

NEW RIVER VALLEY REGIONAL JAIL AUTHORITY
May 11, 2018
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 10:12 a.m. by Chairman Armentrout with twelve (12) members and two (2) alternates present.

MEMBERS PRESENT:	Bland County:	Sheriff Roseberry; Mr. Workman
	Carroll County:	Sheriff Gardner; Ms. Cannon
	Floyd County:	Mr. Turman
	Giles County:	Sheriff Millirons; Mr. Chidester
	Grayson County:	Sheriff Vaughan
	Pulaski County:	Mr. McCready
	Radford City:	Sheriff Armentrout
	Wythe County:	Sheriff Dunagan; Mr. Reeves

ALTERNATES PRESENT:	Grayson County:	Mr. Smith
	Wythe County:	Ch. Dep. Foster

STAFF & GUESTS PRESENT:	Superintendent Gregory Winston
	Dep. Superintendent John Bowman
	Steve Durbin - Sands Anderson PC
	Anthony Akers-Pulaski Co. Asst. County Administrator
	Officer Bob Sumner-NRVRJ
	Officer Kristi Wright-NRVRJ
	Officer Dwight Patterson-NRVRJ
	Officer Robert Patteson-NRVRJ
	Cpl. Candice Johnson-NRVRJ
	Robert Lyons-citizen
	GTO graduates/advisors

B. ROLL CALL:

Mrs. Akers called the roll and reported a quorum present.

Superintendent Winston recognized and presented certificates to the GTO (Growth through Opportunity) graduates: Patrick Ferris, Nathan Holtzman, Latae Miles, Kaitlyn Whittaker and service dog Red. The jail partnered with the Montgomery County Sheriff's Department on this program to help the cadets learn the necessary skills to find employment. The cadets have

worked at various jobs throughout the jail filing, organizing, painting and also planting vegetables in our greenhouse. Cpl. Candice Johnson, Officer Dwight Patterson and Officer Robbie Pattenon were recognized for their assistance with the GTO cadets for the last several months.

Officer Kristi Wright was recognized and presented with a gift card for her tireless efforts with the Pulaski County United Way Campaign. Kristi has also collected the monthly No-Shave Campaign money for Officer Chris Lineberry who was injured in January. We are so proud of her efforts and couldn't have done all of this without her. Officer Lineberry continues to improve and is doing great with his physical therapy.

The first full week of May was National Correctional Officers Week. Superintendent Winston thanked the Authority for their support of our officers. He also thanked Bland County for the Resolution that they sent in for our officers.

C. APPROVAL OF MARCH 2018 MINUTES:

Copies of the Minutes from the March meeting were mailed to each member. Chairman Armentrout asked if there were any additions or corrections to the Minutes as presented.

Motion: Mr. Workman moved that the March Minutes be approved as presented. Sheriff Millirons seconded the motion.

Action: The motion passed unanimously.

D. OLD BUSINESS:

None.

E. COMMITTEE REPORTS:

Finance Committee:

Copies of the monthly financials through April 2018 were distributed and Ms. Cannon reviewed them with the group.

Motion: On behalf of the Finance Committee, Ms. Cannon recommended the Financial Report for approval.

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

Design and Construction Committee:

Design & Construction did not meet today.

F. SUPERINTENDENT'S REPORT:

Personnel:

We appointed 12 Master Jailer Officers: Cruz Lineberry, Robert Patteson, Amie Wild, Benjamin Watkins, Brandon Kelly, Derek Trainer, Angela Gautier, Lori Diamond, Donald Cornett, Micha Long, Brian Crotts and Arthur Palmer. These officers each met the requirements set by the Compensation Board and were recommended by the Career Development Board. They will be appointed for one year at a time and we will do their re-appointment on a yearly basis.

EAC & Supervisors Meeting:

Both meetings were held each month.

Academy:

Graduation was held yesterday (May 10th) for 10 recruits.

Awards were presented to:

Top Gun: Officer Issac Buckner 99.8%

Overall Fitness: Officer Joseph Rotella

Most Improved Fitness: Officer Donald Thomas

Academic Achievement: Officer William Burton 95.25 %

Director's Award: Officer John Luc Baxter

Operations:

- Headcount today 810
- Total days served 24,317
- Average daily population 811
- Average Daily Population for male prisoners 682
- Average Daily Population for female prisoners 129
- Number of commitments 539
- Number of releases 513
- The Average Daily Commitments 18 per day
- The Average Daily Releases 17.1 per day

Prisoner Issues:

The Giles County inmate with severe medical problems was released about two weeks ago. The Social Services Department was able to find a more appropriate setting for her.

