



**MIDDLE RIVER REGIONAL JAIL AUTHORITY BOARD
MEETING AGENDA
June 7, 2022, 2:00 p.m.**

1. Call to Order Mike Hamp, Chairman

2. Approval of April 5, 2022 Minutes

3. 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.

4. Comments from Board Members and Legal Counsel

5. Finance Report

a. FY 2022 Budget Update

b. Fiscal Agent Transition Memo (Action Required)

6. Reports and Briefings:

a. Population Report - (Executive Summary #2022-021)

b. Community Corrections Report (Executive Summary #2022-022)

c. Staff vacancy Report (Attachment)

d. Programs Report (Executive Summary #2022-023)

e. Superintendent Report (Executive Summary #2022-025)

7. Old Business:

a. None

8. New Business

a. Updated Bylaws (Action Required)

b. Appointment of Interim Superintendent (Action Required)

9. Closed Session (If Required)

10. Next meeting is scheduled for **August 2, 2022 at 2:00 p.m.**



MIDDLE RIVER REGIONAL JAIL

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

April 5, 2022 2:02 p.m.

Augusta County Government Center
18 Government Center Lane
Verona Virginia 24482

1. CALL TO ORDER

Upon determination of a quorum, Mr. Hamp, Chairman, called the February 1, 2022 Middle River Regional Jail Authority Board meeting to order at 2:00 p.m.

Members Present:

Michael G. Hamp, Waynesboro City Manager (Chairman)
Stephen King, Rockingham County Administrator (Vice Chairman)
Timothy Fitzgerald, Augusta County Administrator
Leslie Beauregard, Staunton City Manager
Ande Banks, Acting Harrisonburg City Manager
Jennifer Whetzel, Augusta County Assistant 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
Bryan Hutcheson, Rockingham County Sheriff
Christopher Johnson, Waynesboro City Sheriff
Chris Hartless, Staunton City Sheriff
Kelly Warner, Harrisonburg City Police Chief

Members Absent:

Donald Smith, Augusta County Sheriff

Facility Staff:

Jeffery Newton, CJM, Superintendent, Middle River Regional Jail
Eric Young, Deputy Superintendent, Middle River Regional Jail
Lori Nicholson, Director of Support Services, Middle River Regional Jail
Tony Heflin, Director of Operations, Middle River Regional Jail
Jeannie Colvin, Finance Director, Middle River Regional Jail
Jeff Gore, MRRJA Legal Counsel (via video)
Suzette Anthony, Assistant Recorder, Middle River Regional Jail

Others Present:

Tyler Moses, IT, MRRJ
Pete DeLea, IT, MRRJ
Wyatt Brown, Captain of Support Services, MRRJ
John Lilly, Director of Programs, MRRJ
Misty Cook, Augusta County Finance Director
Faye McCauley, Legal Liaison, MRRJ
Hannah Whitmore, Reporter, The Breeze
Jimmy Wimer, Captain, Rockingham County Sheriff's Department
Peter Boatner, Attorney Staunton

2. APPROVAL OF MINUTES

Mr. King made a motion to approve the minutes from the February 1, 2022 meeting. Mr. Trayer seconded the motion. Approval was **unanimous**.

3. PUBLIC COMMENTS

No comments were made.

4. COMMENTS FROM BOARD MEMBERS OR LEGAL COUNSEL

- Mr. Hamp thanked Mr. King for the smooth transition between them as Chairman.
- Mr. Newton introduced Wyatt Brown, CJM for his promotion to Captain of Support Services.

5. FINANCE REPORT

- FY 2022 Budget Review** – Ms. Colvin stated that the FY 22 is in line. Overtime at this time is \$51,000. She also stated the professional services contracts for bond counsel and financial advisor have been paid causing the professional services budget line to be over budget.
- FY 2023 Proposed Operating Budget** – Ms. Colvin reviewed the proposed FY 2023 budget with the Board. The FY2023 Budget includes the Jail Operations Fund \$27,480,370, the Grants Fund \$288,392, and the Capital Improvements Fund \$1,500,000. The total budget proposed is \$29,268,762.
 - Minimum Officer salary increase to \$42,000 July 1, 2022 as required by the Compensation Board.
 - Proposed a 7% pay increase for all staff. This will help with recruitment and will also alleviate compression.
 - \$100 per year service credit for officers (MRRJ service only) as required by the compensation board.
 - The FY 2023 Budget proposes 2 nurses, 1 part-time teacher (funded by inmate accounts).
 - Mr. Trayer asked questions about the need for 2 new nursing positions since there is no longer a plan for expansion. Are the 2 additional positions needed? Mr. Newton does not recommend reducing nursing staff. The staff is not adequate to handle the population that we currently have 24 hours/ 7days a week. Recruiting nurses is a problem. Nurses are vital to the health and safety of the care of inmates.
 - Mr. Newton reviewed housing. DOC has not returned to a regular transfer of inmates out of MRRJ. Political pressure has seen them remove more inmates than normal. At this

time, we do not plan to bring inmates back that are being held at other jails. If the DOC does not come up with an intake process, we will be back in the same situation within 90 days.

- Mr. Hamp asked about the CIP Fund. Ms. Colvin explained the \$1.5 million is approved from the jails fund balance to establish the CIP Fund per the net position policy approved last year.
- Ms. Davidson moved to adopt the FY2023 Budget, Mr. Fitzgerald Seconded. Ms. Beauregard and Mr. Trayer voted no. FY '23 budget passed by majority vote.

