

NEW RIVER VALLEY REGIONAL JAIL AUTHORITY
January 9, 2015
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 10:00 a.m. by Chairman Shannon Zeman with fourteen (14) members and six (6) alternate present.

MEMBERS PRESENT:	Bland County:	Sheriff Thompson; Mr. Workman
	Giles County:	Mr. Chidester; Sheriff Millirons
	Wythe County:	Sheriff Dunagan; Mr. Reeves
	Radford City:	Mr. Young;
	Grayson County:	Sheriff Vaughan; Mr. Sweet
	Floyd County:	Sheriff Zeman; Mr. Turman
	Pulaski County:	Mr. Conner; Sheriff Davis
	Carroll County:	Sheriff Gardner

ALTERNATES PRESENT:	Carroll County:	Ms. Cannon; Ch. Deputy Bourne
	Floyd County:	Mr. Allen
	Giles County:	Mr. Martin
	Radford City:	Mr. Humphrey
	Pulaski County:	Mr. McCready

STAFF & GUESTS PRESENT:	Superintendent Gerald McPeak
	Lt. Col. Tom Lawson
	Jim Cornwell—Sands, Anderson, Marks & Miller
	Robert Lyons—NRVRJ Maintenance Dept.

Chairman Zeman welcomed the board and wished them a Happy New Year. He also welcomed newly appointed Wythe County Sheriff Dunagan and our newly elected interim Secretary Sheriff Gardner.

B. ROLL CALL:

Sheriff Gardner called the roll and reported a quorum present.

C. APPROVAL OF DECEMBER 2014 MINUTES:

The Minutes from the December 2014 meeting were distributed to the Board. Chairman Zeman asked if there were any additions or corrections to the Minutes.

Motion: Mr. Reeves moved that the December 2014 Minutes be approved as presented. Mr. Workman seconded the motion.

Action: The motion passed unanimously.

D. OLD BUSINESS:

None.

E. COMMITTEE REPORTS:

Personnel Committee:

Mr. McCready said that the Personnel Committee had met today and discussed a number of issues. The only thing they had to report was that they continue to monitor the Sick Leave Policy usage. The jail has had quite a stint with flu. Not only with staff but also with inmates and it has caused some staffing shortages but everyone is taking care of business and it's working just fine.

Operations Committee:

Sheriff Vaughan said that the Operations Committee did meet today and reviewed some transportation issues but they have been taken care of. The group also talked about the GPS devices that were put on the vans. It was reported that they are working well and we're getting some good information back from them. Also they discussed the possibility of budgeting for the officer worn body cameras for next year. There has been a push for those across the country and it may be a good idea for us to consider those for our transportation officers.

Finance Committee:

The Finance Committee did meet today. Ms. Cannon reviewed copies of the Financial Report for July-December 2014 with the Authority members.

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

Action: Following roll call, the motion passed unanimously.

The Budget Planning process will begin soon. Information is being gathered but dates for planning sessions have not been set. If there is anything that anyone wants to focus on during the budget process, please contact Ms. Cannon or Superintendent McPeak.

Design/Construction Committee:

The Design/Construction Committee did not meet.

Chairman Zeman asked Mr. Cornwell if he had anything. Copies of a memo from Attorney General Mark R. Herring in regards to ICE detainees (Dept. of Immigration and Customs Enforcement) were handed out and Mr. Cornwell reviewed them with the group. This provided some useful information and answered questions that local facilities may have in regards to these detainees.

F. SUPERINTENDENT'S REPORT:

Superintendent McPeak reviewed his report in detail. He pointed out contraband seized such as tobacco, lighters, marijuana, Rx meds, tattoo materials and a hacksaw blade. The blade was found inside of a trusty's boot during an internal investigation being conducted here at the jail. Our investigators were working on some information that they had received from an informant here at the jail and it led them to the laundry department to talk to some trustees. It is our policy when we have interaction with an inmate during an investigation; we're going to search that inmate. In doing so, when the investigator pulled the insoles out of the trusty's boot he found a broken hacksaw blade. As it would have it, the inmate had no idea he was walking around with that in his boot. When this inmate was made a trusty, he didn't have any shoes that he could wear. From time to time, we have shoes in a lost and found bin in booking. So these shoes were taken from booking, washed in our laundry and then given to the inmate. The hacksaw blade was rusted so we know that it had been through the wash and that inmate had unknowingly been walking around with this for quite some time. Our thoughts are that when the original owner came in the blade wasn't detected and the boots were placed in his property. When then he left, he didn't take the boots with him and they were left here. But our officers/investigators did their jobs and we were able to get this potentially dangerous object out of the facility.

