



TETON COUNTY JUVENILE PROBATION

89 N MAIN Ste 4 • DRIGGS ID 83422 • P208-354-3862 • F208-354-2994

BRITTANY CAMPBELL
Chief Juvenile Probation Officer

April 9th 2014

To: The Board of County Commissioners and Judge Jason Walker
From: Brittany Campbell Juvenile Probation
Subject: Future Position of Juvenile Probation Officer

My time as Teton County Chief Juvenile Probation Officer is coming to an end. In August my husband and I will be moving to Utah in order for him to pursue further schooling and welcome a new little one to the world. My time in Teton County has been nothing but wonderful and it will be a position that is hard to leave.

Because time is fast approaching and August will be here before we know it, filling the position of Teton County Chief Juvenile Probation Officer is something that we need to be discussed sooner than later.

With that said I would like to present two possible options for filling the position. There is the option of hiring an individual to take over my position and continue as an individual department. The other option I would like to present is a partnership with Fremont County Juvenile Probation to take over juvenile probation services in Teton County. Attached you will find a proposal from Fremont County Juvenile Probation officer Darin Burrell about what a partnership with Fremont County would possibly look like.

I would like to put these two options on the table and further discuss in person at the Board of County Commissioners meeting about both options and moving forward with a decision. I will be at the meeting to answer any questions and concerns.



Fremont County Juvenile Probation

**A Force for Positive
CHANGE.**

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Darin Burrell-Chief Juvenile Probation Officer
dburrell@co.fremont.id.us

April 7, 2014

Honorable Judge Jason Walker, Board of Teton County Commissioners (Park, Rinaldi, Kunz), County Clerk
Hansen
150 Courthouse Drive
Driggs, ID 83422

Dear Honorable Judge Jason Walker, Board of Teton County Commissioners (Park, Rinaldi, Kunz), County Clerk
Hansen:

As a neighboring county we have worked closely and partnered with your Juvenile Probation Department for several years. We have come to value the strong working relationship we have with Brittany Campbell and we appreciate her dedication and work to continually meet the needs of the community and also the youth she oversees. We were sorry to hear that Brittany will be leaving the area in a few months to pursue other opportunities. Brittany's departure poses some challenges that not only impacts Teton County but also the juvenile justice system in this judicial district. Finding a replacement with the proper credentials, qualifications and personality can be challenging and the initial training needs and obligations for a new juvenile probation officer/director requires considerable time and resources. I am submitting a proposal regarding the possibility of the Fremont County Juvenile Probation department to oversee and manage the juvenile probation services in Teton County.

OBJECTIVE

Juvenile Justice in Idaho is a unique system with its own set of laws and requirements mandated by the Idaho Juvenile Corrections Act. It was developed to meet the needs of juveniles and the community under a balanced approach and creates a bifurcated structure with counties and the state.

My intent is to meet the needs and expectations of Teton County, minimize the impact of Brittany's departure by providing continuity and a seamless transition of services, maintaining the highest quality of work performed by accredited and experienced staff. Most importantly, to serve the needs of the juveniles and families residing in Teton County by conducting evidence based assessments to guide our supervision strategies according to the directives of the court and partnership with the Idaho Department of Juvenile Correction.

This would not only be a savings to the county by avoiding the time and costly resources to find, hire and train a new employee, but it could be significant in salary saving to the county over time while enhancing and strengthening the juvenile justice system in the Teton Valley. I will provide information and details below to support this proposal.

SERVICES TO BE PROVIDED

1. We would provide all facets of community supervision (probation) under the direction of the Teton County Magistrate. The following list isn't all inclusive, it would likely include other services and obligations deemed necessary by stakeholders to meet the needs of Teton County and the youth and families we would serve.

- A. This would include attending all court related hearings; preparing formal paperwork for the court; conducting assessments and making referrals based on the assessments. This would include referrals to the SUDS system, referrals treatment providers for mental health, substance abuse, sex offender specific needs, and submitting progress reports to the court.
- B. Developing caseplans to maintain accountability and development competency with the juvenile offenders.
- C. Meet with juvenile offenders and their parents or guardians based on risk/needs assessment and case planning.
- D. Maintain and enter data/case information on the statewide Idaho Juvenile Offender System and utilize this as a primary offender management tool.
- E. Urinalysis testing based on case planning, treatment and validated assessments.
- F. Staffing and follow up with juvenile offenders, treatment providers, parents, schools and other community partners.
- G. Community visits-Includes home visits and visits to school or other community settings.
- H. Referral to community service opportunities.
- I. Oversee house arrest/electronic monitoring supervision and contract management
- J. Providing gender specific supervision depending on offender needs.
- K. Collaboration with peers, colleagues, community partners and stakeholders which could include schools, treatment providers, governmental social service agencies, law enforcement, coalitions, businesses etc.
- L. Maintaining current staff training certifications/accreditation required by the Idaho Department of Juvenile Correction and the Idaho P.O.S.T. Academy.
- M. Periodically provide in house group delivery according to offender and community needs.
- N. Directly represent Teton County at administrative meetings in District 7 and also at statewide meetings to ensure Teton County's interests are met from attendance to these meetings.
- O. Engage larger network of colleagues and peers to bring more services and opportunities in Juvenile Justice to Teton County.
- P. Manage and oversee budget relating to juvenile probation
- Q. Oversee billing and reimbursement to treatment providers for services provided.
- R. Collect and maintain data, complete and submit all necessary reports as required by the the Idaho Department of Juvenile Corrections for Juvenile justice in Teton County.
- S. Oversee and manage any grants that are currently being managed by the juvenile probation department and pursue other grant opportunities that may benefit the juvenile justice system in the county.
- T. Currently your probation needs are being overseen by Brittany. She indicates that she is currently able to adequately fulfill her duties and obligations for supervision with the 32 hours per week she is working. Fremont County would commit to providing at least 36 hours per week of caseload management, direct supervision and administrative oversight to probation needs in Teton County.

TRANSITION

- A. Brittany's departure is rapidly approaching. We would expect to devote considerable time working with Brittany and the court before her departure, learning the specific needs, concerns, expectations of Teton County.
- B. Meeting and working with the juvenile offenders and their families currently on the probation caseload
- C. Meeting community stakeholders and establishing new relationships and partnerships.
- D. Development of responses/strategies to logistical needs and requirements.
- E. Meeting to discuss and resolve other needs and concerns as identified by Brittany, the court and/or county officials.

TETON COUNTY COMMITMENT

This partnership does involve some restructuring and strategic planning from the perspective of the Fremont County Juvenile Probation Department. If Teton County were to select this option, success is highly dependent on several factors. To help achieve a smooth and successful implementation, it is essential that Teton County will:

1. Notify Fremont County at the earliest possible date if Teton County decides to enter into a contract with Fremont County. This would enable our department to begin working with Brittany and beginning the transition process.
2. We would require office space and equipment to perform requirements of supervision outlined above.
3. An initial "trial basis" of one year to be reviewed by key stakeholders (commissioners, judges, clerks, probation director) of both counties prior to the expiration of the contract and discussion of whether to renew the contract for juvenile probation services.
4. A flat contract fee paid to Fremont County for \$40,000 per year for all services to be provided. This fee would include all administrative oversight and caseload management and requirements listed above. It would also include all departmental expenditures and expenses (travel, training, vehicles, fuel, supplies etc.) but would not include lease expenses or other initial capital expenses.

BENEFITS

The obvious benefit initially is the financial savings to Teton County in terms of reduced costs and salary savings and reduced costs associated with salary and benefits of the position. There are also significant costs of hiring and training mandated by the Idaho Juvenile Corrections Act that could be saved by the county. The staff for Fremont County Juvenile Probation are certified by the Idaho P.O.S.T. academy and certified to conduct assessments as required for probation supervision. As mentioned previously, we have had the opportunity to work with Brittany and her caseload in Teton County. Last year we were able to provide probation supervision to Teton County while Brittany was attending her mandated training at the Idaho P.O.S.T. Academy for three weeks. During this time we were able to begin to develop working relationships with schools, treatment providers and other stakeholders in the community. We also have strong working relationship with your misdemeanor probation officer, Ben Mattson since he also did an internship with our office several years ago while he was attending school.

We would also be able to maximize direct supervision and meeting the needs of the juvenile offenders in Teton County while also attending various administrative meetings throughout the region and state giving Teton County direct representation at these meetings. These meetings can be very important since decisions are often made that impact the system and often there are services or opportunities to have a direct voice to address issues that impact a county. Previously, if Brittany attended any type of administrative meeting, she was unable to focus on the direct supervision of her caseload. Fremont County has the capacity to have a full time probation officer and a probation technician to directly supervise the needs of juvenile offenders. We also work closely with BYU- Idaho and have hours completed with our department in excess of 3,000 per year. Our offices are in the 5 County Detention facility and we can work directly with clinicians, management and others to meet the needs of a particular juvenile offender placed in custody. The director (Darin Burrell) sits on several different boards and committees throughout the region and the state. This includes the Idaho Association of Counties Juvenile Administrator Association, Region 7 Juvenile Justice Council, Grant Review Committee for the Idaho Criminal Justice Commission, Community Coalitions of Idaho, District 7 SUDS/Implementation Committee and the Region 7 Behavioral Health Board to name a few. All impact the local and evolving needs of a juvenile probation department and communities.

