

Hampton Roads Regional Jail Authority

2690 Elmhurst Lane
Portsmouth, VA 23701
www.hrrj.org



Agenda

Wednesday, October 16, 2024
1:30 PM

Hampton Roads Regional Jail
Large Training Room
2690 Elmhurst Lane
Portsmouth, VA 23701

HRRJ Board Members

Chairman Robert Geis (Chesapeake)
Vice Chairman Peter Buryk (Norfolk)
Deputy City Manager Brian DeProfio (Hampton)
Cory Cloud (Newport News)
Trey Burke (Portsmouth)

CALL TO ORDER

AGENDA

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| 1. | Approval of minutes. | 4-6 |
| 2. | Deborah Hand will present the Treasurer's Report. | 7 |
| 3. | Colonel Anderson will give an update on operations and activities. | - |

CLOSED SESSION

4. Closed session pursuant to Virginia Code Section 2.2-3711.A (.7) and (.8) to discuss specific legal and/or personnel matters requiring legal advice and briefings by staff members pertaining to actual or probable litigation matters.

CERTIFICATION

5. Resolution certifying closed session.

NEW BUSINESS

6. An update on the sale of the building.

ADJOURNMENT

Contact Info:

Executive Assistant

Mrs. Kelly Curry, 757.488.7500, curryk1@hrrj.biz

Hampton Roads Regional Jail Authority Members List

Robert Geis, Deputy City Manager, Chesapeake **Chairman**

Brian DeProfio, Assistant City Manager, Hampton

Cory Cloud, Assistant Director, Newport News

Peter Buryk, Chief of Staff, Norfolk **Vice Chairman**

Trey Burke, Budget Officer, Portsmouth

Cc: Superintendent William "Jeff" Anderson
Kelly Curry, Executive Assistant
Abigail Viar, Human Resource Manager

Deborah Hand, Director of Administration
Lieutenant Ebony Herelle, Records & Classification

Hampton Roads Regional Jail

Board Meeting 09/18/2024

Members & Alternates Attendance

- Robert Geis (C) **Chairman**
- Peter Buryk (N) **Vice Chairman**
- Cory Cloud (NN)
- Trey Burke (P)
- Brian DeProfio (H)

A quorum was met.

Others in Attendance

Superintendent William “Jeff” Anderson, Jeff Rosen Esq., Lieutenant Ebony Herelle, and Deborah Hand.

Call to Order

Robert Geis called the meeting of the Hampton Roads Regional Jail Authority to order at 1:37 p.m. on September 18th, 2024.

Approval of Minutes

Robert Geis motioned to approve the August 14, 2024, meeting minutes. Cory Cloud moved the motion, and Peter Buryk seconded. A roll call vote was taken, and all were in favor.

Treasurer’s Report

Colonel Anderson reported that there would be a projected \$520,000 to the positive. He mentioned that there is speculation that they have not received some numbers from the City of Hampton due to communication delays. He concluded that the bottom line is the estimated cash balance as of April 2026 will be \$3,395,741.

Robert Geis stated that the City of Portsmouth would receive 20 percent. There were no further questions, so Mr. Geis made a motion to approve the Treasurer’s Report. Peter Buryk moved the motion, and Cory Cloud seconded. All voted in favor.

Operations and Activities

Colonel Anderson reported that they have three full-time employees and three part-time employees. He informed the Board that Ronald Durr, their part-time IT employee, passed away. They had a moment of silence to honor Mr. Durr's commitment to the Hampton Roads Regional Jail. Colonel Anderson moved to discuss an upcoming Local Inmate Data System (LIDS) audit. He shared that LIDS kept track of inmate payments and that this audit would close out this item during the wind-down period. He reported next about the facility roof. He shared that he did a walkthrough with the contractors and found that the roof drains over the laundry area need to be kept clear. It was noted that the lint blowing up through the vent sits on the roof, which gets wet, leading to clogged drains. There was discussion between Colonel Anderson and the roof contractors about redesigning the drains. Colonel Anderson shared that they had an employee who maintained the vents on the roof and kept them clear. He moved to report that there have been leaks in the kitchen where the kettles are. He noted that the recent rain in the area caused this problem. He stated that some electrical components needed to be repaired in Housing Unit 2 because they were cut during roofing repairs. He reported that the Housing Unit 1 elevator went down due to a hydraulic fluid leak and is scheduled to be repaired.

There was discussion about the transition of the City of Portsmouth purchasing the jail, the roof repairs, and who would be the new representative for the contractors. Colonel Anderson informed the Board that he had conversations with the Colonel from Portsmouth Sheriff's Office and has provided details for a smooth transition.

Closed Session

Robert Geis made a motion to go into a closed session. Cory Cloud read the motion to go into closed session, and Peter Buryk seconded. A roll call was taken, and the motion was unanimously approved.

Certification

Robert Geis made a motion to reconvene into an open session. Cory Cloud read the motion to reconvene in open session, and Brian DeProfio seconded. A roll call vote was taken, and the motion was unanimously approved.

New Business

Robert Geis shared that there has been discussion of simplifying the contract since Portsmouth will assume most of the costs, and the Hampton Roads Regional Jail's staff footprint will be small.

Adjournment

The next meeting is scheduled for October 16, 2024.

Chairman Signature: _____

Recording Secretary Signature: _____

HAMPTON ROADS REGOINAL JAIL
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2024

Description	Budget	Actual	Unearned or Unexpended Favorable (Unfavorable)	Actual as Percent of Budget
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Revenues:

Commonwealth Per Diems, Net	\$ -	\$ 5,194	\$ (5,194)	N/A
Member Per Diems	-	-	-	N/A
Interest-Other	-	216	(216)	N/A
Realized Gain/Loss on Investments	150,000	35,710	114,290	24%
Miscellaneous Revenue	-	947	(947)	N/A
Approp From Fund Balance	4,430,204	-	4,430,204	0%
Total revenues	4,580,204	42,067	4,538,137	1%

Expenses:

Personal services	456,400	102,972	353,428	23%
Employee Benefits	215,328	39,168	176,160	18%
Inmate Medical Services	200,000	-	200,000	0%
Purchased Services	203,000	50,452	152,548	25%
Other Charges	955,804	448,399	507,405	47%
Materials and Supplies	16,750	7,394	9,356	44%
Capital Outlay	2,528,126	102,860	2,425,266	4%
Contingency	4,796	326	4,470	7%
Total expenses	4,580,204	751,571	3,828,633	16%

Operating income (loss)	-	(709,504)	8,366,770
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Change in net position	-	(709,504)	8,366,770
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