



**MEETING OF THE
WASHINGTON COUNTY QUORUM COURT
COUNTY SERVICES COMMITTEE**

Monday, May 1, 2023
6:00 P.M.
Washington County Quorum Court Room

A G E N D A

1. CALL TO ORDER AND WELCOME

2. PRAYER AND PLEDGE

3. ADOPTION OF AGENDA

At the beginning of each meeting, the agenda shall be approved. Any JP may request an item be added or removed from the agenda subject to approval of the Committee.

REPORTS

4. JUVENILE DETENTION- CHRIS TINSLEY

- Monthly Statistics Report (4.1-4.7)

5. SHERIFF'S OFFICE- JAY CANTRELL

- Monthly Activity Report (5.1)

6. CRIMINAL JUSTICE COORDINATING COMMITTEE- DREW SMITH

- Monthly Activity Report(6.1)

UNFINISHED BUSINESS

7. AN ORDINANCE PROVIDING FOR ONLINE POSTING OF ALL WASHINGTON COUNTY RESOLUTIONS, ORDINANCES AND CONTRACTS Item 23-O-008 (7.1)

JP COGER

NEW BUSINESS

8. WASHINGTON REGIONAL ANNUAL REPORT-LARRY SHACKELFORD

9. **AN ORDINANCE AMENDING ORDINANCE 2018-50 TO UPDATE THE VACATION POLICY IN THE WASHINGTON COUNTY EMPLOYEE HANDBOOK** Item 23-O-063(9.1)

10. **DISCUSSION OF ELIGIBLE ARPA APPLICANTS**

- a. **CREDIT COUNSELING OF ARKANSAS- \$10,000**
- b. **SENIOR ACTIVITY & WELLNESS CENTERS FOR ELKINS-\$41,000**
- c. **SENIOR ACTIVITY & WELLNESS CENTERS FOR FARMINGTON -\$48,000**
- d. **SENIOR ACTIVITY & WELLNESS CENTERS FOR FAYETTEVILLE -\$87,000**
- e. **SENIOR ACTIVITY & WELLNESS CENTERS FOR LINCOLN-\$25,000**
- f. **SENIOR ACTIVITY & WELLNESS CENTERS FOR PRAIRIE GROVE-\$30,000**
- g. **LION'S CLUB-\$70,000**
- h. **NWA FOOD BANK-\$100,000**
- i. **RESPONDER 1ST -\$60,000**
- j. **RONALD MCDONALD HOUSE-\$70,681**
- k. **WASHINGTON COUNTY HISTORICAL SOCIETY-\$23,000**

11. **PUBLIC COMMENT**

Twelve-minute comment period with a three-minute limit for each individual to comment on items on the agenda.

12. **ADJOURNMENT**

Washington County Juvenile Detention Center
885 Clydesdale
Fayetteville, AR 72701
Christopher B. Tinsley, Director
444-1670, ext.3

Patrick Deakins
Washington County Judge

Memo

To: Judge Patrick Deakins
From: Christopher B. Tinsley, **Director** *Christopher B. Tinsley*
CC: Lance Johnson, Myra Collins, Jeremy Kelley, Larry Little, Kendrick Sexton
Date: **April 03, 2023**
Re: Juvenile Detention Monthly Statistics Report, March **2023**

Please find attached the following statistical reporting for the Washington County Juvenile Detention Center for the month of **March 2023**:

- Daily population count
- Detention data comparisons for 2022 and 2023
- Totals and averages, 2022 and 2023
- Average daily population for **March : 12.81**
- Number of transports: **15**

Washington County Juvenile Detention Center Daily Population Count for March 2023

The information contained within this report was developed using the center’s daily population count forms, which were designed to provide the Juvenile Court staff with daily population information.

March 2023

			01 Population 13	02 Population 11	03 Population 11	04 Population 13
05 Population 12	06 Population 12	07 Population 11	08 Population 11	09 Population 15	10 Population 14	11 Population 10
12 Population 10	13 Population 11	14 Population 10	15 Population 09	16 Population 09	17 Population 07	18 Population 08
19 Population 08	20 Population 08	21 Population 07	22 Population 08	23 Population 12	24 Population 12	25 Population 10
26 Population 10	27 Population 09	28 Population 08	29 Population 09	30 Population 09	31 Population 08	Day of Month Daily Population

Washington County Juvenile Detention Center Detention Data Comparisons

The following information is a comparison of detention data elements for the month of **March** for **2022** and **2023**.

