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AGENDA

HAMPTON ROADS REGIONAL JAIL AUTHORITY MEETING

Wednesday, May 19, 2021

1:30 p.m. via virtual meeting

Public attendance is available via Zoom Link on Commonwealth Calendar

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Next regularly scheduled meeting is June 16, 2021.

Hampton Roads Regional Jail Authority Agenda Regular Meeting

Christopher Price, City Manager, Chesapeake

Alternate: Robert Geis, Deputy City Manager, Chesapeake,

Alternate: Nancy Tracy, Director of Finance, Chesapeake

Jim O'Sullivan, Sheriff, Chesapeake

Alternate: Col. Clayton Bennett, Chief Deputy, Chesapeake

Robert Ike, Jr., City Council Member, Chesapeake

Alternate: John De Triquet, City Council Member, Chesapeake

Chris Snead, City Council Member, Hampton

Alternate: Chris Bowman, City Council Member, Hampton

Karen Bowden, Sheriff, Hampton

Alternate: Major Rich, Undersheriff, Hampton

Mary Bunting, City Manager, Hampton

Alternate: Brian DeProfio, Assistant City Manager, Hampton **Chair**

Sharon P. Scott, City Council Member, Newport News,

Alternate: Honorable Tina Vick, City Council Member, Newport News

Gabriel A. Morgan, Sheriff, Newport News

Alternate: Col. Eileen Sprinkle, Chief Deputy, Newport News

Cynthia Rohlf, City Manager, Newport News

Alternate: Alan Archer, Assistant City Manager, Newport News

Martin A. Thomas, Jr., City Council Member, Norfolk

Alternate: Paul R. Riddick, City Council Member, Norfolk

Joseph Baron, Sheriff, Norfolk

Alternate: Lt. Col. Michael O'Toole, Norfolk Sheriff's Office

Dr. Larry Filer, II, City Manager, Norfolk

Alternate: Michael Goldsmith, Deputy City Manager, Norfolk

Lisa Lucas-Burke, City Council Member, Portsmouth **Vice Chair**

Alternate: William E. Moody, Jr., City Council Member, Portsmouth

Michael Moore, Sheriff, Portsmouth

Alternate:

LaVoris Pace, Interim City Manager, Portsmouth

Alternate: Mimi Terry, Chief Financial Officer, Portsmouth

Cc: Interim Superintendent Jeff Vergakis
Assistant Superintendent William Anderson
Deborah Hand, Director of Finance

Captain Karas Mack
Rebecca Hopkins, Executive Assistant
Captain Winston Bhagirath

Hampton Roads Regional Jail

Board Meeting 4/21/2021

Members & Alternates Attendance

- Jim O'Sullivan/Clayton Bennett (CSO)
- Gabe Morgan/Eileen Sprinkle (NNSO)
- Robert Geis (C)
- Robert Ike (C)
- Martin Thomas (N)
- Sharon P. Scott (NN)
- Alan Archer (NN)
- LaVoris Pace/Mimi Terry (P)
- Lisa Lucas-Burke (P) **Vice Chair**
- Brian DeProfio (H) **Chair**
- Karen Bowden (HSO)
- Michael Goldsmith (N)
- Chris Snead/Chris Bowman (H)
- Joseph Baron/Mike O'Toole (NSO)

A quorum was present.

Others in Attendance:

Col. Jeff Vergakis; Lt. Col. William Anderson; Deborah Hand; Deanna Isom; Capt. Mack; Capt.

Bhagirath; Pam Westbrook; Bruce Hurdle; Jeff Rosen, Esq.; Rebecca Hopkins

Call to Order

- Chairmen DeProfio called the meeting of the Hampton Roads Regional Jail Authority to order, on the 21st day of April at 1:30 p.m. via Virtual Zoom.

Opening

- Chairmen DeProfio opened the meeting and welcomed everyone.

Approval of Minutes

- Chairmen DeProfio asked for a motion for the Board to approve the minutes from the March 17, 2021 meeting. Alan Archer moved to approve the minutes and Sheriff Gabe Morgan seconded; a roll call vote was taken per the virtual meeting instructions; the motion carried.

Treasurer's Report

- Deborah Hand – Reported that expenses were all down and were projected to come in under budget. Personal services and employee benefits are trending under budget as well.

- Chairmen DeProfio asked for a motion to approve the Treasurer's Report. Lisa Lucas-Burke moved to approve the report and Sheriff Gabe Morgan seconded; a roll call vote was taken per the virtual meeting instructions; the motion carried.

Review of operations and Activities

Medical

- Pam Westbrook – Reported that during the month of March there were 35 Patients (hereafter Pts) receiving HIV medications, there were three temporary detainment orders (hereafter TDOs) and three pregnant females. She reported there were 2 paraplegics, 22 Pts who were intellectually delayed, 4 Pts who received dialysis, and 2 Pts that needed assistance with care. There have not been any Covid Pts in the facility during the month of March. She stated there were 2 upcoming surgeries.
- Robert Geis – Questioned how the load of work is on the medical staff currently.
- Pam Westbrook – Answered that they were handling it well, they can train the staff, and the staff feels more comfortable.
- Sheriff Gabe Morgan – Questioned if any credit will be given for the staffing for the medical contract.
- Deborah Hand – Answered that it was a quarterly reconciliation and at the end of the quarter then the jail could receive a \$100,000 dollar return on the staffing.

Security

- Capt. Bhagirath – Reported Housing Unit two has been vacated. Housing unit one and three are fully up and running. The jail has also implemented the housing unit manager concept.

Human Resources

- April Brumley – Reported nine jail officers were hired in April, seven for the month of May, and there was 12 additional in the pipeline to start in May as well. One master control operator and one records clerk were hired in April. As of April 15th, there were three separations and a total of nine for the month of Mach. She reported that the first \$500 payment for the sign on bonus was just given. An onsite career fair will be held on April 23rd.

Maintenance Projects

- Capt. Mack – Reported that 483 transportation runs were completed, 315 work orders by the maintenance department, 45 new intakes and 137 releases, 191 video court hearings were conducted, and 958 inmates were seen by the medical department.

Mental Health Grant

- Bruce Hurdle – Reported that for the quarterly report the CORE Program has received 109 referrals and 61 were accepted, and 45 inmates have received services. 27 inmates received program services upon being released and 25 of those received medication, 10 received housing assistance, and 11 appeared at their first CSB appointment. Six inmates secured employment and 18 secured health insurance benefits, and no inmates recidivated during that timeframe.

