



ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY

(SERVING ALBEMARLE, CHARLOTTESVILLE, NELSON)

160 Peregory Lane

Charlottesville, Virginia 22902

Phone: (434) 977-6981 Fax: (434) 951-1339

Col. Martin Kumer, Superintendent (ext. 230)

Web: <http://www.acrj.org>

Mrs. Marce B. Anderson, Clerk (ext. 229)

Board Business Meeting

February 8, 2024 (12:00 p.m. – 2 p.m.)

Albemarle-Charlottesville Regional Jail, 160 Peregory Lane, Charlottesville, VA

AGENDA

(Action/Information)

I. ACRJ Board Meeting – Call to Order

Adopt Meeting Agenda

Action Item

II. Consent Agenda

For Approval:

1) Draft Summary Minutes January 11, 2024 ACRJA Board Bi-Monthly Business Meeting

Action Item

Informational

1) Administrative Reports

a) Personnel Report – January 2024

b) Out of Compliance Report -December 2023

c) Census Report – January 2024

d) Work Force / VDOT / Litter Control –January 2024

e) Special Management Report – January 2024

f) Home Electronic Incarceration – January 2024

g) COVID Update

III. Matters from the Public – (Time Limit: 3 Minutes / 2 Minutes if more than 9 speakers – no longer than 30 minutes)

IV. Matters from ACRJA Attorney – Brendan Hefty

V. Matters from ACRJA Board Members

VI. Matters from Financial Consultant – Ann Shawver

1) December 2023 YTD Financial Report (Unaudited)

Informational Item

VII. Matters from the Superintendent – Colonel Martin Kumer

1) Departmental Report (Medical)

Informational Item

2) LIDS Audit

Informational Item

3) Community Forum Presentation / Update

Informational Item

VIII. New Business –

IX. Closed Session – If Needed

Action Item

X. Adjourn to March 7, 2024 – 12:00 pm – 2:00 pm

Action Item

Authority Board

Kaki Dimock

(Albemarle)

Sheriff James E. Brown, III (Charlottesville)

Robert Barton

(Nelson)

Sheriff Chan Bryant

(Albemarle)

Lisa Draine (Citizen Rep) (Charlottesville)

Sheriff Mark Embrey

(Nelson)

David Pastors (Citizen Rep)

(Albemarle)

Brian Pinkston (Charlottesville) – Vice Chair

Candice McGarry

(Nelson)

Diantha McKeel

(Albemarle) - Chair

Ashley Reynolds Marshall (Charlottesville)

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DRAFT

**Summary Minutes of the
Albemarle Charlottesville Regional Jail Authority Board Meeting
January 11, 2024**

Jail Board Members Present:

Ms. Diantha McKeel
Ms. Lisa Draine
Ms. Kaki Dimock
Mr. Brian Pinkston
Mr. Robert Barton
Mrs. Ashley Reynolds Marshall
Sheriff Chan Bryant
Mrs. Candice McGarry
Mr. David Pastors
Sheriff James Brown
Sheriff Mark Embrey

Jail Board Members Absent:

Others Present:

Colonel Martin Kumer
Mrs. Marce Anderson
Mr. Brendan Hefty

The meeting was called to order at 12:00 pm by Chairperson Diantha McKeel.

Ms. McKeel welcomed Sheriff Embrey of Nelson County to the board and asked him to introduce himself to the board.

Chairperson McKeel then asked for all remaining board members and staff present to introduce themselves.

Ms. McKeel asked for a motion to adopt the meeting agenda. Mrs. Marshall made the motion. Mr. Pastors seconded the motion. The motion carried.

Ms. McKeel asked for a motion to adopt the consent agenda with an amendment to add Sergeant Jackson's reason from abstaining from a vote at the December meeting. Mr. Pinkston

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made the motion to approve the consent agenda with the amendment. Ms. McGarry seconded the motion. The motion carried.

Matters from the Public:

Kate Fraleigh - Hello my name is Kate Fraleigh. I live in Charlottesville. I am very excited about the upcoming community engagement sessions. I encourage the ACRJ staff to send email invitations to all the organizations and people who have contacted you about the renovation. I also hope that some of you and someone from Moseley will be there to hear and to answer questions. I hope the community will know far in advance when the Board will vote-I don't see it on the schedule in the packet.

I'm a very frugal person. The discussion about a renovation started in 2019 maybe before that. There were plans to meet the renovation needs without any square foot increase. Even up until May of 2021 there was no inclusion of a brand new second floor and then on September 2021 suddenly there was a second floor. And the cost changed from 30 million 49 million. I don't understand how that happened so quickly and why it was so necessary.

