

# TASKS AND RESPONSIBILITIES: SUMMARY

## THE IPRTF/LJS WILL:

Establish the Justice Project Oversight and Planning (JPOP) Committee. (5.3)

- Develop a Charter, including committee composition and how the group's work will be supported (funding?) (Imp. Plan, p.68)
- Determine the process for selecting metrics (indicators) to measure progress

Chair(s) will serve on the Finance Advisory Board. (5.2)

### Planning

Work with the Executive to maximize resources, build capacity, align plans to accomplish projects (7.2)

### Community Consultation

Consult with the BIPOC Community, Racial Equity Commission, people with criminal justice lived experience, and service providers:

- Evaluation and update IPRTF/LJC membership representation (5.4)
- Evaluate the progress of the Implementation Plan and future planning efforts related to data gathering and recommendations to eliminate barriers. (5.5)

### Oversight

Monitor progress towards Implementation Plan goals (9.1)

Collaborate with the Health Department to create a public health and safety component of the Community Health Assessment. (5.3)

Produce reports per the reporting requirements of Ordinance 2023-039, summarized below.

## THE JPOP COMMITTEE WILL:

5.3. Provide guidance to the IPRTF/LJS to monitor the progress of the Implementation Plan, when the IPRTF/LJC prepares the following reports:

- Annual progress report on Plan goals
- Recommend plan updates a minimum of every five years.

Identify metrics for performance accountability related to each of the projects, in coordination with the County Executive's Office and others (See Imp. Plan, p. 68 "Creating metrics")

## REPORTING REQUIREMENTS of Ordinance 2023-039

Annual:

- JPOP: Report to IPRTF/LJC: Progress Report on plan goals
- IPRTF/LJC: Receive updated from FAB (see. 9.2). Produce progress report on plan goals. (See 5.3 and 9.1)
- Report components will include recommendations on plan goals; policy matters related to law and justice. (5.3); Appropriate level of resources needed for the IPRTF/LJC to fulfill its planning, community consultation, and oversight charge. (5.3)

Every Two Years:

- IPRTF/LJC: Produce Implementation Plan Update with detailed spending plan for the PHSJ Tax (see 8.1)

Every Five Years:

- JPOP: Report to IPRTF/LJC on recommended updates to Implementation Plan
- IPRTF/LJC: Recommend plan updates, based on an analysis of data collected, etc under the direction of and in consultation with the County Executive (see 8.2)

# TASKS AND RESPONSIBILITIES

## IPRTF/LJC

### ORDINANCE 2023-039

**NOW, THEREFORE, BE IT ORDAINED** by the Whatcom County Council that *(the IPRTF/LJS will)*:

#### **SECTION 5 – INTERJURISDICTIONAL AND STAKEHOLDER COORDINATION:**

If this sales and use tax is approved by the voters:

5.2. The chair(s) of the IPRTF/LJS will be Finance Advisory Board members to oversee and make recommendations on funds collected and operations of the jail and behavioral health facilities.

5.3. Advise the County and cities on policy matters related to law and justice.

Participate with the Health Department in the local Community Health Improvement Plan process to create a public health and safety component of the Community Health Assessment.

Establish a Justice Project Oversight and Planning (JPOP) Committee that includes a balanced membership ensuring fair representation of BIPOC communities, service providers, and people with lived experience.

Reporting: With guidance from the JPOP Committee, coordinate with the Finance Advisory Board to monitor the progress of the Implementation Plan:

Annual progress report on Plan goals

Recommend plan updates a minimum of every five years.

Advise the Whatcom County Council and Whatcom County Executive on the appropriate level of resources needed for the IPRTF/LJC to fulfill its planning, community consultation, and oversight charge.

Consult with the BIPOC Community, Racial Equity Commission, people with criminal justice lived experience, and service providers:

- 5.4. Evaluate representation the IPRTF/LJC membership. Update membership, as needed, to ensure adequate representation.
- 5.5. Evaluate the progress of the Implementation Plan and future planning efforts, particularly related to data gathered on racially disparate impacts in the Whatcom County criminal justice system, and recommendations regarding elimination of barriers to public participation.