Superintendent Report

- Col. Vergakis – Reported that HRRJ is Covid free and accepting inmates. Vaccinations are being given to inmates and staff. He reported that HRRJ is six months into the DOJ agreement and the second status report has been provided to the monitor. Consolidations are still ongoing, and the mandatory posts has gone from 22 to 18. The housing unit that is closed is being repaired and painted where needed. Training is also occurring within that housing unit when available. Restrictive housing is being demised and protective custody inmates have been removed from restrictive housing. Hiring and retention efforts are up but the applicant pool is small and shared with each jurisdiction along with others. The mental health grant has been submitted to DCJS for another year and an RFP is out for the preventative maintenance service contract. A draft contract with the medical contractor is in hand and will be given to Attorney Jeff Rosen for final review soon. HRRJ has currently switched over to GTL for the inmate phone and mail services. Several committees have been founded to include a strategic committee that will provide a five-year plan to the board at a later date.
- Lisa Lucas-Burke – Questioned when the medical contract would be finished and if a timeframe could be excepted.
- Deborah Hand – Answered that HRRJ should be sending it to Jeff Rosen within 2 weeks.
- Sharon Scott – Questioned whether HR has reached out to the local high schools for candidates.
- April Brumley – Answered that she has started that process.

Closed Session

- Alan Archer read the motion to go into closed session. Lisa Lucas-Burke seconded; a roll call vote was taken per the virtual meeting instructions; the motion carried.

Closed Session

- Alan Archer read the motion to reconvene in open session. Lisa Lucas-Burke seconded; a roll call vote was taken per the virtual meeting instructions; the motion carried.
- Sheriff Gabe Morgan – Motioned on behalf of the finance committee that the Board adopts the proposal of PFM Consultants to pay a rebate to the member jurisdictions, said rebate to be calculated based on actualized inmate population for 2021 and 2022 and said rebates are to be included in the 2021 and 2022 budgets. A roll call vote was taken per the virtual meeting instructions; the motion carried.

Adjournment

The next meeting is scheduled for May 19, 2021.

Chair Signature: _____

Recording Secretary: _____

**HAMPTON ROADS REGIONAL JAIL AUTHORITY
TREASURER'S REPORT
GENERAL OPERATING BUDGET
April 30, 2021**

	ADOPTED FY 2021 BUDGET	TRSF/ ADJUST FY 2021 BUDGET	ACTUAL FY THRU 04/30/21 ACTUAL	PROJECTED TOTALS 06/30/21	PROJECTED VARIANCE 06/30/21
<u>REVENUES / SOURCES</u>					
Commonwealth Per Diems, net	2,350,000		1,586,908	1,904,290	(445,710)
Reimbursement - Compensation Bd	10,886,232		8,897,419	10,676,902	(209,330)
Member Per Diems	31,363,538		26,113,600	31,336,320	(27,218)
Out-of-Compliance Medical	800,000		840,313	1,260,470	460,470
USDJ OPJ Bulletproof Vest				-	-
Investment Income	200,000		12,112	14,535	(185,465)
Telephone Revenues	400,000		307,023	409,364	9,364
Gain (loss) on Disposal of Property			10	10	10
Inmates' Keep Fees	120,000		119,090	142,908	22,908
Special Revenues	364,000		353,889	471,852	107,852
Miscellaneous Revenues	30,000		29,252	35,102	5,102
Grant		481,381	175,230	481,381	
Cash from Fund Equity	1,600,000			1,600,000	
Capital Repair and Replacement				-	-
Operating Reserve	(990,858)		(990,858)	(990,858)	-
TOTAL REVENUES / SOURCES	47,122,912	481,381	37,443,987	47,342,275	(262,018)
<u>EXPENDITURES / USES</u>					
Personal Services	14,918,431	(80,000)	10,246,740	12,296,088	(2,542,343)
Employee Benefits	6,683,356	510	4,309,821	5,171,785	(1,511,571)
Inmate Medical Services	12,856,705		9,976,429	11,971,715	(884,990)
Purchased Services	2,962,039		2,169,434	2,603,321	(547,029)
Other Charges	2,974,168	188,311	2,247,241	2,543,252	(619,227)
Materials and Supplies	728,500	81,602	535,924	643,109	(166,993)
Miscellaneous - Special	364,000		109,352	364,000	-
Grant		481,381	216,506	481,381	-
Capital Outlay	562,500		463,733	562,500	-
Financing Costs	4,708,213		505,289	4,708,213	-
Total Expenditures / Uses	46,757,912	671,804	30,780,469	41,345,364	(6,272,153)
Fund Balance: Change in Net Position	365,000	(190,423)	6,663,518	5,996,911	6,010,135
Total Exp. / & add to Fund Balance	47,122,912	481,381	37,443,987	47,342,275	(262,018)

FY 2022 BUDGET VARIANCES

	FY 2022 Feb Proposed Budget	FY 2022 May Proposed Budget	\$ Variance	% Variance
REVENUES/SOURCES				
COMMONWEALTH PER DIEMS	2,350,000	1,175,300	(1,174,700)	-49.99%
REIMBURSEMENT - COMP BOARD	11,304,348	11,013,839	(290,509)	-2.57%
DOC REIMBURSEMENT-OOC MEDICAL	800,000	300,000	(500,000)	-62.50%
MEMBER PER DIEMS	33,006,038	32,845,438	(160,600)	-0.49%
INVESTMENT INCOME	12,000	12,000	0	0.00%
TELEPHONE REVENUES	450,000	200,000	(250,000)	-55.56%
INMATES' KEEP FEES	150,000	50,000	(100,000)	-66.67%
SPECIAL REVENUES	379,000	213,000	(166,000)	-43.80%
MISCELLANEOUS REVENUES	50,000	15,000	(35,000)	-70.00%
CASH FROM FUND EQUITY	1,935,000	1,935,000	0	0.00%
SUBTOTAL-- REVENUES	50,436,386	47,759,577	(2,676,809)	-5.31%
REVENUE (EXCESS) / SHORTFALL	(24,715)	160,723	185,438	750.31%
TOTAL REVENUES/SOURCES	50,411,671	47,920,300	(2,491,371)	-4.94%
	FY 2022 Feb Proposed Budget	FY 2022 May Proposed Budget	\$ Variance	% Variance
EXPENDITURES/USES				
PERSONAL SERVICES	15,484,010	12,618,622	(2,865,388)	-18.51%
EMPLOYEE BENEFITS	6,517,270	5,810,147	(707,123)	-10.85%
MEDICAL SERVICES	14,106,795	9,467,593	(4,639,202)	-32.89%
PURCHASED SERVICES	3,315,739	2,839,028	(476,711)	-14.38%
MATERIALS AND SUPPLIES	742,000	544,000	(198,000)	-26.68%
OTHER CHARGES	3,055,310	2,918,410	(136,900)	-4.48%
CAPITAL OUTLAY	540,000	506,500	(33,500)	-6.20%
FINANCING COSTS	4,336,547	4,321,547	(15,000)	-0.35%
MISCELLANEOUS - SPECIAL	379,000	213,000	(166,000)	-43.80%
TOTAL EXPENDITURES	48,476,671	39,238,847	(9,237,824)	-19.06%
CAPITAL REPAIR / REPLACEMENT (CIP)	1,935,000	1,935,000	0	0.00%
EXPENDITURES	50,411,671	41,173,847	(9,237,824)	-18.32%
JURISDICTION PER DIEM REBATE	-	6,746,453	6,746,453	100%
TOTAL EXPENDITURES	50,411,671	47,920,300	(2,491,371)	-4.94%

