



# MIDDLE RIVER REGIONAL JAIL

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

## Minutes

June 5, 2018, 2:00 p.m.

Augusta County Government Center  
18 Government Center Lane  
Verona Virginia 24482

### 1. CALL TO ORDER

Upon determination of a quorum, Fitzgerald, Chairman, called the June 5, 2018 Middle River Regional Jail Authority Board meeting to order.

#### Members Present:

Timothy Fitzgerald, Augusta County Administrator (Chairman)  
Stephen King, Rockingham County Administrator (Vice Chairman)  
Stephen F. Owen, Staunton City Manager  
Michael G. Hamp, Waynesboro City Manager  
Eric Campbell, Harrisonburg City Manager  
Jennifer Whetzel, Augusta Assistant County Administrator  
Jeanne Colvin, Staunton City Finance Director  
Larry Propst, Harrisonburg City Finance Director  
Terri Marks, Waynesboro City Finance Director  
Bryan Hutcheson, Rockingham County Sheriff  
Steve Sellers, Harrisonburg Police Chief  
Matt Robertson, Staunton City Sheriff  
Joseph Harris, Waynesboro City Sheriff  
Donald Smith, Augusta County Sheriff

#### Members Absent:

Patricia Davidson, Rockingham County Finance Director

#### Facility Staff:

Jack Lee, Superintendent, Middle River Regional Jail  
Lori Nicholson, Director of Programs, Middle River Regional Jail  
Mark Shiflett, Director of Security Services, Middle River Regional Jail  
Faye McCauley, Operations Officer, Middle River Regional Jail  
Ronald "Buzzy" Keyser, Finance Director  
Tina Reed, Recorder, Middle River Regional Jail

#### Others Present:

Jeff Gore, Legal Counsel, Middle River Regional Jail Authority  
Capt. Jimmy L. Wimer, Rockingham County  
Jim Orndorff, Citizen  
Diane Orndorff, Citizen

### 2. RECOGNITIONS, RESOLUTIONS, AWARDS, AND RETIREMENTS

Mr. Lee recognized Mark Shiflett. He has promoted to the rank of Major and is now Director of Security Operations. Major Nicholson is now Director of Support Services.

### 3. APPROVAL OF MINUTES

Mr. King made a motion to approve the minutes from the April 3, 2018 meeting. Mr. Owen seconded the motion. Approval was **unanimous**.

### 4. CITIZEN COMMENTS AND COMMUNICATIONS

There were no citizen comments or communications.

### 5. COMMENTS FROM BOARD MEMBERS OR LEGAL COUNSEL

- Mr. Gore discussed the state budgets proposals and changes. A 2% raise was approved as well as Medicaid expansion fees.

### 6. FINANCE REPORT

Ms. Whetzel reviewed the FY '18 revisions. Mr. Owen made a motion to approve the FY '18 revised budget. Ms. Colvin seconded the motion. Approval was **unanimous**.

FY '19 budget was reviewed and discussed. The budget reflects a 2% raise on December 1, 2018. It also includes 2 Registered Nurse positions. Ms. Colvin made a motion to approve the FY '19 budget. Mr. Hamp seconded the motion. Approval was **unanimous**.

The expansion committee has begun looking at the expansion/ renovation/community corrections process.

### 7. REPORTS AND BRIEFINGS

Mr. Lee reviewed the following reports:

- Population Report** – As of June 4, 2018, there was a total of 906 offenders being housed at MRRJ.
- Bed Rental Update** – Reviewed and discussed.
- Work Release Report** – Reviewed and discussed. Home Electronic Monitoring Program has three individuals participating.
- Staff Vacancy Report** – As of June 4, 2018 there are 2 officer vacancies.

### 8. NEW BUSINESS

- Housing of Page County Offenders** — At this time we are housing 58 male inmates for Page County.
- Staffing Study** – Has been completed. The study was reviewed and discussed.
- Annual Program Update** – Major Nicholson gave an overview of all programs that are offered to the offenders.
- Employee Appreciation Days** – Will be held on June 7<sup>th</sup> and 8<sup>th</sup>, 2018. Mr. Lee invited Board members and their employees.

### 9. ADJOURNMENT

With no additional business before the Authority Board, the meeting was adjourned at 2:45 pm.

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The next Authority Board meeting is scheduled for August 7, 2018 at 2:00 pm

Location: Augusta County Government Center Smith Board Room West.

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Timothy Fitzgerald, Chairman