



**MIDDLE RIVER REGIONAL JAIL AUTHORITY BOARD  
MEETING AGENDA  
August 3, 2021, 2:00 p.m.**

1. Call to Order                      Stephen King, Chairman
2. Approval of June 1, 2021 Minutes
3. Public Comments  

Public Comments are intended as an opportunity for the public to give input on relevant issues and not intended as a question-and-answer period.
4. Comments from Board Members and Legal Counsel
5. Finance Report
  - a. FY 2022 Budget Amendment #1 (Financial Management Software – Requires Motion to Approve)
  - b. MRRJ Independent Participation in SAW Consortium (Requires Motion to Approve)
6. Reports and Briefings:
  - a. Population Report - (Executive Summary #2021-051)
  - b. Community Corrections Report (Executive Summary #2021-052)
  - c. Staff vacancy Report (Attachment)
  - d. Superintendent/COVID-19 Report (Executive Summary #2021-055)
  - e. Programs Report (Executive Summary #2021-054)
7. Old Business:
  - a. Jail Renovation (update Board of Local and Regional Jails)
8. New Business
  - a. None
9. Next meeting is scheduled for **October 5, 2021 at 2:00 p.m.**



# MIDDLE RIVER REGIONAL JAIL

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

June 1, 2021 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. King, Chairman, called the June 1, 2021 Middle River Regional Jail Authority Board meeting to order at 2:00 p.m.

### **Members Present:**

Stephen King, Rockingham County Administrator (Chairman)  
Timothy Fitzgerald, Augusta County Administrator  
Michael G. Hamp, Waynesboro City Manager  
Eric Campbell, Harrisonburg City Manager  
Cameron McCormick, Waynesboro City Finance Director  
Phillip Trayer, Staunton City Finance Director  
Larry Propst, Harrisonburg City Finance Director  
Patricia Davidson, Rockingham County Finance Director  
Jennifer Whetzel, Augusta Assistant County Administrator  
Bryan Hutcheson, Rockingham County Sheriff  
Donald Smith, Augusta County Sheriff  
Matt Robertson, Staunton City Sheriff  
Leslie Beauregard, Assistant Staunton City Manager (Alternate)

### **Members Absent:**

Gabriel Camacho, Harrisonburg Interim Chief of Police  
Joe Harris, Waynesboro City Sheriff

### **Facility Staff:**

Jeffery Newton, CJM, Superintendent, Middle River Regional Jail  
Eric Young, Director of Operations, Middle River Regional Jail  
Lori Nicholson, Director of Support Services, Middle River Regional Jail  
Jeannie Colvin, Finance Director, Middle River Regional Jail  
Tina Reed, Recorder, Middle River Regional Jail

### **Others Present:**

Suzette Anthony, Middle River Regional Jail  
Captain Jimmy L. Wimer, Rockingham County  
Misty Cook, Augusta County Finance Director  
Tyler Moses, IT, Middle River Regional Jail  
John Hood, WHSV  
Daniel Lin, DNR

Jessica Wetzler, DNR  
Tracy Stover, Citizen  
Logan Roddy, Citizen  
Calvin Pynn, WMRA  
Amanda Dameron, Citizen  
Connie Zinc, Citizen  
Ned Wulin, Citizen  
Naomi Davis, Citizen  
Anna Cabbage, Citizen  
Mary Myler, Citizen  
Andrea Jackson, Citizen  
Corey Chandler, Citizen  
Eric Olsen, Citizen  
Jeff ~~Gone~~, ?  
Bruce Lundeen, Citizen  
Michael Fisikema, Citizen  
Alexander Pellegrina, Citizen  
Doris Ozuna, Citizen  
Ruby Pulliam, Citizen  
Isabel Ressler, Citizen  
Approximately 16 citizens attended via Webex

## 2. APPROVAL OF MINUTES

Mr. Rosenberg made a motion to approve the minutes from the April 6, 2021 meeting. Mr. Fitzgerald seconded the motion. Approval was **unanimous**.

## 3. CITIZEN COMMENTS AND COMMUNICATIONS

- Mr. King made introductory comments that it did not appear that there was a desire at this point in time to add any new inmate beds.
- Aaron Barrnier, and Ned Wulin have no desire to add inmate beds. Randall Wolfe expressed his concerns that MRRJ is not secretly moving funds for additional housing to a short-term facility.
- Dr. Mary Miller discussed Mental Health issues. Connie Zinc feels Administration is not telling the truth about mental health and substance abuse.
- Anna Cabbage and Connie Zinc have concerns about resources for Mental Health and Substance Abuse.
- Boris Ozuna, Isabel Ressler and Christopher Clymer-Kurtz want more Community Based Programs.
- Andrea Jackson concerned about COVID-19. Hannah Jackson (Video) expressed concern on the percentage of staff members that have been vaccinated against COVID-19.
- Several citizens attending the meeting in person, as well as several citizens attending the meeting virtually spoke voicing concerns regarding the potential expansion of the jail.

## 5. COMMENTS FROM BOARD MEMBERS OR LEGAL COUNSEL

None at this time

## 6. FINANCE REPORT

**FY 2021 Update** - Ms. Colvin noted:

- MRRJ saved \$181,050 from bed rental expense which will offset the loss of per diem revenue from the Commonwealth for the Virginia Department of Corrections (VADOC) transferring approximately 190 inmates in April and May.
- Ms. Colvin also commented that overtime expense is overbudget due to staff vacancies but the additional expenditure is being covered by the vacancy savings in the salary line item.
- Ms. Colvin informed the board that the Mechanical Systems Maintenance and Repair bid is complete with an award.

## 7. REPORTS AND BRIEFING

- a. Population Report – Executive Summary # ES-2021-039**  
Major Young noted as of May 20, 2021, there are a total of 696 offenders being housed by MRRJ.
- b. Community Corrections Report – Executive Summary # ES-2021-040**  
Major Young noted as of April 20, 2021 there are 53 offenders on HEI and 25 offenders on HEM. Home Electronic Incarceration offenders maintain jobs in the community. Home Electronic Monitoring are offenders on bond through the courts.
- c. Staff Vacancy Report – Attachment 7D**  
Major Young notes as of June 1, 2021 there are 23 Officer vacancies. There are also 2 Nursing vacancies (both positions have been offered and anticipated to be filled for July 1, 2021)
- d. Superintendent's Report – Executive Summary # ES-2021-44**
  - COVID-19 update – Approximately 50% of staff have been vaccinated. 48% of inmates have been vaccinated. MRRJ now has vaccine on hand for inmates and staff. Medical staff has been trained to administer the vaccine. Periodic clinics are planned
  - MRRJ signed MOA with Valley Community Service to partner on establishing a grant funded Medication Assisted Treatment Program. This program will target inmates with a history of Opioid use that are within 30-60 days.
  - MRRJ transferred 180 inmates to VADOC in April 2021.
  - MRRJ has had two transfers to VADOC in May 2021 (16 males and 10 females). MRRJ has less than 90 inmates that are eligible for transfer to VADOC.
  - MRRJ has reduce the number of beds available in all 6 male dormitory housing from 250% capacity to 200% capacity in each male dormitory.
  - Operational procedures changes:
    1. MRRJ continues to maintain a step-down screening process for new intakes that was implemented on February 1, 2021.
    2. MRRJ continues to maintain a staff monitoring program effective February 15, 2021. All staff rapid tested once a week. Per Dr. Kornegay staff that have been fully vaccinated no longer need to be monitored with weekly rapid tests effective March 29, 2021
    3. MJJR has resumed transferring inmates from the Harrisonburg/Rockingham Jail effective April 1, 2021
    4. MRRJ is not housing any inmates at any other jail at this time.
- e. Programs Report – Executive Summary # ES-2021-043**
  - MJR Nicholson reviewed the Programs Report highlighting current programs and programs anticipated to be re-started.