HR & Personnel:

We have seventeen vacancies right now. We hired four new officers, one nurse and a part-time nurse practitioner. We had four terminations—2 of which were released from the academy, 1 resigned for medical reasons and 1 nurse retired. We have one officer retirement scheduled for June. We also have four active resignations pending: one is going to Bluefield Police Dept, one is going to the Pulaski Co. Sheriff's Dept., one is leaving for Lowes and the other is going back to school to become an electrician. There was also one termination made.

IT:

We deferred the purchase of a couple of PC's to enhance our AV in the conference room. At our next meeting we should have the televisions mounted on the wall so we'll be able to have presentations.

Maintenance:

We're still working on the kitchen dishwasher issue. We have a dishwasher being refurbished at this time and are waiting on a conveyor from Hobart. Our hopes are to have this completed for approximately \$32,000 which should buy us 7-8 yrs of use. This is versus the \$135,000 needed to purchase a new one.

Kitchen Floor:

There aren't a lot of vendors in this area that perform light commercial flooring work. We've identified a contractor out of Christiansburg—Fonseca. At this time we are calling their references and hope to have that project completed soon. The kitchen replacement should be in the neighborhood of \$18,000. We've also touched base with the health department and will sending them the necessary paperwork.

Roof Damage:

Our roof on the old side is leaking due to past hail damage and long term damage on an almost 20 year old roof. A new roof for that particular side of the building would be \$103,000. We've elected to spend approximately \$33,000 to replace the most severe parts of the roof. They have agreed as part of that contract to come in and do a lot of patching and repair. This will buy us a little bit of time to put some money aside to repair the full roof.

Plumbing Repairs:

We will be spending about \$16,000 on plumbing repairs with Moore on the new side of the jail. We have identified some critical areas that have to be repaired due to ruining ceilings and causing some problems in terms of safety.

Inside/Out Program with Radford University:

We graduated five female inmates from the Inside-Out program on April 25th.

Empowered Options Program:

This program is on-going with the New River Valley Health District and addresses neonatal abstinence syndrome in Opioid addicted mothers. We're also testing the participants for several things such as sexually transmitted diseases as well as public health issues. We've identified several offenders who tested first time positive for HIV and Hepatitis C. Our hope is to release them back into the community in a little better shape or at least with a plan for dealing with those diseases.

Research Project:

Last month we began a grant funded research project with the New River Valley Health District and Virginia Tech. All of our classification officers completed the necessary training and will have female inmates fill out surveys for this project.

Proposed Budget:

Superintendent Winston provided copies of the proposed budget and highlighted several items. The per diem will remain the same at \$27.50 per day just like last year. Our proposed ADP will also remain the same at 890. Although the budget remained level in terms of per diems, the utilization projections for localities have been altered a bit. In regards to total income, this fiscal year's budget is projected at \$21,637,497 which is up by \$133,003. The areas where the budget increased were inmate telephone income, inmate cost recovery and employee health insurance.

Mr. Smith asked about line 500 employee salaries/wages going down. Our employee cost has gone down a bit because we had some savings where we've held some positions back. Superintendent Winston said there were no raises included in the proposed budget and he hasn't seen the comp board budget estimates yet.

There is a slight increase in medical costs-salaries/wages due to adding additional provider hours and a night-shift medical tech position. We currently do not have a Director of Nursing so we expect a little bit of reduction there as well.

Magistrate costs increased from \$800 to \$2,000 due to some necessary replacement and repairs of cabinets in the magistrate's office.

Mr. McCready said he's hearing that line 561 (Water Service) and 562 (Sewer Service) will have substantial rate increases. The Town of Dublin is currently buying water wholesale from Pulaski County and selling it to all of their citizens for less than what they buy it for. He is hearing the possibility that our water/sewer rates may go up as much as \$130,000 next year. There is a need to substantially raise water/sewer costs in the Town of Dublin. Mr. McCready said that it may be June before we have a definite answer but we need to plan for it just in case. The decision was made to press through with the budget and make a budget amendment if necessary.

