



**MIDDLE RIVER REGIONAL JAIL AUTHORITY BOARD
QUARTERLY MEETING AGENDA
December 1, 2020, 2:00 p.m.**

1. Call to Order Stephen King, Chairman
2. Recognitions, Resolutions and Awards
3. Approval of October 6, 2020 Minutes
4. 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.
5. Comments from Board Members and Legal Counsel
6. Finance Report
 - a. FY 2020 Financial Audit (PB Mares)
 - b. FY 2021 Budget Update
 - c. FY 2021 Budget Amendment for 18 new Emergency Jail Officer Positions.
 - d. Discuss options for Expansion Debt issues for Architect Contract (see new business)
 - e. FY 2022 Process begun
 - f. Cafeteria Plan
7. Reports and Briefings:
 - a. Population Report - Bed Report (Executive Summary #2020-099)
 - b. Community Corrections Report (Executive Summary #2020-098)
 - c. Staff vacancy Report (Attachment)
 - d. Superintendent/COVID - 19 Report (Executive Summary #2020-102)
8. Old Business:
 - a. Community Based Corrections Plan – Revisit Expansion Options and Anticipated Operating Budget (Mosely Presentation)
9. New Business
 - a. Compensation Board \$500 Bonus for Sworn Staff only. Requires action from the Board.
 - b. Board Meeting Dates for 2021
10. Closed Session:
 - a. Legal Advice
11. Next meeting is scheduled for **February 2, 2021 at 2:00 p.m.**



MIDDLE RIVER REGIONAL JAIL

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

October 6, 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 October 6, 2020 Middle River Regional Jail Authority Board meeting to order at 2:00 p.m.

Members Present:

Stephen King, Rockingham County Administrator (Chairman)
Steven Rosenberg, Staunton City Manager (Vice Chairman)
Timothy Fitzgerald, Augusta County Administrator
Michael G. Hamp, Waynesboro City Manager
Eric Campbell, Harrisonburg City Manager
Jennifer Whetzel, Augusta Assistant County Administrator
Cameron McCormick, Waynesboro City Finance Director
Phillip Trayer, Staunton City Finance Director
Larry Propst, Harrisonburg City Finance Director
Patricia Davidson, Rockingham County Finance Director
Gabriel Camancho (Harrisonburg Chief of Police)

Members Absent:

Bryan Hutcheson, Rockingham County Sheriff
Donald Smith, Augusta County Sheriff
Joe Harris, Waynesboro City Sheriff
Matt Robertson, Staunton 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:

Jeff Gore, Legal Counsel, Middle River Regional Jail Authority via telephone
Captain Jimmy L. Wimer, Rockingham County via satellite
Tyler Moses, IT, Middle River Regional Jail
Misty Cook, Finance Director, Augusta County Finance Director
Todd Lloyd, Captain, Middle River Regional Jail

2. RECOGNITIONS, RESOLUTIONS, AWARDS, AND RETIREMENTS

Mr. Newton introduced Captain Todd Lloyd. Captain Lloyd was promoted on July 1, 2020.

3. APPROVAL OF MINUTES

Mr. Hamp made a motion to approve the minutes from the June 26, 2020 meeting. Mr. Campbell seconded the motion. Approval was **unanimous**.

4. CITIZEN COMMENTS AND COMMUNICATIONS

There were no public comments.

5. COMMENTS FROM BOARD MEMBERS OR LEGAL COUNSEL

Mr. Campbell introduced Chief of Police Gabriel Camancho.

6. FINANCE REPORT

- a. **FY 2021 Financial Reports** – Will not be presented as the FY 2020 Financial audit is still being conducted. Will be presented at the December meeting.
- b. **Budget Amendment** - Ms. Colvin reviewed with the Board the first budget amendment for \$893,700 that includes funding for COVID19 labor cost, supplies and equipment and the DCJS mental health grant. With no questions or concerns from Board members, Mr. Trayer made a motion to accept the budget amendment. Ms. Whetzel seconded the motion. Approval was **unanimous**.

