

NORTHWESTERN REGIONAL JAIL AUTHORITY

Minutes

Meeting of Members

July 21, 2016

The Regional Jail Authority meeting was called to order at the Community Corrections Center, 147 Fort Collier Road, Winchester, Virginia 22603 at 10:00 a.m.

PRESENT:

Frederick County

Brenda Garton

Sheriff Lenny Millholland

Bob Wells

City of Winchester

Sheriff Les Taylor

Mayor Elizabeth Minor

Chief Kevin Sanzenbacher

Clarke County

Sheriff Anthony Roper

Barbara Byrd

David Ash

Fauquier County

Catherine Heritage

ABSENT:

Christopher Butler

Judith McCann-Slaughter

Eden Freeman

Jimmy Wyatt

Sheriff Robert Mosier

STAFF PRESENT:

James Whitley, Superintendent

Lt. Tana Jones

Lt. Doug Alger

COIII Shane Delawder

COII Curry Clevenger

Gene Boyce

Lynn Dougherty

Kim Wilson

VISITORS:

Brendan Hefty, Attorney

Capt. Mark Lavoie, Fauquier County

I. CALL TO ORDER

Ms. Garton called the meeting to order at 10:02 a.m.

II. APPROVAL OF AGENDA

Ms. Garton solicited a motion to approve the agenda. A motion was made by Mayor Minor to approve the agenda. Ms. Heritage seconded the motion. The Authority unanimously approved.

III. APPROVAL OF THE MINUTES FROM THE MARCH 2016 MEETING

Ms. Garton solicited a motion to approve the minutes from the March 31, 2016 meeting. A motion was made by Mr. Wells to approve the minutes. The motion was seconded by Chief Sanzenbacher. The Authority unanimously approved.

IV. EMPLOYEE OF THE QUARTER RECOGNITION

The Authority recognized Officer Curry Clevenger, as the Jail's Winter 2016 Employee of the Quarter and Officer Shane Delawder, as the Jail's Spring 2016 Employee of the Quarter.

V. PERSONNEL UPDATE

Mr. Whitley reported that the Jail is authorized to employ 150 sworn staff and 59 civilians. We currently have 142 sworn staff and 50 civilians. The vacancies are due to retirements, resignations and terminations. The FY17 budget requires 5 vacancies.

VI. OPERATIONAL UPDATE

Mr. Whitley reported that the bond has been secured to finance the security system upgrade. The contract finalized with contractor for a total cost of \$2,310,147. The security system upgrade project is scheduled to begin August 2, 2016 with anticipated completion within eight (8) months.

The Superintendent reported that the average daily population (ADP) is rising rapidly. The population has remained above 700 for the past month and half. The ADP for FY16 was 674. If a pod population goes above 65, 2 officers are required.

Mr. Whitley reported the FY16 ADP for the Weekender population is 6. "Out of Compliance" average population for FY16 is 81. State-responsible inmates are those inmates that the state is obligated to remove, but remain in our custody after receiving a state sentence.

Drunk in Public population has started to increase. The 4th quarter of ADP for FY16 was 211.

Mr. Whitley reported that there are 41 inmates participating in the Work Release Program. He added that there are 47 inmates participating in the Community Inmate Workforce and 17 in the Home Electronic Monitoring Program.

The Superintendent reported that the driving force behind the overtime is Chronic Care Admissions and Pre-existing Psych Admissions. These admissions have increased drastically in the past couple of years. They come in without insurance and haven't seen a doctor. We could have 4 or 5 in the hospital at one time and we must provide 24-hour security. In FY16, we averaged 100 Chronic Care Admissions and 43 Pre-existing Psych Admissions. When incarcerated, individuals lose their Medicaid eligibility. When released from incarceration, they must reapply for benefits.

The Authority had a lengthy discussion on other options that maybe available to help deal with the mentally ill incarcerations. Mr. Whitley explained that one of the things that have caused some of the hardship is the lack of funding through the Community Services Board and the dismantling of the mental health system. Also, the facilities that were available in the past are no longer available.

Mr. Whitley reported 326 Local Offender Probation referrals in FY16. About 63% of the placements are deferred disposition cases. These individuals are convicted misdemeanants or lesser felons assigned to up to 12 months' probation monitoring. The Superintendent also reported 714 Pretrial placements in FY16. The average length of supervision for misdemeanants is about 3 months and for felony charges is about 6 months. These are individuals diverted from jail who are monitored as a condition of their bond.

VII. FINANCIAL UPDATE

Mr. Whitley reported Inmate Cost per Day at the end of FY16 was estimated to be \$78.75. The State Share of Cost per Day at the end of FY16 was estimated to be 35.72%.

Mr. Whitley provided the following FY16 Revenue Chart:

	FY16 Budgeted	FY16 Projection
Inmate Per Diem	\$ 1,097,197	\$ 1,412,582
Compensation Board	\$ 5,090,140	\$ 5,506,358
State Grants	\$ 250,263	\$ 270,346
Housing Fees	\$ 355,838	\$ 358,525
HEM Fees	\$ 90,000	\$ 109,912
Medical Co-Pays	\$ 68,000	\$ 86,660
Telephone Commissions	\$ 345,000	\$ 460,565
Locality Contributions	\$11,598,404	\$11,598,404
Other (included FB draw)	\$ 845,000	\$ 870,135
Total	\$19,739,832	\$20,673,487

Total FY16 Projected Revenue Overage = \$933,655

Mr. Whitley provided the following FY16 Expenses Chart:

	FY 16 Appropriated (includes fiscal year transfers & \$48,681 in encumbrances from FY15)	FY 16 Projected
Personnel/Fringe	\$ 13,352,194	\$13,162,990
Overtime	\$ 827,500	\$ 827,500
Inmate Health Care	\$ 1,319,085	\$ 1,294,710
Building & Grounds Maintenance	\$ 65,395	\$ 57,854
Food Service	\$ 986,400	\$ 943,959
Utilities	\$ 655,000	\$ 610,826
Debt Service	\$ 1,297,438	\$ 1,297,438
Other	\$ 1,285,501	\$ 1,176,390
Totals	\$19,788,513	\$19,371,667

Revenue: \$20,673,487
Expenses: \$19,371,667
\$1,301,820 (Est. Return to F/B)

Mr. Whitley reported the estimated Fund Balance on July 15, 2016 as \$2,777,693.

VIII. REGIONAL CRIMINAL JUSTICE ACADEMY RESOLUTION

Mr. Whitley reported that the Northwestern Regional Jail has been a member of the Rappahannock Regional Criminal Justice Academy (RRCJA) satellite office since 1998. The Superintendent is requesting that the Jail Authority approve withdrawing our membership from RRCJA and allow establishing membership in the Skyline Regional Criminal Justice Academy. The Skyline Regional Criminal Justice Academy with have a membership of 14 agency and approximately 720 officers will participate.

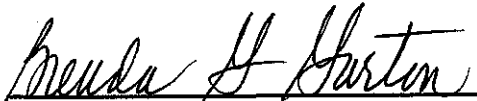
A local business developer has offered to build a 15,000 square foot indoor pistol range and a 15,000 square foot adjoining training academy. The cost to build this facility is \$8.3 million that does not require public money. The facility should be opened June 27, 2017.

Sheriff Millholland made a motion to approve the appropriation. The motion was seconded by Sheriff Taylor. The Authority unanimously approved.

IX. ADJOURN

As there was no further business brought before the Authority, the meeting adjourned at 10: 40 a.m.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Brenda H. Garton", written over a horizontal line.

**Brenda Garton, Chair
Regional Jail Authority**