



# Meeting Agenda

## Ad Hoc Public Safety Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

---

Thursday, June 10, 2021

5:30 PM

Online and via phone

---

Attend: <https://us02web.zoom.us/j/86110366399>

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **APPROVAL OF AGENDA**

4. **PUBLIC COMMENT**

*(Estimated Time: 0-15 Minutes)*

*During this portion of the meeting, community members may address the Committee for up to two (2) minutes regarding the Committee's business meeting topics.*

5. **APPROVAL OF MINUTES**

- 5.A [21-0579](#) Approval of May 13, 2021 Ad Hoc Committee on Public Safety Meeting Minutes

Attachments: [Minutes](#)

6. **COMMITTEE BUSINESS**

- 6.A [21-0564](#) Public Defense Performance Metrics Presentation
- 6.B [21-0557](#) Olympia Municipal Court Performance Metrics Presentation
- 6.C [21-0547](#) Overview of New Legislation Impacting Police and Policy Adoption Process

7. **REPORTS AND UPDATES**

8. **ADJOURNMENT**

*The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Council Committee meeting, please contact the Council's Executive Assistant at 360.753.8244 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.*



City Hall  
601 4th Avenue E.  
Olympia, WA 98501  
360-753-8244

## **Ad Hoc Public Safety Committee**

### **Approval of May 13, 2021 Ad Hoc Committee on Public Safety Meeting Minutes**

**Agenda Date:** 6/10/2021  
**Agenda Item Number:** 5.A  
**File Number:**21-0579

---

**Type:** minutes   **Version:** 1   **Status:** In Committee

---

**Title**

Approval of May 13, 2021 Ad Hoc Committee on Public Safety Meeting Minutes



# Meeting Minutes - Draft

## Ad Hoc Public Safety Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

---

Thursday, May 13, 2021

5:30 PM

Online and via phone

---

Attend: [https://us02web.zoom.us/webinar/register/WN\\_UTUHMRXjSd6UXxiEkKP3Zg](https://us02web.zoom.us/webinar/register/WN_UTUHMRXjSd6UXxiEkKP3Zg)

**1. CALL TO ORDER**

Chair Parshley called the meeting to order at 5:30 p.m.

**2. ROLL CALL**

**Present:** 3 - Committee member Clark Gilman, Chair Lisa Parshley and Committee member Cheryl Selby

**3. APPROVAL OF AGENDA**

The agenda was approved.

**4. APPROVAL OF MINUTES**

- 4.A** [21-0466](#) Approval of April 8, 2021 Ad Hoc Committee on Public Safety Meeting Minutes

The minutes were approved.

**5. COMMITTEE BUSINESS**

- 5.A** [21-0457](#) Briefing on City of Olympia Legal Department Prosecution Division Use of Metrics for Decision Making

Chief Prosecutor Tye Graham gave the briefing. Mr. Graham briefed the Committee on the lifecycle of a case, prosecution standards, and victim services and rights. He also reported on the performance metrics the Prosecutor's Office currently track. Mr. Graham stated that the next steps include increasing the data available, expanding the metrics measured, and growing how the data is shared.

The discussion was completed.

- 5.B** [21-0456](#) Reimagining Public Safety Process and Community Work Group Update

Strategic Planning and Performance Manager Stacey Ray reported shared the names of the people who will serve on the Community Work Group. She said next steps include introducing the Community Work Group to Council on June 8 and selecting a consultant team to help support their work.

**The decision was approved.**

**6. REPORTS AND UPDATES**

City Manager Jay Burney reported that a lot of State legislation was passed that will impact the Olympia Police Department. The City legal team and Police Auditor are going through City Policies and Procedures to ensure all new legislation is included.

Chair Parshley reported that the Ad Hoc Committee on Public Safety sunsets in August. She will bring the issue to the Mid-Year Council Retreat.

**7. ADJOURNMENT**

The meeting adjourned at 6:56 p.m.



## **Ad Hoc Public Safety Committee**

### **Public Defense Performance Metrics Presentation**

**Agenda Date:** 6/10/2021  
**Agenda Item Number:** 6.A  
**File Number:**21-0564

---

**Type:** report   **Version:** 1   **Status:** In Committee

---

#### **Title**

Public Defense Performance Metrics Presentation

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Receive a presentation on Public Defense Performance Metrics.

#### **Report**

##### **Issue:**

Whether to receive a presentation on Public Defense Performance Metrics.

