



RSW

Regional Jail Authority

2:00 PM

November 17, 2016

RSW Regional Jail Administrative Meeting Room

- 1) Welcome and Introductions – *Doug Stanley*
- 2) Adoption of Agenda
- 3) Adoption of Minutes
 - 3.1 September 22, 2016
- 4) Public Comments

Public Comments are limited to issues that are not the subject of a public hearing. It is intended as an opportunity for the public to give input on relevant issues and not intended as a question and answer period.
- 5) Comments from Board Members and Legal Counsel
- 6) Superintendent's Report – *Bill Wilson*
 - 6.1 Monthly Report
 - 6.2 Facility Statistics Report
- 7) Medical Report – *Penny Holt*
- 8) Financial Report – *Lori Clinedinst*
- 9) VaRisk Termination of Membership Policy – *Bill Wilson*
- 10) Route 340/522 Trolley Service Extension – *Doug Stanley*
- 11) Finance and Personnel Committee Update – *Mary Beth Price*
- 12) Other Outstanding Issues
- 13) Closed Session – Code Section 2.2-3711 (a) (7) for consultation with legal counsel and briefing by the Superintendent pertaining to probable litigation involving the claim on behalf of a former inmate where such consultation and briefing in open meeting would adversely affect the negotiating or litigating position of the Authority.
- 14) Meeting Schedule
 - January 26, 2017 at 2:00 pm
 - March 23, 2017 at 2:00 pm
 - May 25, 2017 at 2:00 pm
- 15) Adjournment

At the regular meeting of the RSW Regional Jail Authority held at the RSW Regional Jail on September 22, 2016 at 2:00 pm:

Present: Doug Stanley (County Administrator, Warren County), Debbie Keyser (County Administrator, Rappahannock County), Mary Beth Price (County Administrator, Shenandoah County), John Lesinski (Board of Supervisors, Rappahannock County), Dan Murray (Board of Supervisors, Warren County), Conrad Helsley (Board of Supervisors, Shenandoah County), Brendan Hefty (Legal Counsel, Hefty Wiley & Gore), William Wilson (Superintendent, RSW Regional Jail), Russell Gilkison (Deputy Superintendent, RSW Regional Jail), Penny Holt (Nursing Director, RSW Regional Jail), Lori Clinedinst (Finance Director, RSW Regional Jail), Stephanie Smith (Administrative Assistant, RSW Regional Jail), Brandy Rosser (Grants and Special Projects Coordinator, Warren County)

Absent: Connie Compton (Sheriff, Rappahannock County), Tim Carter (Sheriff, Shenandoah County), Daniel McEathron (Sheriff, Warren County)

Welcome and Introductions

Mr. Stanley called the meeting to order at 2:00 pm.

Adoption of Agenda

On a motion by Mr. Helsley, seconded by Mr. Murray, and by the following vote, the RSW Regional Jail Authority adopted the agenda as presented:

Aye: Helsley, Keyser, Lesinski, Murray, Price, Stanley

Adoption of Minutes

On a motion by Mr. Murray, seconded by Mr. Helsley, and by the following vote, the RSW Regional Jail Authority Board adopted the minutes of July 28, 2016 as presented:

Aye: Helsley, Keyser, Lesinski, Murray, Price, Stanley

Public Comments: *Public Comments are limited to issues that are not the subject of a public hearing. It is intended as an opportunity for the public to give input on relevant issues and not intended as a question and answer period.*

There were no comments from the public.

Comments from Board Members and Legal Counsel

There were no comments from the Board Members or Legal Counsel.

Superintendents Report

Mr. Wilson reported on the following items:

Mr. Wilson introduced Mr. Chuck Dondero. Mr. Dondero is the new Food Service Manager at RSW Regional Jail. Mr. Wilson stated that the complaints about the food at the jail have decreased since Mr. Dondero began working. Mr. Dondero is working with the inmates on their cooking/baking skills and is considering hosting a culinary class at some point in the future. Mr. Dondero is also going to be working on getting some of the inmates ServSafe certified. Mr. Dondero stated that he is now able to teach classes to the inmates and they are very eager to learn so he is looking to get these programs started very soon.

Over the past few weeks, staff has been focusing on recruitment, particularly for the nursing staff. On August 10, 2016, RSW participated in a job fair at Lord Fairfax Community College with limited success. Open positions have also been advertised online beginning September 9, 2016. Over 100 resumes were submitted via Indeed.com and they were all referred to the RSW Regional Jail website to fill out an application and staff is waiting to see the results from that. RSW is advertising on two radio stations, one of which is sponsoring a job fair on October 1, 2016, which staff will be attending.

On Monday September 12, 2016 Mr. Wilson was on the Valley Today Show on WZRV Radio. Mr. Wilson thanked them for having him on the show. Mr. Wilson stated that it was a different experience for him and that Janet Michael was a very gracious host. Good feedback has been received from staff and the public regarding the show. During the show Mr. Wilson was given the opportunity to relate that RSW has open positions.

RSW currently has five officers participating at the Rappahannock Regional Criminal Justice Academy. There are also two officers on temporary restricted duty and one officer overseas on active duty with the military.

Since Rappahannock Creative Health Care started on August 1, 2016 things have been going well. Having the physicians at the jail twice a week has allowed for better response time in seeing patients. There will be several nursing students from Shenandoah University working on their clinical training at RSW over the next couple months. Ms. Holt has arranged this in the past and it has been a learning experience for all. These are fourth year nursing students. Hopefully it may lead to filling the jail's medical vacancies.

From October 11-13, 2016 RSW staff will be participating in the Worlds of Work Expo at the Body Renew Fitness and Family Sports Center in Winchester. This Expo exposes seventh graders to different occupations. They are expecting approximately 3,000 seventh graders from the surrounding counties including Rappahannock, Shenandoah, and Warren to participate.

Staffing

Vacancies

1. Correctional Officers: There are currently 23 correctional officer vacancies. Two officers have started this week. One is in background and there are three scheduled for interviews.

Mr. Stanley asked about the status of the internship program that has been discussed. Mr. Gilkison stated that he met with Shenandoah University and made contact with the Dean of the criminal justice department. He plans to set up a meeting with him to discuss a tour of the facility which may be a gateway to this programs beginning. Mr. Gilkison stated that he also met with the career services group at Shenandoah University and they have RSW scheduled for a few job fairs throughout the year. Mr. Gilkison stated that he hopes to have an update on this program by the next meeting.

2. Licensed Practical Nurse/ Registered Nurse/Medical Technician: There are currently two nursing positions vacant, along with the medical technician position.
3. Quality Mental Health Counselor (QMHC): The QMHC that was selected for the position with Northwestern Community Services will be starting with RSW on November 1, 2016. Northwestern will be sending in people to cover the position at least three days a week until then.
4. Payroll Clerk: RSW's receptionist Genesis Walker has been promoted to Payroll Clerk. The receptionist position will be advertised but at the current time there are two officers on light duty covering the position.

RFPs and Contracts

1. The contracts for Dental and Pharmacy have been approved. Westwood Pharmacy will continue as RSW's pharmaceutical company.
2. Rappahannock Creative Health Care will supply RSW's dental services, as well as medical services. This should allow for a better continuity of care and will cut down on the number of transports. They will begin providing services at RSW on October 1st. The x-ray equipment that will be used to provide dental services has been certified and approved for use.

