



MIDDLE RIVER REGIONAL JAIL

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

February 5, 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 February 5, 2019 Middle River Regional Jail Authority Board meeting to order.

Members Present:

Timothy Fitzgerald, Augusta County Administrator (Chairman)
Stephen King, Rockingham County Administrator (Vice Chairman)
Michael G. Hamp, Waynesboro City Manager
Stephen F. Owen, Staunton City Manager
Eric Campbell, Harrisonburg City Manager
Jennifer Whetzel, Augusta Assistant County Administrator
Cameron McCormick, Waynesboro City Finance Director
Bryan Hutcheson, Rockingham County Sheriff
Donald Smith, Augusta County Sheriff
Joe Harris, Waynesboro City Sheriff
Eric English, Harrisonburg Police Chief
Matt Robertson, Staunton City Sheriff

Members Absent:

Patricia Davidson, Rockingham County Finance Director
Larry Propst, Harrisonburg City Finance Director
VACANT, Staunton City Finance Director

Facility Staff:

Eric Young, Major of Operations, Middle River Regional Jail
Lori Nicholson, Major of Programs/Medical Services, Middle River Regional Jail
Faye McCauley, Operations Officer, 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
Misty Cook, Finance Director, Augusta County
Captain Jimmy L. Wimer, Rockingham County
Jim Orndorff, Citizen
Betsy Hedrick, Auditor, PB Mares
Tyler Farnsworth, Auditor, PB Mares
Andrew Jenner, Press Journalist

2. RECOGNITIONS, RESOLUTIONS, AWARDS, AND RETIREMENTS

Major Young recognized Lt. Chrystal Boyers who retired January 31, 2019.

3. APPROVAL OF MINUTES

Mr. Owen made a motion to approve the minutes from the December 4, 2018 meeting. Mr. Campbell seconded the motion. Approval was **unanimous**.

4. CITIZEN COMMENTS AND COMMUNICATIONS

There were no public comments at this time.

5. COMMENTS FROM BOARD MEMBERS OR LEGAL COUNSEL

Mr. Fitzgerald commended the Majors on the great job they are doing. There have been some staff adjustments in order to get experience where needed. Shifts have been set up as follows, one straight daylight shift, one straight night shift, and two rotating shifts. This ensures better coverage within the jail. Overtime pay has been implemented. Attorney visitation has been expanded and we are receiving positive feedback. Staff morale has improved.

The advertisement for Superintendent has been sent out. An interview panel will need to be set. Interview panel will be as follows:

- Timothy Fitzgerald, Augusta County Administrator
- Stephen King, Rockingham County Administrator
- Michael G. Hamp, Waynesboro City Manager
- Stephen F. Owen, Staunton City Manager
- Eric Campbell, Harrisonburg City Manager
- Eric English, Harrisonburg Police Chief

All Board members approved Harrisonburg having 2 members on the panel.

6. FINANCE REPORT

Betsy Hedrick and Tyler Farnsworth with PB Mares are attending the meeting today to review the audit report for FY '18.

Ms. Hedrick presented the report, noting that internal controls were reviewed and related issues have been addressed. The final report has an unmodified opinion.

Ms. Colvin presented the finance report. Food, electricity and water are running higher due to the increase in inmate numbers. Repairs and Maintenance has also increased due to the wear and tear resulting from increased inmate numbers.

7. REPORTS AND BRIEFINGS

Major Young reviewed the following reports:

- a. **Population Report** – As of February 4, 2019, there is a total of 925 offenders being housed at MRRJ. 48% of the 925 offenders are fully sentenced. At this time, there is a total of 173 DOC responsible offenders who are out of compliance.

Page County inmates are being moved. MRRJ is no longer accepting DOC inmates back to the jail for the Work Release program.

- b. **Bed Rental Update** – Bed rental report was reviewed.

- c. **Community Corrections Report** – Reviewed and discussed.

- d. **Staff Vacancy Report** – As of February 1, 2019 there are 6 officer vacancies and 1 nurse vacancy.

8. NEW BUSINESS

a. **Holiday Schedule** – At this time the employees are following the state holiday schedule. The Board will need to decide which schedule the employees are to follow. Mr. Owen made a motion that the jail follow the Augusta County holiday schedule effective July 1, 2019. Mr. King seconded the motion. Approval was **unanimous**.

9. CLOSED SESSION

Mr. Campbell made a motion to go into closed session to award contract; seconded by Ms. Whetzel. 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. Exemption under Virginia Code §2.2-3711(A)(29)

Discussion of an RFP for contractual services of a Community Based Corrections Plan.

CLOSED SESSION (cont.)

Mr. King made a motion to go out of closed session; seconded by Mr. Hamp. All ayes to certify only the RFP for contractual services was discussed.

Roll Call Vote as follows:

Timothy Fitzgerald (Chairman)	aye
Steve Owen	aye
Mike Hamp	aye
Stephen King	aye
Eric Campbell	aye
Jennifer Whetzel	aye
Matt Robertson	aye
Joe Harris	aye
Donnie Smith	aye
Bryan Hutcheson	aye
Eric English	aye
Cameron McCormick	aye

9. CONTRACT NEGOTIATIONS

Mr. Owen made a motion for staff to proceed with negotiations with Moseley Architects for the first phase of the Community Based Corrections Plan. Sheriff Smith seconded the motion. Approval was **unanimous**.

9. ADJOURNMENT

With no additional business before the Authority Board, the meeting was adjourned at 4:00 pm.

The next Authority Board meeting is scheduled for April 2, 2019 at 2:00 pm

Location: Augusta County Government Center Smith Board Room West.

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Timothy Fitzgerald, Chairman