

Hampton Roads Regional Jail

Board Meeting 12/18/2019

Members & Alternates Attendance

- Chris Pascal (CSO) Proxy
- Nathan Clark (P)
- Dr. Patton (P)
- Gabe Morgan (NNSO)
- Mike O'Toole (NSO)
- Robert Geis (C) Chairman
- Martin Thomas (N)
- Karen Bowden (HSO)
- Alan Archer (NN)
- Robert Ike (C)
- Michael Goldsmith (N)
- Brian DeProfio (H)

A quorum was present.

Others Recorded Attending: Asst. Supt. Chris Walz; Ms. Krasinda Barton; Pam Westbrook; Deborah Hand; Deanna Isom; Capt. Barnes; Capt. Bhagirath; Jeff Rosen, Esq.; Rebecca Hopkins.

Call to Order

- Robert Geis (hereafter, CG) called the regular meeting of the Hampton Roads Regional Jail Authority to order at the Hampton Roads Regional Jail, 2690 Elmhurst Lane Portsmouth, Virginia 23701, on the 18th day of December at 1:30 p.m. in the large training room.

Opening

CG opens the meeting welcoming everyone.

Approval of Minutes

CG allowed time for the Members to review the minutes.

CG asked for a motion for the Board to approve the minutes from November 20th. Alan Archer moved to approve the minutes. Nathan Clark seconded. The Motion Carried.

Appointment of Nominating Committee

Every February a new chairman and vice chair is elected. We do want to appoint a committee. Any volunteers?

Gabe Morgan – I did it last year I'd be happy to do it this year as well.
Bob Geis – Since I am the current chair I can voice on that as well.

Treasurer's Report

- Deborah Hand – The only significant numbers we are looking at is personal services and benefits which is trending down. Other charges which is utilities is trending down as well.
- Deborah Hand – I would like to request the board to adopt the treasurer's report.
- Gabe Morgan Motioned. Martin Thomas Seconded. The motion carried.

Proposed Budget for FY2021

- Deborah Hand – This will not be finalized until February. So, any changes made today will be added. Personal Services will be an increase of 2.7% this includes the compensation board will include it. We are also including an additional 20 new sworn officers in next years budget. We have worked very closely with the finance committee and they have been instrumental in helping us moderate the increases. They suggested that we phase in the 20 officers. So, the plan is to bring in 10 July 1 and 6 months later bring in the next 10. We built the budget out over the next 4 years on that same plan. So, we built it to bring in 10 new officers every 6 months and there is not a set number. Superintendent will tell you that we do not have a set number, but we plan to phase these in until we can take inmates to medical and have all posts covered without excessive overtime. We did increase vacancy savings for next year as well because we do know that it will be a hard push to get these people in.

Gabe Morgan – How many current vacancies do you have?

Deborah Hand – We have 18 at the moment.

Gabe Morgan – So if you add 20 to that are we going to be able to make that?
Should we space that out greater than 6 months?

Lt. Col. Walz – We do believe that we can get it in and we have people at events all the time.

Bob Geis – This is an art more so than a science. I think everyone would agree that staff has to be increased on the security side here. There will be a tipping point it's just getting to that point. The debate was only putting 10 in here this year and then next year go to 20 or phasing 20 in this year and that was the way everyone decided to go.

Deborah Hand – If for whatever reason we can not meet the 20 this year then we would of course reevaluate for next year.

- Brian DeProffio – We had a lot of these same discussions in the finance committee meetings as well and making the adjustments that we did with the vacancy savings and we did add some of the reserve funds to make this all possible.
- Deborah Hand – We chose to infuse the budget with 1.6 Million of our equity which is equivalent to \$4 in per diems to try to hold down the increase. A one-time funding for capital needs. We have met reserves for everything. Employee Benefits will see a large jump at 11.5%. VRS increased their rate from 12.85 to 14.46 we are also proposing to the board the Hampton Roads Regional Jail submit a resolution to VRS to

change our modifier from 1.7 to 1.85 for our law enforcement officers so that would be about \$297,000.00

