

NORTHWESTERN REGIONAL JAIL AUTHORITY
Minutes
Meeting of Members
July 19, 2018

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
Bob Wells
Sheriff Lenny Millholland

City of Winchester

Eden Freeman
Chief John Piper
Sheriff Les Taylor

Clarke County

Jimmy Wyatt
Barbara Byrd

Fauquier County

Sheriff Robert Mosier

ABSENT:

Christopher Butler
Bill Wiley
David Ash
Catherine Heritage
Sheriff Anthony Roper

STAFF PRESENT:

James Whitley, Superintendent
Gene Boyce
Captain Shawn McQuaid
Kim Wilson

VISITORS:

Major Lowell Nevill, Fauquier County
Capt. Mark Lavoie, Fauquier County
Lt. Greg Harris
Evan Goodenow, Winchester Star

I. CALL TO ORDER

Mr. Tierney called the meeting to order at 10:00 a.m.

II. APPROVAL OF AGENDA

Mr. Tierney solicited a motion to approve the agenda. A motion was made by Ms. McCann-Slaughter to approve the agenda. Mr. Wells seconded the motion. The Authority unanimously approved.

III. APPROVAL OF THE MINUTES FROM THE APRIL 26, 2018 MEETING

Mr. Tierney solicited a motion to approve the minutes from the April 26, 2018 meeting. A motion was made by Sheriff Millholland to approve the minutes. The motion was seconded by Ms. McCann-Slaughter. The Authority unanimously approved.

IV. PERSONNEL UPDATE

Mr. Whitley provided the following chart showing current personnel and personnel vacancies as of 07/17/18:

	Authorized	Assigned	Vacancies
Sworn	150	135	14 funded/ 1 unfunded
Civilian	59	46	9 funded/ 4 unfunded
Total	209	181	23 funded/ 5 unfunded

The FY19 budget requires 5 vacancies:

- Assistant Superintendent
- Pretrial Coordinator
- Account/Medical Clerk
- Food Service Supervisor

V. OPERATIONAL UPDATE

Mr. Whitley reported that the ADP this morning is 649. The Superintendent reported that the average population for FY18 for Work Release was 38, the Community Inmate Workforce was 43 and the Home Electronic Monitoring Program for was 17.

The Superintendent reported that there were 111 Chronic Care Admissions in April, 120 in May and 104 in June. Mr. Whitley also reported that there were 78 Pre-existing Psych Admissions in April, 59 in May and 47 in June.

VI. FINANCIAL UPDATE

Mr. Whitley reported to the Jail Authority the purchase of a body scanner for \$190,000 for the Main Facility and would like to purchase a body scanner for the Community Corrections Center.

Mr. Whitley provided the following charts:

FY18 Revenue

	FY18 Budgeted	FY18 Projection
Inmate Per Diem	\$ 1,400,000	\$ 1,245,940
Compensation Board	\$ 5,250,000	\$ 5,450,677
State Grants	\$ 276,233	\$ 254,190
Housing Fees	\$ 379,828	\$ 339,992
HEM Fees	\$ 110,000	\$ 113,846
Medical Co-Pays	\$ 75,000	\$ 74,918
Telephone Commissions	\$ 336,000	\$ 397,838
Juvenile Reimbursement	\$ 75,000	\$ 90,446
Locality Contributions	\$13,125,205	\$13,125,208
Misc (Includes FB draw throughout the year)	\$ 1,007,500	\$ 1,072,253
Total	\$22,034,766	\$22,165,308

FY18 Expenses

	FY18 Appropriated (includes fiscal year transfers & \$6,251 in encumbrances from FY17)	FY18 Projected
Personnel/Fringe (Avg of 18 vacancies for the fiscal year)	\$14,833,847	\$13,920,478
Overtime	\$ 748,000	\$ 720,569
Inmate Health Care	\$ 1,580,918	\$ 1,124,505
Maintenance – Equip, Vehicles Bldg.	\$ 342,840	\$ 233,638
Food Service	\$ 979,203	\$ 911,287
Utilities/Insurances	\$ 917,550	\$ 857,223
Debt Service	\$ 1,588,506	\$ 1,588,456
Housing keeping/Linen/Inmate Clothing	\$ 192,990	\$157,689
Supplies/uniforms/training/operating	\$ 583,663	\$ 478,008
Equipment (body scanner/kitchen equip) and vehicles	\$ 273,500	\$ 268,653
Totals	\$22,041,017	\$20,260,506

Mr. Whitley reported that the estimated fund balance as of July 17, 2018 is \$4,005,547.

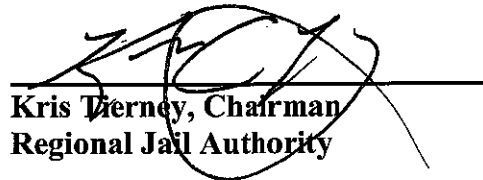
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The Superintendent reported to the Jail Authority that the Department of Corrections conducted their audit July 10-12, 2018. There are 128 standards and the facility passed 120 of those standards. He will write a plan of action and present it to D.O.C. in September.

VII. ADJOURN

As there was no further business brought before the Authority, the meeting adjourned at 10:30 a.m.

Respectfully Submitted,



**Kris Tierney, Chairman
Regional Jail Authority**