Programs

1. Three more students have obtained their GED.
2. The Fathers-in-Training class is involving those in work release and those participating will be graduating soon.
3. There are plans to replant the garden, but due to insufficient rainfall plans have been put on hold.

4. RSW is also participating in the Northern Shenandoah Re-entry Council. The council helps with networking to find shelter or transportation for those inmates that have no support upon release. They have asked RSW to hold a job fair at the facility for those inmates who will be released in the near future. Staff has reviewed the request and is hopeful that a job fair can be organized soon.

Other

1. The RSW Regional Jail Work Force has been working on the farm in Shenandoah County. They are continuing to mow the median strip on Route 340/522 from Toray Drive to Fairgrounds Road. They have also been cutting and landscaping the Little League field in Front Royal. They worked 2,908 hours last month. In the coming month they will be working at the 4-H Center in Warren County to assist with some much needed repairs.
2. The Average Daily Population for August was 320 inmates per day. The locality breakdown was as follows:

Rappahannock County	17 or 5.3%
Shenandoah County	117 or 36.6%
Warren County	186 or 58.1%

Mr. Murray asked if there are a lot of competing agencies trying to fill the same types of positions at the job fairs that RSW staff attend. Mr. Gilkison stated that there have been other law enforcement agencies in attendance but most of the job fairs have had a very low turnout of job seekers. Mr. Murray suggested advertising with Veterans Affairs in either Stephens City or Martinsburg because people go in there looking for work. Mr. Murray also suggested contacting the state for the National Guard bureau and also getting in contact with the reserve bureau and let it be known that RSW has available positions.

Monthly Jail Statistics

A monthly jail statistics spreadsheet was included in the agenda packet. There were no questions regarding these statistics.

Monthly Expense Report

A monthly jail expense report was included in the agenda packet. There were no questions regarding the report.

Medical Report

Ms. Holt reported on the following items:

Language Line

A contract has been signed with Language Line and Ms. Holt is waiting for the confirmation that the jail is set up. There will be 24/7 video ability for American Sign Language and Spanish. They have over 200 languages that are available during business hours and the contract is good for use on ten devices throughout the facility. The service will be utilized on laptops in medical, mental health, the booking area, and any pods that have the need. The service will be used for interpretation for medical/legal reasons only, not for inmates to make outside calls.

Westwood Pharmacy

Mr. Hunter Hogart has been working with RSW's IT department to transition into the electronic medication administration. Medical staff will be looking at barcode scanning of patients and medications for each patient, which is the same process used in hospitals and other ambulatory care facilities.

The quarterly pharmacy audit was completed today with 100% compliance and no deficiencies noted.

Community Custody Process for Delayed Confinements

Medical and security has developed a process in which those on delayed confinement and those approved for work release will be able to complete an application, medical questionnaire, and arrange for their medical screening with TB Testing to be completed prior to their report date. There have already been two candidates that have successfully completed this process. The website is being updated with both the letter detailing the procedure, application, and medical questionnaire. Also, packets will be made available to all courts.

Mental Health First Aid

Ms. Holt has been in contact with Cindi Cull-Wright in Harrisonburg who is an instructor for the Mental Health First Aid program. She and another instructor will be available to conduct this free 8-hour class, with each class accommodating up to 24 students. Ms. Holt would like to see all employees cycle through this program.

The Mental Health First Aid Action Plan consists of the acronym ALGEE

- Assessing for risk of suicide or harm
- Listening nonjudgmentally
- Giving reassurance and Information
- Encouraging appropriate professional help
- Encouraging self-help and other support strategies.

Mental Health First Aid is registered with the National Registry of Evidence-based Programs and Practices with SAMHSA-Substance Abuse and Mental Health Services Administration. Northwestern Community Services is currently in the process of training with the hope of providing this service at the Academy as a part of basic training.

Crisis Intervention Team (CIT) Coalition

Ms. Holt has been in contact with Tiffani Ashland and Donna Truello at NWCS regarding RSW being a host site for the summer 2017 CIT class. These classes tend to fill up very quickly.

By utilizing the Mental Health First Aid, our security staff will be well prepared for CIT and will already be utilizing communication skills and what those in nursing call therapeutic use of self, which means being present, active listening, encouraging and directing to self-help and support.

Schedule Changes Beginning October 1, 2016

Beginning on October 1st, the physician will be at RSW on Monday mornings, along with a mental health person with NWCS. On Tuesday afternoons, the Psychiatrist will be in. On Wednesday mornings a mental health person with NWCS will be present, as well as the Dentist every other Wednesday afternoon. Thursday mornings the physician will be at RSW.

Blood Alcohol Content Policy

Ms. Holt has been in contact with Rappahannock Creative Health Care Physician Assistant Peter Ober and the Medical Director to discuss what the appropriate level is of a preliminary breath test (PBT) of an inmate that would be safe to keep at the jail without being seen by a physician. They are working on the policy and Peter Ober has evidence to back that any blood alcohol content (BAC) over a 0.30 should be evaluated by medical personnel at a hospital. There is a 50% mortality rate if the BAC is between 0.30 and 0.40 and anything over 0.40 can be fatal. Ms. Holt will be working with security and administration on the best way to implement the policy.

Shenandoah University Students Clinical Training

The fourth-year students with Shenandoah University have begun their clinical training at RSW. There will be 2-3 students at the jail every Monday and Tuesday until November.

Dental

Dental supplies have been ordered. The Department of Health Radiology Department certified RSW's x-ray machine and there will be a dry run conducted on the first Wednesday of October and Patterson Dental will be present to assist.

August 2016 Statistics

During the month of August the medical department had 94 nursing and emergent calls, which is down from 176 in July. Some of that decrease is based on the inmates seeing the physician more quickly now than they could previously. There were 12 inmates on suicide watch this month and no suicide attempts. There were 20 inmates on withdraw protocol for the month, opiates being the main cause followed by benzos.

Financial Report

Ms. Clinedinst stated that a couple of line items have been added to the budget. These lines items were added so that annual leave taken, sick leave taken and compensation time taken can all now be tracked. This way when employees are paid, they are paid for hours worked, annual time taken, sick time taken or compensation time taken and it gives a better idea of how much is being spent on leave costs. Right now there is nothing budgeted on these lines items, but it will be offset by the salary line item.

Accounting Consultant Ms. Mary Earhart and her team were at RSW on September 8, 2016. Ms. Clinedinst stated that it has been a very busy two weeks, but Ms. Earhart is now happy with the way the books are looking. Ms. Earhart said that the first year is always the hardest and next year should be much easier. Mr. James Kelly of Robinson Farmer Cox and his team will be at RSW Monday September 26 through Wednesday September 28, 2016 to conduct audit field work. Mr. Kelly and Ms. Earhart have already been working together on the work that Ms. Earhart has been doing for RSW. The workers compensation auditor from VACORP will be at RSW on Thursday September 29, 2016.

On a motion by Ms. Price, seconded by Mr. Murray, and by the following vote, the RSW Regional Jail Authority Board approved the financial report as presented:

Aye: Helsley, Keyser, Lesinski, Murray, Price, Stanley

Finance and Personnel Committee Update

Compensation Board Salary Discussion

Ms. Price stated that the salary increase to be considered would be a 2.5% performance based merit increase to take effect December 1, 2016 for only those employees who have been an employee of RSW since on or before July 1, 2014. The total cost if this salary increase were approved would be \$55,539 for FY2017. The Finance and Personnel Committee took no action on the item and referred it to the Authority Board for discussion.