- Robert Geis – This is an additional benefit. They will get a higher rate on return on their years in service. So, we are hoping that this will make us more competitive with the hiring. I know a lot of young people do not know the value in this, but I think this is also a retention tool as well.
- Nathan Clark – That is the highest multiplier you can get, and you cannot get any higher than that.
- Deborah Hand – There is some smaller increases as well, the VICA line up duty premium went up this year and workers comp premium we are just estimating a 10% increase this year. The VA Risk premium went up as well and to offset that I have tried to reduce the estimates for the Utilities. I have brought that down to almost \$100,000.00. Capital Outlay – the biggest increase is computer equipment. So, the previous year we have been doing the upgrades with our network and servers. With those upgrades we have diverted money from routine equipment replacement like desktops, printers, and scanners. Now we must play catch up and I have added \$74,000.00 to the budget for that. We have decreased capital equipment and radios. The biggest change in revenue is the change in member per diems. We are estimating about \$300,000.00 left in Comp Board per diems because of the lower population but we built in \$186,000.00 in additional funding assuming the Comp Board would be kind enough to give us a 2% raise. We also increased the out of compliance medical reimbursement by \$300,000.00. So, we have tasked our medical contract monitor with collecting the data and formulating the data in the right format to submit to DOC for reimbursement for our medical and he has done an amazing job in capturing all the information. We have seen an increase in the funding that has come back with that. We are increasing investment income by 100%. We are getting ready to reinvest after the 1st of the year. We also have our operating reserve invested in LGIP so we have seen an increase in that. In 2015 our expenses in medical were a little under 10 million in 2019 our expenses are 12 million. So, we pay CCS and that includes their fixed fee for management which is \$649,000.00 a year. We built in a 2% increase for the management fee and then Pharmacy in down from last years numbers as well as dialysis.

Gabe Morgan – We were back and forth with the hospital, have we settled that?

Col. Walz – Yes, I believe Rick has a call with them today.

Deborah Hand – We received an initial check of \$377,000.00 and we received a follow up check of \$23,000.00. We held a close out meeting last week and they have recovered all the funds they believe they will be able to recover.

Gabe Morgan – With Mercy taking over, what does that look like?

Deborah Hand – We really only send inmates there if it is an emergency. We send everyone to Sentara Norfolk General because of the previously not liable pre-existing condition situation we have damaged our relationship with Maryview.

Dr. Patton – What do you mean?

Deborah Hand – If an inmate has a pre-existing condition we do not have to pay that and so the hospital has to absorb that cost. Maryview will not accept our inmates unless it's an emergency, correct?

Pam Westbrook – Yes. That is correct.

Gabe Morgan – That is how we are recovering this money. The inmate is responsible for that care if it is a pre-existing condition.

Dr. Patton – We just had Bon Securus president come speak not long ago and they have said there are no plans to close Maryview.

Nathan Clark – If that was to happen then it would leave us without a Hospital within City limits except the Naval Hospital. So, we will keep in touch with everyone here when we speak with them again.

Deborah Hand – Superintendent had tried to set up a meeting with them to try to work something out to see if we could get Medicaid rates and that the Jail would pay those rates but they will not engage in any discussions.

Mike O'Toole – Your Average Daily population is down about 100. If that should change, are your projections in the coming years covering that?

Deborah Hand – The only thing we included in the budget as a "what if" was food service. We did food service on a full complement of inmates. All the other calculations were based on a 4-year average.

- Deborah Hand - Debit service – working with the finance committee, we took several large projects that we are going to pay as a cash finance project. 52 air handlers on the roof, modernizations on the elevators, and replacement of the Jail Management System. We worked with PFM our financial advisor to come up with the numbers for an additional debit service payment if we were to finance those projects through a bond sale so that is what we have included in the budget. We are working with the department of Mines, Minerals and mining to do an energy audit and energy upgrades. So, some for those projects could fall into that as well. The increase in purchase services was driven by the contract monitor should the DOJ require that, and we also increased the funding for medical contract monitor. We have 2 large bids that we have done this year which is inmate commissary and inmate food service. The commissary we did get an increase but with the population now we have lowered that. The food service rate is a sliding scale so the smaller the population the higher the rate so that is up a little. We do use cooperative contracts and state contracts, we have over 100 volunteers that work in the jail, we have no academy so there is no overhead to save costs. We are talking to a broker to look at our health insurance, we're hoping that there is a cooperative contract that we can write on possibly to reduce the costs of the premiums. We do have the 2 grants and those will not affect our budget. We do not know if they will be renewed until the state budget comes out.
- I like to recommend that the board adopt the preliminary 2021 budget.
- Brian DeProfio Motioned to approve the budget. Gabe Morgan seconded. The motion carried.