FY 2022 BUDGET VARIANCES

	FY 2021 Adopted Budget	FY 2022 Proposed Budget	\$ Variance	% Variance
<u>REVENUES/SOURCES</u>				
COMMONWEALTH PER DIEMS	2,350,000	1,175,300	(1,174,700)	-49.99%
REIMBURSEMENT - COMP BOARD	10,886,232	11,013,839	127,607	1.17%
DOC REIMBURSEMENT-OOC MEDICAL	800,000	300,000	(500,000)	-62.50%
MEMBER PER DIEMS	31,363,538	32,845,438	1,481,900	4.72%
INVESTMENT INCOME	200,000	12,000	(188,000)	-94.00%
TELEPHONE REVENUES	400,000	200,000	(200,000)	-50.00%
INMATES' KEEP FEES	120,000	50,000	(70,000)	-58.33%
SPECIAL REVENUES	364,000	213,000	(151,000)	-41.48%
MISCELLANEOUS REVENUES	30,000	15,000	(15,000)	-50.00%
CASH FROM FUND EQUITY	1,600,000	1,935,000	335,000	20.94%
SUBTOTAL-- REVENUES	48,113,770	47,759,577	(354,193)	-0.74%
REVENUE (EXCESS) / SHORTFALL	(990,858)	160,723	1,151,581	116.22%
TOTAL REVENUES/SOURCES	47,122,912	47,920,300	797,388	1.69%
	FY 2021 Adopted Budget	FY 2022 Proposed Budget	\$ Variance	% Variance
<u>EXPENDITURES/USES</u>				
PERSONAL SERVICES	14,918,430	12,618,622	(2,299,808)	-15.42%
EMPLOYEE BENEFITS	6,683,357	5,810,147	(873,210)	-13.07%
MEDICAL SERVICES	12,856,705	9,467,593	(3,389,112)	-26.36%
PURCHASED SERVICES	2,962,039	2,839,028	(123,011)	-4.15%
MATERIALS AND SUPPLIES	728,500	544,000	(184,500)	-25.33%
OTHER CHARGES	2,974,168	2,918,410	(55,758)	-1.87%
CAPITAL OUTLAY	562,500	506,500	(56,000)	-9.96%
FINANCING COSTS	4,708,213	4,321,547	(386,666)	-8.21%
MISCELLANEOUS - SPECIAL	364,000	213,000	(151,000)	-41.48%
TOTAL EXPENDITURES	46,757,912	39,238,847	(7,519,065)	-16.08%
CAPITAL REPAIR / REPLACEMENT (CIP)	365,000	1,935,000	1,570,000	430.14%
EXPENDITURES	47,122,912	41,173,847	(5,949,065)	-12.62%
JURISDICTION PER DIEM REBATE	-	6,746,453	6,746,453	100%
TOTAL EXPENDITURES	47,122,912	47,920,300	797,388	1.69%

**HAMPTON ROADS REGIONAL JAIL AUTHORITY
FY2022 GENERAL OPERATING BUDGET
FIVE YEAR BUDGET PROJECTIONS**

	FY 2021 Adopted Budget	FY 2022 Projected Budget	FY 2023* Projected Budget	FY 2024* Projected Budget	FY 2025* Projected Budget	FY 2026* Projected Budget
REVENUES/SOURCES						
COMMONWEALTH PER DIEMS	2,350,000	1,175,300	1,175,300	1,175,300	1,175,300	1,175,300
LESS: COMMONWEALTH RECOVERIES						
REIMBURSEMENT - COMP BOARD	10,886,232	11,013,839	11,234,116	11,458,798	11,687,974	11,921,734
DOC REIMBURSEMENT-OOC MEDICAL	800,000	300,000	300,000	300,000	300,000	300,000
MEMBER PER DIEMS	31,363,538	32,845,438	34,237,913	35,469,788	36,701,663	37,796,663
INVESTMENT INCOME	200,000	12,000	12,000	12,000	12,000	12,000
TELEPHONE REVENUES	400,000	200,000	200,000	200,000	200,000	200,000
INMATES' KEEP FEES	120,000	50,000	50,000	50,000	50,000	50,000
SPECIAL REVENUES	364,000	213,000	213,000	213,000	213,000	213,000
CAPITAL REPAIR / REPLACEMENT						
MISCELLANEOUS REVENUES	30,000	15,000	15,000	15,000	15,000	15,000
CASH FROM FUND EQUITY	1,600,000	1,935,000	716,500			
DOC Reimbursement/Projects						
SUBTOTAL-- REVENUES	48,113,770	47,759,577	48,153,829	48,893,886	50,354,937	51,683,697
REVENUE (EXCESS) / SHORTFALL	(990,858)	160,723	(3,811,657)	(2,833,410)	(2,488,530)	(2,847,761)
TOTAL REVENUES/SOURCES	47,122,912	47,920,300	44,342,172	46,060,476	47,866,407	48,835,936
EXPENDITURES/USES						
PERSONAL SERVICES	14,918,430	12,618,622	12,770,932	13,680,801	14,602,967	15,047,268
EMPLOYEE BENEFITS	6,683,357	5,810,147	5,899,545	6,349,522	6,836,386	7,219,945
MEDICAL SERVICES	12,856,705	9,467,593	12,935,431	13,194,140	13,458,022	13,727,183
PURCHASED SERVICES	2,962,039	2,839,028	3,143,831	3,238,146	3,335,290	3,435,349
MATERIALS AND SUPPLIES	728,500	544,000	647,800	663,995	680,595	697,610
OTHER CHARGES	2,974,168	2,918,410	2,634,917	2,566,863	2,649,019	2,728,489
MISCELLANEOUS - SPECIAL	364,000	213,000	213,000	213,000	213,000	213,000
CAPITAL OUTLAY	562,500	508,500	567,125	587,239	587,862	604,014
FINANCING COSTS - EXISTING	3,867,350	3,886,547	3,873,591	3,878,770	905,266	3,823,078
FINANCING COSTS - NEW	841,863	435,000	900,000	1,050,000	4,060,000	930,000
EXPENDITURES	\$ 46,757,912	\$ 39,238,847	\$ 43,586,172	\$ 45,422,476	\$ 47,328,407	\$ 48,425,936
REQUIRED RESERVE CONTRIBUTIONS						
CAPITAL REPAIR / REPLACEMENT	\$ 365,000	\$ 1,935,000	\$ 756,000	\$ 638,000	\$ 538,000	\$ 410,000
EXPENDITURES	\$ 47,122,912	\$ 41,173,847	\$ 44,342,172	\$ 46,060,476	\$ 47,866,407	\$ 48,835,936
JURISDICTION PER DIEM REBATE	-	6,746,453	-	-	-	-
TOTAL EXPENDITURE	47,122,912	47,920,300	44,342,172	46,060,476	47,866,407	48,835,936
Member Per Diem Increases	6.00	4.00	3.00	3.00	3.00	2.00

