



RSW

Regional Jail Authority

2:00 PM

July 26, 2018

RSW Regional Jail Administrative Meeting Room

- 1) Welcome and Introductions - *Doug Stanley*
- 2) Adoption of Agenda
- 3) Adoption of Minutes
3.1 May 24, 2018
- 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 - *Russ Gilkison*
 - 6.1 Monthly Report
 - 6.2 Facility Statistics Report
- 7) Financial Report - *Stephanie Smith*
- 8) Operating Reserve Balance
- 9) Culpeper County Bed Rental Contract
- 10) Corridor Connector Service Contribution
- 11) Discussion Regarding Housing Immigration and Customs Enforcement/US Marshal Detainees
- 12) Finance and Personnel Committee Update - *Mary Beth Price*
- 13) Other Outstanding Issues
- 14) Meeting Schedule
 - September 27, 2018 at 2:00 pm
 - November 15, 2018 at 2:00 pm
 - January 24, 2019 at 2:00 pm
- 15) Adjournment

At the regular meeting of the RSW Regional Jail Authority held at the RSW Regional Jail on May 24, 2018 at 2:00 pm:

Present: Doug Stanley (County Administrator, Warren County), Conrad Helsley (Board of Supervisors, Shenandoah County), Garrey Curry (County Administrator, Rappahannock County), Daniel McEathron (Sheriff, Warren County), Dan Murray (Board of Supervisors, Warren County), Christopher Parrish (Board of Supervisors, Rappahannock County), Mary Beth Price (County Administrator, Shenandoah County), Brendan Hefty (Legal Counsel, Hefty Wiley & Gore), Russell Gilkison (Superintendent, RSW Regional Jail), Steven Weaver (Deputy Superintendent, RSW Regional Jail), Stephanie Smith (Finance Manager, RSW Regional Jail).

Absent: Tim Carter (Sheriff, Shenandoah County), Connie Compton (Sheriff, Rappahannock County).

Welcome and Introductions

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

Adoption of Agenda

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

Aye: Curry, Helsley, McEathron, Murray, Parrish, Price, Stanley

Election of Officers

Mr. Stanley noted that the officers elected today will serve for a one year term beginning July 1, 2018.

By nomination from Ms. Price, and on a motion by Ms. Price, seconded by Sheriff McEathron, and by the following vote, the RSW Regional Jail Authority Board elected Mr. Stanley as Chairman for the period of July 1, 2018 - June 30, 2019:

Aye: Curry, Helsley, McEathron, Murray, Parrish, Price, Stanley

By nomination from Ms. Price, and on a motion by Ms. Price, seconded by Sheriff McEathron, and by the following vote, the RSW Regional Jail Authority Board elected Mr. Helsley as Vice-Chairman for the period of July 1, 2018 - June 30, 2019:

Aye: Curry, Helsley, McEathron, Murray, Parrish, Price, Stanley

By nomination from Ms. Price, and on a motion by Ms. Price, seconded by Sheriff McEathron, and by the following vote, the RSW Regional Jail Authority Board elected Mr. Curry as Secretary/Treasurer for the period of July 1, 2018 - June 30, 2019:

Aye: Curry, Helsley, McEathron, Murray, Parrish, Price, Stanley

Adoption of Minutes

On a motion by Sheriff McEathron, seconded by Mr. Helsley, and by the following vote, the RSW Regional Jail Authority adopted the minutes of the March 22, 2018 meeting as presented:

Aye: Curry, Helsley, McEathron, Murray, Parrish, 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 members of the public.

Comments from Board Members and Legal Counsel

There were no comments from Board Members.

Mr. Hefty noted that hopefully the state budget will be approved in the near future. Discussion was had regarding potential legislative changes in regard to Medicaid coverage for inmates who have overnight stays in the hospital.

Superintendent’s Report

Mr. Gilkison reported on the following items:

Average Daily Population

Rappahannock	12	3.59%
Shenandoah	150	44.91%
<u>Warren County</u>	<u>172</u>	<u>51.50%</u>
Member Jurisdiction ADP	334	
Prince William County Contract Beds	36	
Page County Contract Beds	47	
Total Facility ADP	417	

Vacancies

- 17 Officer Vacancies: This includes the 8 positions held for savings.
- 1 Licensed Practical Nurse Vacancy

Facility Grounds and Maintenance

The parking lot crack repair has not been scheduled yet because of the ongoing rainy weather.