Statistical Information	2022	2023
Average number of intakes per day	0.94	0.77
Number of intakes (total for period)	29	24
Number of days of detention (total for period)	149	128
Average age	15.38	15.46
Average length of stay	5.14	5.33

Top Five Offenses Used for Detention			
2022		2023	
Offense	# of Intakes	Offense	# of Intakes
Fleeing (Misdemeanor)	3	Battery 3 rd (Misdemeanor)	4
Firearms Possession (Felony)	2	Fleeing (Misdemeanor)	4
Aggravated Robbery (Felony)	2	Terroristic Threatening (Felony)	3
Assault (Misdemeanor)	2	Theft By Receiving (Felony)	2
Terroristic Threatening (Felony)	2	Possession of a Controlled Substance (M)	2

*Minor in Possession of liquor/alcohol is a status offense alone because it is not a criminal offense as an adult; therefore, this charge is generally accompanied by another criminal offense or violation.

Washington County Juvenile Detention Center

Totals and Averages

This report covers 31 days 3/1/2023 to 3/31/2023
 The Avg. Daily Intake is 0.77

Intakes	24
Days of Detention	128
Average Age	15.46
Average Stay	5.33

Totals and Averages by County and Percentage of Facility Use

Start Date 3/1/2023 **End Date** 3/31/2023

This report covers 31 days

County	# Intakes	# Detention Days	Average Stay	Av. Daily Intake	Percentage of Total Days
Madison	2	20	10.00	0.06	15.63 %
Washington	22	108	4.91	0.71	84.38 %
	24	128	5.33	0.77	100.00 %

Totals and Averages by Court

Court	# of Intakes	# of Days	Avg. Stay
Division 3	18	95	5.28
Interstate C	1	6	6.00
Division 8	5	27	5.40

Washington County Juvenile Detention Center

Totals and Averages

This report covers 31 days 3/1/2022 **to** 3/31/2022
 The Avg. Daily Intake is 0.94

Intakes	29
Days of Detention	149
Average Age	15.38
Average Stay	5.14

Totals and Averages by County and Percentage of Facility Use

Start Date 3/1/2022 **End Date** 3/31/2022

This report covers 31 days

County	# Intakes	# Detention Days	Average Stay	Av. Daily Intake	Percentage of Total Days
Washington	29	149	5.14	0.94	100.00 %
	29	149	5.14	0.94	100.00 %

Totals and Averages by Court

Court	# of Intakes	# of Days	Avg. Stay
Division 3	18	82	4.56
Division 8	11	67	6.09

Average Daily Population						
	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023
Total admits	40	46	45	46	44	41
Total days	449	439	395	467	443	397
Average daily population	14.48	14.63	12.74	15.06	15.82	12.81

March 2023	
Currently Holding	Last Day of The Month
1	Sentenced
0	Adult charged youth currently holding
2	FINS
0	DYS
0	Early release to treatment or other appropriate facility (Includes other county holds)
0	CSTP
2	Sent to acute placement

March Transports	
15	Total Transports
7	Local Transports
8	Out of town transports
6/0/2	Law Enforcement/Other agency transported/parent or legal guardian
7	JDC transports



OFFICE OF THE SHERIFF



WASHINGTON COUNTY, ARKANSAS

A TRADITION OF SERVICE SINCE 1828

JAY CANTRELL, SHERIFF

Activity Report 03/16/2023 - 04/15/2023

	Current	Prior Year
Calls for Service:	2,209	2,053
Detention Intakes:	914	931
Sent To Prison:	10	43
Daily Average High Count:	759	742
State Prisoner ADP:	171	113
Federal Prisoner ADP:	44	58
Pre-Trial ADP:	466	487
County Commit ADP:	14	19

Vision for CJCC: To examine the criminal justice system in Washington County and attempt to find programs to reduce the jail population and recidivism.

