



**King County**

**CONFIRMATION PACKET  
FOR  
CHARLES PARKINS  
AS  
DIRECTOR OF THE JUVENILE DIVISION  
WITHIN THE  
KING COUNTY DEPARTMENT OF  
ADULT AND JUVENILE DETENTION**

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## **Section A**

- Letter from King County Executive Shannon Braddock to King County Council Chair Girmay Zahilay to Announce Appointment
- Confirmation Motion
- News regarding appointment
- Letters in support of appointment

May 19, 2025

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

Dear Councilmember Zahilay:

I am pleased to transmit for the King County Council's consideration the attached proposed motion which would, if enacted, confirm Charles Parkins as Director of the Juvenile Division in the King County Department of Adult and Juvenile Detention consistent with King County Code 2.16.110. The enclosed materials comprise the full set of confirmation documents as established by code and practice.

After an extensive search process, including the participation of the Superior Court judges as required by King County Code 2.16.110(A), Mr. Parkins was selected as Juvenile Division Director, effective May 12, 2025. Mr. Parkins most recently served as Program Director at Rite of Passage residential treatment facility in Alexander, Arkansas, where he led a team of 200-plus staff and an average daily population of more than 150 youth. Prior to moving to Arkansas, Mr. Parkins served as the Deputy Associate Commissioner for the New York City Administration for Children's Services, operating two secure juvenile detention facilities. In addition, Mr. Parkins has worked in probation in Maricopa County, Arizona, and for the Division of Youth Corrections in Colorado.

Mr. Parkins has decades of experience in public service and possesses a deep understanding of community supervision, providing trauma-informed care, and implementing evidence-based strategies that improve outcomes for both youth and staff. It is my great pleasure to request the confirmation of Charles Parkins as the Director of the Juvenile Division in the King County Department of Adult and Juvenile Detention.

Thank you for your consideration of this motion. If your staff have any questions, please contact Allen Nance, Director, Department of Adult and Juvenile Detention, at 206-263-1574.

Sincerely,

The Honorable Girmay Zahilay

May 19, 2025

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Shannon Braddock

King County Executive

Enclosure

cc: King County Councilmembers

ATTN: Stephanie Cirkovich, Chief of Staff, King County Council

Melani Hay, Clerk of the Council

Karan Gill, Deputy Executive, Chief of Staff, Office of the Executive

Penny Lipsou, Council Relations Director, Office of the Executive

Dwight Dively, Chief Operating Officer, Office of the Executive

Whitney Abrams, Chief People Officer, Office of the Executive

Jay Osborne, Director, Department of Human Resources

Allen Nance, Director, Department of Adult and Juvenile Detention (DAJD)

Charles Parkins, Director Designee, DAJD, Juvenile Division

Date Created:	<b>4/8/2025</b>
Drafted by:	<b>Nate Valderas, HR Policy Advisor</b>
Sponsors:	
Attachments:	

1 ..Title

2                   A MOTION confirming the appointment of Charles  
3                   Parkins as director of the juvenile division with the  
4                   department of adult and juvenile detention.

5 ..Body

6           BE IT MOVED by the Council of King County:

7           The appointment of Charles Parkins as director of the juvenile division within the  
8   department of adult and juvenile detention is hereby confirmed.



April 2, 2025

**TO:** All DAJD staff

**FM:** Allen Nance, Director, DAJD 

**RE:** New Juvenile Division Director selected

Colleagues:

I am pleased to report that the top-ranked candidate for the open Juvenile Division Director position has accepted our offer for employment. Charles Parkins has decades of experience working in secure detention and community supervision, both with youth and adults. He was selected after a competitive national search and is scheduled to start on May 12.



Mr. Parkins is currently the Program Director at Rite of Passage residential treatment facility in Alexander, Arkansas, where he leads a team of 200-plus staff and an average daily population of more than 150 youth. Their services span therapeutic, medical, educational, vocational, and recreational programs.

Prior to moving to Arkansas, he served as the Deputy Associate Commissioner for the New York City Administration for Children's Services, operating two secure juvenile detention facilities. He has worked in probation in Maricopa County, Arizona and for the Division of Youth Corrections in Colorado.

He offered this personal statement about joining King County:

"I've dedicated my career to working in juvenile justice because I genuinely believe in every young person's potential. Since starting as a detention worker in the mid-1990s, I've had the privilege of leading and working with dedicated teams across the country, all committed to providing trauma-informed care, safety, and meaningful growth opportunities. I value collaboration, accountability, and practical, evidence-based strategies that improve outcomes for both youth and staff. Public safety is paramount

*Page 2*

in our work, and I believe we best achieve it by developing policy and building environments that reduce harm, promote responsibility, and support positive change.”

Mr. Parkins’ appointment by acting County Executive Shannon Braddock is subject to confirmation by the Metropolitan King County Council.

Thank you for all you have done to support our operations at the Clark Children and Family Justice Center during this leadership transition period. I invite you to join me in giving Mr. Parkins a warm welcome upon his arrival next month.



**Dixie Fosler**  
**4215 SE 13<sup>th</sup> Street**  
**Ocala, FL 34471**  
[Dixie.fosler@npjs.org](mailto:Dixie.fosler@npjs.org)  
**352-857-6343**

**April 4, 2025**

**To Whom It May Concern,**

I am pleased to write this letter in support of Charles Parkins, whom I have known since 1996. I first had the opportunity to work with Charles when I hired him as a Detention Care Worker in the Florida Department of Juvenile Justice (DJJ) at the Marion Regional Juvenile Detention Center. From the very start, he demonstrated a strong work ethic, keen leadership abilities, and an unwavering commitment to the welfare of youth in the justice system.