## 8. OLD BUSINESS

- a. Jail Renovation and Expansion. Tim Fitzgerald, Augusta County Administrator made the following motion:

I move that the Middle River Regional Jail Authority Board approve a revised capital improvement project as described below:

Focus on repairing and updating the existing facility.

This motion, if approved, would only authorize the Superintendent to engage bond counsel and financial advisors, as necessary, and to contract with Mosely Architects for the formal design and project management services on behalf of the Authority, subject to member locality approval as required by the Middle River Regional Jail Authority Service Agreement. While significantly reduced in scope from the initial project under consideration, this project is targeted to meet the Jail's most urgent needs, and is supported by the Community Based Corrections Plan previously approved by this Board and by the State Board of Local and Regional Jails. It is not intended to allow for additional beds.

### Renovation of existing facility

1. Water Heater Upgrade
2. Lighting Upgrade
3. Improve approximately 150 square feet of Lobby Security
4. Build out approximately 1,576 square feet of additional Professional visitation
5. Renovate approximately 2,891 square feet of Mental Health Office Space.

### Additional/New Support Services

1. Construct approximately 13,500 square feet of Inmate Medical Unit
2. Construct approximately 2,100 square feet for Inmate Laundry
3. Add approximately 6,200 square feet of Additional Administrative Space
4. Add approximately 3,100 square feet of Food Service Space
5. Add approximately 4,200 square feet of Warehouse Space

It is anticipated that this work would not exceed **\$14.5 million**, in costs, plus issuance costs and any additional debt service reserve and or operating reserve required from the lending authority.

With this motion I request that Jail Administration confirm with the state that the 25% state funding that is in the state budget will apply to this project concept.

**Seconded:** Trish Davidson, Finance Director County of Rockingham

**Motion passed:** 10 voting in favor of the motion with 3 abstentions.

## 9. NEW BUSINESS

- a. Easement for Service Authority. Mr. Newton explained the Augusta County Service Authority was changing how water is brought to the Augusta County Government Center. This will require an easement by the MRRJA to grant the Service Authority access to the water line on MRRJA property. Mr. Newton was requesting authorization to sign the appropriate easement once the MRRJA Attorney approves the paperwork.

Mr. Fitzgerald made the motion to authorize the Superintendent to sign the easement contingent on the MRRJA Attorney review and approval. Mike Hamp seconded the motion. Motion approved by unanimous vote

- b. Approval of the Net Position Policy. Ms. Colvin reviewed the proposed changes to the MRRJA Net Position Policy. The updated policy includes adding \$1,500,000 for capital reserves for; \$600,000 Mechanical Systems Reserve, \$500,000 Building Maintenance Reserve, \$350,000 Technology Reserve, and \$50,000 Vehicle/Equipment Reserve. Ms. Colvin stated the reserves are necessary since the budget does not include budgeting for depreciation. Ms. Colvin noted the policy had been reviewed by the Finance Committee. Mr. McCormick made the motion for approval of the revised policy, seconded by Ms. Davidson, the policy was approved by unanimous vote.

## 10. CLOSED SESSION

Mr. HAMP made a motion to go into closed session; seconded by Mr. Hamp. The vote of the Authority members to go into closed session was **unanimous**.

Middle River Regional Jail Authority Board entered closed session pursuant to:

- The legal exemption under Virginia Code §2.2-3711(A)(1)  
Advise of legal counsel regarding potential litigation

Mr. Hamp made a motion to go out of closed session; seconded by Mr. Campbell. All ayes to certify only discussion of legal advice regarding potential litigation was discussed.

Roll Call Vote as follows:

Stephen King (Chairman)	Aye
Timothy Fitzgerald	Aye
Steve Rosenberg	Aye
Mike Hamp	Aye
Eric Campbell	Aye
Jennifer Whetzel	Aye
Patricia Davidson	Aye
Larry Propst	Aye
Cameron McCormick	Aye
Phillip Trayer	Aye
Bryan Hutcheson	Aye
Donald Smith	Aye

## 11. ADJOURNMENT

With no additional business before the Authority Board, Mr. Hamp made a motion to adjourn; seconded by Mr. Fitzgerald. The meeting was adjourned at 3:20 p.m.

**The next Authority Board meeting is scheduled for August 3, 2021 at 2:00 p.m.  
Location: Augusta County Government Center Smith Board Room West.**