#### **SECTION 7 – INCARCERATION PREVENTION AND REDUCTION INVESTMENTS:**

7.2 Work with the County Executive to maximize resources, build capacity, and align plans in order to accomplish projects.

#### **SECTION 8 –SUBSEQUENT IMPLEMENTATION PLANS AND IMPLEMENTATION PLAN AMENDMENTS:**

Reporting:

- 8.1 Every two years, coordinate with the County Executive to update the Implementation Plan with a detailed Spending Plan for the public health, safety, and justice tax, that adheres to the terms of this ordinance. The spending plan may not impede the County's ability to pay debt service on facility bonds issued against the tax.

- 8.2 Every five years, the Whatcom County Executive shall coordinate with the IPRTF/LJC and Finance Advisory Board to update the Justice Project Implementation Plan based on an analysis of data collected, measurements for outcomes and efficacy of the current Plan, and in alignment with a population health report such as the Community Health Assessment, as well as cost estimates, timelines, and gaps in resources needed to reach community health targets. The IPRTF/LJC shall transmit the Implementation Plan to the Whatcom County Council for approval.

8.3 Ensure plans comply with Section 3 – Sales and Use Tax Purpose and do not impede the County’s ability to pay debt service on facility bonds issued against this tax.

**SECTION 9 – OVERSIGHT, ACCOUNTABILITY, AND TRANSPARENCY:**

9.1 Monitor progress toward the goals of the Justice Project Implementation Plan and

Reporting: Annual written and oral report to the Finance Advisory Board and Whatcom County Council. This report shall:

- Detail steps taken to achieve the goals of the Implementation Plan;
- Assess progress toward goals;
- Review resources needed to further meet goals
- Recommend any necessary updates to the Implementation Plan and/or Spending Plan.

9.2 Reporting: Receive annually from the Finance Advisory Board a written and oral report on the financial performance of the fund and associated programs, to include:

- Detail of fund revenue;
- expenditures by Implementation Plan project;
- resources beyond this sales and use tax invested in Implementation Plan projects;
- additional resources needed to further meet goals;
- recommendations for any updates to the Implementation Plan and/or Spending Plan.

**JUSTICE PROJECT IMPLEMENTATION PLAN**

**CREATING METRICS, P. 68**

Before the end of 2023,

- the IPRTF/LJC will develop a charter for the Justice Project Oversight and Planning (JPOP) Committee, which should include a balanced membership ensuring fair representation of BIPOC communities, service providers, and people with lived experience. The JPOP Committee Charter will clarify the composition of the committee and how the group’s work will be supported.
- Once the JPOP has been established, the process for selecting metrics (indicators) to measure progress towards desired outcomes (population accountability) will come first.

# JPOP COMMITTEE

## ORDINANCE 2023-039

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that *(the JPOP Committee will)*:

- 5.3. Reporting: Provide guidance to the IPRTF/LJS to monitor the progress of the Implementation Plan:  
Annual progress report on Plan goals  
Recommend plan updates a minimum of every five years.

Provide guidance to the IPRTF/LJS on advising the Whatcom County Council and Whatcom County Executive on the appropriate level of resources needed for the IPRTF/LJC to fulfill its planning, community consultation, and oversight charge.

## JUSTICE PROJECT IMPLEMENTATON PLAN: PROJECT 1

Prepare an annual report to be included as part of the IPRTF/LJC annual report. Make report accessible to the public.

begin identifying the metrics for performance accountability related to each of the projects. Developing metrics will be done in coordination with the County Executive’s office, the Criminal Justice Informatics Specialist, the Senior Applications Administrator, Whatcom County Health and Community Services, and other people and institutions who can support that process (e.g., universities and regional associations).

Implementation Plan Projects	Expense	Cost Estimate	Sources of Funding	Project Status
1. Establish IPRTF/LJC Justice Project Oversight and Planning Committee	Stipends for community volunteer members	\$4,000/yr.	General Fund	Likely
	JPOP meeting facilitation, training, reporting	\$20,000/yr.	General Fund	Likely