Washington County:

	March	February
Medical Patients/month in the jail	TB Skin Tests 86 Provider Call 42 Dental Call 28 Sick Call 265 Psych Call 244 Outside Appt. 13	TB skin tests: 56 Provider Visits: 111 Dentist Visits: 13 Sick Call Visits: 240 Psych Call Visits: 238
Waiting from arrest and trial (snapshot)	401	408
# incarcerated for FTA/month (snapshot)	274	281
DUI Arrest and Released	DWI 92 booked DWI-Drugs 8 Viol. Omnibus DWI ACT 1 DUI 1 Underage DUI 1	DWI-81 DUI-1 DWI (Drugs)- 3
Failure to Appear Clinic	February: 9 pleas (13 total cases) 9 people got back on the trial docket (15 total cases) 7 people got back on the arraignment docket (14 total cases).	October: 1 plea 11 continuances

Mental Health Police Diversions:

	March	February
Fayetteville Police Department	52 referrals (1.67 per day) 22 consented to services 7 denied 8 victims of crime 11 referrals in lieu of arrest 0 referrals of subjects who were criminally charged. 16 Homeless subjects were referred	52 referrals (1.86 per day) 22 consented to services 3 denied 4 victims of crime 15 referrals in lieu of arrest 2 referrals of subjects who were criminally charged.

	March	February
CSU Diversions	Number of Referrals: 57 Number Recommended for In-Person Assessment: 39 Number of Admissions to the Unit: 24 Number of Referrals from Law Enforcement: 12	Number of Referrals: 33 Number Recommended for In-Person Assessment: 18 (10 did not show or opted other outcome) Number of Admissions to the Unit: 8 Number of Referrals from Law Enforcement: 10

	March	February
Returning Home	Intake: 1 Abscond: 0 Graduates: 5 Discharges: 2	1 Graduate 2 Absconds 3 Discharges 4 Intakes

	March	February
Court Cases	95 FTAs (12.0%) 573 Continuances (72.5%) 122 Resolved (15.4) 145 in jail (25.3% of continuances)	103 FTAs (14.7%) 497 Continuances (70.1%) 101 Resolved (14.4%) 105 in jail (21.1% of continuances)
Prosecutor's Office	3,372 Open Cases 721 Dispositions 259 New Cases	3,178 Open Cases 462 Dispositions 195 New Cases

	January-March	
UpTrust Public Defender	Total messages sent: 1,208 Total messages delivered: 1,016 Clients created: 98 Court date events created: 745 SMS client responses: 202	
UpTrust Sheriff's Office	Total messages sent: 528 Total messages delivered: 417 Clients created: 126 Court date events created: 130 SMS client responses: 40	

Item 23-O-008

Requested by: JP Beth Coger
 Drafted by: County Attorney Brian R. Lester

ORDINANCE NO. 2023-

**BE IT ENACTED BY THE QUORUM COURT OF THE
 COUNTY OF WASHINGTON, STATE OF ARKANSAS, AN
 ORDINANCE TO BE ENTITLED:**

**AN ORDINANCE PROVIDING FOR ONLINE
 POSTING OF ALL WASHINGTON COUNTY
 RESOLUTIONS AND ORDINANCES.**

WHEREAS, Washington County leaders have a critical role to play in ensuring all citizens of Washington County have access to their county laws, resolutions, ordinances, and contracts easily and with as little effort as possible; and,

WHEREAS, only Washington County ordinances are now compiled and codified into one unified code in book form every five (5) years pursuant to Arkansas Code Annotated (A.C.A.) § 14-14-903; and,

WHEREAS, even the most recent codification will only include ordinances through December 31, 2021; and,

WHEREAS, it would be a great benefit to the citizens of Washington County to be able to access copies of resolutions and ordinances via the World Wide Web; and,

WHEREAS, the Quorum Court of Washington County, Arkansas considers this service of online publication of ordinances and resolutions to be a benefit and service to all citizens of Washington County.

**NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM
 COURT OF WASHINGTON COUNTY, ARKANSAS:**

ARTICLE 1. Beginning with the date of January 1, 2023, all ordinances and resolutions passed by the Washington County Quorum court, shall, within thirty (30) days after they have been signed by the Washington County Judge and Washington County Clerk, be posted online in a format that is accessible by the citizens of Washington County, Arkansas.

