

NORTHWESTERN REGIONAL JAIL AUTHORITY

Minutes

Meeting of Members

April 20, 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

City of Winchester

Eden Freeman

Sheriff Les Taylor

Howard Manheimer

Clarke County

Barbara Byrd

David Ash

Fauquier County

Catherine Heritage

Jimmy Wyatt

ABSENT:

Christopher Butler

Sheriff Lenny Millholland

Sheriff Anthony Roper

Sheriff Robert Mosier

STAFF PRESENT:

James Whitley, Superintendent

Gene Boyce

Lynn Dougherty

Wendi Ingram

VISITORS:

John Willingham, City Council President

Major Kelly Rice, Winchester City PD

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 Agenda. A motion was made by Mr. Wells to approve the agenda. Sheriff Taylor seconded the motion. The Authority unanimously approved.

III. APPROVAL OF THE MINUTES FROM THE FEBRUARY 2017 MEETING

Ms. Garton solicited a motion to approve the minutes from the February 9, 2017 meeting. A motion was made by Ms. Freeman to approve the minutes. The motion was seconded by Sheriff Taylor. The Authority unanimously approved.

IV. EMPLOYEE OF THE QUARTER

The Authority recognized Officer Craig Miller as the Jail's winter 2017 Employee of the Quarter.

V. OUT-OF-COMPLIANCE INMATES AND DOC

(This item was discussed earlier in the meeting. This item was originally VIII on the agenda)

Mr. Whitley reported that the state has been able to free up some bed space, but the out-of-compliance state wide has stayed above five thousand for several years but that number has dropped to thirty-six hundred. Mr. Whitley explained that state-responsible inmates are those inmates that the state is obligated to remove from our facility, but remain in our custody for more than 90 days after sentencing. State responsible inmates are those sentenced to 1 year or more. Local time is 12 months or less. We currently have 120 out-of-compliance inmates. Forty of those inmates are Work Release Contract Bed status. Those participating in the DOC contract bed program have been sentenced to 2 years or less. Participants are not considered if they have been convicted of a violent offense. The per diem to participant in the Work Release Program is \$22.50, which generates revenue for the Jail. The state pays \$12 a day per inmate. We did increase the \$1.25 per diem July 1, 2016 to \$1.50. Mr. Whitley reported that our current ADP is 625.

The Jail Authority had a lengthy discussion on this subject.

Ms. Freeman suggested that a letter be drafted to the Board of Corrections regarding the out-of-compliance inmates.

Mr. Wyatt made a motion to approve Ms. Freeman's recommendation. The motion was seconded by Sheriff Taylor. The Authority unanimously approved.

VI. SKYLINE ACADEMY CHARTER AGREEMENT

After a brief discussion, a motion was made by Sheriff Taylor to approve the charter agreement. Mr. Ash seconded the motion. The Authority unanimously approved.

VII. FUND BALANCE DRAW REQUEST – MEDICAL EXPENSES

Mr. Whitley reported that we currently have four (4) vacancies in the medical department and we continue to have difficulty finding qualified applicants to fill these vacancies. We have had to fill these vacancies with contract nurses through Maxim. This expense was not budgeted due to contracting with Maxim after the budget was finalized. We have spent \$130k through March. The Superintendent also reported that Anthem bills have averaged \$67k per month (July-March costs \$604k). The FY17 budgeted costs for Anthem was \$500k. The Superintendent reported that eight (8) inmates alone have cost the jail \$200k. Mr. Whitley requested a \$450k draw from fund balance to cover medical expenses through the end June 30, 2017. Current fund balance is \$2,719,394.

A motion was made by Ms. Heritage to approve the fund balance transfer. Ms. McCann-Slaughter seconded the motion. The Authority unanimously approved.

VIII. SECURITY SYSTEM UPDATE

Mr. Whitley reported that the new security system should be completed by May 31, 2017. The Superintendent reported that a fifteen day (15) extension was granted due to a change order that required some extra work within the Security Annex.

Mr. Whitley received notification from the Department of Corrections that 50% (\$1.19 M) of the cost of the new security system will be reimbursed. The total cost of the security system is \$2.38M. The Superintendent reported that Mr. Hefty, the Jail's Attorney, informed him that the Secretary of Finance, Rick Brown, must have something in writing to the Governor by July 1, 2017 for his approval.

Ms. Garton reported that a 2.5% salary increase has been approved by the Frederick County Board of Supervisors, which will change the Jail's budget.

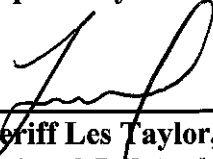
Mr. Whitley explained that he will need a Budget Resolution approved by the Jail Authority. A breakdown will be provided to each jurisdiction showing those changes.

IX. ADJOURN

As there was no further business brought before the Authority, the meeting adjourned at 10: 45 a.m.

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Respectfully Submitted,



**Sheriff Les Taylor, Vice Chair
Regional Jail Authority**