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Stephen King, Chairman

MIDDLE RIVER REGIONAL JAIL  
FY 2022 REVENUES

7/19/2021

3-98	REVENUES:	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022	%	%
		REVENUE BUDGET APPROVED	BUDGET AMENDMENT #1	REVISED BUDGET	ACTUAL REVENUE	BALANCE	ACTUALS	BALANCE
15010-0001	INTEREST INCOME	\$ 50,000.00		\$ 50,000.00	\$ -	\$ 50,000.00	0.00%	100.00%
15020-0007	SALE OF SALVAGE & SURPLUS	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
16050-0002	INMATE PHONE SYSTEM	\$ 425,000.00		\$ 425,000.00	\$ -	\$ 425,000.00	0.00%	100.00%
16050-0003	INMATE MEDICAL COPAY	\$ 75,000.00		\$ 75,000.00	\$ -	\$ 75,000.00	0.00%	100.00%
16050-0004	HOME ELECTRONIC MONITORING	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
16050-0005	WORK RELEASE	\$ 350,000.00		\$ 350,000.00	\$ -	\$ 350,000.00	0.00%	100.00%
16050-0006	INMATE KEEP FEES	\$ 275,000.00		\$ 275,000.00	\$ -	\$ 275,000.00	0.00%	100.00%
16050-0099	MISCELLANEOUS REVENUE	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
19020-0001	BED RENTALS-STATE & FEDERAL	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
19020-0002	LOCAL BED RENTALS	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
19020-0011	RECOVERED COSTS-COMMISSARY FUNDS	\$ 333,900.00		\$ 333,900.00	\$ -	\$ 333,900.00	0.00%	100.00%
19020-0012	RECOVERED COSTS-OPERATIONS	\$ 10,000.00		\$ 10,000.00	\$ -	\$ 10,000.00	0.00%	100.00%
19020-0013	RECOVERED COSTS- MEDICAL	\$ 50,000.00		\$ 50,000.00	\$ -	\$ 50,000.00	0.00%	100.00%
19020-0014	RECOVERED COSTS- STATE/FEDERAL	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
19020-0003	LOCALITY CONTRIBUTIONS	\$ 13,601,436.00		\$ 13,601,436.00	\$ -	\$ 13,601,436.00	0.00%	100.00%
23020-0002	COMP BOARD SALARIES & FRINGE	\$ 7,293,232.00		\$ 7,293,232.00	\$ -	\$ 7,293,232.00	0.00%	100.00%
23020-0003	COMPENSATION BOARD PER DIEM	\$ 1,837,500.00		\$ 1,837,500.00	\$ -	\$ 1,837,500.00	0.00%	100.00%
24050-0006	DEPT BEHAVIORAL HEALTH- TDO	\$ 64,590.00		\$ 64,590.00	\$ -	\$ 64,590.00	0.00%	100.00%
24050-0010	MENTAL HEALTH PROGRAM GRANT	\$ 288,362.00		\$ 288,362.00	\$ -	\$ 288,362.00	0.00%	100.00%
	NET POSITION AVAILABLE FUNDS:							
	TECHNOLOGY	\$ 218,800.00		\$ 218,800.00	\$ -	\$ 218,800.00	0.00%	100.00%
	SOFTWARE	\$ -	\$ 575,000.00	\$ 575,000.00	\$ -	\$ 575,000.00	0.00%	100.00%
	CAPITAL EQUIPMENT	\$ 503,000.00		\$ 503,000.00	\$ -	\$ 503,000.00	0.00%	100.00%
	<b>TOTAL REVENUES:</b>	<b>\$ 25,375,820.00</b>	<b>\$ 575,000.00</b>	<b>\$ 25,950,820.00</b>	<b>\$ -</b>	<b>\$ 25,950,820.00</b>	<b>0.00%</b>	<b>100.00%</b>
		<b>OPERATIONAL</b>	<b>ADOPTED BUDGET</b>			<b>TOTAL</b>		
		<b>%</b>				<b>CONTRIBUTIONS</b>		
	AUGUSTA	34.0%	\$ 4,624,488.24	\$ -	\$ 4,624,488.24			
	STAUNTON	20.2%	\$ 2,747,490.07	\$ -	\$ 2,747,490.07			
	WAYNESBORO	15.0%	\$ 2,040,215.40	\$ -	\$ 2,040,215.40			
	HIGHLAND	0.3%	\$ 40,804.31	\$ -	\$ 40,804.31			
	ROCKINGHAM/HARRISONBURG	30.5%	\$ 4,148,437.98	\$ -	\$ 4,148,437.98			
	TOTALS	100.0%	\$ 13,601,436.00	\$ -	\$ 13,601,436.00			
	<b>BUDGET AMENDMENT #1</b>							
	Appropriate cash available funds from net position to purchase financial software			\$ 575,000				

**MIDDLE RIVER REGIONAL JAIL  
FY2022 OPERATING BUDGET**

7/19/2021

4-98-33020-	ACCOUNT	FY 2022 BUDGET APPROVED	FY2022 BUDGET AMENDMENT #1	FY2022 REVISED BUDGET	FY 2022 EXPENDITURES	UNENCUMBERED BALANCE	% EXPENDED	% UNENCUMBERED
<b>SALARIES &amp; BENEFITS</b>								
1100	SALARIES & WAGES	\$ 9,185,405.00		\$ 9,185,405.00	\$ -	\$ 9,185,405.00	0%	100%
1200	OVERTIME	\$ 555,765.00		\$ 555,765.00	\$ -	\$ 555,765.00	0%	100%
1300	PART TIME	\$ 502,500.00		\$ 502,500.00	\$ -	\$ 502,500.00	0%	100%
1400	TDO TRANSPORT	\$ 60,000.00		\$ 60,000.00	\$ -	\$ 60,000.00	0%	100%
2100	EMPLOYERS SHARE FICA	\$ 788,231.00		\$ 788,231.00	\$ -	\$ 788,231.00	0%	100%
2210	EMPLOYERS SHARE RETIREMENT	\$ 1,109,597.00		\$ 1,109,597.00	\$ -	\$ 1,109,597.00	0%	100%
2300	EMPLOYERS SHARE HOSPITALIZATION	\$ 2,174,936.00		\$ 2,174,936.00	\$ -	\$ 2,174,936.00	0%	100%
2400	EMPLOYERS SHARE GROUP LIFE	\$ 123,084.00		\$ 123,084.00	\$ -	\$ 123,084.00	0%	100%
2500	EMPLOYERS SHARE LINE OF DUTY	\$ 61,123.00		\$ 61,123.00	\$ -	\$ 61,123.00	0%	100%
2600	EMPLOYERS SHARE -VRS HYBRID	\$ 5,650.00		\$ 5,650.00	\$ -	\$ 5,650.00	0%	100%
2700	WORKERS COMPENSATION INSURANCE	\$ 152,880.00		\$ 152,880.00	\$ -	\$ 152,880.00	0%	100%
2802	HEALTH SAVINGS ACCOUNT	\$ 14,000.00		\$ 14,000.00	\$ -	\$ 14,000.00	0%	100%
3103	OTHER BENEFITS	\$ 35,000.00		\$ 35,000.00	\$ -	\$ 35,000.00	0%	100%
				\$ -				
	<b>SALARIES &amp; BENEFITS TOTAL</b>	<b>\$ 14,768,171.00</b>	<b>\$ -</b>	<b>\$ 14,768,171.00</b>	<b>\$ -</b>	<b>\$ 14,768,171.00</b>	<b>0%</b>	<b>100%</b>
<b>PURCHASED SERVICES</b>								
3110	PROFESS. HEALTH SERVICES	\$ 1,698,293.00		\$ 1,698,293.00	\$ -	\$ 1,698,293.00	0%	100%
3112	PHYSICALS - NEW EMPLOYEES	\$ 7,800.00		\$ 7,800.00	\$ -	\$ 7,800.00	0%	100%
3124	PROFESSIONAL SERVICES	\$ 89,000.00		\$ 89,000.00	\$ -	\$ 89,000.00	0%	100%
3310	REPAIRS & MAIN. CONTRACTUAL	\$ 256,950.00		\$ 256,950.00	\$ -	\$ 256,950.00	0%	100%
3320	MAINTENANCE SERVICE CONTRACTS	\$ 66,000.00		\$ 66,000.00	\$ -	\$ 66,000.00	0%	100%
3321	TECHNOLOGY MAINT. CONTRACTS	\$ 328,641.00		\$ 328,641.00	\$ -	\$ 328,641.00	0%	100%
3322	PEST EXTERMINATION	\$ 2,000.00		\$ 2,000.00	\$ -	\$ 2,000.00	0%	100%
3324	FOOD SERVICE CONTRACT	\$ 1,222,941.00		\$ 1,222,941.00	\$ -	\$ 1,222,941.00	0%	100%
3330	REPAIRS & MAINTENANCE-VEHICLES	\$ 20,000.00		\$ 20,000.00	\$ -	\$ 20,000.00	0%	100%
3600	ADVERTISING	\$ 3,500.00		\$ 3,500.00	\$ -	\$ 3,500.00	0%	100%
3900	INDIRECT COST TO FISCAL AGENT	\$ 142,879.00		\$ 142,879.00	\$ -	\$ 142,879.00	0%	100%
	<b>PURCHASED SERVICES TOTAL</b>	<b>\$ 3,838,004.00</b>	<b>\$ -</b>	<b>\$ 3,838,004.00</b>	<b>\$ -</b>	<b>\$ 3,838,004.00</b>	<b>0%</b>	<b>100%</b>



