



King County
Metropolitan King County Council
Committee of the Whole

STAFF REPORT

Agenda Item No.:	4	Date:	10 Jan 2011
Proposed Motion No.:	2010-0564	Prepared by:	Nick Wagner

SUMMARY

Proposed Motion 2010-0564 (pp. 5-6 of these materials) would confirm the appointment of Claudia Balducci as Director of the King County Department of Adult and Juvenile Detention.

BACKGROUND

Department of Adult and Juvenile Detention

The Department of Adult and Juvenile Detention (“DAJD”) includes more than 1,000 county employees, who are divided among five divisions, as follows:

- **Seattle Division:** Operates the King County Correctional Facility, including the work and education release unit;
- **Kent Division:** Operates the Maleng Regional Justice Center;
- **Juvenile Division:** Operates the Juvenile Detention Facility;
- **Community Corrections Division:** Operates programs that provide alternatives to confinement in the adult correctional facilities, as well as services and support functions directed toward reduction of the adult correctional facilities’ populations; and
- **Administrative Services Division:** Administers personnel operation, budget and fiscal operations, and other central support services for the department.

The duties of these divisions are described in more detail in the applicable county code provisions, K.C.C. §§ 2.16.120 and 2.16.122, which are included at pp. 7-9 of these materials. Organizational charts for DAJD are part of the confirmation packet and are included in these materials at pp. 31-36.

As director of DAJD, Ms. Balducci will manage the overall operations, planning, and budgeting for the county’s correctional services system. The specific duties of the DAJD

director are listed in the job description that is included in the confirmation packet (*see* pp. 37-38 of these materials).

MS. BALDUCCI 'S QUALIFICATIONS

Experience

Ms. Balducci has been employed by King County for more than 10 years, working for most of that time with DAJD. Her positions have included labor negotiator, human resources operations manager, regional jail coordinator, and most recently the county's Settlement Coordinator with the U.S. Department of Justice during the agency's scrutiny of improvements to inmate care at the King County Jail. Before coming to King County, Ms. Balducci was an associate attorney specializing in employer-side labor relations and employment law with local law firms. Her resume is included at p. 21 of these materials.

Ms. Balducci has also served, since 2004, as a member of the Bellevue City Council, including a term as Deputy Mayor of Bellevue.¹

In the press release announcing Ms. Balducci's appointment as DAJD Director, the County Executive observed that she "brings the kind of experience that will strengthen our relationship with cities that partner with us on jail services, while her leadership will continue to bring improvements to the safety of the public, inmates and staff at our facilities. Her experience in both corrections and public service will be invaluable in her new role."

Recommendations

Ms. Balducci's appointment is supported by letters of recommendation from the following elected officials:

1. Suzette Cooke, Mayor, City of Kent (letter at p. 18 of these materials);
2. Bruce W. Hilyer, Presiding Judge, King County Superior Court (letter at p. 19);
3. Barbara Linde, Chief Presiding Judge, King County District Court (letter at p. 15);
4. Sue Rahr, King County Sheriff (letter at p. 17); and
5. Daniel T. Satterberg, King County Prosecuting Attorney (letter at p. 16).

¹ To avoid a conflict of interest between her roles as Bellevue City Councilmember and DAJD Director (and previously Regional Jail Coordinator), Ms. Balducci has officially recused herself from any involvement in the issue of jail services on behalf of the City of Bellevue. This is addressed in detail in her memos to the King County Board of Ethics and to the County Executive, who has approved this approach to resolving the potential conflict. *See* pp. 25-30 of these materials.

Education

Ms. Balducci has an undergraduate degree with high honors from Providence College and a law degree from Columbia University, where she received awards for academic distinction. *See* p. 21 of these materials.

Background Check

Assistant Deputy County Executive Rhonda Berry has reviewed the financial credit report and law enforcement background check conducted on Ms. True and has reported that they contain no adverse information and reveal no prior criminal record. *See* p. 23 of these materials.

INVITEES

1. Claudia Balducci, Director Designee,
King County Department of Adult and Juvenile Detention
2. Rhonda Berry, Assistant Deputy County Executive

ATTACHMENTS

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KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

January 6, 2011

Motion

Proposed No. 2010-0564.1

Sponsors Hague and Phillips

1 A MOTION confirming the executive's appointment of
2 Claudia Balducci as director of the King County
3 department of adult and juvenile detention.
4 BE IT MOVED by the Council of King County:
5 The county executive's appointment of Claudia Balducci as director of the King

6 County department of adult and juvenile detention is hereby confirmed.

7

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Robert W. Ferguson, Chair

ATTEST:

Anne Noris, Clerk of the Council

APPROVED this _____ day of _____, _____.

Dow Constantine, County Executive

Attachments: None

King County Code §§ 2.16.120, 2.16.122

2.16.120 Department of adult and juvenile detention – duties – divisions.¹

A.1. The department of adult and juvenile detention is responsible to manage and be fiscally accountable for the Seattle division, the Kent division, the juvenile division, the community corrections division and the administrative services division, each of which shall have equal standing within the department. Through the Seattle division and the Kent division, the department shall operate the King County adult correctional facility and the security operation of the work and education release unit in Seattle and the Regional Justice Center adult correctional facility in Kent. Through the juvenile division, the department shall operate the county's juvenile detention facility. Through the community corrections division the department shall administer programs that provide alternatives to confinement in the adult correctional facilities, as well as services and support functions directed toward reduction of the adult correctional facilities' populations. Through the administrative services division, the department shall administer personnel operation, budget and fiscal operations and other central support services for the department. In addition, the administrative services division shall be responsible for the administration and monitoring of jail health expenditures and services through a jail health levels of service agreement and contract with its health services contractor. The division shall monitor the provision of health care services and is responsible for ensuring that minimum inmate health care needs are met and monitoring the cost-containment provisions for both operational and health care related costs.

2. The judges of the superior court have final authority for approval of all screening criteria for admission to the juvenile detention facility and alternatives to confinement in the juvenile detention facility. The department shall implement such criteria approved by the superior court related to the juvenile detention facility. The department shall implement the criteria approved by the superior and district courts related to adult detention facilities and alternatives to confinement.

B. The duties of the Seattle division and the Kent division shall include the following:

¹ See K.C.C. chapter 3.13A for training in the department of adult detention and K.C.C. Title 5 for regional justice center.

1. House adult persons who are any combination of arrested for, charged for or held on investigation of a criminal offense;
2. House adult persons during trial, and before sentencing after conviction;
3. House adult persons serving sentences not exceeding one year;
4. Maintain records and process and identify property of persons confined or committed to correctional facilities operated by the division;
5. Perform functions related to residential and building security, including supervision of persons confined or committed to correctional facilities operated by the division;
6. Transport confined or committed adult persons to and from court and provide secure escort of those persons outside the facilities;
7. Provide nutritional meals daily to confined or committed adult persons, including preparation of special meals in response to medical and religious requirements;
8. Provide health care to confined or committed adult persons in conjunction with the Seattle-King County department of public health, including medical, dental and psychiatric care;
9. Provide social services to and for confined or committed adult persons, including, but not limited to, the following: classifying those persons; evaluating mentally ill or developmentally disabled confined or committed persons, including referral to available community programs; reviewing those persons with psychiatric problems; reviewing other special population groups; providing general population group management; and providing outside agency access to those persons including special visitation, library, recreational and educational services; and
10. Ensure compliance with laws and regulations applicable to the management and operation of the correctional facilities.