##### **Staff Contact:**

Diane Whaley, Community Court Executive/Public Defense Coordinator, 360.753.8057

##### **Presenter(s):**

Diane Whaley, Community Court Executive/Public Defense Coordinator

#### **Background and Analysis:**

Olympia Municipal Court Public Defense provides services to those charged with misdemeanor and gross misdemeanor crimes in the City of Olympia. Currently, Public Defense has a budget of \$647,675. Olympia employs a Public Defense Coordinator, shared position with the Community Court Executive. The Public Defense Coordinator reviews data provided by the Public Defenders on a monthly basis. This Coordinator is responsible for budget, contracts, compliance with indigent standards, scheduling and all other administrative aspects of Public Defense.

Public Defense also employs a part time Social Services Worker for 16 hours per week, who provides social service information to defendants charged with a crime by the City of Olympia. Their services are rendered prior to the first appearance of those held at Olympia City Jail and as requested by the Public Defenders. The Social Services Worker position has been fully funded by the Washington State Office of Public Defense; the grant to fund this position will end December 31, 2021.

Currently, Olympia contracts with five different Public Defenders, each with a one-year contract, from five separate law firms. The Washington State Office of Public Defense Grant contributes to the compensation for Public Defenders; the grant ends December 31, 2021.

Defendants charged in Olympia Municipal Court are screened for indigency pursuant to RCW 10.101.010 to determine eligibility for a Public Defender; the Screening takes place in court and is administered by Judge Ahlf. Pursuant to Indigent Standards set forth by the Washington Supreme Court, individual Public Defenders can only take 400 case credits maximum per year; Olympia contracts for 1,440 case credits per year total.

Public Defenders may request investigators and other expert services upon motion to the Olympia Municipal Court and Public Defense Coordinator. Funds for these services are held separately and not included in any flat rate amounts paid to the Public Defenders each month. A portion of funding for investigative/expert services is provided by a Washington State Office of Public Defense Grant. This grant ends December 31<sup>st</sup>, 2021.

Public Defenders have a duty to investigate the facts either themselves, via investigator, and/or via expert services. All funding requests are at the discretion of the Public Defender. Public defenders also research relevant law; communicate with their clients; provide competent legal advice at all stages; review police reports and draft motions; provide advice to their client about plea options and dispositional alternatives; and advise on whether to go to trial or resolve.

If trial is chosen, Public Defenders must prepare for trial and vigorously represent their client in court. Public Defenders must uphold the Supreme Court Indigent Standards. Public Defenders are also responsible for advising defendants on how to connect to social services, how to obtain various social service evaluations, etc.

The top three crimes assigned to Public Defenders in 2020 were Assault 4, Violation of No Contact Order and Theft 3. From 2019 to present, Olympia Public Defenders have averaged 9-12 dismissals each month. Cases are resolving via reduction of charges and alternative resolutions that do not require a conviction, and after cases are set for trial. Investigator and expert funds are being requested and utilized by Olympia's Public Defenders. In 2021, 61% of new criminal case filings were assigned Public Defenders. However, the failure to appear rate at arraignment is an issue.

Looking at 2020 alone, we know that 52% of new case filings were either in warrant status or assigned to private counsel. Using community court statistics as a point of reference, 2/3 of all cases filed and eligible for community court do not appear at arraignment.

Per the Social Services Worker Statistics in 2021, we know: that there is a higher rate of males vs. females being charged with crimes in Olympia; Caucasians are charged more than any other race served by the Social Services Worker at 73%, followed by American Indian or Native Alaskan at 12%, African American at 9%, and 6% fit a biracial category. 88% are not of a Hispanic or Latino origin and 12% are of Hispanic, Latino, or Spanish origin. Olympia further sees various ages charged in Olympia anywhere from 18 to 70 years old, with the highest number in the 31 to 40-year-old category.

Various ways to eliminate inequities, bias, and racial injustice in Olympia Municipal Court include the following:

1. Risk/needs assessment screening at arraignment for all defendants charged in Olympia Municipal Court;
2. Fund court ordered evaluations and social services;
3. Increase time invested in release plans drafted by the Public Defense Social Services Worker;
4. Reduce the time gap between alleged crime date of violation and date of case filing to minimize lack of notice to defendants, with the goal of reduced warrants;
5. Bail System Reform;
6. Reduce or eliminate court costs and fees;
7. Implement pre-filing diversion programs;
8. Invest in implicit bias and trauma informed training programs;
9. Track demographics in public defense closing statistics; and
10. Provide adequate space for confidential meetings with Public Defenders and social services workers.