**MIDDLE RIVER REGIONAL JAIL  
FY2022 OPERATING BUDGET**

7/19/2021

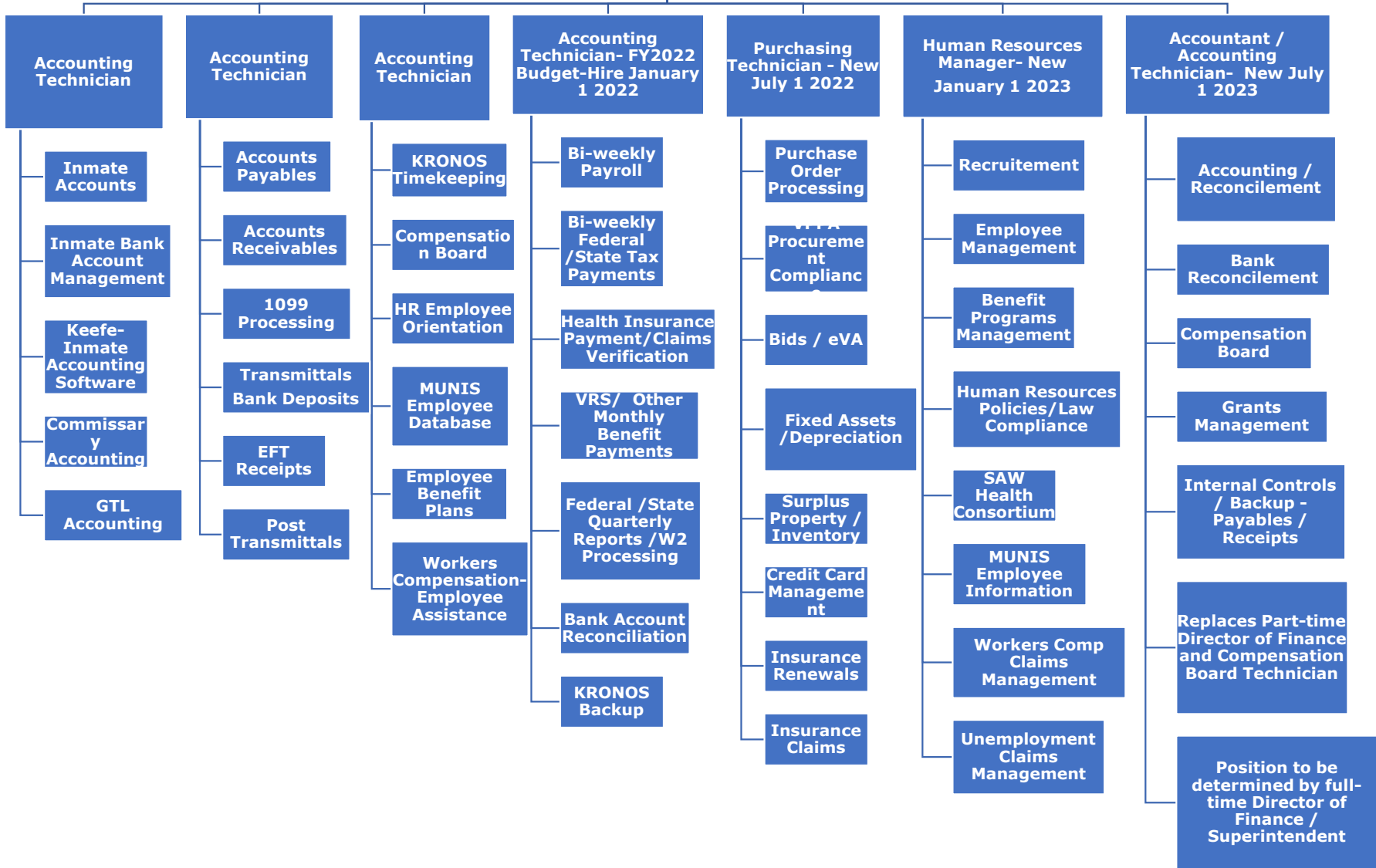
		FY 2022	FY2022	FY2022	FY 2022	UNENCUMBERED	%	%
4-98-33020-	ACCOUNT	BUDGET APPROVED	BUDGET	REVISED	EXPENDITURES	BALANCE	EXPENDED	UNENCUMBERED
			AMENDMENT	BUDGET				
<b>UTILITIES / TRAVEL / INSURANCE</b>								
5100	ELECTRIC SERVICES	\$ 400,000.00		\$ 400,000.00	\$ -	\$ 400,000.00	0%	100%
5102	HEATING SERVICES	\$ 125,000.00		\$ 125,000.00	\$ -	\$ 125,000.00	0%	100%
5103	WATER & SEWERAGE SERVICE	\$ 350,000.00		\$ 350,000.00	\$ -	\$ 350,000.00	0%	100%
5104	REFUSE COLLECTION	\$ 25,000.00		\$ 25,000.00	\$ -	\$ 25,000.00	0%	100%
5201	POSTAGE	\$ 3,000.00		\$ 3,000.00	\$ -	\$ 3,000.00	0%	100%
5203	TELEPHONE	\$ 48,300.00		\$ 48,300.00	\$ -	\$ 48,300.00	0%	100%
5300	FACILITY INSURANCE	\$ 94,830.00		\$ 94,830.00	\$ -	\$ 94,830.00	0%	100%
5305	VEHICLE INSURANCE	\$ 18,000.00		\$ 18,000.00	\$ -	\$ 18,000.00	0%	100%
5501	TRAVEL EXPENSES	\$ 12,000.00		\$ 12,000.00	\$ -	\$ 12,000.00	0%	100%
5801	DUES & SUBSCRIPTIONS	\$ 4,000.00		\$ 4,000.00	\$ -	\$ 4,000.00	0%	100%
<b>UTILITIES/TRAVEL &amp; INSURANCE TOTAL</b>		<b>\$ 1,080,130.00</b>	<b>\$ -</b>	<b>\$ 1,080,130.00</b>	<b>\$ -</b>	<b>\$ 1,080,130.00</b>	<b>0%</b>	<b>100%</b>
<b>MATERIALS &amp; SUPPLIES</b>								
6001	OFFICE SUPPLIES	\$ 35,000.00		\$ 35,000.00	\$ -	\$ 35,000.00	0%	100%
6003	PRESCRIPTION DRUGS	\$ 706,965.00		\$ 706,965.00	\$ -	\$ 706,965.00	0%	100%
6004	MEDICAL SUPPLIES	\$ 85,000.00		\$ 85,000.00	\$ -	\$ 85,000.00	0%	100%
6005	LAUN, HOUSEKEEPING & JANIT. SUP	\$ 90,000.00		\$ 90,000.00	\$ -	\$ 90,000.00	0%	100%
6006	LINEN SUPPLIES	\$ 20,000.00		\$ 20,000.00	\$ -	\$ 20,000.00	0%	100%
6007	REPAIR & MAINTENANCE SUPPLIES	\$ 167,100.00		\$ 167,100.00	\$ -	\$ 167,100.00	0%	100%
6008	MOTOR VEHICLE FUEL	\$ 40,000.00		\$ 40,000.00	\$ -	\$ 40,000.00	0%	100%
6009	VEHICLE MAINTENANCE	\$ 32,000.00		\$ 32,000.00	\$ -	\$ 32,000.00	0%	100%
6010	POLICE SUPPLIES	\$ 50,000.00		\$ 50,000.00	\$ -	\$ 50,000.00	0%	100%
6011	UNIFORMS - STAFF	\$ 35,000.00		\$ 35,000.00	\$ -	\$ 35,000.00	0%	100%
6012	FOOD SERVICE SUPPLIES	\$ 20,000.00		\$ 20,000.00	\$ -	\$ 20,000.00	0%	100%
6013	COMPUTER/TECHNOLOGY SUPPLIES	\$ 151,400.00		\$ 151,400.00	\$ -	\$ 151,400.00	0%	100%
6016	PERSONAL SUPPLIES INMATES	\$ 85,000.00		\$ 85,000.00	\$ -	\$ 85,000.00	0%	100%
6017	WEARING APPAREL INMATES	\$ 35,000.00		\$ 35,000.00	\$ -	\$ 35,000.00	0%	100%
6018	BED RENTAL	\$ 1,000,000.00		\$ 1,000,000.00	\$ -	\$ 1,000,000.00	0%	100%
<b>MATERIALS &amp; SUPPLIES TOTAL</b>		<b>\$ 2,552,465.00</b>	<b>\$ -</b>	<b>\$ 2,552,465.00</b>	<b>\$ -</b>	<b>\$ 2,552,465.00</b>	<b>0%</b>	<b>100%</b>