Mr. Wilson stated that one of the problems with the salary schedule is that if you only allow cost of living adjustments that shift the whole scale and you don't give an increase to those who have been employed longer, then you have people getting hired that are getting paid the same amount as someone who has been working at the facility for five years. It is not good for morale or retention.

Currently the starting salary for a Correctional Officer at RSW is about \$3,400 less than the Northwestern Regional Adult Detention Center (NRADC) starting salary. In addition, after two years at NRADC the officer's salary is increased to \$40,000. Mr. Wilson stated that he knows RSW cannot match that salary, but the gap between the two facilities is increasing and he would like to try to narrow it some. Mr. Gilkison stated that RSW also does not currently have a way to progress employees through the salary scale like NRADC does.

Mr. Murray asked if there were any reasons other than financial that are causing the attrition. Mr. Wilson stated that there have been several reasons for employees leaving over the past two years. Seven employees went go to NRADC, nine went to other law enforcement agencies, nine were terminated or resigned in lieu of termination, three moved out of state, three resigned due to medical reasons, one resigned to assume his family business, four returned to their former employer, four related that corrections was not for them, one left because they were not promoted to a manager's position, one left to attend school and has returned, and six employees resigned for unknown reasons. This information came from the exit interview process.

Mr. Wilson stated that staff has been working on communication and training. When RSW opened there were only one or two certified trainers and now employees have been sent to school and they are being trained in firearms and defensive tactics and they are going to begin conducting training at the RSW facility. The classroom at RSW has been certified by DCJS so that it can be used for training. Mr. Wilson stated that communication has been improving vastly. Every week policies and procedures are sent out for officers to review and officers are always told to let it be known if there is something that does not work, because sometimes a policy looks good on paper, but it does not work in action.

Mr. Murray asked Mr. Wilson if he has plans to conduct a review where officers and staff at RSW could review the Superintendent. Mr. Wilson stated that he actually discussed this at their last staff meeting and he plans to conduct such a review in the near future.

Mr. Lesinski asked if the loss of employees occurred early and has tapered off or if has stayed pretty consistent over the past two years. Mr. Wilson stated that it seems to come in spurts and it is hard to say what causes it.

Mr. Helsley stated that he does not question that these employees could use a raise, but his problem is that in Shenandoah County a proposed bonus was turned down by their Board of Supervisors during the budget process. This makes it very difficult for him to vote in favor of an increase at RSW when his own county's employees did not receive an increase. Mr. Stanley stated that since July 1, 2014, Warren County employees have received two 2.5% increases and those that were employed prior to July 2005 received an additional 2.5% increase so all employees have received somewhere between a 5% and 7.5% increase. Mr. Stanley asked if Shenandoah County employees have received a raise since July 1, 2014 and Ms. Price stated yes, that Shenandoah County employees received a 2.5% merit increase based on performance evaluation. Mr. Stanley asked if Rappahannock County was able to provide a raise for employees since July 1, 2014, and Ms. Keyser stated yes, there was a 2% increase in the beginning of 2015.

Mr. Stanley stated that there is plenty of funds in vacancy savings to cover this increase for this fiscal year. Mr. Wilson stated that almost \$1.8 million was saved in vacancy savings last year.

Mr. Murray made a motion to approve this increase, to which there was no second, so the motion failed.

On a motion by Mr. Murray, seconded by Mr. Lesinski, and by the following vote, the RSW Regional Jail Authority Board tabled this discussion until the meeting of the Authority Board in November:

Aye: Helsley, Keyser, Lesinski, Murray, Price, Stanley

Electronic Medical Records Proposal

Ms. Price stated that because of the proposed amount that we received as a quote this is going to have to be put out as a Request for Proposal. It cannot be considered a sole source contract.

Contract for Natural Gas

Ms. Price stated that there is no action for this item.

Other Outstanding Issues

There were no outstanding issues to be discussed.

Meeting Schedule

The meeting schedule for the RSW Regional Jail Authority is as follows:

- November 17, 2016 at 2:00 pm
- January 26, 2017 at 2:00 pm
- March 23, 2017 at 2:00 pm

All meetings will take place at the RSW Regional Jail.

Adjournment

With no further business to discuss the regular meeting of the RSW Regional Jail Authority Board was adjourned at 2:40 pm.

Doug Stanley, Chairman
RSW Regional Jail Authority Board

Date Approved



RSW Regional Jail
Rappahannock, Shenandoah and Warren County
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Phone: (540) 622-6097
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William T. Wilson
Superintendent

November 17, 2016

To: Doug Stanley, Chairman
Members, RSW Authority

From: Superintendent William T. Wilson

Subject: Monthly Report – November 17, 2016

The regional jails are members of VaRisk although they are not statutorily required to participate in the program. This current fiscal year our rates for liability and malpractice insurance almost doubled. When we attempted to withdraw from VaRisk we were told we could but we would still need to pay the premium for VaRisk along with the premium to the new insurance provider. We chose to stay with VaRisk at that time. The Legislature directed the Compensation Board to convene a group of stakeholders to review costs and consider alternatives for the liability, malfeasance and medical malpractice coverage offered through VaRisk. The group has had three meetings thus far. We have received little information from VaRisk regarding what it would cost any of the members to withdraw.

On November 3, 2016 the regional jails received a VaRisk – Termination of Membership Interim Policy for Regional Jails from the Compensation Board. This letter was dated October 21, 2016 and was issued by the Department of Risk Management. The letter states that we must notify the Compensation Board and treasury prior to November 15, 2016 if we wish to withdraw July 1, 2016. Any jail withdrawing would be financially responsible for its allocated portion of unfunded required services needed to satisfy actuarially estimated future payments for reported claims. We asked how much this would cost each jail. They could not tell us how much this would be prior to the November 15, 2016 deadline. Also any claims that happened during the period of coverage but not filed until after a jail left membership would not be covered.

When asked who wrote the Termination of Membership Interim policy, we were told it came from the highest source. When asked if that was the Governor, we were told it came from the Secretary level. When asked if they could change the deadline date we were told that DRM staff would attempt to do so. I requested our cost for withdrawing on November 3, 2016 and am still waiting for a response. Since we have no idea what it would cost to withdraw I am not recommending that we change at this time. Further meetings will be scheduled but no dates have been set.

On October 5, 2016 we met with staff from DEQ. We toured the retention areas and there is some question as to the purpose of a couple of the areas and construction of another. As related last month, grass had taken over two of the areas because they do not receive enough water to keep the aquatic plants alive. On November 4, 2016 we met with the designer of the retention areas. He related that the two that were covered by grass were not required and he was going to speak with DEQ regarding their concerns of the other areas. He did not see any major issues with the way the areas were responding.

On October 26, 2016 the Criminal Justice class from Shenandoah University toured the facility. A couple of the students appeared interested in possible employment. Deputy Superintendent Russ Gilkison has been working with Lord Fairfax Community College and Shenandoah University to establish an Intern and Career opportunity outreach. The College and the University are now spotlighting the RSW career opportunities through their career services programs and social media sites, which should help with the recruitment of students and alumni.

