



# MIDDLE RIVER REGIONAL JAIL

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

June 23, 2020 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 23, 2020 Middle River Regional Jail Authority Board meeting to order at 2:00 p.m.

Mr. King informed everyone that this meeting was being held by Webex, video, and telephone. Social distancing is available for those who are in attendance.

### **Members Present:**

Stephen King, Rockingham County Administrator (Chairman)  
Timothy Fitzgerald, Augusta County Administrator  
Jennifer Whetzel, Augusta Assistant County Administrator  
Donald Smith, Augusta County Sheriff  
Joe Harris, Waynesboro City Sheriff  
Matt Robertson, Staunton City Sheriff

### **Members Present Via Satellite:**

Steven Rosenberg, Staunton City Manager (Vice Chairman)  
Eric Campbell, Harrisonburg City Manager  
Michael G. Hamp, Waynesboro City Manager  
Cameron McCormick, Waynesboro City Finance Director  
Phillip Trayer, Staunton City Finance Director  
Larry Propst, Harrisonburg City Finance Director  
Eric English, Harrisonburg Police Chief

### **Members Absent:**

Patricia Davidson, Rockingham County Finance Director  
Bryan Hutcheson, Rockingham County 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:**

Jeff Gore, Legal Counsel, Middle River Regional Jail Authority via satellite  
Captain Jimmy L. Wimer, Rockingham County via satellite  
Kimberly Hardy, IT, Middle River regional Jail  
Tyler Moses, IT, Middle River Regional Jail  
Misty Cook, Finance Director, Augusta County via satellite  
Wyatt Brown, Lieutenant, Middle River Regional Jail via satellite  
Peter Boatner, Attorney via satellite  
Anne Nielsen, Citizen via satellite  
James Orndorff, Citizen via satellite  
Frank Sottaceti, Citizen via satellite  
Mark Robinson, Citizen via satellite  
Nitch Narduzzi, Citizen via satellite  
Nancy Insko, Citizen via satellite  
Harvey Yoder, Citizen via satellite  
Tracy Stover, Citizen via satellite  
Call-in User 4, Citizen via satellite

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

There were no Recognitions, Resolutions, Awards or Retirements

**3. APPROVAL OF MINUTES**

Ms. Whetzel made a motion to approve the minutes from the February 4, 2020 meeting. Mr. Fitzgerald seconded the motion. Approval was **unanimous**.

**4. CITIZEN COMMENTS AND COMMUNICATIONS**

There were no public comments.

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

There were no Board or Legal Counsel comments.

**6. FINANCE REPORT**

- a. **FY 2020 Operating Budget Status (Year-end Resolution)**-Ms. Colvin reviewed with the Board. Ms. Whetzel made a motion to accept the second budget amendment of \$250,000.00 for a total FY 2020 budget of \$21,070,576.00. Mr. Fitzgerald seconded the motion. Approval was **unanimous**.
- b. **Proposed FY 2021 Operating Budget**-Ms. Colvin reviewed with the Board. With no questions or concerns from Board members, Ms. Whetzel made a motion to accept the FY 2021 budget totaling \$22,399,175.00. Mr. Hamp seconded the motion. Approval was **unanimous**.
- c.

**7. REPORTS AND BRIEFING**

Major Young reviewed the following reports:

- a. **Population Report** – As of June 16, 2020, there is a total of 736 offenders being housed at MRRJ.
- b. **Community Corrections Report** – Due to the Covid 19 pandemic the Work Force and Work Release programs have been suspended. The HEM program has expanded. MRRJ employees are working with local Commonwealth Attorneys to get more offenders enrolled in the HEM program.
- c. **Staff Vacancy Report** – Reviewed. At this time there are twelve Officer vacancies. Four have been offered and accepted for July 1, 2020.
- d. **Superintendent's Report** –
  - Keefe Banking Software has been fully implemented.
  - Plans are being developed to re-start family visitation by July 1, 2020.
  - Staff are examining how to safely re-start work release and work force.
  - Staff are also working to get a plan in place to re-start Programs for the offenders.
  - MRRJ has experienced numerous resignations this quarter due to resignations, following a different career path or into another public safety career.
  - MRRJ has completed negotiations with GTL (inmate telephone vendor). MRRJ asked to open the current contract early to negotiate more favorable terms for MRRJ. MRRJ used cooperative language from another regional jail phone contract to negotiate the new contract. The updated contract adds about 18 months to the current contract. Hefty, Wiley & Gore reviewed and approved the terms.

## 8. OLD BUSINESS

- a. **Community Based Corrections Plan Update** – A meeting was scheduled for March and May however, both meetings were cancelled. There may be a meeting in July which MRRJ staff will attend.
- b. **Resolution to join Virginia Energy Purchasing Agreement** – Ms. Colvin reviewed the resolution with the Board members. If the Authority becomes a member it will decrease costs. There is a fee of \$250.00 to become a member. Mr. Fitzgerald made a motion to approve the resolution. Sheriff Smith seconded the motion. Approval was **unanimous**.

## 9. NEW BUSINESS

**Covid 19** – Mr. Newton reviewed all actions that have been taken by Command Staff regarding the operations of MRRJ:

- a. Part-time 65+ employees are either working from home (tele-working) or not at work at this point in time.
- b. Inmate visitation remains suspended.
- c. Work Release and Workforce programs remain suspended.
- d. Additional video terminal installed to facilitate greater court access.
- e. Staff working VDEM/FEMA for grants/reimbursement of expenses.
- f. Continue to coordinate with Dr. Kornegay, Shenandoah Valley Health Department concerning screening and operational procedures.
- g. As of April 23, 2020, all staff, contractors, professional visitors required wear mask at MRRJ.
- h. May 22, 2020 Judge Shah requested two inmates be transported to court for a hearing (first two inmates to court since the Judicial Emergency).
- i. Finally received shipment of Masks (KN95), issued to staff.

- j. MRRJ received list of 18 inmates subject to VADOC Early release program (May to Mid-July 2020). No inmate has received a substantive early release (most has been less than 7 days)
- k. Notified Board/Staff former inmate tested positive.
- l. As of June 4, 2020, notified Court, Sheriffs and Commonwealth Attorney of new Transport Procedures hearings.

As of this date no inmate or staff member has tested positive for Covid 19. We will continue to coordinate with all agencies to best determine how to respond and implement operational changes for the safety of offenders and staff.

**Board Policy (SOP 11.1) Electronic Participation in Authority Board meetings** – Mr. Newton reviewed with Board members. After a brief discussion, Mr. Fitzgerald made a motion to accept SOP 11.1, Ms. Whetzel seconded the motion. Approval was **unanimous**.

10. **ADJOURNMENT**

With no additional business before the Authority Board, the meeting was adjourned at 3:00 p.m.

**The next Authority Board meeting is scheduled for August 4, 2020 at 2:00 p.m.**

**This meeting will be held in person**

**Location: Augusta County Government Center Smith Board Room West.**

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Stephen King, Chairman