



MIDDLE RIVER REGIONAL JAIL

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

May 17, 2022, 2:00 p.m.

Finance Committee Meeting
350 Technology Drive
Staunton, Virginia 24401

Finance Committee Members:

Jennifer Whetzel, Augusta County Assistant Administrator
Cameron McCormick, Waynesboro City Finance Director
Larry Propst, Harrisonburg City Finance Director
Patricia Davidson, Rockingham County Finance Director
Phillip Trayer, Staunton City Finance Director

Those Absent:

None

Facility Staff:

Jeffery Newton, 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
Tina Reed, Recorder, Middle River Regional Jail

Others Present:

Misty Cook, Augusta County Finance Director

Mr. Newton welcomed everyone.

1. **Approval of Minutes March 24, 2022:** Mr. Trayer made a motion to approve the minutes from the March 24, 2022 meeting. Mr. McCormick seconded the motion. Approval was **unanimous**.
2. **Review of FY2023 Budget:**
 - At this time there is no new information regarding the Compensation Board salary increase. We are hopeful we will have more information for the June 7, 2022 Board meeting.

3. Financial software Update:

- Ms. Colvin reviewed letter regarding fiscal agent status between Middle River Regional Jail and Augusta County. The Finance Committee agree with the concept of the letter. Mr. Trayer made a motion to finalize and present to the Board with final money amounts and fees owed for payroll on June 7, 2022. Mr. McCormick seconded the motion. Approval was **unanimous**.
- Mr. Newton reviewed Authority By-Law changes that will need to be made regarding fiscal agent services. Changes that were needed under Fiscal Agent were discussed. Under Budget Mr. Newton requested the verbiage be changed to a draft annual operating budget be submitted to the Board at February meetings. Mr. Gore also added language. 4.4 and 4.5 were added. After a brief discussion 4.4 will be struck out except for the first sentence. Mr. Trayer made a motion that the above changes be made and present to the Board at June 7, 2022 meeting. Ms. Whetzel seconded the motion. Approval was **unanimous**.

4. Operational update from Superintendent:

- The population at this time is 640. We have sent 274 inmates to DOC since January 1, 2022. There 28 still held at other agencies. There are 25 on the HEI Program. 15 on Work Release at Virginia Poultry.
- COVID—At this time there are two staff testing positive. No inmates positive. Slowly getting back to normal. Following all CDC guidelines.
- Bed rentals—A discussion was held on the possibility of returning those that are held at other agencies. It may be possible to bring the males back but we do not have room for females at this time.
- The Finance Director has been hired. Phillip Braverman will start on Monday.

With nothing further to discuss Ms. Whetzel made a motion to adjourn. Mr. Trayer seconded the motion. Meeting adjourned at 2:45 p.m.

The next Finance Committee meeting is scheduled for July 19, 2022 at 2:00 pm


Secretary