Finally, the quality of our work and supervision can be verified by not only our county officials and county magistrate but other stakeholders such as schools, law enforcement partners, agencies etc. We have also overseen the juvenile probation system in Clark County and I would encourage you to contact the Clark County Commissioners, Judge

Honorable Judge Jason Walker, Board of Teton County Commissioners (Park, Rinaldi, Kunz), County Clerk Hansen
April 7, 2014
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Stanford, Sheriff May and Clark County school officials about the relationship, how we have fulfilled supervision needs in Clark County and how they feel about the work we have done there and the service they receive.

CLOSING

I want to again reiterate that Teton County and the local Juvenile justice system is losing a very qualified and exceptional person with Brittany Campbell leaving. We have valued our working partnership with Brittany and Teton County and she has contributed to the system there but also to the juvenile justice system throughout our judicial district and the state of Idaho. Our intentions would be to continue the great work Brittany has accomplished and to enhance the services provided by the Teton County Juvenile Probation Department. We would hope that other than new faces and names, there would be absolutely no disruption of services and we would maintain continuity in cooperation with the court and stakeholders in your great county. If you would like to discuss this proposal in greater detail or if there are specifics I could answer or address, I am available to schedule a time to come and meet with you. Thank you for your time and consideration.

Sincerely,



Devin B. Burrell

*Chief Juvenile Probation Officer/Department Director
Fremont & Clark County Juvenile Probation*



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Brittany Campbell
Chief Juvenile Probation Officer

Commissioner Report

ON March 31ST 2014

Total number of Juveniles on formal PROBATION – 8

Male – 5

Female - 3

Total number of Juveniles on DIVERSION – 5

Male – 5

Female -0

Interstate Compact – 2

Juveniles supervised in Teton County through ICJ – 0

Juveniles supervised in other states through ICJ -2

Courtesy Supervision – 0

Juveniles supervised in Teton County -0

Juveniles supervised in other counties – 0

Juveniles in Department of Juvenile Corrections – 1

**The following information has been compiled for the past THREE months
(January 1-March 31st 2014)**

Number of drug tests done – 36

Positive – 16

Negative – 20

How many times each drug came up positive

NICOTINE – 14

THC (Marijuana)-2

ALCOHOL-1

AMPHETIMINES-1

CREATININE- 3

Probation violations filed – 2

Juveniles whose probation was revoked due to noncompliance – 0

Days Juveniles spent in 5-C – 65 days

Days Juveniles over 18 years of age spent in Madison County Jail – 0

Juveniles released from probation/diversion – Probation-0 / Diversion-1

Cases transferred to Adult Misdemeanor Probation – 0

Money collected from cost of supervision fee – \$475.00

Money collected from drug testing fee - \$ 300.00

Money collected from other fee-\$ 95.00

Offenses committed by Juveniles currently on probation

- Alcohol minor consumption – 1
- Battery – 1
- Disturbing the peace – 2
- Fraudulent use of a transaction card- 1
- Operating a Vehicle without owner's consent-1
- Possession of drug paraphernalia – 2
- Possession of controlled substance- 2
- Property-malicious injury to property – 3
- Runaway-1

Upcoming Trainings: ICADD is May 13-16th in Boise. I received a scholarship to cover the cost of the conference registration. I am waiting to hear back on a grant that would cover the cost of gas and travel.

JABG GRANT

The JABG Funds are now funding a Restorative Justice Program.

We are using the JABG funds for juveniles to work with Willy Warner on the Victim Awareness packet. Willy is also working with families through a restorative mediation to help change the culture and communication in the home.

MILLENNIUM FUNDS – Millennium Funds are used to fund a smoking class.

- Juveniles successfully completed the program – 2
- Juveniles unsuccessfully completed the program –

QUARTERLY REPORT ON JUVENILE PROBATION NUMBERS									
	Drug Tests Done	Positive	Negative	Percent Positive	Probation Violations	Days Juveniles Spent at S.C.	Releases from J.V. Probation		
JAN-JUN 08	103	43	55	42%	13	120	17		
JULY-SEPT 08	86	36	50	42%	10	55	8		
OCT-DEC 08	92	39	53	42%	10	79	5		
08 YTD TOTALS	281	118	158	42%	33	254	21		
JAN-MAR 09	118	61	57	52%	6	90	5		
APR-JUN 09	166	96	70	58%	5	87	8		
JUL-SEPT 09	117	61	56	52%	6	106	7		
OCT-DEC 09	72	18	54	25%	3	145	7		
09 YTD TOTALS	473	236	237	50%	20	428	27		
JAN-MAR 10	44	12	32	27%	1	5	12		
APR-JUN 10	39	20	19	51%	2	9	3		
JUL-SEPT 10	32	19	13	59%	3	21	4		
OCT-DEC 10	46	23	23	50%	5	78	3		
10 YTD TOTALS	161	74	87	46%	11	113	22		
JAN-MAR 11	73	39	34	53%	5	95	2		
APR-JUNE 11	57	36	21	63%	6	41	3		
JUL-SEPTE 11	48	39	9	81%	5	120	4		
OCT-DEC 11	55	43	12	78%	1	19	6		
11 YTD TOTALS	233	157	76	67%	17	275	15		
JAN-MAR 12	97	68	29	70%	3	135	1		
APR-JUNE 12	95	60	35	63%	6	15	6		
JUL- SEPT 12	94	38	26	40%	0	16	4		
OCT-DEC 12	40	9	31	29%	2	5	2		
12 YTD TOTALS	326	175	121	69%	11	171	13		

JAN-MAR 13	24	1	23	0.04%	1	5	4
APR-JUNE 13	39	9	30	0.3	2	14	8
JUL-SEPT 13	40	14	26	0.35%	4	25	6
OCT-DEC 13	25	16	9	0.56%	3	50	7
13 YTD TOTALS	128	40	88	14%	10	94	25
JAN-MAR 14	36	16	20	44.00%	2	65	1
APR-JUNE 14							
JUL-SEPT 14							
OCT-DEC 14							
13 YTD TOTALS	36	16	20	44%	2	65	1

ONE DAY SNAPSHOTS OF JUVENILE PROBATION CASE LOAD

	Formal Probation			DIVERSION			Courtesy Supervision with Other States			Courtesy Supervision with Other Counties			In-Idaho State Custody		
	M	F	F	M	F	F	In-Idaho	Out	In-Teton	Out	M	F	M	F	
JUNE 30 2008	20	3	0	0	0	0	0	3	1	1	0	0	0	0	
SEPTEMBER 30 2008	22	3	0	0	0	0	0	3	0	0	0	0	0	0	
DECEMBER 31 2008	24	5	3	0	0	0	0	2	1	1	0	0	0	0	
Actual 08 YTD Totals	46	11	3	0	0	0	0	3	4	2	0	0	0	0	
MARCH 31 2009	24	11	2	0	1	1	1	1	1	0	0	0	0	0	
JUNE 30 2009	24	10	0	0	1	4	1	4	1	1	0	0	0	0	
SEPTEMBER 30 2009	28	6	0	0	1	4	1	4	2	3	0	0	0	0	
DECEMBER 31 2009	25	6	1	0	0	4	0	4	2	4	0	0	0	0	
Actual 09 YTD Totals	44	13	3	0	1	7	1	7	3	4	0	0	0	0	
MARCH 31 2010	14	4	1	1	0	4	0	4	0	3	0	0	0	0	
JUNE 30 2010	14	4	3	0	0	4	0	4	0	2	0	0	0	0	
SEPTEMBER 30 2010	13	4	4	1	0	4	0	4	0	2	0	0	0	0	
DECEMBER 31 2010	10	3	1	1	0	2	0	2	0	0	0	0	0	0	
Actual 10 YTD Totals	27	7	7	3	0	4	0	4	0	3	0	0	0	0	
MARCH 31 2011	12	4	1	1	0	2	0	2	0	0	1	0	0	0	
JUNE 30 2011	10	3	2	0	0	2	0	2	0	0	1	0	0	0	
SEPTEMBER 30 2011	8	3	6	0	0	0	0	0	1	0	1	1	1	1	
DECEMBER 31 2011	8	5	7	0	0	0	0	0	1	0	1	1	1	1	
Actual 11 YTD Totals	16	6	7	1	0	3	0	3	1	1	1	1	1	1	
MARCH 31 2012	18	5	5	0	0	0	0	0	2	0	0	0	1	1	
JUNE 30 2012	16	5	8	1	0	3	0	3	2	0	0	0	1	1	

SEPTEMBER 30 2012	14	4	2	0	0	5	1	0	0	1
DECEMBER 31 2012	8	2	7	4	5	1	0	0	0	1
Actual 12 YTD Totals	14	6	11	5	0	5	1	0	0	1
MARCH 31 2013	6	2	6	4	0	6	1	0	0	1
JUNE 30 2013	3	4	2	5	0	5	1	0	0	0
SEPTEMBER 30 2013	9	5	1	4	0	3	1	0	0	0
DECEMBER 31 2013	8	3	1	0	0	3	0	0	0	1
Actual 13 YTD Totals	12	5	6	5	0	6	1	0	0	1
MARCH 31 2014	5	3	0	5	0	2	0	0	0	1
JUNE 30 2014										
SEPTEMBER 30 2014										
DECEMBER 31 2014										
Actual 14 YTD Totals	5	3	0	5	0	2	0	0	0	1