6. REPORTS AND BRIEFING

- **Population Report** – (Executive Summary #2022-012) Lt. Colonel Young reviewed the Executive Summary. As of March 28, 2022, there are a total of 644 offenders being housed by MRRJ in-house. We are housing 38 at RSW Regional Jail, 18 at Southside Regional Jail, and 8 at Western Virginia Regional Jail. Lt. Colonel Young recognized Sheriff Hartless and Sheriff Smith for their help with the Transportation of the inmates to the other facilities.
- **Community Corrections Report** – (Executive Summary #2022-011) Lt. Colonel Young reviewed the Executive Summary. As of March 28, 2022 there are 43 offenders on HEI/HEM.
- **Male Residential Work Release is set to restart on April 11, 2022.**
 - 80 Inmates were selected to be reviewed based on the Jail's criteria. After each Inmate's criminal history was reviewed 42 were sent to Jail Administration for approval. A total of 31 Inmates were sent to their respective Commonwealth Attorneys for approval. Following Commonwealth Attorney's approval, each inmate is sent to their respect Courts for approval and then VADOC if needed. As of now MRRJ has had 13 of 42 approved for Male Residential Work Release. Of the 13, 3 inmates refused, two inmates have release dates before the program begins, and two were disapproved by VADOC. MRRJ has a total of 7 Inmates completely approved for Male Residential Work Release.
- **Staff Vacancy Report** –(Attachment) At this time there are 28 officer and 5 nurse vacancies. At this time, we can safely cover through schedule adjustments, overtime, etc. All daily functions are being completed.
- **Programs Report** – (Executive Summary Report #2022-013) Reviewed by Major Nicholson. Only one notable change is that the Therapy Dog program will resume mid-April.
- **Superintendent's Report** – (Executive Summary Report #2022-015) Superintendent Newton reviewed the Executive Summary
 - Middle River Regional Jail has not experienced any significant positive cases of COVID-19 in MRRJ in the inmate population in the last couple of weeks. MRRJ staff continue to monitor the situation.
 - MRRJ has not experienced any significant positive cases of COVID-19 in MRRJ staff in the last couple of weeks.
 - MRRJ is hosting a visit from the Board of Local and Regional Jails for 3-year audit starting April 4, 2022.
 - As noted in previous communication, MRRJ has moved a significant number of inmates to VADOC in the last 10 days. MRRJ is housing male inmates at RSW Regional Jail, Southside Regional Jail and Western Virginia Regional Jail.
 - Residential male work release scheduled to start April 11, 2022.

7. OLD BUSINESS

There was no new business to discuss.

8. NEW BUSINESS:

There was no new business to discuss.

9. CLOSED SESSION

Mr. King made a motion to go into closed session; seconded by Chief Warner. Ms. Cook will set in for Mr. Fitzgerald for the rest of the meeting. The vote of the Authority members to go into closed session was **unanimous**.

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

- The legal exemption under Virginia Code §2.2-3711(A)(1) Personnel Exemption.

Mr. King made a motion to go out of closed session; Seconded by Ms. Whetzel. All ayes certify only discussion of personnel exemption was discussed.

Roll Call vote as Follows:

Misty Cook; Setting in for Timothy Fitzgerald	Aye
Jennifer Whetzel	Aye
Stephen King	Aye
Patricia Davidson	Aye
Bryan Hutcheson	Aye
Leslie Beauregard	Aye
Phil Trayer	Aye
Chris Hartless	Aye
Michael Hamp	Aye
Cameron McCormick	Aye
Christopher Johnson	Aye
Ande Banks	Aye
Larry Propst	Aye
Kelly Warner	Aye

With nothing further to discuss Mr. King made a motion to adjourn. Ms. Whetzel seconded the motion. Approval was **unanimous**. Meeting adjourned at 3:10 p.m.

**The next Authority Board meeting is scheduled for June 7, 2022 at 2:00 p.m.
Location: Augusta County Government Center Smith West Board Room.**