On November 3, 2016 staff attended a job fair at Fort Myer in Arlington, Virginia. This job fair was for those leaving military service. They spoke with approximately 60 veterans about the corrections field and our facility. We have already had one of the participants ask to come take a tour and about possible employment. I would like to thank Lieutenant Joshua Jacobson and Officer Anthony Artone for volunteering to attend. Their prior military experience allowed them to answer several questions by the participants.

We currently have three officers in the Academy. They will be graduating on November 16, 2016 at 10:00 AM. Graduation will be held at Stimpson's Auditorium at Shenandoah University. One of our officers who was participating in the academy was in critical condition at the WVU Medical Center after becoming ill during weekend drill with his reserve unit. Our thoughts and prayers are with him and his family.

Staffing

Vacancies

1. Correctional Officers: There are currently 25 correctional officer vacancies. We have three officers that received conditional offers of employment. We will hopefully have them on duty within the next two weeks.
2. Licensed Practical Nurse (LPN): We currently have an LPN candidate that appears to be a good fit for us. We had employed a Med Tech at one point. If we are permitted to hire the LPN instead of a Med Tech this would enable us to have nursing coverage 24/7.
3. Registered Nurse (RN): We have interviewed a few candidates but we have not been successful filling the position.
4. Quality Mental Health Counselor: The QMHC person that was selected for the position with Northwestern CSB started with us November 1, 2016. She caught on quickly and is catching up on backlog.

5. Receptionist: We have hired a receptionist and she will be starting on November 21, 2016.

RFPs and Contracts

1. The RFP for electronic medical records has been reviewed and recommendation will be forwarded to the Finance and Personnel Committee for its review.
2. Rappahannock Creative Health Care has started dental services here. This will cut down on a lot of transports.

Programs

1. Staff from the Warren County Humane Society toured the facility on November 9th with Deputy Superintendent Russ Gilkison. Russ has been working with Humane Society to explore the possibility of establishing a program that pairs inmates with rescue dogs. The Humane Society staff felt that this would be doable. Funding for this will be coming from donations to the Humane Society. They will be starting out with one dog at first.
2. The RSW workforce crews contributed 3,453 hours of community service in October. They continue to do a great job wherever they work. We are providing support with inmate work crews in Shenandoah County Parks Recreation and Facilities with many clean up and landscaping projects. They are currently working 1 to 2 days per week at the 4H Center. We continue to maintain the grounds at the Academy. Sgt. Joseph Demarino, Officer Charles Baker and Officer Jeffery Slonaker have done a fantastic job coordinating with all the agencies now requesting Work Force assistance.

Other

The Average Daily Population for September was 332 inmates per day. The locality breakdown was as follows:

Rappahannock County	18 or	5.4%
Shenandoah County	128 or	38.6%
Warren County	186 or	56.0%

Monthly Jail Statistics:

See attached spread sheet.

Monthly Expense and Revenue Reports:

See attached sheet.

RSW REGIONAL JAIL AUTHORITY															
MONTHLY STATS															
AS OF OCTOBER 31, 2016															
	Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	
Income:															
Comp Board - S&B	\$ 5,297,079	\$ -	\$ 276,572	\$ 343,643.94	\$343,651.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 963,867	
Comp Board - Vacancy Savings	\$ -	\$ -	\$ -	\$ -	\$ 96,114.88										
Funds From Other Govt. Entities	\$ 7,591,702	\$ 1,897,924	\$ -	\$ 1,780,443.00	\$117,481.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,795,848	
DOC Reimbursement	\$ -	\$ -	\$ 1,844	\$ 38,866.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,711	
Physician co-pay	\$ 3,000	\$ 453	\$ 571	\$ 389.27	\$ 400.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,814	
Nurse co-pay	\$ 3,000	\$ 432	\$ 333	\$ 205.13	\$ 327.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,297	
Dentist co-pay	\$ 2,000	\$ -	\$ -	\$ 100.14	\$ 50.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150	
Medical Transport co-pay	\$ 500	\$ -	\$ -	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25	
Medical Supplies	\$ -	\$ 47	\$ 84	\$ 3.56	\$ 13.58										
Medical Inmate Responsible	\$ -	\$ 101	\$ 199	\$ 149.16	\$ 29.20										
Medication (OTC)	\$ -	\$ 61	\$ 56	\$ 46.29	\$ 50.54										
Chronic Medical Care Program	\$ -	\$ -	\$ -	\$ 114.63	\$ 115.37										
Prescriptions	\$ 12,000	\$ 1,547	\$ 1,341	\$ 1,165.05	\$ 1,493.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,547	
Housing Prisoners/State	\$ 756,000	\$ 172,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,536	
Room and Board - WR	\$ 135,000	\$ 7,586	\$ 7,930	\$ 8,974.36	\$ 9,154.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,645	
Electronic Monitoring	\$ 36,000	\$ 4,242	\$ 4,097	\$ 4,257.01	\$ 4,221.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,817	
Prisoners Keep Fee	\$ 100,000	\$ 8,795	\$ 9,886	\$ 9,445.50	\$ 8,871.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,997	
Telephone Commission	\$ 168,000	\$ 11,863	\$ -	\$ 27,564.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,427	
Pre-Trial Drug and Alcohol Fee	\$ 33,000	\$ 2,075	\$ 2,015	\$ 2,285.00	\$ 1,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,275	
Miscellaneous	\$ 1,000	\$ 183	\$ 5	\$ 120.19	\$ 34.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 343	
SSA Incentive Pay	\$ -	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400	
TOTAL JAIL INCOME	\$14,138,281	\$ 2,109,244	\$ 304,931	\$ 2,217,798	\$ 583,909	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,118,698	
Expenses:															
Overtime	\$ 76,100	\$740	4,185	\$24,902	\$39,279	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 69,106	
Holiday Pay	\$ 314,600	\$4,867	0	\$17,134	\$17,622	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 39,623	
Monthly Food Cost		\$25,228	24,884	\$19,362	\$23,933									AVG.	
Food Cost per day / per inmate		\$ 2.60	\$ 2.51	\$ 2.04	\$ 2.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3.16	
Inmate Information:															
Avg. Population		313	320	316	332	-	-	-	-	-	-	-	-	427	Allocation Per Location
Number of Rappahanock inmates		13	17	16	18	-	-	-	-	-	-	-	-	21	5.0%
Number of Shenandoah inmates		127	117	117	128	-	-	-	-	-	-	-	-	163	38.2%
Number of Warren inmates		173	186	183	186	-	-	-	-	-	-	-	-	243	56.8%
Number of other inmates		-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
														Total	
Total inmate days		9,694	9,903	9,480	10,286	-	-	-	-	-	-	-	-	39,363	
Number of attempted suicide threats		1	-	-	-	-	-	-	-	-	-	-	-	1	
Number of grievances filed		1	3	2	1	-	-	-	-	-	-	-	-	7	
Number of inmates housed in other jurisdictions		7	7	9	10	-	-	-	-	-	-	-	-	33	
														Total	
Transport Information:															
Total number of transports		175	252	178	211	-	-	-	-	-	-	-	-	816	
Total number of inmates transported		304	456	278	332	-	-	-	-	-	-	-	-	1,370	
Number of transports to Shenandoah courts		57	70	47	115	-	-	-	-	-	-	-	-	289	
Number of transports to Warren courts		71	104	77	172	-	-	-	-	-	-	-	-	424	
Number of transports to Rappahanock courts		4	4	7	6	-	-	-	-	-	-	-	-	21	
Number of transports for bond hearing		-	-	-	-	-	-	-	-	-	-	-	-	-	

