

<b>Spokane Municipal Court City of Spokane, State of Washington</b>	<b>No: 2022-03</b> <b>SECOND SUPERSEDING EMERGENCY ORDER RE: CASE MONITORING PROCEDURES FOR COMMUNITY JUSTICE SERVICES</b>
In Re the Matter of a Community Justice Services Staffing Emergency	

### **I. BASIS**

This matter comes before the Court as a result of an acute shortage of qualified staff members available to monitor the existing Community Justice Services Department (CJS) caseload at the levels required by the current orders of the Court associated with each case monitored by the department.

### **II. FINDINGS**

1. The Community Justice Services Department has recently experienced an unusually high number of employee vacancies associated with retirements, promotions, and transfers.
2. The Department's ability to replace staff lost to retirement, promotion, and/or transfer is governed by various policies and procedures promulgated by the City of Spokane's Civil Service Commission and the Human Resources Department.
3. The Civil Services Department that supports the civil service hiring processes within the City has been inundated with position requests related to the COVID personnel challenges being experienced nationwide and has a significant backlog within the organization.
4. The Civil Services lists for all critical positions within CJS have expired and CJS has no ability to hire new employees until such time these lists are renewed via the civil service process.
5. Based on the backlog of work at Civil Service, it may not be possible for CJS to have critical staff members on board prior to the end of the 1<sup>st</sup> quarter of 2022.
6. Given the absence of the ability to fill critical staffing positions within CJS, management conducted an emergency review of its current assigned caseloads with the goals of reducing the overall caseload levels via expanded early discharge criteria, pausing supervision for a period of time on lower level offenses, and focusing remaining monitoring efforts on matters posing the highest risks to public safety.
7. Based upon the factors stated herein, the Court finds the inability of CJS to achieve the required staffing levels constitutes an emergency and the Court should enter an emergency order modifying existing CJS procedures on an emergency basis in the manner indicated herein.

NOW, THEREFORE Mary Logan, the Presiding Judge of the Spokane Municipal Court, acting pursuant to GR 29 and hereby authorizes and hereby enters the following.

### III. ORDER

IT IS HEREBY ORDERED that all cases in which; (a) Community Justice Services (CJS) post sentence supervision requirements are in place; (b) more than fifty percent (50%) of the period of supervision has elapsed; and (c) are in a Records Check Only status either on the date of this order or during the pendency of this order shall be terminated from CJS supervision and the associated files closed for the purposes of CJS supervision.

IT IS FURTHER ORDERED that CJS monitoring of all cases in which a Stipulated Order of Continuance is in place shall be stayed until July 1, 2022, or until further order of the Court.

IT IS FURTHER ORDERED that post sentence supervision/monitoring of all cases with CJS supervision requirements in place, which are not a result of a conviction for Driving While Under the Influence, Physical Control, or an offense involving domestic violence between intimate partners, and which have no pending warrants, be stayed until July 1, 2022 or until further order of the Court.

IT IS FURTHER ORDERED that at such time the stays of supervision referenced herein have either expired or been terminated via further order of the Court, all cases impacted by said stays of supervision be reviewed by CJS for any breaches of conditions and any identified breaches returned to Court per CJS policies and procedures.

IT IS FURTHER ORDERED that all steps taken by CJS management to minimize the impact of the organization's staffing emergency pending its final impact analysis and the entry of this Emergency Order are hereby adopted and ratified by the Court.

IT IS FURTHER ORDERED that this Emergency Order shall remain in effect until 8:00 a.m. July 1, 2022, or further order of this Court.

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DATED THIS \_\_\_\_ day of March 2022.

A handwritten signature in cursive script, appearing to read "Mary Logan", written in black ink.

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MARY LOGAN, Presiding Judge