via a video link – saving significant effort and risk. In 2018, 2149 inmates appeared before the Clark County District Courts using this technology. Additionally, 151 appearances were made to Battle Ground Municipal Court for the cities of Battle Ground, Ridgefield and La Center, Washington.

The Northwest Cooperative Transport Shuttle provides another example of efficiency through cooperation. In this cooperative, participating jurisdictions agree to transport inmates from and to neighboring jurisdictions. During 2018, the Transport Unit moved 1928 inmates on the shuttle system, avoiding costly extradition expenses and saving taxpayer resources. Additionally, the Transport Unit transported 117 individuals to Western State Hospital, Eastern State Hospital, or other designated providers for competency or restoration services. Lastly, there were 116 inmate transports to non-emergency offsite medical appointments.

With over 36,000 miles traveled annually, the vehicles utilized by the Jail Transport Unit must be safe, reliable, and efficient. 2018 saw significant modernization of the jail transport fleet, with the addition of a 16-passenger transport truck as well as a 4x4 SUV suitable for long-range winter transports in inclement weather.

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.

As reported by CCS for 2018 they managed:

7,502 Contacts with Nursing, Physician Assistant and Doctor Contacts

Nursing Staff Conducted 7,041 Diabetic Checks

Conducted 10,407 Detox checks

Made 10,872 Mental Health Treatment Contacts

Treated 637 Dental Patients

Served as a first responders with Deputies to 98 Emergency Medical Calls

Had 28 Hospital Admissions

Total 91 Hospital Bed Days

Referred 66 Emergency Room Visits

Coordinated 109 off Site Medical Referrals

Goals for 2019

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

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, revising and enhancing policies and processes as needed.

Continue to work to replace or remodel the aging Main Jail

2018 Jail Population

Average Daily Population (ADP)	644
Average Length of Stay	18
Average Monthly Bookings	1064
Average Monthly Releases	1073
Work Release ADP	16
Jail Work Center ADP	61
Skamania Rented Beds ADP	4