RSW REGIONAL JAIL AUTHORITY														
MONTHLY STATS														
AS OF OCTOBER 31, 2016														
	Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Number of video hearings		37	55	33	28	-	-	-	-	-	-	-	-	153
Number of TDO transports		5	1	3	3	-	-	-	-	-	-	-	-	12
Number of DOC transports		3	2	-	3	-	-	-	-	-	-	-	-	8
Number of medical transports		14	36	28	24	-	-	-	-	-	-	-	-	102
Number of dental transports		8	14	4	8	-	-	-	-	-	-	-	-	34
Number of hospital transports		13	21	12	26	-	-	-	-	-	-	-	-	72
Number of inmates to hospital		6	15	9	12	-	-	-	-	-	-	-	-	42
Number of other transports		-	-	-	-	-	-	-	-	-	-	-	-	-
Number of miles driven		6,076	7,377	5,703	8,840	-	-	-	-	-	-	-	-	27,996
Amount of gas used (GAL)		357	413	469	343	-	-	-	-	-	-	-	-	1,582
Work Force/Work Release Information:														Total
Number of inmates in work force		30	23	22	24									99
Number of times work force was sent out		375	455	309	310									1,449
Number of hours worked by work force		3,508	2,908	2,812	3,453									12,682
Savings generated from work force (total hours worked x \$10 per hr)		\$ 35,079	29,081	28,125	34,532									\$ 126,817
Drug test performed		154	208	166	187									715
Number of inmates in work release		20	22	24	21									87
Number of inmates removed from work release		2	3	3	3									11
Number of inmates on HEM		8	10	10	7									35
Number of people on pretrial		22	20	22	29									93
Amount of child support collected		-	-	-	-	-	-	-	-	-	-	-	-	-
Amount of court costs collected		4,544	7,140	10,017	2,359	-	-	-	-	-	-	-	-	24,060
Medical Information:														Total
Number of doctor call		69	89	133	145	-	-	-	-	-	-	-	-	436
Number of nurse call		135	60	95	180	-	-	-	-	-	-	-	-	470
Number of dentist call		7	10	3	11	-	-	-	-	-	-	-	-	31
Number of crisis interventions		10	15	20	15	-	-	-	-	-	-	-	-	60
Number of psychiatrist call		17	24	31	36									108
Number QMHP call		32	61	59	26									178
Withdrawal protocol		15	22	14	20									71

RSW REGIONAL JAIL AUTHORITY
 SOURCE-SOURCE REVENUES SUMMARY REPORT DEFINITION TYPE #1
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Code	Description	Estimated Revenue	Est. Revenue For	OCTOBER	Revenue For	OCTOBER	Revenue YTD	Unrealized Balance	Percent Real
SOURCE 100000									
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 469,927.00	\$	0.00	\$	117,481.00	\$ 234,962.00	\$ 234,965.00	50.00
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 2,597,880.00	\$	0.00	\$	0.00	\$ 1,298,940.00	\$ 1,298,940.00	50.00
110605	FUNDS FROM WARREN COUNTY	\$ 4,523,895.00	\$	0.00	\$	0.00	\$ 2,261,946.00	\$ 2,261,949.00	50.00
160501	PRISONERS KEEP FEE	\$ 100,000.00	\$	0.00	\$	8,871.14	\$ 36,996.77	\$ 63,003.23	37.00
160503	ELECTRONIC MONITORING PARTICIPAN	\$ 36,000.00	\$	0.00	\$	4,221.00	\$ 16,816.97	\$ 19,183.03	46.71
160504	PRISONER ROOM & BOARD FEE - WORK	\$ 135,000.00	\$	0.00	\$	9,154.63	\$ 33,645.34	\$ 101,354.66	24.92
160505	PRE-TRIAL DRUG AND ALCOHOL FEE	\$ 33,000.00	\$	0.00	\$	1,900.00	\$ 8,275.00	\$ 24,725.00	25.08
160506	SSA INCENTIVE PAY	\$ 0.00	\$	0.00	\$	0.00	\$ 1,400.00	\$ 1,400.00	100.00
160901	PHYSICIAN CO-PAY	\$ 3,000.00	\$	0.00	\$	400.57	\$ 1,813.80	\$ 1,186.20	60.46
160902	NURSE CO-PAY	\$ 3,000.00	\$	0.00	\$	327.00	\$ 1,297.37	\$ 1,702.63	43.25
160903	DENTIST CO-PAY	\$ 2,000.00	\$	0.00	\$	50.13	\$ 150.27	\$ 1,849.73	7.51
160904	PRESCRIPTION CO-PAY	\$ 12,000.00	\$	0.00	\$	1,493.68	\$ 5,546.52	\$ 6,453.48	46.22
160905	MEDICAL TRANSPORT CO-PAY	\$ 500.00	\$	0.00	\$	0.00	\$ 25.00	\$ 475.00	5.00
160906	MEDICAL SUPPLIES	\$ 0.00	\$	0.00	\$	13.58	\$ 147.30	\$ 147.30	100.00
160907	MEDICAL INMATE RESPONSIBLE	\$ 0.00	\$	0.00	\$	29.20	\$ 477.81	\$ 477.81	100.00
160908	MEDICATION (OVER THE COUNTER)	\$ 0.00	\$	0.00	\$	50.54	\$ 214.01	\$ 214.01	100.00
160909	CHRONIC MEDICAL CARE PROGRAM	\$ 0.00	\$	0.00	\$	115.37	\$ 230.00	\$ 230.00	100.00
180302	PAYMENTS FOR DAMAGE TO PROPERTY	\$ 0.00	\$	0.00	\$	20.00	\$ 50.00	\$ 50.00	100.00
189911	FOIA	\$ 1,000.00	\$	0.00	\$	0.00	\$ 0.00	\$ 1,000.00	0.00
189912	MISCELLANEOUS REVENUE	\$ 0.00	\$	0.00	\$	14.50	\$ 293.03	\$ 293.03	100.00
190202	COV COMP BOARD PER DIEM (STATE)	\$ 485,424.00	\$	0.00	\$	0.00	\$ 172,536.00	\$ 312,888.00	35.54
190204	TELEPHONE COMMISSIONS	\$ 168,000.00	\$	0.00	\$	0.00	\$ 39,426.68	\$ 128,573.32	23.47
100000		\$ 8,570,626.00	\$	0.00	\$	144,142.34	\$ 4,115,189.87	\$ 4,455,436.13	48.02
SOURCE 200000									
240103	COMP BOARD VACANCY SAVINGS	\$ 0.00	\$	0.00	\$	96,114.88	\$ 96,114.88	\$ 96,114.88	100.00
240104	DOC REIMBURSEMENT	\$ 0.00	\$	0.00	\$	0.00	\$ 40,710.61	\$ 40,710.61	100.00
240105	COMP BOARD SALARY FUNDING	\$ 4,810,440.00	\$	0.00	\$	312,465.93	\$ 901,488.18	\$ 3,908,951.82	18.74
240106	COV COMP BOARD PER DIEM (LOCAL)	\$ 270,576.00	\$	0.00	\$	0.00	\$ 0.00	\$ 270,576.00	0.00
240107	COMP BOARD BENEFIT FUNDING	\$ 486,639.00	\$	0.00	\$	31,185.64	\$ 62,378.86	\$ 424,260.14	12.82
200000		\$ 5,567,655.00	\$	0.00	\$	439,766.45	\$ 1,100,692.53	\$ 4,466,962.47	19.77
GRAND TOTAL		\$ 14,138,281.00	\$	0.00	\$	583,908.79	\$ 5,215,882.40	\$ 8,922,398.60	36.89