C. The principle function of the juvenile division is to operate the county's juvenile detention facility in a safe, secure and humane manner as prescribed by state law and court rules. The juvenile division shall administer alternatives to secure detention as approved by the court, a school program, a health program and other related programs. The juvenile division shall be operated in a manner that will give reasonable access to the

defense bar, juvenile probation counselors and social service providers and educators, consistent with appropriate security measures and public safety.

D. The duties of the administrative services division shall include administering personnel operations, budget and fiscal operations and other central support services involving all divisions in the department to ensure consistency and efficiency of operations. The department's director [of] the administrative services division shall oversee these operations and services, and the operations and services shall conform to county policies and procedures and to department guidelines and practices. (Ord. 14561 § 8, 2002: Ord. 13668 § 5, 1999: Ord. 12432 § 2, 1996).

2.16.122 Community corrections division.

A. The community corrections division is established as a subordinate administrative office under King County Charter Section 350.10. The division manager shall be subject to the provisions of King County Charter Section 340, requiring that the appointed division manager be subject to council confirmation. The department shall provide administration, analytic and other support to the division.

B. The duties of the community corrections division shall include:

1. Based on screening criteria approved by the superior and district courts, implementation of alternatives to adult detention, including, but not limited to, electronic home detention, work and education release, day and evening reporting and work crews;

2. Assessment of the needs of adult persons place in alternatives to detention;
and

3. Contracting with private nonprofit community agencies to provide services for relicensing offenders. (Ord. 14561 § 9, 2002).

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October 20, 2010

The Honorable Bob Ferguson
Chair, King County Council
Room 1200
C O U R T H O U S E

Dear Councilmember Ferguson:

I am pleased to present a motion for the County Council's approval confirming Claudia Balducci as Director of the Department of Adult and Juvenile Detention (DAJD). The confirmation package will be transmitted to the council upon the completion of the required background checks.

Ms. Balducci has been with the County in a number of complex roles since 1999. Most recently, she served as the county's Settlement Coordinator with the U.S. Department of Justice during the federal agency's scrutiny of improvements to inmate care at the King County Jail. She previously served at DAJD as Operations Manager, as regional jail coordinator, and as a labor negotiator.

Ms. Balducci has also served on the Bellevue City Council since 2004. Before coming to King County, Ms. Balducci was an associate attorney specializing in employer-side labor relations and employment law with local firms.

Ms. Balducci's experience will strengthen our relationship with cities that partner with us on jail services, while her leadership will continue to bring improvements to the safety of the public, inmates and staff at our facilities. Her experience in both corrections and public service will be invaluable in her new role.

The Honorable Bob Ferguson

October 20, 2010

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It is my great pleasure to request the confirmation of Ms. Claudia Balducci as Director of the Department of Adult and Juvenile Detention by the King County Council.

Sincerely,

Dow Constantine
King County Executive

Enclosure

cc: King County Councilmembers

ATTN: Tom Bristow, Chief of Staff

Anne Noris, Clerk of the Council

Fred Jarrett, Deputy County Executive, King County Executive Office (KCEO)

Rhonda Berry, Assistant Deputy County Executive. KCEO

Anita Whitfield, Director, Human Resources Division, Department of Executive Services

Claudia Balducci, Director Designee, Department of Adult and Juvenile Detention



King County

Dow Constantine
King County Executive

News Release

Date: October 13, 2010

Contact: Frank Abe, 206-263-9609
Natasha Jones, 206-263-9623

Experienced criminal justice professional and regional leader named as director of King County corrections Claudia Balducci appointed to lead the King County Department of Adult and Juvenile Detention

King County's Department of Adult and Juvenile Detention (DAJD) has a new director with deep experience in corrections and extensive regional ties. Executive Dow Constantine today appointed Bellevue resident and City Councilmember Claudia Balducci to lead the department.

"Claudia brings the kind of experience that will strengthen our relationship with cities that partner with us on jail services, while her leadership will continue to bring improvements to the safety of the public, inmates and staff at our facilities," said Executive Constantine. "Her experience in both corrections and public service will be invaluable in her new role."

"I am looking forward to implementing the Executive's approach to building partnerships in the provision of jail services," said Balducci. "Working closely with the department's professional management and staff, and with our partners in criminal justice and in the cities, we can chart a new regional direction for detention and community corrections in King County."

Ms. Balducci has been with the County in a number of complex roles since 1999. Most recently, she served as the county's Settlement Coordinator with the U.S. Department of Justice during the federal agency's scrutiny of improvements to inmate care at the King County Jail. She previously served at DAJD as Operations Manager, as regional jail coordinator, and as a labor negotiator.

Balducci has served on the Bellevue City Council since 2004. Before coming to King County, Balducci was an associate attorney specializing in employer-side labor relations and employment law with local firms.

As Director of DAJD, Balducci will manage the overall operations, planning and budgeting for the county's large, urban multi-facility correctional services system,

which has an average daily population of about 2,300 inmates. It is the second-largest facility housing the mentally ill in the state. She will oversee more than 1,000 employees, two adult detention facilities, a Community Corrections Division, a Juvenile Division and an Administrative Division.

Executive Constantine thanked Hikari Tamura for her work over the summer as interim director. She will return to her duties as Deputy Director of DAJD.

Ms. Balducci's appointment takes effect Saturday, October 16, and is subject to confirmation by the Metropolitan King County Council.

***Learn more about the Department of Adult and Juvenile Detention online:
<http://www.kingcounty.gov/courts/detention.aspx>***

***This release is also posted on the King County Executive's Web site,
at
[http://www.kingcounty.gov/exec/news/release/2010/October/13
NewDAJDDirectorBalducci.aspx](http://www.kingcounty.gov/exec/news/release/2010/October/13NewDAJDDirectorBalducci.aspx)***



**King County
District Court
Office of the Presiding Judge**

W1034 King County Courthouse
516 Third Avenue
Seattle, Washington 98104
Telephone: (206) 205-2820
Fax: (206) 296-0596

**The Honorable Barbara Linde
Chief Presiding Judge**

**Tricia Crozier
Chief Administrative Officer**

October 26, 2010

King County Council Chair Bob Ferguson
516 Third Ave., Rm. 1200
Seattle, WA 98104

Dear Council Chair Ferguson,

I am pleased to be among the many who admire and support Claudia Balducci. I wholeheartedly recommend that you confirm her appointment as the Director of the Department of Adult and Juvenile Detention. I am certain that Ms. Balducci will do an excellent job as the Director of DAJD, just as she has in other areas of her work in King County.

I have had the pleasure of working with Ms. Balducci in a variety of settings over the years. She is well acquainted with the issues and challenges facing the Department. Her work on Regional Jail planning efforts and her experience from both the County's and the Cities' perspective gives her a unique breadth of experience and knowledge.

She will be a strong and effective leader as the new Director of DAJD.