BUDGET WORKSHEET (EXPENSES)

**WORKSHEET FOR BUDGET YEAR 2014 BUDGET NUMBER 1
EXCLUDING INACTIVE ACCOUNTS**

Fund: 0006 DISTRICT COURT & JUVENILE PROB
-02 JUVENILE PROBATION

Account Number	----- Fiscal Year 2011 -----		----- Fiscal Year 2012 -----		----- Fiscal Year 2013 -----		----- Fiscal Year 2014 Budget #1 -----		
	Budget	Actual	Budget	Actual	Budget Amount	Actual & Pct As of 09/30/2013	Department Request Amt	Budg Officer Request Amt	Approved Budget Amt
0401-0000 SALARIES - CHIEF	13,504.00	C 12,447.00	6,240.00	6,530.00	38,080.00	38,675.15 102%	39,013.00	39,406.00	39,406.00
0403-0000 SALARIES - JPO	23,000.00	C 23,488.62	30,152.00	29,658.59	2,194.15	C 100%			
TOTAL 'A' SALARIES	36,504.00	35,935.62	36,392.00	36,188.59	40,274.15	40,869.30 101%	39,013.00	39,406.00	39,406.00
0410-0000 RETIREMENT	3,900.00	3,380.13	3,100.00	3,182.46	3,890.00	4,188.77 108%	4,400.00	4,600.00	4,600.00
0411-0000 SOCIAL SECURITY & MEDICARE	2,800.00	2,715.53	2,800.00	2,718.21	2,925.00	3,079.91 105%	3,000.00	3,015.00	3,015.00
0412-0000 LIFE INSURANCE	75.00	85.92	75.00	79.00	75.00	64.24 86%	80.00	80.00	80.00
0413-0000 MEDICAL INSURANCE	4,200.00	3,628.98	4,200.00	4,367.30	4,200.00	3,788.38 90%	4,800.00	4,800.00	4,800.00
0416-0000 WORKMAN'S COMPENSATION INSUR.	1,300.00	1,145.00	1,250.00	1,342.00	1,250.00	1,349.00 108%	1,400.00	1,400.00	1,400.00
TOTAL 'D' BENEFITS	12,275.00	10,955.56	11,425.00	11,688.97	12,340.00	12,470.30 101%	13,680.00	13,895.00	13,895.00
0431-0000 ALL TRAVEL & TRAINING EXPENSES	221.73	1,000.00	1,000.00	680.38	1,000.00	1,143.93 114%	1,000.00	1,300.00	1,300.00
BUDGET LINE ITEM DETAIL									
DRUG & ALCOHOL CONF. FOR JUVENILES									
ICADD CONF									
IJJA CONF.									
0431-0001 ALL TRAVEL & TRAINING EXPENSES	1,000.00	187.00							
0440-0000 SUPPLIES-OFFICE, POSTAGE, H2O	1,000.00	1,028.01	900.00	1,078.89	800.00	745.92 93%	800.00	800.00	800.00
0453-0000 ANKLE MONITORING	600.00	482.00	500.00	1,736.00	800.00	303.00 38%	800.00	800.00	800.00
0480-0000 DRUG & ALCOHOL TESTING	3,200.00	3,285.48	3,000.00	4,587.10	3,200.00	2,456.65 77%	3,200.00	3,200.00	3,200.00

COMMENT: 36 HRS/WK@ POST CERTIFIED RATE \$21.05

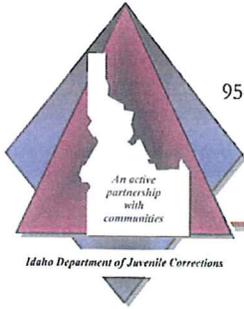
COMMENT: +MILEAGE IN LIEU OF IMPALA

COMMENT: MOSTLY A PASS THRU EXPENSE

WORKSHEET FOR BUDGET YEAR 2014 BUDGET NUMBER 1
EXCLUDING INACTIVE ACCOUNTS

Fund: 0006 DISTRICT COURT & JUVENILE PROB
-02 JUVENILE PROBATION

Account Number	----- Fiscal Year 2011 -----		----- Fiscal Year 2012 -----		----- Fiscal Year 2013 -----		----- Fiscal Year 2014 Budget #1 -----			
	Budget	Actual	Budget	Actual	Budget Amount	Actual & Pct As of 09/30/2013	Department Request Amt	Budg Officer Request Amt	Approved Budget Amt	
0489-0000	5C JUVENILE FACILITY	112,128.00	112,200.00	112,128.00	112,200.00	100%	120,000.00	112,228.00	112,128.00	
		COMMENT: WILL KNOW ACTUAL AMOUNT IN JULY								
0528-0000	DUES / MEMBERSHIPS						120.00	120.00	120.00	
		COMMENT: \$100 JJA DUES, \$20 IJJA DUES								
0546-0000	COUNTY GRANT MATCH	68.00	633.00	123.66	500.00	98.12	500.00	500.00	500.00	
0559-0000	OTHER MISCELLANEOUS EXPENSES	800.00	800.00	1,059.27	800.00	84%	800.00	800.00	900.00	
0601-0000	CIP & RE-ENTRY SERVICES (GRANT)	1,500.00	3,429.00							
0602-0000	SUBSTANCE ABUSE START-UP COSTS		1,870.00	1,870.00						
0603-0000	MENTAL HEALTH CARE						12,000.00	12,000.00	12,000.00	
		COMMENT: PASS THRU WRAPAROUND GRANT 6,232.64								
0631-0000	JABG GRANT EXPENDITURES	5,000.00	5,700.00	1,083.84	4,500.00	20%	4,500.00	4,500.00	4,500.00	
		COMMENT: PASS THRU GRANT FOR RESTORATIVE JUSTICE 883.13								
0632-0000	STOP SMOKING CLASSES				600.00	7%	600.00	600.00	600.00	
		COMMENT: PASS THRU - FOR MET/CBT 5 CLASS 40.00								
0659-0000	MILLENNIUM FUNDS	3,000.00	3,000.00	716.43	3,775.00	48%	4,000.00	4,000.00	4,000.00	
		COMMENT: ZERO \$\$ FOR NEW FURNITURE IN LEC 1,817.75								
TOTAL 'B' EXPENSES		128,856.00	129,603.00	125,118.57	128,175.00	99%	148,320.00	140,848.00	140,848.00	
0800-0000	CAPITAL- FURNITURE / FIXTURES									
		COMMENT: ZERO \$\$ FOR NEW FURNITURE IN LEC 3,230.00								
0804-0000	CAPITAL- COMPUTERS	1,658.15	1,658.15							
TOTAL 'C' CAPITAL OUTLAY		1,658.15	1,658.15				3,230.00			
DEPT TOTALS		179,293.15	171,107.58	172,996.13	180,789.15	99%	204,243.00	194,149.00	194,149.00	



Idaho Department of Juvenile Corrections

954 W Jefferson Street P.O. Box 83720 Boise, ID 83720-0285 Phone: (208) 334-5100 Fax: (208) 334-5120

Telecommunications Relay Service (TRS) 1 800 377-3529

C.L. "BUTCH" OTTER
Governor

SHARON HARRIGFELD
Director

April 3, 2014

Nicky Chavez, Director
5-C Juvenile Detention Center
PO Box 55
St Anthony ID 83445

Dear Mr. Chavez:

Attached you will find the October 2013 Inspection Report of the 5-C Juvenile Detention Center. I am pleased to inform you that the inspection team found your facility to be in compliance at the time of their review. Please see the attached report.

As always, your staff is doing an outstanding job and is showing considerable progress with the implementation of PREA Standards and all that they entail. I appreciate all your efforts as well as your staff in accommodating our review of your facility.

If you should have any questions, please don't hesitate to give me a call.

Sincerely,

Karen Skow, Compliance Monitor
Community, Operations & Program Services

Enclosures

- c Fremont County Commissioners
Fremont County Prosecutor
Madison County Commissioners
Madison County Prosecutor
Teton County Commissioners
Teton County Prosecutor
Clark County Commissioners
Clark County Prosecutor
Jefferson County Commissioners
Jefferson County Prosecutor
Dave Sasser, ICRMP

An active partnership with communities

**5C JUVENILE DETENTION CENTER
INSPECTION REPORT
2013 [2012 Year Reviewed]**

Facility Name: 5C Juvenile Detention Center

Facility Address: 423 North 2300 East, St Anthony, ID 83445

Facility Capacity:
Detention Beds: 16
Program Beds: 23

**Number of Juveniles
In Custody Day
Of Inspection:** 7 Detention / 16 Program

**Number of Staff on Duty
Day of Inspection:** 5

**Staff/Juvenile Ratio
Day of Inspection:** 1:4 *5C met the required ratio of
1:8 on the day of the inspection*

Inspection Date: October 9, 2013

Inspection Team:
Karen Skow, Compliance Monitor, Idaho Department of Juvenile Corrections
Shane Boyle, District Liaison, Idaho Department of Juvenile Corrections

Staff Interviewed:
Mike Hook, Juvenile Detention Officer, 15 years of service

Juveniles Interviewed:
Male, 14-ya, from St. Anthony
Female, 17-ya, from Victor

Recommendations:

It is the recommendation of the IDJC and the inspection team that staff document, in the shift log, the names of juvenile offenders received or discharged with times recorded as required in IDAPA 05.01.02.216.01.c.