**MIDDLE RIVER REGIONAL JAIL  
FY2022 OPERATING BUDGET**

7/19/2021

		FY 2022	FY2022	FY2022	FY 2022	UNENCUMBERED	%	%
4-98-33020-	ACCOUNT	BUDGET APPROVED	BUDGET	REVISED	EXPENDITURES	BALANCE	EXPENDED	UNENCUMBERED
			AMENDMENT	BUDGET				
<b>REGIONAL OPERATIONS</b>								
7002	TRAINING	\$ 169,247		\$ 169,247.00	\$ -	\$ 169,247.00	0%	100%
7003	FIREARMS RANGE	\$ 2,000		\$ 2,000.00				
	<b>REGIONAL OPERATIONS TOTAL</b>	<b>\$ 171,247</b>	<b>\$ -</b>	<b>\$ 171,247</b>	<b>\$ -</b>	<b>\$ 169,247.00</b>	<b>0%</b>	<b>99%</b>
<b>CAPITAL OUTLAY</b>								
8001	EQUIPMENT	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
8002	FURNITURE & FIXTURES	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
8003	COMPUTER HARDWARE	\$ 221,000.00		\$ 221,000.00	\$ -	\$ 221,000.00	0%	100%
8004	COMPUTER SOFTWARE	\$ -	\$ 575,000.00	\$ 575,000.00	\$ -	\$ 575,000.00	0%	
8005	MOTOR VEHICLES (NEW)	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
8006	FACILITY IMPROVEMENTS	\$ 503,000.00		\$ 503,000.00	\$ -	\$ 503,000.00	0%	100%
8007	FIREARMS RANGE	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
	<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 724,000.00</b>	<b>\$ 575,000.00</b>	<b>\$ 1,299,000.00</b>	<b>\$ -</b>	<b>\$ 1,299,000.00</b>	<b>0%</b>	<b>100%</b>
<b>DEBT AND RESERVES</b>								
9110	REDEMPTION OF PRINCIPAL	\$ 1,135,000.00		\$ 1,135,000.00	\$ -	\$ 1,135,000.00	0%	100%
9150	INTEREST	\$ 818,441.00		\$ 818,441.00	\$ -	\$ 818,441.00	0%	100%
9220	REPAIR AND REPLACE RESERVE	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
9240	COMPUTER EQUIPMENT RESERVE	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
9250	OPEB RESERVE	\$ -		\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
	<b>DEBT AND RESERVES TOTAL</b>	<b>\$ 1,953,441.00</b>	<b>\$ -</b>	<b>\$ 1,953,441.00</b>	<b>\$ -</b>	<b>\$ 1,953,441.00</b>	<b>0%</b>	<b>100%</b>
<b>GRANTS</b>								
			\$ -	\$ -	\$ -	\$ -	#DIV/0!	
33030-	MENTAL HEALTH GRANT	\$ 288,362.00	\$ -	\$ 288,362.00	\$ -	\$ 288,362.00	0%	
	<b>GRANTS TOTAL</b>	<b>\$ 288,362.00</b>	<b>\$ -</b>	<b>\$ 288,362.00</b>	<b>\$ -</b>	<b>\$ 288,362.00</b>	<b>0%</b>	
	<b>TOTAL EXPENDITURES</b>	<b>\$ 25,375,820.00</b>	<b>\$ 575,000.00</b>	<b>\$ 25,950,820.00</b>	<b>\$ -</b>	<b>\$ 25,948,820.00</b>	<b>0%</b>	<b>100%</b>
<b>BUDGET AMENDMENT #1</b>								
	FINANCIAL SOFTWARE	\$ 575,000.00						

**Finance Director- Full Time  
Hire July 1 2022**



**Finance Director**

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Budget

Audit

Bank Management

Investment Management

MUNIS Software Management

SAW Health Consortium

General Ledger Reconciliation

Capital Improvement Plan

Labor Laws

Procurement Law

Finance Policies

Grant Management

Commissary Management

Compensation Board

**FINANCE DEPT RESTRUCTURING COST**

					<b>FY2022 BUDGET</b>	<b>FY2023 BUDGET</b>	<b>FY2024 BUDGET</b>
<b>TECHNOLOGY</b>							
Software (Cloud Based)				\$ 500,000	\$ 500,000		
Annual Fee				\$ 50,000		\$ 50,000	\$ -
Implementation Assistance					\$ 60,000		
Equipment/ Check Printers/Forms					\$ 15,000		

<b>STAFF</b>		Salary	Benefits	Total				
Director of Finance	Full-time	\$ 87,400	\$ 28,415	\$ 115,815		\$ 115,815	\$ -	Hire full-time DOF July 2022
Human Resources Manager	Full-time	\$ 62,810	\$ 23,234	\$ 86,044		\$ 43,022	\$ 43,022	Hire HR Manager January 2023
Purchasing Technician	Full-time	\$ 41,000	\$ 18,639	\$ 59,639		\$ 59,639	\$ -	Hire July 2022
Accountant / Technician	Full-time	\$ 41,000	\$ 18,639	\$ 59,639		\$ -	\$ 59,639	Hire July 2023
Part-time Comp Board Technician	Part-time	\$ 45,000	\$ 3,443	\$ 48,443			\$ (24,221)	Position eliminated January 2024
Part-time Director of Finance	Part-time	\$ 90,000	\$ 6,885	\$ 96,885			\$ (48,443)	Position eliminated January 2024
Part-time Legal/Grant Assistant	Part-time	\$ 45,000	\$ 3,443	\$ 48,443			\$ (48,443)	Position eliminated July 2023

<b>OTHER COSTS:</b>							
Fiscal Agent Fee				\$ 142,879		\$ (142,879)	\$ -
EYVO Purchasing Software				\$ 11,624		\$ (11,624)	
County Technology Fees				\$ 9,870		\$ (9,870)	
Training						\$ 10,000	\$ 10,000

**NET ADDITIONAL COST**

\$ 575,000 \$ 114,103 \$ (8,446)

**Assuming software is implemented by July 1, 2022**

<b>Capital</b>	<b>\$ 575,000</b>	<b>Reserves- FY2022</b>
<b>Operations</b>	<b>\$ 105,657</b>	<b>Operating Budgets FY23 &amp; FY24</b>
<b>Total</b>	<b>\$ 680,657</b>	

**MIDDLE RIVER REGIONAL JAIL**  
**Executive Summary**  
**July 23, 2021**

**SUBJECT:** Community Corrections Board Report

**BACKGROUND:** The Community Corrections Department is divided among Work Force, Work Release, and Home Electronic Monitoring.