Michael Hamp, Chairman

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. YR BALANCE	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
	** MIDDLE RIVER REG.JAIL AUTH.**					
	CASH					
100-0200	OPERATING CASH	62.85-	213,835.44-	2,241.27	2,637,131.48-	2,848,725.65-
100-1204	BANK OF AMERICA-LGIP	107,822.27	1.27			1.27
100-1305	FIRST BANK-MRRJA	10,289,317.90	15,579,323.04	1,432,224.94		17,011,547.98
100-1307	WELLS FARGO BOND ESCROW-MRRJA					
100-1308	US BANK DEBT RES 2014 BONDS-MRRJA	3,114,828.41	2,651,810.20			2,651,810.20
100-1399	AUDIT MARKET VALUE ADJ					
100-1522	UNION FIRST MARKET-MM-MRRJ					
	CASH	13,511,905.73	18,017,299.07	1,434,466.21	2,637,131.48-	16,814,633.80
	ACCOUNTS RECEIVABLE					
130-3100	ACCOUNTS RECEIVABLE	1,351,105.25	192,415.71		192,415.71-	
130-3101	ACCOUNTS RECEIVABLE-REIMBURSEMENT					
	ACCOUNTS RECEIVABLE	1,351,105.25	192,415.71		192,415.71-	
	DUE FROM DOC					
131-3120	DUE FROM DOC					
	DUE FROM DOC					
132-3120	DUE FROM AUGUSTA COUNTY		2,545,334.42			2,545,334.42
	DUE FROM AUGUSTA COUNTY		2,545,334.42			2,545,334.42
	NET PENSION ASSET					
135-3100	NET PENSION ASSET	3,175,728.00	2,867,671.00			2,867,671.00
	NET PENSION ASSET	3,175,728.00	2,867,671.00			2,867,671.00
	DEFERRED OUTFLOWS OF RESOURCES					
160-8270	DEFERRED OUTFLOWS-PENSION PLAN	1,328,045.00	1,774,184.71			1,774,184.71
160-8280	DEFERRED OUTFLOWS-GLI OPEB	248,516.51	369,686.27			369,686.27
160-8290	DEFERRED OUTFLOWS-HI OPEB	379,952.00	555,446.00			555,446.00
	DEFERRED OUTFLOWS OF RESOURCES	1,956,513.51	2,699,316.98			2,699,316.98
	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	5,243,919.51	5,596,848.42			5,596,848.42
190-3559	ACCUMULATED DEPRECIATION	16,131,899.64-	17,417,376.25-			17,417,376.25-
	FIXED ASSETS	35,004,332.16	34,071,784.46			34,071,784.46
	TOTAL ASSETS	54,999,584.65	60,393,821.64	1,434,466.21	2,829,547.19-	58,998,740.66
	ACCOUNTS PAYABLE					
200-7100	ACCOUNTS PAYABLE	113,769.46-	110,074.33-	2,262,347.74	2,261,089.48-	108,816.07-
	ACCOUNTS PAYABLE	113,769.46-	110,074.33-	2,262,347.74	2,261,089.48-	108,816.07-
	ACCRUED LEAVE					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. YR BALANCE	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
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201-6535	ACCRUED LEAVE	720,027.14-	858,720.63-			858,720.63-
201-6536	ACCRUED LEAVE-OPEB	2,562,000.00-	3,116,000.00-			3,116,000.00-
201-6537	NET GLI OPEB LIABILITY	582,858.00-	679,011.00-			679,011.00-
	ACCRUED LEAVE	3,864,885.14-	4,653,731.63-			4,653,731.63-
	ACCRUED INTEREST					
202-7300	ACCRUED INTEREST	220,212.60-	208,407.79-			208,407.79-
	ACCRUED INTEREST	220,212.60-	208,407.79-			208,407.79-
	DEFERRED INFLOWS OF RESOURCES					
210-8270	DEFERRED INFLOWS-PENSION PLAN	1,087,190.00-	965,559.00-			965,559.00-
210-8280	DEFERRED INFLOWS-GLI OPEB	147,063.00-	165,492.00-			165,492.00-
210-8290	DEFERRED INFLOWS-HI OPEB	30,000.00-	26,000.00-			26,000.00-
	DEFERRED INFLOWS OF RESOURCES	1,264,253.00-	1,157,051.00-			1,157,051.00-
	EMPLOYEE FUND					
230-8200	FUNDS HELD FOR EMPLOYEE FUND	3,677.24-	711.47-			711.47-
	EMPLOYEE FUND	3,677.24-	711.47-			711.47-
	BOND PAYABLE					
250-6530	BOND PAYABLE	17,980,000.00-	16,845,000.00-			16,845,000.00-
250-6531	BOND PREMIUM	2,709,584.15-	2,501,154.60-			2,501,154.60-
	BOND PAYABLE	20,689,584.15-	19,346,154.60-			19,346,154.60-
	TOTAL LIABILITIES	26,156,381.59-	25,476,130.82-	2,262,347.74	2,261,089.48-	25,474,872.56-
	FUND BALANCE					
300-9900	FUND BALANCE	28,843,203.06-	30,116,240.46-			30,116,240.46-
	FUND BALANCE	28,843,203.06-	30,116,240.46-			30,116,240.46-
	TOTAL PRIOR YR FUND BALANCE	28,843,203.06-	30,116,240.46-			30,116,240.46-
	TOTAL REVENUE		21,658,718.13-		1,239,403.23-	22,898,121.36-
	TOTAL EXPENDITURE		16,857,267.77		2,633,680.08	19,490,947.85
	TOTAL CURRENT FUND BALANCE					3,407,173.51-
	TOTAL LIABILITIES AND FUND BALANCE		60,393,821.64-	4,896,027.82	3,500,492.71-	58,998,286.53-

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	50,000.00		52,746.85	2,746.85-	5.49-
0099	INTEREST INCOME-DEBT SVC RES U			145.47	145.47-	
015020						
0007	SALE OF SALVAGE & SURPLUS			1,444.99	1,444.99-	
	**REV USE OF MONEY & PROPERTY*	50,000.00		54,337.31	4,337.31-	8.67-
016050						
0001	EMPLOYEE MEALS					
0002	INMATE PHONE SYSTEM	425,000.00	41,666.67-	375,000.03	49,999.97	11.76
0003	INMATE MEDICAL CO-PAY	75,000.00	136.99-	60,012.98	14,987.02	19.98
0004	HOME ELECTRONIC MONITORING					
0005	WORK RELEASE	350,000.00	1,155.00-	192,258.22	157,741.78	45.06
0006	INMATE KEEP FEES	275,000.00	2,398.79-	263,519.90	11,480.10	4.17
0099	MISCELLANEOUS REVENUE			3,976.76	3,976.76-	
	EMPLOYEE MEALS	1,125,000.00	45,357.45-	894,767.89	230,232.11	20.46
019020						
0001	BED RENTALS-STATE & FEDERAL					
0002	LOCAL BED RENTALS					
0003	LOCALITY CONTRIBUTIONS	13,601,436.00	510,053.85	13,601,436.01	.01-	
0004	LOCAL WORK FORCE					
0011	RECOVERED COSTS-COMMISSARY FUN	333,900.00		288,435.77	45,464.23	13.61
0012	RECOVERED COSTS-OPERATIONS	10,000.00	285.00-	24,940.75	14,940.75-	149.40-
0013	RECOVERED COSTS-MEDICAL	50,000.00	13,573.26-	116,217.31	66,217.31-	132.43-
0014	RECOVERED COSTS - STATE & FEDE					
	BED RENTALS-STATE & FEDERAL	13,995,336.00	496,195.59	14,031,029.84	35,693.84-	.25-
023020						
0002	COMPENSATION BOARD REIMBURSEME	7,293,232.00	921,765.09	6,571,595.43	721,636.57	9.89
0003	STATE PER DIEM REIMBURSEMENT	1,837,500.00	133,200.00-	1,251,948.00	585,552.00	31.86
0004	STATE CAPITAL REIMBURSEMENT					
9999	AID TO THE COMMONWEALTH-CONTRA					
	COMPENSATION BOARD REIMBURSEME	9,130,732.00	788,565.09	7,823,543.43	1,307,188.57	14.31
024050						
0006	DEPT BEH HLTH & DEV VCSB-TDO	64,590.00		540.61	64,049.39	99.16
0010	MRRJ MENTAL HEALTH PROGRAM (GR	288,362.00		93,902.28	194,459.72	67.43
	DEPT BEH HLTH & DEV VCSB-TDO	352,952.00		94,442.89	258,509.11	73.24

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	%
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033011						
0003	JUSTICE ASSISTANCE GRANT (JAG)					
0021	EQUIPMENT (COVID GRANT)					
	--FUND TOTAL--	24,654,020.00	1,239,403.23	22,898,121.36	1,755,898.64	7.12