I urge you to confirm the appointment of Claudia Balducci as Director of the Department of Adult and Juvenile Detention, and I look forward to working with her in that important role.

Sincerely,

Barbara Linde
Chief Presiding Judge
King County District Court

cc: Tom Bristow, Chief of Staff, King County Council

DANIEL T. SATTERBERG
PROSECUTING ATTORNEY



King County

Office of the Prosecuting Attorney
W400 King County Courthouse
516 Third Avenue
Seattle, Washington 98104
(206) 296-9067
FAX (206) 296-9013

October 27, 2010

The Honorable Bob Ferguson, Chair
Metropolitan King County Council
King County Courthouse, Suite 1200
516 Third Avenue
Seattle, WA 98104

Dear Council Chair Ferguson:

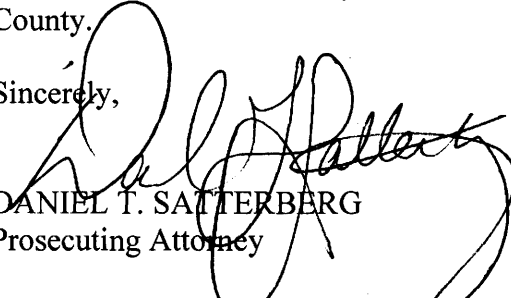
I am writing to communicate my strong support for the confirmation of Claudia Balducci as Director of the Department of Adult and Juvenile Detention (DAJD).

As you know, Claudia has served as King County's Regional Jail Coordinator since 2006, and as a result, she is very well-qualified to recognize and address the many policy and operational issues involved in managing DAJD.

Claudia has had a long and distinguished career as a Bellevue City Councilmember, Bellevue's Deputy Mayor, and a labor negotiator. She will bring to her new position strong leadership skills and a regional perspective.

Claudia is an excellent manager. She excels at bringing people together and managing change. I know that Claudia will be innovative, progressive, and dedicated to making King County's adult and juvenile detention system one of the best in the nation. She is bright, energetic, and decisive. I whole-heartedly recommend her confirmation. Claudia will be an asset to King County.

Sincerely,


DANIEL T. SATTERBERG
Prosecuting Attorney

cc: The Honorable Reagan Dunn, Metropolitan King County Council
The Honorable Jan Drago, Metropolitan King County Council
The Honorable Larry Gossett, Metropolitan King County Council
The Honorable Jane Hague, Metropolitan King County Council
The Honorable Kathy Lambert, Metropolitan King County Council
The Honorable Julia Patterson, Metropolitan King County Council
The Honorable Larry Phillips, Metropolitan King County Council
The Honorable Pete von Reichbauer, Metropolitan King County Council

SHERIFF

KING COUNTY

KING COUNTY SHERIFF'S OFFICE
516 Third Avenue, W-116
Seattle, WA 98104-2312
Tel: 206-296-4155 • Fax: 206-296-0168

Susan L. Rahr
Sheriff

November 24, 2010

The Honorable Bob Ferguson
Chair, King County Council
King County Courthouse, Room 1200
516 Third Avenue
Seattle, WA 98104

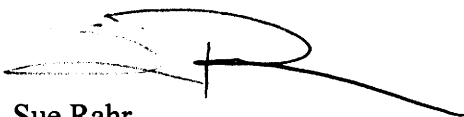
Dear Council Chair Ferguson:

It is my pleasure to write this letter of support for the confirmation of Claudia Balducci as Director of the Department of Adult and Juvenile Detention.

As Sheriff of King County I have had the pleasure to work with Ms. Balducci over the years as she has served in different roles within King County. Ms. Balducci has real strengths in leadership, project management and developing positive relationships between King County departments. I believe she is committed to serving the community and is an asset to the Department of Adult and Juvenile Detention.

With this opportunity I feel Ms. Balducci will effectively manage the position as Director. Her knowledge, qualifications and dedication make her an excellent selection. I sincerely recommend her confirmation and look forward to working with her. If you have further questions, please contact me directly at (206) 205-7640.

Sincerely,



Sue Rahr
Sheriff



OFFICE OF THE MAYOR

Suzette Cooke, Mayor
220 4th Avenue South
Kent, WA 98032
Fax: 253-856-6700

PHONE: 253-856-5700

December 1, 2010

The Honorable Bob Ferguson, Chair
Metropolitan King County Council
King County Courthouse, Room 1200
516 Third Avenue
Seattle, Washington 98104

Dear Councilmember Ferguson:

I write to you in support of confirmation of Claudia Balducci for the position of Director of the Department of Adult and Juvenile Detention (DAJD). In addition to observing Claudia in numerous public settings, I have served with her on two committees - the King County Law, Safety and Justice Committee and the Puget Sound Regional Council's Transportation Pricing Committee. In both committees she exhibited excellent communication skills, a high level of understanding issues and their potential impacts, and thoughtful consideration of alternative actions. She showed herself to be a persuasive team member and leader.

The Director of DAJD must be trusted by employees who expect fair management practices, by policy makers who seek innovative ways to reduce recidivism, and by the public who simply wants to feel safe. From what I have observed in Claudia, she will deliver the whole package and with class. She knows the DAJD system from the inside, with particular expertise in labor relations and project management. And she has first-hand experience with political implications of policy and management decisions. I sincerely hope you confirm Claudia as the Director of DAJD.

Respectfully,

Suzette Cooke
Mayor

c: The Honorable Reagan Dunn
The Honorable Larry Gossett
The Honorable Jane Hague
The Honorable Kathy Lambert
The Honorable Joe McDermott
The Honorable Julia Patterson
The Honorable Larry Phillips
The Honorable Pete von Reichbauer

**Superior Court of the State of Washington
for the County of King**

**Judge Bruce W. Hilyer
Presiding Judge**

COPY

516 3rd Ave. C-203
Seattle, WA 98104

December 3, 2010

The Honorable Bob Ferguson, Chair
Metropolitan King County Council
King County Courthouse, Suite 1200
516 3rd Avenue
Seattle, WA 98104

Dear Council Chair Ferguson,


The purpose of this letter is to communicate my support for the confirmation of Claudia Balducci as Director of the Department of Adult and Juvenile Detention (DAJD).

I specifically worked most closely with Claudia throughout the difficult and often stressful budget process over the last several years. I found her to be an effective and intelligent leader and a true professional who was highly respected by all.

We continue to face significant challenges within the King County criminal justice systems and I believe that Claudia is most certainly up to meeting these challenges.

Thank you for your consideration of Claudia Balducci for Director of DAJD.

Sincerely,


Bruce W. Hilyer
Presiding Judge
King County Superior Court

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CLAUDIA M. BALDUCCI

Experience

- March 1999 to Present **King County**, Seattle, Washington
April 2009 to Present *Special Projects Manager IV* (DAJD)
Department of Justice Settlement Coordinator
- May 2006 to April 2009 - *Special Projects Manager III* (DAJD)
Regional Jail Coordinator
- July 2003 to May 2006 - *Labor Negotiator* (DES, HRD)
- May 2000 to June 2003 - *Human Resources Operations Manager* (DAJD)
- March 1999 to May 2000 - *Labor Analyst* (OHRM)
- March 1996 to March 1999 **Stokes Lawrence P.S.**, Seattle, WA
Associate Attorney
Specialized in employer-side labor relations and employment law.
- Summer 1993 **Riddell, Williams, Bullitt & Walkinshaw**, Seattle Washington
September 1994 to *Associate Attorney*
March 1996 Specialized in employer-side labor-relations and employment law.
- Summer 1992 **Northwest Women's Law Center**, Seattle Washington
Legal Intern
Litigation support in discrimination cases; media and public relations.

