

NEW RIVER VALLEY REGIONAL JAIL AUTHORITY
August 14, 2015
Held at the New River Valley Regional Jail

A. CALL TO ORDER:

The meeting of the New River Valley Regional Jail Authority was called to order at 10:02 a.m. by Chairman Mark Armentrout with nine (9) members and three (3) alternates present.

MEMBERS PRESENT:	Bland County:	Sheriff Thompson
	Giles County:	Sheriff Millirons
	Radford City:	Mr. Young; Sheriff Armentrout
	Floyd County:	Mr. Turman
	Pulaski County:	Mr. Conner; Sheriff Davis
	Grayson County:	Mr. Sweet; Sheriff Vaughan

ALTERNATES PRESENT:	Carroll County:	Ch. Deputy Bourne
	Floyd County:	Mr. Allen; Deputy Turner

STAFF & GUESTS PRESENT:	Superintendent Gerald McPeak
	Lt. Col. Tom Lawson
	Major Marty Stallard
	Steve Durbin—Sands, Anderson, Marks & Miller
	Robert Lyons- citizen

B. ROLL CALL:

In Sheriff Gardner's absence, Superintendent McPeak called the roll and reported a quorum present.

C. APPROVAL OF JULY 2015 MINUTES:

The Minutes from the July 2015 meeting were mailed to the Board. Chairman Armentrout asked if there were any additions or corrections to the Minutes.

Motion: Mr. Conner moved that the July 2015 Minutes be approved as presented. Sheriff Millirons seconded the motion.

Action: The motion passed unanimously.

D. OLD BUSINESS:

Chairman Armentrout said that there were a couple of items carried over from the July meeting the problems with the hot water return pipes in E-Block and the solar energy system. He asked the Superintendent for an update. The Superintendent said that on Wednesday we received the report from the contractor that inspected the system. He said that he has contacted and forwarded a copy of the report to Bill King of Thompson & Litton. Mr. King is going to sit down with his engineer to review the report then the both of them will come here to the jail for a meeting next week. They hope to discuss the report and how they plan to help us with this moving forward. Mr. King will be attending the September meeting and we will be having a Design & Construction that day as well. Hopefully Mr. King will be able to address the board and present some kind of a game plan to move forward with that. In regards to the domestic hot water pipes that we have in the building, he is still waiting on the contractor. He said that he was asked last month to have the contractor give us a price for an overall repair not just one portion. We're still waiting on those numbers and he has nothing to report today.

E. COMMITTEE REPORTS:

Personnel Committee:

Sheriff Millirons said that the Personnel Committee met this morning. They talked a little about the turnover rate here at the jail and what we can do to resolve that to keep people here. They also talked about morale. He said they discussed the Social Media policy and he said that needed to be tabled until next month because he didn't know that much about it.

He said that there has been a decrease in the amount of applications that the jail is receiving right now as opposed to a couple of years ago. He said that he didn't know what we could do about that other than job fairs to promote it a little bit more.

He said that they also discussed the employee that had a charge against him. He is back to work with the charge having been dismissed. Hopefully he won't have that issue anymore.

Chairman Armentrout said that we need to make sure and discuss the Social Media Policy at the September meeting. The Superintendent reminded everyone that a copy of the proposed policy was mailed to all members in their August package.

Operations Committee:

The Operations Committee did not meet today.

Finance Committee:

In Ms. Cannon's absence, Superintendent McPeak reviewed the monthly financials with the group. We finished out the month in the black with \$254,557.88. Everything seems to be trending as planned. The only one that's a little high is our vehicle insurance. That is due to the fact that we paid our vehicle insurance for the full year.

We did have an estimate for the solar repairs from Moore's Mechanical. Just as a matter of

information, the estimate is in excess of \$110,000 for needed repairs to make that system work as it's supposed to. We will be meeting with Thompson & Litton next week to discuss how to correct those problems moving forward.

We have signed our engagement letter with the auditors. The audit is scheduled to begin later this month.

We have an administration employee Mrs. Pam Olverson whose chief job is to take care of the medical costs that we have for our inmates. We are able to receive reimbursement from the Department of Corrections for a portion of the medical cost of any sentenced state responsible inmate. So far this year, we have received a check for \$8,637.88. This money comes back to the Authority and back into the jail's budget. Ms. Olverson does a great job and the Superintendent wanted to recognize her for all of her efforts. Last year she was successful in getting us almost \$100,000 in reimbursement.

Chairman Armentrout asked if there was a motion to approve the monthly financials.

Motion: Mr. Conner made a motion to approve the monthly financial report as presented. Mr. Sweet seconded the motion.

Action: Following a roll call vote, the motion passed unanimously.

Design and Construction Committee:

Design & Construction did not meet today but they will need to meet next month.

F. SUPERINTENDENT'S REPORT:

The Superintendent reviewed his report in detail with the members present. We are seeing a slight increase in our inmate population. Our average is around 900 now as opposed to an average of around 850 a few weeks ago. The state responsible inmate total grew from 279 to 315 for this month.

In employee activity, we had one new hire nurse and three officers. We also had nine resignations: one records clerk, one nurse and seven officers. We will have twelve officers beginning the academy on August 24th.

In inmate activity, the majority of our programs are on summer hiatus. They will resume in late August or September.