Based upon the October 9, 2013 review of the 5C Juvenile Detention Facility, overall compliance with the state standards was observed. It is the recommendation of the IDJC and the inspection team that the 5C Juvenile Detention Center be certified as compliant with the Idaho Secure Juvenile Detention Standards, IDAPA 05.01.02.

Facility Information

The Idaho Department of Juvenile Corrections or its designee shall have the authority to visit and inspect all juvenile detention facilities to assess such facilities compliance with IDAPA 05.01.02, *Rules and Standards for Secure Juvenile Detention Centers*. Each juvenile detention center shall be subject to announced or unannounced visits by department representatives on at least an annual basis. Upon completion of an inspection, the department shall send notice of such compliance or noncompliance to the detention center administrator, governing body responsible for the detention center, and the Idaho County Risk Management Program, where applicable.

IDAPA Rule	Policy, Practice, & IDJC Comments
IDAPA 275.05 Admission and Release Area	Booking includes shower/clothing exchange, pictures, prints, search, delousing if needed, phone calls, MAYSI and Alaska screening tool.
IDAPA 223.02 Annual Fire Inspection	Yes
IDAPA 275.04 Emergency Source of Power	Yes
IDAPA 255.00 Rules and Discipline	5C has a graduated discipline system for juveniles in the facility which encourages and promotes appropriate behavior with penalties for negative behavior.
IDAPA 230.00 Food Services	The facility has a kitchen and prepares all the meals. One cold and two hot meals are provided as well as snacks. The facility participates in the School Lunch Program. Juveniles eat in the dayroom and program kids are allowed in the kitchen and supervised by staff. Detention juveniles can earn extra food items for positive behavior.
IDAPA 265.00 Programs & Services	School is offered from 9:00 am – 3:15 pm weekdays year round. Over one hour of recreation is provided. There are two full-time certified teachers, and two part-time teachers. There is computer/restricted Internet access and a GED program. GED testing is offered onsite. Faith based services are offered on Sundays and religious study is offered during the week. The facility offers gender specific groups, drug and alcohol education, cognitive groups, anger management, conflict resolution and life skills groups.
IDAPA 250.00 Health Services	The facility provides a medical exam within 14-days as required and in most cases a medical exam is provided within 7 days. A nurse is on site part-time, but on-call as needed. A doctor is available if needed. Staff transport or an ambulance transport in the event of an emergency. All staff are trained and certified in medication disbursement. The nurse trains staff on first aid, CPR, HIPAA issues, basic medical instructions and provides refresher training on medication disbursement for staff.

IDAPA 256.00 Mail, Visiting, Telephone

Visiting is offered anytime Monday thru Friday in one-half hour increments. Weekend visits are also offered. Visits are no contact but juveniles can earn contact visits. A minimum of two phone calls are allowed per week with the ability for each juvenile to earn an extra call each week.

Physical Intervention, Suicide, Escape Information

The detention center shall have written policy and procedures which govern the use of physical intervention. The use of physical intervention shall be restricted to instances of justifiable self-protection, the protection of others or property, the prevention of escapes, or the suppression of disorder and then only to the degree necessary to restore order. Physical intervention shall not be used as punishment. A written report shall be made following any use of physical intervention.

The detention center shall have written policy and procedures which govern the use of mechanical restraints. The use of restraints shall be restricted to justifiable instances, during transfer, and for medical reasons under the direction of medical. Justifiable instances shall be specifically defined in each detention center's policy and procedures. Written policy and procedures shall provide that instruments of restraint are never applied as punishment and are applied only with the approval of the detention center administrator or designee, and that juvenile offenders in mechanical restraints are not left unattended.

2012 Data and Explanations	Policy, Practice, & IDJC Comments
<p><u>2012 Suicide, Escapes and Restraint Data</u> Number of Attempted Suicides: 1 Number of Suicides: 0 Number of Attempted Escapes: 0 Number of Escapes: 0 Number of Restraint Incidents: 1 Appropriate Use of Force Control 1: 0 Appropriate Use of Force Control 2: 0 Appropriate Use of Force Control 3: 1 Appropriate Use of Force Other: 0</p>	<p>All incidents were documented and investigated. There was no staff departure from policy or procedure.</p>

1:8 Plus 1 Staff Ratio, 2011 Booking Information and DSO Violations

The Incident Review Questionnaire completed by detention staff prior to the inspection requested information on how many juveniles were in the facility and how many officers were on duty on 10 pre-selected dates and times during the months of January, February, April, May, July, August, September, November, and December. In regard to Rule 212.02, it is a recommendation only for facilities to meet the one direct care staff per eight (8) juveniles plus one (1) staff ratio. This standard is also determined as a best practice for safety reasons by the National Juvenile Detention Association.

Staff Ratios & 2012 Bookings, IDAPA Rule	Policy, Practice, & IDJC Comments
IDAPA 223(a)(12)(A) DSO requirement	<u>Of 10 days reviewed, all had sufficient number of staff on duty to meet the 1:8 suggested staff ratio</u>
2012 Bookings = 278	<p>29 DSO violations allowed per 100,000 juveniles Idaho's 2011 estimated juvenile population = 428,116 5C 2011 estimated catchment area population = 26,520 5C is allowed 8 violations 5C 2012 violations = 0 5C is within deminimus</p> <p>5C is in compliance with the DSO requirement and is eligible for future Title V funding</p>

Prohibited Contact and Prison Rape Elimination Act (PREA) Compliance

The detention center, in accordance with Public Law 108-79, also known as the Prison Rape Elimination Act of 2003 (PREA), shall have written policy and procedures that promote zero tolerance toward the sexual abuse of juvenile offenders by staff or by other juvenile offenders.

IDAPA Rule	Policy, Practice, & IDJC Comments
IDAPA 220.00 Prison Rape Elimination Act	<p>The detention facility has written PREA policy and procedures that promote zero tolerance toward the sexual assault of juvenile offenders.</p> <p>The detention facility has a written policy regarding the restrictions for cross gender viewing and searches.</p> <p>The detention facility did have documentation in the juvenile offenders' files that indicates that the juvenile was advised of the agency's zero tolerance regarding sexual abuse and sexual harassment and how to report any incidents or suspicions of such as required by PREA §115.333.</p> <p>The detention facility did have information posted for juveniles regarding their avenues for reporting any incident(s) of sexual assault or sexual harassment as required in IDAPA 220.01.e. and PREA §115.351.</p>

The facility has met or exceeded the minimum staff ratio of 1:8 during resident walking hours and 1:16 during resident sleeping hours as required by PREA Standards.

Training, Personnel, and Management

Detention Centers are required to have written policy and procedures which safeguard the basic rights of juvenile offenders and safeguard the juvenile offenders' freedom from discrimination based upon sex, race, creed, religion, national origin, disability, or political belief, and establish practices that are consistent with fundamental legal principles, sound correctional practices, and humane treatment.

Each juvenile detention center shall develop a staff training and development plan based on the policy and procedures of the detention center. The plan shall ensure that all juvenile detention officers earn the juvenile detention officer certificate as mandated in IDAPA 11.11.02 "Rules of the Idaho Peace Officer Standards and Training Council for Juvenile Detention Officers."

Each juvenile detention center shall provide ongoing training to all detention officer staff at a minimum rate of twenty (20) hours for each subsequent year of employment. In addition, each detention officer staff shall be provided a minimum of one (1) hour of PREA training a year.

IDAPA Rule	Policy, Practice, & IDJC Comments
IDAPA 210.05 Policy and Procedures	The detention facility has a policy and procedures manual as required and will need to provide the IDJC with the most recent addition.
IDAPA 220.02 Prison Rape Elimination Act	The detention facility has written PREA policy and procedures that promote zero tolerance toward the sexual assault of juvenile offenders. Training records were reviewed and the detention facility provides refresher training for PREA Standards every two (2) years. In the years in which the employee does not receive refresher training, the agency provides information on current sexual abuse and sexual harassment policies.
IDAPA 212.05 Training & Staff Development	Training records were reviewed and the detention facility provides at least 20 hours a year for each detention officer. The 5C Facility requires their staff to receive 40 hours of training a year.
Total Employees and POST Certified Information	The facility has 14 full-time employees and 15 part-time employees. At the time of this inspection two (2) part-time employees were not yet POST certified but were scheduled to attend the academy in December 2013.

Juvenile Records, Security, Well-Being Checks,

The detention center shall have written policy and procedures to govern the collection, management, and retention of information pertaining to juvenile offenders and the operation of the detention center. The detention center shall classify, retain and maintain an accurate and current record for each juvenile offender detained in accordance with

the provisions of Title 31, Chapter 8, Section 31-871, Idaho Code. Medical records for each juvenile offender shall be kept separate from other records.

