



## **PENNY BARTLEY**

### **Curriculum Vitae**

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#### ***Professional Summary***

Results oriented, innovative correctional administrator with progressively responsible positions in jail management and law enforcement. A skilled administrator with expertise in the following areas:

|                       |                      |                     |
|-----------------------|----------------------|---------------------|
| Jail Operations       | Grant Writing and    | Public Speaking and |
| Contract Negotiations | Administration       | Training            |
| Media Relations       | Regional Initiatives | Organizational      |
| Budget Development    | Accreditation        | Development         |

#### ***Expert Witness Experience***

Retained as an expert witness in jail litigation since 2019, offering verbal and written opinions, and testimony at deposition on jail deaths.

#### ***Employment Experience and Significant Accomplishments***

##### **Corrections Consultant**

**2019 - Present**

- Principle of Nanook Consulting, providing on-site and remote assessments for criminal justice agencies including jails and police departments
- Consulting services also provided through LD Consulting LLC, including development of training curriculum and delivery of on-site and video training for jail auditing
- Jail assessments and reviews for tribal and municipal law enforcement agencies in Arizona and California
- Law enforcement records assessments and reviews in California

|                                  |                    |
|----------------------------------|--------------------|
| <b>South Correctional Entity</b> | <b>2009 – 2018</b> |
| <b>Executive Director</b>        | <b>2010 – 2018</b> |
| <b>Interim Director</b>          | <b>2009 – 2010</b> |

- Responsible for the creation of an independent regional government that constructed and operates an 802-bed regional jail
- Developed a corresponding Public Development Authority for the issuance of \$86 million in construction bonds for the new jail
- Coordinated design work for 164,000 square foot jail facility
- Coordinated government condemnation of property necessary for new jail, worked with assigned legal counsel to negotiate settlements with property owners
- Served as project manager for the construction of new jail facility, completing the construction 2 months ahead of schedule and \$5 million under budget
- Responsible for all start-up operations of the new organization and jail, including hiring of all staff including department directors and subordinates, development and implementation of all policies and procedures, development of and responsibility for all budgets and organizational development
- Responsible for agency being the first jail in Washington to achieve accreditation with the Washington Association of Sheriffs and Police Chiefs
- Completed accreditation and reaccreditation with the National Commission on Correctional Health Care
- Completed voluntary Prison Rape Elimination Act (PREA) Audit with 100% compliance
- Responsible for extensive work with Disability Rights Washington and development of model services for other jails in Washington on how to provide services for incarcerated individuals with a variety of sensory, ambulatory, cognitive, and substance abuse disorders
- Implemented medication assisted therapy program for inmates with substance abuse disorders
- Responsible for negotiations with other governments, contractors, vendors, and represented labor groups
- Responsible for handling and resolving all claims and litigation against the agency
- Responsible for managing a \$38 million annual budget

|  |                    |
|--|--------------------|
| <b>Renton Police Department</b>                    | <b>1989 - 2009</b> |
| <b>Staff and Auxiliary (Jail) Services Manager</b> | <b>1994 - 2009</b> |
| <b>Staff Services Manager</b>                      | <b>1992 - 1994</b> |
| <b>Community Programs Coordinator</b>              | <b>1989 - 1992</b> |

- Responsible for the operation of a 50-bed jail
- Managed jail remodel to accommodate juvenile arrestees within Washington State standards
- Served as Records Custodian for the police department

- Served as Public Information Officer for the police department, managed critical information at high-profile incidents including homicides and officer involved shootings
- Oversaw the evidence function and was responsible for audits
- Successfully supervised the evidence function during the CALEA on-site assessment
- Responsible for updating of department computer hardware and software, including installation of mobile data computers in patrol vehicles

**Lynnwood Police Department, Crime Prevention Coordinator** **1987 – 1989**

- Responsible for community education and crime prevention
- Interviewed child sexual assault victims
- Searched female arrestees in the jail

**Normandy Park Police Department, Records Specialist** **1984 – 1986**

- Responsible for processing of police records, filing citations with court
- Responsible for evidence storage and access

***Publications***

***Law Enforcement Inspections and Auditing Manual – Section 12 – Jail Operations***; First Edition - copyright 2022. Published by the Law Enforcement Inspections and Auditing Group (LEIAG). Published as both an e-book and hardcopy. Available through [LEIAG.Org/shop](http://LEIAG.Org/shop)

***Committees and Memberships***

**Active participation between 1992 - 2018**

- Served on the Washington State Legislative 1290 Sub-Committee to modify Medicaid eligibility for inmates at the time of release from jail
- Chair of the King County Jail Operations Group – responsible for coordinating county-wide jail services for 39 municipal agencies within King County, Washington
- Member of the King County Jail Administrative Group – responsible for coordinating county-wide jail decisions, such as contracting with out of county agencies, for municipal agencies within King County, Washington
- Member of the King County Jail negotiations group for jail services between King County and the 39 municipal agencies in King County
- Chair and Member of the Yakima County Jail negotiation group, negotiating jail services between Yakima County and the 39 municipal agencies in King County
- Chair and Member of the King County Automated Fingerprint Identification System Advisory Committee. Responsible for management of voter approved levy funds to manage regional fingerprint system
- Member of the Washington Association of Sheriffs and Police Chiefs Corrections Committee

