

**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**November 10, 2022**  
**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 10:05 a.m. by Chairman Richard Chidester.

<b>MEMBERS PRESENT:</b>	Carroll County:	Sheriff Kemp
	Floyd County:	Mr. Turman
	Giles County:	Mr. Chidester; Sheriff Millirons
	Grayson County:	Sheriff Vaughan
	Pulaski County:	Sheriff Worrell; Mr. Sweet

<b>ALTERNATES PRESENT:</b>	Floyd County:	Ch. Dep. Harris
	Wythe County:	Mr. Hankins

<b>STAFF &amp; GUESTS PRESENT:</b>	Superintendent Kimberly D. Haug
	Deputy Superintendent Chris Loan
	Mr. Steve Durbin-Sands, Anderson, Marks & Miller
	Dep. Charles Edwards—Carroll County
	Tonya Akers-NRVRJ
	Robert Lyons-Citizen
	Bob Sumner-Citizen

Sheriff Kemp introduced his guest as Carroll County Deputy Charles “Chuck” Edwards. His current Chief Deputy Donald Spangler has announced his retirement effective January 1, 2023 and Deputy Edwards will be assuming that role as well as Authority alternate. Documentation of the change will be sent to the jail and announced at the January 13, 2023 Authority meeting.

**B.     ROLL CALL:**

Mrs. Akers called roll and reported a quorum with seven (7) members and two (2) alternates present.

**C.     APPROVAL OF SEPTEMBER 2022 MINUTES:**

Copies of the Minutes from September 9, 2022 meeting were mailed to each member. Chairman Chidester asked if there were any additions or corrections to the Minutes as presented.

**Motion:** Sheriff Vaughan moved that the September 9, 2022 Minutes be approved as presented. Sheriff Worrell seconded the motion.

**Action:** The motion passed unanimously.

Chairman Chidester said we would move first to Committee Reports and continue on to Old Business.

**D. COMMITTEE REPORTS:**

**Finance Committee:**

Copies of the Financial reports were passed out and Mr. Sweet reviewed them in detail with the group. We have implemented the new per diem from \$28.65 to \$36.65 and with only one month at the new rate we really don't have a real trend yet. By the end of January, we will have a full quarter of the new per diem and ADP rate plus have a real understanding of how this rate is working. As promised, the Superintendent and Finance Department has been tracking this very closely. What we do know is our revenue totals are 22% and need to be at 33%. When we add accruals to that then we would hit 32%. All of that didn't come from the per diem increase, \$1million came from the inmate telephone contract which brought us up to the 32%. Mr. Sweet reviewed each jurisdiction individually and discussed where they were tracking for the fiscal year. The intent is not to generate any additional revenue by way of the per diem increase. It is simply to balance the lower inmate population count and get us close to what we budgeted for each member jurisdiction and the jail as a whole. We will continue to monitor this closely each month and throttle that per diem in future if necessary.

Chairman Chidester asked if there were any questions regarding the financials. Hearing none, he asked if there was a motion to approve.

**Motion:** Sheriff Vaughan made a motion to approve the Financial Report as presented. Sheriff Worrell seconded the motion.

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

**E. OLD BUSINESS:**

**CML Update:**

Superintendent Haug and Mr. Durbin updated the group on CML door project. Mr. Durbin said the contract is now finalized and ready to sign as early as today. The contract contained a timeline to have the project completed by October 31, 2023 and includes a liquidated damages clause so if they're late on completion they will pay us a daily charge with a grace period of 45 days. There were some minor negotiations regarding the timeline of receiving invoices and paying them out. CML's attorney sent in the finalized contract yesterday and we hope to have it signed/sent in later today.

**F. SUPERINTENDENT'S REPORT:**

Our headcount today is 640. DOC continues to take 5-10 inmates each week which is one run. They've asked for more than one run each week but for staff purposes more than one run is too much to take on.

**Hiring:**

Since the last meeting we have had 13 new hires—9 of which are officers. We have had four officers resign but have six officers and one med tech currently in background.

**Grant:**

We weren't able to get our information into the DOC for approval for this year. Our contact asked us to check with him again at the beginning of the year to submit and he'll look at doing an amendment. He encouraged us to start the project and feels very confident that we should be approved to receive 25% back.

**Camera/Control Panels:**

All of the wires have been pulled and the crew should be back after Thanksgiving to complete that project.

**Prisoner Issues:**

Superintendent Haug updated the members on an issue we had over the last few months with drugs coming into the jail and the various ways we've been trying to resolve it.

**Captain Interviews:**

In the past, two Captains had been running all four shifts. Now each shift has a Captain and you could almost immediately see a big difference. It puts more focus on the shifts and we're already seeing results.

