

**Department of Adult and Juvenile Detention's  
Quarterly Report on Corrections Officers' Vacancies  
and People Housed in Contracted Detention Facilities**

November 2024



**King County**

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## Proviso Text

Ordinance 19546, Section 54, Department of Adult and Juvenile Detention P2<sup>1</sup>, as amended by Ordinance 19633, Section 44, P2<sup>2</sup>:

*Of this appropriation, \$100,000 shall not be expended or encumbered until the executive transmits quarterly reports, beginning May 15, 2023, through November 15, 2024, providing data on corrections officer vacancies and people housed in contracted detention facilities.*

*Each report shall include, but not be limited to:*

- A. The number of King County corrections officer and corrections sergeant vacancies;*
- B. The number of filled King County corrections officer and corrections sergeant positions;*
- C. The number of individuals who: (1) began the hiring process for; (2) successfully entered probation for; (3) successfully completed probation for; and (4) separated from King County corrections officer and corrections sergeant positions in the previous year, for the first report, or the previous quarter, for each subsequent report; and*
- D. The number of people being housed at a contracted detention facility.*

*The executive should transmit to council the first quarterly corrections officer vacancy report no later than May 15, 2023, and subsequent reports by the 15<sup>th</sup> of the second month following each quarter thereafter, with the last quarterly report due by November 15, 2024. The executive shall electronically file each quarterly corrections officer vacancy report with the clerk of the council, who shall retain an electronic copy and provide an electronic copy to all councilmembers, the council chief of staff and the lead staff for the law, justice, health and human services committee or its successor.*

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<sup>1</sup>Ordinance 19546, Section 54, p58-59 [LINK](#)

<sup>2</sup>Ordinance 19633, Section 44, p43-44 [LINK](#)

## Executive Summary

This report is in response to Ordinance 19546, Section 54, Department of Adult and Juvenile Detention P2,<sup>3</sup> as amended by Ordinance 19633, Section 44, P2.<sup>4</sup>

The Department of Adult and Juvenile Detention (DAJD) operates two adult secure detention facilities within King County. DAJD continues to experience a significant vacancy rate for corrections officers. The increase in vacancies began in 2021 and continued through the January 2024, although DAJD has slowly begun to reduce the vacancy rate since then. However, even with the significant recruitment steps taken by King County and DAJD, such as signing bonuses for new employees and referral bonuses for current King County employees, there were 71 vacant corrections officer positions out of approximately 500 budgeted FTE as of September 30, 2024.

DAJD has taken steps to minimize the staffing needs for jail resident housing, including moving some residents housed at the KCCF to the MRJC for a small net staffing savings.

DAJD remains focused on prioritizing the recruitment and retention of corrections officers. Online, print, and radio advertising are all being utilized, as is presence at career fairs. The County and the King County Corrections Guild recently ratified a new Collective Bargaining Agreement with a wage package that is expected to aid in recruitment and retention, and the parties have completed bargaining to initiate a small 12-hour alternative shift pilot.

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<sup>3</sup>Ordinance 19546, Section 54, p58-59 [LINK](#)

<sup>4</sup>Ordinance 19633, Section 44, p43-44 [LINK](#)

## Background

### Department Overview:

The Department of Adult and Juvenile Detention (DAJD) operates three detention facilities and various community supervision programs for pre- and post-trial defendants throughout King County. The two adult secure detention divisions are the Seattle Division and the Kent Division. The Seattle Division operates the King County Correctional Facility (KCCF), and the Kent Division operates the secure detention portion of the Maleng Regional Justice Center (MRJC).

The average daily population (ADP) in King County's secure detention for 2023 was 1,405, with January through September 2024 being 1,376. Since 2021, DAJD has continued to experience a significant vacancy rate for corrections officers, with 71 vacant corrections officer positions out of approximately 500 budgeted FTE as of September 30, 2024. DAJD has taken steps to address this by increasing recruitment and retention efforts and redistributing the population between facilities to utilize staff more efficiently and improve conditions of custody. Moving jail resident housing locations from the KCCF to the MRJC has allowed DAJD to close a floor of the KCCF, with some small net savings in housing posts.

### Context:

Washington State defines the role of "corrections officer" in RCW 43.101.010.<sup>5</sup> Corrections officers (CO) are required to obtain certification from the Washington State Criminal Justice Training Commission (CJTC) (RCW 43.101.095<sup>6</sup>), and complete training as required by CJTC within six months of employment (RCW 43.101.220<sup>7</sup>). Currently, the CJTC basic corrections academy is 10 weeks in length, four academy sessions are conducted annually, and the class size is 36 students per session for a maximum of 144 students per year statewide.

CJTC allocates available class seats based on several factors. Beginning in 2024 small agencies are given 10 priority "seats" for each academy class. Due to the high vacancy rate for CO across the state, the Washington State Legislature has added additional Corrections Officer Academy classes in 2024 and 2025.<sup>8</sup> The previous four classes per year were increased to five in the 2024 fiscal year and 13 in fiscal 2025. This allows currently hired DAJD CO to attend classes by 2025. CJTC has proposed to increase the base number of classes from four to eight per year starting in their 2026-2027 budget.<sup>9</sup>

CO workload is driven by several factors, including the number of housing units operated for jail residents, the number of jail residents needing to be moved outside of the facilities for court and medical appointments, and the number of escorts required for non-departmental staff to move about within the secure areas of the facilities. The number of housing units operated for jail residents is dependent not just on the number of residents to be housed, but also on factors such as their security level, gender, and medical or psychiatric needs. During the COVID-19 pandemic, it was necessary to disperse the jail resident population as much as possible to minimize the spread of the disease. With

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<sup>5</sup> RCW 43.101.010 [LINK](#)

<sup>6</sup> RCW 43.101.095 [LINK](#)

<sup>7</sup> RCW 43.101.220 [LINK](#)

<sup>8</sup> Chapter 376, Laws of 2024; Section 218, Proviso (25), p.434 [LINK](#)

<sup>9</sup> CJTC Policy Adjustment Request [LINK](#)

widespread vaccination of the jail resident population and the end of the federal and state public health emergency declarations, DAJD has worked to consolidate jail housing into a more traditional degree of density. Notably, however, seasonal increases in infection rates could reverse this trend.