Education

- 1992 to 1994 **Columbia University School of Law**, New York, New York
Juris Doctor, Stone Scholar awards for academic distinction.
(*Visiting Student at UW School of Law, 1993-1994*)
- 1985 to 1989 **Providence College**, Providence, Rhode Island
BA in English Literature, magna cum laude, Honors Program
(*Visiting Student at Blackfriars College, Oxford, England, 1987-88*)

Community and Other Affiliations

- Council member, City of Bellevue, 2004 to present
Board member, Sound Transit, 2010 to present
Member, Puget Sound Regional Council, Transportation Policy Board, 2004 to present (current chair)
Member, Eastside Transportation Partnership, 2004 to present (past chair)
Admitted to practice law in Washington (WSBA #24401)

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King County

Dow Constantine

King County Executive
401 Fifth Avenue, Suite 800
Seattle, WA 98104-1818

206-263-9600 Fax 206-296-0194
TTY Relay: 711
www.kingcounty.gov

MEMORANDUM

DATE: November 1, 2010

TO: The Honorable Dow Constantine, King County Executive

FR: Rhonda Berry, Assistant Deputy County Executive

RE: **Claudia M. Balducci—Background Check**

I have received the financial credit report and law enforcement background check conducted on Claudia M. Balducci, Director, Department of Adult and Juvenile Detention, by the King County Sheriff's Office.

The reports contain no adverse information nor reveal any prior criminal record.

Thank you.

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Statement of Financial and Other Interests



Department of Executive Services
Board of Ethics
 CNK-ES-0131
 401 Fifth Avenue, Suite 131
 Seattle, WA 98104-1818
 206-296-1586 Fax 206-205-0725
 TTY Relay: 711
 board.ethics@kingcounty.gov

King County
Employees

12-28-10P02:30 RCVD

**Read all instructions carefully, then fully complete each section.
 Incomplete forms will be returned.**

For Board of Ethics use only
 Date Received _____
 Audit Date _____
 Date Closed 12/28/10

Person reporting Claudia M. Balducci
 Position / Title Director Designee
 Department DAJD Division Administration
 Mail stop KCF-AD-0600 Work phone (206) 296-1268

I am filing within 10 days of employment or appointment, reporting on the preceding 12 calendar months ending (enter month, day and year) _____

I am filing an annual statement, reporting on calendar year 2010. (See #3, "Period of Reporting," on page 3.) *I was appointed Director-Designee of DAJD on October 16, 2010. (PUB)*

updated

Financial and Other Interests to Report

Note: Underlined terms are defined on page 4 and in the Code of Ethics.

If you need more space to provide the required information, please attach additional pages.

A. Compensation, Gifts and Things of Value

During the reporting period, did you, or a member of your immediate family, receive compensation, gifts or things of value from any person engaged in any transaction with King County in which you participated or for which you had responsibility as a county employee?

No Yes – If yes, please provide the following information.

Name of each <u>person</u> engaged in any <u>transaction with King County</u> from whom the <u>compensation, gift, or thing of value</u> was received	Name of individual who received the <u>compensation, gift, or thing of value</u> and their relationship to you

B. Financial Interests

During the reporting period, did you, or a member of your immediate family, possess a financial interest in any person engaged in any transaction with King County in which you participated or for which you had responsibility as a county employee?

No Yes – If yes, please provide the following information.

Name of each <u>person</u> engaged in any <u>transaction with King County</u> in whom a financial interest was possessed	Name of individual who possessed the financial interest and their relationship to you

C. Positions

During the reporting period, did you, or a member of your immediate family, hold a position in any person engaged in any transaction with King County in which you participated or for which you had responsibility as a county employee?

No Yes – If yes, please provide the following information.

Name of each <u>person</u> engaged in any <u>transaction with King County</u> with whom the position was held	Name of individual who held the position and their relationship to you	Title of the position held
City of Bellevue	Claudia Balducci	Council member (see attached) ✓

D. Real Property

During the reporting period, did you, or a member of your immediate family, possess a financial interest in any real property that was either involved in or the subject of a King County action? Property for which the only King County action was valuation or revaluation for tax purposes does not have to be reported, except that employees of the Department of Assessments and Board of Appeals who are required to file this statement shall report property for which valuation or revaluation actions were taken by King County during the reporting period.

No Yes – If yes, please provide the following information.

Street address, assessor parcel number or legal description of real property involved in or the subject of a <u>King County action</u>	Name of individual who possessed the financial interest and their relationship to you	Name of the <u>King County</u> department involved in the <u>King County action</u>

E. Declaration

I have completed the Statement of Financial and Other Interests and acknowledge that I have received the following information to assist me in the completion of the form: Important Filing Information, Definitions, and Who Is Required to File a Statement of Financial and Other Interests. I understand that the purpose of this program is to ensure the public's trust in government by disclosing any conflicts between personal and financial interests and our service to King County residents, and to educate county employees on situations of potential conflict.

I, Claudia M. Balducci, declare under penalty of perjury under the laws of the State of Washington that the foregoing is true, complete and correct.

Claudia M. Balducci Director Designee
 (Signature) (Job Title)

Signed this 27th day of December, 2010
 (Month) (Year)

at Seattle WA
 (City) (State)



King County

Department of
Adult and Juvenile Detention

King County Correctional Facility
500 5th Avenue
Seattle, WA 98104-2332
206-205-3002 206-296-0570 Fax
claudia.balducci@metrokc.gov

MEMORANDUM

TO: King County Board of Ethics

FROM: Claudia Balducci, ^{oab} Director Designee, Department of Adult and Juvenile Detention

DATE: December 17, 2010

RE: Statement of Financial and Other Interests

Accompanying this memo is an updated Statement of Financial and Other Interests. This memo supplements and explains the information supplied on that form.

I am employed by King County as the Director of the Department of Adult and Juvenile Detention. During my employment with DAJD, I have both assisted and directed the administration and negotiation of Jail Services Agreements between King County and its contract cities, including the City of Bellevue. In my current position, I also have involvement with contract negotiations involving jail services to contract cities.

In 2010, I have continued to serve as an elected City Councilmember for the City of Bellevue. In that capacity, I am responsible for setting city policy and budget, including the authorization of interlocal agreements for services such as the King County Jail Services Agreement. The County Executive, who is the appointing authority for my position of Department Director is aware of my position with the City of Bellevue.

I have addressed the conflict between these two positions by representing only King County on the issue of jail services. I have officially recused myself from any involvement in the issue of jail services on behalf of the City of Bellevue. I do not participate in discussions or decisions regarding how Bellevue provides for its inmates. I do not participate in discussions or decisions regarding contract for jail services for Bellevue, whether with King County or any other jurisdiction or organization. I have instructed City of Bellevue staff not to provide me with any confidential information provided to the other City Council members regarding jail issues. When jail services issues are on our City Council agenda for public or executive session, I excuse myself from the discussion and leave the room.

