

NORTHWESTERN REGIONAL JAIL AUTHORITY
Minutes
Meeting of Members
February 9, 2017

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

Bob Wells

Judith McCann-Slaughter

Sheriff Lenny Millholland

City of Winchester

Eden Freeman

Sheriff Les Taylor

Howard Manheimer

Chief Kevin Sanzenbacher

Clarke County

Barbara Byrd

David Ash

Sheriff Anthony Roper

Fauquier County

ABSENT:

Christopher Butler

Catherine Heritage

Jimmy Wyatt

Sheriff Robert Mosier

STAFF PRESENT:

James Whitley, Superintendent

Gene Boyce

Lynn Dougherty

Kim Wilson

VISITORS:

Brendan Hefty, Attorney

Dave Stegmaier, Director of Community Outreach

I. CALL TO ORDER

Ms. Garton called the meeting to order at 10:00 a.m.

II. APPROVAL OF AGENDA

Ms. Garton solicited a motion to approve the Addendum to the Agenda, which was to add *Skyline Regional Academy Charter Agreement as Item #8*. A motion was made by Mr. Ash to approve the agenda. Mr. Wells seconded the motion. The Authority unanimously approved.

III. APPROVAL OF THE MINUTES FROM THE DECEMBER 2016 MEETING

Ms. Garton solicited a motion to approve the minutes from the December 9, 2016 meeting. A motion was made by Ms. McCann-Slaughter to approve the minutes. The motion was seconded by Mr. Wells. The Authority unanimously approved.

IV. EMPLOYEE OF THE QUARTER

The Authority recognized Officer Andrew Baker as the Jail's Fall 2016 Employee of the Quarter.

V. ELECTION OF OFFICERS

Ms. Byrd recommended current officers remain the same. Brenda Garton – Chair, Les Taylor – Vice Chairman, and James Whitley – Secretary/Treasurer. The motion was seconded by Ms. McCann-Slaughter. The Authority unanimously approved.

COMMITTEE APPOINTMENTS

Those members currently serving on the Jail Authority Committees will remain on those committees. Ms. Garton will wait until the City of Winchester appoints someone to fill the vacancy left by Mayor Minor before filling the vacancy on the Finance Committee.

Finance

Eden Freeman, Chair
James Wyatt
David Ash
Judith McCann-Slaughter
Catherine Heritage
(Vacancy)

Personnel

Catherine Heritage, Chair
Sheriff Lenny Millholland
Jimmy Wyatt
Sheriff Anthony Roper
Robert Wells

Construction

David Ash, Chairman
Sheriff Les Taylor
Sheriff Robert Mosier
Chief Kevin Sanzenbacher
Christopher Butler

VI. SECURITY SYTEM UPDATE

Mr. Whitley updated the Authority on the security system upgrade.

- Majority of the interior work has been completed at the Annex building (conduit/wire runs, addition of new cameras, and creation of new IT room). Work is now being focused on at the Main Facility.

- All existing exterior lighting has been upgraded and work continues to add new lighting.
- Project is on schedule and slightly under budget at this time.
- Installation should be completed by March 17, 2017 and then the system will be tested for 2 weeks. Should be up and running April 1st.

Mr. Whitley received notification this morning from the Department of Corrections that 50% (\$1.19 M) of the cost of the new security system will be reimbursed. The reimbursement will be added to fund balance. The jurisdictions will not be billed for 3 years on the 10 year loan. The Board of Corrections meet in March to vote. There should not be any issues since all the standards have been met.

Mr. Whitley explained that Ms. Garton, as Chair of the Jail Authority, will need to sign a document requesting the 50% reimbursement. A motion was made by Sheriff Millholland to approve. Mr. Wells seconded the motion. The Authority unanimously approved.

VII. SKYLINE REGIONAL ACADEMY CHARTER AGREEMENT

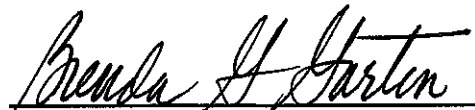
Mr. Whitley handed out a copy of the Charter to the Jail Authority for their review. Mr. Whitley informed the Authority that Brendan Hefty, the attorney for the Jail, has been retained by the Skyline Academy and Mr. Hefty drafted the agreement. Mr. Hefty explained the purpose of the Charter or service agreement, establishes how additional members can join, how to withdraw and how amendments can be made. The Charter is needed to create the new academy.

It was decided to table any decision on the Charter until the April meeting to give each jurisdiction a chance to review the document. Ms. Freeman made a motion to approve the motion. Sheriff Millholland seconded the motion. The Authority unanimously approved.

VIII. ADJOURN

As there was no further business brought before the Authority, the meeting adjourned at 10: 23 a.m.

Respectfully Submitted,



**Brenda Garton, Chair
Regional Jail Authority**