Charles quickly rose through the ranks, eventually becoming a superintendent himself. His innovative and creative approach to juvenile justice reform set him apart as a leader in the field. His ability to develop and implement effective programs, as well as his dedication to staff development and youth rehabilitation, have had a lasting impact on the organizations he has served.

Over the years, I have continued to follow Charles's career as he has held various management positions across the country. His leadership and expertise have continued to be a driving force in improving juvenile justice practices nationwide. Additionally, we are both active members of the National Partnership for Juvenile Justice, where we collaborate on committees, attend conferences, and contribute to discussions shaping the future of the field.

Charles is a highly capable and dedicated professional who brings vision, innovation, and integrity to every role he undertakes. I have no doubt that he will continue to be an asset in any capacity he chooses to serve. I strongly recommend him without reservation. Please do not hesitate to contact me if you require any further information.

**Sincerely,**

*Dixie Foster, MA*

Consultant  
Retired Assistant Secretary, FLDJJ



April 10, 2025

I am writing to enthusiastically recommend Charles Parkins as Juvenile Division Director. I have known about Charles contribution to the field since his days transforming Juvenile Justice in Connecticut, Florida, Arizona and elsewhere. In 2018 we were able to convince Charles Parkins to join us at New York City Administration for Children's Division of Youth and Family Justice to ensure our pre-placement system integrated into a seamless continuum of prevention, community alternatives, detention, placement and aftercare.

Charles in his role as Associate Commissioner improved operations, staff scheduling and collaboration among departments, partners and stakeholders. He invested heavily on staff development, with an emphasis on middle management and skill building that created a culture of growth and improvement. His work changing culture positioned us to hire over 400 new staff into detention as we were getting ready to absolve all 16- and 17-year-olds who were in Rikers Jail complex before October 0f 2018.

Charles excels promoting collaborative environments and under his leadership we partnered with New York University Psychiatry, Health and Hospital Corporation, New York City Department of Education, Carnegie Hall and over other 20 other community groups to better support youth in the juvenile justice system.

I am confident that Charles Parkins has the skills, experience, and dedication to improve youth outcomes and public safety in King County. I highly recommend him without reservation.

Felipe A. Franco

Senior Fellow

Center for System Innovations

March 27, 2025

To Whom It May Concern:

It is with great honor that I write this letter of reference for Mr. Charles Parkins. I have known Mr. Parkins for 20 years and have had the wonderful fortune of hiring Mr. Parkins twice for Executive positions in the juvenile justice field. Mr. Parkins is an innovative leader whose dedication to creating and maintaining efficient and effective systems and processes along with his unwavering commitment to doing things the right way for the right reasons has propelled him into a status of great respect and admiration among his colleagues.

Mr. Parkins always operates with sound decision making based on first and foremost, the best interest of those he is responsible for combined with his years of experience and the data analysis for which is so adept. Mr. Parkins is an emotionally intelligent leader who understands the importance of connecting with people and pushing their emotions in the right direction to achieve the agreed upon goals and objectives of the organization he represents.

In closing, I would highly recommend Mr. Parkins for any organization who is looking for a leader who is experienced, emotionally intelligent, committed to excellence, believes in the power of teamwork, and is not afraid to do the right thing even if the right thing may not be popular. Any organization hiring Mr. Parkins will immediately improve their organization because of the incredible set of skills he brings to the table. Hire Mr. Parkins and watch the progress happen.

Sincerely,

*Michael Cantrell*

Michael Cantrell

Vice President-Behavioral Services

Youth Opportunity Investments.

April 8, 2025

To Whom It May Concern:

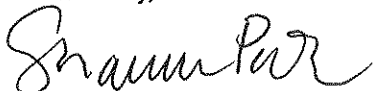
Please accept this letter of recommendation regarding Charles "Chuck" Parkins for the position of Juvenile Division Director of King County, Washington. I met Chuck while serving as the Vice President of Adelphoi Innovative Solutions several years ago when I was presenting at a national conference on juvenile justice. At the time, I was overseeing the development of software applications that enabled juvenile probation departments and service providers to track youth's treatment and outcome data to be used by predictive analytics. The CEO of the agency hosting the conference was aware that my agency was trying to expand its footprint in juvenile justice, and he insisted that I meet Chuck because of his decades of experience in leadership positions, his knowledge of data collection, and his excellent reputation throughout the nation.

Shortly afterwards, Chuck began to work with our agency as a consultant to assist us with strategic planning and concept design. The marketing team developed matrices of the juvenile justice systems within the country with the goal of prioritizing them based on their philosophy, readiness, prior juvenile justice reform work, and use of data to inform decision making. They initially struggled to make sense of the vast amount of information, but Chuck's vast knowledge of the juvenile justice system equipped him to easily navigate the information and guide the team. His diverse experience working with various juvenile justice systems in different roles and capacities gave our agency perspectives that we would not have had otherwise. Additionally, Chuck's prior experience working with data collection was invaluable to develop the platform. Chuck also drew from his vast list of juvenile justice stakeholders to coordinate meetings with national leaders in juvenile justice to review our data collection applications and give us valuable feedback. Because of Chuck's expertise, several states became interested in the software to guide their decision making.

Chuck possesses exceptional interpersonal skills and the ability to develop strong professional relationships. These skills are essential for the juvenile justice field when engaging stakeholders and leading them through the change process. Most of all, Chuck's concern for justice involved youth and his passion to see them live productive lives is evident in everything that he does.

As a former consultant who has worked in juvenile justice systems across the country, I am convinced that you will not find a candidate with such vast experience combined with exceptional skills to work with internal and external stakeholders. I highly recommend Chuck for the position of Juvenile Division Director of King County, Washington.

Sincerely,

A handwritten signature in cursive script, appearing to read "Shawn Peck".

Shawn Peck, Policy and Program Development Specialist, Juvenile Court Judges' Commission.