7. REPORTS AND BRIEFING

Major Young reviewed the following reports:

- a. **Population Report** – As of October 6, 2020, there are a total of 891 offenders being housed by MRRJ. 849 of these offenders are in-house.
- b. **Community Corrections Report** – At this time there are 42 offenders on HEI and 14 offenders on HEM.
- c. **Staff Vacancy Report** – Reviewed. At this time there are ten Officer vacancies. There is also one RN position vacant.
- d. **Superintendent's Report** –
 - COVID-19 update - At this time there are no new positive cases identified.
 - Reviewed the Programs Report for 3rd quarter. Notable accomplishments are one male and one female offender earned their GED.
 - Mr. Newton reviewed the population trend analysis for MRRJ previously provided to the Board. As noted, starting in July, MRRJ daily population has returned to pre-COVID-19 level.

8. OLD BUSINESS

- a. **Community Based Corrections Plan Update** – Mr. Newton informed the Board that the Board of Local and Regional Jails met electronically on September 16, 2020 and approved the Community Based Corrections Plan. Design services discussed and the Board will continue with Moseley Architects.
- b. **SOP 11.1-Electronic Participation in Authority Board Meetings** – Mr. Gore has updated policy to reflect current law. Does not require action; information only.

9. NEW BUSINESS

- a. Workers Compensation Change** – Mr. Newton reviewed changes being made. This is for informational purposes only. MRRJ will implement the change to 66.66% pay for workers compensation instead of 100% effective November 1, 2020.
- b. Stipend for MRRJ staff** – Mr. Newton reviewed with the Board a proposed stipend for staff in recognition of substantive operational changes due to COVID-19. Ms. Colvin reviewed the funding of the stipend and a brief discussion followed. Mr. Fitzgerald made a motion to approve the stipend as proposed to be paid when Augusta County disperses the stipend they anticipate for Augusta County employees. Ms. Davidson seconded the motion.
Approval was unanimous.

10. CLOSED SESSION

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

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

- 1. The personnel exemption under Virginia Code §2.2-3711(A)(1)**
Compensation of specific employees.
- 2. The legal exemption under Virginia Code §2.2-3711(A)(7)**
Advise of legal counsel regarding potential litigation

CLOSED SESSION (cont.)

Mr. Hamp made a motion to go out of closed session; seconded by Mr. Trayer. All ayes to certify only discussion of a personnel matter and 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
Gabriel Camancho	aye

11. ADJOURNMENT

With no additional business before the Authority Board, the meeting was adjourned at 4:10 p.m.

Middle River Regional Jail
Authority Board Meeting October 6, 2020

The next Authority Board meeting is scheduled for December 1, 2020 at 2:00 p.m.

This meeting will be held in person

Location: Augusta County Government Center Smith Board Room West.

