

NEW RIVER VALLEY REGIONAL JAIL AUTHORITY
May 12, 2017
Held at the New River Valley Regional Jail

A. CALL TO ORDER:

The meeting of the New River Valley Regional Jail Authority was called to order at 10:01 a.m. by Chairman Armentrout with twelve (12) members and two (2) alternates present.

MEMBERS PRESENT:	Bland County:	Sheriff Roseberry; Mr. Workman
	Carroll County:	Sheriff Gardner; Ms. Cannon
	Floyd County:	Mr. Turman
	Giles County:	Sheriff Millirons; Mr. Chidester
	Grayson County:	Sheriff Vaughan
	Pulaski County:	Sheriff Davis
	Radford City:	Sheriff Armentrout; Ms. Cumberland
	Wythe County:	Mr. Reeves

ALTERNATES PRESENT:	Giles County:	Mr. Martin
	Pulaski County:	Mr. Sweet

STAFF & GUESTS PRESENT:	Superintendent Gregory P. Winston
	Dep. Superintendent John Bowman
	Steve Durbin-Sands Anderson PC
	Bob Sumner-NRVRJ officer
	Clifford Myers-NRVRJ officer
	Robert Lyons-citizen

B. ROLL CALL:

Mrs. Akers called the roll and reported a quorum present.

Chairman Armentrout read notices from Pulaski County announcing the appointment of Andy McCready as an Authority member and Jonathan Sweet as an alternate. Also, Sheriff Davis sent in a notice of Major Alderman's retirement. Captain Michael Worrell has been appointed to replace Major Alderman as an alternate.

Mr. Sweet was in attendance today and Chairman Armentrout welcomed him back to the Authority.

C. APPROVAL OF APRIL MINUTES:

Copies of the Minutes from the April meeting were mailed to each member.

Chairman Armentrout asked if there were any additions or corrections to the Minutes. Mrs. Akers pointed out two small corrections: the date should have read April 21, 2017 instead of March 21, 2017. Also on pg. 3 under Operations, February needed to be replaced by March. These changes have been made to the copy to be signed by Chairman Armentrout.

Motion: Mr. Reeves moved that the April minutes be approved with those corrections. Ms. Cannon seconded the motion.

Action: The motion passed unanimously.

Chairman Armentrout read the following resolution in honor of National Correctional Officers Week. Copies of the resolution will be distributed to each employee of the New River Valley Regional Jail.

RESOLUTION OF APPRECIATION

New River Valley Regional Jail

Recognition of Service

WHEREAS, President Ronald Regan signed Proclamation 5184 on May 5, 1984 declaring the first full week in May of each year as National Correctional Officers Week; and,

WHEREAS, the employees of the New River Valley Regional Jail have performed their duties in a professional manner with distinction, courage and honor; and,

WHEREAS, the service and protection provided by the employees of the New River Valley Regional Jail have benefited and contributed to the safety of the citizens of the entire New River Valley; and,

NOW, THEREFORE, BE IT RESOLVED that the New River Valley Regional Jail Authority does hereby commend and express its sincere appreciation for the services of the employees of the New River Valley Regional Jail; and,

BE IT FURTHER RESOLVED that the text of this Resolution should be spread on the Minutes of the Authority this 12th day of May, 2017, in permanent testimony of its appreciation to the employees of the New River Valley Regional Jail.

Superintendent Winston recognized Officer Clifford Myers on his retirement after eight years of service at the jail. Several teammates and co-workers briefly attended the meeting for Officer Myers' watch presentation. Officer Myers thanked the Authority for giving the jail staff all of the

tools that they needed. He thanked Major Stallard for always looking out for the officers' safety and the new Administration for relaxing the atmosphere so officers can better perform in their jobs.

D. OLD BUSINESS:

None.

E. COMMITTEE REPORTS:

Personnel Committee:

The Personnel Committee did not meet today.

Operations Committee:

The Operations Committee did not meet today.

Finance Committee:

Ms. Cannon passed out copies of the monthly financials for July 2016-April 2017 and reviewed them with the group.

Motion: On behalf of the Finance Committee, Ms. Cannon recommended the Financial Report for approval.

Action: Following a roll call vote, the motion passed unanimously

Sheriff Vaughan commended Ms. Cannon's daughter for being a member of the winning economics team for Region 7. Her group consisting of four students also competed at VCU in the state competition.

At last month's meeting Superintendent Winston presented the budget. There have been no changes made to that original presentation. The per diem is projected to increase by \$2.55 from \$24.95 to \$27.50. A significant item to note was the elimination of transfer from the reserve to fund some of the operations budget. Ms. Cannon said a motion from the floor was needed to approve the budget.

Motion: Sheriff Vaughan recommended the proposed budget for FY 2017-18 for approval. Sheriff Roseberry seconded the motion.

Action: Following a roll call vote, the motion passed unanimously

Ms. Cannon presented copies of a proposed budget adjustment to bring this year's budget items more in line with actual. The total budget adjustment is \$182,760 and a motion was needed from the floor to approve the budget adjustment.

Motion: Mr. Workman made the motion to approve the budget adjustment in the amount of \$182,760. Mr. Sweet seconded the motion.