# THE PARTNERSHIP

## National Partnership for Juvenile Services

*Supporting the Transformation  
of Youth, Families, Staff, Agencies, and the  
Juvenile Justice System toward a Safer  
and More Productive Future*

### LEADERSHIP

Wayne R. Bear, MSW (PA)  
*Chief Executive Officer / President*

Anthony Andrisano, J.D. (PA)  
*Appointed Representative  
Legal Services*

Helen Avis, Ph.D. (NC)  
*Board Secretary*  
*Leader of Education of At-Risk &  
Delinquent Youth Discipline Group*

Dipesh Chauhan (PA)  
*Board Chair*  
*Leader of Community-Based Services  
Discipline Group*

Keith Cruise, Ph.D. (NY)  
*Appointed Representative  
Research*

Terri Hanton (MI)  
*Board Vice Chair*  
*Leader of Short Term Detention / Shelters  
Discipline Group*

Keisha Isaacs (IL)  
*Board Treasurer*  
*Leader of Staff Training & Professional  
Development Discipline Group*

Johnny Muñoz (TX)  
*Leader of Long Term Corrections / Residential  
Services Discipline Group*

Ted Ryle, LICSW, MSW (WA)  
*Leader of Behavioral Health / Clinical Services  
Discipline Group*

Greg Sumpter, Ph.D. (TX)  
*Leader of Court Services Discipline Group*

Melissa Valentine (PA)  
*Appointed Representative  
Financial Services*

Kathy Wright (NJ)  
*Appointed Representative  
Family Engagement*

Earl L. Dunlap (IL)  
*Senior Advisor*

Michael A. Jones (KY)  
*Managing Director*

**EXECUTIVE OFFICE**  
2220 Nicholasville Road, Suite 110-333  
Lexington, KY 40503  
t ~ 859.333.4209  
f ~ 888-282-8549  
www.npjs.org

April 3, 2025

County Commissioners  
King County Washington  
King Street Center  
201 South Jackson St.  
Seattle, WA 98104

To Whom It May Concern:

I am honored to write this letter of reference for Charles Parkins, a dedicated professional whose contributions to the field of juvenile services have been invaluable. Charles has been an actively engaged member and leader within the National Partnership for Juvenile Services (NPJS), where his commitment to youth advocacy and system improvement have left a lasting impact.

During his tenure with NPJS, Charles served on the Board of Directors, where he played a pivotal role in shaping the organization's strategic direction and advancing its mission. His leadership, insight, and collaborative spirit were instrumental in fostering meaningful initiatives aimed at improving services for justice-involved youth. Beyond his board service, Charles has been a steadfast presence at the National Symposium on Juvenile Services, both as a regular attendee and as a knowledgeable presenter. His contributions to these gatherings have enriched discussions, provided valuable professional development, and helped drive innovation within the field.

Charles's passion for providing quality juvenile justice services, coupled with his extensive experience and leadership, make him an outstanding advocate and asset to any organization or initiative. His ability to engage with colleagues, mentor emerging professionals, and contribute to policy and practice improvements speaks to his dedication and expertise.

I strongly recommend Charles Parkins without reservation. Should you require further details, please feel free to contact me.

Sincerely,



Wayne R. Bear  
President/CEO  
National Partnership for Juvenile Services

## **Section B**

- Juvenile Division Director Job Announcement
- Appointment Letter from Allen Nance, Director, Department of Adult and Juvenile Detention (DAJD) appointing Charles Parkins to the position of Juvenile Division Director
- Letter from Charles Parkins to King County Council Chair Girmay Zahilay, accepting the position of Division Director, and acknowledging the duty to comply with King County Code provisions
- Résumé



## King County Juvenile Division Director - DAJD

<b>SALARY</b>	\$178,776.00 - \$226,616.00 Annually	<b>LOCATION</b>	Seattle, WA
<b>JOB TYPE</b>	Appointed	<b>JOB NUMBER</b>	2025MW23690
<b>DEPARTMENT</b>	DAJD-Adult/Juvenile Detention	<b>DIVISION</b>	Juvenile
<b>OPENING DATE</b>	01/21/2025	<b>FLSA</b>	Exempt
<b>BARGAINING UNIT</b>	Z3 : KC Personnel Guidelines	<b>FULL- OR PART-TIME</b>	Full Time
<b>HOURS/WEEK</b>	40 hours/week		

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### Summary



**This position will remain open until filled. Applicants who apply by Tuesday, Feb. 4, 2025, will receive first consideration in the process.**

The King County Department of Adult & Juvenile Detention is seeking an inspired and talented leader with the vision, knowledge, skills, and drive to continue the division's transition to providing trauma-informed, developmentally tailored, and culturally responsive services. The candidate will be committed to the juvenile legal system reform and seeking out alternatives to existing use of secure detention in response to community calls for transformation within the criminal legal system and racial equity.

The county executive shall appoint the division director through a competitive search process that includes participation by the superior court judges. The appointment is subject to confirmation by the Metropolitan King County Council.

For more information on the King County Department of Adult & Juvenile Detention, visit <https://kingcounty.gov/depts/jails/juvenile-detention.aspx>

**King County Department of Adult and Juvenile Detention (DAJD)** is searching for an exceptional leader to serve as **Juvenile Division Director**. The **Division Director** will serve in an appointed senior management position responsible for overseeing juvenile detention, programming, and alternatives to secure detention at the Judge Patricia H. Clark Children

and Family Justice Center (CCFJC). Many operations, initiatives, and programs managed by the Director have far-reaching implications with DAJD's ability to deliver quality service to County residents and inter-jurisdictional partners.