In employee activity, we had 5 new hires: 1 nurse, 1 cook and 3 officers.

We had 2 officers to resign and our next academy will begin on Feb. 23, 2015.

This month, we had 1 disability retirement, 1 service retirement and 1 termination. The termination reverted back to an investigation from several months ago regarding an officer with steroids. That finally worked its way through the court system and the individual plead guilty. Obviously with it being a felony conviction we had no choice but to terminate his employment.

We had 6 new hires to start work on January 5th and currently we still have 8 open positions. We are actively testing and have 5 people in the pre-employment investigation stage.

Superintendent McPeak reviewed the totals for the inmate programs we are currently having. However, most of our inmate programs are on winter break and will resume in the spring.

We are still waiting for 2 more quotes on our solar system repairs. One of those companies is going to be here today to look at the system and get an idea of what to do with their proposal.

Our medical services RFP-Request for Proposal was advertised the week before Christmas. We had a request for an extension due to the holidays to allow them time to prepare. The deadline is for all proposals to be in the Superintendent's office by noon on January 14th. Hopefully next month we will be able to report that we are moving forward with that. We highly expect that Carilion will be the only offer that we will have and we know that they are planning to make a proposal.

Yesterday we experienced some losses in equipment due to the cold weather. The Administration department that we are in is part of the building not functioning as it's supposed to. We need an electronic board for one of the HVAC units so we are using some make-up air to get this building working. But we will have to get some equipment for it. We have a boiler that has been in alarm for a couple of days. We had to order a \$2,300 piece of equipment to go on that to repair it. Some extra external heating has been required to keep equipment running in the penthouses. As it stands this morning everything is operational and we haven't suffered any major losses.

As Mr. McCready mentioned earlier, we have had many people with the flu lately. We had to lockdown two female pods. If we get 3 or more people in a housing unit that are suffering symptoms of the flu we will just go ahead and lock it down to eliminate that contact and transmission. We will lock it down for 4 or 5 days and let everybody get over their sickness. Then we'll go back to normal operations. That has worked fairly well for us and both of those units are off of lockdown now. Plus it keeps the staff coming in contact with those folks and having them contract it.

Our headcount today is 843 and we sent 10 inmates to Nottaway this morning.

Superintendent McPeak gave an update on our video arraignments. In comparison, in 2007 we conducted 1, 651 arraignments in 2014 we conducted 2,265. It probably would have been more than that but we had an issue where our system was down for a few weeks. But that's about 205 trips that we didn't have to leave here with a van full of inmates. That saves us a lot of money and increases public safety by those folks not having to go out on those vans.

Sheriff Davis asked if the jail had to deal with the IRS taxing officers for shoes and jackets. Superintendent said that he had spoken with our auditor when he was here regarding this. Because of the way that we handle the uniforms, our auditor was ok with that. The officers don't purchase them. We purchase the uniforms for them and we keep them here. We don't allow the officers to wear them anywhere else other than work. We explained that process to our auditor and he seemed ok with it. He said it wasn't something we have to address. Sheriff Davis asked the name of our auditor (Mr. Gordon Jones) so that he could contact him in regards to this. Sheriff Vaughan added that there was some case law supporting this taxing of shirts, boots, etc. He said that the Sheriff's Association met with US Senator Warner regarding it and hopefully there would be some changes coming up that should help us out.

Mr. Turman said he had a citizen complain to him about the cleanliness of the trustees working in his jurisdiction. Mr. Turman said that he told the citizen that the jail had a personal hygiene policy and their own laundromat onsite. He also added that the gentleman that made the complaint had a grandson that was an inmate here at the jail. The Superintendent said what they wear depends on the job they were doing. For instance if we sent trustees to the Resource Authority to shred tires in a brand new uniform we would have to trash it when they came back because it would be black. He said that he didn't know of ever sending anyone out filthy but he

knew they did sometimes go out in uniforms with some stains, paint, etc. Chairman Zeman added that in Floyd County they have an employee that washes the trusty's underclothes and t-shirts for them. Floyd County also has a shower facility there at the Sheriff's Office and purchases body wash for the trustees.

G. NEW BUSINESS:

H. CITIZEN'S COMMENTS:

I. OTHER BUSINESS OR INFORMATIONAL ITEMS:

J. ADJOURNMENT:

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

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

Action: The motion passed unanimously.

There being no further business to come before the Board, Chairman Zeman adjourned the meeting at 10:31 am.

Secretary, Sheriff Gardner