**DISCUSSION:** Due to the COVID 19, MRRJ restarted the Home Electronic Monitoring and Home Electronic Incarceration Program to accommodate the need for bed space in the facility in anticipation of a quarantine.

1. The Home Electronic Monitoring inmates are not Allowed to work. MRRJ monitors them and reports any issues to Blue Ridge Court Services or the courts.
2. The Home Electronic Incarceration inmates are allowed to work. They are charged a supervision fee (\$20/day), a one-time admin fee of \$25, drug test (\$1.89 each), and they must pay their court fines and or child support.

**HEM/HEI INMATES**

LOCALITY	MALE	FEMALE
Augusta County	28	10
Rockingham	5	0
Harrisonburg	1	1
Staunton	8	3
Waynesboro	10	4
Buena Vista	0	0
<b>TOTAL</b>	<b>52</b>	<b>18</b>
<b>Total HEM/HEI Inmates: 70</b>		

Below are the HEM/HEI participants broken down by Bond status and Custody status by Locality.

Locality	Bond	Custody
Augusta County	16	22
Rockingham	1	4
Harrisonburg	0	2
Staunton	3	8
Waynesboro	6	8
Buena Vista	0	0
<b>Total HEM/HEI Inmates: 70</b>	<b>26</b>	<b>44</b>

**Middle River Regional Jail****SUBJECT:** Community Corrections Board Report

MRRJ started allowing HEI inmates to go to a paying job on July 2020 after approval from Commonwealth, Courts, and VADOC. MRRJ currently has 43 HEI inmates that are working a paying job and/or are required to pay for program participation.

<b>LOCALITY</b>	<b>MALE</b>	<b>FEMALE</b>
Augusta County	14	7
Waynesboro	5	3
Rockingham County	4	0
Harrisonburg	1	1
Staunton	5	3
Buena Vista	0	0
<b>TOTAL</b>	<b>29</b>	<b>14</b>
<b>TOTAL HEI AT WORK: 43</b>		

Action Officer: Lisa McCray  
Executive Summary # ES-2021-051

**MIDDLE RIVER REGIONAL JAIL**  
**EXECUTIVE SUMMARY**  
**July 23, 2021**

**SUBJECT:** Inmate Records Jail Board Report

**BACKGROUND:** The Inmate Records information is a summary of the information in our Offender Management System. This information is transmitted to the State of Virginia on a daily basis. It is then reconciled and certified each month through a system known as LIDS.

**DISCUSSION:** The information included in this report is a snapshot of the offender information on the date and time of this report, July 23, 2021 @ 08:34 am, except as noted. This information is continuously changing. The number of people on HEM/HEI will differ between Inmate Records and Community Corrections. This difference is due to several people who were bonded on their charges and in home monitoring was a condition of their bond. Inmate Records is not able to count those who were released on their charges. We can only count the people who are on the HEI program and still being held on their charges.

<b>Total Inmate Population</b>	776		
Male Inmates	617		80%
Female Inmates	156		20%

<b>Category</b>	<b># of Inmates</b>	<b>% of Total</b>
Awaiting Trial	304	39.18
Totally Sentenced	332	42.78
Partially Sentenced	126	16.23
Awaiting Programs	1	.13
Awaiting Appeal	0	00.0
Convicted but not Sentenced	12	1.55
Drug Court Sanction – Pre-Trial	1	.13
In Hospital	0	00.0

Department of Corrections Responsible Inmates

<b>Number of days since last Sentenced</b>	<b>SAW</b>	<b>Rockingham Harrisonburg</b>	<b>Others</b>	<b>Total</b>
90+	49	70	1	120
60 – 90	16	13	0	29
30 – 60	25	16	0	41
<30	17	7	0	24
Sentence includes CCAP	1	0	0	1
<b>Total</b>	<b>108</b>	<b>106</b>	<b>1</b>	<b>215</b>
<b>% of Total Population</b>	<b>13.92</b>	<b>13.66</b>	<b>.13</b>	<b>27.71</b>

Note: the # of 90+ days out of compliance number may differ from reports published by the VADOC as it includes all inmates that would become out of compliance through the month of July 2021.



**Work Release**

Local Work Release (RC 26)	0
DOC Work Release (RC 28)	1
Total	1

\*\*\*These numbers are included in the Jurisdiction Totals

**HEM/HEI**

Home Electronic Incarceration (RC 80)	44
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\*\*\*These numbers are included in the Jurisdiction Totals

**LOCAL Inmates by Jurisdiction**

Locality Code	Jurisdiction	Total
015	Augusta	281
091	Highland	5
165	Rockingham	152
660	Harrisonburg	37
790	Staunton	169
820	Waynesboro	129

**Other Virginia Jurisdictions – Non-Contract Holds**

Locality Code	Jurisdiction	Total
013	Arlington	1
113	Madison	1
127	New Kent	1

**CONCLUSION:**

During the months of June and July:

- A total of 14 male and 4 female inmates were transferred to the Department of Corrections.
- A total of 97 inmates were committed to MRRJ from Rockingham County / Harrisonburg.

The VADOC early release program for state responsible inmates ended on July 1, 2021; 44 inmates were released from MRRJ on this program.

For the fiscal year 20-21:

- A total of 3497 commits and 3481 releases.
- Inmate headcount for the FY on June 30, 2021 was 749.
- Inmate headcount for the previous FY on June 30, 2020 was 733 (an increase of 16 inmates).
- The ADP for the entire FY ending June 30, 2021 was 820 (includes the inmates who are on HEI).
- MRRJ ADP reached a high of 915 in November 2020, and a low of 724 in June 2021.