## ABOUT THE DEPARTMENT

The Department of Adult and Juvenile Detention (DAJD) is a King County Executive branch department with five divisions and approximately 930 budgeted employees supporting two adult detention facilities housing approximately 1,500 adult residents, a 112-bed juvenile detention facility, alternatives to secure detention, various community supervision programs, and administrative services. The juvenile detention facility houses youth between the ages of 12-17 with an average daily population of 55 youth in 2024.

**DAJD MISSION:** We provide in-custody and community-based services that are data informed, advance safety, lead system change, and promote equitable outcomes for the people we serve.

**DAJD VISION:** We lead the Nation in providing exemplary services that transform lives.

## DAJD PRIORITIES

- Ensure safety and security of staff and residents.
- Recruit, develop, support, and retain staff.
- Promote opportunities to humanize the people in our facilities and programs.
- Strengthen community connections.
- Manage operational risks.

To learn more about DAJD, please visit our website at: <https://kingcounty.gov/en/dept/dajd>

## COMMITMENT TO EQUITY, RACE & SOCIAL JUSTICE

As the only county in the United States named after one of the most influential civil rights leaders in our nation's history, Martin Luther King, Jr. County is a vibrant international community with residents that represent countries from around the world. It is a region with increasing diversity that cherishes the artistic and social traditions of many cultures.

We have a deep commitment to equity and social justice and advancing practices, strategies, and policies that promote fairness, justice, and opportunity for all – in our workplaces and our communities. With this commitment, King County has adopted a pro-equity agenda to advance regional change.

To learn more about the County's ERSJ efforts please visit our website at:

<https://kingcounty.gov/en/legacy/elected/executive/equity-social-justice>

## Job Duties

### KEY DELIVERABLES AND EXPECTATIONS

Reporting to the Department Director of DAJD, the Division Director provides collaborative leadership and a clearly articulated vision for ensuring safe secure management of the juvenile detention facility in King County.

#### The Juvenile Division Director will:

- Lead the 24/7 operations and administration of the Juvenile Division, which includes secure detention, alternatives to secure detention, health-clinic services, programming, food services, volunteer services, and family visitation.
- Promote employee engagement, belonging and well-being.
- Champion the advancement of equity and social justice awareness and applied values in the work of the Division.
- Display exceptional interpersonal skills, and seasoned political savvy in navigating and addressing the concerns of stakeholders, elected leaders, and community partners.
- Maintain awareness and compliance with statutory mandates related to detention operations.
- Lead the implementation and management of high-impact advancements in the areas of trauma-informed care, integration of adolescent brain development science, alternatives to secure detention, and restorative justice programs.
- Develop, implement, and revise policies and procedures in support of best practice and in consideration of county risk management.
- Advance data-driven decision making and continuous quality and process improvement.
- Work closely with Superior Court judges and manage staff who work daily with court staff to admit and release youth, escort youth to and from court hearings and supervise youth while in court, coordinate visits with probation and



defense counsel, and monitor and enforce conditions of alternatives to secure detention (electronic home monitoring and group homes) ordered by the court.

- Create and maintain functional continuity of operations and emergency preparedness plans.
- Build and maintain effective working relationships with labor unions to foster a collaborative working environment; ensure the implementation of and adherence to labor agreements.
- Engage with community partners to understand and eliminate the drivers of racial disproportionality in the juvenile legal system.
- Partner with and support the King County Department of Community and Human Services (DCHS) in the community-centered strategic planning process to identify the community-based resources and accountability needed to support young people in crisis with the goal of reduced reliance on secure custody.

## Experience, Qualifications, Knowledge, Skills

THE IDEAL CANDIDATE FOR THIS ROLE WILL:

- **Have well documented juvenile detention experience as well as community-based alternatives to detention**, including serving as a people leader to staff.
- **Bring a strong background** in directing and providing strategic leadership to organizations, including working collaboratively at all levels and across jurisdictions.
- **Prior experience leading** a large organization through an organizational transformation of change management.
- **Have an exceptional record** of successfully managing, developing and/or implementing strategic initiatives, policies, and systems including use of technology to achieve these outcomes.
- **Be customer-focused** and **comfortable advising** and **partnering** with internal and external partners about complex initiatives, policies, and **programming strategies**.
- **Possess the knowledge and skills to manage** complex projects including scoping and organizing resources, developing work plans, and facilitating multi-disciplinary teams.
- **Have strategies and ideas** to drive a culture of employee engagement which supports the development, learning, coaching, and team building necessary for a diverse workforce.
- **Advance a commitment to** employee wellbeing, belonging, and morale to create a workplace that is cohesive and supportive of its workforce.
- **Lead as a champion** for Equity, Race, and Social Justice. Able to lead an inclusive workforce where employees feel a sense of belonging. Ensure services, access to programs, and spaces are widely available, and members of the community are treated with dignity and respect.
- **Be flexible and adaptable** as required, while working in a multi-faceted environment.

## Supplemental Information

### COMPENSATION & HOW TO APPLY

This exciting opportunity is open to all applicants. The salary for this position in 2025 has a range starting at \$178,788 up to a top end (based on experience) of \$226,624 annually, and includes innovative and award-winning medical, dental, and vision insurance, as well as a robust leave package. To see all of King County's benefits, please visit our web site at <http://kingcounty.gov/jobs/benefits.aspx>.

If you are interested in pursuing this position, please follow the application instructions carefully. If you need this announcement in an alternate language or format, would like to request accommodation or assistance in the application or assessment process, or if you have questions, please contact the recruiter listed on this job announcement.

The following items are REQUIRED to be considered for this opportunity:

- Completion of the entire online King County application including education history, work history, position duties, and answers to the supplemental questions
- Resume
- Cover Letter-detailing your background and describing how you meet or exceed the requirements of the position.

