

NORTHWESTERN REGIONAL JAIL AUTHORITY

Minutes

Meeting of Members

November 3, 2022

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

Jay Tibbs

Judith McCann-Slaughter

Bob Wells

City of Winchester

Daniel Hoffman

Mayor John Smith

Vice Mayor John Hill

Sheriff William Sales

Clarke County

Chris Boies

Sheriff Anthony Roper

Fauquier County

Erin Kozanecki

Sheriff Jeremy Falls

ABSENT:

Christopher Butler

Sheriff Lenny Millholland

Doug Lawrence

STAFF PRESENT:

Clay Corbin, Superintendent

Lynn McKinley

CSO James Cooper

Kim Wilson

Sgt. Jeremiah Timbrook

Charlene Putprush

Ofc. Anthony Schein

George Coffman

William Anderson

Manda Ashworth

Theresa Bell

I. CALL TO ORDER

Mr. Tibbs called the meeting to order at 10:01 a.m.

II. APPROVAL OF AGENDA

Mr. Tibbs solicited a motion to approve the agenda. Superintendent Corbin requested Legislative Actions to be added to the agenda. A motion was made by Mr. Wells to approve the agenda with the addition. Ms. Koszanecki seconded the motion. The Authority unanimously approved.

III. APPROVAL OF THE MINUTES FROM JULY 28, 2022

Mr. Tibbs solicited a motion to approve the minutes from the July 28, 2022, meeting. A motion was made by Ms. Koszanecki to approve the minutes. The motion was seconded by Mr. Wells. The Authority unanimously approved.

IV. EMPLOYEE OF THE QUARTER

The Authority recognized Sgt. Jeremiah Timbrook as the Jail's Summer 2022 Employee of the Quarter.

V. FINANCE COMMITTEE – INTRODUCTION OF FY24 BUDGET

Superintendent Corbin reported that the Finance Committee met on October 18, 2022 to discuss the proposed FY24 budget and some unknown items such as the VRS rate, COLA increases, health insurance increases, and other fringe benefit amounts. Then on October 26, 2022, Finance sent out updated fringe amounts. Health insurance increased 15% and Worker's Comp increased .25%, which could add additional \$450,000 to \$460,000 to the FY24 budget. The Finance Committee has not seen the increase in the proposed budget due to receiving this information after the meeting.

The Superintendent reported that on October 27, 2022, the fund balance was \$4,068,370 minus \$170,000 for projects not completed but were approved at the July meeting: Simplex (fire alarm system); Admin cubicles; Medical software. The fund balance after the FY24 proposed draw will be \$3,898,370 minus \$600,000 equals \$3,298,370, which is approximately 12% of the proposed budget remaining.

Superintendent Corbin presented the following chart:

Current FY23 Budget vs. Proposed FY24 Budget

	Current FY23 Budget	Proposed FY24 Budget	Increase/Decrease
Personnel	\$19,121,332	\$20,077,602	\$ 956,270
Operating	\$ 5,737,610	\$ 5,694,527	\$ (43,083)
Capital	\$ 60,157	\$ 156,700	\$ 96,543
Bonds	\$ 1,594,115	\$ 1,602,759	\$ 8,644
TOTAL	\$26,513,214	\$27,531,588	\$1,018,374

Superintendent Corbin provided the following differences in Personnel Costs:

- 2% COLA included **\$290,704**
- Increased Overtime **\$175,000** (FY21/FY22 actual costs \$940k/\$1M; budgeted for FY24 (\$850k)
This amount does not reflect the Annex closure. The Superintendent explained that as long as the inmate population remains around 610, the Annex will remain closed, which frees up 12 officers.
- Increased LEOS **\$50,000** (Based off actual current expense for FY23)
- Raise pay on all Food Service staff **\$35,181**
- Reclassify Correctional Systems Tech to high grade (includes fringe) **\$10,535**
- Career Development plan for Maintenance Techs **\$12,442**
- Health insurance increased 15% **\$421,270**
- Worker's Comp Rate increased .25% **\$31,394**

*Decrease in personnel due to retirements \$56,466

The Superintendent provided the following chart to show the differences in Operating Costs:

Budgeted	Explanation
\$ 24,000	Tracer HVAC controller completion
\$ 25,000	Repair water lines in facilities
\$ 17,000	Carpet – CCC/Mental Health/Support Services
\$ 15,000	Outdoor surface painting
\$116,400	Upgrade camera licensing/software/servers
\$102,681	Food cost increase

The Superintendent provided the following chart to show the differences in Capital Costs:

Budgeted amount	Explanation/new item
\$25,000	Gas fryer
\$14,000	Zero turn mower
\$10,000	Outdoor building – store equipment
\$17,000	Medical department remodel
\$50,000	Handicap van
\$ 8,000	85" conference TV

Locality Shares

Locality	FY23	FY24	Increase/Decrease
Clarke County	\$616,757 3.77%	\$575,347 3.25%	\$ (41,410)
Fauquier County	\$2,858,022 17.47%	\$3,096,254 17.49%	\$ 238,232
Frederick County	\$7,258,753 44.37%	\$8,132,755 45.94%	\$ 874,002
Winchester	\$5,626,066 34.39%	\$5,898,638 33.32%	\$ 272,572

A motion was made by Ms. McCann-Slaughter to approve the proposed FY24 budget but may need to refine the budget more after we receive final insurance costs, COLA and other estimates. Major Smith seconded the motion. The Authority unanimously approved.

VI. LEGISLATIVE ACTIONS

Superintendent Corbin was contacted by a couple of the localities in reference to upcoming legislative actions. Below is a list of those legislative action:

Funding for Jails – The state should fully fund any increase costs or operational issues faced by local or regional jails when a change to the definition of state-responsible prisoner or other term results in an increase. Frederick County supports an increase in jail per diem funding levels to better represent the costs of housing inmates and that the per diem be adjusted for inflation in the future so that payments keep pace with rising costs.

Additional Resources for Department of Corrections – Frederick County encourages the General Assembly to provide sufficient resources to the Department of Corrections in order that they may comply with the Code of Virginia requirement that they take state responsible inmates within 60 days of being notified by the courts.

Medicaid coverage for jail inmates – Frederick County supports legislation to eliminate the ineligibility of incarcerated inmates to receive Medicaid benefits. Currently state and federal law requires that incarcerated individuals lose their full Medicaid coverage, instead receiving limited coverage to include hospitalization only while they are in jail. This negatively impacts the locality's contribution to local or regional jail budgets, especially with the increasing numbers of chronically and mentally ill inmates on the rise. This proposed change would also allow state inmates to receive Medicaid benefits while incarcerated.

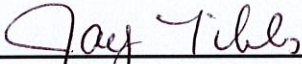
SB581 – Definitely oppose. Bill put forth by Senator Joseph Morrissey that would reduce/eliminate all fees charged to inmates to include phone calls, commissary, work release fees, etc. Last session it was brought forth and the result was a work group was formed to make recommendations. This would have significant impacts to the localities as well as those incarcerated. The Virginia Association of Regional Jails (VARJ) does have a member on this committee to represent the interests of the jails. This bill is being pushed by an advocacy group across the nation. So far only one state, Connecticut, has passed this legislation. California is the most recent state to oppose/veto this legislation.

The Jail Authority recommended that Superintendent Corbin set up a meeting with Delegate Wiley.

VII. ADJOURN

As there was no further business brought before the Authority, the meeting adjourned at 11:00 a.m.

Respectfully Submitted,



Jay Tibbs, Chairman
Regional Jail Authority