



MIDDLE RIVER REGIONAL JAIL

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

October 15, 2019 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. Fitzgerald, Chairman, called the October 15, 2019 Middle River Regional Jail Authority Board meeting to order at 2:03 p.m.

Members Present:

Timothy Fitzgerald, Augusta County Administrator (Chairman)
Stephen King, Rockingham County Administrator (Vice Chairman)
Steven Rosenberg, Staunton City Manager
Eric Campbell, Harrisonburg City Manager
Michael G. Hamp, Waynesboro City Manager
Jennifer Whetzel, Augusta Assistant County Administrator
Cameron McCormick, Waynesboro City Finance Director
Phillip Trayer, Staunton City Finance Director
Patricia Davidson, Rockingham County Finance Director
Donald Smith, Augusta County Sheriff
Bryan Hutcheson, Rockingham County Sheriff

Members Absent:

Matt Robertson, Staunton City Sheriff
Larry Propst, Harrisonburg City Finance Director
Eric English, Harrisonburg Police Chief
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
Faye McCauley, Legal Liaison, Middle River Regional Jail
Tina Reed, Recorder, Middle River Regional Jail

Others Present:

Jeff Gore, Legal Counsel, Middle River Regional Jail Authority
Captain Jimmy L. Wimer, Rockingham County
Diane Orndorff, Citizen
Tony Bell, Moseley Architects

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

Major Nicholson informed the Board, John Lilly, Chief of Programs received the Virginia Association for Adult and Continuing Education Outstanding Workplace Partnership State Award. The award was presented for his collaboration and participation with other agencies in inmate Re-entry programming and Continuing Education. Mr. Fitzgerald will send Mr. Lilly a congratulatory letter from the Board.

Major Young informed the Board of the passing of Officer Larry Simmons. Officer Simmons worked in the Maintenance Department since MRRJ opened. Mr. Fitzgerald will send condolences to the family on behalf of the Board.

3. **APPROVAL OF MINUTES**

Mr. Hamp made a motion to approve the minutes from the August 6, 2019 meeting. Sheriff Smith seconded the motion. Approval was **unanimous**.

4. **CITIZEN COMMENTS AND COMMUNICATIONS**

Ms. Orndorff invited the entire Board to Community Criminal Justice Days scheduled for October 17 and 18, 2019 at Eastern Mennonite University.

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

There were no Board or Legal Counsel comments.

6. **FINANCE REPORT**

Ms. Colvin reviewed the finance report with the Board. FY '21 budget process has begun. The RFP for Food Services will go out for bid. The company that was originally awarded the Food Service bid has closed. At this time the Kronos system is being tested. Plan to go live on November 25, 2019.

7. **REPORTS AND BRIEFINGS**

Major Young reviewed the following reports:

- a. **Population Report** – As of October 15, 2019, there is a total of 930 offenders being housed at MRRJ.
- b. **Community Corrections Report** – Reviewed and discussed.
- c. **Staff Vacancy Report** – Reviewed.

8. **NEW BUSINESS**

- a. **Executive Summary-Local Inmate Data System (LIDS) Audit**-The state compensation board audits the LIDS system every two years to assure information is correct and accurate. MRRJ received an **exceptional** rating.
- b. **Executive Summary-Update on Provider Services** – Major Nicholson updated Board members on provider services. Rappahannock Creative Health Care started on August 1, 2019. They are averaging ten hours a week and in all areas inmate health care numbers have risen. They are also providing a female clinic once a month which has not been offered in the past. Staff will be meeting with RCHC regularly to ensure that the appropriate services are being provided to the inmate population.
- c. **Executive Summary-Community Based Corrections Plan** – Mr. Newton introduced Tony Bell (Moseley Architects) to the Board. Mr. Bell is going to speak on future needs of the Middle River Regional Jail. At this time there are no cost estimates; however, the Board will need to provide guidance on how they want to proceed. Cost estimates should be available by the first of November. If possible, a special meeting in November would provide an opportunity for Board members to review all options and cost estimates before the December 3, 2019 meeting. At the December meeting MRRJ staff will need to know how the Board would like to proceed.

Mr. Bell reviewed three Planning Study Options. Due to time constraints, he did not have available schematics or cost estimates for each option.

A brief question and answer session followed. Mr. Fitzgerald asked if Board members were available to meet on November 19, 2019. Mr. Bell will have cost estimates and further projections prepared for the Board to review at that time. Members are available and a meeting will be held on November 19, 2019 at 2:00 p.m. at the Augusta County Government Center South Board Room.

- d. **Financial Advisor Contract** – Ms. Colvin informed the Board the existing contract expires this year. This contract would be with Davenport and Company for financial services as needed under a cooperative procurement Request for Proposal, issued by the City of Harrisonburg. Mr. Campbell made a motion to approve the contract, seconded by Ms. Whetzel. **Approval was unanimous.**

9. Closed Session

At 3:15 p.m. on October 15, 2019, Sheriff Smith made a motion to go into closed session; seconded by Mr. King. The vote of the Authority members to go into closed session was **unanimous**.

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

Virginia Code § 2.2-3711 (A) (7)

Consultation with legal counsel and briefings by staff members or consultants pertaining to pending litigation (OASIS vs Newton)

At 3:40 p.m. on October 15, 2019 Mr. King made a motion to go out of closed session; seconded by Ms. Whetzel.

Roll Call Vote confirming discussion was limited to above authorized action:

MEMBERS

VOTE

Timothy Fitzgerald	aye
Stephen King	aye
Steven Rosenberg	aye
Eric Campbell	aye
Michael Hamp	aye
Cameron McCormick	aye
Patricia Davidson	aye
Jennifer Whetzel	aye
Donald Smith	aye
Phillip Trayer	aye
Bryan Hutcheson	aye

10. ADJOURNMENT

With no additional business before the Authority Board, the meeting was adjourned.

The next Authority Board meeting is scheduled for December 3, 2019 at 2:00 p.m.

Location: Augusta County Government Center Smith Board Room West.



Timothy Fitzgerald, Chairman