AGREEMENT BETWEEN
THE CHELAN COUNTY REGIONAL JUSTICE CENTER
AND
CHELAN COUNTY PUBLIC UTILITY DISTRICT #1 OF CHELAN COUNTY

Chelan County PUD Service Agreement Number SA 11-090

This agreement is entered into by and between Chelan County Regional Justice Center (CCRJC) and Public Utility District #1 of Chelan County (PUD).

PURPOSE

The Chelan County Regional Justice Center has provided inmate worker labor to agencies within Chelan and Douglas Counties without charge.

Inmate Workers are considered voluntary laborers.

Effective 04-01-10, any agency utilizing inmate worker labor will be required to compensate back to Chelan County Regional Justice Center the amount of $1.00 per hour per inmate for all inmate worker labor utilized.

THEREFORE, FOR AND IN CONSIDERATION OF THE TERMS AND CONDITIONS CONTAINED HEREIN, IT IS MUTUALLY AGREED THAT:

1. SCOPE OF SERVICES

1.1 The Chelan County Regional Justice Center’s Responsibilities:

1. CCRJC will provide inmate workers to Chelan County PUD.
2. CCRJC will provide inmate workers with clothing (shirt and pants), footwear, and coat/hat if needed.
3. CCRJC will provide general orientation training to all inmate workers prior to being released to work crews.
4. CCRJC will only provide lunches to each inmate worker.
5. CCRJC will conduct periodic checks of work locations and take immediate action as needed to correct violations of the guidelines; to include removing the inmate worker crew from the job site if violations are observed. If an inmate crew is removed from the job site due to violations, that agency’s department head must contact the Director of CCRJC to discuss the possible return of the inmate worker crew.
6. CCRJC will maintain signed inmate worker volunteer applications on file.

1.2 Chelan County PUD Responsibilities:

1. Chelan County PUD will provide daily documentation of names of inmate workers utilized and hours worked upon return to the facility.
2. Chelan County PUD agrees to accept assigned inmate workers regardless of previous experience.

3. Inmate worker Supervisors (PUD) will not ask inmate workers to perform any task that is illegal or that may cause injury to themselves or another individual.

4. PUD Supervisors are responsible to provide any and all safety equipment required for the task assigned, i.e. gloves, hard hats, safety goggles and ear protection. In addition, seat belts for every inmate worker are required in the vehicle used to transport the workers.

5. PUD Supervisors are required to possess and provide a current copy of their CPR/First Aid certification to Annex staff.

6. PUD Supervisors are required to conduct and document safety training that covers the specific job site, safety equipment, and tools and/or equipment that will be used while inmates are in their care.

7. PUD Supervisors can pickup inmate workers any time after 7:00 AM and will return them no later than 4:00 PM unless other arrangements have been approved and supervisors agree to feed the inmate workers the evening meal. Failure to do so will result in loss of inmate workers.

8. PUD Supervisors will not ask inmate workers to do anything that might damage or destroy clothing or footwear. Agencies will be required to reimburse CCRJC for any damage to inmate worker clothing as a result of tasks performed on a work crew. Inmates are required to wear their Chelan County uniform shirt, pants and shoes at all times. You will supply disposable coveralls to cover the uniforms if you want inmates to paint.

9. PUD Supervisors will provide refrigeration for lunches and a supply of drinking water, kool-aid, or other approved beverages.

10. PUD Supervisors will allow breaks as required.

11. PUD Supervisors will provide adequate shelter from extreme weather conditions.

12. PUD Supervisors must be trained and aware of outdoor heat exposure rules (WAC 296-62-095 Subsections 296-62-09510 to 09560). This takes effect anytime the temperature is above 89 degrees. This requirement includes providing adequate water and knowing the signs of heat-related illnesses.

13. PUD Supervisors must have some form of communication for contact with the jail, i.e. cell phone, radio, etc.
14. PUD Supervisors must report supervision or safety and security problems to Annex staff as soon as possible. These concerns may include: refusing to work, threats, coercion, disappearing for a few minutes, escape attempts, suicides, assaults, allegation of sexual misconduct, theft, etc.

15. PUD Supervisors will not give or receive anything from an inmate worker.

16. Inmates are prohibited from making phone calls, mailing letters, having visits, or any tobacco or alcohol use. Please advise Annex staff of any attempt to violate these rules.

17. Recreation is not a part of the Inmate Worker Program.

18. PUD Supervisors must be within sight or sound of the workers at all times, with minor exceptions for restroom use.

19. Inmates are NOT ALLOWED to operate any motorized vehicles to include but not limited to cars/trucks, John Deere “Gators”, golf carts, ATV’s, industrial riding lawn mowers, heavy construction equipment, etc. Exception: self-propelled walk-behind lawn mowers.

20. Smoking and the use of all tobacco products is prohibited. Please note: tobacco products are considered contraband at CCRJC. The inmate workers(s) will be removed from the program if seen using tobacco products or have tobacco products in their possession when returning from work. Allowing inmates to use tobacco products will result in loss of inmate workers.

21. If an injury or accident occurs while inmates are under PUD supervision, the Annex staff will be notified immediately. Chelan County PUD will seek immediate medical attention for any work-related injury or illness that occurs to a volunteer inmate worker while under their supervision, and will be responsible for any costs incurred and/or associated with the work-related injury or illness.

22. Only PUD Supervisors who have passed our background check and have been trained by our staff within the last three years will be allowed to supervise inmates (see attached Inmate Worker Safety Program handbook). Inmates may not be “loaned” to or supervised by anyone else.

23. Inmates may not work on private property or complete tasks that benefit a private party. Inmates may only work for non-profit or public agencies for the benefit of the public.

24. PUD Supervisors are required to ensure that Inmate Workers follow all
OSHA/WISHA regulations that apply to the type of job and jobsite where the inmates are being utilized.

For first notification and general contact with Annex staff: (509) 667-6478

Cpl. Jeff West: (509) 667-6601
or email Jeff.West@co.chelan.wa.us

Correction Program Manager Linda Stiner: (509) 667-6619
or email Linda.Stiner@co.chelan.wa.us

THE CHELAN COUNTY REGIONAL JUSTICE CENTER RESERVES THE RIGHT TO TERMINATE THIS AGREEMENT AT ANY TIME.

Chelan County PUD does hereby agree to hold harmless and indemnify the Chelan County Regional Justice Center from any and all liability, loss, damages, costs, or expenses which are sustained, incurred, or required arising out of the actions of Chelan County PUD the course of utilizing volunteer inmate workers for work programs.

Phil Stanley Director
Chelan County Regional Justice Center
401 Washington Street – 2nd Level
Wenatchee, WA 98801

3/14/11
Date

William F. Larson, Director
Security Division
Chelan County PUD
327 N. Wenatchee Avenues
Wenatchee, WA 98801
Billing Email Address: APDept@chelanpud.org

3/10/11
Date