The detention center shall have policy and procedures that shall contain all procedures for detention security and control. In addition, the detention center shall have policy and procedures that govern the observation of all juvenile offenders and shall, at a minimum, require direct care staff to personally observe all juvenile offenders every 30 minutes on an irregular schedule and the time of such checks shall be logged. More frequent checks should be made of juvenile offenders who are violent suicidal, mentally ill, or who have other special problems or needs warranting closer observation.

The detention center shall have written policy and procedures governing supervision of female juvenile offenders by male employees and male juvenile offenders by female employees which shall be based on privacy needs and legal standards.

The detention center shall have written policy and procedures which outline a system to physically count or account for all juvenile offenders, including juvenile offenders on work release, education release, or other temporary leave status who may be absent from the detention center for certain periods of the day. At least three (3) documented counts shall be conducted every 24 hours. At least one (1) count shall be conducted each shift and there shall be at least four (4) hours between each count.

Camera surveillance equipment should not be used in place of the personal observation of juvenile offenders.

The 5C Juvenile Detention Center uses the IJOS computer system.

IDAPA Rule	Policy, Practice, & IDJC Comments
IDAPA 216.04 Juvenile Detention Records	Medical records are kept separate as required. Records include booking and intake information, record of court appearances, property inventory, classification records, school program participation information, rule infraction reports, disciplinary actions, grievances and release records as required.
IDAPA 216.01 Shift Log	Shift log includes personnel on duty, well-being and security checks, releases, visitors, phone calls, shift activities, incidents, disturbances, and perimeter checks. Admissions were documented in the shift log, but a check of various log entries did not provide the name of the juvenile offender as required in IDAPA 05.01.02.216.01.c.
IDAPA 224.02 Detention Center Security	Well-being checks occur within 5-15 minutes which is beyond the requirement of every 30 minutes. If a juvenile requires a more enhanced observation such as those who may be suicidal, the facility has a 5 -10 minute watch, or whatever the situation calls for.
IDAPA 224.03 Cross Gender Supervision	The facility has written policy and procedures governing supervision of female juvenile offenders by male employees and male juvenile offenders by female employees which is based on privacy needs and legal standards.
IDAPA 224.05 Camera Surveillance	The facility has 74cameras. There are identified blind spots in the outdoor recreation area.

Staff Interviews

The inspection team conducted one (1) staff interview to ensure proper procedures were followed.

Questions	Responses from Mike Hook
What are your duties	Make sure kids are safe, secure; address all the kids' needs; let them know they are cared for
What did your orientation consist of	Went through all training offered; on-the-job shadow
Explain your admissions process	Intake, pat down, observe juvenile, talk with him or her, picture, fingerprints, clothing exchange, shower
Well-being checks	Within 15 minutes, anytime, not to exceed 15 minutes
Head counts	Every ½ hour
Room Inspections	Every morning
Facility Inspections	Daily, consistently check sprinkler heads
Perimeter security checks	Every shift
Procedures for evacuation	Provided an explanation of evacuation
Explain each work shift	At least 5 staff per shift
Female staff on duty when female juveniles in facility	Yes
Male staff on duty when male juveniles in facility	Yes
What happens to frequency of room observations, head counts, when staffing is low or facility is overcrowded	Education and/or management will assist. Call in extra staff if needed
Explain your juvenile discipline policy	Verbal warning, behavior chain analysis, DBT skills, 15-minute time outs, room time up to 2 hours
Have you ever had to restrain a juvenile	Yes
If Yes, when	Two years ago
What technique did you use	AUF Control 1
What training have you received on physical restraint	AUF
Protocol following restraint	Write an incident report, escort juvenile to holding, video the incident, contact the duty officer
Explain situations that justify physical restraint	Self-harm, hurting property or self, peers, or staff
Training received	Received training in all required areas
Most beneficial training	All is good, communication is the best

More training needed/requested

Training on emergency situations; hostage situations

Do you feel safe in facility

Yes, "very much so", like working here

Juvenile Interviews

The inspection team conducted two (2) interviews with juveniles to ensure IDAPA rules and standards are being met at the facility.

Questions	Responses from 14-ya Male
Charges	Possession of a Firearm on School Property
Days in detention thus far	14 days
Awaiting sentencing	Yes, next court date October 15, 2013
First time in detention	Yes
What happens next	Maybe probation, depends on what happens in court
Review daily schedule	Up at 6:25 am, get dressed, meds, eat breakfast, clean room, PE, go to school, lunch, back to school, rec, dinner, DBT, showers, bed
Provided with list of rules	Yes
Understand rules	Yes
Agree with rules	Yes
Disciplined since arrival	Yes
Feel discipline was appropriate	Yes, received an hour of room time
Circumstances for discipline	Said something inappropriate to staff
Beneficial programs	Anger Management, School, DBT
Programs not available but need	None
Hours of school daily	7 hours
How are meals	Good, "I like them"
Any special dietary needs	No
Contact by probation officer	No
Contacted by parent or relative	Yes, parents and grandparents
Contact by lawyer	No
Number of phone calls per week	Two
Medical Screening upon admission	Yes

On medication at time of intake	Yes, medication for anger
Any current health issues	No
Access to or requested –	
Counseling	Yes
Religious services	Yes
Exercise/Recreational activities	Yes
Reading material	Yes
Work assignments	Yes
Educational programs	Yes
Any gang activity seen in facility	No
Involved in a gang	No
Seen any contraband	No
Does staff treat you fairly	Most staff
Staff would approach with problem	Mr. Smith
Feel safe in facility	“Very much so”
Other comments	“Good place other than it being jail”

Questions	Responses from 17-ya Female
Charges	Probation Violation, original charge Battery
Days in detention thus far	5
Awaiting sentencing	Yes
First time in detention	No, about 10 times
What happens next	Court tomorrow and maybe serve 30 more days
Review daily schedule	Up at 6:50 am, dress, hygiene, breakfast, clean, rec, school, dinner, shower, go to bed
Provided with list of rules	Yes
Understand rules	Yes
Agree with rules	Yes, but don't like the limited drawing
Disciplined since arrival	Yes
Feel discipline was appropriate	Yes
Circumstances for discipline	Swearing
Beneficial programs	Social skills class, some DBT
Programs not available but need	None
Hours of school daily	5 hours

How are meals	"Pretty good"
Any special dietary needs	No
Contact by probation officer	Yes
Contacted by parent or relative	No
Contact by lawyer	No
Number of phone calls per week	Two
Medical Screening upon admission	No
On medication at time of intake	Yes
Any current health issues	Yes
Access to or requested –	
Counseling	Yes
Religious services	Yes
Exercise/Recreational activities	Yes
Reading material	Yes
Work assignments	Yes
Educational programs	Yes
Any gang activity seen in facility	No
Involved in a gang	No
Seen any contraband	No, but brought in drugs
Does staff treat you fairly	Yes
Staff would approach with problem	Mr. Smith
Feel safe in facility	Yes
Other comments	None

Comments and IDJC Director Approval

The 5C detention staff and administration do a remarkable job caring for the juveniles at this facility. Generally, when the detention inspector asks the question of staff *what does your job duties consist of*, the answer is usually a general reply like intake, security checks, supervise juveniles, etc. But when Mr. Hook was asked that question his response was *"Make sure kids are safe, secure; address all the kids' needs; let them know they are cared for."* That response indicates that the priority of the facility is the safety, security and needs of the juveniles in the facility.

The administration has made considerable progress with the PREA requirements and now has training for contractors and volunteers and an MOU with the Fremont County Sheriff and Prosecutor.

Administrative staff reported that since they have doing DBT they have seen a decrease in AUF incidents.

The files contained good documentation from the courts.

The female juvenile disclosed that she was able to bring in drugs to the facility as she was told when to report to the facility to serve her sentence. The female provided specific details on how she was able to smuggle in the drugs. This information was relayed to administrative staff for future bookings.

I have read this report and approve of the recommendations provided by the Idaho Department of Juvenile Corrections Inspection Team.

 3/28/2014
Sharon Harrigfeld, Director Date
Idaho Department of Juvenile Corrections

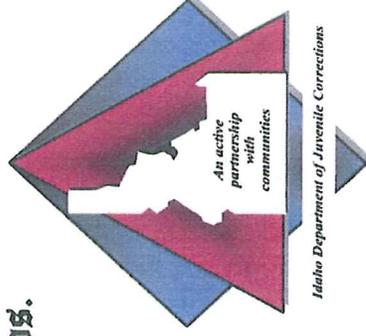
Certificate of Compliance

This is to Certify the

5C Juvenile Detention Center

Has been inspected using the Idaho Secure Juvenile Detention Standards
And is in Compliance with said Standards.

October 9, 2013



Sharon Harrigfeld

Sharon Harrigfeld, Director
Idaho Department of Juvenile Corrections

Karen Skow

Karen Skow, Compliance Monitor
Community, Operations & Program Services



WK: 208-354-3442
CELL: 208-534-8710

Teton County
Solid Waste & Recycling

1088 Cemetery Rd
Driggs, ID 83422

April 10, 2014

TO: Board of County Commissioners
FROM: Saul Varela-Solid Waste Supervisor
SUBJECT: Solid Waste & Recycling Update

The following items are for your review and discussion at the April 14, 2014 meeting.