I support a renovation but I do not support a second floor it's too costly. It's 49 million plus interest totaling almost \$73 million. 24 million dollars in interest. So every tax payer dollar you vote to spend your vote automatically costs the tax payer about another 50 cents.

You Board members have a huge responsibility coming up this next two months you are the ones who decide which tier is chosen for the renovation. That decision will impact Charlottesville, Albemarle and Nelson over the next 27 years.

I'm looking at the tiers in a number of ways.

1. What is necessary and what is desired?
2. What needs to be included in a renovation project versus what can be do with an ongoing maintenance schedule
3. What things need to happen in a jail versus in the community?

Where things should happen should determine where the money should be spent. Please don't spend more money than is needed.

Matters from Brendan Hefty, ACRJA Attorney:

Mr. Hefty had no matters for discussion

Matters from the ACRJA Board Members:

There were no matters from board members.

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Matters from Ann Shawver, Business Manager:

Ms. Shawver gave the board the most recent financial report.

Through the five-month period ending November 30, 2023, revenues exceed expenditures by more than \$870,000 and are tracking ahead of budget. Expenditures are right on target as a percent of budget through November. This report marks the first this fiscal year where projections for the full fiscal year have been made. The current projection calls for a small \$39,000 deficit of revenues versus expenditures. Projections will be updated and fine-tuned as the fiscal year progresses.

Revenues

Revenues in total are 48% of the budget, positive performance considering a five-month target of 42%. For the year, revenues are projected to slightly exceed the estimate.

While Compensation Board funding slightly lags budget, ACRJ expects to receive the full amount budgeted by the time the year is complete.

Member jurisdiction contributions are slightly ahead of expectation with one member having paid a month in advance; this category will also exactly meet budget.

Receipt of two quarterly payments of State per diems strengthen this category which is expected to slightly exceed the budget.

Phone system revenues are low in the early part of the year but the revenue estimate will be met with receipt of the minimum guaranteed amount later in the year.

Housing of federal prisoners and DOC reimbursements are below expectation through November, demonstrating continuation of trends of low state and federal prisoners experienced in FY23. Budgetary shortfalls are expected as a result.

Other revenue is expected to significantly exceed budget, driven by strong interest earnings experienced since an account was established with the State Treasury's Local Government Investment Pool (LGIP).

November FY24 Financial Report 1/11/24

Expenditures

Expenditures in total are 42% of the budget, exactly on target at the five-month mark. For the year, expenditures are projected to slightly exceed the estimate.

Salaries and benefits are tracking as expected at 41% of the budget. Overtime and part-time wages are expected to decline the latter part of the fiscal year; therefore, this category is projected to finish the year below budget.

Contractual Service expenses are over budget through November as impacted by the continued use of contract nursing services. Though hiring efforts are in place, this category will significantly exceed the budget for the year.

Inmate food and medical costs are both below budget. Reduced inmate medical expenses have been incurred so far in FY24 as a result of refunds of prior payments, and this is expected to continue throughout the year. As a result, significant budgetary savings is expected for inmate medical.

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The inmate other category is ahead of target and expected to exceed budget for the year as a result of linen and uniform costs in excess of budget. The employee food and uniform category is experiencing a similar result.

The other operating costs category is ahead of budget and expected to exceed budget for the year as a result of some repair and maintenance items exceeding budget.

The facility category is slightly ahead of budget through November but for the year as a whole is expected to fall slightly under budget. Some “stocking up” of supplies was done in the fall which affects the timing of expenditures.

Capital outlay expenditures are ahead of target since the budgeted vehicle has already been purchased. Currently, the expectation is to purchase all items budgeted within this category. If needed, a spending delay can be enacted to mitigate other expenditure pressures.

Recommendations: None at this time.

Matters from Superintendent, Martin Kumer:

Departmental Report - Maintenance – Captain Thomas (Chief of Facilities) introduced the maintenance staff. Captain Thomas showed before and after photographs to the board of many projects that have been completed over the last several years (Photos of projects can be found at ACRJ.org with January 2024 supporting documents).

Notification of Serious Incidents -

The purpose of this process is to establish a procedure for the distribution and sharing of information to the public, news media, Jail Board Authority, law enforcement agencies, and other organizations. This procedure will ensure a more informed public while protecting the privacy and other rights of inmates, members of the staff, as well as maintain the safety and security of the facility. It will also notify the public of who will share information, what information will be shared, how it will be shared, to whom, and when it may be shared.