Recruitment & Retention

The RN vacancy has been filled and there is one officer application in background.

Inmate Programs and Services

The inmate E-tablets are on site, and the system network is up and running. Staff and inmate training and the go-live date are scheduled for the first week of June. Mr. Gilkison gave a brief description of the function and contents of the tablets and noted that he hopes to give a demonstration on the tablets at the next meeting of the Authority.

Other

On Saturday, May 19, the Woodstock Police Department and Valley Health held the 7th annual Public Safety and Wellness Day. Several public safety agencies and community health providers had representatives with display booths showcasing their agencies equipment and services. This is a great event for children and the community to have a positive interaction with public safety officials. The main attraction of this event is the fire truck pull. Six teams participated this year all raising donations for the Special Olympics. This the third year RSW has attended the event and had a team in the Fire Truck Pull. The truck pull has become a friendly rivalry between Northwestern Regional Adult Detention Center and RSW.

RSW's team was able to raise over three hundred sixty dollars and handily won the event.



RSW Pull Team and Supporting Attendees

- Maj. S. Weaver and family
- Captain J. Jacobson and family
- Sgt. J. Sine
- Sgt. K. McIntyre and family
- Sgt. M. Longmire
- Sgt. B. Musterman and family
- Off. J. Corbin and family
- Off. T. Feltner and family
- Off. J. Gum
- Off. B. Hepner and family
- Off. B. Pennington
- Off. J. Unger
- Off. J. Vallen



Finance Report

Ms. Smith gave the following report:

The March payment from Page County for bed rental was received in the amount of \$7,392.28.

Bed rental revenue for April 2018 was as follows: Page County, \$41,224.13; Prince William County, \$26,987.72. This brings the total bed rental revenue for FY18 up to \$193,010.25.

The DOC Responsible Inmates medical reimbursements for March was received in the amount of \$912.72.

April marks 83% of the fiscal year. Total Expenditures are at 76% used and Revenue is 85% realized.

Recommended FY19 Budget

Mr. Stanley noted that the budget was discussed at the March meeting of the Authority Board and the discussion was postponed until this meeting. Mr. Gilkison noted that there are multiple options for a pay increase for staff included with the proposed budget. Mr. Gilkison asked that the Board consider the substantially increased cost of health insurance when deciding on a pay increase option for staff. Mr. Gilkison stated that he would like to recommend a 2.5% pay increase for staff effective July 1, 2018 in hopes to keep the salaries at RSW competitive with other local jurisdictions and facilities. Mr. Curry noted that the increase in cost from the recommended 2% pay increase for staff to a 2.5% pay increase for staff would be approximately \$32,000. Mr. Curry also noted that the bed rental revenue from just one month would more than cover that increase. Mr. Murray suggested a 2% pay increase for staff effective July 1, 2018, and then an additional 0.5% pay increase for staff effective January 1, 2019. It was noted that this would save the Authority approximately \$16,000. Sheriff McEathron noted the additional work on RSW staff by splitting up the pay increase and also noted that documentation has not been presented to give the total amount of the budget to include this split increase. Mr. Hefty asked that if the Board wished to consider the split pay increase as an option, the total budget amount needs to be calculated. The total budgeted amount was calculated to include the split pay increase at \$14,655,132.

On a motion by Mr. Murray, seconded by Mr. Helsley, and by the following vote, the RSW Regional Jail Authority Board approved the FY19 budget at \$14,655,132, to include a 2% pay increase for staff effective July 1, 2018, and an additional 0.5% pay increase for staff effective January 1, 2019:

Aye: Curry, Helsley, Murray, Parrish, Price, Stanley
Nay: McEathron

Sheriff McEathron noted that his vote opposing the budget was because he would like to see the entire 2.5% pay increase for staff be given on July 1, 2018, rather than dividing it.

Finance and Personnel Committee Update

There were no updates to discuss from the Finance and Personnel Committee.

Other Outstanding Issues

There were no other outstanding issues to discuss.

Meeting Schedule

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

- July 26, 2018 at 2:00 pm
- September 27, 2018 at 2:00 pm
- November 15, 2018 at 2:00 pm

All meetings will take place at the RSW Regional Jail.