*FY2023-FY2026 Budget projections are subject to changes as a result of future mediation and revisions to the Service Agreement

HAMPTON ROADS REGIONAL JAIL AUTHORITY
FY2022 PRELIMINARY ANNUAL BUDGET
MEMBER CITY PER DIEM PAYMENTS - CURRENT and PROJECTED

Member City Per Diems - FY 2021 BUDGET

<u>City</u>	<u>Budget Guaranteed Number of Inmates</u>	<u>Estimated Guaranteed Number of Inmates</u>	<u>Per Diems</u>	<u>Days/Yr</u>	<u>Budget Guaranteed Total Payments</u>	<u>Estimated Guaranteed Total Payments</u>
Chesapeake	250	250	\$ 77.00	365	\$ 7,026,250	\$ 7,026,250
Hampton	175	175	77.00	365	4,918,375	4,918,375
Newport News	200	200	77.00	365	5,621,000	5,621,000
Norfolk	250	250	77.00	365	7,026,250	7,026,250
Portsmouth	250	250	72.45	365	6,611,063	6,611,063
Total Member Per Diem -Guaranteed	1,125	1,125			31,202,938	31,202,938
Additional Per Diems - Reduced rate	11	-	40.00	365	160,600	160,600
Total Member Per Diem Payments	1,136	1,125			\$ 31,363,538	\$ 31,363,538

Additional Inmates: Rate = \$40.00 per day for maximum of 20% additional inmates

Member City Per Diems with \$4 increase in FY2022

<u>City</u>	<u>FY 2022 Projected</u>		<u>FY 2023 Projected</u>		<u>FY 2024 Projected</u>		<u>FY 2025 Projected</u>		<u>FY 2026 Projected</u>	
	<u>Per Diems</u>	<u>Total Payments</u>	<u>Per Diems</u>	<u>Total Payments</u>	<u>Per Diems</u>	<u>Total Payments</u>	<u>Per Diems</u>	<u>Total Payments</u>	<u>Per Diems</u>	<u>Total Payments</u>
Chesapeake	\$ 81.00	\$ 7,391,250	84.00	\$ 7,665,000	87.00	\$ 7,938,750	90.00	\$ 8,212,500	92.00	\$ 8,395,000
Hampton	81.00	5,173,875	84.00	5,365,500	87.00	5,557,125	90.00	5,748,750	92.00	5,876,500
Newport News	81.00	5,913,000	84.00	6,132,000	87.00	6,351,000	90.00	6,570,000	92.00	6,716,000
Norfolk	81.00	7,391,250	84.00	7,665,000	87.00	7,938,750	90.00	8,212,500	95.00	8,668,750
Portsmouth	76.45	6,976,063	79.45	7,249,813	82.45	7,523,563	85.45	7,797,313	87.45	7,979,813
Member Per Diems (guaranteed)	\$ 32,845,438		\$ 34,077,313		\$ 35,309,188		\$ 36,541,063		\$ 37,636,063	
Additional Per Diems-reduced	\$ 40.00	-	40.00	-	40.00	-	40	-	40	-
Total Member Per Diem Payments	\$ 32,845,438		\$ 34,077,313		\$ 35,309,188		\$ 36,541,063		\$ 37,636,063	
* Reduced rate maintained at \$40										
Per Diem Increase	\$ 4.00		\$ 3.00		\$ 3.00		\$ 3.00		\$ 2.00	

Hampton Roads Regional Jail Authority						
Projected Reserve Requirements						
<i>Cash Basis</i>	Adopted	Projected	Projected	Projected	Projected	Projected
\$4 per diem increase	2021	2022	2023	2024	2025	2026
Assumptions:						
Forecasted Operating Expenses	42,048,699	34,917,300	38,812,581	40,493,706	42,363,141	46,930,619
Annual Debt Service	4,709,213	4,321,547	4,773,591	4,928,770	4,965,266	4,753,078
Forecasted Capital Needs	365,000	1,935,000	756,000	638,000	538,000	410,000
Operating Reserve Requirement (30 days)	3,504,058	2,909,775	3,234,382	3,374,476	3,530,262	3,910,885
General Reserve (60 days of Operating Exp.)	7,008,117	5,819,550	6,468,764	6,748,951	7,060,524	7,821,770
Operating Reserve Requirement:						
Beginning Balance	3,539,215	3,504,058	2,909,775	3,234,382	3,374,476	3,530,262
From Operations (Annual Budget)						
From Existing Funds (General Reserve)	(35,157)	(594,283)	324,607	140,094	155,786	380,623
Ending Balance	3,504,058	2,909,775	3,234,382	3,374,476	3,530,262	3,910,885
Debt Service Reserve Fund	4,032,609	4,950,000	4,950,000	4,950,000	4,950,000	4,950,000
Capital Repair and Replacement Reserve:						
Beginning Balance	500,000	500,000	500,000	500,000	500,000	500,001
Budget Capital Expenditure	(365,000)	(1,106,000)	(756,000)	(638,000)	(538,000)	(410,000)
Carry Forward PY Capital Projects		(829,000)				
From Existing Funds (General Reserve)	365,000	1,935,000	756,000	638,000	538,000	410,000
Ending Balance	500,000	500,000	500,000	500,000	500,000	500,001
General Reserve Fund:						
Beginning Balance	12,829,797	11,890,812	10,389,372	13,120,422	15,175,739	16,970,482
Transfer to Operations	(1,600,000)	-				
Authority Annual Budget - Excess/(Shortfall)	990,858	(160,723)	3,811,657	2,833,410	2,488,530	2,847,761
Transfer to/from Operating Reserve	35,157	594,283	(324,607)	(140,094)	(155,786)	(380,623)
Transfer to Repair and Replacement Reserve	(365,000)	(1,935,000)	(756,000)	(638,000)	(538,000)	(410,000)
Ending Balance	11,890,812	10,389,372	13,120,422	15,175,739	16,970,482	19,027,620
Requirement	7,008,117	5,819,550	6,468,764	6,748,951	7,060,524	7,821,770
Overage (Shortfall)	4,882,695	4,569,822	6,651,659	8,426,788	9,909,959	11,205,850
Compliance	Yes	Yes	Yes	Yes	Yes	Yes