Table 1 contains CO data at the start of each year since 2020. “Deployed to assignment” are CO who have completed all training requirements to allow the CO to fill a post on the schedule.

*Table 1 Status of Corrections Officer FTE on January 1 from 2020 through 2024*

Status	Jan-20	Jan-21	Jan-22	Jan-23	Jan-24
Authorized Corrections Officer FTE	515	505	505	503	503
Deployed to Assignment	479	492	429	376	390
In Training	12	8	2	10	20
Vacant Positions	24	5	74	117	93

DAJD has taken substantial steps in hiring to reduce vacancies along with additional efforts aimed at retaining existing officers. The department has expanded the scope of advertising and career fair participation, as well as providing hiring bonuses to inexperienced new hires and larger bonuses to persons who are already certified as a CO through CJTC.<sup>10</sup>

A pilot program to include alternative shifts was bargained with the King County Corrections Guild (Guild). This pilot, beginning February 1, 2025, will convert seven 24-hour per day posts at the MRJC that are currently worked as three eight-hour shifts to two twelve-hour shifts. DAJD and the Guild will jointly evaluate the outcomes of the pilot.

**Report Methodology:**

Data in Table 3 is from the King County PeopleSoft employee management system and DAJD Roster Management System, the department’s internal timekeeping and leave management system. The Jail Management System (JMS) provided data used to calculate the ADP of jail residents. The definitions in use in Table 3 are given in Table 2.

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<sup>10</sup> Note that uniformed corrections personnel are only promoted from the prior level, so promotions in uniform positions may eventually result in a CO vacancy.

Table 2 Definitions of the measures used within Table 3:

<b>Term</b>	<b>Definition</b>
Corrections officer vacancy	Count of authorized but not filled full time equivalent positions within the King County PeopleSoft system as of the last day of the reporting period
Corrections sergeant vacancy	Count of authorized but not filled full time equivalent positions within the King County PeopleSoft system as of the last day of the reporting period
Filled corrections officer positions	Count of authorized and filled full time equivalent positions within the King County PeopleSoft system as of the last day of the reporting period
Filled corrections sergeant positions	Count of authorized and filled full time equivalent positions within the King County PeopleSoft system as of the last day of the reporting period
Began hiring	Number of persons within the reporting period who were offered a conditional offer of employment, allowing them to be considered an applicant as defined in RCW 43.101.010 <sup>11</sup>
Entered corrections officer probation	Number of persons within the reporting period who accepted a full offer of employment and began their first day of employment in the corrections officer job class
Successfully completed corrections officer probation	Number of persons within the reporting period who completed their probationary period as a corrections officer as defined in Section 13.14 <sup>12</sup> in the collective bargaining agreement between the King County Corrections Guild and King County
Entered corrections sergeant probation	Number of persons within the reporting period who accepted a promotion to corrections sergeant and began their first day of employment in the new job class
Successfully completed corrections sergeant probation	Number of persons who complete their probationary period as a corrections sergeant as defined in Section 13.14 <sup>13</sup> in the collective bargaining agreement between the King County Corrections Guild and King County within the reporting period
Separated from corrections officer positions	Number of persons who left King County employment or shifted to a different job class within King County within the reporting period
Separated from corrections sergeant positions	Number of persons who left King County employment or shifted to a different job class within King County within the reporting period
Housed in contract facility	ADP of jail residents who are housed at the SCORE facility in Des Moines, WA during the reporting period

<sup>11</sup> RCW 43.101.010 [LINK](#)

<sup>12</sup> Agreement Between King County and King County Corrections Guild - Department of Adult and Juvenile Detention [295/Q2] p46 [LINK](#)

<sup>13</sup> Ibid

Term	Definition
ADP	Average daily population is the total number of person days within the measured period, divided by the number of days within the measured period

This final proviso report covers the third quarter of 2024, July through September.

**Report Requirements**

- A. The number of King County corrections officer and corrections sergeant vacancies;**
- B. The number of filled King County corrections officer and corrections sergeant positions;**
- C. The number of individuals who:**
  - (1) began the hiring process for;**
  - (2) successfully entered probation for;**
  - (3) successfully completed probation for; and**
  - (4) separated from King County corrections officer and corrections sergeant positions in the previous year, for the first report, or the previous quarter, for each subsequent report; and**
- D. The number of people being housed at a contracted detention facility.**

Table 3 below provides the required data in response to items A – D above.

*Table 3 Vacancies, Hiring, Probation, and Separations of Corrections Officers and Sergeants*

Measure	July1 – September 30, 2024
CO Vacancies	71
Sgt Vacancies	0
Filled CO	432
Filled Sgt.	40
Began Hiring	47
Entered CO Probation	35
Completed CO Probation	12
Entered Sgt Probation	0
Completed Sgt Probation	0
Separated as CO	13
Separated as Sgt.	1
Housed in Contract Facility	0

This is the final report called for by this Proviso.