Conclusion:

All questions or request for further information shall be referred to the Superintendent. The Superintendent will employ this procedure whenever feasible to do so. However, the manner and time of the notification of serious incidents to the public will be at the discretion of the Superintendent.

Definitions

Media Organizations - Radio or television program of a station holding a Federal Communications Commission license; a news magazine of a national circulation, sold by newsstands and mail subscriptions to the general public; or a general circulation newspaper which as a general rule is qualified to publish legal notices.

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Non-Essential Information – Information of a non-serious nature that is deemed to be of public interest, including but not limited to: Announcement of Public Tours, Hiring Events, Employee Promotions, Inmate Earned GEDs, Programming and Re-Entry Initiatives, etc.

Serious Incidents – Incidents to include, but not limited to: the death of an inmate in custody, escape from the physical custody of the facility, serious bodily injury requiring emergency medical care involving staff or inmates, or when a law enforcement agency is summoned to investigate potential serious criminal activity within the facility.

Communication of Serious Incidents

Only the Superintendent or their designee is authorized to distribute information. Information will be distributed primarily by email.

The Jail Board Authority and its employees:

Information regarding serious incidents will be sent by email to members of the Jail Board Authority and its employees within 24 hours of the incident occurring. This will allow time to conduct an initial assessment of the situation, collect accurate information, and coordinate a response with law enforcement agencies prior to dissemination. The incident may be ongoing and additional information will be distributed as it becomes available.

Media and general public:

A Media Release will be sent by email using to the active list of media emails.

It shall be the responsibility of the media organization to ensure their contact information is accurate and up-to-date with facility. The Media Release will also be posted to the facility's website: acrj.org under the heading Media Release.

The media will be notified as soon as prudent to do so provided the release of information will not compromise an on-going criminal investigation and in coordination with local law enforcement.

If the incident is death related, a notification will be made that a death of an inmate in the custody of the facility has occurred with more information to follow.

The name of the deceased will be released after notification of next of kin. The cause of death will be referred to as under investigation with information to follow.

Non-essential information shall be posted on the facility's website under the heading of Media Release as soon as practical.

Ms. McKeel asked what types of crimes would prompt an outside agency. Colonel Kumer stated that anytime an inmate wants to press charges against another inmate or staff or anyone, we would contact the Albemarle County Police Department, and it would be investigated.

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Ms. Marshall requested there be a tab on or website specifically for Media Releases as well as ensuring that any documents on screen reader ADA accessible.

Colonel Kumer asked board members to contact him directly if the media reaches out to them directly. Information may have changed and they may be questions that he could answer easier than a board member.

With this last incident, I am aware that the information the public received said stabbing, however, no penetration was greater than ½ inch. What made the incident seem more ghastly was that there was a cut to the head and any head laceration is going to bleed profusely. We currently have 19 individuals here charged with murder, which is 8% of our in house population. The current risk level is high due to the number of inmates out on HEI. Housing those high risk individuals can be difficult. In the City and the County, a lot of those murders are gang related. There could be friends and family of that individual that was murdered and determining housing can be very difficult. Special management housing unit is one of the things requested in the second floor of the renovation in order to keep individuals that need to be separated, separate. Some of those are not gang related but many are. Mr. Pastors asked if there was a separation between pretrial individuals and fully sentenced. Colonel Kumer advised that there is not a separation between the two due to the lack of housing options. They are primarily separated by behavior. Your charge in and of itself does not determine housing.

In 1995 there was a CBCP study done, just like the one done 2 years ago at the earlier portion of this potential renovation. Some of the things needed was ADA accessibility, special management housing, increased visitation areas. These are the things I am requesting now because the prior renovation plan was cut down so much, they eliminated the vast majority of what was asked for. What was approved was but down even more due to the bankruptcy of the construction company. If the recommendations were done in 2000, we wouldn't necessarily be in this place. We need to learn from our mistakes.

Architecture and Engineering Community Engagement Update

Colonel Kumer advised the board that there are 3 tentative dates for the Community Engagement sessions. We are actively looking for a venue to hold the meetings. Somewhere centrally located in Charlottesville or Albemarle County with free parking and on the bus line that can hold the number of people we are anticipating. The Board Authority and Superintendent are committed to ensuring the general public, facility staff, the inmate population and all stakeholders have an opportunity to participate in the anticipated expansion and renovation of the jail.

Conclusion:

Moseley Architects realizes that input from the public and all stakeholders is paramount to a successful design that meets the needs of the community.

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Moseley Architects has partnered with Delceno Miles and the Miles Agency to promote and encourage public engagement through the design process.