Column1	Column123	Column122	Column13	Column132	Column133	Column14	Column142	Column143
HAMPTON ROADS REGIONAL JAIL CAPITAL IMPROVEMENT PLAN								
<u>Project Description</u>	<u>FY-2021</u>	<u>FY-2021</u>	<u>Summary</u>	<u>FY-2022</u>	<u>FY-2023</u>	<u>FY-2024</u>	<u>FY-2025</u>	<u>FY-2026</u>
	Brought forward	Approved Budget	Includes all projects approved through 2021 Brought forward	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget
LONG-TERM DEBT CAPITAL PROJECTS								
Major Repairs and Replacements (Long - term Financing/Bonds):								
Performance Contract-Energy Audit (Self- funded)	2,440,000			9,894,708				
Air Handlers		2,600,000		-				
JMS Software replacement-pending Inmate Telephone RFP negotiation		500,000		-				
Roof Replacement-Moseley (Budget estimate reduced)		6,000,000	6,000,000	(714,584)				
Stormwater Retention Ponds remediation-Moseley		500,000	500,000	350,000				
*Elevator Modernization (Budget estimate increased)		300,000	300,000	40,000				
**Digital Radio System replacememnt				450,000				
*Kitchen Floor Replacement-Moseley (Budget estimate increased)		300,000	300,000	358,000				
*Inmate Shower Coating-Moseley (Budget estimate increased)		145,000	145,000	365,500				
Subtotal		10,345,000	7,245,000	10,743,624				
Long Term Projects Brought Forward				7,245,000				
Subtotal - All Long -term Financing				17,988,624				
Less Energy Savings offset				(9,894,708)				
Net Long Term Project Costs funded through Bonds		10,345,000	7,245,000	8,093,916				
ANNUAL CAPITAL IMPROVEMENT PROJECTS from Reserves								
**Smoke Damper Inspection and Repair (1152)				160,000				
Therapeutic modules for Mental health units				250,000		250,000		
Renovate Cell doors for Suicide watch				135,000		135,000		
*Replacement of Obsolete Fire Alarm Panels (Budget Estimate Increased)			25,000	75,000				
Paint and Caulk building exterior					190,000			
Commercial Oven			52,000					
Kitchen 1-Skillet and 2-Kettles, 2-Convection Ovens			85,000	50,000	65,000	65,000	150,000	85,000
5 Commercial Dryersm (Budget estimate increased)			50,000	15,000				
Tractor w/ A12 attachment, Model 2025R (Budget estimate increased)			26,000	15,000				
Rebuild Mohawk Boiler #1 and Burner			38,000					
Security Control Computer Equip Replacement			75,000	25,000	50,000	50,000	50,000	50,000
Hot Water Pumps (5)			36,000	18,000	22,000			
Chill Water/Condensing Pumps (6)			48,000	18,000	17,000	17,000		
Dishwasher			95,000					
Redesign and Replace SS kitchen sinks/tables			60,000			80,000		
Ice Machine replacement			12,000			13,000	13,000	
2 Cell Sense metal detectors			25,000					
Parking Lot repairs			50,000				75,000	
Duct Cleaning				225,000				
**Computerized Maintenance Management Software (CMMS)				120,000				
Digital Inmate Classification Records					75,000			
Electronic Records					75,000			
1 Dental Chair			37,000		37,000			
Replace Administration Carpet			115,000					
Add West side vehicle sallyport gate w/ card reader						50,000		
Replace East side sallyport vehicle gate						90,000		
electronic door lock for Unit Managers door						73,000		
Misc IT Improvements					75,000	50,000	50,000	75,000
Misc Building improvements					75,000	75,000	100,000	100,000
Misc Plumbing and Mechanical Upgrades					75,000	75,000	100,000	100,000
ANNUAL SHORT TERM CAPITAL PROJECT COSTS FROM RESERVES			829,000	1,106,000	756,000	638,000	538,000	410,000
Total approved Projects Brought Forward				829,000				
TOTAL FY2022 SHORT TERM CAPITAL PROJECT COSTS FROM RESERVES				1,935,000				
NET DUE FROM CAPITAL RESERVE FUND								
Delete from budget								

CAPITAL IMPROVEMENT PLAN

Project Description

FY-2021

FY-2021

Summary
Includes all projects
approved through
2021 Brought forward

FY-2022

FY-2023

FY-2024

FY-2025

FY-2026

Brought
forward

Approved
Budget

Proposed
Budget

Proposed
Budget

Proposed
Budget

Proposed
Budget

Proposed
Budget

LONG-TERM DEBT CAPITAL PROJECTS

Items below to be incorporated into the Emergency Upgrade project with no additional debt payment:

Bldg Automation/I-Net

Performance Contract-Energy Audit

Air Handlers

300,000

2,440,000

2,600,000

Item below to be incorporated into the Inmate Telephone contract with no additional debt payment:

JMS Software replacement-pending Inmate Telephone RFP negotiation

500,000

FACILITY NAME:

Hampton Roads Regional Jail 2021

Health Services Statistical Report	Average	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals YTD
AVERAGE DAILY POPULATION	591.5	700	663	569	434									700
MEDICAL														
INTAKE SCREENING BY WELLPATH	40.0	18	33	55	54									160
SICK CALL - NURSES	582.5	702	662	505	461									2330
SICK CALL - PROVIDER	79.0	88	75	82	71									316
SICK CALL - TOTAL ENCOUNTERS	658.3	810	704	587	532									2633
SICK CALL - TOTAL REFERRALS RECEIVED	661.8	847	602	594	604									2647
EMERGENCY RESPONSE - ON-SITE	58.5	41	62	82	49									234
NURSE CONTACTS - TREATMENTS & MONIT	7209.0	8012	7750	6972	6102									28836
HEALTH ASSESSMENTS	28.8	18	32	30	35									115
ANNUAL HEALTH ASSESSMENTS COMPLET	37.0	34	22	28	64									148
X-RAYS (NON-TB RELATED) ON-SITE	30.5	47	15	31	29									122
LABS	125.0	125	120	150	117									125
MENTAL HEALTH														
NEW PATIENT VISITS	15.8	4	17	22	20									
FOLLOW UP VISITS	202.8	195	220	227	169									
PSYCHIATRIC NURSE VISITS	86.3	58	75	115	97									
MENTAL HEALTH SCREENS	37.0	37	42	35	44									
BEHAVIORAL HEALTH PROVIDERS														
BEHAVIORAL HEALTH INITIAL EVALUATION	55.5	22	73	67	60									
FOLLOW-UP CONTACTS	178.0	195	164	191	162									
SPECIAL NEEDS CONTACTS	228.0	187	298	244	183									
TREATMENT PLANS	43.0	43	96	89	79									
SEGREGATION ROUNDS	510.0	560	608	429	443									
INDIVIDUAL THERAPY CONTACTS	17.0	12	11	23	22									
GROUP SESSIONS	0.0	0	0	0	0									
PATIENTS IN GROUP SESSIONS	0.0	0	0	0	0									
SUB ABUSE GROUP THERAPY	0.0	0	0	0	0									
# PTS IN SUB ABUSE GP THERAPY	19.0	19	12	13	9									
DISCHARGE PLANNING CONTACTS	26.5	15	30	25	36									
SUICIDE WATCH														
# OF SUICIDE THREATS/IDEATIONS	21.0	21	16	13	25									
# OF NON-SUICIDAL SDV	2.8	5	4	1	1									
# OF SUICIDAL SDV(some intent to die)	1.5	1	0	2	3									
# OF serious suicide attempts(sent offsite)	0.5	0	0	2	0									
# OF DEATH BY SUICIDES	0.0	0	0	0	0									
# OF SUICIDE WATCH EVENTS	23.0	27	20	16	29									
TOTAL # OF DAYS FOR ALL SUICIDE WATCH	74.8	70	51	64	114									
TRANSFERS														
# OF PETITIONS FOR EMERGENCY TRANSFE	2.3	2	2	3	2									
# OF PATIENTS CIVILLY COMMITTED	2.3	2	2	3	2									
CRITICAL CLINICAL EVENTS														
# OF THERAPEUTIC RESTRAINT EPISODES	0.0	0	0	0	0									
# OF EMERGENCY MEDICATION EPISODES	0.0	0	0	0	0									
# OF PATIENTS ON INVOLUNTARY MEDICAT	0.0	0	0	0	0									
BEHAVIORAL HEALTH DATA														
# OF PATIENTS ON SPECIAL NEEDS LIST	261.3	279	272	278	216									
# OF SICK CALL MENTAL HEALTH	60.0	60	118	116	77									
# OF BH SICK CALL REQUESTS/REFERRALS	103.3	104	119	118	72									
COMMUNITY SERVICES BOARD														
TOTAL REFFERALS	15.0	15	30	25	36									
HAMPTON/NEWPORT NEWS	8.0	8	16	10	26									

FACILITY NAME:						Hampton Roads Regional Jail 2021									
Health Services Statistical Report	Average	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals YTD	
NORFOLK	4.0	4	10	5	4										
PORTSMOUTH	0.0	0	0	2	1										
CHESAPEAKE	3.0	3	4	8	5										
DENTAL															
DENTAL EXAMS	82.0	67	120	102	39									328	
DENTAL SICK CALL / SCREENS	57.3	43	86	66	34									229	
EXTRACTIONS	14.0	12	20	18	6									56	
REFUSALS	20.3	35	14	23	9									81	
TEMPORARY FILLINGS	13.0	7	12	22	11									52	
OFF-SITE DENTAL REFERRALS	0.5	1	1	0	0									2	
OTHER SERVICES NOT LISTED	19.0	24	24	17	11									76	
ANNUAL EXAMS	23.3	24	30	33	6									93	
NUMBER OF PATIENTS SEEN	127.0	165	156	133	54									508	
OFF-SITE SERVICES															
EMERGENCY ROOM VISITS	14.5	21	10	14	13									58	
AMBULANCE TRANSPORTS to ER	3.8	4	2	4	5									15	
JAIL TRANSPORTS to ER	10.8	17	8	10	8									43	
HOSPITAL ADMISSIONS	6.5	9	3	6	8									26	
HOSPITAL DAYS	30.0	52	9	15	44									120	
AVERAGE LENGTH OF STAY	3.8	5	3	2	5									15	
ON-SITE SPECIALTY CONSULTATIONS	204.0	138	247	261	170									816	
OFF-SITE SPECIALTY CONSULTS	54.3	65	52	49	51									217	
ONE DAY SURGERIES	2.8	6	2	1	2									11	
OFF-SITE RADIOLOGY	6.0	8	8	3	5									24	
DEATHS ON-SITE	1.0	0	4	0	0									4	
DEATH IN CUSTODY	1.0	0	4	0	0									4	
PHARMACEUTICALS															
TOTAL I/MS ON MEDS	543.0	567	532	530										1629	
PSYCH MEDICATION ORDERS	1080.3	1169	944	1128										3241	
TOTAL I/M'S ON PSYCHOTROPIC MEDS	387.3	406	364	392										1162	
COST OF HIV MEDICATIONS	35.0	105	85K	120K										105	
CHRONIC CARE															
CC EXCLUDING MH	490.0	490	466	458	320									1734	
ENDOCRINE	90.5	102	97	96	67									362	
NEUROLOGY	109.5	131	111	114	82									438	
HIV	41.0	43	45	42	34									164	
PSYCH	431.8	448	440	447	392									1727	
HYPERTENSION / CARDIOVASCULAR	206.3	226	208	204	187									825	
ORTHOPEDIC	37.5	39	37	36	38									150	
INFECTIOUS DISEASE	82.8	93	88	83	67									331	
GENERAL	371.3	408	394	381	302									1485	
PULMONARY	111.0	125	112	118	89									444	
TOTAL OF CHRONIC CARE VISITS	131.0	131	105	126	119									131	
ASTHMA/COPD	12.0	12	9	17	12									12	
DIABETICS	19.0	19	13	18	24									19	
DIALYSIS	58.0	58	57	55	46									58	
HIV	14.0	14	14	13	18									14	
HYPERTENSION/CARDIOVASCULAR	48.0	48	39	41	37									48	
SEIZURE DISORDER	7.0	7	5	5	4									7	
THYROID	1.0	1	1	1	1									1	
OTHER	30.0	30	26	31	16									30	
INFECTIOUS DISEASE CONTROL															
PPDs PLANTED	50.8	69	54	33	47									203	
PPDs READ	47.8	62	52	30	47									191	