- Member of the Washington Association of Sheriffs and Police Chiefs Loaned Executive Management Assistance Program (LEMAP)
- Washington Association of Sheriffs and Police Chiefs Accreditation Commissioner

### ***Technical Assistance to other Agencies***

At the request of Washington Association of Sheriffs and Police Chiefs Loaned Executive Program, provided independent review and recommendations for the following agencies focused on police records management, jail operations, arrestee interviews and transportation, physical security, services for inmates with disabilities, and jail medical care:

- Lacey, Washington Police Department, 2005
- Spokane, Washington Police Department, 2006
- Kirkland, Washington Police Department 2007, 2017
- Jefferson County, Washington Sheriff's Office, 2017

At the request of individual organizations, provided a variety of technical assistance listed below:

- Skagit County, Washington 2011  
At the request of Washington Association of Counties, spoke to local officials about creating a regional jail facility, how to fund and construct a new jail, and potential funding for a regional organization
- Whatcom County, Washington - Build a New Jail Now Committee, 2012  
At the request of the citizen's committee, provided information on the construction of a new facility and potential design
- Skagit County, Washington - Sheriff's Office, 2015 – 2017  
At the request of the Sheriff and Jail Administrator, provided technical assistance on the design of a new jail, transition to a new facility, and operational concerns
- Bothell, Washington - Police Department, 2014  
At the request of the Support Services Captain, reviewed the operations of the police department in handling of inmates within short-term holding facility
- Whatcom County Cities New Jail Workshop, 2016  
At the request of local officials, addressed possible regional jail and necessary organization and development to replace existing county jail facility
- City of Kent, Washington, 2017  
At the request of the City Attorney, addressed concerns about working with disability organizations and the current operations of their jail

### ***Highlights of Presentations***

- Instructor Development, Washington State Criminal Justice Training Commission 1991 – 1993
- Instructor Development, Alaska Department of Public Safety, 1994 - 1995
- Dealing with the Media for Correctional Professionals, National Institute of Corrections, Colorado and New Jersey, 1995 - 1996
- Regional Initiatives and Organizational Development, Pacific Northwest Municipal Finance Conference - 2009
- The Power of Regional Cooperation, Association of Washington Cities - Spokane, Washington, 2009
- The SCORE Project, King County, Washington, Regional Law Safety and Justice Committee, 2011
- Working with the Contractor During the Construction Process – American Jail Association, 2012
- Regional Jail Initiatives – American Jail Association, 2012
- Working with Advocacy Organizations, Washington Association of Sheriffs and Police Chiefs, 2016
- Jails 201, Washington Cities Insurance Authority, 2017
- Jails 201, Washington Association of Sheriffs and Police Chiefs, 2017
- Numerous presentations at the Cities of Auburn, Burien, Des Moines, Federal Way, Renton, SeaTac and Tukwila City Councils from 2007 – 2018
- Testimony before various legislative committees on a variety of jail topics 2007 - 2018

### ***Education and Training Highlights, Certifications***

- Master of Arts – Administration of Justice, University of Alaska Fairbanks - 2016
- Bachelor of Arts – Law and Justice, Central Washington University - 1985
- California Police Chiefs’ Leadership Institute - 2017
- Washington State Criminal Justice Training Commission – First Level Supervision and Mid-Management - 1993
- National Institute of Corrections – Correctional Leadership Development - 1995
- Certified Jail Manager – American Jail Association – 2010 - Current
- Extensive training in the following areas: correctional law, use of force in the jail setting, suicide assessment and prevention, correctional leadership, grant writing and administration, curriculum and training development

### ***Grants***

- Victim Assistance Grant, Department of Justice, 1991 - 1993  
Wrote and administered a grant that established victim assistance services for the Renton Police Department
- Cops More '98 Technology Grant, Department of Justice, 1998 - 2000

Wrote and administered a grant that provided for the installation of mobile data computers in police vehicles for the Renton Police Department

- Mental Health Peer Support Grant, Bristol Meyers Squibb Foundation, 2012 - 2014  
Worked with a local mental health organization to obtain a private grant that established a peer assistance program for inmates in custody with a mental health diagnosis
- Prison Rape Elimination Act (PREA) Implementation, Department of Justice, 2013 - 2014  
Wrote and administered a grant that provided for the institutionalization of PREA standards within the jail
- Mental Health Collaboration Grant, Department of Justice, 2014 -2016  
Wrote and administered a grant that provided for the addition of mental health staff within the jail to treat inmates with co-occurring disorders (mental health and substance use disorders)