Your application may be rejected as incomplete if you do not include the relevant information in the application. Cover letters and/or resumes are not accepted in lieu of a completed application. Applications and/or Supplemental

Questionnaires that state "see my resume" or "see my personnel file" are considered incomplete and will not be accepted. Application submittals without resumes and cover letters attached are considered incomplete and will not be accepted. The selection process may include but is not limited to: evaluation of application materials and supplemental questions, interviewing, and assessments.

To apply, go to: <http://www.kingcounty.gov/jobs> For assistance with the online application process, please contact NEOGOV (Governmentjobs.com) Customer Support toll free at: 1-877-204-4442.

**UNION REPRESENTATION:** This is a Non-Represented Position

**WORK SCHEDULE:** This position will work a 40-hour workweek. Standard hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. However, may be subject to change as otherwise negotiated with the successful applicant. This position is exempt under the provisions of the federal Fair Labor Standards Act (FLSA), meaning that it is not eligible for overtime pay or compensatory time accrual, and the incumbent will be required to work the hours necessary to meet position responsibilities.

**WORK LOCATION:** The work associated with this position will be performed primarily onsite at the Judge Patricia C. Clark Family Justice Center at 1211 E. Alder Street, Seattle, WA 98122. A minimal amount of telecommuting will be allowed. Most of the work time will be onsite in a secured juvenile detention facility. Candidates must be willing and able to report to work at different locations for meetings and events, as when necessary. Employees must reside in Washington state and within a reasonable distance to their King County worksite to respond to workplace reporting requirements. A valid Washington State Driver's License is required by the time of hire. Employees will be provided with a County issued laptop and, when working remotely, must maintain a workspace with an internet connection where they can reliably perform work and remain available and responsive during scheduled work hours.

**SPECIAL REQUIREMENTS:** The person selected for this position may be required to complete a thorough background investigation process, including fingerprinting, criminal history check, and reference checks.

**DEPARTMENT CONTACT:** Questions regarding this announcement or position may be directed to: MJ Wheble, DAJD Human Resources Manager II; Phone Number 206-477-8475 or via email at [Mwheble@kingcounty.gov](mailto:Mwheble@kingcounty.gov)

### **WHY WORK FOR KING COUNTY?**

Forbes recently named King County as one of Washington State's best employers.

Together, with leadership and our employees, we're changing the way government delivers service and winning national recognition as a model of excellence. Are you ready to make a difference? [Come join the team](#) dedicated to serving one of the nation's best places to live, work and play.

Guided by our "[True North](#)", we are making King County a welcoming community where every person can thrive. We value diversity, inclusion and belonging in our workplace and workforce. To reach this goal we are committed to workforce equity. Equitable recruiting, support, and retention is how we will obtain the highest quality workforce in our region; a workforce that shares and will help advance our guiding principles--we are one team; we solve problems; we focus on the customer; we drive for results; we are racially just; we respect all people; we lead the way; and we are responsible stewards. We encourage people of all backgrounds and identities to apply, including Native American and people of color, immigrants, refugees, women, LGBTQ+, people living with disabilities, and veterans.

### **King County is an Equal Employment Opportunity (EEO) Employer**

No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status, or other protected class. Our EEO policy applies to all employment actions, including but not limited to recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.

### **Benefits**

King County offers a highly-competitive compensation and benefits package designed to meet the diverse needs of our employees and support our employees' health and well-being. Eligible positions receive the following benefits and have access to the following programs:

- Excellent medical, dental, and vision coverage options: King County provides eligible employees with options, so they can decide what's best for themselves and their eligible dependents
- Life and disability insurance: employees are provided basic coverage and given the opportunity to purchase additional insurance for both the employee and eligible dependents
- Retirement: eligible King County employees may participate in a pension plan through the Washington State Department of Retirement Systems and a 457(b) deferred-compensation plan
- Transportation program and ORCA transit pass
- 12 paid holidays each year plus two personal holidays
- Generous vacation and paid sick leave
- Paid parental, family and medical, and volunteer leaves
- Flexible Spending Account
- Wellness programs
- Onsite activity centers
- Employee Giving Program
- Employee assistance programs
- Flexible schedules and telecommuting options, depending on position
- Training and career development programs

For additional information about employee benefits, visit our [Benefits, Payroll, and Retirement Page](#).

This is a general description of the benefits offered to eligible King County employees, and every effort has been made to ensure its accuracy. If any information on this document conflicts with the provisions of a collective bargaining agreement (CBA), the CBA prevails.

**NOTE:** Benefits for Term Limited Temporary (TLT) or Short Term Temporary (STT) positions, including leave eligibility and/or participation in the pension plan through the Washington State Department of Retirement Systems, will vary based upon the terms and details of the position. Short Term Temporary positions are not eligible for an ORCA transit pass.

For inquiries about the specifics of this position, please contact the recruiter identified on this job posting.

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**Employer**

King County

**Address**

King Street Center  
201 South Jackson Street  
Seattle, Washington, 98104

**Phone**

206-477-3404

**Website**

<http://www.kingcounty.gov/>



## **King County**

### **Department of Adult and Juvenile Detention**

#### **Seattle Division**

King County Courthouse  
513 3<sup>rd</sup> Avenue, Ste E-245  
Seattle, WA 98104

March 28, 2025

Charles Parkins

**Transmitted Electronically**

#### **RE: DAJD Division Director-Juvenile**

Dear Charles,

I am pleased to confirm your appointment to the position of Division Director- Juvenile Division with the King County Department of Adult and Juvenile Detention (DAJD), effective Saturday, May 10, 2025, with your first day in the office on Monday, May 12, 2025.