Clarification of Statement of Financial and Other Interests
December 17, 2010
Page 2 of 2

I have engaged in discussions with the City of Bellevue and other King County cities as a King County representative. I receive information from the City of Bellevue and other King County cities that they choose to share with the public or with King County as part of our contractual relationship and our joint planning efforts.

I have notified the County Executive of this conflict of interest and he has approved this method of resolving the conflict. See memo, attached.

Please contact me if you have any questions.



King County

Department of
Adult and Juvenile Detention

King County Correctional Facility
500 5th Avenue
Seattle, WA 98104-2332
206-296-1268 206-296-0570 Fax
claudia.balducci@kingcounty.gov

MEMORANDUM

TO: Dow Constantine, County Executive

FROM: Claudia Balducci, ^{CAB} Director-Designee, DAJD

DATE: December 9, 2010

RE: Statement of Financial and Other Interests

The purpose of this memo is to notify you of a conflict of interest and seek your approval for handling that conflict of interest.

Since 2004, I have served as an elected City Councilmember for the City of Bellevue. In that capacity, I am responsible for setting city policy and budget, including the authorization of Interlocal agreements for services such as the King County Jail Services Agreement. I have identified and reported that position as a conflict of interest with my work for King County DAJD.


I have addressed the conflict between these two positions by choosing to represent only King County on the issue of jail services. I have officially recused myself from any involvement in the issue of jail services on behalf of the City of Bellevue. I do not participate in discussions or decisions regarding how Bellevue provides for its inmates. I do not participate in discussions or decisions over any contract for jail services for Bellevue, whether with King County or any other jurisdiction or organization. I have instructed City of Bellevue staff not to provide me with any information provided to the other City Council members on jail issues. When jail services issues are on our City Council agenda for public or executive session, I excuse myself from the discussion and leave the room.

I have engaged in discussions with the City of Bellevue and other King County cities as a King County representative. I receive information from the City of Bellevue and other King County cities that they choose to share with King County as part of our contractual relationship and our joint planning efforts.

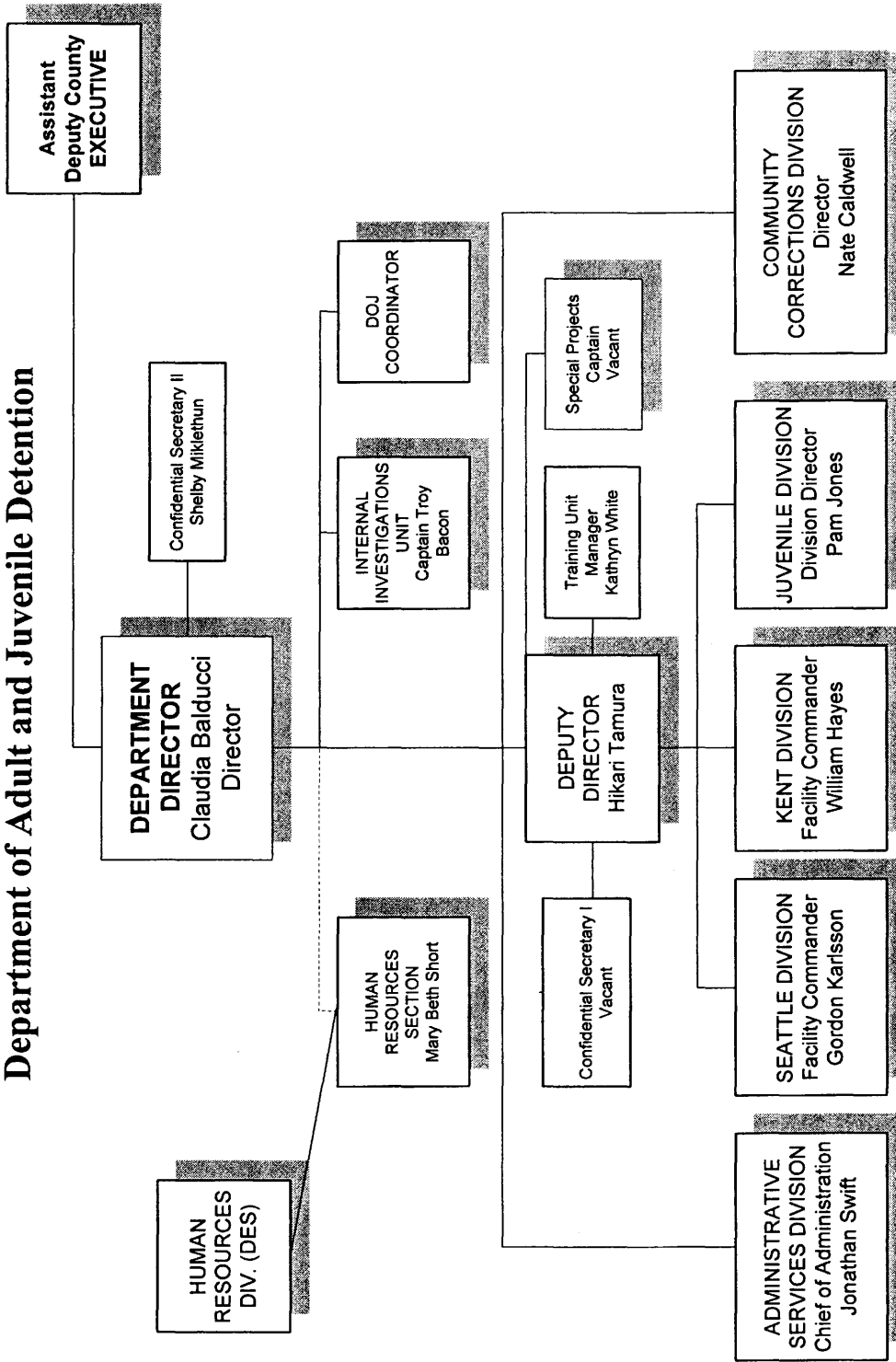
If you have any questions, please let me know.