Stephen King, Chairman

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	%
000999						
0000	**MIDDLE RIVER REG.JAIL AUTH.*					
015000						
0000	**REV USE OF MONEY & PROPERTY*					
015010						
0001	INTEREST INCOME	125,000.00		13,931.88	111,068.12	88.85
0099	INTEREST INCOME-DEBT SVC RES U			62.47	62.47-	
015020						
0007	SALE OF SALVAGE & SURPLUS			15,851.00	15,851.00-	
	**REV USE OF MONEY & PROPERTY*	125,000.00		29,845.35	95,154.65	76.12
016050						
0001	EMPLOYEE MEALS	4,000.00			4,000.00	100.00
0002	INMATE PHONE SYSTEM	425,000.00			425,000.00	100.00
0003	INMATE MEDICAL CO-PAY	66,000.00		21,190.97	44,809.03	67.89
0004	HOME ELECTRONIC MONITORING					
0005	WORK RELEASE	525,000.00		29,762.53	495,237.47	94.33
0006	INMATE KEEP FEES	230,000.00		138,644.37	91,355.63	39.71
0099	MISCELLANEOUS REVENUE	99,412.00			99,412.00	100.00
	EMPLOYEE MEALS	1,349,412.00		189,597.87	1,159,814.13	85.94
019020						
0001	BED RENTALS-STATE & FEDERAL					
0002	LOCAL BED RENTALS					
0003	LOCALITY CONTRIBUTIONS	11,908,817.00		4,500,279.50	7,408,537.50	62.21
0004	LOCAL WORK FORCE					
0011	RECOVERED COSTS-COMMISSARY FUN	317,165.00		105,748.96	211,416.04	66.65
0012	RECOVERED COSTS-OPERATIONS	47,296.00		19,272.46	28,023.54	59.25
0013	RECOVERED COSTS-MEDICAL	35,000.00		68,500.85	33,500.85-	95.71-
0014	RECOVERED COSTS - STATE & FEDE					
	BED RENTALS-STATE & FEDERAL	12,308,278.00		4,693,801.77	7,614,476.23	61.86
023020						
0002	COMPENSATION BOARD REIMBURSEME	6,193,415.00		1,476,616.94	4,716,798.06	76.15
0003	STATE PER DIEM REIMBURSEMENT	2,056,500.00		495,972.00	1,560,528.00	75.88
0004	STATE CAPITAL REIMBURSEMENT					
9999	AID TO THE COMMONWEALTH-CONTRA					
	COMPENSATION BOARD REIMBURSEME	8,249,915.00		1,972,588.94	6,277,326.06	76.08
024050						
0006	DEPT BEH HLTH & DEV VCSB-TDO	64,590.00		18,300.42	46,289.58	71.66
0010	MRRJ MENTAL HEALTH PROGRAM (GR					
	DEPT BEH HLTH & DEV VCSB-TDO	64,590.00		18,300.42	46,289.58	71.66

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	%
-----	-----	-----	-----	-----	-----	-
033011						
0003	JUSTICE ASSISTANCE GRANT (JAG)					
	--FUND TOTAL--	22,097,195.00		6,904,134.35	15,193,060.65	68.75

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	%
-----	-----	-----	-----	-----	-----	-----	-
000999							
0000	**MIDDLE RIVER REG.JAIL AUTH.*						
033020							
0000	**OPERATIONS**						
1100	SALARIES & WAGES	8,355,483.00		2,472,415.08		5,883,067.92	70.40
1200	SALARIES & WAGES-OVERTIME	514,325.00		124,080.82		390,244.18	75.87
1300	SALARIES & WAGES-PART TIME	508,316.00		118,745.62		389,570.38	76.63
1400	SALARIES & WAGES-TDO TRANSPORT	60,000.00		18,185.99		41,814.01	69.69
2100	EMPLOYERS SHARE - FICA	722,016.00		202,877.11		519,138.89	71.90
2210	EMPLOYERS SHARE - RETIREMENT	1,009,342.00		300,533.18		708,808.82	70.22
2300	EMPLOYERS SHARE-HEALTH INSURAN	1,842,478.00		533,073.00		1,309,405.00	71.06
2400	EMPLOYERS SHARE-GROUP LIFE INS	111,963.00		33,337.16		78,625.84	70.22
2500	LINE OF DUTY PREMIUMS	40,257.00		20,128.50		20,128.50	50.00
2600	EMPLOYERS SHARE-VRS HYBRID STD	5,160.00		1,852.10		3,307.90	64.10
2700	WORKERS COMPENSATION INSURANCE	133,839.00		67,625.50		66,213.50	49.47
2800	HEALTH INSURANCE						
2801	HOSPITALIZATION-MRRJ						
2802	HEALTH SAVINGS ACCOUNT	14,000.00		3,833.64		10,166.36	72.61
3102	HEALTH CLUB						
3103	OTHER BENEFITS	16,400.00		17,261.63		861.63-	5.25-
3110	PROFESSIONAL HEALTH SERVICES	1,688,293.00		350,326.94		1,337,966.06	79.24
3111	HOSPITAL HEALTH SERVICES						
3112	PHYSICALS NEW EMPLOYEES	7,800.00				7,800.00	100.00
3121	JAIL EDUCATION PROGRAM						
3124	PROFESSIONAL SERVICES	83,000.00		15,710.20		67,289.80	81.07
3310	REPAIRS & MAINTENANCE-CONTRACT	212,550.00		140,501.48		72,048.52	33.89
3320	MAINTENANCE SERVICE CONTRACTS	60,000.00		5,423.25		54,576.75	90.96
3321	TECHNOLOGY MAINT. CONTRACTS	225,000.00		94,974.12		130,025.88	57.78
3322	PEST EXTERMINATION	2,000.00		300.00		1,700.00	85.00
3324	CONTRACTED FOOD SERVICES	1,250,000.00		353,499.47		896,500.53	71.72
3330	REPAIRS & MAINTENANCE-VEHICLES	20,000.00		3,984.58		16,015.42	80.07
3600	ADVERTISING	2,000.00		1,171.25		828.75	41.43
3900	INDIRECT COST TO FISCAL AGENT	133,491.00		5,518.86		127,972.14	95.86
5100	ELECTRIC SERVICES	425,000.00		131,109.72		293,890.28	69.15
5102	HEATING SERVICES	175,000.00		15,981.77		159,018.23	90.86
5103	WATER & SEWER SERVICES	400,000.00		97,748.59		302,251.41	75.56
5104	REFUSE COLLECTION	25,000.00		5,593.40		19,406.60	77.62
5201	POSTAGE	3,000.00		460.09		2,539.91	84.66
5203	TELEPHONE	46,000.00		16,000.14		29,999.86	65.21
5300	FACILITY INSURANCE	86,208.00		86,208.00			
5305	VEHICLE INSURANCE	13,680.00		13,680.00			
5501	TRAVEL EXPENSES	12,000.00				12,000.00	100.00
5801	DUES & SUBSCRIPTIONS	4,000.00		250.00		3,750.00	93.75
6001	OFFICE SUPPLIES	35,000.00		6,524.24		28,475.76	81.35
6002	FOOD						
6003	PRESCRIPTION DRUGS	706,965.00		152,582.76		554,382.24	78.41
6004	MEDICAL SUPPLIES	85,000.00		30,717.25		54,282.75	63.86
6005	LAUN, HOUSEKEEPING & JANIT SUP	90,000.00		33,034.74		56,965.26	63.29

