

**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**July 24, 2020**  
**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 four (4) alternates present.

<b>MEMBERS PRESENT:</b>	Carroll County:	Sheriff Kemp
	Floyd County:	Mr. Turman
	Giles County:	Sheriff Millirons; Mr. Chidester
	Grayson County:	Sheriff Vaughan; Mr. Shepley
	Pulaski County:	Sheriff Worrell; Mr. Travis
	Radford City:	Sheriff Armentrout

<b>ALTERNATES PRESENT:</b>	Bland County:	Ch. Dep. Mustard; Mr. Ratliff
	Radford City:	Mr. Smith
	Wythe County:	Mr. Bear

<b>STAFF &amp; GUESTS PRESENT:</b>	Superintendent Gregory Winston
	Mr. Robert Lyons-Citizen
	Mr. Bob Sumner-Citizen

**B. ROLL CALL:**

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

**C. APPROVAL OF MAY & JUNE 2020 MINUTES:**

Copies of the Minutes from both the May 8, 2020 and June 26, 2020 meetings were mailed to each member. Chairman Armentrout asked if there were any additions or additional corrections to the Minutes as presented.

**Motion:** Sheriff Millirons moved that both the May 8, 2020 & June 26, 2020 Minutes be approved as presented. Mr. Turman seconded the motion.

**Action:** The motion passed unanimously.

**D. OLD BUSINESS:**

Copies of the Resolution Approving Electronic Meetings Policy were handed out for everyone to review. The resolution would allow members to participate/vote via Webex or telephone from a remote location if they are unable to attend in person. This would only be allowed if we have full quorum present (9 members/alternates from 5 jurisdictions). After some discussion the motion to approve was made.

**Motion:** Mr. Bear made the motion to adopt the Resolution Approving Electronic Meetings Policy as written. Sheriff Millirons seconded the motion.

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

Signed copies of the Resolution will be mailed out in the September board packets.

**E. COMMITTEE REPORTS:**

**Finance Committee:**

Copies of the monthly financials were distributed. In Mr. Workman's absence, Chairman Armentrout and Superintendent Winston reviewed the report in detail with the group.

**Motion:** On behalf of the Finance Committee, Chairman Armentrout made the motion to approve the Finance Report as presented.

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

**F. SUPERINTENDENT'S REPORT:**

Superintendent Winston began by recognizing Sgt. Kevin Jones who will be retiring at the end of August with 23 years of service to Giles County, Pulaski County and the NRVJR.

**Academy:**

Superintendent Winston met with academy staff earlier in the week. Due to COVID, our last class of eight officers had to stop four weeks into their training. The current plan is to restart the academy on August 24<sup>th</sup> and we plan to have three sessions in 2021.

Another topic discussed in the academy meeting was the possibility of Montgomery County withdrawing from the academy. We are currently the academy's largest contributor spending over \$100,000 a year in dues. We're unsure how that will affect us if they do withdraw and we may have to revisit that matter.

## **Operations:**

- Headcount today: 828
- Total days served 23,267
- Average Daily Population: 776
- Average Daily Population for male prisoners: 627
- Average Daily Population for female prisoners: 149
- Number of commitments: 364
- Avg Daily commitments: 12
- Number of releases: 336
- Avg Daily releases: 11

## **Budget Update:**

We're not revising our prisoner forecast of 884 prisoners just yet. For every 10 prisoners in our forecast that we lose, we're short \$105,000 annually. For the last few years any profit that we have had at the end of the year goes into our Repair and Replacement Reserve to fund capital projects. This allows us to fund those repairs without dipping into our Operating expense which translates directly to per diem costs for our localities. The Finance Committee has discussed that in lieu of that this year, we're going to invest our profits this past Fiscal Year into the Operating reserve. The purpose for doing so is to help cover a potential budget shortfall that we're going to have if the prisoner forecast doesn't meet our expectations. If we don't do that then there will only be two options: raise revenues coming from the localities or find a way to operate from our reserves. A per diem increase mid-year to pay for an operating deficit would be crippling for every jurisdiction. However, Superintendent Winston thinks if we can make it if we invest in those profits into our Operating reserve.