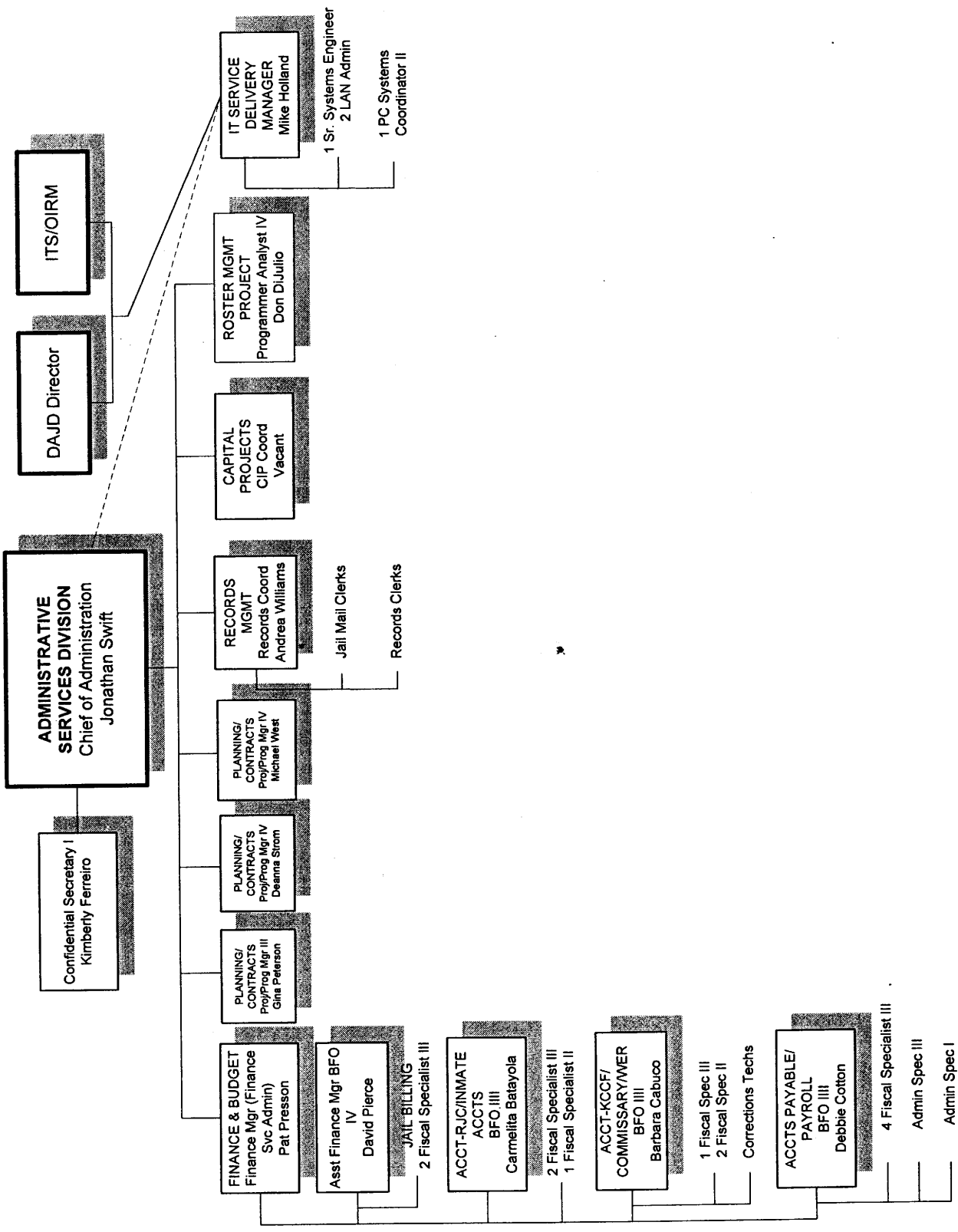
- I approve the above-described method of resolving the reported conflict.
- I do not approve the above-described method of resolving the reported conflict and provide the following direction:

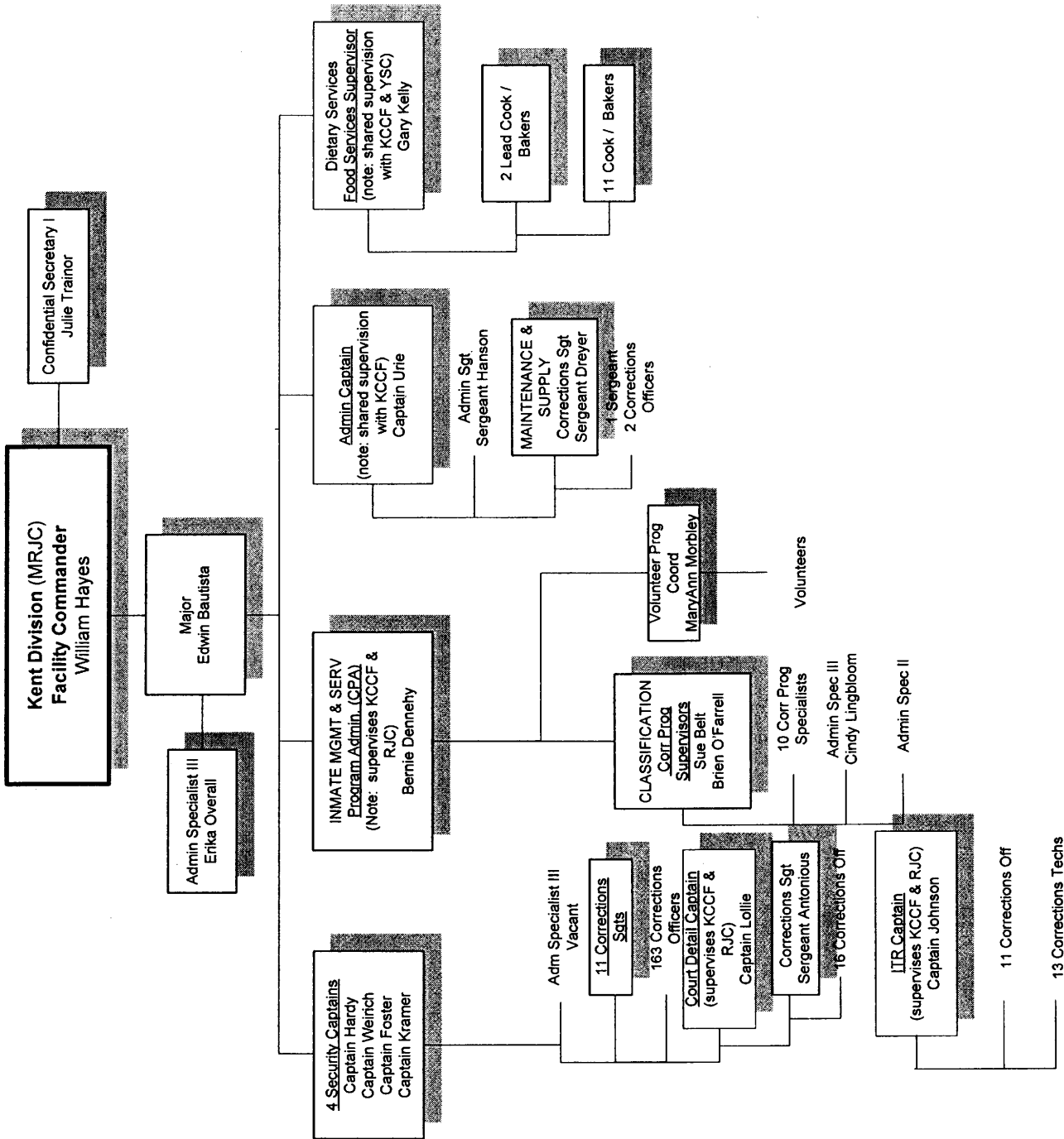
12.13.10
Date

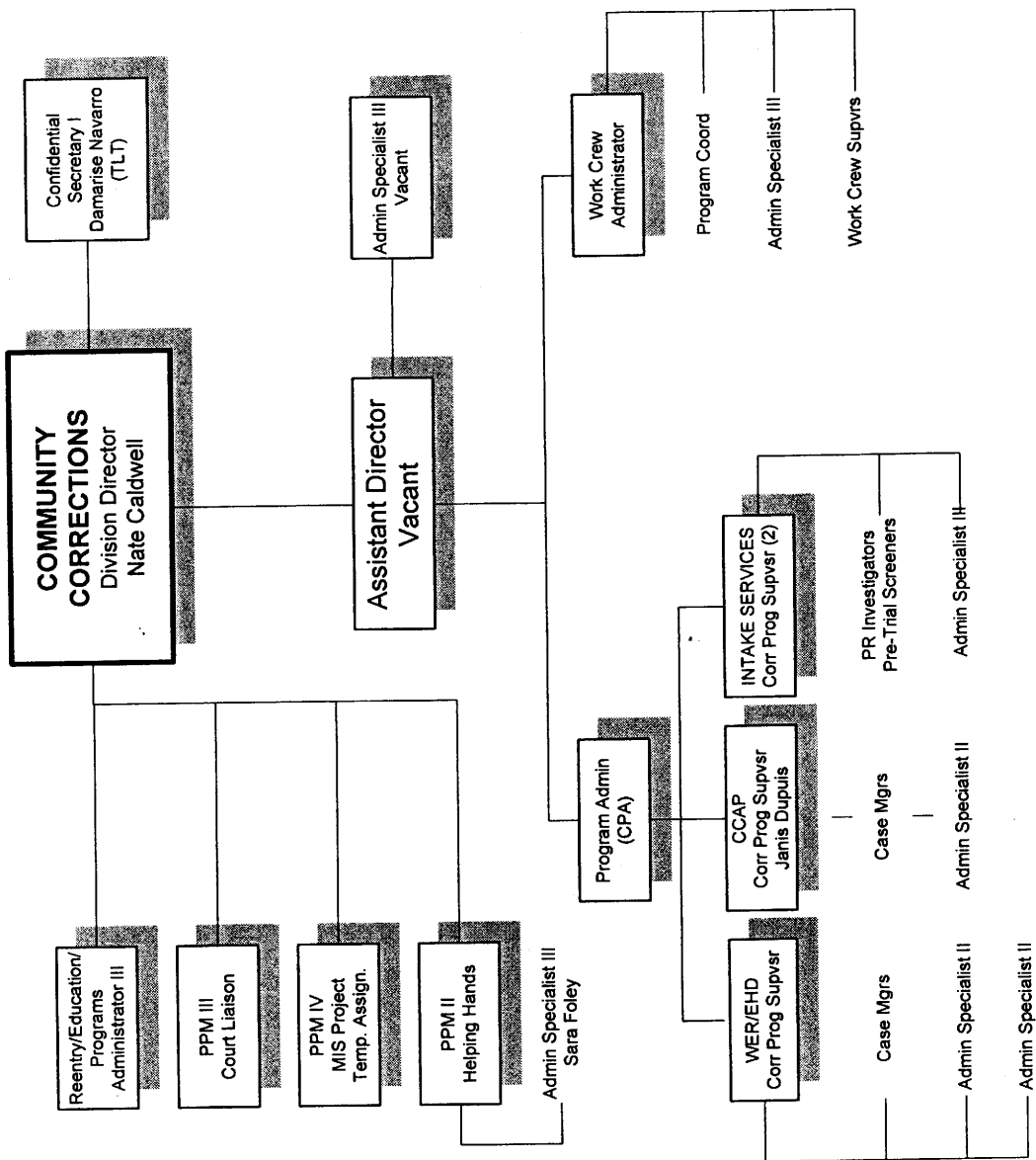

Dow Constantine
King County Executive

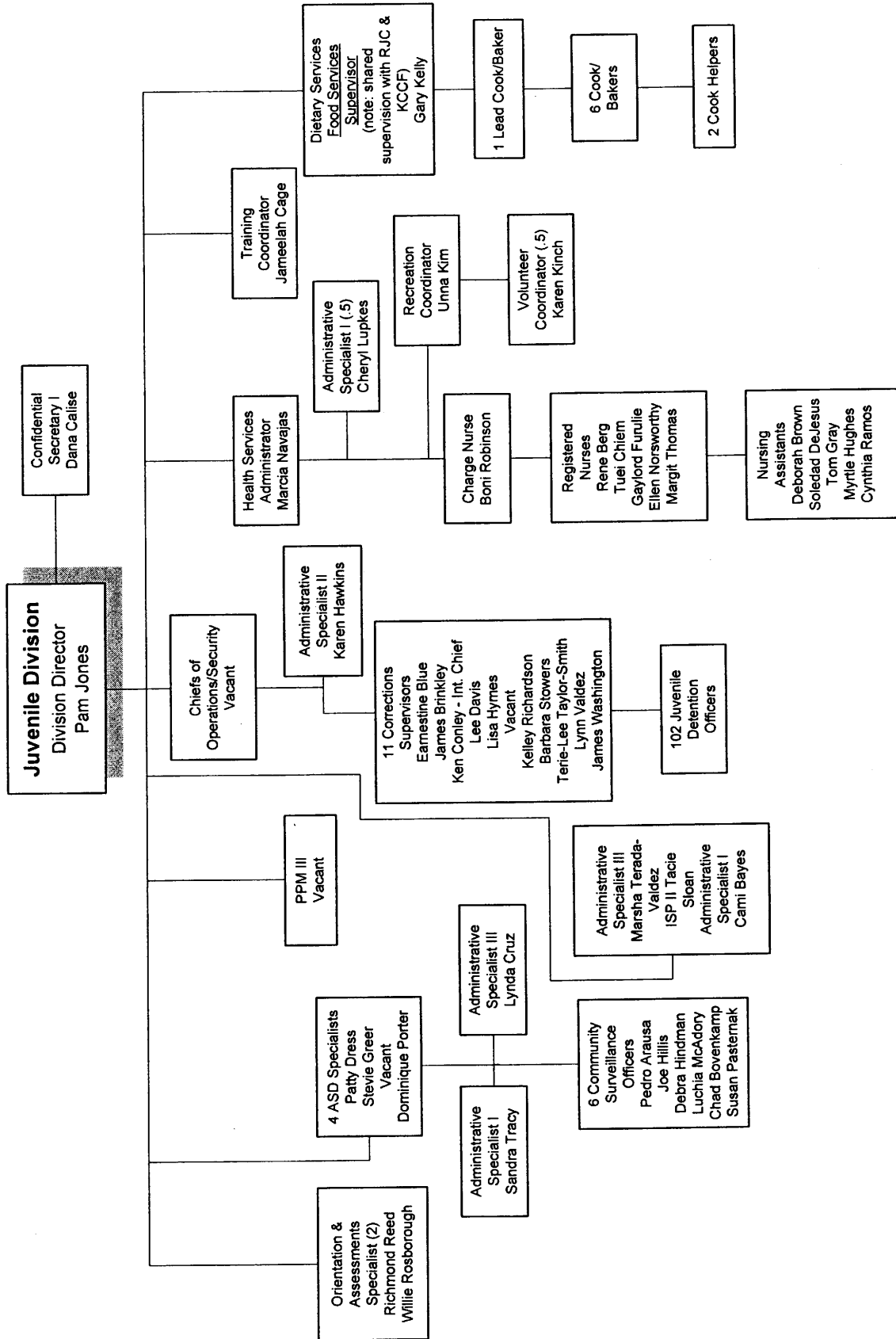
Department of Adult and Juvenile Detention