Under general comments, for the last six months we have been having a lot of problems with our utilities that service the building here. In the last two months, that has increased significantly. He circulated a picture of the water that was in the bathroom. The picture showed the amount of sediment that was coming into our water system that was being supplied from the county and the town. It was happening on a frequent basis. This made our water unusable and was creating a lot of problems. In the month of July, this happened three times from July 1st- July 15th. The county was having trouble at the treatment facilities where they were having power interruptions.

When that happened, the water would back flush through their system and stir up a lot of sediment. When the electricity would come on...the pumps would kick on and send that sediment on down the line to the town of Dublin and ultimately to the jail. Unfortunately for us, we are on the end of this loop when it comes to the town. So we were getting the majority of all of this sediment that into our system. This was creating a lot of problems with our equipment here at the jail such as flush valves, metering valves plus we have about 750 toilets in the building. This sediment was either causing the toilets to not work properly or to continue to run. All of this sediment in our boilers and hot water heaters was creating a lot of maintenance issues for us. On July 16th, we were told to start flushing internally here at the jail, the town was here flushing hydrants and the inmates were flushing their commodes. This created another problem for us as we lost all water pressure for a few hours here at the jail. The county and town came out to help us. Mr. McCready was here from about 9:30 pm-1:30 am the following morning. The Superintendent was here from 10:00 pm until 1:30 pm the next day trying to get these problems resolved. He met with the county and town officials, Mr. Huber and the water department folks. Together they have established a protocol and chain of calls that are going to start. When the county has an issue they plan to leave the system off bit longer to allow the sediment to settle. The main thing is that they will call us first thing so we can cut our water off for a few hours and allow them to flush. This will give us a heads up to get the inmates notified and to make sure that we have enough bottled drinking water on hand. The Superintendent said his plan was to keep about 20,000 bottles of water here at any given time so that we can provide fresh drinking water to the inmates. Also the county is in the process of making about \$2 million worth of improvements to their water system. This won't happen overnight but their improvements will help prevent this in the future. They will be able to flush that sediment closer to the treatment center and not get out into the town. After this incident alone, we replaced over \$3,000 worth of parts inside the jail. That doesn't count the overtime for officer and inconvenience for the staff and inmates.

In addition to that, we have been experiencing a lot of electrical problems. From this past Monday to the Monday before, we had a total of seventeen power outages that lasted from a few minutes to a few hours. They have been increasing over the past ninety days. Each time, we contact Appalachian Power. They send somebody out and each time they think they have corrected the problem. When the power gets turned back on it would go a day or two and then we had a problem again. This past Tuesday, we had another outage. The Superintendent started calling all over to West Virginia and also people here locally. We were finally able to get the right amount of people out here to check the outage. We had two issues. There was a guy wire that had broken and snapped back up into the power line that was causing disruption. They corrected that. When they turned the power back on they found another situation where there was another guy wire too close to the line. Every time it would rain, there would be an arc and everything would shut down. They were then able to correct that as well. Also, in the meantime they put a meter on our equipment to check our voltage. Our voltage is supposed to be 277 or greater and we were running the low 260's. While the power was off they increased the capacity of some equipment they we have inside the building so we are able to get the voltage we need. Since those repairs were made on Tuesday, we haven't had another power outage. We are even hearing comments that the lights are burning brighter in the building now. We were starting to have equipment damaged such as doors that wouldn't close when they were supposed to...and electrical motors in HVAC units were burning out. So hopefully, we won't have these problems moving forward.

Mr. Chidester contacted the Superintendent about ten days ago. A couple of judges were questioning how we do inmate time computation. The Superintendent compiled a memo of our policy on how time is computed and how release dates are generated based on code. This memo was then mailed to all of the judges in the NRV, the commonwealth attorneys, the public defender's office and the presidents of the local bar associations. He said he had received some positive comments and it was well received. For an example, one of the concerns was if an inmate gets sentenced to two days just how that time gets calculated. If you come into this jail for as little as ten minutes before bonding out then by code you would receive credit for a full twenty-four hour day. The concern was that if folks came, stayed for a few minutes and bonded out. Then if the judge sentences them to two days that individual has already satisfied that sentence and does not have to come back to jail. The judges were not aware of this. If they sentenced someone to two days then they were expecting them to serve at least a twenty-four hour period. So now that everyone knows that we're all on the same page.

G. NEW BUSINESS:

H. CITIZEN'S COMMENTS:

I. OTHER BUSINESS OR INFORMATIONAL ITEMS:

Chairman Armentrout said he received a call this morning from the father of a female inmate. The inmate had received a three year sentence, served less than a year here and was transferred to DOC. The inmate is aware of a program where the Sheriff can have them come back and do work release. The Superintendent said that is the case when the Sheriff is running the jail...the code actually says either the Sheriff or the Superintendent. It used to be a program that was beneficial to us a few years back because the DOC would pay us \$28 a day. The inmate on work release also had to pay a work release fee based on their salary. This fee also pays for the drug testing. When he gets these requests, he responds back saying we do not do this any longer.

J. ADJOURNMENT:

Chairman Armentrout asked if there was a motion from the floor to adjourn.

Motion: Mr. Conner made the motion to adjourn the meeting.
Mr. Workman seconded the motion.

Action: The motion passed unanimously.

There being no further business to come before the Board, Chairman Armentrout adjourned the meeting at 10:27 am.

Secretary, Sheriff Gardner