Superintendent Winston wanted to thank Pulaski County's New Commonwealth Attorney Justin Griffith for his assistance on a prisoner issue. We called Mr. Griffith his first day on the job with a prisoner suffering a medical issue and he handled it like a pro.

## **Prisoner Telephone Contract:**

We currently receive around \$360,000 a year as a minimum annual guarantee for telephone profit. Superintendent had negotiated a \$260,000 increase to that in our budgeted revenue until COVID hit. What he was able to negotiate was a 1-year renewal with a \$450,000 minimum annual guarantee. He was also able to negotiate a piece of software called DataIQ. The jail will also receive tablets for prisoners to communicate for their mail, telephone calls and visits.

This will cut down on mail coming into the jail and therefore reduce contraband. The DataIQ software will triangulate all of this data. So, if an agency is chasing someone the software will track everyone that they have talked with while here. It is free of charge to us and once installed we'll get that link out to all of the jurisdictions along with training to the agencies.

He was also able to negotiate three mobile magnetometers called Cellsense units in the contract. We'll be able use those units to assist in our detection of contraband.

**COVID Cases/Testing:**

We currently have one positive case. We're in contact with large jails all over the entire country and in comparison, we're still doing well. We've had six inmate cases in total and all were asymptomatic. We've had several staff cases and thankfully none of them have been really sick.

We met with the Health Department this week and they provided us with some new equipment. Fralin Laboratories is the group at VA Tech that has taken over all of the COVID testing. They produce a rapid antigen antibody test with a turnaround in about 15 minutes and they will be giving us a machine to use. This will enable us to run those tests in house and will be especially beneficial when courts open back up. If we can test inmates as soon as they come back from court then we'll know if they need to be quarantined or can go back into general population.

**G. NEW BUSINESS:**

**Resolution to Approve Lease Purchase Financing:**

We've discussed the performance contracting project for the last several months now. Copies of the Resolution to Approve Lease Purchase Financing were handed out to all that were present. At the special meeting on June 26, 2020, the Superintendent was tasked with reaching out to two regulated and certified municipal advisors to make sure that this was a good business deal for the Authority. He spoke with Mr. Kevin Rotty from PFM who has advised us on our bonds and Mr. Rotty highly recommended that we move forward. He also spoke with representative from Davenport and they thought they could do maybe 30 basis points better if they went out with an RFP. However, we would have to invest \$30,000 for them to do so. Superintendent Winston didn't feel like that would be a good situation in light of the fact that our financial advisor Mr. Rotty, who understands our position in the market, did highly recommend that interest rate that we were being quoted.

Superintendent Winston has worked diligently with our attorney Mr. Durbin to get this resolution written and prepared. He then reviewed the resolution in detail pointing out that \$5.3 million dollars would be borrowed and paid for with the energy savings guarantee by the company that is doing the work. Our first payment would be in one year with an interest payment of \$141,000. We will realize a \$346,000 energy saving guarantee just this year due to the replacement of our lighting. It will be our first project and is the most energy efficient project we'll have. So, we shouldn't have any problem the first year to make that first interest payment. After that payment, we'll beginning paying quarterly on the note and it will be after we have already realized the energy savings. The energy savings will be annualized and they will come to do monitoring/verification every year and if for some reason they fall short of the guarantee they will make up the difference to us.

If the project is approved, we hope to close with Bank of America on August 5<sup>th</sup>.

Chairman Armentrout asked if there were any further questions regarding the project and if not, he would entertain a motion from the floor.

**Motion:** Sheriff Vaughan made the motion to adopt the Resolution of The Board of Directors of the New River Valley Regional Jail Authority Approving Lease Purchase Financing and to move forward with the project. Sheriff Kemp seconded the motion.

**Action:** The motion passed unanimously.

**H. CITIZEN'S COMMENTS:**

**I. OTHER BUSINESS OR INFORMATIONAL ITEMS:**

**J. ADJOURNMENT:**

**Motion:** Sheriff Millirons made the motion to adjourn the meeting. Mr. Turman seconded the motion.

**Action:** The motion passed unanimously.

There being no further business to come before the Authority, Chairman Armentrout adjourned the meeting at 10:30 a.m.

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Chairman Mark A. Armentrout