**Neighborhood/Community Interests (if known):**

The City is launching a community-wide public engagement process to re-imagine public safety in 2021.

**Options:**

1. Receive the presentation.
2. Do not receive the presentation.
3. Receive the presentation at another time.

**Financial Impact:**

The total amount of the grant that provides funding towards the Social Services Worker, Public Defender compensation, and investigative/expert services is \$69,500/year.

**Attachments:**

None



## Ad Hoc Public Safety Committee

### Olympia Municipal Court Performance Metrics Presentation

**Agenda Date:** 6/10/2021  
**Agenda Item Number:** 6.B  
**File Number:** 21-0557

---

**Type:** discussion   **Version:** 1   **Status:** In Committee

---

**Title**

Olympia Municipal Court Performance Metrics Presentation

**Recommended Action**

**Committee Recommendation:**

**City Manager Recommendation:**

Learn and discuss how the Olympia Municipal Court Uses Metrics to make decisions.

**Report**

**Issue:**

Whether to discuss how the Olympia Municipal Court uses metrics to make decisions.

**Staff Contact:**

Maryam Olson, Court Administrator, 360-709-2783

**Presenter(s):**

Maryam Olson, Court Administrator  
Scott Ahlf, Judge

**Background and Analysis:**

The Ad Hoc Committee on Public Safety was established in September 2020 with the purpose to develop a greater understanding of the current public safety system (policing, courts, jail, etc.) and consider recommendations to Council on policy and budget options that will reduce inequities, eliminate bias, and create a public system that works for all.

In February, the Ad Hoc Committee received a high-level overview of Olympia's criminal justice system. The presentation described each part of the criminal justice system - Police, Corrections, Prosecution, Public Defense, and Municipal Court. Information was shared on each component's legal authority, mission, desired outcomes, budget, staffing levels, who they work closely with, areas of discretion, and opportunities to ensure equity.

Over the next four months, the committee will increase their understanding and use of data within the municipal criminal justice system and how it is used to inform policy discussions and decision-



making. On June 10, the Court Administrator and the Judge will share with the committee the functions of the Municipal Court including Community Court. The presentation will explain the court process, calendaring, and programs; what data is collected and how data collection can be improved; and how the use of data collection can give information on the fairness and equality of the court process and what the next steps are to make these improvements.

**Neighborhood/Community Interests (if known):**

The City is launching a community-wide public engagement process to re-imagine public safety in 2021.

**Options:**

1. Learn and discuss how the Olympia Municipal Court uses metrics to make decisions.
2. Do not learn and discuss how the Olympia Municipal Court uses metrics to make decisions.
3. Learn and discuss how the Olympia Municipal Court uses metrics to make decisions at another time.

**Financial Impact:**

There are no financial impacts related to this presentation.

**Attachments:**

None.



## Ad Hoc Public Safety Committee

### Overview of New Legislation Impacting Police and Policy Adoption Process

**Agenda Date:** 6/10/2021  
**Agenda Item Number:** 6.C  
**File Number:** 21-0547

---

**Type:** discussion   **Version:** 1   **Status:** In Committee

---

**Title**

Overview of New Legislation Impacting Police and Policy Adoption Process

**Recommended Action**

**Committee Recommendation:**

Not referred to a committee.

**City Manager Recommendation:**

Receive an overview of new legislation impacting police and policy adoption process.

**Report**

**Issue:**

Whether to receive an overview of new legislation impacting police and policy adoption process.

**Staff Contact:**

Annaliese Harksen, Deputy City Attorney/Police Legal Advisor, 360.753.8338

**Presenter(s):**

Annaliese Harksen, Deputy City Attorney/Police Legal Advisor

**Background and Analysis:**

The Ad Hoc Committee on Public Safety was established in September 2020 to develop a greater understanding of the current public safety system (policing, courts, jail, etc.) and consider recommendations to Council on policy and budget options that will reduce inequities, eliminate bias, and create a public system that works for all.

The purpose of this agenda item is for staff to present a high-level overview of recently passed legislation and the subsequent policy adoption process.

**Neighborhood/Community Interests (if known):**

The community has expressed great interest in police reform.

**Options:**

1. Receive the overview.

2. Do not receive the overview.
3. Receive the overview at another item.

**Financial Impact:**

The legislation does not have a financial impact at this time.

**Attachments:**

None.