Action: Following a roll call vote, the motion passed unanimously

Chairman Armentrout thanked everyone for the efforts on the budget this year.

Design and Construction Committee:

The Design and Construction Committee did not meet today.

F. SUPERINTENDENT'S REPORT:

Superintendent Winston thanked everyone for recognizing Correctional Officers Week.

United Way Drive:

We began the United Way drive at the beginning of the May and will continue for 5 months. Officer Kristi Wright is doing a terrific job leading that group for us.

Monthly Meetings:

We held a supervisors meeting and an EAC meeting again this month.

Corrections-Basic Academy:

Eleven new corrections officers graduated on May 3rd and we have another academy starting in a couple of weeks.

Operations:

- Headcount today 911
- Total days served 26,278
- Average daily population 876
- Average Daily Population for male prisoners 728
- Average Daily Population for female prisoners 148
- Number of commitments 498
- Number of releases 472
- The Average Daily Commitments 16.6 per day
- The Average Daily Releases 15.7 per day

Carilion Contract:

We received and signed a new agreement with Carilion this past week. It allows us to have more of a direct role in determining the level of staffing required at the hospital. Superintendent Winston met with Captain Reed to clarify how we'll make the decisions on the security staff that we have there.

Commissary:

Superintendent Winston met with our commissary vendor this week. We've been negotiating a shortfall with them. When we signed the commissary contract they agreed to install kiosks in the back of the jail for us. The group budgeted approximately \$15,000 for cabling. The lowest bid we received was \$42,000 when the contractors came in to give us actual quotes. The vendor wanted us to foot the bill for the difference to which we said no however we were able to negotiate a compromise. One of the main reasons that we went with this commissary vendor is their ability to offer off-site video visitation. Traditionally at-home video visitation has a problem of being misused. With this technology, if the person's face leaves the screen the video goes blank. By using facial recognition, it will help to minimize any abuse of that system. We hope that will take off in a couple months. Sheriff Vaughan asked if that was offered with our current commissary vendor. Superintendent Winston said yes and at no additional cost to us.

Personnel:

We had three resignations in April. One went back to a previous manufacturing job, one went to another department and the third officer left for a higher paying job not in law enforcement. We have one new female officer beginning on May 17th.

Inmate Programs:

We had our 2nd Substance Abuse graduation and we also had five inmates graduate with their GED's.

Commissary sales are up to \$20,500 per week and the vendor is on track to sell about \$1 million worth of commissary this year. Our commissions which go into our commissary account have averaged \$236,000 annually but this year we're on track to make \$447,000. This commission gives us great flexibility in providing inmate programs/resources that affect the prisoner population in a positive way. This promotes safety and reduces violence for the staff which is always our primary focus. Our new commissary vendor was brought in on Feb. 1st and we think that we made a good decision in selecting them.

Questions:

Sheriff Millirons asked about the inmate that was flown to Winston Salem. Superintendent Winston said we had an inmate that became critically ill last week. An officer recognized that the inmate wasn't acting correctly and summoned medical help. Together they brought him up to the booking department and then transferred him to the hospital with a severe neurological problem. He was originally sent to Lewis Gale where they have a stroke center. The inmate was serving a nine month sentence and was scheduled for release in September. No beds were available in Roanoke or anywhere in the region so Lewis Gale wanted to fly him immediately to Bowman-Gray for treatment. We notified the family that he was critically ill with help from the Giles County Sheriff's Office. The family couldn't be reached by phone so a Giles County officer went to personally notify them of the situation. Fortunately, we were able to get a judge on the phone to get the inmate a medical furlough. Superintendent Winston again thanked Sheriff Millirons

and the Giles County Sheriff's Department for helping to notify the family and also locating the judge to complete the necessary paperwork.

G. NEW BUSINESS:

Election of Officers-FY 2017-18:

Chairman Armentrout held the election of officers for FY 2017-18 which included: Chairman, Vice-Chairman and Treasurer. The current officers are listed below and have all agreed to serve if re-elected.

- Chairman: Sheriff Mark Armentrout
- Vice- Chairman: Tim Reeves
- Treasurer: Nikki Cannon

Chairman Armentrout asked Mr. Turman if he had received any additional nominations this month. Mr. Turman said that he had not received any since the April meeting.

Chairman Armentrout asked if there were any additional nominations from the floor before we proceed.

Motion: Mr. Workman made the motion for the Authority to keep the same slate of officers for FY 2017-18. Mr. Chidester seconded the motion.

Action: Following a roll call vote, the motion passed unanimously.

Officers for FY 2017-18:

- Chairman: Sheriff Mark Armentrout
- Vice- Chairman: Tim Reeves
- Treasurer: Nikki Cannon

H. CITIZEN'S COMMENTS:

I. OTHER BUSINESS OR INFORMATIONAL ITEMS:

J. ADJOURNMENT:

Chairman Armentrout asked if there was a motion from the floor to adjourn.

Motion: Sheriff Millirons made the motion to adjourn the meeting.
Mr. Workman seconded the motion.

Action: The motion passed unanimously.

There being no further business to come before the Authority, Chairman Armentrout adjourned the meeting at 10:28 am.

Chairman Mark A. Armentrout