There a large reduction in computers due to buying software last year. There was also reduction in attorney fees for this upcoming fiscal year. There is a slight increase in pre-existing inmate medical but there is no real way to ever predict medical conditions that inmates may come in with. However, the providers that have been brought in will provide more services on-site than ever such as electrocardiograms, x-rays, sonograms, etc. This also helps reduce the amount of trips to the hospital.

On 907 Capital Outlay, this past year \$50,000 was earmarked for plumbing repairs in F-housing units. However, F-housing unit was having substantially less problems than predicted after the water filtration system in. That \$50,000 was used towards deal with the roof repairs, kitchen floor, plumbing repairs on the new side, HVAC and the \$50,000 put into the DVR's of the security system. So that \$50,000 will not be reallocated as Capital Outlay however we did retain \$100,000 in the budget going towards repair/replacement reserve account.

So in summary, the proposed budget is \$21,770,500. It is balanced and requires no increase in per diem.

Chairman Armentrout asked if there was a motion from the floor to approve the proposed budget for FY 2018-19.

Motion: Mr. McCready made the motion to approve the budget as presented.
Mr. Reeves seconded the motion.

Action: The motion passed unanimously.

Superintendent Winston read a letter from the Department of Corrections stating that the jail scored a 100% on the Compliance Audit which was conducted April 24-26, 2018. He thanked all of the employees for their hard work during this process.

In addition to the audit we also had a visit from Mr. Stephen Weiss, Senior Health Policy Analyst from the Virginia General Assembly. Mr. Weiss was here conducting research on the quality of health care inmates receive while housed in the jail. His note stated that he found Supt. Winston and the staff to be very accommodating, professional and courteous to Mr. Weiss. He found them to be very knowledgeable and provided both insight and expertise in his research.

G. NEW BUSINESS:

H. CITIZEN'S COMMENTS:

I. OTHER BUSINESS OR INFORMATIONAL ITEMS:

Election of Officers-FY 2018-19

The election was mentioned at the last meeting and a letter was sent out regarding nominations for officers. To date, the only nomination received was for Ms. Cannon to remain serving as Treasurer.

The current officers are listed below and have all agreed to serve if elected:

- Chairman-Sheriff Armentrout
- Vice-Chairman-Tim Reeves
- Treasurer-Nikki Cannon

Chairman Armentrout asked if there were any additional nominations or a motion from the floor. Hearing none, Chairman Armentrout asked for a motion from the floor.

Motion: Mr. Workman made the motion for the Authority to keep the same slate of Officers for FY 2018-19. Sheriff Millirons seconded the motion.

Action: The motion passed with a vote of 10 yes and 3 abstentions.

Chairman Armentrout said there was a need for an executive session and asked for a motion from the floor.

Motion: Mr. McCready made the motion to go into executive session for consultation with legal counsel pursuant to §2.2-3711.A.7 and §2.2-3711.A.8 of the Code of Virginia. Mr. Reeves seconded the motion.

Action: Following roll call, the motion passed unanimously.

The purpose of the executive closed session is:

Consultation with legal counsel, §2.2-3711.A.7 and, §2.2-3711.A.8 of the Code of Virginia, (consultation with legal counsel and briefings by staff members and consultants about actual or probable and public discussion would adversely affect the negotiating or litigating posture of the County or Town – OR- consultation with legal counsel regarding specific legal matters that require legal advice).

After a lengthy discussion, the motion was made that the Authority Board come out of closed session.

Motion: Mr. Reeves made the motion that the board come out of closed session. Mr. Workman seconded the motion.

Action: Following roll call, the motion passed unanimously.

Chairman Armentrout asked for a motion to certify that only matters permitted under §2.2-3711.A.7 and §2.2-3711.A.8 of the Code of Virginia were discussed.

Motion: Mr. McCready moved to certify the closed session discussion. Ms. Cannon seconded the motion.

Action: Following roll call, the motion passed unanimously.

J. ADJOURNMENT:

Chairman Armentrout asked for a motion from the floor to adjourn.

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

Action: The motion passed unanimously.

There being no further business to come before the Authority, Chairman Armentrout adjourned the meeting at 11:43 a.m.

Chairman Mark A. Armentrout