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	%
6006	LINEN SUPPLIES	20,000.00		3,839.60		16,160.40	80.80
6007	REPAIR & MAINTENANCE SUPPLIES	147,100.00		51,117.98		95,982.02	65.24
6008	VEHICLE FUEL	40,000.00		3,552.35		36,447.65	91.11
6009	VEHICLE MAINTENANCE	32,000.00		1,322.79		30,677.21	95.86
6010	POLICE SUPPLIES	50,000.00		35,836.31		14,163.69	28.32
6011	UNIFORMS-OFFICERS	35,000.00		10,261.32		24,738.68	70.68
6012	FOOD SERVICE SUPPLIES	20,000.00		625.92		19,374.08	96.87
6013	COMPUTER/TECHNOLOGY SUPPLIES	146,000.00		85,823.47		60,176.53	41.21
6016	PERSONAL SUPPLIES INMATES	85,000.00		20,923.30		64,076.70	75.38
6017	WEARING APPAREL INMATES	35,000.00		6,904.38		28,095.62	80.27
6018	BED RENTALS-OTHER FACILITIES	250,000.00				250,000.00	100.00
7002	TRAINING	121,000.00		84,091.75		36,908.25	30.50
7003	FIREARMS RANGE						
8000	LAND						
8001	EQUIPMENT	19,000.00		4,995.00		14,005.00	73.71
8002	FURNITURE & FIXTURES						
8003	COMPUTER HARDWARE	93,980.00		2,287.28		91,692.72	97.56
8004	COMPUTER SOFTWARE	125,000.00				125,000.00	100.00
8005	MOTOR VEHICLES	99,000.00		39,188.00		59,812.00	60.41
8006	FACILITY IMPROVEMENTS			11,326.48		11,326.48-	
8007	S.A.W. RANGE						
8021	EQUIPMENT (COVID GRANT)			11,973.38		11,973.38-	
8210	DEPRECIATION EXPENSE						
8211	LOSS ON DISPOSAL OF FIXED ASSE						
8999	OTHER						
9110	REDEMPTION OF PRINCIPAL	1,085,000.00				1,085,000.00	100.00
9150	INTEREST EXPENSE-BONDS	871,528.00		447,765.63		423,762.37	48.62
9210	OPERATING RESERVE						
9220	REPAIR & REPLACEMENT RESERVE						
9230	MOTOR VEHICLE RESERVE						
9240	COMPUTER EQUIPMENT RESERVE			39,320.00		39,320.00-	
9250	OPEB RESERVE						
	OPERATIONS	22,399,174.00		6,336,405.12		16,062,768.88	71.71
033030	**DCJS/JAIL MENTAL HEALTH PROG						
0000	PERSONNEL			27,993.56		27,993.56-	
3100	CONSULTANT			10,175.00		10,175.00-	
3900	INDIRECT COSTS			4,898.87		4,898.87-	
5501	TRAVEL						
6015	SUPPLIES/OTHER			11,183.04		11,183.04-	
8001	EQUIPMENT			6,904.65		6,904.65-	
	**DCJS/JAIL MENTAL HEALTH PROG			61,155.12		61,155.12-	
	--FUND TOTAL--	22,399,174.00		6,397,560.24		16,001,613.76	71.43

