

February 18, 2009

To: Upper Peninsula—

- **Sheriffs**
- **Chairs, Board of County Commissioners**
- **Jail Administrators**
- **Others Interested Stakeholders**

From: Rod Miller, Project Director, Regional Jail Feasibility Study

Re: Status Report on Regional Jail Feasibility Study

Although it is rumored that our team has gone into hibernation for the Winter, I am pleased to report we have not. In fact, we have been very busy on several fronts. This brief memo will advise you of work accomplished to date and planned activities.

Just In! The regional jail feasibility study for Allegan, Kalamazoo and Kent Counties has been completed and is available as a PDF file. If you would like to receive a copy via email, contact Rod Miller at rod@correction.org.

Site Visits. Prior to December 2008, I visited each county, toured each jail facility (lockup in Luce), met with each sheriff and jail administrator, and met with county clerks and county commissioners in a few of the counties. I coordinated my site visit with the sheriff, but also advised the county clerk of my plans. The purpose of these initial visits was to establish contact with jail personnel, collect data or make arrangements for the collection of data, and review operations and facilities.

Facility Re-Use (Schoolcraft and Marquette Counties). Our scope of work offers additional services to Schoolcraft and Marquette Counties regarding the potential re-use of closed state correctional facilities. During our first site visit to Marquette County we learned that officials had already acquired Camp Mangum and were in the process of designing renovations. But Schoolcraft County officials were wrestling with the feasibility of converting Camp Manistique for use as county jail. I have met with county officials several times and our architectural/engineering consultants analyzed the condition and design of the facility. We submitted a comprehensive re-use feasibility report in January. Based on the report, county officials are moving to acquire the facility and to secure state funding for needed renovations.

Data Collection and Analysis. We want to provide each county with a better understanding of past jail use, recent inmate populations, projected bedspace needs, and the range of potential options to meet needs. Assembling sufficient data has proven very challenging. Eventually we have been able to secure hard copies of historical jail data (admissions, daily populations) through the Michigan Department of Corrections (DOC). We are just about finished compiling this material for review by county officials. We were also able to secure nearly 64,000 inmate records through the DOC. These records were have been provided by the counties through the JPIS program over the past five

years. We are just about finished with our initial analysis of inmate characteristics and trends in each county.

What Happens Next?

1. Data Reports. Over the next six weeks, each county will receive an initial data report, presenting all of the historical jail use data that we have collected. We will ask officials to review the initial report in order to identify potential errors or omissions. A second initial report, describing the inmate population in more detail, will also be distributed to county officials for review and comment.
2. Scheduling Site Visits. After we receive comments from county officials, we will ask your help in setting up meetings with county officials and other stakeholders during a site visit. During these meetings I hope to discuss county jail needs, projected populations, options and plans. When I contact each county to set up a date for the site visit, I will describe the types of stakeholders who might be interested. I will leave it up to the county commissioners and sheriff to make arrangements as they see fit. A draft report will be provided to each county at least a week before the site visit, providing a good starting point for discussions.
3. Site Visits. I will visit each county and participate in the meetings that have been arranged by the sheriffs and commissioners. Following those meetings I will submit an interim report that describes findings and initial conclusions from the site visit.
4. Regional Meetings. When interim reports have been completed for all counties, I would like to convene a series of regional, and/or sub-regional meetings, to explore potential partnerships between counties. UPCAP will assist with the arrangements. These meetings will be brainstorming sessions, at which we will explore a wide range of potential partnerships between counties.
5. Evaluating Regional Partnerships. We will develop a draft report describing the range of potential partnerships, initial and life-cycle costs, and other considerations. We will distribute this to county officials for review and comment.
6. Draft Final Report. After all comments and suggestions have been received, we will assemble a comprehensive first draft final report that includes a separate appendix for each county. We will again distribute this to county officials for review and comment.
7. Final Report. When all comments and suggestions have been processed, a final report will be generated. It is likely that one or more presentations will be arranged, based on interest, time and budget.

What Will We Need from You? Completing this comprehensive project will require continuing assistance from county commissioners and sheriffs, including:

- Timely review of all draft materials provided for comment
- Arranging meetings with stakeholders during my next visit to each county
- Participating in regional and sub-regional meetings, as you are interested

Thank you for selecting CRS to implement this study and for your assistance to date. I look forward to meeting with you in the coming weeks, and to developing a comprehensive report that will assist each county to move forward with jail improvements with confidence.

Rod Miller
CRS Inc.
925 Johnson Drive
Gettysburg, PA 17325
Office (717) 338-9100
Fax (570) 908-0684
rod@correction.org