43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60

PATRICK W. DEAKINS, County Judge

DATE

BECKY LEWALLEN, County Clerk

Introduced by: JP Beth Coger
Date of Adoption:
Members Voting For:
Members Voting Against:
Members Abstaining:
Members Absent:

Committee History: County Services (4-3-23); Amended and tabled until May County Service Meeting
Quorum Court History: Quorum Court (1-19-23); Postponed until March QC
Quorum Court (3-16-23); Amended and passed to County Services Committee

Item 23-O-063

Requested by: County Judge Patrick W. Deakins
Drafted by: County Attorney Brian R. Lester

ORDINANCE NO. 2023-

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF WASHINGTON, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:

AN ORDINANCE AMENDING ORDINANCE 2018-50 TO UPDATE THE VACATION POLICY IN THE WASHINGTON COUNTY EMPLOYEE HANDBOOK.

WHEREAS, Ordinance 2018-50 repealed all prior versions of the Washington County Employee Handbook and replaced it with version 11-2018; and,

WHEREAS, the County desires to update the vacation policy contained in the Washington County Employee Handbook to update policy.

NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF WASHINGTON COUNTY, ARKANSAS:

ARTICLE 1. On August 1, 2023, Section 12 of the Washington County Employee is repealed in its entirety and replaced as follows:

12. VACATION

The purpose of this policy is to establish uniform guidelines for the accrual, use and payout of vacation leave for regular full-time and part-time employees.

A. All regular full-time and part-time employees are eligible for vacation leave accrual.

B. Seasonal and temporary employees are not eligible for vacation leave accrual.

C. Uniformed law enforcement employees are eligible for vacation leave accrual.

Vacation leave is available for use once it has been accrued following their eligibility period.

Policies concerning vacation time for all employees in no way alters Washington County’s at-will employment policy as described in this Personnel Handbook.

Accruals

Vacation is accrued on a monthly basis. Eligible employees will be able to begin utilizing their vacation accruals following a six month eligibility period from their hire date. The rate of vacation accrual shall be stair-stepped in order to reward longevity, per the annual vacation accrual schedules below:

<u>Years of Service</u>	<u>Regular Full-Time</u>	<u>Uniformed Officers</u>	<u>Part-Time</u>	<u>Seasonal & Temporary</u>
Up to 3 years	84 hrs.	126 hrs.	36 hrs.	0 hrs.

3+ years	120 hrs.	180 hrs.	60 hrs.	0 hrs.
10+ years	168 hrs.	192 hrs.	120 hrs.	0 hrs.
20+ years	204 hrs.	240 hrs.	168 hrs.	0 hrs.

40 To the extent it differs from the procedure set forth, the uniformed law enforcement
 41 employees shall accrue vacation days in accordance with the provisions set forth in the
 42 relevant Arkansas statutes, if any.

43 **Maximum Accrual**

44 The employees calendar year* will be based on the employee’s most recent hire date in
 45 their eligible position that they hold.

46 At times there are circumstances where employees are not able to utilize all of their
 47 allotted vacation time within a calendar year; to accommodate this, employees will be
 48 allowed to carry over into the next calendar year up to the amounts listed below in the
 49 carryover rubric

<u>Years of Service</u>	<u>Regular Full-Time</u>	<u>Uniformed Officers</u>	<u>Part-Time</u>	<u>Seasonal & Temporary</u>
Up to 3 years	44 hrs.	86 hrs.	18 hrs.	0 hrs.
3+ years	80 hrs.	140 hrs.	30 hrs.	0 hrs.
10+ years	128 hrs.	152 hrs.	60 hrs.	0 hrs.
20+ years	164 hrs.	200 hrs.	84 hrs.	0 hrs.

- 50 ▪ Employee will be allowed to accrue the maximum amount for their years of
 51 service in addition to maintaining a carryover balance.
- 52 ▪ When employment has ended the carryover balance will only be paid out in the
 53 event that the maximum accrued amount has not been exceeded (This is covered
 54 in payout section).
- 55 ▪ Excess vacation that exceeds the maximum carryover amounts will be lost on the
 56 employee’s anniversary date each year and be donated to the Catastrophic Sick
 57 Leave Bank in that employee’s name.
- 58 ▪ Full-time employees will be required to use a minimum of 40 hours a year or lose
 59 it.

60 *For purposes of accrual calculations, an employee’s calendar year will be based off of
 61 their current hire date with the County. Every employee’s accrual rates will accumulate
 62 on a rolling calendar.

63 **Suspension of Accrual**

64 Employees on unpaid status* will have their vacation leave accrual suspended the first
 65 of the month following the beginning of said status, with the exception of unpaid status
 66 due to Worker’s Compensation.