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	9,185,405.00	602,367.75	7,259,813.04		1,925,591.96	20.96
1200	SALARIES & WAGES-OVERTIME	555,765.00	57,356.24	787,371.20		231,606.20-	41.67-
1300	SALARIES & WAGES-PART TIME	502,500.00	45,506.25	457,151.50		45,348.50	9.02
1400	SALARIES & WAGES-TDO TRANSPORT	60,000.00		502.20		59,497.80	99.16
2100	EMPLOYERS SHARE - FICA	788,231.00	52,907.30	636,382.57		151,848.43	19.26
2210	EMPLOYERS SHARE - RETIREMENT	1,109,597.00	72,613.28	823,074.15		286,522.85	25.82
2300	EMPLOYERS SHARE-HEALTH INSURAN	2,174,936.00	114,875.00	1,380,700.00		794,236.00	36.51
2400	EMPLOYERS SHARE-GROUP LIFE INS	123,084.00	8,054.80	91,291.11		31,792.89	25.83
2500	LINE OF DUTY PREMIUMS	61,123.00		45,363.00		15,760.00	25.78
2600	EMPLOYERS SHARE-VRS HYBRID STD	5,650.00	500.99	6,105.48		455.48-	8.06-
2700	WORKERS COMPENSATION INSURANCE	152,880.00		150,614.00		2,266.00	1.48
2800	HEALTH INSURANCE						
2801	HOSPITALIZATION-MRRJ						
2802	HEALTH SAVINGS ACCOUNT	14,000.00	541.71	8,250.66		5,749.34	41.06
3102	HEALTH CLUB						
3103	OTHER BENEFITS	35,000.00	1,065.98	3,261.51		31,738.49	90.68
3110	PROFESSIONAL HEALTH SERVICES	1,698,293.00	166,599.61	1,039,715.84		658,577.16	38.77
3111	HOSPITAL HEALTH SERVICES						
3112	PHYSICALS NEW EMPLOYEES	7,800.00				7,800.00	100.00
3121	JAIL EDUCATION PROGRAM						
3124	PROFESSIONAL SERVICES	89,000.00	5,612.76	144,831.41		55,831.41-	62.73-
3310	REPAIRS & MAINTENANCE-CONTRACT	256,950.00	15,979.67	379,047.33		122,097.33-	47.51-
3320	MAINTENANCE SERVICE CONTRACTS	66,000.00		30,574.53		35,425.47	53.67
3321	TECHNOLOGY MAINT. CONTRACTS	328,641.00	9,634.51	262,620.92		66,020.08	20.08
3322	PEST EXTERMINATION	2,000.00	75.00	1,225.00		775.00	38.75
3324	CONTRACTED FOOD SERVICES	1,222,941.00	62,187.39	909,453.94		313,487.06	25.63
3330	REPAIRS & MAINTENANCE-VEHICLES	20,000.00	224.51	6,885.82		13,114.18	65.57
3600	ADVERTISING	3,500.00	1,283.00	2,846.10		653.90	18.68
3900	INDIRECT COST TO FISCAL AGENT	142,879.00	142,879.00	147,328.14		4,449.14-	3.11-
5100	ELECTRIC SERVICES	400,000.00	33,667.82	282,363.00		117,637.00	29.40
5102	HEATING SERVICES	125,000.00	7,464.22	95,174.72		29,825.28	23.86
5103	WATER & SEWER SERVICES	350,000.00		216,471.84		133,528.16	38.15
5104	REFUSE COLLECTION	25,000.00	1,705.45	15,535.75		9,464.25	37.85
5201	POSTAGE	3,000.00	406.46	3,137.69		137.69-	4.58-
5203	TELEPHONE	48,300.00	1,690.31	37,366.64		10,933.36	22.63
5300	FACILITY INSURANCE	94,830.00		89,869.00		4,961.00	5.23
5305	VEHICLE INSURANCE	18,000.00		10,506.00		7,494.00	41.63
5501	TRAVEL EXPENSES	12,000.00		4,166.54		7,833.46	65.27
5801	DUES & SUBSCRIPTIONS	4,000.00		787.50		3,212.50	80.31
6001	OFFICE SUPPLIES	35,000.00	1,006,230.94	1,026,790.14		991,790.14-	833.68-
6002	FOOD			1,550.00		1,550.00-	
6003	PRESCRIPTION DRUGS	706,965.00	58,464.06	522,447.03		184,517.97	26.10
6004	MEDICAL SUPPLIES	85,000.00	6,634.08	104,563.43		19,563.43-	23.01-
6005	LAUN, HOUSEKEEPING & JANIT SUP	90,000.00	16,659.69	96,049.56		6,049.56-	6.72-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	%
6006	LINEN SUPPLIES	20,000.00	202.44	23,933.94		3,933.94-	19.66-
6007	REPAIR & MAINTENANCE SUPPLIES	167,100.00	10,910.26	145,741.35		21,358.65	12.78
6008	VEHICLE FUEL	40,000.00	7,276.71	16,091.26		23,908.74	59.77
6009	VEHICLE MAINTENANCE	32,000.00		5,335.39		26,664.61	83.32
6010	POLICE SUPPLIES	50,000.00		38,394.75		11,605.25	23.21
6011	UNIFORMS-OFFICERS	35,000.00	2,050.95	16,152.26		18,847.74	53.85
6012	FOOD SERVICE SUPPLIES	20,000.00	226.52	11,627.05		8,372.95	41.86
6013	COMPUTER/TECHNOLOGY SUPPLIES	151,400.00	230.94	59,659.18		91,740.82	60.59
6016	PERSONAL SUPPLIES INMATES	85,000.00	4,543.00	72,613.38		12,386.62	14.57
6017	WEARING APPAREL INMATES	35,000.00	4,349.07	50,744.78		15,744.78-	44.98-
6018	BED RENTALS-OTHER FACILITIES	1,000,000.00	84,264.95	343,673.36		656,326.64	65.63
7002	TRAINING	169,247.00	18.00	111,356.23		57,890.77	34.20
7003	FIREARMS RANGE	2,000.00		2,000.00			
8000	LAND						
8001	EQUIPMENT			25,672.68		25,672.68-	
8002	FURNITURE & FIXTURES			820.00		820.00-	
8003	COMPUTER HARDWARE	221,000.00		160,568.03		60,431.97	27.34
8004	COMPUTER SOFTWARE		11,084.00	210,005.20		210,005.20-	
8005	MOTOR VEHICLES			61,784.08		61,784.08-	
8006	FACILITY IMPROVEMENTS	503,000.00	428.60	63,530.62		439,469.38	87.36
8007	S.A.W. RANGE						
8021	EQUIPMENT (COVID GRANT)						
8210	DEPRECIATION EXPENSE						
8211	GAIN/LOSS ON DISPOSAL OF ASSET						
8999	OTHER						
9110	REDEMPTION OF PRINCIPAL	1,135,000.00				1,135,000.00	100.00
9150	INTEREST EXPENSE-BONDS	818,441.00		818,440.63		.37	
9210	OPERATING RESERVE						
9220	REPAIR & REPLACEMENT RESERVE						
9230	MOTOR VEHICLE RESERVE						
9240	COMPUTER EQUIPMENT RESERVE						
9250	OPEB RESERVE						
	OPERATIONS	25,087,458.00	2,618,773.22	19,319,332.46		5,768,125.54	22.99
033030							
0000	**DCJS/JAIL MENTAL HEALTH PROG						
3100	PERSONNEL	122,674.00	6,234.78	78,729.44		43,944.56	35.82
3110	CONSULTANT	95,600.00	7,400.00	64,010.00		31,590.00	33.04
3900	INDIRECT COSTS	21,468.00	1,091.09	14,558.12		6,909.88	32.18
5501	TRAVEL	580.00				580.00	100.00
6015	SUPPLIES/OTHER	39,120.00	180.99	7,199.78		31,920.22	81.59
8001	EQUIPMENT	8,920.00		7,118.05		1,801.95	20.20
	**DCJS/JAIL MENTAL HEALTH PROG	288,362.00	14,906.86	171,615.39		116,746.61	40.48
	--FUND TOTAL--	25,375,820.00	2,633,680.08	19,490,947.85		5,884,872.15	23.19



