

NORTHWESTERN REGIONAL JAIL AUTHORITY
Minutes
Meeting of Members
May 3, 2012

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

Bill M. Ewing
Charles DeHaven
Sheriff Robert Williamson

City of Winchester

Chief Kevin Sanzenbacher
Sheriff Lenny Millholland
Art Major

Clarke County

David L. Ash
James Wyatt
Sheriff Anthony Roper
Barbara Byrd

Fauquier County

Sheriff Charlie Ray Fox, Jr.
Chester Stribling
Katherine Heritage

ABSENT:

John R. Riley, Jr.
Mayor Elizabeth Minor

STAFF PRESENT:

Bruce Conover, Superintendent
Capt Kathy Sasser
Lynn Dougherty
CSO Gene Boyce
Kim Wilson

VISITORS:

Mary Blowe
Dale Iman, City Manager
Melissa Boughton, Winchester Star

I. CALL TO ORDER

Sheriff Millholland called the meeting to order at 10:00 a.m.

II. APPROVAL OF AGENDA

A motion was made by Sheriff Williamson to approve the agenda. The motion was seconded by Mr. DeHaven. The Authority unanimously approved.

III. APPROVAL OF THE MINUTES FROM MARCH 2012

Sheriff Millholland solicited a motion to approve the minutes from the March 1, 2012 meeting. Mr. Conover requested an amendment to the minutes to show that Art Major was absent from the March meeting only because he was never notified by staff of the scheduled meeting. A motion was made by Mr. Ewing to approve the minutes as amended. The motion was seconded by Ms. Heritage. The Authority unanimously approved.

IV. FUND BALANCE TRANSFER REQUEST (MEDICAL)

Mr. Conover explained that a fund balance draw of \$120,000 was necessary to meet remaining FY12 inmate health care obligations. The Superintendent noted that the \$146,000 requested at the March meeting was only to satisfy the increased cost of pharmaceuticals and that this latest request was to provide for physician and hospital related unanticipated expenses.

He explained that in the Jail's budget there are two (2) line items that provide for medical expenses associated with inmate health care: (1) Pharmaceuticals, Medical Supplies, and Laboratory; and (2) Professional Health Services. Mr. Conover reminded the Authority that the earlier pharmaceutical request resulted from primarily from the an increased number of HIV patients as well as a hemophilic who was remained in custody for almost five (5) months and whose medication costs were approximately \$20,000 per month.

Mr. Conover reported that today's request for fund balance draw is to resolve a projected shortfall in the Professional Health Services line. Expenses associated with this line item include the Jail's contract physician (\$189,108 annually); contract dentist (\$200/hr); contract psychiatrist (\$210/), Virginia Medical Malpractice Insurance Coverage (\$4,332); and Anthem expenses associated with other medical services and hospitalization. The Anthem expense is in fact the largest of all expenses in this category.

The Superintendent explained that in FY11 we spent \$210,193 after Anthem. In FY12 we budgeted \$416,000 but the FY12 obligation projection amounts to approximately \$533,590. We plan our budget best upon the number of hospital days, which is twice as much this year as last year.

As an aside, Mr. Conover highlighted what inmate health care expenses the Jail does not pay for. He noted:

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- Detoxification
- Injuries Sustained at Arrest
- Self Harm
- Treatment Required as a Result of Non-Compliance

The Superintendent highlighted the significance of just eight (8) of the major illnesses experienced in FY12 to date and the impact they have had on overall expenses:

- \$17,708 Seizure Treatments
- \$19,745 Hip Fracture
- \$46,836 Cardiac Arrest
- \$13,827 Brain Amoeba
- \$39,056 Bowel/Kidney Surgery
- \$20,649 Hemophiliac Hospitalization
- \$20,000 Dialysis
- 424,064 Meningitis

He highlighted that these eight (8) cases alone accounted for a total of \$201,884 in expenses or 49% of our planned health care line. We anticipate \$117,590 shortfall.

In an attempt to explain why the shortfall was not recognized and reported sooner, Mr. Conover explained that the Jail's contract with Anthem is the same as the contract with the other Regional Jails and that that contract will be renewed in 2012. He reported that the contract that we process hospital and private physician bills through Anthem and we pay the reduced rates they negotiate with the hospital. We then pay Anthem 20% of the savings. The time delay and several other factors make bill management difficult.

He explained that a procedure may take place in October yet the bill may not be received until January or February. He also noted the impact of "retracting" which is the procedure we use when we discover that the Anthem negotiated amount is actually greater than the normal hospital fee. When such occurs, the staff directs that Anthem not pay the bill and we coordinate with the hospital to pay them directly. To date in FY12 that procedure has saved more the \$71,000 but it results in bills being processed late in the cycle.