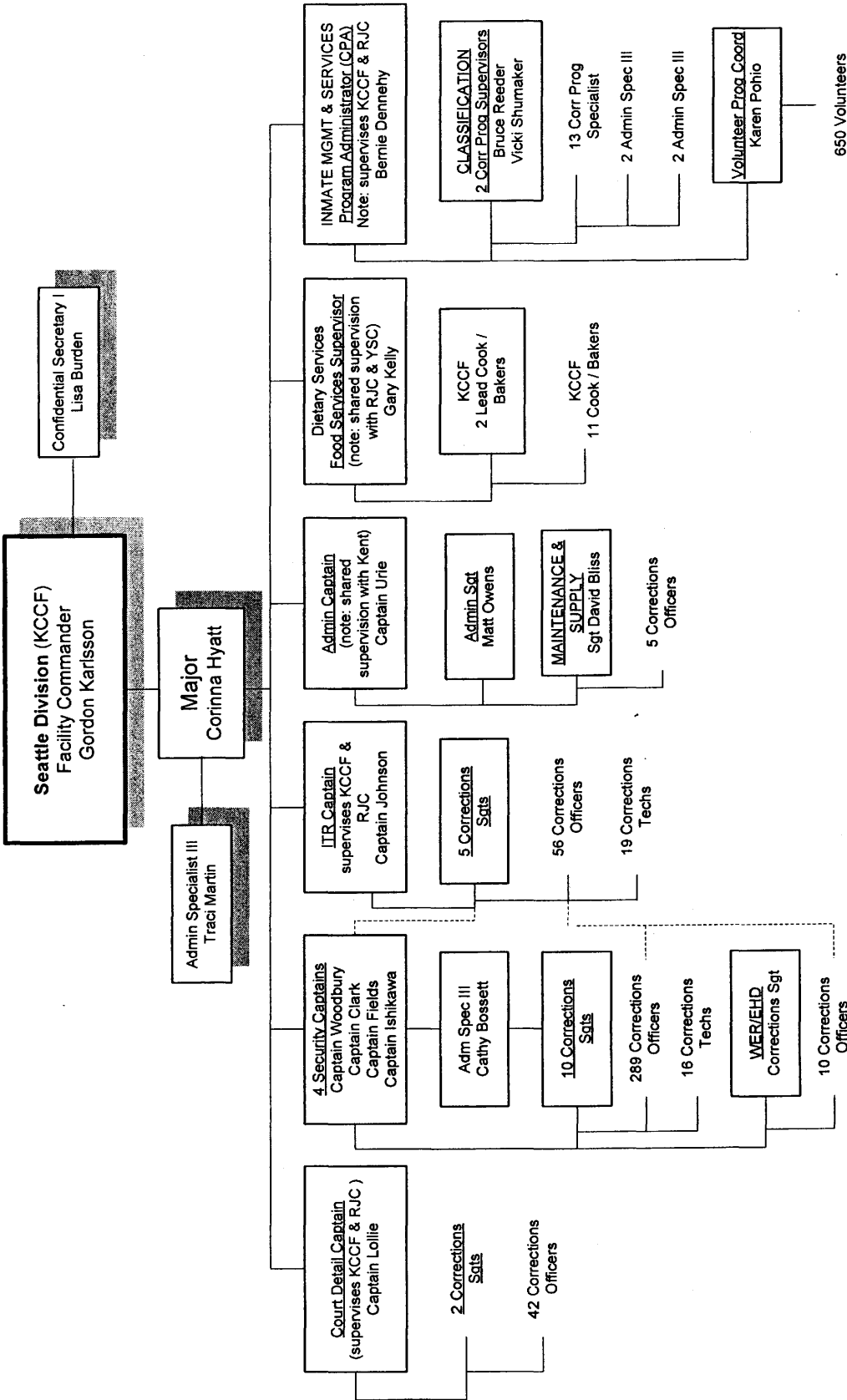














Class Summary

The responsibilities of this classification include directing the overall planning and operations of a large, urban multi-facility and multi-program correctional services system providing pre-trial services and a range of both secure and community-based alternatives to adult and juvenile detainees.

Distinguishing Characteristics

This is a single level classification. The incumbent provides oversight of all day-to-day operations through subordinate managers. Work includes ensuring the safe, secure and humane detention of King County adult felons and misdemeanants, both pretrial and sentenced for one year or less; and administering jail services contracts with municipal jurisdictions in King County to house pretrial and sentenced misdemeanants.

Examples of Duties (May vary by position)

1. Operate detention facilities and programs based on sound practices and integrate effectively with criminal justice, health and treatment systems.
2. Provide leadership in developing and conveying an organizational vision and mission.
3. Devise creative, efficient solutions to resolve operational challenges and address the systemic pressures associated with rapid, continuing growth in the inmate and juvenile detainee populations.
4. Oversee and authorize the direction of litigation including employment, operational, and tort lawsuits in consultation with the Prosecuting Attorney's Office.
5. Develop, defend and manage the Department's annual budget.
6. Hire, train, coach, evaluate, discipline and terminate staff.
7. Direct collective bargaining activities.
8. Represent the King County Executive on correctional issues in the community and with media representatives.
9. Build regional partnerships with cities, counties, and State elected officials to provide cost-effective, safe, and humane care to inmates held in custody in King County detention facilities.
10. Maintain effective, collaborative working relationships with labor representatives, local and national criminal justice system officials, King County elected officials, members of the Executive Cabinet, and other stakeholders in the adult and juvenile detention area.
11. Perform other duties as assigned.

Knowledge/Skills

Advanced knowledge of a wide range of criminal justice operations including adult detention, juvenile detention, court, prosecution and probation

Knowledge of public laws, rules, policies and legislative processes related to publicly funded social services

Knowledge of public sector budgeting, fund management, and budgetary analysis

Knowledge of management techniques and principles

Knowledge of budgeting techniques and principles

Knowledge of human resources management and labor relations in the public sector

Skill in analytical thinking, negotiation, problem solving and conflict resolution

Skill in working in a political environment and handling politically sensitive issues with diplomacy and confidentiality

Skill in project and resource management

Skill in developing and managing large budgets

Skill in identifying appropriate strategies for data collection and evaluation, analyzing data presenting findings

Communication skills, including public speaking, presentation and facilitation skills

Skill in supervision and team building

Skill in handling multiple competing priorities and sensitive situations

Skill in working with a variety of individuals from diverse backgrounds

Skill in using current office software programs including word processing, spreadsheet, database and email software programs

Licensing, Certification and Other Requirements

Some licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required.

Offers of employment are contingent on passing a thorough background investigation, which includes polygraph and psychological examinations.

FLSA Designation	Exempt (Administrative, Professional or Executive)
Service Status	Exempt from Career Service
Levels within same series	None
Class History	Created 10/2010