FACILITY NAME: Hampton Roads Regional Jail 2021

Health Services Statistical Report	Average	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals YTD
POSITIVE PPDs	0.5	1	0	1	0									2
TB RELATED CHEST X-RAYS	4.3	5	3	5	4									17
ACTIVE TB	0.5	0	0	1	1									2
HIV TEST	12.3	11	17	13	8									49
POSITIVE HIV NEW CASES	0.0	0	0	0	0									0
# OF POSITIVE HIV INMATES	41.8	47	45	40	35									167
HEPATITIS B	0.0	0	0	0	0									0
HEPATITIS C SCREENING	14.8	9	23	15	12									59
HEPATITIS C ABNORMAL	1.3	0	2	1	2									5
RPR TESTED	12.8	11	24	10	6									51
RPR POSITIVE	1.3	0	3	2	0									5
STD TESTED (chlamydia, gonorrhea, trich)	9.5	7	13	9	9									38
STD POSITIVE	0.8	1	2	0	0									3
PEDICULOSIS	0.0	0	0	0	0									0
SCABIES	0.0	0	0	0	0									0
MRSA CONFIRMED	0.5	0	0	0	2									2
CONFIRMED MRSA TREATED	0.5	0	0	0	2									2
SUSPECTED MRSA TREATED	0.5	0	0	0	2									2
COVID VACCINES COMPLETED	0.0	0	0	0	60									60
COVID POSITIVE INMATES	61.0	61	62	0	0									0
HRRJ STAFF														
PPD IMPLANTED	15.5	62	0	0	0									62
COVID VACCINES COMPLETED	123.0	142	152	171	27									492
														0
														0
														0
														0
														0
														0
														0
														0

Hampton Roads Regional Jail Authority Board Meeting

Medical Report

MAY 2021

HIV

- 34 patients receiving medications for HIV month of March totaling 120K

Temporary Detainment Orders

- 2 transfers to state hospital for month of March 2021

Pregnant Women- 3

- 0 currently receiving Opiate Replacement

Cancer

- 0 patient receiving outpatient treatment for skin cancer

Over age 65 and up

- 3 patients over 65 years old

Special Needs

2 patients with paraplegia (NCJ)

6 patients received dialysis

COVID

The month of April 0 patients were positive for the COVID 19 virus

We continue to offer the vaccine to staff and inmates that want it.

Upcoming Surgeries/Appointment Information

- Vascular Surgery- AV Graft 05-13-2021
- Urology Surgery-Cysto Turbt 05-24-2021
- Urology Surgery-Cystolitholapaxy 6-11-2021

Human Resources Activities and Developments

New Hires/Promotions/Part-time Employees

- 7 Jail Officers hired May 10
- 12 Jail Officer candidates are in the pipeline for May 10th start date
- There are currently 5 part-time employees (sworn)

Separations

- A total of 3 separations as of April 15, 2021
 - 1 personal resignations
 - 1 immediate resignation
 - 1 administrative separation
- A total of 9 separations for the month of April
 - 6 immediate resignations
 - 3 personal resignations

Recruitment Initiatives

- Onsite and virtual career fairs
- Text-to-apply
- Sign-on bonus of \$1000 to new hires
- Streamlined hiring process, application processing time is 15 business days
- Virtual information sessions at local colleges and universities
- Pushing our employee referral program
- Participate in Employer Advisory Panel for transitioning service members
- Postings on Indeed, Facebook, Glassdoor, Zip Recruiter and many more career boards
- Postings on multiple college and university websites
- Virginia Values Veterans Certified

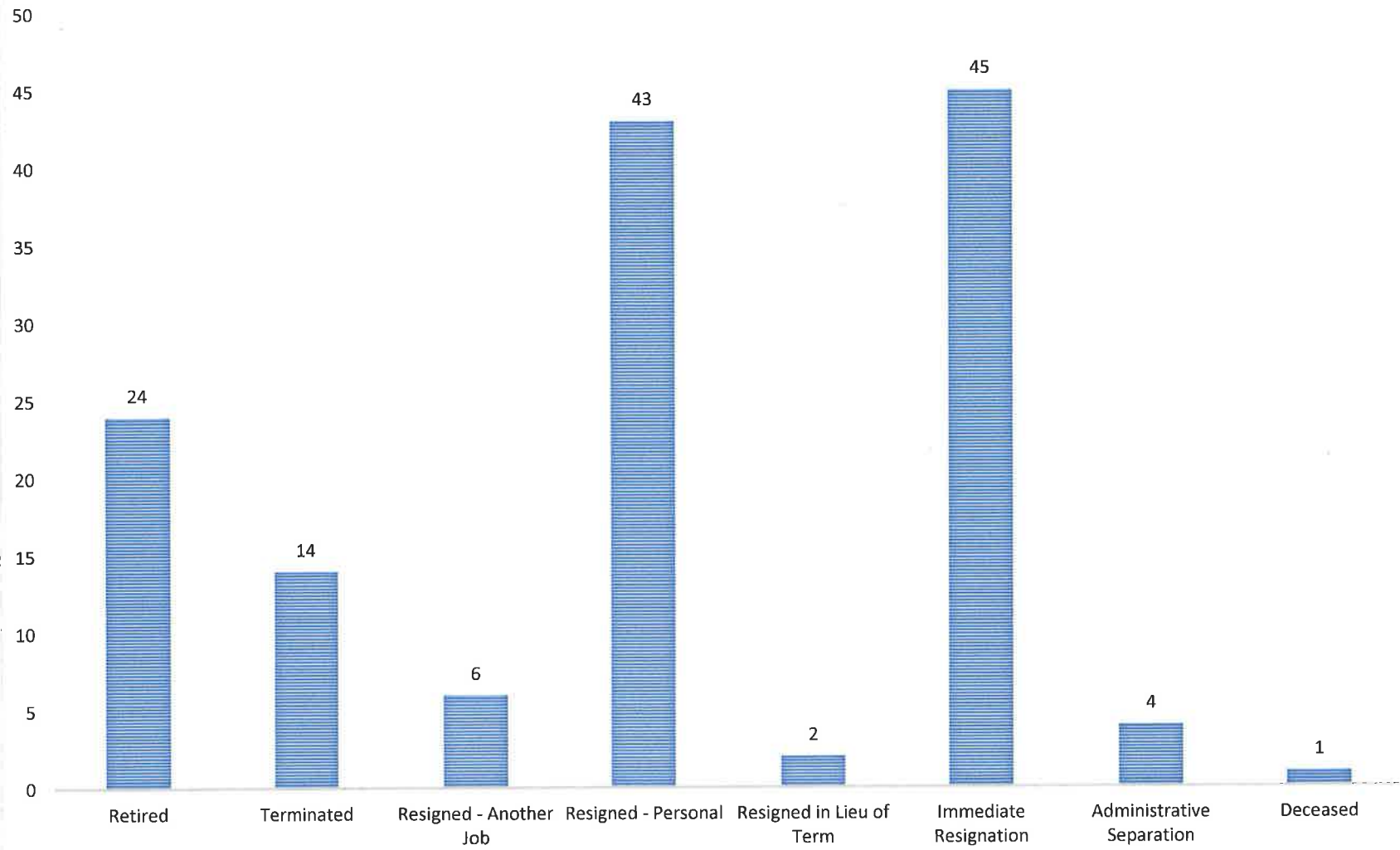
Retention Initiatives

- Restructuring of organization
- Adding an additional Captains and Lieutenants for span of control and communication flow
- Leadership training for command staff and mid-level staff
- Leadership development for Captains and Lieutenants to include the text *Extreme Ownership*, by J. Willink and L. Babin
- Study of Colin Powell's Leadership Primers for all Lieutenants and above
- New hire check-ins at 30, 60, 90 days of employment
- Promoting unity and teamwork
- Succession planning and development
- Enhanced the retirement ceremony
- More morale building events/activities

