

NORTHWESTERN REGIONAL JAIL AUTHORITY

Minutes

Meeting of Members

July 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

Kris Tierney

Judith McCann-Slaughter

City of Winchester

Eden Freeman

Sheriff Les Taylor

Howard Manheimer

Clarke County

Barbara Byrd

David Ash

Jimmy Wyatt

Fauquier County

Catherine Heritage

Sheriff Robert Mosier

ABSENT:

Christopher Butler

Sheriff Lenny Millholland

Sheriff Anthony Roper

Bob Wells

STAFF PRESENT:

James Whitley, Superintendent

Gene Boyce

Kim Wilson

Captain McQuaid

VISITORS:

Brendan Hefty, Attorney

Danielle Powell, Assistant to Mr. Hefty

Captain Marc Lavoie, Fauquier County Sheriff's Office

Corporal Kristen Nicholas, Fauquier County Sheriff's Office

I. CALL TO ORDER

Sheriff Taylor called the meeting to order at 10:06 a.m.

Mr. Whitley introduced Mr. Tierney, Interim County Administrator, to the Jail Authority.

II. APPROVAL OF AGENDA

Sheriff Taylor solicited a motion to approve the Agenda. A motion was made by Mr. Ash to approve the agenda. Sheriff Mosier seconded the motion. The Authority unanimously approved.

III. APPROVAL OF THE MINUTES FROM THE APRIL 2017 MEETING

Sheriff Taylor solicited a motion to approve the minutes from the April 20, 2017 meeting. A motion was made by Ms. Wyatt to approve the minutes. The motion was seconded by Mr. Meinheimer. The Authority unanimously approved.

IV. EMPLOYEE OF THE QUARTER

The Jail's Spring 2017 Employee of the Quarter, Officer Ryan Strother, was unable to attend the meeting.

Due to the resignation of the County Administrator, Ms. Brenda Garton, who also served as the Chair of the Jail Authority for 2017, a special election was held. Ms. McCann-Slaughter nominated Mr. Tierney as Chair. Since there were no other nominations, the nominations were closed. The Jail Authority unanimously approved the nomination.

A motion was made by Sheriff Mosier to allow the Vice Chairman, Sheriff Taylor, to run today's meeting. Ms. Heritage seconded the motion. The Authority unanimously approved.

V. PERSONNEL UPDATE

Mr. Whitley provided the following personnel chart as of 07/16/17:

	Authorized	Assigned	Vacancies
Sworn	150	141	8 funded/ 1 unfunded
Civilian	59	48	7 funded/ 4 unfunded
Total	209	189	15 funded/ 5 unfunded

Mr. Whitley explained the biggest reason for the number of vacancies that we currently have are due to retirements and it has been more difficult to find individuals who are qualified. The Superintendent has spoken to other Jails in the state and they are having the same hiring difficulties.

VI. OPERATIONAL UPDATE – DOC RESPONSE

Mr. Whitley distributed a letter from DOC dated 06/07/17, responding to the Jail Authority's letter written to them on 05/22/17, regarding the removal of state responsible inmates from the Regional Jail. The Superintendent reported that there are approximately 30,000 inmates incarcerated in the Department of Corrections and the number of inmates incarcerated in local jails, which is state responsible, has risen as high as 5,000. That number has dropped to 3,600. The Superintendent is hesitant about sending another letter to DOC with the reimbursement of the security system still pending.

Mr. Hefty reported that the request for reimbursement of 50% of the new security system has been approved by DOC but has not been funded. The General Assembly still needs to approve the request.

Mr. Hefty explained that DOC is supposed to remove inmates from local jails if they are sentenced to 1 year or more, which are considered state responsible, within 60 days. The General Assembly overrides that with a budget appropriation act item that says DOC will decide when they want to take the inmates and local jails have no recourse. He suggested that the jail prioritize inmates that should be transferred with medical issues to get them transferred out first.

Mr. Tierney pointed out that the facility is in a much better shape than it was a few years ago, but said that the Jail Authority definitely needs to keep an eye on this issue to ensure these numbers are reduced.

Ms. Freeman said that it's very important that we get the unfunded mandate down.

Mr. Whitley reported that the weekender population is down, which is a good thing. The Superintendent reported that drunk in public incarcerations have increased, but DUI arrests are down.

The Superintendent reported that DUI arrests are down affecting the ASAP case load. ASAP'S case load last year was 1985. This year the case load has dropped to 1789, which is 196 less.

Mr. Whitley reported the FY17 ADP for Work Release Program was 38. Home Electronic Monitoring was 12 and Community Inmate Workforce was 42.

The Superintendent reported the performance measures for Pretrial Services.

✦ Misdemeanor successful closure rate:	77%
✦ Felon successful closure rate:	72%
✦ Court Appearance Rate:	92%
✦ Public Safety Rate	89%

VII. FINANCIAL UPDATE

Mr. Whitley provided the following charts:

FINANCIAL UPDATE

FY17 Revenue

	FY17 Revenue	FY17 Projection
Inmate Per Diem	\$ 1,250,000	\$ 1,390,952
Compensation Board	\$ 5,200,000	\$ 5,469,106
State Grants	\$ 276,233	\$ 276,233
Housing Fees	\$ 414,868	\$ 349,422
HEM Fees	\$ 85,000	\$ 96,742
Medical Co-Pays	\$ 75,000	\$ 90,181
Telephone Commissions	\$ 420,000	\$ 408,940
Juvenile Reimbursement	\$ 112,000	\$ 80,069
Locality Contributions	\$12,288,227	\$12,288,227
Misc (includes FB draw throughout the year \$555,475 + 700k)	\$ 1,261,975	\$ 1,308,950
TOTAL	\$21,383,303	\$21,758,822

FINANCIAL UPDATE

FY17 Expenses

	FY17 Appropriated (incl. fiscal year transfers & \$23,512 in encumbrances from FY16)	FY17 Projected
Personnel/Fringe	\$14,465,901	\$13,595,979
Overtime	\$ 552,000	\$ 544,812
Inmate Health Care	\$ 1,751,050	\$ 1,618,389
Buildings & Grounds Maintenance	\$ 77,200	\$ 62,132
Food Service	\$ 984,981	\$ 941,358
Utilities	\$ 689,000	\$ 627,200
Dept Service	\$ 1,529,041	\$ 1,529,041
Other	\$ 1,357,642	\$ 1,066,692
TOTAL	\$21,406,815	\$19,985,603

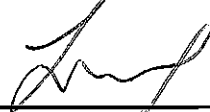
Ms. Freeman mentioned a slight technicality that she brought up at the last Jail Authority Meeting. She does not recall the Jail Authority approving the budget advertised by Frederick County. Ms. Freeman requested that a Finance Committee meeting be scheduled to close out FY17 so that the localities can actually figure out each localities share for FY18.

Mr. Whitley suggested a meeting in September for the Finance Committee. The Jail Authority approved.

VIII. ADJOURN

As there was no further business brought before the Authority, the meeting adjourned at 10: 55 a.m.

Respectfully Submitted,



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