Your annual rate of pay will be \$206,114.27 (Range 85, Step 6, King County 2025 FLSA Exempt Squared Salary Schedule). This position is not represented by a union and will require confirmation by the Metropolitan King County Council. The position reports to Allen Nance, DAJD Director, and is responsible for, but not limited to, the following:

- Lead the 24/7 operations and administration and of the Juvenile Division, which includes secure detention, alternatives to secure detention, health-clinic services, juvenile programming, food services, volunteer services, and family visitation
- Champion equity and social justice principles at the Patricia H. Clark Children and Family Justice Center (CCFJC) that is a 112 -bed facility that houses primarily youth ages 12-17 who are detained pretrial for felony offenses as well as youth under the age of 18 being prosecuted as adults for serious offenses.
- Champion the advancement of equity and social justice awareness and applied values in the work of the Division.
- Display exceptional interpersonal skills, and seasoned political savvy, and navigate the depths of concern stakeholders share regarding the critically important mission of the Juvenile Division
- Maintain awareness and compliance with statutory mandates related to detention operations
- Lead the implementation and management of high-impact improvements, which include trauma-informed care, integration of adolescent brain development science, alternatives to secure detention, and restorative justice programs
- Develop, implement, and revise policies and procedures in support of best practice and in consideration of county risk management
- Advance data-driven decision making; continuous quality improvement
- Work closely with Superior Court judges and manage staff who work daily with court staff to admit and release youth, escort youth to and from court hearings and supervise youth while in court, coordinate visits with probation and defense counsel, and monitor and enforce conditions of alternatives to secure detention (electronic home monitoring and group homes) ordered by the court

- Create and maintain functional continuity of operations and emergency preparedness plans
- Build and maintain effective working relationships with labor unions to foster a collaborative working environment; implement and adhere to labor agreements
- Develop and coordinate service level agreements with vendors and other service providers, including contracted services
- Build and maintain collaborative relationships with governmental and community partners, including local, state, and national juvenile justice system officials; elected officials; Seattle and King County Public Health officials; courts; prosecution and defense counsel; media, and community stakeholders
- Engage with community partners to understand and eliminate the drivers of racial disproportionality in the juvenile legal system
- Partner with and support the King County Department of Community and Human Services (DCHS) in the community-centered strategic planning process to identify the community-based resources and accountability needed to support young people in crisis with the goal of reduced reliance on secured custody.

King County values our diverse and vibrant community and acts to preserve our environment. We strive to provide equity and opportunity for our employees through our Equity and Social Justice efforts and seek to be the best run government in the nation. Your position and the talents and skills you bring to it, will aid us in meeting these goals.

### **CONDITIONS OF EMPLOYMENT:**

This position has a standard 40-hour workweek and is exempt from the overtime provisions of the Fair Labor Standards Act (FLSA). The King County Executive expects all FLSA overtime exempt employees to work the hours necessary to satisfactorily perform their jobs. FLSA overtime exempt employees are paid on a salary basis and are not eligible for overtime pay or compensatory time accrual. However, pursuant to the Executive Policy, PER 8-1-1, you may be eligible for up to 10 days of executive leave.

This position is a career service exempt position, which means it is not covered by the County's career service system. As a career service exempt employee, you are an at-will employee and serve at the pleasure of the appointing authority. You may be terminated from employment at any time without cause.

### **BENEFITS:**

You will be eligible for the County's comprehensive health care benefits, which currently includes full-family medical coverage with no premium or low-cost premium depending on the plan effective June 1, 2025. More information is available at <http://www.kingcounty.gov/employees/benefits.aspx>. Additionally, you are eligible for participation in the Washington State Public Employees Retirement System (PERS). Employees are eligible to participate in a voluntary 457 deferred compensation plan.

You will receive 12 holidays annually (prorated for 2025), and vacation days based upon years of service.

**RELOCATION REIMBURSEMENT:**

Refer to attached relocation reimbursement letter and Moving Expense Reimbursement Agreement.

If you have any questions about this official letter or this position, please feel free to contact HR Manager MJ Wheble at (206) 477-8475. Please understand that the provisions of this letter do not constitute an express or implied employment contract but are simply statements of information that are important for you to know.

Congratulations and we look forward to you joining our team. Again, thank you for choosing King County!

Sincerely,

DocuSigned by:  
  
BB0BA2A6DC464ED...  
Allen Nance  
DAJD Director

I acknowledge receipt of this offer letter:

Signature:  Date: 3/31/2025  
E7E3CA00D050424...

Please sign, date and return a signed copy of this letter to MJ Wheble via email to [mwheble@kingcounty.gov](mailto:mwheble@kingcounty.gov) . Please retain original copy for your personal records.



# King County

Department of Adult  
and Juvenile Detention  
**Allen Nance, Director**

April 9<sup>th</sup>, 2025

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

RE: Acknowledgement to Comply with County Code Provisions

Dear Councilmember Zahilay:

I am pleased to accept the King County (Interim) Executive's appointment to the position of Director of the Juvenile Division within the King County Department of Adult and Juvenile Detention. Pursuant to King County Code Section 2.16.110 (E), and all applicable provisions of the Seattle Municipal Code, please accept this letter as my acknowledgement that the Council's confirmation process may require the submittal of information relating to my background and expertise.

I look forward to receiving the Council's consideration for confirmation.

Sincerely,

Charles (Chuck) Parkins  
Director Designee  
Juvenile Division  
Department of Adult and Juvenile Detention

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## Charles Parkins

<https://www.linkedin.com/in/charlesparkins/>

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### Professional Summary

Highly accomplished juvenile justice professional with extensive experience in program operations, strategic planning, and organizational leadership within diverse correctional and juvenile justice systems. Proven ability to manage large teams, develop trauma-responsive care models, and drive innovation to enhance outcomes for youth and staff. Adept at stakeholder engagement, policy development, and fostering evidence-based practices.