**ACTION OFFICER:** Tami Bird, LIDS Tech

**EXECUTIVE SUMMARY #ES-2021-052**

MIDDLE RIVER REGIONAL JAIL  
VACANCY REPORT

MRRJ has the following vacancies as of August 1, 2021:

Sworn	27 (10 EC positions on hold)
Nurses	1

**MIDDLE RIVER REGIONAL JAIL  
EXECUTIVE SUMMARY**

July 27, 2021

**SUBJECT:** Superintendent Report

**BACKGROUND:** Update on MRRJ activities.

**DISCUSSION:** MRRJ staff continue to work collaboratively on a number of issues.

- MRRJ continues to offer COVID-19 vaccine to staff and the inmate population. (64 inmates and staff received vaccine since June 1, 2021; 6 inmates released before 2nd shot – each contacted to return for 2nd shot; only 1 returned)
- MRRJ now has vaccine on hand for inmates and staff. Periodic clinics are planned.
- MRRJ has been asking new intakes vaccine status, since March 3, 2021, as part of the initial medical assessment. Of the more than 1,300 inmates processed only 165 indicated they had taken the vaccine; of those 165 only 100 could be verified through the Virginia Department of Health as having taken the vaccine.
- MRRJ is scheduled to appear before the Board of Local and Regional Jails (BLRJ) August 18, 2021 to present the modified Community Based Corrections Plan that now reflects the renovation project approved by Board motion at the June 1, 2021 MRRJA Board Meeting. No additional action is anticipated until the BLRC acts to ensure the project continues to be eligible for 25% reimbursement.
- Population trend chart enclosed. MRRJ has begun looking for beds to house inmates as the jail population is trending closer to 750.
- MRRJ has transferred 14 males and 8 females to VADOC since June 1, 2021. Local and Regional Jails are housing almost 4,000 inmates that belong in VADOC as of July 15, 2021.
- Operational procedures:
  1. MRRJ continues to maintain a step-down screening process for new intakes that was implemented February 1, 2021.
  2. MRRJ continues to maintain a staff monitoring program effective February 15, 2021. All staff rapid tested for COVID-19 once per week.
  3. MRRJ resumed transferring inmates from the Harrisonburg/Rockingham Jail effective April 1, 2021.

