KITTITAS COUNTY
Probation Services

AGENDA STAFF REPORT

AGENDA DATE: August 4, 2015

ACTION REQUESTED: Request to Approve a Resolution Eliminating Probation Services as a
Single Department and Instituting the Misdemeanant Probation and Juvenile Court Services
Departments

BACKGROUND: On May 5, 2014, Probation Director met with BOCC at a Department
                          Head meeting to discuss succession planning pending current
                          director's retirement. On July 28, 2014, at another BOCC
                          Department Head meeting, issues including separation of the
                          departments within Probation Services were reviewed with a
                          Probation Services Succession Planning Document offered for
                          consideration. The BOCC wanted a review with the Judges. On
                          August 25, 2014, the Kittitas County Trial Court Coordination
                          Council met where restructuring of the Probation Services
                          Department was reviewed and the Judges directed a study session be
                          set with the Board of County Commissioners. On September 3, 2014,
                          the BOCC met with the Presiding Judges of the Superior, Upper and
                          Lower District Courts and Probation Director to review issues relative
                          to pending changes. A legal review by the Kittitas County
                          Prosecuting Attorney's office was provided for the Presiding Judges
                          and a draft Resolution subsequently provided to effect the discussed
                          change of separation to two departments.

INTERACTION: The Prosecutors office created and signed the proposed Resolution.
                          The Presiding Judges were again apprised of the Resolutions intent.

RECOMMENDATION: Approve a Resolution Eliminating Probation Services as a Single
                          Department and Instituting the Misdemeanant Probation and Juvenile
                          Court Services Departments, effective September 2, 2015.

HANDLING: Original – Clerk of the Board
                          Copy – Auditor
                          Copy – Prosecutor
                          Copy – Presiding Judges of Kittitas County Courts

ATTACHMENTS: Resolution Eliminating Probation Services as a Single Department
                          and Instituting the Misdemeanant Probation and Juvenile Court
                          Services Departments

LEAD STAFF: William Holmes, Director of Probation Services