---

### Professional Experience

#### Program Director

##### **Rite of Passage, Inc. – Arkansas Juvenile Assessment and Treatment Center (AJATC)**

*June 2022 – Present*

- Oversee daily operations of AJATC, a co-ed facility serving youth aged 10-20 with comprehensive assessment and treatment services.
  - Lead a team of over 200 staff members and manage a facility with an average daily population exceeding 150 youth.
  - Directs therapeutic, medical, educational, vocational, and recreational programs, ensuring high standards of care.
  - Responsible for operational efficiency with budget, strategic planning and tracking internal analytics.
- 

#### Deputy Associate Commissioner, Detention Services

##### **New York City Administration for Children's Services, Division of Youth and Family Justice**

*November 2018 – April 2022*

- Oversaw secure and non-secure juvenile detention operations, including implementing "Raise the Age" initiatives transitioning 16-17-year-olds from NYC Department of Correction custody.
- Managed a \$48 million operations budget and \$300 million in capital projects, leading 1,000+ employees.
- Developed vocational and educational programs and advanced strategic planning for juvenile justice reform.



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**Innovation and Communications Manager****Maricopa Juvenile Probation Department, AZ**

*March 2017 – July 2018*

- Directed program development and internal/external communications in alignment with strategic objectives.
- Certified instructor in Crucial Conversations, fostering effective communication and collaboration.

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**Director of Justice Solutions****C-Tech Associates, Inc., NJ**

*December 2016 – March 2017*

- Expanded industry-specific vocational training within alternative education and corrections markets.
- Trained sales teams and developed long-term strategies to increase market penetration.

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**Director****Colorado Division of Youth Corrections (DYC)**

*March 2015 – October 2016*

- Managed statewide juvenile detention, residential treatment, and parole services for 1,000+ employees.
- Spearheaded implementation of trauma-responsive models, including the Sanctuary Model®.
- Successfully advocated for legislative reforms and managed a \$136 million annual budget.

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**Superintendent****Marion Superior Court Juvenile Detention Center, IN**

*May 2013 – March 2016*

- Directed operations for 130+ employees and an \$8 million budget.
- Implemented Performance-based Standards and secured ACA Detention Standards compliance.
- Founded the Marion Academy Charter School to provide educational services for youth incarcerated and involved in the juvenile justice system.

- Implemented canine assisted therapy and training programs through public/private partnerships.
- 

## **Superintendent**

### **Florida Department of Juvenile Justice**

*July 2006 – May 2013*

- Led teams at two juvenile facilities, managing \$4M+ budgets and achieving national recognition for program innovations, including violence reduction forums and diversion programs.
- 

## **Education**

- **Certified Public Manager** – Florida State University, Tallahassee, FL, 2012
  - **Bachelor of Science in Sociology** – Florida State University, Tallahassee, FL, 2010  
*Double Minor: Humanities and Public Administration*
  - **Associate of Arts in Sociology** – Santa Fe College, Gainesville, FL, 2008
- 

## **Leadership & Professional Affiliations**

- **National Partnership for Juvenile Services (NPJS)** – Member
  - **Council of Juvenile Correction Administrators (CJCA)** – Member & Associate Member
  - **National Council of Juvenile and Family Court Judges** – Associate Member
  - **Florida Society of Certified Public Managers** – Member
- 

## **Key Skills**

- Strategic Planning & Program Development
- Leadership Development & Coaching
- Policy Design & Legislative Advocacy
- Trauma-Responsive & Evidence-Based Practices
- Budget Oversight & Financial Management
- Stakeholder Engagement & Partnership Building

## **Section C**

- Memo from Department of Human Resources Director Jay Osborne to King County Executive Shannon Braddock regarding background check results
- 2025 Financial Disclosure Form
- DAJD – Juvenile Division Organization Chart



## King County


Department of Human Resources

King Street Center  
201 South Jackson Street  
Suite 801  
Seattle, WA 98104  
206-477-3404 TTY Relay: 711  
[www.kingcounty.gov](http://www.kingcounty.gov)

### MEMORANDUM

**DATE:** April 14, 2025

**TO:** The Honorable Shannon Braddock, King County Executive

**FROM:** Jay Osborne, Director  
Department of Human Resources 

**RE:** Charles Parkins – Background Check

The Special Investigations Unit at the King County Department of Adult and Juvenile Detention (DAJD) has completed a full background check on Charles Parkins, Director Designee of DAJD's Juvenile Division.

I have reviewed the background report, and it contains no adverse information nor revealed any prior criminal record that disqualifies Mr. Parkins for this position.

Thank you.



King County Boards and Commissions  
King County Executive Office  
401 Fifth Avenue, Suite 800  
Seattle, WA 98104  
206-263-9651  
[Rick.Ybarra@kingcounty.gov](mailto:Rick.Ybarra@kingcounty.gov)

## Statement of Financial and Other Interests

King County Board, Commission, Committees, and Other Multimember Bodies

### Filing Year 2024

Read all instructions carefully then fully complete each section.  
Incomplete forms cannot be filed

Name:

Charles Parkins

Board or Commissions:

Department of Adult and Juvenile Detention

☒

I am filing within two weeks of initial nomination or appointment, reporting on the preceding 12 calendar months.

Nomination or appointment date:

05/10/2025

☐

I am filing an annual statement, reporting on calendar year 2023 (See Item No. 3, "Period of Reporting" in Filing Instructions.)

## Financial and Other Interests to Report

Note: Underlined terms are defined in the Filing Instructions and in the Code of Ethics

### 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?

☒

No

☐ Yes

If yes, please answer the following additional questions:

1) Name of each person engaged in any transaction with King County from whom the compensation, gift, or thing of value was received.

2) Name of individual who received the compensation, gift, or thing of value and their relationship to you.

Describe the situation and provide any additional information regarding the compensation, gift or thing of value for the Ethics Program's consideration below.