**Citizen Support Group:**

We are in the final stages of setting up a Citizen Support Group. This group of people would come along side to focus on our employees with birthday cards, baby gifts, something if they're out for surgery and also to help celebrate Correctional Officer Week, Thanksgiving, Christmas, etc.

**Advertising Signs:**

We have placed a large "We are Hiring" sign at the end of the road and have several smaller signs posted in all of the jurisdictions. We're not just hiring in this area but want employees from all of the surrounding jurisdictions.

**Blood Drive:**

We will host a Blood Drive on November 18<sup>th</sup> here in the Conference Room from 12 pm-4 pm.

**Vacancies:**

Chairman Chidester asked how many vacancies we have. Superintendent Haug said when she started in July, we were down 100 officers and we are currently lacking approximately 80.

**Transportation:**

Sheriff Vaughan asked what they could do to help with the transportation issues while we're short staffed. Recently when Grayson called there was no van available so they transported their prisoners down. He said while the jail was short that he wouldn't be opposed to having someone on call to make those transports but would like to get reimbursed. Superintendent Haug said we had previously discussed hiring their deputies here part time and we would pay them to do transports on the weekends. We had also discussed having the jurisdictions pay their deputies for working OT for us and billing the jail for that reimbursement. Sheriff Vaughan also asked about recouping vehicles/mileage because it's about an hour of travel time. Mr. Durbin said we would probably want something in place to cover liabilities. He is going to check on that again and will report back.

Superintendent Haug said she knows this hurts the jurisdictions that are farther away. We'll think that our staffing is good and then we will have three people sent to the hospital which leaves us short staffed. Sheriff Millirons asked that when we realize that we're too short staffed to transport if we could notify the jurisdictions. Superintendent Haug said that's what is supposed to be done but she would send a reminder out to staff.

Chief Deputy Harris mentioned a recent Floyd County arrest that went before the magistrate where she was given no bond. Once booked into the jail the female inmate had a medical issue and had to be taken to the hospital. Ch. Deputy Harris detailed the steps that Floyd County took in contacting the Commonwealth Attorney, the Clerk and the Judge all on a Saturday to resolve this matter to get her released to bond. He asked if there was a better way to help with this type of situation in the future. Superintendent Haug said if they're having a medical issue at the time of arrest just to have them medically cleared before bringing them into the jail. However, the way Floyd had handled this case was perfectly fine and we appreciated all of their help on the matter.

**Personnel:**

Superintendent Haug said our hiring is trending in the right direction. Recently we have hired several certified people. One of our recent retirees has come back part time and we may have another start in January. We hope to fill some of our open daytime positions such as in maintenance and warehouse with these part time folks in an effort not to pull from the shifts. If one of these certified part time folks can help with transports, then we'll definitely do that as well.

Sheriff Vaughan asked if we were doing a sign on bonus. Superintendent Haug said that no we weren't doing that at this time. Sheriff Millirons said that Giles County was offering one when hiring certified officers. She said she may consider it for certified officers but it would have to be paid out in increments.

Sheriff Millirons asked how many current officers aren't certified. Superintendent Haug said we're doing well in that area and only have 15 that still need certification. We can't send all 15 officers to the academy at once but will be sending at least 10 or 12. That will leave just a handful of the newer officers still to send to the 12-week academy.

**Employment Contracts:**

We do not currently have one but it has been discussed. Mr. Durbin said that in the past he had drafted a possible contract for the jail and would send it to Superintendent Haug to review.

**DOC Transports:**

Chairman Chidester asked if DOC picked up the inmates or if we took them. Superintendent Haug said that we have had to transport them to the various facilities. She's asked in the past if they could pick them up and has received some pushback. Currently we have a good working relationship with DOC and we're only doing one transport per week. They give us a pretty good notice and if we're having a heavy transport week here at the jail, they're good to bump us up until the next week. When we have longer DOC transports such as to Nottaway or Virginia Beach, we always check with Montgomery County or Western Regional to see if they have anyone going that way in an effort to double up.

**Pulaski County:**

Mr. Sweet announced that Pulaski County is in the process of recertifying St. Albans for TDO purposes. The first phase will have 40 beds available in hopes of increasing to 160 beds in the future. The county is excited to bring those resources closer to home to benefit both citizens and law enforcement dealing with many TDO issues. A formal announcement will be made after the first of the year.

**G. NEW BUSINESS:**

**H. CITIZEN'S COMMENTS:**

I. OTHER BUSINESS OR INFORMATIONAL ITEMS:

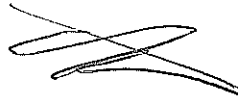
J. ADJOURNMENT:

With no further business to discuss, Chairman Chidester asked for motion to adjourn.

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

**Action:** The motion passed unanimously

The meeting was adjourned at 10:45 a.m.



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Chairman Richard Chidester