The following Public Engagement Plan will ensure public and stakeholder participation and input while maintaining an efficient and timely design process.

There will be three listening and idea mining sessions targeted to the general public. All meetings are tentatively scheduled with locations yet to be determined.

All sessions will be held in community locations that is serviced by public transportation and at times determined to best enable public participation. All meetings will also have a virtual option. All meeting times, locations and agendas will be advertised publicly through the use of media releases, email when feasible and postings on the Jail's website acrj.org.

Meeting notes and related information will be made available on the Jail's website following each session.

1) The first meeting is tentatively scheduled for January 26 and is designed to be a listening and idea mining session.

2) The second engagement forum is tentatively February 12. During this meeting we will discuss suggestions and ideas presented at the first listening session. Follow-up questions will also be discussed.

3) The third session is currently scheduled for February 29. Moseley Architects will present three options with associated costs using information gleaned from the public engagement sessions.

4) In addition to the in-person and virtual meeting there will be an online survey for the community.

5) The inmate population will have an opportunity to complete an on-line survey as well as participate in two small group in-person interviews. Participating inmates will be selected at random by those individuals expressing a desire to participate in the sessions. The groups will consist of individuals whose demographics best represents the inmate population.

Mr. Pinkston asked if we could attend the meetings. Mr. Hefty advised that if there are 3 or more members present, you would run into a FOIA issue. Ms. McGarry asked if the meetings would be held at the same location. Colonel Kumer stated, ideally they would all be held at the same location. Colonel Kumer asked Ms. McGarry if Nelson would be interested in having a presentation in Nelson County. Ms. McGarry advised yes. They will communicate further to determine a date for the presentation in Nelson County. Mr. Barton stated that the most difficult part will be getting the word out to the community for them to attend the meetings. Colonel Kumer advised the board that The Miles Agency (Delceno Miles) was hired and would be handling getting the information out to the media and other outlets so the public is informed of these sessions. Ms. McKeel stated that the

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inmates, staff and family members would also be part of the discussion regarding what they would like to see in this renovation. Mr. Bell stated that they are aware of the difficulty of this undertaking and that satisfying everyone is probably an impossible task but we are going to listen at our first meeting. All of the documents that were submitted to the State of Virginia and approved and authorized to move forward with the project are available on the ACRJ website. At the first meeting, we are going to walk through that design to explain what it includes and what it doesn't include. Mr. Bell advised the board that after all of the engagement sessions, his firm would be back to present the information to this board where they would ultimately make the final decision.

There was discussion amongst board members as to whether or not board members could participate via Zoom if they did not speak or participate. Mr. Hefty advised that members could not participate via Zoom. Mr. Pastors asked if the meetings would be recorded. Colonel Kumer advised that the meetings would be recorded.

Ms. Draine asked how the dates for the engagement sessions were chosen because based on the schedule, the engagement sessions are all in the beginning and she doesn't think they will be far along in the design process. Colonel Kumer advised that is why the sessions are at the front end. Moseley wouldn't want to start designing something and then go to the community and they say "NO" change all of this. They would then have to start a new design. Ms. Draine advised that she understands early, but she would space them out more to get more feedback from the community on the different designs. Colonel Kumer stated that there are 2 different things being discussed, schematic design and the full on design which would be door swings, etc. The public's input would be regarding the schematic design / floorplan. Mr. Bell stated that they work for the Authority. Whatever design is agreed upon is what they will proceed with. We have completed the conceptual design that was submitted the Board of Local and Regional Jails and was approved. To that extent, we are asking the public for input on that design at this point. Once it has been determined that the configuration is appropriate, we will then move forward with design. If there is any question about whether or not there will be a second level, it is not in the best interest of this Authority for Moseley Architects to proceed with that design. It is not a good use of funds or time. Mr. Bell advised the board that Captain Thomas, Major Carver and all of the staff will be very involved in the process. Ms. Draine had questions regarding the cost of each of the 3 tiers and what is the minimum of what needs to be done. Mr. Bell asked for clarification regarding the minimum. Ms. Draine advised Mr. Bell with regard to the systems and mechanics. Mr. Bell explained that this is what the jail has been managing for 50 years. The answer is that you do not have to do anything, there is no minimum. Captain Thomas' to do list grows and he will remain in reactive as opposed to a proactive state. Mr. Pinkston stated that there are system priorities and infrastructure priorities that he believes are essential. He also believes there are programmatic priorities that are also essential. His issue with these types of exercises is that people go into it believing that it is an a la carte menu and you have the ability to pick and choose. What we have heard consistently is that from a programmatic perspective, a lot of these pieces, if we don't do them, we are not going to meet the intent of what has been discussed for a long time. What Mr. Pinkston believes Mr. Bell is stating is, if we do not do a second level, we should not waste our time doing this work. We could just have a company come in to replace the