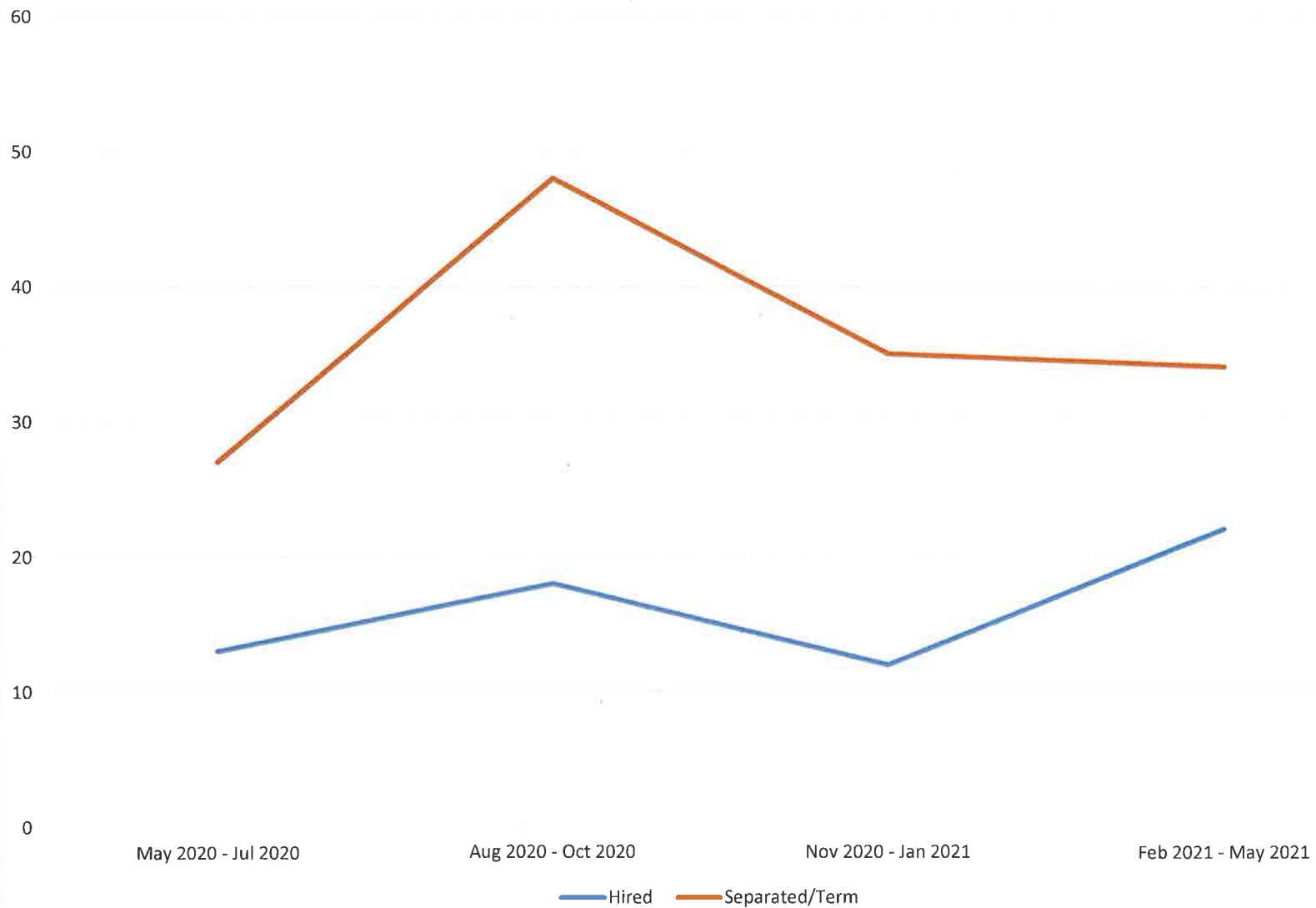
Exit Interviews

- Human Resources Exit Interview
- Superintendent Exit Interview

SEPARATIONS - SWORN MAY 2020- MAY 2021



Sworn Staff - Hired vs. Separated May 2020 - May 2021





HAMPTON ROADS REGIONAL JAIL INMATE TRANSPORTATION REPORT April 30, 2021



Transportation to Member Jurisdictions' Facilities

Jurisdiction	Drop Offs	Pick Ups	Total Runs
Chesapeake	5	2	7
Hampton	19	9	28
Newport News	24	11	35
Norfolk	14	9	23
Portsmouth	15	4	19
TOTAL RUNS	77	35	112

Transportation for drop offs includes – dropping individuals off for courts, individuals bonding, and individuals being released from custody.

Other Transportation Assignments

Transportation to Virginia Department of Corrections	-	1
Transportation to Maryview Hospital	-	41
Transportation to Norfolk Sentara Hospital	-	55
Transportation to Emergency Room via Ambulance	-	5
4Transportation to Emergency Room via Jail Vehicle	-	8
Transportation to medical appointments	-	40
Transportation to mental health facilities	-	13
TOTAL		275
 TOTAL TRANSPORTATION RUNS ABOVE		387
TOTAL RETURN TRIPS TO THE FACILITY		261
 TOTAL		648

Off-site Services Report 2021	
Type of Visit	March
Emergency Room Visits	14
Ambulance Transports	4
Jail Transports	10
Hospital Admission/Days	15
<i>Average # of hospital days</i>	2
<i>Number of patients</i>	6
Offsite Visits	13
Nephrology	1
Neurology	2
Ophthalmology	2
Orthopedics	2
Cardiology	1
Urology	3
GI	1
Oncology	1
Offsite Visits W/Procedures	17
ENT	2
GI	1
Oncology	2
Ophthalmology	3
Oral Surgery	1
Orthopedic	5
Urology	1
Podiatry	1
Vascular	1
Offsite Radiology	3
CT Scan	2
MRI	1
Offsite One Day Surgery	1
Urology	1
Offsite Radiation Therapy	1
Total Offsite Apts Including ER Visits	49