RSW REGIONAL JAIL AUTHORITY
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
OBJ 1000 SALARIES & BENEFITS								
1100	SALARIES (REGULAR)	\$ 5,836,638.00	\$ 0.00	\$ 339,673.33	\$ 1,552,022.01	\$ 4,284,615.99	26.59	
1200	SALARIES (OVERTIME)	\$ 78,153.00	\$ 0.00	\$ 39,278.86	\$ 69,105.97	\$ 9,047.03	88.42	
1300	SALARIES (PART-TIME)	\$ 46,740.00	\$ 0.00	\$ 2,933.16	\$ 11,852.05	\$ 34,887.95	25.36	
1400	SALARIES (HOLIDAY)	\$ 329,251.00	\$ 0.00	\$ 17,621.78	\$ 39,622.98	\$ 289,628.02	12.03	
1500	VEHICLE ALLOWANCE	\$ 0.00	\$ 0.00	\$ 300.00	\$ 1,200.00	\$ 1,200.00	100.00	
1800	ACCRUED LEAVE PAYOFF AT TERMINA	\$ 35,408.00	\$ 0.00	\$ 280.82	\$ 4,392.00	\$ 31,016.00	12.40	
1825	ANNUAL LEAVE TAKEN	\$ 0.00	\$ 0.00	\$ 8,285.04	\$ 44,782.02	\$ 44,782.02	100.00	
1830	SICK LEAVE TAKEN	\$ 0.00	\$ 0.00	\$ 11,318.36	\$ 31,527.91	\$ 31,527.91	100.00	
1925	COMP TIME TAKEN	\$ 0.00	\$ 0.00	\$ 1,314.45	\$ 1,886.00	\$ 1,886.00	100.00	
1000	SALARIES & BENEFITS	\$ 6,326,190.00	\$ 0.00	\$ 421,005.80	\$ 1,756,390.94	\$ 4,569,799.06	27.76	
OBJ 2000								
2100	FICA	\$ 450,078.00	\$ 0.00	\$ 30,825.09	\$ 128,822.34	\$ 321,255.66	28.62	
2210	VRS	\$ 799,072.00	\$ 0.00	\$ 52,304.80	\$ 202,178.75	\$ 596,893.25	25.30	
2300	HOSPITALIZATION INSURANCE	\$ 1,013,970.00	\$ 0.00	\$ 73,800.00	\$ 297,249.00	\$ 716,721.00	29.32	
2400	GROUP LIFE INSURANCE	\$ 74,030.00	\$ 0.00	\$ 4,874.61	\$ 19,467.27	\$ 54,562.73	26.30	
2500	SHORT & LONG TERM DISABILITY IN	\$ 3,650.00	\$ 0.00	\$ 270.88	\$ 956.74	\$ 2,693.26	26.21	
2600	UNEMPLOYMENT INSURANCE	\$ 70,653.00	\$ 0.00	\$ 4,914.00	\$ 31,413.66	\$ 102,066.66	-44.46	
2700	WORKERS COMPENSATION INSURANCE	\$ 92,295.00	\$ 0.00	\$ 0.00	\$ 46,147.50	\$ 46,147.50	50.00	
2000		\$ 2,503,748.00	\$ 0.00	\$ 166,989.38	\$ 663,407.94	\$ 1,840,340.06	26.50	
OBJ 3000 CONTRACTUAL SERVICES								
3110	PROF. HEALTH SERVICES - ON-SITE	\$ 232,916.00	\$ 0.00	\$ 15,921.33	\$ 67,107.82	\$ 165,808.18	28.81	
3111	PROF. HEALTH SERVICES - OFFSITE	\$ 133,252.00	\$ 0.00	\$ 39,481.48	\$ 91,968.11	\$ 41,283.89	69.02	
3112	PROF. HEALTH SERVICES - PRESCRI	\$ 156,378.00	\$ 0.00	\$ 84.56	\$ 39,885.50	\$ 116,492.50	25.51	
3113	PROF. HEALTH SERVICES - DENTAL	\$ 28,082.00	\$ 3,178.95	\$ 9,409.25	\$ 19,084.25	\$ 5,818.80	79.28	
3120	PROFESSIONAL SERVICES - ACCOUNT	\$ 22,000.00	\$ 0.00	\$ 9,259.95	\$ 12,379.30	\$ 9,620.70	56.27	
3150	PROFESSIONAL SERVICES - LEGAL S	\$ 36,000.00	\$ 0.00	\$ 0.00	\$ 36,000.00	\$ 0.00	100.00	
3155	PROFESSIONAL SERVICES - OTHER	\$ 23,050.00	\$ 0.00	\$ 104.59	\$ 7,383.42	\$ 15,666.58	32.03	
3310	REPAIRS & MAINTENANCE SERVICES	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 8,703.98	\$ 703.98	108.80	
3315	MOTOR VEHICLE REPAIRS & MAINTEN	\$ 0.00	\$ 0.00	\$ 84.00	\$ 2,304.31	\$ 2,304.31	100.00	
3320	MAINTENANCE & SERVICE CONTRACT	\$ 159,359.00	\$ 14,880.00	\$ 5,910.70	\$ 39,896.20	\$ 104,582.80	34.37	
3500	PRINTING & BINDING	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,400.00	0.00	
3600	ADVERTISING	\$ 4,000.00	\$ 0.00	\$ 1,227.00	\$ 2,959.00	\$ 1,041.00	73.98	
3700	RECRUITMENT COSTS (JOB FAIRS)	\$ 0.00	\$ 0.00	\$ 2,629.63	\$ 3,147.43	\$ 3,147.43	100.00	
3000	CONTRACTUAL SERVICES	\$ 804,437.00	\$ 18,058.95	\$ 84,112.49	\$ 330,819.32	\$ 455,558.73	43.37	
OBJ 5000 OTHER SERVICES								
5110	ELECTRICAL SERVICES	\$ 300,000.00	\$ 0.00	\$ 30,330.69	\$ 127,199.06	\$ 172,800.94	42.40	
5120	NATURAL GAS	\$ 70,000.00	\$ 0.00	\$ 4,540.70	\$ 9,454.36	\$ 60,545.64	13.51	
5130	WATER & SEWER	\$ 204,000.00	\$ 0.00	\$ 19,359.48	\$ 82,345.24	\$ 121,654.76	40.37	
5135	WASTE REMOVAL	\$ 16,000.00	\$ 0.00	\$ 1,481.99	\$ 3,866.84	\$ 12,133.16	24.17	
5210	POSTAGE	\$ 2,500.00	\$ 0.00	\$ 179.65	\$ 500.98	\$ 1,999.02	20.04	
5230	TELECOMMUNICATIONS	\$ 26,280.00	\$ 0.00	\$ 2,854.62	\$ 6,809.74	\$ 19,470.26	25.91	
5250	INTERNET & CABLE SERVICES	\$ 3,766.00	\$ 0.00	\$ 601.45	\$ 1,961.25	\$ 1,804.75	52.08	
5301	BOILER, MACHINERY, FIRE & GENER	\$ 28,880.00	\$ 0.00	\$ 0.00	\$ 21,827.00	\$ 7,053.00	75.58	
5305	VEHICLE INSURANCE	\$ 5,742.00	\$ 0.00	\$ 0.00	\$ 6,048.00	\$ 306.00	105.33	
5306	PUBLIC OFFICIALS LIABILITY INSU	\$ 3,217.00	\$ 0.00	\$ 0.00	\$ 3,355.00	\$ 138.00	104.29	
5309	LINE OF DUTY	\$ 28,980.00	\$ 0.00	\$ 0.00	\$ 28,980.00	\$ 0.00	100.00	
5410	LEASE/PURCHASE EQUIPMENT	\$ 23,000.00	\$ 0.00	\$ 2,369.59	\$ 6,874.13	\$ 16,125.87	29.89	
5510	TRAVEL - MILEAGE/PARKING	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 85.00	\$ 2,415.00	3.40	
5530	TRAVEL (FOOD & LODGING)	\$ 1,000.00	\$ 0.00	\$ 622.84	\$ 1,710.39	\$ 710.39	171.04	
5540	TRAVEL (TRAINING & EDUCATION)	\$ 68,680.00	\$ 0.00	\$ 145.00	\$ 55,808.00	\$ 12,872.00	81.26	
5802	BANKING FEES	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 111.40	\$ 5,888.60	1.86	
5810	DUES & ASSOCIATION MEMBERSHIP	\$ 2,590.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 1,840.00	28.96	
5850	MISCELLANEOUS EXPENSES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 74.01	\$ 425.99	14.80	
5860	PROFESSIONAL CERTIFICATION/LICE	\$ 320.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 320.00	0.00	
5000	OTHER SERVICES	\$ 793,955.00	\$ 0.00	\$ 62,486.01	\$ 357,760.40	\$ 436,194.60	45.06	
OBJ 6000 MATERIALS AND SUPPLIES								