Adjournment

On a motion by Mr. Murray, seconded by Sheriff McEathron, and by the following vote, the regular meeting of the RSW Regional Jail Authority Board was adjourned at 2:35 pm:

Aye: Curry, Helsley, McEathron, Murray, Parrish, Price, Stanley

Doug Stanley, Chairman
RSW Regional Jail Authority Board

Date Approved

RSW REGIONAL JAIL AUTHORITY														
MONTHLY STATS														
AS OF JUNE 30, 2018														
	Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Total number of transports		172	189	206	266	235	224	269	244	223	223	262	258	2,771
Total number of inmates transported		303	343	374	378	352	363	417	379	333	398	452	391	4,483
Number of transports to Shenandoah courts		52	74	64	67	63	59	64	68	73	62	82	73	801
Number of transports to Warren courts		62	70	76	75	72	75	94	74	62	91	98	80	929
Number of transports to Rappahannock courts		9	4	5	4	11	7	8	12	10	6	8	12	96
Number of video hearings		40	59	24	45	38	39	40	38	43	61	51	69	547
Number of TDO transports		1	1	2	-	-	-	-	-	2	4	2	2	14
Number of DOC transports		2	2	4	9	2	4	2	3	2	6	5	6	47
Number of medical transports		19	22	32	72	60	54	76	66	60	26	38	60	585
Number of dental transports		4	4	4	4	2	-	-	-	-	2	-	-	20
Number of hospital transports		23	12	19	35	25	25	25	21	14	26	29	25	279
Number of inmates to hospital		14	10	6	17	13	15	14	15	8	16	17	14	159
Number of miles driven		5,301	8,124	6,934	8,512	5,690	5,684	6,115	7,164	6,553	7,371	8,642	7,991	84,081
Amount of gas used (GAL)		312	304	395	426	315	330	364	395	361	412	445	429	4,488
Work Force/Work Release Information:														Total
Number of inmates in work force		15	22	17	17	15	14	13	15	15	18	30	24	215
Number of times work force was sent out		377	412	306	378	353	319	282	271	412	441	82	84	3,717
Number of hours worked by work force		3,403	3,825	2,680	2,811	2,664	2,165	2,093	2,102	3,173	3,500	2,938	3,110	34,464
Savings generated from work force (total hours worked x \$10 per hr)		\$ 34,025	\$ 38,250	\$ 26,795	\$ 28,105	\$ 26,638	\$ 21,645	\$ 20,930	\$ 21,020	\$ 31,725	\$ 35,000	\$ 29,380	\$ 31,100	\$ 344,613
Drug test performed		161	217	217	159	211	125	159	169	184	235	185	198	2,220
Number of inmates in work release		20	20	19	14	11	14	14	13	11	13	15	20	184
Number of inmates removed from work release		2	4	3	4	3	2	1	3	1	2	4	1	30
Number of inmates on HEM		7	3	1	2	1	2	5	4	3	7	7	6	48
Number of people on pretrial		14	20	30	32	27	30	27	30	37	41	30	40	358
Amount of child support collected		-	-	-	-	-	-	-	-	-	-	-	472	472
Amount of court costs collected		1,777	1,600	1,930	2,450	1,117	1,079	1,013	2,047	1,699	1,254	1,810	1,525	19,300
Medical Information:														Total
Number of doctor call		98	100	96	107	132	114	85	63	95	129	100	100	1,219
Number of MD/PA reviews		-	-	-	-	-	-	69	71	79	72	86	73	450
Number of nurse call		148	98	129	125	102	150	103	92	100	133	147	153	1,480
Number of dentist call		23	16	17	14	-	23	16	18	9	28	13	5	182
Number of crisis interventions		-	1	1	-	-	-	-	-	-	-	-	-	2
Number of Prescreens by NWCS		1	1	1	1	-	-	-	1	2	3	1	1	12
Number of psychiatrist call		28	35	33	58	46	40	42	31	31	33	40	34	451
Number QMHP call		-	-	96	136	110	125	116	113	131	154	153	151	1,285
Withdrawal protocol		21	36	40	9	7	12	7	9	12	16	16	16	201
Suicide Watches		11	12	14	10	27	15	7	6	12	16	15	11	156
Suicide Attempts		-	-	-	-	3	1	1	-	-	2	1	-	8
Hunger Strikes		-	-	-	-	-	-	-	-	-	2	1	1	4



RSW Regional Jail
Rappahannock, Shenandoah and Warren County
6601 Winchester Road
Front Royal, Virginia 22630
Phone: (540) 622-6097
Fax: (540) 622-2846

Russell W. Gilkison
Superintendent

July 26, 2018

Finance Department Report

Bed rental billing for June 2018 was as follows: Page County, \$45,238.70; Prince William County, \$31,175.45. This brings the total bed rental revenue for FY18 to \$367,104.01.

June marked the end of FY18. Currently, expenditures are at 93% used and revenue is at 97% realized.

Both Mary K. Earhart and Robinson Farmer Cox have conducted on-site preliminary fieldwork for the FY18 audit. Ms. Earhart and her team are scheduled to return on August 2nd for their final fieldwork and the audit is scheduled with Robinson Farmer Cox on September 19th and 20th.

Respectfully Submitted,

Stephanie Smith
Finance Manager
RSW Regional Jail

RSW REGIONAL JAIL AUTHORITY
 FD-SOURCE REVENUES SUMMARY REPORT DEFINITION TYPE #1
 for Fiscal Year 2018 (2017-2018 FISCAL YEAR)
 Posted Only Figures
 Executed By: ssmith

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Code	Description	Estimated Revenue	Est. Revenue For POST YEAR	Revenue For POST YEAR	Revenue YTD	Unrealized Balance	Percent Real
FD 100 Operating Fund							
SOURCE 100000							
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 249,322.00	\$ 0.00	\$ 0.00	\$ 231,402.00	\$ 17,920.00	92.81
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 1,403,816.00	\$ 0.00	\$ 0.00	\$ 1,279,785.00	\$ 124,031.00	91.16
110605	FUNDS FROM WARREN COUNTY	\$ 2,440,814.00	\$ 0.00	\$ 0.00	\$ 2,320,318.00	\$ 120,496.00	95.06
160501	PRISONERS KEEP FEE	\$ 100,000.00	\$ 0.00	\$ 12,566.58	\$ 129,345.38	\$ 29,345.38	129.35
160503	ELECTRONIC MONITORING PARTICIPAN	\$ 58,000.00	\$ 0.00	\$ 3,025.00	\$ 31,165.01	\$ 26,834.99	53.73
160504	PRISONER ROOM & BOARD FEE - WORK	\$ 135,000.00	\$ 0.00	\$ 9,419.72	\$ 112,010.71	\$ 22,989.29	82.97
160505	PRE-TRIAL DRUG AND ALCOHOL FEE	\$ 33,000.00	\$ 0.00	\$ 3,250.00	\$ 27,275.00	\$ 5,725.00	82.65
160901	PHYSICIAN CO-PAY	\$ 3,000.00	\$ 0.00	\$ 367.87	\$ 4,875.22	\$ 1,875.22	162.51
160902	NURSE CO-PAY	\$ 3,000.00	\$ 0.00	\$ 703.66	\$ 4,752.09	\$ 1,752.09	158.40
160903	DENTIST CO-PAY	\$ 2,000.00	\$ 0.00	\$ 91.35	\$ 1,309.20	\$ 690.80	65.46
160904	PRESCRIPTION CO-PAY	\$ 18,000.00	\$ 0.00	\$ 1,223.66	\$ 15,863.95	\$ 2,136.05	88.13
160905	MEDICAL TRANSPORT CO-PAY	\$ 500.00	\$ 0.00	\$ 0.00	\$ 87.12	\$ 412.88	17.42
160906	MEDICAL SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 514.71	\$ 14.71	102.94
160907	MEDICAL INMATE RESPONSIBLE	\$ 1,200.00	\$ 0.00	\$ 28.59	\$ 869.30	\$ 330.70	72.44
160908	MEDICATION (OVER THE COUNTER)	\$ 700.00	\$ 0.00	\$ 35.00	\$ 261.19	\$ 438.81	37.31
160909	CHRONIC MEDICAL CARE PROGRAM	\$ 4,800.00	\$ 0.00	\$ 76.49	\$ 1,634.28	\$ 3,165.72	34.05
189912	MISCELLANEOUS REVENUE	\$ 1,000.00	\$ 0.00	\$ 35.95	\$ 3,001.28	\$ 2,001.28	300.13
190202	CONTRACT BED RENTAL SPACE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 244,917.85	\$ 244,917.85	100.00
190204	TELEPHONE COMMISSIONS	\$ 168,000.00	\$ 0.00	\$ 19,825.73	\$ 207,875.01	\$ 39,875.01	123.74
100000		\$ 4,622,652.00	\$ 0.00	\$ 50,649.60	\$ 4,617,262.30	\$ 5,389.70	99.88
SOURCE 200000							
240104	DOC REIMBURSEMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16,734.66	\$ 16,734.66	100.00
240105	COMP BOARD SALARY FUNDING	\$ 4,813,653.00	\$ 0.00	\$ 332,575.14	\$ 4,747,384.45	\$ 66,268.55	98.62
240107	COMP BOARD BENEFIT FUNDING	\$ 484,253.00	\$ 0.00	\$ 33,359.67	\$ 374,814.01	\$ 109,438.99	77.40
200000		\$ 5,297,906.00	\$ 0.00	\$ 365,934.81	\$ 5,138,933.12	\$ 158,972.88	97.00
SOURCE 300000							
333020	FEDERAL DISASTER RECOVERY ASSIST	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,819.63	\$ 6,819.63	100.00
SOURCE 400000							
499100	TRANSFER FROM OPERATING A/C	\$ 0.00	\$ 0.00	\$ 0.00	\$ 230,612.00	\$ 230,612.00	100.00
100	Operating Fund	\$ 9,920,558.00	\$ 0.00	\$ 416,584.41	\$ 9,532,403.05	\$ 388,154.95	96.09
FD 150 OPERATING RESERVE							
SOURCE 100000							
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 182,312.00	\$ 0.00	\$ 0.00	\$ 182,312.00	\$ 0.00	100.00
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 1,026,517.00	\$ 0.00	\$ 0.00	\$ 1,026,516.00	\$ 1.00	100.00
110605	FUNDS FROM WARREN COUNTY	\$ 1,784,805.00	\$ 0.00	\$ 0.00	\$ 1,784,804.00	\$ 1.00	100.00
100000		\$ 2,993,634.00	\$ 0.00	\$ 0.00	\$ 2,993,632.00	\$ 2.00	100.00
150	OPERATING RESERVE	\$ 2,993,634.00	\$ 0.00	\$ 0.00	\$ 2,993,632.00	\$ 2.00	100.00
GRAND TOTAL		\$ 12,914,192.00	\$ 0.00	\$ 416,584.41	\$ 12,526,035.05	\$ 388,156.95	96.99

RSW REGIONAL JAIL AUTHORITY
 EXPENDITURE SUMMARY REPORT DEFINITION TYPE #1
 for Fiscal Year 2018 (2017-2018 FISCAL YEAR)
 Posted Only Figures
 Executed By: ssmith

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 Time: 13:47:42

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For POST YEAR	Expenditures Year-to-Date	Available Balance	Percent Used
FD 100 Operating Fund							
OBJ 1000 SALARIES & BENEFITS							
1100	SALARIES (REGULAR)	\$ 5,277,995.00	\$ 0.00	\$ 0.00	\$ 4,553,043.11	\$ 724,951.89	86.26
1200	SALARIES (OVERTIME)	\$ 158,881.00	\$ 0.00	\$ 0.00	\$ 313,493.11	\$ 154,612.11	197.31
1300	SALARIES (PART-TIME)	\$ 47,675.00	\$ 0.00	\$ 0.00	\$ 26,824.11	\$ 20,850.89	56.26
1400	SALARIES (HOLIDAY)	\$ 336,240.00	\$ 0.00	\$ 0.00	\$ 292,737.53	\$ 43,502.47	87.06
1500	VEHICLE ALLOWANCE	\$ 3,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,600.00	0.00
1800	ACCRUED LEAVE PAYOFF AT TERMINA	\$ 35,408.00	\$ 0.00	\$ 0.00	\$ 57,093.11	\$ 21,685.11	161.24
1825	ANNUAL LEAVE TAKEN	\$ 159,090.00	\$ 0.00	\$ 0.00	\$ 190,288.54	\$ 31,198.54	119.61
1830	SICK LEAVE TAKEN	\$ 117,657.00	\$ 0.00	\$ 0.00	\$ 157,952.29	\$ 40,295.29	134.25
1925	COMP TIME TAKEN	\$ 8,236.00	\$ 0.00	\$ 0.00	\$ 20,039.03	\$ 11,803.03	243.31
1000	SALARIES & BENEFITS	\$ 6,144,782.00	\$ 0.00	\$ 0.00	\$ 5,611,470.83	\$ 533,311.17	91.32
OBJ 2000							
2100	FICA	\$ 469,800.00	\$ 0.00	\$ 0.00	\$ 412,251.50	\$ 57,548.50	87.75
2210	VRS	\$ 809,703.00	\$ 0.00	\$ 0.00	\$ 650,448.31	\$ 159,254.69	80.33
2300	HOSPITALIZATION INSURANCE	\$ 1,145,134.00	\$ 0.00	\$ 0.00	\$ 999,816.07	\$ 145,317.93	87.31
2400	GROUP LIFE INSURANCE	\$ 75,015.00	\$ 0.00	\$ 0.00	\$ 60,478.80	\$ 14,536.20	80.62
2500	SHORT & LONG TERM DISABILITY IN	\$ 3,502.00	\$ 0.00	\$ 0.00	\$ 3,380.80	\$ 121.20	96.54
2600	UNEMPLOYMENT INSURANCE	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 3,304.00	\$ 26,696.00	11.01
2700	WORKERS COMPENSATION INSURANCE	\$ 92,295.00	\$ 0.00	\$ 0.00	\$ 90,807.00	\$ 1,488.00	98.39
2000		\$ 2,625,449.00	\$ 0.00	\$ 0.00	\$ 2,220,486.48	\$ 404,962.52	84.58
OBJ 3000 CONTRACTUAL SERVICES							
3110	PROF. HEALTH SERVICES - ON-SITE	\$ 236,096.00	\$ 0.00	\$ 0.00	\$ 224,132.46	\$ 11,963.54	94.93
3111	PROF. HEALTH SERVICES - OFFSITE	\$ 179,950.00	\$ 0.00	\$ 0.00	\$ 210,512.37	\$ 30,562.37	116.98
3112	PROF. HEALTH SERVICES - PRESCRI	\$ 225,950.00	\$ 0.00	\$ 0.00	\$ 230,619.47	\$ 4,669.47	102.07
3113	PROF. HEALTH SERVICES - DENTAL	\$ 37,064.00	\$ 0.00	\$ 0.00	\$ 43,471.05	\$ 6,407.05	117.29
3120	PROFESSIONAL SERVICES - ACCOUNT	\$ 22,000.00	\$ 0.00	\$ 0.00	\$ 17,638.05	\$ 4,361.95	80.17
3150	PROFESSIONAL SERVICES - LEGAL S	\$ 36,000.00	\$ 0.00	\$ 0.00	\$ 36,000.00	\$ 0.00	100.00
3155	PROFESSIONAL SERVICES - OTHER	\$ 69,400.00	\$ 0.00	\$ 0.00	\$ 56,102.72	\$ 13,297.28	80.84
3310	REPAIRS & MAINTENANCE SERVICES	\$ 75,250.00	\$ 0.00	\$ 0.00	\$ 51,140.11	\$ 24,109.89	67.96
3315	MOTOR VEHICLE REPAIRS	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 7,517.23	\$ 7,482.77	50.11
3320	MAINTENANCE & SERVICE CONTRACT	\$ 111,985.00	\$ 0.00	\$ 0.00	\$ 153,506.46	\$ 41,521.46	137.08
3500	PRINTING & BINDING	\$ 700.00	\$ 0.00	\$ 0.00	\$ 925.70	\$ 225.70	132.24
3600	ADVERTISING	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 28,658.36	\$ 21,658.36	409.41
3700	RECRUITMENT COSTS (JOB FAIRS)	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 932.44	\$ 2,067.56	31.08
3000	CONTRACTUAL SERVICES	\$ 1,019,395.00	\$ 0.00	\$ 0.00	\$ 1,061,156.42	\$ 41,761.42	104.10
OBJ 5000 OTHER SERVICES							
5110	ELECTRICAL SERVICES	\$ 318,308.00	\$ 0.00	\$ 0.00	\$ 269,797.39	\$ 48,510.61	84.76
5120	NATURAL GAS	\$ 62,500.00	\$ 0.00	\$ 0.00	\$ 56,304.24	\$ 6,195.76	90.09
5130	WATER & SEWER	\$ 240,314.00	\$ 0.00	\$ 0.00	\$ 288,719.23	\$ 48,405.23	120.14
5135	WASTE REMOVAL	\$ 15,867.00	\$ 0.00	\$ 0.00	\$ 14,943.59	\$ 923.41	94.18
5210	POSTAGE	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 2,522.08	\$ 22.08	100.88
5230	TELECOMMUNICATIONS	\$ 26,280.00	\$ 0.00	\$ 0.00	\$ 23,850.74	\$ 2,429.26	90.76
5250	INTERNET & CABLE SERVICES	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 6,784.80	\$ 784.80	113.08
5301	BOILER, MACHINERY, FIRE & GENER	\$ 28,880.00	\$ 0.00	\$ 0.00	\$ 22,244.00	\$ 6,636.00	77.02
5305	VEHICLE INSURANCE	\$ 6,048.00	\$ 0.00	\$ 0.00	\$ 6,048.00	\$ 0.00	100.00
5306	PUBLIC OFFICIALS LIABILITY INSU	\$ 3,217.00	\$ 0.00	\$ 0.00	\$ 3,285.00	\$ 68.00	102.11
5309	LINE OF DUTY	\$ 28,980.00	\$ 0.00	\$ 0.00	\$ 35,999.06	\$ 7,019.06	124.22
5410	LEASE/PURCHASE EQUIPMENT	\$ 23,000.00	\$ 0.00	\$ 0.00	\$ 25,290.91	\$ 2,290.91	109.96
5510	TRAVEL - MILEAGE/PARKING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 407.99	\$ 592.01	40.80
5520	CONDUCT OF BUSINESS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 247.70	\$ 752.30	24.77
5530	TRAVEL (FOOD & LODGING)	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 4,687.59	\$ 2,687.59	234.38
5540	TRAVEL (TRAINING & EDUCATION)	\$ 70,680.00	\$ 0.00	\$ 0.00	\$ 72,709.82	\$ 2,029.82	102.87
5550	TRANSPORT INMATE - NOT LOCALLY	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,013.96	\$ 13.96	101.40
5802	BANKING FEES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 592.63	\$ 407.37	59.26
5810	DUES & ASSOCIATION MEMBERSHIP	\$ 3,129.00	\$ 0.00	\$ 0.00	\$ 2,517.00	\$ 612.00	80.44
5850	MISCELLANEOUS EXPENSES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 924.83	\$ 424.83	184.97
5860	PROFESSIONAL CERTIFICATION/LICE	\$ 320.00	\$ 0.00	\$ 0.00	\$ 95.00	\$ 225.00	29.69

RSW REGIONAL JAIL AUTHORITY
 EXPENDITURE SUMMARY REPORT DEFINITION TYPE #1
 for Fiscal Year 2018 (2017-2018 FISCAL YEAR)
 Posted Only Figures
 Executed By: ssmith

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For POST YEAR	Expenditures Year-to-Date	Available Balance	Percent Used
5000	OTHER SERVICES	\$ 842,523.00	\$ 0.00	\$ 0.00	\$ 838,985.56	\$ 3,537.44	99.58
	OBJ 6000 MATERIALS AND SUPPLIES						
6001	OFFICE SUPPLIES	\$ 26,000.00	\$ 0.00	\$ 0.00	\$ 19,092.26	\$ 6,907.74	73.43
6002	FOOD SERVICE	\$ 360,000.00	\$ 0.00	\$ 330.00-	\$ 329,258.79	\$ 30,741.21	91.46
6003	FOOD SERVICE SUPPLIES	\$ 23,900.00	\$ 0.00	\$ 0.00	\$ 26,142.17	\$ 2,242.17-	109.38
6004	MEDICAL & LAB SUPPLIES	\$ 31,550.00	\$ 0.00	\$ 0.00	\$ 34,303.85	\$ 2,753.85-	108.73
6005	LAUNDRY/HOUSEKEEPING SUPPLIES	\$ 60,000.00	\$ 0.00	\$ 0.00	\$ 55,676.58	\$ 4,323.42	92.79
6006	LINEN SUPPLIES	\$ 16,750.00	\$ 0.00	\$ 0.00	\$ 9,347.69	\$ 7,402.31	55.81
6007	REPAIRS & MAINTENANCE SUPPLIES	\$ 23,500.00	\$ 0.00	\$ 0.00	\$ 39,068.31	\$ 15,568.31-	166.25
6008	VEHICLE SUPPLIES (GAS & OIL)	\$ 26,500.00	\$ 0.00	\$ 0.00	\$ 18,096.23	\$ 8,403.77	68.29
6009	VEHICLE REPAIR & MAINT. SUPPLIE	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 189.55	\$ 2,310.45	7.58
6010	POLICE EQUIPMENT & SUPPLIES (IN	\$ 38,016.00	\$ 0.00	\$ 0.00	\$ 26,098.36	\$ 11,917.64	68.65
6011	UNIFORMS AND WEARING APPAREL -	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 30,314.06	\$ 15,314.06-	202.09
6012	BOOKS & SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16.00	\$ 16.00	100.00
6014	OPERATING SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 8.80	\$ 2,991.20	0.29
6015	GROUNDS MAINTENANCE	\$ 8,500.00	\$ 0.00	\$ 0.00	\$ 7,185.24	\$ 1,314.76	84.53
6016	REPAIR & MAINT EQUIPMENT-TOOLS	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 1,533.29	\$ 133.29-	109.52
6020	INMATE SUPPLIES	\$ 35,000.00	\$ 0.00	\$ 0.00	\$ 74,692.73	\$ 39,692.73-	213.41
6000	MATERIALS AND SUPPLIES	\$ 671,616.00	\$ 0.00	\$ 330.00-	\$ 671,023.91	\$ 592.09	99.91
	OBJ 8000						
8101	MACHINERY & EQUIPMENT	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00
8102	FURNITURE & FIXTURES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 7,441.59	\$ 2,441.59-	148.83
8107	COMPUTER EQUIPMENT & SOFTWARE	\$ 32,500.00	\$ 0.00	\$ 0.00	\$ 38,281.93	\$ 5,781.93-	117.79
8000		\$ 47,500.00	\$ 0.00	\$ 0.00	\$ 45,723.52	\$ 1,776.48	96.26
100	Operating Fund	\$ 11,351,265.00	\$ 0.00	\$ 330.00-	\$ 10,448,846.72	\$ 902,418.28	92.05
	FD 150 OPERATING RESERVE						
	OBJ 9000 CONTINGENCIES & OTHER						
9510	PRINCIPAL ON GENERAL OBLIGATION	\$ 995,000.00	\$ 0.00	\$ 0.00	\$ 950,009.01	\$ 44,990.99	95.48
9520	INTEREST ON GENERAL OBLIGATION	\$ 1,998,634.00	\$ 0.00	\$ 0.00	\$ 1,993,348.46	\$ 5,285.54	99.74
9000	CONTINGENCIES & OTHER	\$ 2,993,634.00	\$ 0.00	\$ 0.00	\$ 2,943,357.47	\$ 50,276.53	98.32
150	OPERATING RESERVE	\$ 2,993,634.00	\$ 0.00	\$ 0.00	\$ 2,943,357.47	\$ 50,276.53	98.32
GRAND TOTAL		\$ 14,344,899.00	\$ 0.00	\$ 330.00-	\$ 13,392,204.19	\$ 952,694.81	93.36

Operating Reserve Notes

Operating Reserve Balance (As of June 30, 2018): \$2,379,680.71

At the May 25, 2017 meetings, it was discussed that *“RSW will begin paying the bond payments out of the Operating Reserve account and depositing the funds received from the localities into this account, so that all the bond proceeds are spent and only local dollars remain.”* As of March 6, 2018, this pay down has been completed and the entire balance of the Operating Reserve consists of local dollars.

It was decided at the May 25, 2017 meetings that *“the remaining operating reserve funds over the [60 Days of Operating Expenses] be placed in a Capital Operating Fund for future capital replacement.”*

FY19 Operating Reserve per Authority Agreement (60 Days): \$1,940,763

As outlined below, the balance of the Operating Reserve is currently \$438,918 over the required FY19 60 Days funding. This balance can either be moved into the Capital Reserve or be distributed back to the localities as outlined below.

Operating Reserve Balance as of 06/30/2018			2,379,681
FY19 Budget Total			14,655,132
FY19 Budget (Less Debt Service)			11,644,576
FY19 Amount Required to be in Operating Reserve per Board Agreement (60 Days Funding)			1,940,763
Excess in Operating Reserve at end of FY18 (Over required FY19 60 Days Funding)			438,918
FY19 Locality Contribution %:	Rappahannock	6.30%	27,652
	Shenandoah	37.98%	166,701
	Warren	55.72%	244,565