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. YR BALANCE	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
	** MIDDLE RIVER REG.JAIL AUTH.**					
	CASH					
100-0200	OPERATING CASH	231.80-	119.35-			119.35-
100-1204	BANK OF AMERICA-LGIP	107,657.12	107,746.50			107,746.50
100-1305	FIRST BANK-MRRJA	5,784,197.45	7,622,094.75			7,622,094.75
100-1307	WELLS FARGO BOND ESCROW-MRRJA					
100-1308	US BANK DEBT RES 2014 BONDS-MRRJA	3,089,568.13	2,051,985.90			2,051,985.90
100-1399	AUDIT MARKET VALUE ADJ					
100-1522	UNION FIRST MARKET-MM-MRRJ	1,684,675.82	1,686,091.67			1,686,091.67
	CASH	10,665,866.72	11,467,799.47			11,467,799.47
	ACCOUNTS RECEIVABLE					
130-3100	ACCOUNTS RECEIVABLE	1,434,190.80	53,919.28			53,919.28
130-3101	ACCOUNTS RECEIVABLE-REIMBURSEMENT					
	ACCOUNTS RECEIVABLE	1,434,190.80	53,919.28			53,919.28
	DUE FROM DOC					
131-3120	DUE FROM DOC					
	DUE FROM DOC					
	NET PENSION ASSET					
135-3100	NET PENSION ASSET	3,202,390.00	3,202,390.00			3,202,390.00
	NET PENSION ASSET	3,202,390.00	3,202,390.00			3,202,390.00
	DEFERRED OUTFLOWS OF RESOURCES					
160-8270	DEFERRED OUTFLOWS-PENSION PLAN	883,164.00	883,164.00			883,164.00
160-8280	DEFERRED OUTFLOWS-GLI OPEB	131,350.69	131,350.69			131,350.69
160-8290	DEFERRED OUTFLOWS-HI OPEB	45,568.00	45,568.00			45,568.00
	DEFERRED OUTFLOWS OF RESOURCES	1,060,082.69	1,060,082.69			1,060,082.69
	FIXED ASSETS					
190-2510	CONSTRUCTION IN PROGRESS					
190-3550	FIXED ASSETS-LAND	612,500.00	612,500.00			612,500.00
190-3551	FIXED ASSETS-BUILDING	45,279,812.29	45,279,812.29			45,279,812.29
190-3552	FIXED ASSETS-EQUIPMENT	4,682,003.91	4,682,003.91			4,682,003.91
190-3559	ACCUMULATED DEPRECIATION	14,881,000.57-	14,881,000.57-			14,881,000.57-
	FIXED ASSETS	35,693,315.63	35,693,315.63			35,693,315.63
	TOTAL ASSETS	52,055,845.84	51,477,507.07			51,477,507.07
	ACCOUNTS PAYABLE					
200-7100	ACCOUNTS PAYABLE	114,265.67-	114,577.54-			114,577.54-
	ACCOUNTS PAYABLE	114,265.67-	114,577.54-			114,577.54-
	ACCRUED LEAVE					
201-6535	ACCRUED LEAVE	891,972.80-	891,972.80-			891,972.80-
201-6536	ACCRUED LEAVE-OPEB	1,486,000.00-	1,486,000.00-			1,486,000.00-
201-6537	NET GLI OPEB LIABILITY	520,535.00-	520,535.00-			520,535.00-
	ACCRUED LEAVE	2,898,507.80-	2,898,507.80-			2,898,507.80-