1. Summer Hours

TCSW&R will be converting to Summer Hours from Thursday May 15th to Thursday, September 18, 2014. Summer Hours consist of changing the hours on Thursdays only. TCSW&R will be open from 11 am to 6 pm. Tuesday, Wednesday, Friday and Saturday will remain on the same schedule for hours of operations.

2. Solid Waste Hauling Services Ad for Bids

TCSW&R will be advertising the Request for Bids for solid waste hauling to landfill services on April 24, 2014.

3. Spring Clean Up Volunteers

Spring Clean is on May 17th from 8 am to 1 pm. The BoCC is encouraged to volunteer. You can talk to patrons waiting in line or help at the recycling bins. The three different times the BoCC can volunteer are from 8 am-10 am, 10 am-12 pm, and 12 pm – 2pm.

4. Western Greater Yellowstone Consortium (WGYC) Regional Recycling Study Presentation

The Regional Recycling Commeting will be held in the Commissioners Chambers at Teton County Court house on Thursday, April 17th, 2014 from 2:00 pm to 5:00 pm. The goal of this study is to identify practical and effective policy and programs that build upon existing recycling systems.

5. Recycling Roll-off Containers Receiving Makeover Courtesy of TVCR

TVCR has money left over from the grant they received last spring from Teton Springs Foundation for the purchase of TCSW&R recycling signs. TVCR wants to use the left over funds towards repainting the recycling containers at the transfer station. They would like to have this project completed by the end of June, 2014. TVCR will be requesting for artists to submit paintings for this project. TVCR will select appropriate paintings to be used.

6. Byron Egbert Scheduled to Return in May

Byron Egbert (Bikey), part time summer employee at TCSW&R is scheduled to return on May 1st.

ACTION ITEMS:

RAD requesting Full exclusion from tipping fees associated to recycling (see attached)

On February 11th, 2013 the Board of Commissioners approved a fee waiver for RAD for one year. Now, RAD is requesting for a full exclusion from tipping fees associated with recycling products at TCSW&R. After one year of evaluation, I recommend that TCSW&R reverts back to charging RAD for recycling materials across the board for the following reasons:

1. The cost of processing recycled materials to Teton County is greater than the cost of land filling the materials.
2. The tipping fees collected for recycling at TCSW&R are used to offset the cost of processing the recycled materials which are not fully covered by revenues made from recycling products.
3. Teton County should continue to charge everyone the same across the scale when they drop off materials at TCSW&R.
4. Teton County will be looking at adjusting prices of materials in the future; recycling prices can be adjusted at that time if it's feasible.



Application for Adjustment of Fee(s)

A Schedule of Fees can be found at www.tetoncountyidaho.gov

TO THE BOARD OF COUNTY COMMISSIONERS of Teton County, Idaho
150 Courthouse Drive – Room 109, Driggs, ID 83422 (Fax 1-208-354-8776)

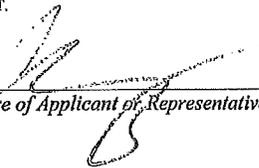
Application is hereby made for an adjustment of fees due to either miscalculation or other reason. The following sworn statement is submitted in support thereof.

I, R.A.D. Recycling Alternative Distribution (Aaron Hamby), of PO Box 366, Victor, ID 83455, hereby request an adjustment to my RECYCLING/SORTED WASTE TIPPING fee in the amount of \$ FULL EXEMPTION on the property described below:

LEGAL DESCRIPTION: Tax # 27-3409359 Section _____ Township _____ Range _____
PARCEL NUMBER: N/A

Describe the circumstances and apply the appropriate criteria (*see reverse side of form*) which best explains the rationale for your request. Attach any and all appropriate documentation concerning your claim.

PLEASE REFER TO THE LETTER ATTACHED GIVING FULL EXPLANATION OF OUR TIPPING FEE EXEMPTION REQUEST.



Signature of Applicant or Representative

1/22/13
Date

BOARD OF COMMISSIONERS ACTION TAKEN: APPROVED DENIED

COMMENTS/REASON: Recycling is not benefit to county. Fee waiver will be re-evaluated after one year.



Chairman of the Board

2-11-13
Date



Application for Adjustment of Fee(s)

A Schedule of Fees can be found at www.tetoncountyidaho.gov

TO THE BOARD OF COUNTY COMMISSIONERS of Teton County, Idaho
150 Courthouse Drive – Room 109, Driggs, ID 83422 (Fax 1-208-354-8776)

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PLEASE REFER TO THE LETTER ATTACHED GIVING FULL EXPLANATION OF OUR TIPPING FEE EXEMPTION REQUEST.

Signature of Applicant or Representative

Date

BOARD OF COMMISSIONERS ACTION TAKEN: APPROVED DENIED

COMMENTS/REASON:

Chairman of the Board

Date

Teton County Solid Waste Fees Criteria for Appeal:

1. If square footage for property is wrong, an appellant may correct the Assessor's records by providing either documentation or the assessor may measure the building.
 2. If basement square footage is included, appellant may provide this square footage to the Assessor who can then calculate a new fee based upon the revised square footage.
 3. If the property has been charged a commercial rate when in reality it is a residence, the appellant may provide proper documentation (rental agreement, photos) verifying residential use. These criteria will apply to airplane hangers as well as residences or offices.
 4. If a commercial property has several RP numbers, and yet the building is contiguous across lot lines (e.g. one identifiable building) and the property has a single owner and single use, then a single commercial fee will be charged.
 5. Bare Land – No Structures
 6. Other
-

**TITLE 31
COUNTIES AND COUNTY LAW
CHAPTER 8
POWERS AND DUTIES OF BOARD OF COMMISSIONERS**

31-870.FEES FOR COUNTY SERVICES. (1) Notwithstanding any other provision of law, a board of county commissioners may impose and collect fees for those services provided by the county which would otherwise be funded by ad valorem tax revenues. The fees collected pursuant to this section shall be reasonably related to, but shall not exceed, the actual cost of the service being rendered. Taxing districts other than counties may impose fees for services as provided in section 63-1311, Idaho Code.

(2) The board of county commissioners may establish and provide for the collection of a solid waste fee in accordance with a request made pursuant to this section, and such fee shall be certified and collected in the same manner provided by law for the collection of real or personal property taxes.

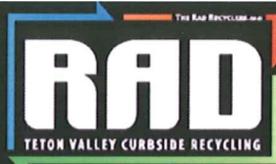
(3) The administrative fee authorized under the provisions of this section and collected for issuance of motor vehicle registrations pursuant to chapter 4, title 49, Idaho Code, shall be the same for any registration issued pursuant to section 49-402B, Idaho Code, and may not be doubled or in any way increased solely because of registration under that section.

The Idaho Code is made available on the Internet by the Idaho Legislature as a public service. This Internet version of the Idaho Code may not be used for commercial purposes, nor may this database be published or repackaged for commercial sale without express written permission.

Complete this form and fax it to 1-208-354-8776 or mail it and all documentation to:

Teton County Board of Commissioners
150 Courthouse Drive, Room 109
Driggs, ID 83422

If you have additional questions please call 1-208-354-8775.



R.A.D. RECYCLING ALTERNATIVE DISTRIBUTION PO Box 366 Victor, ID 83455 P. 208.220.7721

Previously Submitted January 15, 2013

ALL PREVIOUS CAUSE AND REASON FOR THE EXEMPTION OF TIPPING FEES REMAIN RELEVANT AND ARE THEREFORE RESUBMITTED AS SUCH February 12, 2014.

Teton County Board of Commissioners
Commissioner Kelly Park, Chair
Commissioner Sid Kunz
Commissioner Kathy Rinaldi
150 Courthouse Drive
Driggs, ID 83422

Purpose: R.A.D. Recycling Alternative Distribution, LLC is requesting full exclusion from tipping fees associated with recyclable (sorted waste) commodities brought to the Teton County Transfer Station & Recycling Center

Dear Honorable Teton County Commissioners,

RAD Recycling is requesting to be considered for exemption from tipping fees charged each entry to the transfer station. Commodities that RAD is bringing to the transfer station are then packaged and sold to a 3rd party recycler for Teton County Solid Waste's financial gain or cost savings. This is why typically across the nation there are no fees associated with dropping recycling off at transfer stations or other.

The revenue generated by the sale of aggregate recyclables can therefore be used to cover costs or be appropriated to defray the costs of operations at the transfer station or other county ventures. To then charge RAD, a willing party supplying this sorted, clean and steady stream of revenue at no expense or effort to T.C.S.W. we feel is not warranted and unduly burdensome.

This is in stark contrast to the transfer station accepting household waste that cannot command revenue and that Teton County must actually pay to have deposited into the Mud Lake waste complex. Therefore, a tipping fee to accept these items seems more than appropriate.

What it Means to RAD...

Based upon average prices of ready to sell commodities such as the items RAD Recycling provides to T.C.S.W. there is an estimated revenue/cost savings of \$27,956 through the sale of these items from November 2011 through October 2012 by the T.C.S.W.