MIDDLE RIVER REGIONAL JAIL

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

June 7, 2022

County of Augusta
Mr. Timothy Fitzgerald
County Administrator
P.O. Box 590
Verona, VA

REF: Middle River Regional Jail Authority and the County of Augusta Fiscal Agent Services; letter agreement

Dear Mr. Fitzgerald,

As we have discussed, due to the change in the fiscal agent status between Middle River Regional Jail Authority and the County of Augusta, it would be useful for MRRJA and the County to clarify the respective responsibilities and financial transactions through the end of the calendar year 2022 and into early 2023 as this transition takes place. This letter, developed in coordination with County staff, includes what I believe to be the role of each entity during the transition of fiscal agent services.

1. MRRJA will assume financial responsibility for its financial transactions and records, to include the annual budget, general ledger, accounts payables, accounts receivables, purchasing transactions, capital assets, debt management, cash management and bank account management as of June 7, 2022 from the County. These financial transactions will be processed through the MRRJA financial software system. The County will continue to process the monthly payroll and benefits through December 31, 2022.
2. The County shall stop processing all accounts payables on behalf of MRRJA as of May 20, 2022. Any invoices received by the County after this date shall be sent to MRRJA for payment processing by MRRJA.
3. Any funds received by the County after June 10, 2022, for MRRJA shall be remitted to MRRJA within ten days of receipt.
4. The County of Augusta shall remit the balance of all cash and investment funds to MRRJA no later than June 10, 2022 by check payable to Middle River Regional Jail Authority. The final amount of funds to be remitted to MRRJA is subject to the final audit for June 30, 2022.
5. MRRJA has received \$1,000,100 in advance of June 7, 2022 to establish a bank account and provide funds available to process accounts payables and the employee health insurance claims as of May 20, 2022.
6. MRRJA has notified the Commonwealth of Virginia Department of Accounts to change the payment for revenue to be received from the Commonwealth of Virginia to MRRJA as of May 10, 2022. The change should be effective as of May 31, 2022.
7. The County shall provide a trial balance of all accounts as of June 10, 2022 to the MRRJA Director of Finance.
8. The County will be responsible and continue to process all payroll related services from June 1, 2022 through December 31, 2022. The County shall also process the benefit payments and submit

any payroll reporting to the appropriate agencies; such as, W2, 941's, 1095's, VRS, and all employee benefit payments through January 31, 2023. MRRJA expects to begin processing payroll as of January 1, 2023 with the completion of the installation of the payroll software system. If MRRJA is not ready to take over all services under this paragraph as of January 1, 2023, it shall notify the County as soon as practicable in advance of January 1, 2023, but not later than November 30, 2022 at which time, the County agrees to continue providing these services at least through the month of February, 2023, or as otherwise agreed in writing to by the County and MRRJA.

9. MRRJA will pay by check or wire funds to the County for the total amount due for the monthly payroll cost prior to the last day of the month, or payroll date. The amount will be calculated and agreed to by the County Human Resources Director and the MRRJA Director of Finance.
10. MRRJA will pay the County a fiscal agent fee for any information technology services after July 1, 2022, prorated monthly for services. The monthly technology fiscal agent fee shall be \$822.00. MRRJA will pay the County for payroll services from July 1, 2022 to December 31, 2022 for all payroll related services, or longer as agreed to by the parties, should the County be providing these services after December 31, 2022. The monthly payroll fiscal agent fee amount shall be \$6,302.00, payable monthly.
11. The County will pay any outstanding employee health insurance invoices or claims as of May 19, 2022 through the Health Insurance Trust. The balance of funds in the Health Insurance Trust shall be paid by check to MRRJA by June 10, 2022. An accounting of all transactions in the Health Insurance Trust Fund from July 1, 2021 through May 19, 2022 shall be provided to the MRRJA Director of Finance. MRRJA will reimburse the County for any residual claims that may be presented for payment to the County after May 19, 2022.
12. The County shall provide any reporting information from its financial system or any outside agency to MRRJA or its auditors in order for MRRJA to complete the final fiscal year 2022 audit.
13. The County shall be relieved of its responsibility for financial transactions, except payroll as agreed to herein, upon completion of the MRRJA fiscal year 2022 audit, ending June 30, 2022.
14. The MRRJA by-laws will be updated at the June 7, 2022 MRRJ Authority Board meeting to reflect the change in fiscal agent from the County to MRRJA.