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. YR BALANCE	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
-----	-----	-----	-----	-----	-----	-----
	ACCRUED INTEREST					
202-7300	ACCRUED INTEREST	233,256.15-	233,256.15-			233,256.15-
	ACCRUED INTEREST	233,256.15-	233,256.15-			233,256.15-
	DEFERRED INFLOWS OF RESOURCES					
210-8270	DEFERRED INFLOWS-PENSION PLAN	1,078,819.00-	1,078,819.00-			1,078,819.00-
210-8280	DEFERRED INFLOWS-GLI OPEB	109,000.00-	109,000.00-			109,000.00-
210-8290	DEFERRED INFLOWS-HI OPEB	34,000.00-	34,000.00-			34,000.00-
	DEFERRED INFLOWS OF RESOURCES	1,221,819.00-	1,221,819.00-			1,221,819.00-
	EMPLOYEE FUND					
230-8200	FUNDS HELD FOR EMPLOYEE FUND	10,760.21-	10,535.46-			10,535.46-
	EMPLOYEE FUND	10,760.21-	10,535.46-			10,535.46-
	BOND PAYABLE					
250-6530	BOND PAYABLE	19,065,000.00-	17,980,000.00-			17,980,000.00-
250-6531	BOND PREMIUM	2,918,013.70-	2,918,013.70-			2,918,013.70-
	BOND PAYABLE	21,983,013.70-	20,898,013.70-			20,898,013.70-
	TOTAL LIABILITIES	26,461,622.53-	25,376,709.65-			25,376,709.65-
	FUND BALANCE					
300-9900	FUND BALANCE	25,594,223.31-	25,594,223.31-			25,594,223.31-
	FUND BALANCE	25,594,223.31-	25,594,223.31-			25,594,223.31-
	TOTAL PRIOR YR FUND BALANCE	25,594,223.31-	25,594,223.31-			25,594,223.31-
	TOTAL REVENUE		6,904,134.35-			6,904,134.35-
	TOTAL EXPENDITURE		6,397,560.24			6,397,560.24
	TOTAL CURRENT FUND BALANCE					506,574.11-
	TOTAL LIABILITIES AND FUND BALANCE		51,477,507.07-			51,477,507.07-

MIDDLE RIVER REGIONAL JAIL AUTHORITY

**RESOLUTION FOR THE AMENDMENT OF
MIDDLE RIVER REGIONAL JAIL CAFETERIA PLAN**

Whereas, the Middle River Regional Jail Authority has the power to amend the Plan.

RESOLVED, that the form of Cafeteria Plan Code Section 125 with Health Flexible Spending Account under the Cafeteria Plan Code Section 105, Dependent Care under the Cafeteria Plan Code Section 129 and Health Savings Account under the Cafeteria Plan Code 223(d) of the Internal Revenue Code of 1986, presented to this meeting is hereby amended and approved and that the proper Officers of the Employer are hereby authorized and directed to execute and deliver to the Plan Administrator one or more copies of the Plan. This amendment shall be effective January 1, 2020.

RESOLVED, that the Plan has been amended to eliminate the prescription requirement for over-the-counter medications and to allow reimbursement of menstrual products from the Health FSA and Health Savings Account. In accordance with the CARES Act, claims for these items may be reimbursed for expenses incurred back to January 1, 2020.

