

**MIDDLE RIVER REGIONAL JAIL  
EXECUTIVE SUMMARY**

DATE: July 17, 2019

**SUBJECT:** Middle River Regional Jail (MRRJ) Community Based Corrections Plan (CBCP)

**BACKGROUND:** At the April 2019 Board meeting, the Middle River Regional Jail Authority approved for the Needs Assessment phase of the Community Based Corrections Plan (CBDP) to be completed. The Planning Study phase was not approved. Moseley Architecture and MRRJ jail staff met June 17, 2019 for the initial Needs Assessment coordination meeting.

**DISCUSSION:** Regional jail systems are required by statute to complete two studies (Needs Assessment and Planning Study). The following studies are required to comply with Virginia code section 53.1-82.1 and to be prepared to meet the standards set forth in 6VAC 15-81. Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities.

- 1) A CBCP Needs Assessment which describes the operation of the existing jail, projects future capacity needs, and includes a description of the justification for expanding local capacity.
  
- 2) A CBCP Planning Study which sets forth the specific plan for system expansion. Over the course of the Needs Assessment, a description is developed of the current conditions consisting of:
  - The physical condition of the existing jail facilities, including space utilization and capacity, describing the physical limitations of the facilities on operations and security.
  - Identify existing jail-based inmate programs, including the number of offenders served by each program, the frequency of service and the identification of funding and staff resources.
  - Identify existing alternative methods of detention and/or diversion, assess the feasibility of expanding existing programs and implementing new programs.
  - Identify costs associated with managing the incarcerated population including, such operations as providing medical services, inmate programs and mental health services.
  - Identify any revenues (such as State per diems, inmate fees and cost savings associated with community work force operations) that may offset existing costs.
  - Analyze current population levels for each facility and the system as a whole using the categories included in the compensation board's population survey of local correctional facilities.
  - Analyze current population by gender, custody levels, incarceration status.
  - Develop a projection of the inmate population for the MRRJ service area for a fifteen-year period and describe the methodology used in developing the projection.
  - Analyze current staffing resources and develop a staffing analysis for future facility needs.

## **Middle River Regional Jail**

**SUBJECT:** Proposed Middle River Regional Jail Organizational Structure

Based on the data collected, a series of conclusions and recommendations concerning effective methods and programs for accommodating the projected inmate population is developed to include: the size of the future facility needed and any non-confinement programs that could be developed or expanded to address the projected inmate population.

Mosley architects has begun collecting data to complete the needs assessment piece of the CBCP. **To meet the required statutes to report the findings to address the facilities needs the Planning study also needs to be completed to submit the final report by December 31, 2019 to the Board of Corrections in order for the project to be considered by the BOC in 2020. BOC approval is a prerequisite to seeking General Assembly approval in the 2021 legislative session for 25% state reimbursement funding of eligible project costs.**

The planning study utilizes all of the above findings in the needs assessment to create a statement of the planned general population design capacity of the proposed facility. Which consists of the following:

- Review existing record drawings, prior planning studies, master plans, surveys and geotechnical reports to gain insight into existing conditions that could impact the planning study.
- Perform an analysis of the existing MRRJ site for potential expansion. Perform site assessment using GIS and survey information from the original design plans of current facility.
- Provide a written summary of site evaluation and civil programming elements
- Assemble GIS data to include, Threatened and endangered species, soils information, USGS and topographical mapping, Parcel information and setbacks, Buildings, Floodplain, Hydrography, Zoning, Water, Sewer and Electrical Utilities.
- Provide recommendation as to the site development potential to include recommendations.
- Provide synopsis of Bed space, conceptual site and floor plans, staffing and operating cost, and energy analysis.

The intentions are to identify and establish onsite and offsite work that would be required and appropriate budgets for these items for inclusion in the study that will be submitted to the Virginia Department of Corrections.

**CONCLUSION:** As we began the process of completing the CBCP Needs Assessment and working with Moseley's to assist in data collection, it has been discussed the need to be able to perform the Planning Study phase of the CBCP due to the information and data collected coincide when completing the CBCP. Additionally, both phases must be completed before the report can be submitted to VADOC.

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Submission of the CBCP by the end of 2019 will ensure that the facilities CBCP will be reviewed in 2020 by BOC with possible approval and submission into the 2021 legislative session for state funding. With the ability to pursue the next step of the design and construction phase in 2021. Note that the project can proceed prior to state funding approval since it is a reimbursement from the state that doesn't get drawn down until after project completion. The risk with that approach is that the legislature might not approve the 25% funds in the state budget. However, for projects with BOC approval, the state has rarely, if ever, not approved share of eligible costs.

If the CBCP is submitted after December 31, 2019 the CBCP will not be reviewed by the BOC in time for submission for reimbursement in the 2021 legislative session, which would push the design and construction phase into 2022.

Of course, this presupposed the MRRJ Authority chooses to fund a construction project. However, funding the Planning Phase of CBCP now provides the Authority with the most flexibility. Money has been included in the MRRJ FY 2020 Fiscal Budget to pay for the Planning Phase of the CBCP (\$84,761)

**RECOMMENDATION:** Approve the CBCP Planning Study of the CBCP at a cost of \$84,761 to assure that the plan is available to be submitted to VADOC by December 31, 2019.

Action Officer: Major Eric Young

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