



MIDDLE RIVER REGIONAL JAIL

Serving Staunton, Waynesboro, Harrisonburg and
the Counties of Augusta and Rockingham

June 6, 2023 at 2:00 p.m.

Augusta County Government Center
18 Government Center Lane
Verona Virginia 24482

1. CALL TO ORDER

Upon determination of a quorum, Mr. Hamp, Chairman, called the June 6, 2023 Middle River Regional Jail Authority Board meeting to order at 2:00 p.m.

Members Present:

Michael G. Hamp, Waynesboro City Manager (Chairman)
Stephen King, Rockingham County Administrator (Vice Chairman)
Ande Banks, Harrisonburg City Manager
Amanda Kaufman, Assistant Staunton City Manager
Jennifer Whetzel, Augusta County Assistant Administrator
Larry Propst, Harrisonburg City Finance Director
Patricia Davidson, Rockingham County Assistant Administrator
Jessie Moyers, Staunton City Finance Manager
Donald Smith, Augusta County Sheriff
Bryan Hutcheson, Rockingham County Sheriff

Members Absent:

Timothy Fitzgerald, Augusta County Administrator
Cameron McCormick, Waynesboro Assistant City Manager/Finance
Kelly Warner, Harrisonburg City Police Chief
Christopher Johnson, Waynesboro City Sheriff
Chris Hartless, Staunton City Sheriff

Facility Staff:

Eric Young, Superintendent, Middle River Regional Jail
Lori Nicholson, Director of Support Services, Middle River Regional Jail
Tony Heflin, Director of Operations, Middle River Regional Jail
Jeannie Colvin, Finance Director, Middle River Regional Jail
Phillip Braverman, Finance Director, Middle River Regional Jail
Jeff Gore, MRRJA Legal Counsel
Tina Reed, Recorder, Middle River Regional Jail

Others Present:

Pete DeLea, IT, MRRJ
Stephen Chapinel, IT, MRRJ
Jimmy Wimer, Captain, Rockingham County Sheriff's Department
Misty Cook, Augusta County Finance Director
Megan Roane, Blue Ridge Court Services

2. APPROVAL OF MINUTES

Mr. King made a motion to approve the minutes from the February 7, 2023 meeting. Ms. Whetzel seconded the motion. **Approval was unanimous.**

3. PUBLIC COMMENTS

No comments were made.

4. COMMENTS FROM BOARD MEMBERS OR LEGAL COUNSEL

No comments were made.

5. FINANCE REPORT

- a. **FY 2023 Finance Report** –
- Reviewed with the Board. Due to vacancy savings and turn over there should be a positive outcome.
- b. **FY 2023 Budget Update** –
- Mr. Braverman reviewed the end of FY 23. "There are puts and takes" on revenues with interest income and comp board reimbursement up and per diem and inmate keep fees down due to lower ADP. A total of 31 new positions have been awarded by the compensation board.
- c. **CIP Update** –
- Mr. Braverman reviewed the Capital Improvement Plan. At this time the parking lot paving, hot water and boiler projects are completed. Lobby renovation is ongoing.

6. REPORTS AND BRIEFING

- **Population Report** – (Executive Summary #2023-030) Major Heflin reviewed the Executive Summary. Department of Corrections continues to take inmates. Today's population was 561.
- **Community Corrections Report** – (Executive Summary #2023-031) Major Heflin reviewed the Executive Summary. June 6, 2023 there are 17 offenders on HEI. Due to the Department of Corrections transfers, there are less eligible offenders for the program.
- **Staff Vacancy Report** –(Attachment) At this time there are 18 officer and 6 nurse vacancies.
- **Programs Report** – (Executive Summary Report #2023-032) Reviewed by Major Nicholson. There are no significant changes at this time.
- **Superintendent's Report** –
 - MRRJ has accepted the contract offer from Smart Communications. This will make a number of improvements to MRRJ systems.
 - Re-implementation of the MRRJ Work Force Program. Any jurisdiction may call to schedule a crew for the day. At this time there will only be one work crew.
 - As of May 1, 2023 MRRJ has ended all Covid protocols.

7. **OLD BUSINESS**

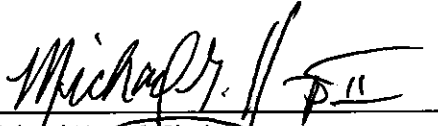
There was no old business to discuss.

8. **NEW BUSINESS:**

- **Credit Cards**-MRRJ is requesting to change credit card services as part of the fiscal agent transition process. There would be 4 credit cards total with a credit line of \$5,000.00 per card. The cards would be assigned to the Superintendent, Finance Director, Lieutenant of Training and Maintenance Director. Ms. Davidson made a motion to proceed with getting the credit cards changed over. Ms. Moyers seconded the motion. **Approval was unanimous.**
- **DCJS Equipment Grant**-MRRJ applied for and was approved to receive a \$169,000 grant for equipment from the Virginia Department of Criminal Justice Services as Federal passthrough ARPA funds. This grant would be used to purchase a body scanner for the Lobby and part of the cost for the training simulator. Ms. Davidson made a motion to accept the grant. Mr. King seconded the motion. Approval was **unanimous.**
- **DCJS Mental Health Grant**-The Virginia Department of Criminal Justice Services approved MRRJ to receive the Mental Health Grant once again at a flat funding amount of \$288,362. This grant assists with providing Mental Health Services to the inmate population. The most significant change to the FY24 application involved MRRJ no longer contracting positions from Valley Community Services Board and instead hiring two in-house Mental Health Support Specialist positions. Ms. Davidson made a motion to approve acceptance of the grant. Sheriff Smith seconded the motion. Approval was **unanimous.**
- **FY2024 Budget Items**
 1. **Mental Health Positions**-The Compensation Board has approved four Mental Health positions for MRRJ. State funds will pay for the positions. This will give MRRJ a chance to set up a Mental Health Department and offer more services.
 2. **Pending 7% Pay Increase in State Budget**-at this time the MRRJ budget includes a 5% increase for staff. We are still waiting to see if a 7% increase is approved by the state. Due to the late date the decision may be made MRRJ would like approval for the 7% increase if it is approved by the state. MRRJ has the revenue to cover the increase and would present a budget amendment at the next meeting. Ms. Davidson made a motion to approve the increase. Mr. Banks seconded the motion. Approval was **unanimous.**

With nothing further to discuss the meeting adjourned at 3:30 p.m. on a motion from Ms. Whetzel; seconded by Mr. Banks. Approval was **unanimous.**

**The next Authority Board meeting is scheduled for October 3, 2023 at 2:00 p.m.
Location: Augusta County Government Center Smith West Board Room.**



Michael Hamp, Chairman