67 *Unpaid Status: Unpaid status typically refers to when an employee is on an approved
 68 FMLA, Catastrophic, or Workers Compensation leave. This also applies to a leave
 69 without pay status.

70 **Usage**

71 An employee who is hired with the County on or prior to the 15th day of any month, or
 72 separates from service on or after the 16th day of any month, shall earn vacation leave
 73 for that month.

74 Employees are encouraged to utilize their vacation and Department Heads or Elected
 75 Officials should make their best efforts to accommodate employee requests when they

76 can.

- 77 ▪ With the exception of FMLA or ADA, employees shall not be allowed to take more
- 78 than 10 consecutive working days off without the prior written approval of their
- 79 elected official or department head.
- 80 ▪ To be authorized for leave under this policy, an employee must make his/her
- 81 request to the appropriate supervisor according to the procedures established by
- 82 their Elected Official.
- 83 ▪ Each elected official and department head will be responsible for enforcing the
- 84 rules and procedures for requesting the use of vacation.
- 85 ▪ An employee who fails to comply with departmental procedures for the
- 86 notification and scheduling of vacation leave may be denied paid leave and be
- 87 subject to disciplinary action, up to and including termination of employment.

88 Washington County policy* requires all applicable leave be used prior to authorizing an
89 unpaid leave of absence. In accordance with this directive, vacation time and other leave
90 (except sick time) will be automatically substituted when there is an insufficient balance
91 of a requested leave. In the case of FMLA, sick leave will automatically be used first
92 based on the FMLA policy set-forth by Washington County.

93 * The County reserves the right to alter vacation schedules.

94 **Pay Outs**

95 Full-time, uniformed law enforcement officers and part-time employees transferring to
96 a seasonal or temporary position will be paid for any unused vacation at the time of
97 transfer.

- 98 ▪ Accruals will be carried over if an employee transfers from a regular full-time
- 99 position to a uniformed law enforcement officer or part-time classified position
- 100 unless accrued time exceeds the maximum allowed. In these circumstances the
- 101 difference of the allowed time will be paid out to the employee at the time of
- 102 transfer at their previous rate of pay.
- 103 ▪ Employees will be paid for accumulated, unused vacation time upon separation
- 104 of employment, if the separation was not as a result of disciplinary action.
- 105 ▪ Employees are required to work their final day of employment to be eligible for
- 106 payout*.
- 107 ▪ An employee that is out on approved Catastrophic Leave or FMLA will be paid
- 108 out for their remaining vacation time if they are not able to return due to medical
- 109 reasons; documentation is required prior to payout being granted. However,
- 110 employees will only be paid for the amount of vacation that has accrued to date as
- 111 well as the difference for the entire current calendar year if that employee has
- 112 carryover accrual time to equal the full amount**.
- 113 ▪ If business operations allow for it then the employee may be required by their
- 114 Department Head or Elected Official to take their accrued time off prior to their
- 115 retirement date.
- 116 ▪ Elected Officials have the discretion over procedural stipulations with the
- 117 exception of unpaid status procedures pertaining to payouts and usage.

118 *This requirement for law enforcement personnel will be at the discretion of the Sheriff
119 due to court related issues that may arise.

120 **An employee with an initial hire date of January 1, 2019 with 50 hours of carryover
121 vacation retires on June 16, 2022. So far this employee has accumulated 60 hours of

122 vacation time, therefore the total hours owed for vacation accrual payout to this
123 employee is 110 hours. However, if the employee had terminated in August of the same
124 year and they still had the same 50 hour carryover with a new accumulated amount of
125 80 hours then the maximum payout for this employee would only be 120 hours.
126

127 **Grandfathering**

128 There will be a compliance period where employees who are currently active upon this
129 policy being passed will have a full year from that date of passage to come into
130 compliance with accrual amounts. The full year is independent of your calendar year* as
131 defined in this policy.
132
133
134
135
136

137 _____
138 PATRICK W. DEAKINS, County Judge DATE

141 _____
142 BECKY LEWALLEN, County Clerk

- 143
- 144 Introduced by:
- 145 Date of Adoption:
- 146 Members Voting For:
- 147 Members Voting Against:
- 148 Members Abstaining:
- 149 Members Absent:

- 150
- 151
- 152 Committee History:
- 153 Quorum Court History: