



RSW

Regional Jail Authority

2:00 PM

November 15, 2018

RSW Regional Jail Administrative Meeting Room

- 1) Welcome and Introductions - *Doug Stanley*
- 2) Adoption of Agenda
- 3) Adoption of Minutes
 - 3.1 September 27, 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) Paytel Tablet Presentation - *Vincent Townsend*
- 7) McShin Foundation Presentation - *John Shinholser*
- 8) Rural Jail Diversion Grant - *Northwestern Community Services Board: Mike Elwell and George Dupuy*
- 9) Superintendent's Report - *Russ Gilkison*
 - 9.1 Monthly Report
 - 9.2 Facility Statistics Report
- 10) Financial Report - *Stephanie Smith*
- 11) CIP Maintenance and Replacement Budget
- 12) Finance and Personnel Committee Update - *Mary Beth Price*
- 13) Closed Session- Code Section 2.2-3711.A.1 to discuss the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.
- 14) Other Outstanding Issues
- 15) Meeting Schedule
 - January 24, 2019 at 2:00 pm
 - March 28, 2019 at 2:00 pm
 - May 23, 2019 at 2:00 pm
- 16) Adjournment

At the regular meeting of the RSW Regional Jail Authority held at the RSW Regional Jail on September 27, 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), Dan Murray (Board of Supervisors, Warren 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), Mary O'Connor (Administrative Assistant, RSW Regional Jail).

Absent: Christopher Parrish (Board of Supervisors, Rappahannock County), 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: Curry, Helsley, 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 adopted the minutes of July 26, 2018 meeting as presented:

Aye: Curry, Helsley, 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 members of the public.

Comments from Board Members and Legal Counsel

Mr. Stanley thanked Mr. Gilkison for his continued effort of bringing bed rentals to RSW Regional Jail.

Superintendent's Report

Mr. Gilkison reported on the following items:

Average Daily Population

Rappahannock	18	4.9%
Shenandoah	160	43.8%
<u>Warren County</u>	<u>187</u>	<u>51.2%</u>
Member Jurisdiction ADP	365	
Prince William County Contract Beds	29	
Page County Contract Beds	65	
Culpeper County Contract Beds	51	
Total Facility ADP	473	

Vacancies

21 Officer Vacancies: This includes the eight positions held for vacancy savings.

2 Licensed Practical Nurse Vacancies

Facility Grounds and Maintenance

RSW will be starting fall clean up around the facility. Power washing the exterior, to include the columns, soffit and entrances and as well as touch up painting of exterior doors and frames.

Maintenance staff recently completed the semiannual preventive maintenances of all the air handlers units.

Recruitment & Retention

There is 1 applicant in background for correctional officer

Since the report was generated, background checks were generated on three additional applicants and interviews were scheduled for each of them.

Inmate Programs and Services

Mr. Gilkison mentioned that E-tablets have been assigned on a 1:1 ratio. With all of the programs and applications on the tablets Mr. Gilkison said that the hard copies of book carts and the Law Library can be phased out.

With the 1:1 issuing of tablets, fewer damages have occurred and there is more accountability. If intentional damage can be proved disciplinary charges are given.

Other

On October 24th and 25th RSW Regional Jail will be hosting a booth at the World of Works (WoW) in Winchester. Seventh grade students from all over the Shenandoah Valley go to participate in the interactive career fair to get them interested in exciting local jobs.

RSW will also be participating in several other career fairs in the months of October and November at the New Market Community Center on October 16th, the Shawnee Volunteer Fire Department on October 31st, and Lord Fairfax Community College on November 13th.

Mr. Curry asked if Mr. Gilkison had a chart that tracked employee vacancies over time. Mr. Gilkison said the information was kept but a chart had not been constructed. Mr. Stanley mentioned that the vacancies had been in the thirties at one point. Mr. Gilkison stated that when he took over as Superintendent the vacancies were at 44. Mr. Helsley asked how Mr. Gilkison was able to reduce the vacancies so significantly. Mr. Gilkison answered that the salary restructuring helped to recruit and retain officers, as well as the change in facility culture with restructuring of management.

Mr. Stanley suggested creating a retention study to track employee vacancies and length of employment. Mr. Gilkison mentioned that December 2018 will be the five year mark for employees that started when RSW first opened.

Mr. Murray asked if maintenance staff had been checking roof drain hatches and properly inspecting roof equipment. Mr. Gilkison explained that with the recent torrential rain if the RSW maintenance staff was not diligent in their work roof leaks and other issues would have been noticed.

Mr. Stanley asked Mr. Gilkison when the Capital Improvement Plan that Moseley Architects is working on would be ready. Mr. Gilkison said he is expecting it to be available by early December 2018.

Finance Report

Ms. Smith reported on the following items.

Finance Department Report

Contract bed rental billing for July and August 2018 was as follows:

	July 2018	August 2018
Culpeper County	\$ 6,018.25	\$34,005.25
Page County	\$56,823.91	\$60,270.79
Prince William County	\$28,898.67	\$21,547.17

The FY19 budget was adopted with an estimated \$170,000 in revenue from Contract Bed Rental Space which RSW has already exceeded by \$37,564.04 (This only includes the revenue from the monthly billing, it does not include revenue collected through medical, housing, commissary, or telephone fees).

The total bed rental revenue for FY19, including revenue from medical, housing, commissary, and telephone fees is \$235,120.19.

\$551,209.60 was received from the Compensation Board in August for the July 2018 salaries and benefits, of which \$253,037.00 was for the eight positions held vacant at RSW in FY19.

The included Expenditure and Revenue reports were ran on September 21, 2018. That date marks 22.5% of the year. Currently, expenditures are at 22.6% used and revenue is at 26.5% realized.

Robinson Farmer Cox conducted the FY18 audit on September 19th and 20th. They stated that everything looks good and that they will have the financial report drafted by December. The only recommendation Robinson Farmer Cox had for RSW was to further document the Finance Policies. There were no issues with the policies themselves, but there needed to be better documentation of exactly what the policies and procedures are.

On a motion by Mr. Murray, seconded by Ms. Price, and by the following vote, the RSW Regional Jail Authority approved the Financial Report:

Aye: Curry, Helsley, Murray, Price, Stanley

Staff Bonuses

Mr. Gilkison explained that he wanted to recognize RSW staff for the effort they have put into facilitating the additional inmates from contractual bed rental partners with a \$500 bonus in December. Bed rentals have added approximately 108 inmates to the population, while staff coverage has stayed the same. The increase has affected staff across the board from Correctional Officers to Medical Staff to Administration.

Mr. Helsley asked what criteria would have to be met for staff to get the bonus in terms of length of service. Mr. Gilkison said that criteria had been discussed, however there are very few members of staff that have worked at RSW less than six months and the bed rental inmates have affected them as well. Rather than preclude two or three employees, Mr. Gilkison would like to recognize all staff with the bonus.

Mr. Gilkison stated with the current number of 129 staff the total cost to give each person a \$500 bonus would be \$64,500. Mr. Gilkison said that even if four more people were hired before December, the cost would not raise significantly. Mr. Stanley stated there would have to be a cut off of a date of employment even if it were December First.

Ms. Price verified with Ms. Smith the date of the expenditure and revenue reports were ran was September 21, 2018 and as of that date the revenue received from contract bed rentals was \$283,978.19 which has already exceeded budgeted revenue.

Ms. Price mentioned at the Finance and Personnel Committee meeting it was stated that Mr. Gilkison has done what the committee asked of him, in bringing in additional revenue. Ms. Price

explained that the Finance and Personnel Committee did recommend that the Authority Board approve the staff bonuses.

Mr. Stanley mentioned that approving a bonus was a onetime event, unlike a raise which would continue to cost the localities over time. Since the bed rental revenue received has already exceeded the budget in month two, Mr. Stanley said he was hopeful that all localities would also be able to receive a refund at the end of the fiscal year.

Ms. Price also explained that she would like to see a credit on the localities third quarter payment due to the excess received from contact bed rentals.

Mr. Curry stated he would like to see either a credit on third quarter payments or for the funds to be put into the capital reserve account in case the need arises for additional funding from the localities.

Mr. Gilkison stated RSW still had approximately 120 vacant beds and there was no danger of running out of space for local inmates.

On a motion by Ms. Price, seconded by Mr. Murray, and by the following vote, the RSW Regional Jail Authority approved a onetime \$500 bonus to RSW Regional Jail Staff in December 2018:

Aye: Curry, Helsley, Murray, Price, Stanley

Other Outstanding Issues

Mr. Gilkison thanked the board on behalf of RSW Regional Jail staff for approving the \$500 bonus.

Meeting Schedule

- November 15, 2018 at 2:00 pm
- January 24, 2019 at 2:00 pm
- March 28, 2019 at 2:00 pm

It was noted that the March meeting of the Authority Board was incorrectly listed as March 21, 2019 and should be March 28, 2019.

Adjournment

On a motion by Ms. Price, seconded by Mr. Murray, and by the following vote, the regular meeting of the RSW Regional Jail Authority Board was adjourned at 2:20 pm:

Aye: Curry, Helsley, Murray, Price, Stanley

Doug Stanley, Chairman
RSW Regional Jail Authority Board

Date Approved

Average Daily Population

Rappahannock	20	5.4%
Shenandoah	162	44%
Warren County	186	50.5%
Member Jurisdiction ADP	368	
Prince William County Contract Beds	15	
Page County Contract Beds	57	
Culpeper County Contract Beds	50	
Total Facility ADP	453	

Vacancies

22 Officer Vacancies: This includes the eight positions held for vacancy savings.
 2 Licensed Practical Nurse Vacancies

Facilities Grounds and Maintenance

Recruitment & Retention

Inmate Programs and Services

Other

RSW is currently collecting canned goods for 95.3 the River’s Camping for Hunger food drive. On October 16th RSW attended a career fair at the New Market Community Center and on November 13th RSW hosted a table at Lord Fairfax Community College’s career and internship fair. The World of Work career expo on October 24th and 25th went very well; all the students were very interested in RSW.

RSW REGIONAL JAIL AUTHORITY															
MONTHLY STATS															
AS OF OCTOBER 31, 2018															
	Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	
Income:															
110603 Funds From Other Govt. Entities	\$ 7,813,532	\$ 1,953,383	\$ -	\$ 1,830,320	\$ 123,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,906,766	
160501 Prisoners Keep Fee	\$ 140,000	\$ 12,567	\$ 14,107	\$ 15,680	\$ 15,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,652	
160503 Electronic Monitoring	\$ 45,000	\$ 3,025	\$ 3,450	\$ 2,875	\$ 2,988	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,338	
160504 Room and Board - WR	\$ 140,000	\$ 9,420	\$ 14,325	\$ 16,925	\$ 20,461	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,130	
160505 Pre-Trial Drug and Alcohol Fee	\$ 25,000	\$ 3,250	\$ 3,095	\$ 3,035	\$ 2,735	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,115	
160901 Physican co-pay	\$ 6,000	\$ 368	\$ 455	\$ 524	\$ 789	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,136	
160902 Nurse co-pay	\$ 5,000	\$ 704	\$ 567	\$ 634	\$ 691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,596	
160903 Dentist co-pay	\$ 1,500	\$ 91	\$ 102	\$ 85	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 378	
160904 Prescriptions	\$ 20,000	\$ 1,224	\$ 1,344	\$ 1,692	\$ 1,540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,800	
160905 Medical Transport co-pay	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160906 Medical Supplies	\$ 800	\$ -	\$ 1	\$ 34	\$ 24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59	
160907 Medical Inmate Responsible	\$ 1,200	\$ 29	\$ 283	\$ 328	\$ 325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 965	
160908 Medication (OTC)	\$ 400	\$ 35	\$ 31	\$ 33	\$ 37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136	
160909 Chronic Medical Care Program	\$ 2,000	\$ 76	\$ 40	\$ 55	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 202	
189912 Miscellaneous	\$ 1,000	\$ 36	\$ 31	\$ 20	\$ 221	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 309	
190202 Contract Bed Rental Space	\$ 170,000	\$ 76,414	\$ 91,741	\$ 115,823	\$ 106,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 390,028	
190203 Work Release Transportation	\$ -	\$ -	\$ -	\$ 6,000	\$ 9,600										
190204 Telephone Commission	\$ 185,000	\$ 19,826	\$ 22,690	\$ 23,693	\$ 24,254	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,462	
240104 DOC Reimbursement	\$ 30,000	\$ 2,830	\$ 910	\$ 1,136	\$ 1,102	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,979	
240105 Comp Board - S&B	\$ 5,298,200	\$ 365,935	\$ 551,480	\$ 370,363	\$ 474,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,761,778	
240106 Housing Prisoners/State	\$ 770,000	\$ 221,155	\$ -	\$ -	\$ 248,480	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 469,635	
TOTAL JAIL INCOME	\$14,655,132	\$ 2,670,367	\$ 704,651	\$ 2,389,257	\$ 1,031,790	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,780,466	
Account Balances															
Operating Reserve		\$ 3,132,319	\$ 3,132,319	\$ 3,088,750	\$ 3,136,166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Capital Reserve		\$ 408,008	\$ 408,008	\$ 408,008	\$ 408,008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Expenses:															
Overtime	\$ 158,881	\$10,108	\$8,788	\$13,844	\$22,924	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 55,665	
Holiday Pay	\$ 280,000	\$20,766	\$0	\$20,426	\$19,920	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 61,112	
Monthly Food Cost	\$355,000.00	\$12,961	\$34,925	\$28,938	\$34,692	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	AVG.	
Food Cost per day / per inmate		\$ 1.19	\$ 3.08	\$ 2.50	\$ 3.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.45	
Inmate Information:															
Avg. Population		350	365	386	368	-	-	-	-	-	-	-	-	367	Allocation Per Location
Number of Rappahanock inmates		20	18	22	20	-	-	-	-	-	-	-	-	20	5.3%
Number of Shenandoah inmates		158	160	165	162	-	-	-	-	-	-	-	-	161	44.0%
Number of Warren inmates		172	187	199	186	-	-	-	-	-	-	-	-	186	50.7%
State Responsible inmates		101	108	121	106	-	-	-	-	-	-	-	-	109	
Number of inmates Out of Compliance per DOC		28	33	34	38	-	-	-	-	-	-	-	-	33	
Local Responsible inmates		163	173	202	191	-	-	-	-	-	-	-	-	182	
PWC inmates		33	29	20	15	-	-	-	-	-	-	-	-	24	
Page Co. inmates		74	65	56	57	-	-	-	-	-	-	-	-	63	
Cupleper Co. inmates		24	51	55	50	-	-	-	-	-	-	-	-	45	
														Total	
Total inmate days		10,859	11,321	11,580	11,405	-	-	-	-	-	-	-	-	45,165	
Number of grievances filed		1	3	5	-	-	-	-	-	-	-	-	-	9	
Number of inmates housed in other jurisdictions		6	7	7	8	-	-	-	-	-	-	-	-	28	
Transport Information:															
Total number of transports		238	235	233	279	-	-	-	-	-	-	-	-	985	

RSW REGIONAL JAIL AUTHORITY														
MONTHLY STATS														
AS OF OCTOBER 31, 2018														
	Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Total number of inmates transported		393	438	448	416	-	-	-	-	-	-	-	-	1,695
Number of transports to Shenandoah courts		79	81	67	75	-	-	-	-	-	-	-	-	302
Number of transports to Warren courts		63	72	82	84	-	-	-	-	-	-	-	-	301
Number of transports to Rappahannock courts		18	6	10	13	-	-	-	-	-	-	-	-	47
Number of video hearings		98	91	60	58	-	-	-	-	-	-	-	-	307
Number of TDO transports		2	1	-	2	-	-	-	-	-	-	-	-	5
Number of DOC transports		2	3	2	2	-	-	-	-	-	-	-	-	9
Number of medical transports		60	50	56	72	-	-	-	-	-	-	-	-	238
Number of dental transports		-	-	-	4	-	-	-	-	-	-	-	-	4
Number of hospital transports		14	22	16	27	-	-	-	-	-	-	-	-	79
Number of inmates to hospital		8	14	9	16	-	-	-	-	-	-	-	-	47
Number of miles driven		6,614	7,392	7,311	7,601	-	-	-	-	-	-	-	-	28,918
Amount of gas used (GAL)		386	414	369	426	-	-	-	-	-	-	-	-	1,596
Work Force/Work Release Information:														Total
Number of inmates in work force		18	10	9	-	-	-	-	-	-	-	-	-	37
Number of times work force was sent out		57	18	16	-	-	-	-	-	-	-	-	-	91
Number of hours worked by work force		3,050	144	128	-	-	-	-	-	-	-	-	-	3,322
Savings generated from work force (total hours worked x \$10 per hr)		\$ 30,500	\$ 1,440	\$ 1,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,220
Drug test performed		231	153	192	-	-	-	-	-	-	-	-	-	576
Number of inmates in work release		24	33	31	-	-	-	-	-	-	-	-	-	88
Number of inmates removed from work release		1	2	4	-	-	-	-	-	-	-	-	-	7
Number of inmates on HEM		8	6	6	-	-	-	-	-	-	-	-	-	20
Number of people on pretrial		40	59	40	-	-	-	-	-	-	-	-	-	139
Amount of child support collected		120	120	-	-	-	-	-	-	-	-	-	-	240
Amount of court costs collected		2,849	1,033	3,277	7,478	-	-	-	-	-	-	-	-	14,637
Medical Information:														Total
Number of doctor call		141	152	-	-	-	-	-	-	-	-	-	-	293
Number of MD/PA reviews		74	79	-	-	-	-	-	-	-	-	-	-	153
Number of nurse call		152	193	-	-	-	-	-	-	-	-	-	-	345
Number of dentist call		29	7	-	-	-	-	-	-	-	-	-	-	36
Number of Prescreens by NWCS		-	1	-	-	-	-	-	-	-	-	-	-	1
Number of psychiatrist call		27	44	-	-	-	-	-	-	-	-	-	-	71
Number QMHP call		152	174	-	-	-	-	-	-	-	-	-	-	326
Withdrawal protocol		24	18	-	-	-	-	-	-	-	-	-	-	42
Suicide Watches		14	16	-	-	-	-	-	-	-	-	-	-	30
Suicide Attempts		-	1	-	-	-	-	-	-	-	-	-	-	1
Hunger Strikes		1	-	-	-	-	-	-	-	-	-	-	-	1



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

November 15, 2018

Finance Department Report

\$474,000.16 was received from the Compensation Board in October for the September 2018 salaries and benefits reimbursement, of which \$105,363.41 was for vacancy savings for the months of July, August, and September.

October marks 33.33% of the year. Expenditures are at 30.31% used and Revenue is at 43.53% realized.

Respectfully Submitted,

Stephanie Smith
Finance Manager
RSW Regional Jail

RSW REGIONAL JAIL AUTHORITY
 FD-SOURCE REVENUES SUMMARY REPORT DEFINITION TYPE #1
 for Fiscal Year 2019 (2018-2019 FISCAL YEAR)
 Posted Only Figures
 Executed By: ssmith

Page: 1
 Date: 11/02/18
 Time: 12:00:58

Code	Description	Estimated Revenue	Est. Revenue For	OCTOBER	Revenue For	OCTOBER	Revenue YTD	Unrealized Balance	Percent Real
FD 100 Operating Fund									
SOURCE 100000									
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 302,588.00	\$	0.00	\$	75,647.00	\$ 151,294.00	\$ 151,294.00	50.00
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 1,824,170.00	\$	0.00	\$	0.00	\$ 912,086.00	\$ 912,084.00	50.00
110605	FUNDS FROM WARREN COUNTY	\$ 2,676,218.00	\$	0.00	\$	0.00	\$ 1,338,110.00	\$ 1,338,108.00	50.00
160501	PRISONERS KEEP FEE	\$ 140,000.00	\$	0.00	\$	15,298.58	\$ 45,085.72	\$ 94,914.28	32.20
160503	ELECTRONIC MONITORING PARTICIPAN	\$ 45,000.00	\$	0.00	\$	2,987.61	\$ 9,312.61	\$ 35,687.39	20.69
160504	PRISONER ROOM & BOARD FEE - WORK	\$ 140,000.00	\$	0.00	\$	20,460.81	\$ 51,710.72	\$ 88,289.28	36.94
160505	PRE-TRIAL DRUG AND ALCOHOL FEE	\$ 25,000.00	\$	0.00	\$	2,735.00	\$ 8,865.00	\$ 16,135.00	35.46
160901	PHYSICIAN CO-PAY	\$ 6,000.00	\$	0.00	\$	789.46	\$ 1,768.20	\$ 4,231.80	29.47
160902	NURSE CO-PAY	\$ 5,000.00	\$	0.00	\$	690.90	\$ 1,892.27	\$ 3,107.73	37.85
160903	DENTIST CO-PAY	\$ 1,500.00	\$	0.00	\$	100.00	\$ 286.52	\$ 1,213.48	19.10
160904	PRESCRIPTION CO-PAY	\$ 20,000.00	\$	0.00	\$	1,540.14	\$ 4,576.57	\$ 15,423.43	22.88
160905	MEDICAL TRANSPORT CO-PAY	\$ 500.00	\$	0.00	\$	0.00	\$ 0.00	\$ 500.00	0.00
160906	MEDICAL SUPPLIES	\$ 800.00	\$	0.00	\$	23.92	\$ 58.76	\$ 741.24	7.34
160907	MEDICAL INMATE RESPONSIBLE	\$ 1,200.00	\$	0.00	\$	325.41	\$ 936.48	\$ 263.52	78.04
160908	MEDICATION (OVER THE COUNTER)	\$ 400.00	\$	0.00	\$	37.00	\$ 101.23	\$ 298.77	25.31
160909	CHRONIC MEDICAL CARE PROGRAM	\$ 2,000.00	\$	0.00	\$	30.00	\$ 125.48	\$ 1,874.52	6.27
189912	MISCELLANEOUS REVENUE	\$ 1,000.00	\$	0.00	\$	221.39	\$ 400.36	\$ 599.64	40.04
190202	CONTRACT BED RENTAL SPACE	\$ 170,000.00	\$	0.00	\$	106,050.16	\$ 390,028.35	\$ 220,028.35	229.43
190203	WORK RELEASE TRANSPORTATION	\$ 0.00	\$	0.00	\$	9,600.00	\$ 15,600.00	\$ 15,600.00	100.00
190204	TELEPHONE COMMISSIONS	\$ 185,000.00	\$	0.00	\$	24,253.55	\$ 70,636.49	\$ 114,363.51	38.18
100000		\$ 5,546,376.00	\$	0.00	\$	260,790.93	\$ 3,002,874.76	\$ 2,543,501.24	54.14
SOURCE 200000									
240104	DOC REIMBURSEMENT	\$ 30,000.00	\$	0.00	\$	1,102.43	\$ 5,954.41	\$ 24,045.59	19.85
240105	COMP BOARD SALARY FUNDING	\$ 4,813,920.00	\$	0.00	\$	440,356.73	\$ 1,294,389.05	\$ 3,519,530.95	26.89
240106	COV COMP BOARD PER DIEM (STATE/L	\$ 770,000.00	\$	0.00	\$	248,480.00	\$ 469,635.48	\$ 300,364.52	60.99
240107	COMP BOARD BENEFIT FUNDING	\$ 484,280.00	\$	0.00	\$	33,643.43	\$ 101,183.98	\$ 383,096.02	20.89
200000		\$ 6,098,200.00	\$	0.00	\$	723,582.59	\$ 1,871,162.92	\$ 4,227,037.08	30.68
100	Operating Fund	\$ 11,644,576.00	\$	0.00	\$	984,373.52	\$ 4,874,037.68	\$ 6,770,538.32	41.86
FD 150 OPERATING RESERVE									
SOURCE 100000									
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 189,665.00	\$	0.00	\$	47,416.00	\$ 94,832.00	\$ 94,833.00	50.00
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 1,143,409.00	\$	0.00	\$	0.00	\$ 571,704.00	\$ 571,705.00	50.00
110605	FUNDS FROM WARREN COUNTY	\$ 1,677,482.00	\$	0.00	\$	0.00	\$ 838,740.00	\$ 838,742.00	50.00
100000		\$ 3,010,556.00	\$	0.00	\$	47,416.00	\$ 1,505,276.00	\$ 1,505,280.00	50.00
150	OPERATING RESERVE	\$ 3,010,556.00	\$	0.00	\$	47,416.00	\$ 1,505,276.00	\$ 1,505,280.00	50.00
GRAND TOTAL		\$ 14,655,132.00	\$	0.00	\$	1,031,789.52	\$ 6,379,313.68	\$ 8,275,818.32	43.53

RSW REGIONAL JAIL AUTHORITY
 EXPENDITURE SUMMARY REPORT DEFINITION TYPE #1
 for Fiscal Year 2019 (2018-2019 FISCAL YEAR)
 Posted Only Figures
 Executed By: ssmith

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
FD 100 Operating Fund								
OBJ 1000 SALARIES & BENEFITS								
1100	SALARIES (REGULAR)	\$ 5,361,498.00	\$ 0.00	\$ 385,089.55	\$ 1,720,516.88	\$ 3,640,981.12		32.09
1200	SALARIES (OVERTIME)	\$ 158,881.00	\$ 0.00	\$ 22,924.19	\$ 55,664.61	\$ 103,216.39		35.04
1300	SALARIES (PART-TIME)	\$ 48,748.00	\$ 0.00	\$ 2,189.88	\$ 10,020.36	\$ 38,727.64		20.56
1400	SALARIES (HOLIDAY)	\$ 280,000.00	\$ 0.00	\$ 19,920.35	\$ 61,112.42	\$ 218,887.58		21.83
1800	ACCRUED LEAVE PAYOFF AT TERMINA	\$ 35,408.00	\$ 0.00	\$ 5,807.05	\$ 16,504.17	\$ 18,903.83		46.61
1825	ANNUAL LEAVE TAKEN	\$ 159,090.00	\$ 0.00	\$ 12,132.09	\$ 98,531.59	\$ 60,558.41		61.93
1830	SICK LEAVE TAKEN	\$ 117,657.00	\$ 0.00	\$ 16,546.64	\$ 67,695.80	\$ 49,961.20		57.54
1925	COMP TIME TAKEN	\$ 17,000.00	\$ 0.00	\$ 2.68	\$ 1,374.76	\$ 15,625.24		8.09
1000	SALARIES & BENEFITS	\$ 6,178,282.00	\$ 0.00	\$ 464,612.43	\$ 2,031,420.59	\$ 4,146,861.41		32.88
OBJ 2000								
2100	FICA	\$ 472,639.00	\$ 0.00	\$ 33,527.86	\$ 147,311.83	\$ 325,327.17		31.17
2210	VRS	\$ 649,063.00	\$ 0.00	\$ 46,100.35	\$ 188,456.09	\$ 460,606.91		29.04
2300	HOSPITALIZATION INSURANCE	\$ 1,592,844.00	\$ 0.00	\$ 108,032.40	\$ 436,664.87	\$ 1,156,179.13		27.41
2400	GROUP LIFE INSURANCE	\$ 75,815.00	\$ 0.00	\$ 5,435.88	\$ 22,217.43	\$ 53,597.57		29.30
2500	SHORT & LONG TERM DISABILITY IN	\$ 5,798.00	\$ 0.00	\$ 342.30	\$ 1,468.18	\$ 4,329.82		25.32
2600	UNEMPLOYMENT INSURANCE	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30,000.00		0.00
2700	WORKERS COMPENSATION INSURANCE	\$ 92,295.00	\$ 0.00	\$ 0.00	\$ 43,259.50	\$ 49,035.50		46.87
2000		\$ 2,918,454.00	\$ 0.00	\$ 193,438.79	\$ 839,377.90	\$ 2,079,076.10		28.76
OBJ 3000 CONTRACTUAL SERVICES								
3110	PROF. HEALTH SERVICES - ON-SITE	\$ 244,773.00	\$ 0.00	\$ 14,768.33	\$ 69,456.60	\$ 175,316.40		28.38
3111	PROF. HEALTH SERVICES - OFFSITE	\$ 178,950.00	\$ 0.00	\$ 3,734.30	\$ 8,461.43	\$ 170,488.57		4.73
3112	PROF. HEALTH SERVICES - PRESCRI	\$ 226,050.00	\$ 0.00	\$ 484.64	\$ 583.90	\$ 225,466.10		0.26
3113	PROF. HEALTH SERVICES - DENTAL	\$ 40,764.00	\$ 0.00	\$ 2,500.00	\$ 7,763.05	\$ 33,000.95		19.04
3120	PROFESSIONAL SERVICES - ACCOUNT	\$ 17,000.00	\$ 0.00	\$ 0.00	\$ 3,622.12	\$ 13,377.88		21.31
3150	PROFESSIONAL SERVICES - LEGAL S	\$ 36,000.00	\$ 0.00	\$ 0.00	\$ 47,448.00	\$ 11,448.00		131.80
3155	PROFESSIONAL SERVICES - OTHER	\$ 45,750.00	\$ 0.00	\$ 1,053.20	\$ 13,984.13	\$ 31,765.87		30.57
3310	REPAIRS & MAINTENANCE SERVICES	\$ 65,400.00	\$ 0.00	\$ 5,667.15	\$ 25,109.88	\$ 40,290.12		38.39
3315	MOTOR VEHICLE REPAIRS	\$ 10,000.00	\$ 0.00	\$ 440.11	\$ 1,989.21	\$ 8,010.79		19.89
3320	MAINTENANCE & SERVICE CONTRACT	\$ 135,723.00	\$ 0.00	\$ 9,262.39	\$ 64,337.82	\$ 71,385.18		47.40
3500	PRINTING & BINDING	\$ 1,000.00	\$ 0.00	\$ 251.79	\$ 268.77	\$ 731.23		26.88
3600	ADVERTISING	\$ 10,000.00	\$ 0.00	\$ 2,915.90	\$ 9,979.51	\$ 20.49		99.80
3700	RECRUITMENT COSTS (JOB FAIRS)	\$ 3,000.00	\$ 0.00	\$ 1,830.67	\$ 2,642.14	\$ 357.86		88.07
3000	CONTRACTUAL SERVICES	\$ 1,014,410.00	\$ 0.00	\$ 42,908.48	\$ 255,646.56	\$ 758,763.44		25.20
OBJ 5000 OTHER SERVICES								
5110	ELECTRICAL SERVICES	\$ 318,308.00	\$ 0.00	\$ 0.00	\$ 105,665.50	\$ 212,642.50		33.20
5120	NATURAL GAS	\$ 62,500.00	\$ 0.00	\$ 0.00	\$ 6,930.89	\$ 55,569.11		11.09
5130	WATER & SEWER	\$ 240,314.00	\$ 0.00	\$ 0.00	\$ 92,161.35	\$ 148,152.65		38.35
5135	WASTE REMOVAL	\$ 15,500.00	\$ 0.00	\$ 1,085.56	\$ 4,380.38	\$ 11,119.62		28.26
5210	POSTAGE	\$ 2,500.00	\$ 0.00	\$ 16.13	\$ 466.44	\$ 2,033.56		18.66
5230	TELECOMMUNICATIONS	\$ 23,946.00	\$ 0.00	\$ 461.04	\$ 5,486.34	\$ 18,459.66		22.91
5250	INTERNET & CABLE SERVICES	\$ 6,000.00	\$ 0.00	\$ 158.46	\$ 1,728.67	\$ 4,271.33		28.81
5301	BOILER, MACHINERY, FIRE & GENER	\$ 28,880.00	\$ 0.00	\$ 0.00	\$ 22,212.00	\$ 6,668.00		76.91
5305	VEHICLE INSURANCE	\$ 6,048.00	\$ 0.00	\$ 0.00	\$ 6,241.00	\$ 193.00		103.19
5306	PUBLIC OFFICIALS LIABILITY INSU	\$ 3,285.00	\$ 0.00	\$ 0.00	\$ 3,366.00	\$ 81.00		102.47
5309	LINE OF DUTY	\$ 32,500.00	\$ 0.00	\$ 0.00	\$ 14,125.00	\$ 18,375.00		43.46
5410	LEASE/PURCHASE EQUIPMENT	\$ 23,000.00	\$ 0.00	\$ 2,293.32	\$ 6,837.66	\$ 16,162.34		29.73
5510	TRAVEL - MILEAGE/PARKING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 8.00	\$ 992.00		0.80
5520	CONDUCT OF BUSINESS	\$ 400.00	\$ 0.00	\$ 176.28	\$ 213.48	\$ 186.52		53.37
5530	TRAVEL (FOOD & LODGING)	\$ 2,000.00	\$ 0.00	\$ 397.18	\$ 102.34	\$ 1,897.66		5.12
5540	TRAVEL (TRAINING & EDUCATION)	\$ 72,220.00	\$ 0.00	\$ 395.00	\$ 61,400.00	\$ 10,820.00		85.02
5550	TRANSPORT INMATE - NOT LOCALLY	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00		0.00
5802	BANKING FEES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00		0.00
5810	DUES & ASSOCIATION MEMBERSHIP	\$ 3,129.00	\$ 0.00	\$ 0.00	\$ 157.00	\$ 2,972.00		5.02
5850	MISCELLANEAOUS EXPENSES	\$ 500.00	\$ 0.00	\$ 1,583.61	\$ 2,178.04	\$ 1,678.04		435.61
5860	PROFESSIONAL CERTIFICATION/LICE	\$ 300.00	\$ 0.00	\$ 0.00	\$ 98.85	\$ 201.15		32.95

RSW REGIONAL JAIL AUTHORITY
 EXPENDITURE SUMMARY REPORT DEFINITION TYPE #1
 for Fiscal Year 2019 (2018-2019 FISCAL YEAR)
 Posted Only Figures
 Executed By: ssmith

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	OCTOBER	Expenditures Year-to-Date	Available Balance	Percent Used
5000	OTHER SERVICES	\$ 843,830.00	\$ 0.00	\$ 6,566.58		\$ 333,758.94	\$ 510,071.06	39.55
	OBJ 6000 MATERIALS AND SUPPLIES							
6001	OFFICE SUPPLIES	\$ 20,000.00	\$ 0.00	\$ 2,883.90		\$ 10,091.45	\$ 9,908.55	50.46
6002	FOOD SERVICE	\$ 355,000.00	\$ 0.00	\$ 34,691.88		\$ 112,515.99	\$ 242,484.01	31.69
6003	FOOD SERVICE SUPPLIES	\$ 24,000.00	\$ 0.00	\$ 5,449.99		\$ 7,719.17	\$ 16,280.83	32.16
6004	MEDICAL & LAB SUPPLIES	\$ 25,000.00	\$ 0.00	\$ 2,183.56		\$ 4,593.92	\$ 20,406.08	18.38
6005	LAUNDRY/HOUSEKEEPING SUPPLIES	\$ 55,000.00	\$ 0.00	\$ 5,187.46		\$ 15,102.90	\$ 39,897.10	27.46
6006	LINEN SUPPLIES	\$ 12,000.00	\$ 0.00	\$ 624.40		\$ 1,161.16	\$ 10,838.84	9.68
6007	REPAIRS & MAINTENANCE SUPPLIES	\$ 33,000.00	\$ 0.00	\$ 53.15		\$ 16,717.32	\$ 16,282.68	50.66
6008	VEHICLE SUPPLIES (GAS & OIL)	\$ 20,700.00	\$ 0.00	\$ 4,196.46		\$ 9,965.40	\$ 10,734.60	48.14
6009	VEHICLE REPAIR & MAINT. SUPPLIE	\$ 1,000.00	\$ 0.00	\$ 163.43		\$ 163.43	\$ 836.57	16.34
6010	POLICE EQUIPMENT & SUPPLIES (IN	\$ 35,000.00	\$ 0.00	\$ 1,204.62		\$ 5,433.76	\$ 29,566.24	15.53
6011	UNIFORMS AND WEARING APPAREL -	\$ 20,000.00	\$ 0.00	\$ 1,974.07		\$ 10,662.89	\$ 9,337.11	53.31
6012	BOOKS & SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 13.98		\$ 15.97	\$ 15.97	100.00
6014	OPERATING SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 1,000.00	0.00
6015	GROUNDS MAINTENANCE	\$ 8,500.00	\$ 0.00	\$ 1,904.94		\$ 3,025.41	\$ 5,474.59	35.59
6016	REPAIR & MAINT EQUIPMENT-TOOLS	\$ 1,400.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 1,400.00	0.00
6020	INMATE SUPPLIES	\$ 35,000.00	\$ 0.00	\$ 1,353.68		\$ 21,705.05	\$ 13,294.95	62.01
6000	MATERIALS AND SUPPLIES	\$ 646,600.00	\$ 0.00	\$ 61,779.22		\$ 218,873.82	\$ 427,726.18	33.85
	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		\$ 0.00	\$ 5,000.00	0.00
8107	COMPUTER EQUIPMENT & SOFTWARE	\$ 10,000.00	\$ 0.00	\$ 1,948.16		\$ 6,812.35	\$ 3,187.65	68.12
8204	COMPUTER EQUIPMENT & SOFTWARE	\$ 0.00	\$ 0.00	\$ 0.00		\$ 7,740.80	\$ 7,740.80	100.00
8214	IMPROVEMENTS OTHER THAN BUILDIN	\$ 18,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 18,000.00	0.00
8000		\$ 43,000.00	\$ 0.00	\$ 1,948.16		\$ 14,553.15	\$ 28,446.85	33.84
100	Operating Fund	\$ 11,644,576.00	\$ 0.00	\$ 771,253.66		\$ 3,693,630.96	\$ 7,950,945.04	31.72
	FD 150 OPERATING RESERVE							
	OBJ 9000 CONTINGENCIES & OTHER							
9510	PRINCIPAL ON GENERAL OBLIGATION	\$ 1,038,750.00	\$ 0.00	\$ 0.00		\$ 251,775.54	\$ 786,974.46	24.24
9520	INTEREST ON GENERAL OBLIGATION	\$ 1,971,806.00	\$ 0.00	\$ 0.00		\$ 497,015.63	\$ 1,474,790.37	25.21
9000	CONTINGENCIES & OTHER	\$ 3,010,556.00	\$ 0.00	\$ 0.00		\$ 748,791.17	\$ 2,261,764.83	24.87
150	OPERATING RESERVE	\$ 3,010,556.00	\$ 0.00	\$ 0.00		\$ 748,791.17	\$ 2,261,764.83	24.87
GRAND TOTAL		\$ 14,655,132.00	\$ 0.00	\$ 771,253.66		\$ 4,442,422.13	\$ 10,212,709.87	30.31

RSW Regional Jail
 CIP maintenance and replacement schedule and budget
 11/9/2018

180,000 square feet

Item	Year	2014-2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1	Cooling Towers										\$ 200,000					
2	HVAC rooftop air handling units															\$ 1,750,000
3	HVAC boilers				Replacement not anticipated within 20											
4	HVAC Chiller				Replacement not anticipated within 20											
5	HVAC terminal units															\$ 200,000
6	HVAC fans															\$ 420,000
7	HVAC pumps and packaged pumps				Replacement not anticipated within 20											
8	HVAC Makeup air unit										\$ 40,000					
9	HVAC Split system heat pumps										\$ 50,000					
10	HVAC electric unit heater										\$ 50,000					
11	HVAC fan coil unit										\$ 50,000					
12	Furniture					\$ 540,000										\$ 960,000
13	Kitchen equipment										\$ 1,000,000					
14	Plumbing fixtures										\$ 350,000					
15	Generator															\$ 1,000,000
16	Electrical lighting fixtures															\$ 3,000,000
17	Roof membrane															\$ 3,600,000
18	Carpet					\$ 52,000										\$ 95,000
19	Electronic security system devices - card readers				Replacement not anticipated within 20											
20	Electronic security system devices - cameras		\$ 440,000							\$ 615,000						
21	Electronic security system device - duress alarms				Replacement not anticipated within 20											
22	Electronic security system head-end										\$ 1,620,000					
23	Detention equipment – locks				Replacement not anticipated within 20											
24	Rainwater recovery system										\$ 320,000					
25	Vacuum Waste System															\$ 320,000
26	Water Softener Systems										\$ 50,000					
27	Road/Parking Lot Asphalt Paving										\$ 1,400,000					
28	Video Visitation System					\$ 280,000										\$ 450,000
29	Commercial Laundry Equipment										\$ 130,000					
30	Dental Suite Equipment										\$ 580,000					
31	Radio System															
32	Vehicle Replacement					Note 1										Note 1
33	IT and telephone head-end equipment, (servers,															
Total by		\$	\$ 440,000	\$	\$	\$ 872,000	\$	\$	\$	\$ 615,000	\$ 5,840,000	\$	\$	\$	\$	\$ 11,795,000
Total cumulative																

1. Budget \$60,000 per vehicle in this year.