R.A.D. Recycling Alternative Distribution
P.O. Box 366 Victor, ID 83455
P. 208.220.7721 E. info@theradrecyclers.com
www.TheRadRecyclers.com



R.A.D. RECYCLING ALTERNATIVE DISTRIBUTION PO Box 366 Victor, ID 83455 P. 208.220.7721

During the same time period RAD has paid T.C.S.W. \$3067 in tipping fees for recycling/sorted waste. This represents only 11% of what T.C.S.W. can sell the commodities for in revenue/cost savings.

This is effectively creating a “double-dip” situation. The revenue/cost savings from the sale of the commodities compared to the amount collected for tipping fees from RAD are minimal for T.C.S.W.’s operations or other county expenditures, but could be a huge benefit to RAD affording the ability to hire more staff or pass on immediate savings to our clients for recycling services.

As a side note, the time period to calculate the estimated revenue/cost savings above was used due to RAD now bringing paper commodities to the transfer station that began November 2012. By doing so this will then increase the amount of revenue/cost savings Teton County could realize in the future.

In conclusion, RAD continues to gain more clients but, as we add more clients the more recycling we collect and in- turn our expense to cross the scale continues to go up essentially offsetting any profit or cost savings we can pass onto our clients or hire new community members.

RAD Recycling will continue to be a willing supplier of ready to sell recycling commodities. We expect that our commodities will be inspected for quality in order to guarantee the best results in order for Teton County Solid Waste to command the best prices when selling to the 3rd party recyclers purchasing these commodities. Any additional concessions the Commissioners feel RAD Recycling should make to guarantee seamless processing of ready to sell commodities, RAD would be happy to consider.

Sincerely,

RAD Owners & Operators

Cc: Jay Mazalewski, County Engineer/Public Works Director
Saul Varela, Solid Waste Supervisor
Dawn Felchle, Assistant to County Commissioners

R.A.D. Recycling Alternative Distribution
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**Teton County Engineer
 MEMO**

150 Courthouse Drive
 Driggs, ID 83422

April 10, 2014

TO: Board of County Commissioners
 FROM: Jay T. Mazalewski, PE
 SUBJECT: Public Works Update

The following items are for your review and discussion at the April 14, 2014 meeting.

SOLID WASTE

Please see the attached update from the Solid Waste Supervisor

ROAD & BRIDGE

- R&B crews are grading the gravel roads and expect to begin patching potholes this week. Not all roads will be graded at this time, as some are too wet. Additionally we are seeing some minor flooding across roads from fields melting.
- S2000E/Darby Bridge: The consultants have come up with a recommended design and structure for the S2000E Bridge (Paragon Bridge Works). This option appears to be the best value for the county. The bridge structure is engineered and constructed from train cars and set on concrete abutments. More information can be found here:
<http://www.paragonbridgeworks.com>

Darby Creek Bridge Options			
Friday, March 07, 2014			
Bridge Type/Manufacturer	Description	Estimated Road Elevation (ft)	Materials & Engineering Cost
Advanced Infrastructure Technologie	42' Arch "bridge in a backpack"	6382.4	\$ 98,500
Old Castle Precast	35' 3-sided precast concrete bridge	6381.6	\$ 75,030
Paragon Bridge Works	45' recycled railroad bed car w/ abutments	6382.3	\$ 62,115
True North Steel	50' span steel bridge w/abutments, backwalls & r	6382.7	\$ 97,700
Contech*	43' Con/span precast arch bridge w/footings	6382	\$ 107,113
* based on estimate for Badger Creek 3000W bridge which has almost the same dimensions			

Note: this does not include installation or road reconstruction costs.

3. I sent the Fox Creek Assessment to ITD and spoke with their representative. ITD will begin looking the crossing issue and will be in contact with me. Expect a minimum of a 3 to 5-year replacement timeline.
4. The BoCC requested I look into roadside vegetation removal options, specifically willows/dogwoods. Currently, R&B mows grassy roadside and trims trees/bushes. The Extension Office sprays ROW's for noxious weeds (RFB is due on the 14th).
 - a. Tree/Brush Removal: I received an estimate for removing all vegetation along S. Bates at the blind corners, approximately 2100 feet, for \$7,700. This is part of the S. Bates Safety Grant and would take an estimated two days.
 - b. Spraying: The recommended product for willow control is Garlon (tryclopyr). The cost of this product is about \$60 for ½ mile.
 - c. I am also waiting to hear back on how other counties handle willow/brush.
5. R&B is advertising for summer seasonal truck drivers.

PUBLIC WORKS

1. The new fuel software & pedestal was installed last week. The new system will allow us to track employee use, vehicle use, and mileage on vehicles.
2. I have been working with the Fair Board President to pull together total costs for the bleacher project, including installation, grading, and pad construction. We should have something for the BoCC at the next meeting.
3. I hope to have an engineering intern on hired by May 5.

ACTION ITEMS:

1. The City of Victor has requested an additional mile of chip sealing this year, see attached letter. In the past we have offered one mile of chip sealing to each City with our costs to be reimbursed. The City of Driggs has declined the offer this year. This will be about 1-day of work for the two miles.

Recommended Motion:

I motion to approve chip sealing two miles of road for the City of Victor, with the city reimbursing the county for all costs associated with the work.

2. Gravel Crushing Bids were due on Thursday April 10. Only one responsive bidder submitted. Edstrom Construction Inc. was the low/only bidder. This project is funded by the Special Rd Levy and the gravel cost is \$0.19/ton lower than last year.

Recommended Motion:

I motion to award the 2014 Gravel Crushing bid and contract to Edstrom Construction not to exceed \$200,000

3. The Dust Control/Gravel Stabilization Bids we due on Thursday, April 10. Only one responsive bidder submitted, last year we had two responsive bids. Mountain Valley Construction was low/only bid. This company has won the project the last two years and have been good to work with. This project is funded by the Special Road Levy and the cost \$0.02 lower per gallon than last year.

Recommended Motion:

I motion to award the 2014 Dust Abatement bid and contract to Mountain Valley Construction for \$0.63/gallon for a contract price not to exceed \$67,200.

4. Crack Sealing: Asphalt Maintenance will allow us to piggyback off of last year's contract for crack sealing. Although this is not true piggyback, as both contracts are under \$25K, I believe this is in the best interest of the county. Last year's price was \$0.14 lower than the previous year and the Asphalt Maintenance bid was \$0.09 lower then next lowest bidder. We are proposing approximately 10.5 miles of crack sealing this year.

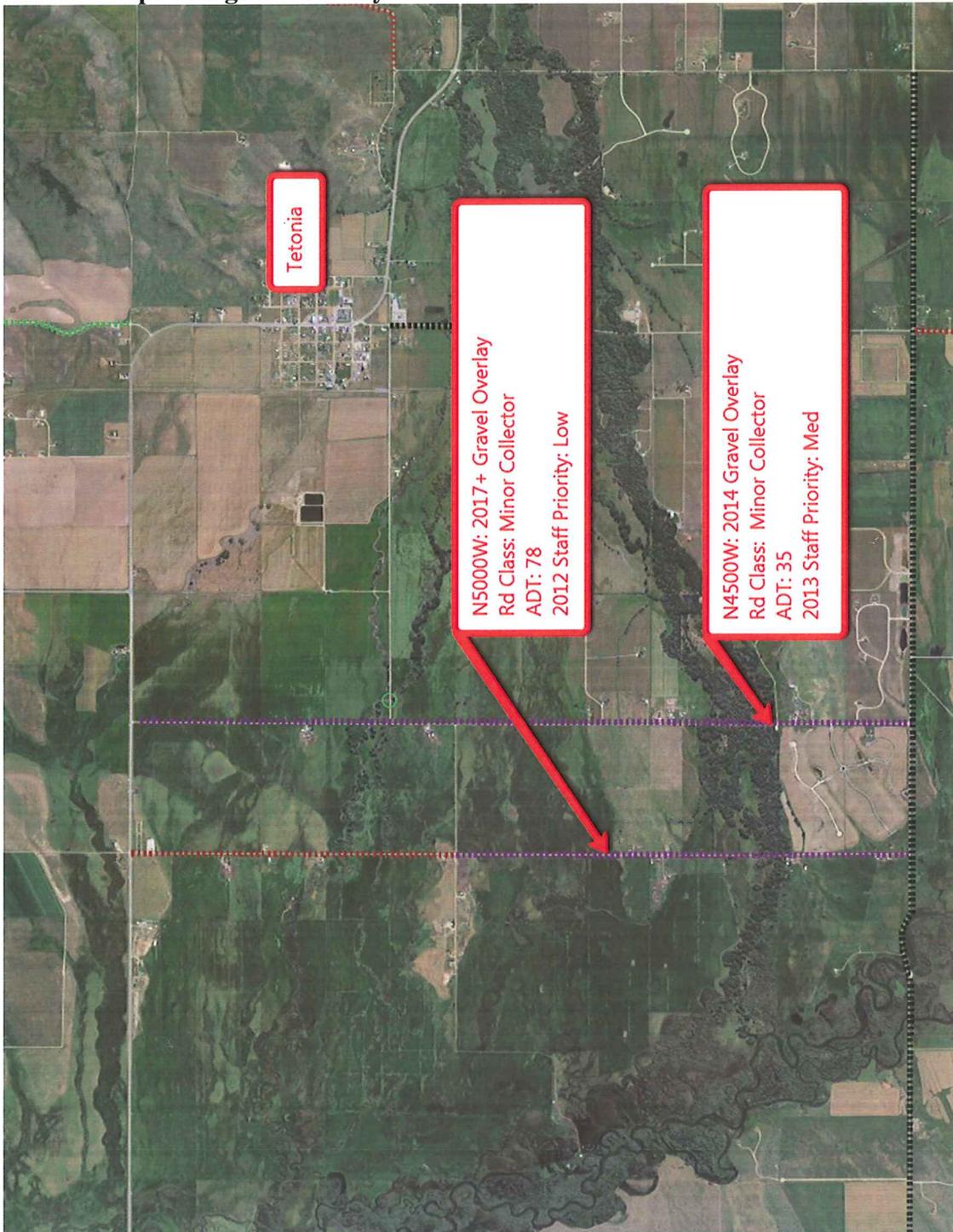
Recommended Motion:

I motion to contract crack sealing with Asphalt Maintenance for the 2013 bid price of \$1.10/lbs not to exceed \$21,000.

5. Gravel Overlay Project Change: R&B staff requests a change in a gravel overlay project. After reviewing N4500W and N5000W last summer and this spring we determined that N5000W was a higher staff priority than N4500W. This ranking coupled with the higher traffic counts on N5000W prompted this request to change the gravel overlay from N45000W to N5000W.

Recommended Motion:

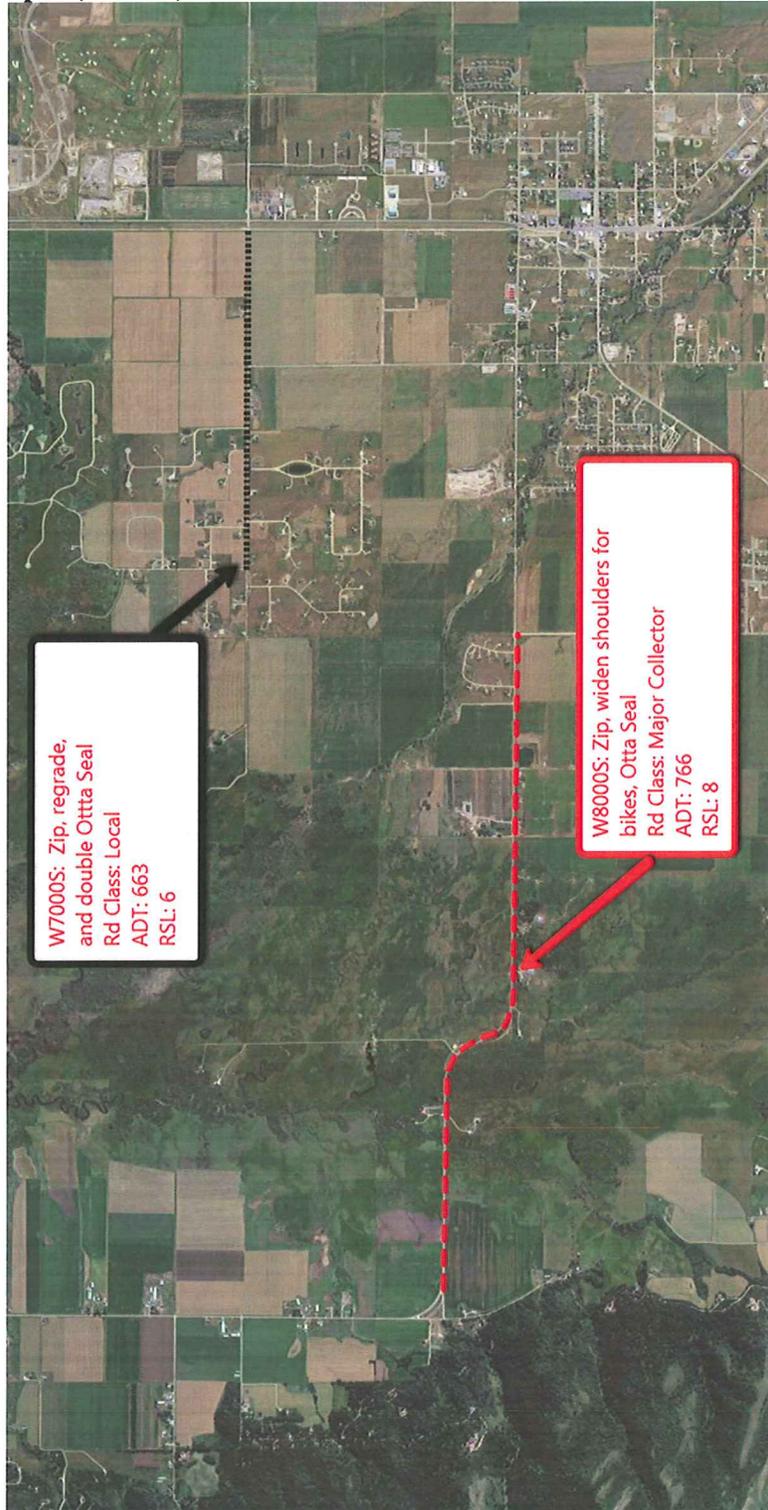
I motion to place a gravel overlay on N5000W in 2014 instead of N4500W



6. Sealcoat Project Change: During the Road Summit meeting I indicated that W7000S was to be zipped, re-shaped, and receive a double Otta Seal. In reviewing my criteria I realized that W8000S was higher priority based on the road classification. I would like to zip, widen, & re-shape, and Otta Seal W8000S this summer instead of W7000S.

Recommended Motion:

I motion to repair, widen, and sealcoat W8000S in 2014 instead of W7000S.



City of Victor
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Victor, Idaho 83455



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roberth@victorcityidaho.com

April 8, 2014

Teton County Board of County Commissioners
150 Courthouse Drive
Driggs, ID 83422

Re: Additional Chip Seal Request

Dear Commissioners,

For the last two years the Teton County Street Department has helped the City of Victor by providing one mile of chip seal to help maintain our paved roadways. First, as a City we would like to express our appreciation for this help that you have provided. We have worked closely with your public works department and have greatly benefited from this relationship. On average the cost to the City for this help has been approximately \$30,000 per mile. This amount provides a significant savings to the City. Generally this takes a little over a half a day to complete, and the City has a hard time getting a good price from a private contractor. In order to make it worth the contractor's time the end price reflects extremely steep mobilization fees. Once again we are grateful that the County has brought this forth and is willing to provide this service to the City residents who also pay County Taxes in addition to the City taxes.

Secondly, the City would like to request the county services for an additional mile of chip seal. The City has been working on a roadway maintenance plan. As part of this plan the roadways in the City will be receiving a chip seal every 5 to 10 years depending on usage volumes and conditions. There are approximately 23 miles of paved roadway within the City limits. If the County is willing to provide this service this would help the City to maintain a regular maintenance schedule with a combination of chip seal and asphalt rejuvenation.

Please let me know if you have any questions.

Sincerely,

Robert Heuseveldt, P.E.
City Administrator, Engineer, and Public Works Director



Bidder Response Form

Bidder's Corporation/Partnership Name: Edstrom Construction, Inc.

Bidder's Business Address: 1305 South 12TH West

Bidder's Phone Number: (208) 356-3577 Bidder's Fax: (208) 356-4236

Bidder's Email: bryce@edstromconstruction.net

Idaho Public Works Contractor License No. PWC-C-10467-Unlimited-1-2-3

By (Signature): *John Edstrom*

Name (typed or printed): John Edstrom

SUBMITTED ON: 10 April 2014

2014 Gravel Crushing Teton County Gravel Pits

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	2" Gravel- Felt Pit	Ton	5,000	\$ 2.40	\$ 12,000.00
3	3/4" Gravel-Felt Pit	Ton	25,000	\$ 2.65	\$ 66,250.00
4	3/4" Gravel-Driggs Pit	Ton	25,000	\$ 2.65	\$ 66,250.00
6	Otta Seal Chip-Driggs Pit	Ton	4,800	\$ 9.00	\$ 43,200.00
7	Mobilization	1	Lump Sum	\$ 12,000	\$ 12,000.00
Total of All Bid Prices					\$ 199,700

Bid prices listed shall include all applicable taxes and fees.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities.

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Estimated Bid Price
1	Liquid Magnesium Chloride	Gallons	105,600	\$ 63	\$66,528
Total of All Bid Prices					\$

Bid prices listed shall include all applicable taxes and fees.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete on or before June 27, 2014.
- 6.02 Bidder agrees to comply with Idaho Code 44-1001 through 44-1005, regarding employment of Idaho residents.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:
 - A. Bidder shall include in his Bid the name, or names and address, or addresses, and Idaho Public Works Contractor License Numbers of the Subcontractors who shall, in the event the Bidder secures the Contract, subcontract the plumbing, heating and air-conditioning work, and electrical work under the general Contract;
 - B. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids;
 - C. State of Idaho Public Works Contractor’s License No.: PWC-C-17039-B-4

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.