Please let me know if you have any questions or concerns or would like to discuss this matter in more detail. I think having this process outlined and agreed to in advance is very important to ensure a successful transition for MRRJA and the County.

By signing and returning this letter agreement to MRRJA, the County expresses its understanding and approval of the provisions outlined herein.

Sincerely,

Jeffery Newton
Superintendent

Agreed to by Augusta County on this _____ day of _____, 2022.

By: _____
Timothy Fitzgerald, County Administrator

**MIDDLE RIVER REGIONAL JAIL
EXECUTIVE SUMMARY
MAY 26, 2022**

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, May 26, 2022 @ 08:34. 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.

Total Inmate Population	642		
Male Inmates	521		81%
Female Inmates	121		19%

Category	# of Inmates	% of Total
Awaiting Trial	270	42.06
Totally Sentenced	253	39.41
Partially Sentenced	99	15.40
Awaiting Programs	2	.31
Awaiting Appeal	1	.16
Convicted but not Sentenced	16	2.50
Drug Court Sanction – Pre Trial	0	00.0
In Hospital	1	.16

Department of Corrections Responsible Inmates

Number of days since last Sentenced	SAW	Rockingham Harrisonburg	Others	Total
90+	18	17	000	35
60 – 90	19	12	000	31
30 – 60	27	20	000	47
<30	27	4	000	31
Sentence includes CCAP	2	0	000	2
Total	93	53	000	146
% of Total Population	14.49	8.25	000	22.74

Work Release

Local Work Release (RC 26)	4
DOC Work Release (RC 28)	12
Total	16

***These numbers are included in the Jurisdiction Totals

HEM/HEI

Home Electronic Incarceration (RC 80)	26
---------------------------------------	----

***These numbers are included in the Jurisdiction Totals

Contracted to Other Jails

RSW Regional Jail	12
Southside Regional Jail	5
Western VA Regional Jail	8

LOCAL Inmates by Jurisdiction

Locality Code	Jurisdiction	Total
015	Augusta	259
091	Highland	6
165	Rockingham	101
660	Harrisonburg	28
790	Staunton	167
820	Waynesboro	80

Other Virginia Jurisdictions – Non-Contract Holds

Locality Code	Jurisdiction	Total
087	Henrico	1

CONCLUSION: We are still working with the Department of Corrections to reduce our State Responsible population. Since January 1, we have transferred a total of 317 inmates to the Department of Corrections and more are scheduled for the upcoming days and weeks. We currently have 25 inmates still being housed at other jails within the state. We have re-started our Work Release program and currently have 16 inmates participating in the program. Our current headcount is 642, our ending headcount in May of 2021 was 706, and May of 2020 was 726. That is a reduction of 84 inmates in a 2-year period.

ACTION OFFICER: Tami Bird, LIDS Tech

EXECUTIVE SUMMARY #ES-2022-021

MIDDLE RIVER REGIONAL JAIL
Executive Summary
May 25, 2022

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	17	1
Rockingham	3	0
Harrisonburg	2	1
Staunton	3	3
Waynesboro	6	2
Buena Vista	0	0
TOTAL	31	7
Total HEM/HEI Inmates: 38		

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

Locality	Bond	Custody
Augusta County	8	10
Rockingham	0	3
Harrisonburg	0	3
Staunton	3	3
Waynesboro	1	7
Buena Vista	0	0
Total HEM/HEI Inmates: 38	12	26

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

MRRJ currently has 22 HEI inmates that are working a paying job and/or are required to pay for program participation.

LOCALITY	MALE	FEMALE
Augusta County	8	0
Waynesboro	5	2
Rockingham County	2	0
Harrisonburg	2	1
Staunton	2	0
Buena Vista	0	0
TOTAL	19	3
TOTAL HEI AT WORK: 22		

MRRJ started the Male Residential Work Release program on April 11, 2022; currently there are 16 inmates participating in this program.

LOCALITY	LOCAL	DOC
Augusta	1	2
Harrisonburg	1	2
Rockingham	1	4
Waynesboro	1	3
Staunton	0	1
TOTAL	4	12
Total Work Release Inmates: 16		

Since March 25, 2022 until now 25 names were submitted for approval for the Residential Work Release Program and 10 were approved, 5 were disapproved and 10 are still waiting for approval from Commonwealth or Courts.

Action Officer: Lisa McCray
Executive Summary # ES-2022-022

MIDDLE RIVER REGIONAL JAIL
VACANCY REPORT

MRRJ has the following vacancies as of June 1, 2022:

Officer	33
Nurse	5

MIDDLE RIVER REGIONAL JAIL

Executive Summary

Date: May 25, 2022

SUBJECT: April 2022 – May 2022 Program Report for Authority Board

BACKGROUND: Program Department will report each quarter on programs and services provided to the inmates.

DISCUSSION: Report is more condensed and focused on only data than the annual Program Report that is sent to the courts. Included are short descriptions of the programs along with attendance and completion rates.

Education Programs: GED classes had been temporarily suspended in December 2021 and were re-started in early February 2022. MRRJ has coordinated with our local Adult Education to administer another round of placement testing to fill the open seats. All seats were filled, but one male and one female were removed due to us finding out that they both already had their GED.

Addictions Programs: Met with **Narcotics Anonymous** volunteers Monday May 23, 2022 to complete the Orientation process for volunteers. Due to the lower turnout than expected, NA meetings will be held on the 2nd and 4th Monday nights of each month, beginning June 27, 2022.

Education based addictions program (**Re-Wired**), which is taught by our Mental Health Clinicians, will restart the third week of June 2022. This is a 12-week program.