RSW REGIONAL JAIL AUTHORITY
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
6001	OFFICE SUPPLIES	\$ 26,000.00	\$ 0.00	\$ 1,277.12	\$ 7,839.99	\$ 18,160.01	30.15
6002	FOOD SERVICE	\$ 375,000.00	\$ 644.50	\$ 23,932.80	\$ 93,432.83	\$ 280,922.67	25.09
6003	FOOD SERVICE SUPPLIES	\$ 23,900.00	\$ 0.00	\$ 339.28	\$ 1,678.64	\$ 22,221.36	7.02
6004	MEDICAL & LAB SUPPLIES	\$ 31,550.00	\$ 133.94	\$ 1,863.44	\$ 9,179.64	\$ 22,504.30	28.67
6005	LAUNDRY/HOUSEKEEPING SUPPLIES	\$ 60,000.00	\$ 225.06	\$ 5,380.49	\$ 16,073.53	\$ 43,701.41	27.16
6006	LINEN SUPPLIES	\$ 16,750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16,750.00	0.00
6007	REPAIRS & MAINTENANCE SUPPLIES	\$ 23,500.00	\$ 0.00	\$ 2,980.75	\$ 5,739.68	\$ 17,760.32	24.42
6008	VEHICLE SUPPLIES (GAS & OIL)	\$ 26,500.00	\$ 0.00	\$ 1,164.89	\$ 3,495.42	\$ 23,004.58	13.19
6009	VEHICLE REPAIRS & MAINTENANCE S	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
6010	POLICE EQUIPMENT & SUPPLIES (IN	\$ 38,015.00	\$ 1,698.00	\$ 25.11	\$ 548.30	\$ 35,768.70	5.91
6011	UNIFORMS AND WEARING APPAREL -	\$ 15,000.00	\$ 0.00	\$ 714.41	\$ 2,007.94	\$ 12,992.06	13.39
6014	OPERATING SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
6015	GROUNDS MAINTENANCE	\$ 0.00	\$ 0.00	\$ 1,154.50	\$ 1,877.30	\$ 1,877.30	100.00
6020	INMATE SUPPLIES	\$ 35,000.00	\$ 0.00	\$ 79.62	\$ 1,356.08	\$ 33,643.92	3.87
6000	MATERIALS AND SUPPLIES	\$ 689,215.00	\$ 2,433.62	\$ 38,912.41	\$ 143,229.35	\$ 543,552.03	21.13
OBJ 8000							
8102	FURNITURE & FIXTURES	\$ 5,000.00	\$ 191.15	\$ 0.00	\$ 852.15	\$ 3,956.70	20.87
8107	COMPUTER EQUIPMENT & SOFTWARE	\$ 11,350.00	\$ 0.00	\$ 30.96	\$ 4,113.02	\$ 7,236.98	36.24
8000		\$ 16,350.00	\$ 191.15	\$ 30.96	\$ 4,965.17	\$ 11,193.68	31.54
OBJ 9000 CONTINGENCIES & OTHER							
9510	PRINCIPAL ON GENERAL OBLIGATION	\$ 990,000.00	\$ 0.00	\$ 0.00	\$ 243,750.00	\$ 746,250.00	24.62
9520	INTEREST ON GENERAL OBLIGATION	\$ 2,014,386.00	\$ 0.00	\$ 0.00	\$ 507,481.25	\$ 1,506,904.75	25.19
9000	CONTINGENCIES & OTHER	\$ 3,004,386.00	\$ 0.00	\$ 0.00	\$ 751,231.25	\$ 2,253,154.75	25.00
GRAND TOTAL		\$ 14,138,281.00	\$ 20,683.72	\$ 773,537.05	\$ 4,007,804.37	\$ 10,109,792.91	28.49

**VaRisk - TERMINATION OF MEMBERSHIP
INTERIM POLICY FOR REGIONAL JAILS
October 21, 2016**

VaRisk is a risk pool created by the General Assembly and approved by the Governor to provide liability coverage for the Commonwealth's Constitutional Officers and Regional Jails. A vital component of VaRisk or any risk pool is the concept of shared risk, which is essential to the financial stability of the program. Circumstances can cause the smallest member to have the most negative experience, while the largest member may have the least negative experience. What protects VaRisk is the unity of its members, the strength of their individual programs, the expertise of the legal defense, and the willingness to share risk. This protection is obvious to members experiencing claims and litigation. Not so obvious is the impact a member leaving the program exerts on the rest of the pool if that member has reported and incurred but not reported claims and suits. These claims and suits will remain with VaRisk and its members until they are finally resolved. The ongoing expense of these claims and suits will affect the program cost including premiums of the remaining members. Additionally, if a regional jail with minimal claims history leaves the program, the premiums for the remaining members will increase because in a pool concept, jails with positive experience balance those with negative experiences.

To protect the financial integrity of VaRisk and to help pay the cost of active claims and litigation, VaRISK has established the following requirements for regional jails electing to leave the program.