**CONCLUSION:** Staff continue to keep the Board, Court, and Public informed.

**RECOMMENDATION:** None.

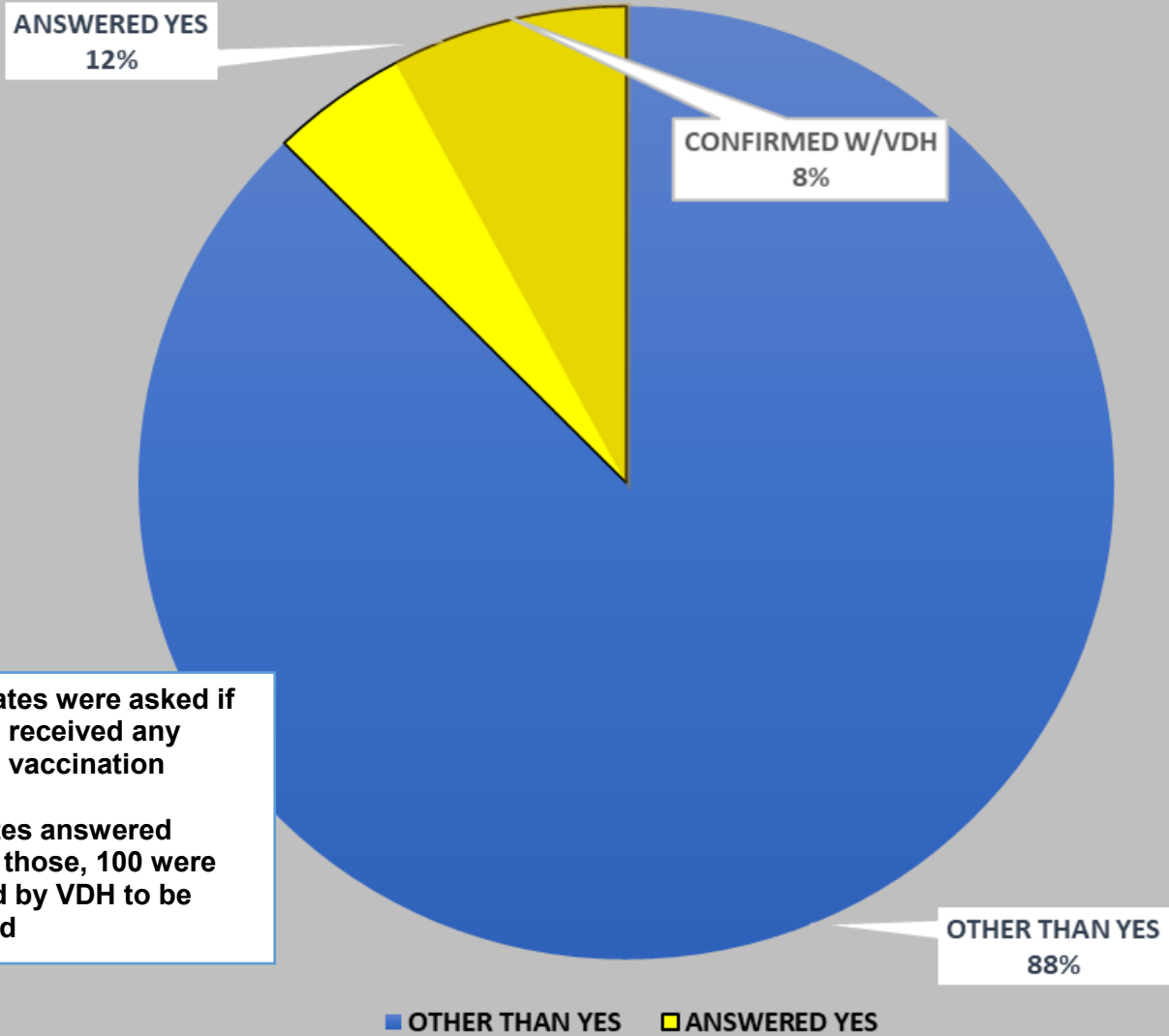
**ENCLOSURE:**

1. New Intake Vaccine Chart
2. Population Trend Chart

**ACTION OFFICER:** J. L. Newton, CJM  
Superintendent

**EXECUTIVE SUMMARY #ES-2021-055**

**1334 Inmates asked if COVID-19 vaccinated since 3/03/2021**

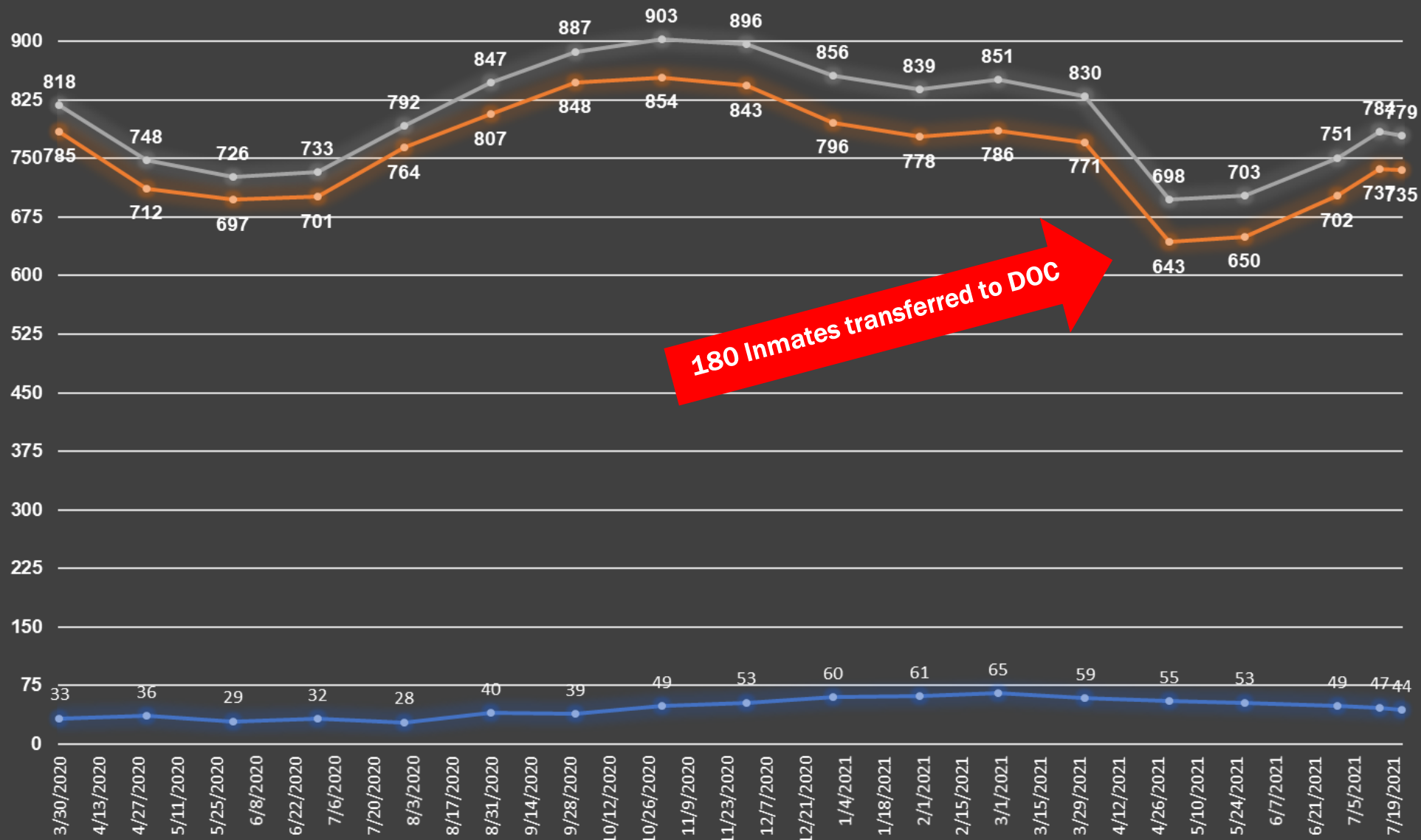


**1334 Inmates were asked if they have received any COVID-19 vaccination**

**165 Inmates answered "YES", of those, 100 were confirmed by VDH to be vaccinated**

# MRRJ Population Trends 03/16/2020 - 07/22/2021

HEM In House TOTAL



**180 Inmates transferred to DOC**

## MIDDLE RIVER REGIONAL JAIL

Executive Summary

Date: July 22, 2021

**SUBJECT:** June and July 2021 Program Report for Authority Board

**BACKGROUND:** Program Department will report each quarter on programs and services provided to the inmates.

**DISCUSSION:** Report is more condensed and focused on only data than the annual Program Report that is sent to the courts. Included are short descriptions of the programs along with attendance and completion rates.

**Education Programs:** The new software recently implemented has been helpful to the students. This, along with the use of tutors, seems to be increasing the efficiency of class for those who stay with the program. We have one female who took all four subjects of the GED test and passed them all. We had one male who passed the three subject tests he took, but has since quit the program while needing only Math to earn his GED. We have two students who are on pace to start testing in August.

### **GED (Males)**

- 5 total participants
- 3 quit this week

### **GED (Females)**

- 4 total participants
- **1 earned GED**
- 1 Quit
- 2 will begin testing in August

**Addictions Programs:** The program is 24 weeks long (*Breaking the Cycle of Addiction*). Due to the structure of the program, new students are not able to join until the current session is completed. The program has not been running long enough this session for anyone to have completed the block of instruction. We are currently reviewing the program for possible changes in order to give more people the opportunity to complete the entire course.

### **Males**

- 10 total participants
- 1 transfer to DOC
- 1 completed sentence
- 1 Quit

### **Females**

- 11 total participants
- 3 completed sentence

**Thought Process and Behavior Programs:** *Dialectical Behavior Therapy* is a cognitive behavior therapy class taught by Mental Health Professionals from Valley Community Services Board. Its main goals are to teach people how to live in the moment, cope healthily with stress, regulate emotions, and improve relationships with others. In examining attendance, we realize that few people are staying with the program. We are in the process of replacing this program with a similar program.

### **Males**

- 8 total participants

MIDDLE RIVER REGIONAL JAIL

SUBJECT: Programs Report June & July 2021

- 1 released to pre-trial services
- 1 released sentence served
- 3 quit

**Females**

- 4 total participants
- 1 transferred to DOC

**Therapy Dog Program** – our weekly Therapy Dog Program has resumed. Two dogs and their handlers are visiting the male special needs pod and two dogs and their handlers are visiting the female special needs pod.

**Re-Entry (Mental Health Grant):** Under our Mental Health grant, we are able to give emergency housing assistance to those being released who were on the Mental Health caseload while incarcerated. Due to staffing issues, this program had to be temporarily paused. We have gotten past those issues and the Re-Entry services have increased.

**Medication Assisted Treatment (MAT)** Program for inmates. Medication is Vivitrol. Targeted population is inmates who have an opioid addiction and whose anticipated release date is within 30 days. Program participants would begin the program within their last 30 days at MRRJ and continue the program with the CSB once released. There is no charge to the participant. Of those who have identified as having an opioid addiction, none have met the criteria for participation in the program, although one was released to pre-trial services. The others are being monitored for release dates that would make them eligible.

**Harrisonburg/Rockingham Re-Entry** This six-session curriculum is a collaboration between Commonwealth's Attorney Marsha Garst, Social Services, and community partners to connect women returning to the Harrisonburg/Rockingham area with needed services. Monday July 26 is the last session for this quarter. Seven women were enrolled and there has been only one absence for the entire class. Additionally, one of the women was recently released, but has followed up with the Social Worker as hoped.

**Upcoming Programs:**

- Monthly Re-Entry workshops for Staunton, Waynesboro, Augusta resume August 11.
- The Career Readiness Program applicants will be reviewed again in Augusta to see if enough people meet the criteria to hold the class. PIVA Logistics class is tentatively scheduled for October. Both Programs have connections with outside employers who give interviews to those who complete the program. In the past, we have had graduates gain employment through the program once they are released.
- Virginia Department of Behavior and Health Services (DBHDS). MRRJ is working in collaboration with Valley Community Service Board on a Grant for Fiscal year 2022 for purposes of expanding Forensic Discharge Planning Services to persons with Serious Mental Illness (SMI) in Local and Regional jails in Commonwealth of Virginia. This grant request was approved earlier this month and will seek to hire six release planners.
- Veterans Re-Entry Search Services – working with VRSS to ensure Veterans housed at MRRJ are documented and receive assistance as needed from the Virginia Department of Veterans Services.

**RECOMMENDATIONS:** None at this time.

**ENCLOSURES:** None

**ACTION OFFICER:** John Lilly, Chief of Inmate Programs

**EXECUTIVE SUMMARY # ES-2021-054**