Thought Process and Behavior Programs: This program is called Real Life. Due to staffing issues, it will be taught quarterly, alternating with the Re-Wired class.

Therapy Dog Program: Therapy Dogs are brought once a week by their handlers to both the male and female Special Needs housing units.

Re-Entry (Mental Health Grant): Due to staffing issues, this program has been temporarily paused.

Medication Assisted Treatment: (MAT) Program for inmates. Medication is Vivitrol. The target population is inmates who have an opioid addiction and whose anticipated release date is within 30 days. Program participants begin the program within their last 30 days at MRRJ and continue the program with the CSB once released. There is no charge to the participant. One person has completed the interview and labs portions of the process. Two others have asked to be included and will begin the process in mid-June due to late July release dates.

Harrisonburg/Rockingham Re-Entry: This six-session curriculum is a collaboration between Commonwealth's Attorney Marsha Garst, Social Services, and community partners to connect women returning to the Harrisonburg/Rockingham area with needed services. Due to scheduling issues, the next session will begin in July 2022.

Staunton, Waynesboro, Augusta Re-Entry: This is a monthly workshop led by Blue Ridge Court Services, who will also work participants post-release with those who wish to do so. BRCS will be able to restart the program July 13.

MIDDLE RIVER REGIONAL JAIL

SUBJECT: Programs Report January – March 2022

DMVConnect: DMV has only recently approved for the program to return to Regional Jails. DMVConnect will come to the jail one time per quarter as before COVID, beginning on July 28, 2022. Inmates who are close to release will be able to renew driver's licenses and obtain legal photo IDs.

Veterans Re-Entry Search Services: Working with VRSS to ensure Veterans housed at MRRJ are documented and receive assistance as needed from the Virginia Department of Veterans Services. MRRJ was working with an inmate with a June 2022 release, but he has been transferred to the DOC.

Forensic Discharge Planning Service: MRRJ is working in collaboration Valley Community Service Board, who received a Grant from Virginia Department of Behavior and Health Services (DBHDS) for Fiscal year 2022 for the purpose of expanding Forensic Discharge Planning Services to persons with Serious Mental Illness (SMI) in Local and Regional jails in the Commonwealth of Virginia. The program provides services up to 90 days post-release. Staffing consists of a Supervisor and five Planners (which have all been hired). The Housing Specialist position has been hired and will begin work at the jail in mid-June.

RECOMMENDATIONS: The Program Report is designed to be sent to the Authority Board so they can quickly get a good idea of what services and programs MRRJ is providing to the inmates.

ENCLOSURES: April - May 2022 Program Report

ACTION OFFICER: John Lilly, Chief of Inmate Programs

EXECUTIVE SUMMARY # ES-2022- 023

**MIDDLE RIVER REGIONAL JAIL
EXECUTIVE SUMMARY**

May 26, 2022

SUBJECT: Superintendent Report

BACKGROUND: Update on MRRJ activities.

DISCUSSION: MRRJ staff continue to work collaboratively on a number of issues.

- MRRJ has not experienced any significant positive cases of COVID-19 in the inmate population. MRRJ staff continue to monitor the situation
- MRRJ has not experienced any significant positive cases of COVID-19 in MRRJ Staff.
- MRRJ following CDC guidance has made changes to quarantine time and discontinued requiring staff and visitor temperatures as of May 25, 2022. Masks will still be required as Augusta County has been designated as a high Covid transmission. MRRJ will continue to monitor and make changes as recommended by the CDC.
- MRRJ hosted a visit from the Board of Local and Regional Jails for 3-year audit April 4, 2022. MRRJ passed the audit.
- As noted in previous communication, MRRJ has moved a significant number of inmates to VADOC. MRRJ is housing male inmates at RSW Regional Jail, Southside Regional Jail, and females at Western Virginia Regional Jail.
- Residential male work release started April 11, 2022 and continues to slowly grow.
- Munis Financial Management System implementation is on track as briefed to the Finance Committee.
- Operational procedures:
 1. MRRJ continues to maintain a COVID-19 step-down screening process for new intakes with changes to quarantine time.
 2. MRRJ continues to maintain a staff monitoring program. All unvaccinated staff rapid tested for COVID-19 once per week.

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

RECOMMENDATION: None.

ENCLOSURE: None.

ACTION OFFICER: J. L. Newton, CJM
Superintendent

ES-2022-025

MIDDLE RIVER REGIONAL JAIL AUTHORITY

BYLAWS

ARTICLE I – THE BOARD

- 1.1 **Description.** The Middle River Regional Jail Authority (the “Authority”) was created by an Agreement, dated June 25, 2001, by and among the County of Augusta, Virginia, the City of Staunton, Virginia and the City of Waynesboro, Virginia (the “Agreement”). The City of Harrisonburg and the County of Rockingham joined the Authority in 2015.
- 1.2 **Membership.** The power of the Authority shall be exercised by a Board consisting of fifteen (15) members, as set forth in the Agreement.

ARTICLE II – OFFICERS

- 2.1 **Chairman.** The Board shall elect a Chairman from among its membership. The Chairman shall preside at all meetings of the Board, shall appoint from time to time such committees as he may deem appropriate, and shall have such other powers or duties as may be prescribed in these Bylaws.
- 2.2 **Vice Chairman.** The Board shall also elect a Vice-Chairman from among the membership. The Vice-Chairman shall preside at all meetings of the Board when the Chairman is not in attendance, and shall have such other powers or duties as may be prescribed in these Bylaws.
- 2.3 **Secretary/Treasurer.** The Board shall also elect a Secretary/Treasurer and an Assistant Secretary/Treasurer from among its membership. The Secretary/Treasurer shall be responsible for keeping the minutes of the Board, and shall be responsible for reporting to the Board as to all fiscal matters affecting the Authority. The Board may appoint a Clerk, who may be an employee of any member jurisdiction or the Authority, to assist the Secretary/Treasurer in his duties relative to keeping the minutes of the Board.
- 2.4 **Terms.** The election of officers shall occur at the regular meeting of the Board in December of each year, and such officers shall serve for a term of two years beginning on January 1 and ending on December 31 of the second year. Officers may be re-elected to more than one term.
- 2.5 **Vacancies.** Vacancies in any office shall be filled by the Board when they occur.