### 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?

☒

No

☐ Yes

If yes, please answer the following additional questions:

1) Name of each person engaged in any transaction with King County in whom a financial interest was possessed.

2) Name of individual who possessed the financial interest and their relationship to you.

Describe the situation and provide any additional information regarding this financial interest for the Ethics Program's consideration below.

### 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?

*\* "Person" means any individual, partnership, association, corporation, firm, institution, or other entity, whether or not operated for profit. The term does not include governmental units within the United States unless so specified.*

☒ No ☐ Yes **If yes, please answer the following additional questions:**

1) Name of each person engaged in any transaction with King County with whom the position was held.

2) Name of individual who held the position and their relationship to you.

3) Title of the position held.

Describe the situation and provide any additional information regarding the position(s) for the Ethics Program's consideration below.

### 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 answer the following additional questions:**

1) Street address, parcel number, or legal description of real property involved in or subject of a King County action.

2) Name of individual who possessed the financial interest and their relationship to you.

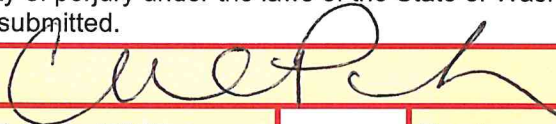
3) Name of the King County department involved in the King County action.

**E. Declaration**

By filling out the information below, I affirm that I, Charles Parkins, am signing this form and declaring under penalty of perjury under the laws of the State of Washington that the foregoing is true, complete, and correct as of the date submitted.

Signature: S/

at

		
April 10th, 2025	Benton	AR

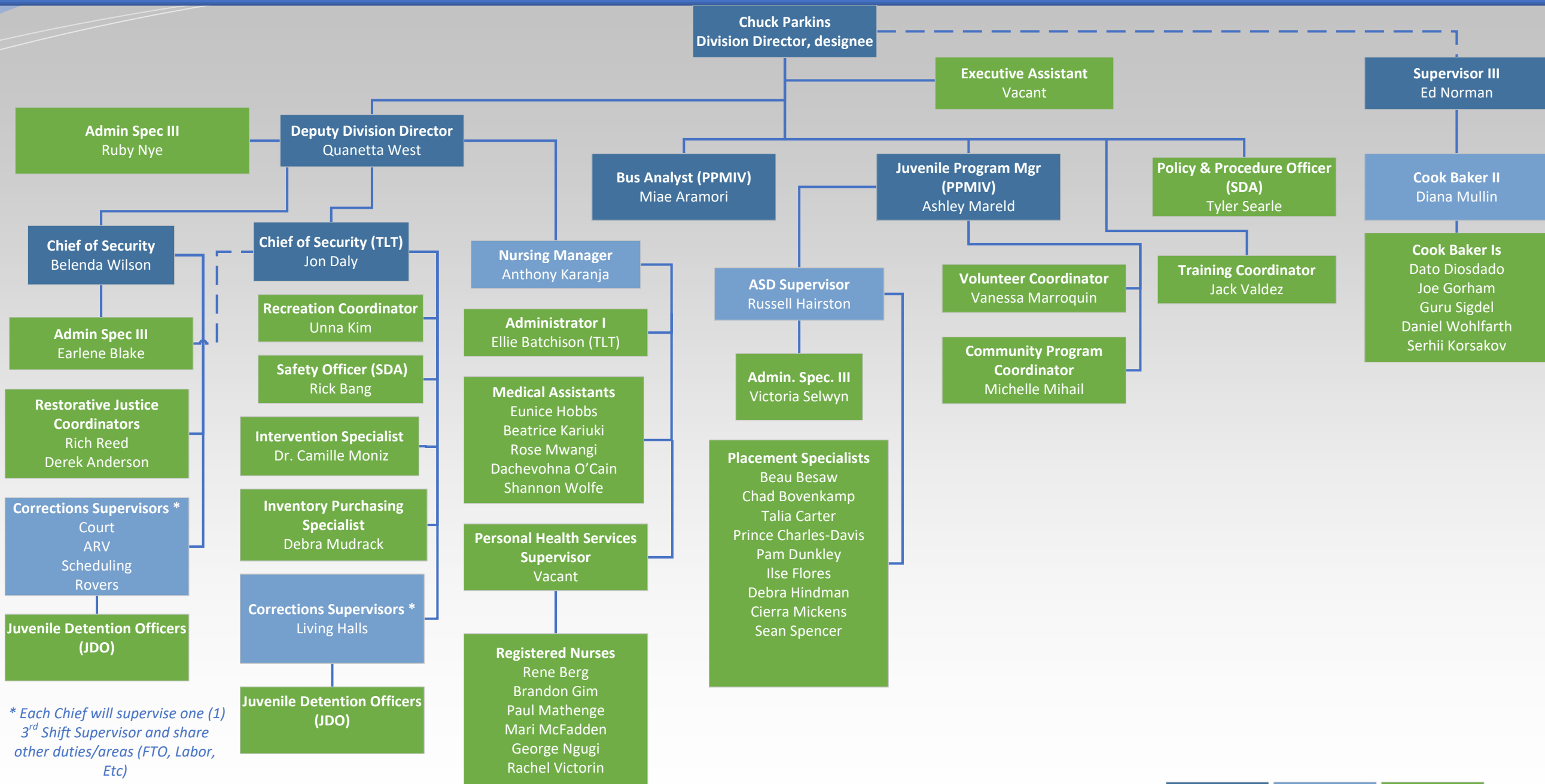
Date

City

State

# Department of Adult and Juvenile Detention

## Clark Children and Family Justice Center (CCFJC) Juvenile Division



\* Each Chief will supervise one (1) 3<sup>rd</sup> Shift Supervisor and share other duties/areas (FTO, Labor, Etc)