Review of operations and Activities

Medical

- Pam Westbrook – Since the last board meeting we have 49 patients (hereafter Pt) receiving medications for HIV. For the Temporary Detainment Orders currently it is 7 out of the 8 we have requested these are for the month of November. We have 5 pregnant females in the facility. 2 over 30 weeks and 2 are currently on Opiate Replacement Maintenance. We have 20 Pts with Cancer. 1 Pts receiving radiation and 1 receiving chemotherapy. Within the facility we have 25 men over the age of 65 and 3 females

over 65. In reference to the special needs list we have 9 Pts with paraplegia. 16 that are intellectually delayed and 6 receiving dialysis. We have 3 total care Pts. We also have 3 Pts that need assistance with care. For our upcoming surgeries we had a plastic surgery from a gunshot wound. 1 Oral surgery related to a jaw fracture.

Dr. Patton – The care for some of those that have committed crimes in my city is better then most of those that haven't. I commend our medical department here for all they do.

Gabe Morgan – We struggle with that to and we are bound by the law to provide this medical treatment and I believe they will be making it a law that addiction will be a standard of care.

Jeff Rosen – The Department of Corrections now as a standard of care is doing Hep C treatment for each and every inmate. To try to balance this out you may want to contact your senator and representatives to try to place a cap on these civil rights cases.

Security

- Capt. Bhagirath – For our jurisdictional runs for the city of Chesapeake – 57 runs, Hampton a total of 67, Newport News a total of 81, Norfolk 82 and Portsmouth had 26. Transportation runs to include courts, bonding and releases to total 313. We had 4 trips to DOC, 11 to Maryview Hospital, 28 to Norfolk General, 9 runs via ambulance, 29 ER run by jail transport, 115 scheduled medical appointments, and 19 runs to the mental health facilities. This totals to 215. If you include everything it is 528 and then the return trips to the facility are 391, for a grand total of 919 transportation runs.

Human Resources

- April Brumley – We currently have 18 vacancies. As mentioned before our vacancies have remained about 17-20 over the last few months but we are very happy that those vacancies are not increasing. For the month of November, we had 4 immediate resignations – 1 officer took another job in another state and the 3 others resigned due to personal reasons. We also have 3 terminations who were all no call no show for 3 or more shifts. I understand that we need to work on a more aggressive recruitment strategy and I'm comfortable and confident that this on-site job fair that we are having in January that we will get those 18 vacancies down. If we have a great success with that then the goal is to do an on-site job fair every 6 months and to heavy advertise via Radio, Print, Social Media and word of mouth. Lastly, we are revamping our social media and we will be doing a recruitment video.

Nathan Clark – Do we do any negotiations with people who are previously certified or have experience?

Lt. Col. Walz – Superintendent does take that into consideration.

Gabe Morgan – May need to consider retirees coming back part time.

April Brumley – We do have some that do that, and they help us out tremendously.

- April Brumley – We have 9 new hires starting on January 6th. We have 21 interviews scheduled tomorrow and Friday and then we have 7 polygraphs scheduled for this week and next week. As far as retention, I am going to implement a new hire 30-day, 60-day and 90-day check in processes. We will start doing VRS workshops as well to try to help with retention.
- Lt. Col. Walz – We are also working with our military personal with the GI Bill. They will receive funds from that for the training they do with the academy and here as well.

Maintenance Projects

- Capt. Barnes – The maintenance department has completed 270 work orders. They are removing the boilers in the boiler room and getting that project started. Since the last meeting we also had the digital x-ray installed and that has been completed. The monthly elevator check was completed. On the records and classification side we had a total of 159 new intakes and a total 145 releases.

Mental Health Grant

- Bruce Hurdle – For the quarter which starts October to the present we have had 102 referrals and out of those 46 were enrolled with the grant. This Quarter we completed thinking for a change and seeking safety. Clients that have released year to date we have had 135 clients that have been released and 74 of those report to the CSB. For just the month of November we had 8 TDOs and 7 of those were granted.

Closed Session

CG- We do have material for a closed session.

- Chairman Geis read the Closed Session statute.
- Roll Call was taken prior to the closed session.


Closed Session

After the Closed Session, Roll Call was taken. The statute was then read to reopen the session.

CG – That is all of our agenda items. I would entertain a motion to adjourn. Dr. Patton Motioned for adjournment and Michael Goldsmith seconded. CG adjourned the meeting.

The next meeting is scheduled for January 15th.

Chair Signature: _____



Recording Secretary: _____