ARTICLE III – FINANCIAL

- 3.1 **Quorum.** A quorum shall consist of at least eight members of the Board. Once a quorum is established action may only be taken by a majority vote of the entire Board.

3.2 **Regular Meetings.** Regular meetings of the Board shall be held at a time and place determined by the Board. Public notice must be posted at least three working days prior to the meeting on the Authority’s website, in a prominent public location at the facility at which notices are posted, and at the office of the Authority Clerk or Superintendent. The order of business at a regular meeting shall be as follows:

- A) Roll call.
- B) Approval of minutes of the previous meeting.
- C) Superintendent’s report.
- D) Old business.
- E) New business.

3.3 **Continued, Emergency, Electronic or Special Meetings.** Special meetings of the Board may be called by the Chairman or any two members of the Board. Public notice, by the methods set out in Section 3.2, of continued, emergency or special meeting shall be reasonable under the circumstances and shall be given contemporaneously with the notice provided to the members of the Board. Depending on the circumstances, the Chairman shall strive to provide notice by electronic mail or other form of delivery to the Board members of any emergency or special meeting at least twenty-four hours before the time designated for such meeting. The notice shall contain a statement of the item or items of business to be transacted at the meeting. No other business shall be transacted at such meeting except by the unanimous consent of all members of the Board. Notice of continued meetings may be provided as set out above or may be provided by personal notice directly to Board members present at the regular meeting that is continued to a future time, as long as the public notice is posted contemporaneously. Remote participation in meetings by Board members shall be conducted in accordance with applicable state law and adopted Authority policy. Meetings conducted entirely through electronic means, without a quorum of members physically assembled together, shall be conducted in accordance with applicable state law.

3.4 **Minutes.** The Secretary/Treasurer or the Clerk of the Board shall prepare minutes of each meeting, which shall be delivered or emailed to each member prior to the next regular meeting of the Board. The Board shall approve the minutes of the previous regular and special meetings at its next subsequent regular meeting. The Secretary (or in his/her absence the Chairman) shall sign the minutes as approved.

ARTICLE IV – FINANCIAL

4.1 **Fiscal Year.** The fiscal year of the Authority shall begin each year on July 1 and shall end on June 30 of the following year.

4.2 **Budget.** The Board shall adopt an annual operating budget for each year. A draft shall be submitted to the governing bodies of the participating jurisdictions no later than February Board meeting each year.

- 4.3 **Audit.** The Board may cause an independent audit of the finances to be made each year, which audit may reflect the full revenues and expenditures of the Authority.
- 4.4 **Fiscal Agent:** The Authority shall serve as its own fiscal agent effective June 7, 2022.
- 4.5 **Personnel Policies.** The Superintendent shall be responsible for establishing and managing personnel policies and services in accordance with applicable law.
- 4.6 **Procurement Policy.** The Superintendent shall be responsible for establishing and managing the public procurement of goods and services in accordance with applicable law. (Authorized by Authority Board Resolution on October 2, 2018.)

ARTICLE V – AMENDMENTS

- 5.1 **Amendments.** These Bylaws may be amended, to the extent such amendments are not inconsistent with the Agreement, by a majority of its members of the Board at any time.

MRRJA bylaws were previously adopted on September 21st, 2001 and amended on August 6, 2019. These amended bylaws as adopted on the date written below, shall replace in full all previously adopted or amended Authority bylaws.

Approved by the Middle River Regional Jail Authority Board this __ day of _____, 2022.

Chairman

Attest: _____
Secretary to the MRRJA Board

MIDDLE RIVER REGIONAL JAIL AUTHORITY

BYLAWS

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- 1.1 **Description.** The Middle River Regional Jail Authority (the “Authority”) was created by an Agreement, dated June 25, 2001, by and among the County of Augusta, Virginia, the City of Staunton, Virginia and the City of Waynesboro, Virginia (the “Agreement”). The City of Harrisonburg and the County of Rockingham joined the Authority in 2015.
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4.1 **Fiscal Year.** The fiscal year of the Authority shall begin each year on July 1 and shall end on June 30 of the following year.

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- 4.3 **Audit.** The Board may cause an independent audit of the finances to be made each year, which audit may reflect the full revenues and expenditures of the Authority.
- 4.4 **Personnel Policy and Fiscal Agent.** ~~The Board hereby adopts the Augusta County personnel policies, as they may be amended from time to time, and agrees to use Augusta County as its fiscal agent (not including public procurement services) until such time as the Authority employs personnel to handle its fiscal matters.~~

~~The Board hereby designates the Middle River Regional~~The Authority shall serve as its own fiscal agent effective June 7, 2022. ~~Augusta County will continue to provide Middle River Regional~~the Authority's Payroll payroll services until the implementation of Munis Financial Payroll module is completed (anticipated January 1, 2023).

- 4.5 **Personnel Policies.** ~~The Board hereby authorizes and directs the~~ Superintendent ~~to shall be responsible for~~ establishing and ~~manage managing~~ personnel policies and services in accordance with applicable law.
- 4.6 **Procurement Policy.** ~~By Resolution October 2, 2018, the~~ ~~The Authority authorized and directed the~~ Superintendent ~~to shall be responsible for~~ establishing and ~~manage managing~~ the public procurement of goods and services in accordance with applicable law. (Authorized by Authority Board Resolution on October 2, 2018.)

ARTICLE V – AMENDMENTS

- 5.1 **Amendments.** These Bylaws may be amended, to the extent such amendments are not inconsistent with the Agreement, by a majority of its members of the Board at any time.

~~These MRRJA Bylaws bylaws~~ were previously adopted on September 21st, 2001 and amended by the Board on August 6, 2019. ~~and~~ These amended bylaws as adopted on the date written below, shall replace in full all previously adopted or amended Authority ~~Bylaws.~~

Approved by the Middle River Regional Jail Authority Board this ___ day of _____, 2022.

Chairman

Attest: _____
Secretary to the MRRJA Board