RESOLVED, that the Superintendent shall act as soon as possible to notify employees of the Middle River Regional Jail of the amendment of the Plan. The undersigned certifies that attached hereto as Amendment #1 is a true copy of the Plan Document for Middle River Regional Jail Cafeteria Plan approved and adopted in the foregoing resolutions.

Approved by the Board for the Middle River Regional Jail Authority this 1st day of December, 2020.

By: _____

Chairman

Attest: _____

Clerk

Enclosure: Amendment #1

Amendment #1

Elimination of the Prescription Requirement for OTC Amendment to the Middle River Regional Jail Cafeteria Plan

Section 1. General Rules

1.1 Purpose and Adoption. The purpose of this Amendment is to permit the reimbursement of over-the-counter (OTC) medical products from the Health FSA without a prescription, in accordance with the CARES Act.

This amendment shall apply notwithstanding any other statements in the Plan, the summary plan description (SPD), or any other documents.

Middle River Regional Jail ("the Employer") hereby adopts the following Amendment to its Middle River Regional Jail Cafeteria Plan for plan years effective January 1, 2020.

1.2. Precedence. The requirements of this Amendment will take precedence over any inconsistent provisions of the Plan, including any previous amendments adopted by the Employer.

Section 2. Amendment

2.1. Elimination of Prescription Requirement for OTC drug reimbursements. The Plan is hereby amended to eliminate the prescription requirement for reimbursement of over-the-counter medical products under the Health FSA effective January 1, 2020 and for all future plan years. In addition, menstrual care products will now qualify as medical care for purposes of reimbursement or tax-free distribution.

2.2. Adoption. IN WITNESS WHEREOF, the undersigned has executed this Amendment to the Middle River Regional Jail Cafeteria Plan on this 1st day of December 2020.

Middle River Regional Jail Authority

By: _____

Chairman

Attest: _____

Clerk

**MIDDLE RIVER REGIONAL JAIL
EXECUTIVE SUMMARY
NOVEMBER 19, 2020**

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, November 19, 2020 at 08:58 am. 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. The number of people on work release could also differ from Community Corrections due to some inmates being approved for work release but have not yet started their jobs.

Total Inmate Population	918		
Male Inmates	719		78%
Female Inmates	199		22%

Category	# of Inmates	% of Total
Awaiting Trial	307	33.44
Totally Sentenced	465	50.65
Partially Sentenced	127	13.83
Awaiting Programs	4	.44
Awaiting Appeal	1	.11
Convicted but not Sentenced	11	1.2
Drug Court Sanction – Pre-Trial	1	.11
In Hospital	2	.22

Department of Corrections Responsible Inmates

Number of days since last Sentenced	SAW	Rockingham Harrisonburg	Others	Total
90+	133	104	0	237
60 – 90	19	20	0	39
30 – 60	18	15	0	33
<30	17	10	0	27
Sentence includes CCAP	1	8	0	9
Total	188	157	0	345
% of Total Population	20.48	17.10	0	37.58

Work Release

Local Work Release (RC 26)	0
DOC Work Release (RC 28)	7
Total	7

***These numbers are included in the Jurisdiction Totals

HEM

Home Electronic Incarceration (RC 80)	57
---------------------------------------	----

***These numbers are included in the Jurisdiction Totals

LOCAL Inmates by Jurisdiction

Locality Code	Jurisdiction	Total
015	Augusta	329
091	Highland	5
165	Rockingham	233
660	Harrisonburg	45
790	Staunton	175
820	Waynesboro	128

Other Virginia Jurisdictions – Non-Contract Holds

Locality Code	Jurisdiction	Total
121	Montgomery	1
127	New Kent	1
163	Rockbridge	1

Inmates transferred to DOC	Male	Female	Total
September	3	0	3
October	9	0	9
November	4	5	9
Total	16	5	21

CONCLUSION: MRRJ has seen its inmate population return to pre-COVID levels.