Ms. Byrd asked if we are married to Anthem. Mr. Conover explained that the Regional Jail Association solicited bids to insurance companies in January, but Anthem was the only bidder.

Mr. Conover requested the Authority approve the transfer of \$120,000 from the Jail's unreserved fund balance to provide for unanticipated inmate medical expenses. The current fund balance is \$1,848,889. After withdrawing the \$120,000, will leave a balance of \$1,728,889.

Mr. Conover reported that it's important to remember that come July 1, 2012, \$1,000,000 will be transferred automatically into the FY13 budget, and highlighted that as we enter the FY13 the fund balance will be approximately \$728,000 as a result. He noted that that estimate does not

include any savings we may achieve this year. But the Superintendent feels there will not be any savings.

Sheriff Williamson made a motion to approve the transfer request for medical. The motion was seconded by the Mr. DeHaven. The Authority unanimously approved.

V. **PROPOSED FY13 BUDGET ADJUSTMENT**

Mr. Conover requested the Jail Authority adjust the Jail's FY13 budget to include the funding that is necessary to hire four (4) officers and one (1) nurse.

The Superintendent explained that when developing the FY13 budget it was the staff's recommendation to the Finance Committee that since we had not hired the additional staff approved by the Jail Authority in October 2011, that the \$250,000 needed to fund those positions be removed from the FY13 projected budget with the understanding that if the additional funds were necessary, a fund balance draw later in the year would be requested. The Finance Committee accepted that recommendation and the proposal was subsequently adopted by the Authority.

Mr. Conover explained that unexpected 6.6% increase in population over the last three (3) months suggests that those additional positions will be required sooner than expected in FY13. The Superintendent reported that the non-compliant population, those who remain at our facility for more than 90 days after their sentencing, reached 55 during the course of those four (4) months. This morning that population was down to 35. But during the summer months, when there is the traditional increase in the population, Mr. Conover anticipates that the additional staff will be needed.

He also noted that the draw from fund balance approved just moments ago would leave approximately \$700,000 in fund balance after July 1, 2012. He highlighted that if the additional positions are needed prior to or immediately after the start of the new fiscal year, less than \$500,000 would remain in fund balance during the rest of the year for contingencies.

Mr. Conover requested that the Jail Authority restore the \$245,575 needed for the additional staff back into the FY13 budget, noting that such a restoration would leave approximately \$700,000 through the course of FY13. He noted the additional costs to the jurisdictions:

	Current FY13 Share **	Alternative Share	Change
Clarke	\$440,991	\$453,049	+ \$12,058
Fauquier	\$1,265,492	\$1,300,094	+\$34,602
Frederick	\$3,981,493	\$4,090,356	+\$108,863
Winchester	\$3,293,512	\$3,383,564	+\$90,053
TOTAL	\$8,981,488	\$9,227,063	+\$245,575

** Includes 6% Salary Increase & 5% VRS Contribution Reduction

A question was asked about Public Inebriates and Mr. Conover explained that most are released within 24 hours. But managing these types of individuals is difficult and increases difficulty for the staff.

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Chief Sanzenbacher asked for clarification regarding the utility of using of a specific population on a given day versus the use of an average daily population (ADP) in estimating workload and resource requirements. Mr. Conover explained that each has a purpose but the Jail is currently at a population where a small change in the daily population can very quickly dictate a need for additional staff in a housing unit. He noted that the ADP to date in FY12 is 572 however the population 30 days ago was 596 with weekend surges exceeded 620 inmates.

Mr. Conover noted increases in both the Winchester and Fauquier populations. He explained that the reasons for the increase are not completely clear but suggested some of the increase is likely due to the warmer months; the absence of a permanent Judge in Frederick County; and a new Judge in Fauquier County. Sheriff Williamson said he believes the early warm spell in the area this year has contributed to a higher inmate population. We typically see this increase in May, June and July.

Mr. Conover requested the Jail Authority approve a \$245,575 increase in FY13 locality shares to provide funding for the 5 additional positions approved in FY12.

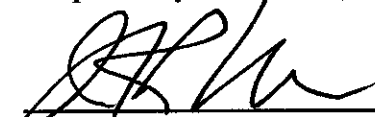
A question was asked about the 6% salary increase. Mr. Conover explained that the increase is intended to offset the employee VRS contribution mandated by the state in FY13. The 6% is intended to ensure that the employees do not experience a reduction in pay as a result of the increased taxes to which they will be exposed.

Mr. Ewing made a motion to approve the request. The motion was seconded by Sheriff Williamson. The Authority unanimously approved.

VI. **ADJOURN**

The meeting was adjourned at 10:34 a.m.

Respectfully Submitted,



John R. Riley, Jr., Chairman
Regional Jail Authority