TERMINATION OF MEMBERSHIP IN VaRisk

1. A regional jail electing to terminate membership shall notify the Compensation Board and the Department of the Treasury, Division of Risk Management of its intent in writing signed by the chair of the regional jail's governing body no later than November 15 prior to the date of separation. Upon request, the Division of Risk Management shall provide a regional jail contemplating separation a non-binding estimate of financial responsibility, discussed in item 3 below, by October 15.
2. A regional jail electing to terminate membership must do so on the following July 1. This shall be the date of separation.
3. A regional jail electing to terminate membership shall be financially responsible for its allocated portion of the unfunded required reserves needed to satisfy actuarially-estimated future payments for reported claims. In addition, a regional jail will be liable for any claims presented after the date of separation.

VaRisk Termination of Membership
Interim Policy for Regional Jails
October 21, 2016

4. Calculation of the final financial responsibility will be provided by the Division of Risk Management by October 15, following the date of separation.
5. Once the final amount is communicated to the regional jail, the financial responsibility may be paid in full by December 1, or as an alternative, paid by installments within a five-year period. Installment payments will also be due annually on or before December 1, after the date of separation.
6. A regional jail electing to terminate membership shall not be eligible to re-enroll in the VaRisk program until the financial obligation has been paid in full or for five years after the date of separation, whichever is later.
7. A notification of intent to re-enroll must be submitted to the Department of the Treasury, Division of Risk Management no later than November 15 prior to the date of re-entry, which shall be July 1 of the following year.

Chapter 780, Item 76.

- T. 1. The State Compensation Board is hereby directed to convene a group of stakeholders comprised of, and representing the interests of, constitutional officers, regional jail authorities, and local governments to jointly review current and alternative primary liability, medical malpractice, and employee malfeasance policy coverages and contracts, and alternatives for liability reinsurance, for such coverage currently paid for by localities under VARisk.
2. In its review, the group shall consider the premiums which have been and are currently being charged to local governments by VARisk for primary liability, medical malpractice, and employee malfeasance policy coverages for the current and prior five (5) years, and the educational and training services that have been and are currently being provided to constitutional officers in coordination with the VARisk coverage over the same time period. These findings shall be compared by the State Compensation Board and stakeholders to potential alternative coverage and contracts which could be provided by public and private providers of primary liability, medical malpractice, and employee malfeasance policy coverage, and reinsurance coverage to insure constitutional officers, regional jails authorities, and local governments, and the premiums that would be charged for such coverage. In its review, the group shall also identify and compare any and all policy limits, exclusions, and terms and conditions of VARisk and comparable coverages available from public or private insurance providers.
3. The State Compensation Board and stakeholders shall determine whether the available alternative coverage and service options are competitive with or preferable to the coverage and service options provided under VARisk, and the potential financial benefits or liabilities to the stakeholders or the Commonwealth resulting from the provision of primary liability, medical malpractice, employee malfeasance, and reinsurance coverage by alternative providers, and shall report their findings by December 1, 2016, to the Chairmen of the House Appropriations Committee and the Senate Finance Committee.
4. The Director, Division of Risk Management, shall provide technical assistance to the stakeholder group upon request of the Executive Secretary of the Compensation Board.

Stakeholder Group Directive: Review current and alternative primary liability, medical malpractice, and employee malfeasance policy coverages and contracts, and alternatives for liability reinsurance.

1. Consider the premiums which have been and are currently being charged to local governments by VARisk for primary liability, medical malpractice, and employee malfeasance policy coverages for the current and prior five (5) years;
 - a. Consider the educational and training services that have been and are currently being provided to constitutional officers;
2. Compare VARISK to potential alternative coverage and contracts which could be provided by public and private providers of primary liability, medical malpractice, and employee malfeasance policy coverage, and reinsurance coverage to insure constitutional officers, regional jails authorities, and local governments;
 - a. Identify and compare any and all policy limits, exclusions, and terms and conditions of VARisk and comparable coverages;
 - b. Compare premiums that would be charged for such coverage;
3. Determine whether the available alternative coverage and service options are competitive with or preferable to the coverage and service options provided under VARisk;
 - a. Identify potential financial benefits or liabilities to the stakeholders or the Commonwealth resulting from the provision of primary liability, medical malpractice, employee malfeasance, and reinsurance coverage by alternative provider.



COUNTY OF WARREN

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Douglas P. Stanley
County Administrator

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Memorandum

TO: Bill Wilson, Superintendent, RSW
FROM: Douglas P. Stanley, County Administrator
DATE: October 27, 2016
RE: Route 340/522 Trolley Project

Over the past year, with the assistance of the Northern Shenandoah Valley Regional Commission (NSVRC), Warren County has been exploring the potential of expanding transit service along the Rt. 340/522 corridor in Warren County. Expansion of the Front Royal Trolley service along the Rt. 340/522 corridor to the Walmart/Target shopping centers, Valley Health Urgent Care, RSW Regional Jail, and industries/businesses has been growing in demand among local riders and residents.

Due to the high volume of traffic to these destinations and a large number of individuals who are reliant on public transportation, the County is working to make this expansion a reality. In addition to providing service to these businesses for local residents, the extended Trolley line will also afford those who once walked to the Valley Health Urgent Care a means of transportation to the new location in Warren County.

Thus far the County has partnered with the NSVRC, RSW Regional Jail, Virginia Regional Transit, and additional corridor businesses to distribute a survey that reached 160 residents. The results from this survey showed a high demand for the extended Trolley service with 105 respondents stating that they would utilize this new service, 43 of which do not currently use the Trolley, but would once the service was expanded along the corridor. In addition, the survey shows that 72 respondents do not have access to a vehicle on a daily basis, making this service expansion particularly vital to allow these individuals who need to reach the Urgent Care facility.

*Front Royal-Warren County
Rivers of Opportunity-Mountains of Success*

Warren County is considering filing a grant request with the Virginia Department of Rail and Public Transit during the December 1, 2016 – February 1, 2017 application period for funding of a separate trolley system that, as currently proposed, would connect with the Town of Front Royal's current system and provide a projected 10-hours of service a day for 6-days per week (Monday-Saturday).

Currently the only means of public transportation is a cab ride to the corridor (which can cost \$10 each way) or Town Trolley service on Sunday. The County feels that the proposed system would be of great benefit to businesses and industries in the corridor; providing increased access to customers and current and potential employees; expanding opportunities for all. It would serve to connect residents of the Town of Front Royal with limited transportation options with increased shopping and employment opportunities. With over 2,000 industrial jobs in the corridor, along with the bulk of the big box retail shopping options, we feel that the service will be greatly utilized. In addition, facilities like the RSW Regional Jail will benefit by having transportation opportunities for work release inmates and families needing a ride out to the facility for visitation.

As proposed, the service would cost an estimated \$183,300 in its first year. Of that total, \$91,650 would be covered by Federal funding (50%) and \$32,994 by the State of Virginia (18%). Warren County would have to guarantee the remaining \$58,656 (32%). In order to make this work, we are going to need to get financial support from everyone in the corridor. We have put together a proposed budget. As proposed, the support would come from the perceived users of the service including Valley Health, businesses in the corridor, RSW Regional Jail, and the County. We need everyone's support to get this approved for a year to see if this is truly a need and if it can be a viable service.

At this point we are only asking for a 1-year commitment. While the commitment would be needed to keep the service going after the first year, we are hoping that businesses will see the benefits of the service moving forward. If you are interested in participating, please contact me at dstanley@warrencountyva.net by December 1, 2016.

DPS

Attachment

cc: Karen Taylor, NSVRC