ACTION OFFICER: Tami Bird, LIDS Tech

EXECUTIVE SUMMARY #ES-2020-099

MIDDLE RIVER REGIONAL JAIL
Executive Summary
November 19, 2020

SUBJECT: Community Corrections Quarterly Review

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	24	11
Rockingham	8	6
Harrisonburg	2	0
Staunton	10	3
Waynesboro	7	1
TOTAL	51	21
Total HEM/HEI Inmates: 72		

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

Locality	Bond	Custody
Augusta County	10	25
Rockingham	1	13
Harrisonburg	0	2
Staunton	4	9
Waynesboro	0	8
Total HEM/HEI Inmates: 72	15	57

Middle River Regional Jail**SUBJECT:** Community Corrections Quarterly Review

MRRJ started allowing HEI inmates to go to a paying job on July 20 after approval from Commonwealth, Courts, and VADOC. MRRJ currently has 53 HEI inmates out to work and will continue to place inmates as jobs are found and inmates are approved.

LOCALITY	MALE	FEMALE
Augusta County	15	7
Waynesboro	7	1
Rockingham County	8	5
Harrisonburg	2	0
Staunton	6	2
TOTAL	38	15
TOTAL HEI AT WORK: 53		

Action Officer: Lisa McCray
Executive Summary # ES-2020-098

MIDDLE RIVER REGIONAL JAIL
VACANCY REPORT

MRRJ has the following vacancies as of December 1, 2020:

Officer	26	(18 of these positions are new emergency positions added for FY 2021 as of November 1, 2020)
RN	1	

**MIDDLE RIVER REGIONAL JAIL
EXECUTIVE SUMMARY**

November 23, 2020

SUBJECT: Superintendent/COVID-19 Report

BACKGROUND: MRRJ has continued to respond and take a number of discrete actions in response to the Governor's declaration of a state of emergency concerning the spread of COVID-19.

DISCUSSION: MRRJ staff continue to work collaboratively on a number of issues. A summary of key decision points in addition to those outlined in the referenced Executive Summary:

- Unfortunately, MRRJ has experienced two significant instances of staff testing positive since the last update.
 1. October 26, 2020 – Transportation Officer tested positive. Seven inmates isolated and tested. Three housing unit movement restricted pending the test results. All inmates tested negative.
 2. November 17, 2020 – A number of staff had positive tests beginning November 13 and moving forward. The positive test results center on one particular shift and impacted staff working in security, intake and medical. 28 staff have tested positive. Since that initial wave a number of staff on other shifts have tested positive or are isolating pending test results.
 3. As of this report MRRJ has not identified a significant presence of the virus in the inmate population.
- Operational procedures changed as of November 17, 2020:
 1. MRRJ stopped family visitation; MRRJ stopped inmate programs
 2. MRRJ coordinated with the court and Judge Goodwin issued order to stop movement of inmates to court and changed the report date of inmates already sentenced with a delayed report to MRRJ date.
 3. MRRJ coordinated with Harrisonburg/Rockingham Sheriff's Office to discontinue transfer of inmates for at least 14 days.
 4. MRRJ canceled non-emergency medical appointments and procedures.
 5. MRRJ published notice to Board and the Public.
- MRRJ has coordinated with Dr. Kornegay.
 1. Targeted testing was conducted of one female housing unit that had a female test positive after being taken to the hospital for an unrelated issue.
 2. MRRJ staff encouraged to get tested at one of the free Public Health Screening sites. Fortunately, a free screening was held at the Augusta County Government Center November 19, 2020 and a number of staff took advantage of the event.
 3. Decision has been made to conduct a mass-testing of staff and inmates. This should occur before the Thanksgiving Holiday.
- DCJS Grant approved for \$15,872 to improve quality and timeliness in processing staff and inmates. Equipment has been received and is being deployed.

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

RECOMMENDATION: None.

ACTION OFFICER: Superintendent Newton

Executive Summary #ES-2020-102

MIDDLE RIVER REGIONAL JAIL AUTHORITY BOARD
MEETING DATES FOR 2021:

February 2, 2021

April 6, 2021

June 1, 2021

August 3, 2021

October 5, 2021

December 7, 2021

All meetings will be held at the Augusta County
Government Center, Smith Board Room at 2:00 p.m.