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systems “in kind” and that is not going to get us to the kind of transformational renovation that he believes we need. Going into these meetings, people need to have realistic expectations about what is going to come out of this. We have already submitted something to the state and there are still many things we can provide input on however, with regard to the suggestion of not having a second floor, Mr. Pinkston does not see that as a live option. Ms. McKeel agreed. Ms. Draine stated that she is hearing Mr. Pinkston say that we should do the \$49 million because that is all of the things that we think that we need and that is fine, but it’s how you speak to the public. If the plan is to do the \$49 million dollar project, then don’t say to the public, we are going to give you 3 options or we are going to show you what you could get for less than \$49 million. Or, when you come before the public, lay out your strong argument for why we do everything in the preliminary schematic design. Ms. Dimock stated that it is really important when inviting the public, that we are as transparent as possible and what that information can influence. However, it would be terrible to ask for community input and not intend to use it. That may be on us as to how we are advertising the meetings. Mr. Bell advised that there will be a lot of listening. At the previous engagements, we heard that Mental Health, ADA and Visitation is a big issues. But we also heard the need for safety and security. Safety and security is a huge issue at jails. It’s not just protecting the staff from the detainee, it’s also protecting detainee from detainee. We did not talk about trauma informed design today but it has been discussed a lot in the development of the design solution and making sure the facility reflects the trauma informed design principles that are being realized in today’s detention and correction facilities. For those members of the community that say we shouldn’t invest in the jail, there are other members of the community that are going to challenge that. These are citizens of your community we hope will get back on track and get back out in to our society as contributing members. We want this facility to support the staff and help these detainees as they get back on track. Moseley has no preconceived notions as to what this renovation should or should not be. We have a lot of experience in this area. We can show the public other facilities throughout the Commonwealth and the Nation of how others have solved similar issues. The Authority Board will determine what is needed at your facility. Sheriff Bryant suggested changing the name from Community Engagement to something else. A suggestion was made to change it from Community Engagement to Community Forum. Sheriff Bryant stated that it needs to be made clear to the community that the Authority Board would be making the final decision. Colonel Kumer advised that that would be made clear at each of the community sessions. Ms. McKeel noted to the board that this community is spending \$50 million to renovate our courts for the safety of the judges others that attend court; lawyers, etc. That facility is not used daily much less than 24 hours a day, 7 days a week, 365 days a year. I find myself really surprised that there is so much push back in spending this amount of money after fifty years that houses our staff, inmates and families that come and visit. That same amount of money was easily agreed to for the courts. We are talking about a place where people live. I do not want to spend taxpayer’s money unnecessarily. It’s important that we not waste money but to get this facility upgraded to where it is safe for staff an inmates is important. Lawyers, and judges will be protected with the Court renovation and I want the same thing for our staff and inmates.

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Architecture and Engineering Design Schedule – The schedule can be found in the January 2024 supporting documents at ACRJ.org

New Business:

There was no new business.

Closed Session:

There was no need for a closed session.

Ms. McKeel adjourned the meeting to February 8, 2024 at 12:00 pm.

The meeting adjourned at 1:56 pm.

DRAFT

CONSENT/AGENDA

PERSONNEL/NEW HIRES:

Treyquan Rollins	Corrections Officer	01/29/2024
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Lids Reconciliation (State Bonus Payment Breakdown) and Final Out of Compliance Figures

	2/5/2024	12/4/2023	10/5/2023	8/1/2023
Total number of inmates the jail received a \$8.00 bonus payment	51	48	40	43
The number of inmates who have been released or transferred	27	21	15	28
The number of inmates participating in jail sponsored programs*	0	0	0	0
The number of inmates with less than 60 days until their scheduled release**	1	0	2	0
The number of inmates who are being held as courtesies for other jurisdictions.	0	0	0	0
Total number of state sentenced ACRJ inmates who are eligible for intake	23	27	23	15
Percentage of State Responsible inmates compared to jail's total inmate population	8.55	10.8	7.95	5.43

*These are state sentenced inmates who are not transferred to DOC because they are participating in jail sponsored programs.

**The DOC will not accept inmates with less than 60 days to serve.

(1) This number represents 8.55% of the jail's population (261) as of 6:28 am on Monday, Feb 5, 2024

(1) This number represents 10.8% of the jail's population (263) as of 7:07 am on Thurs. Jan. 4, 2024

(2) This number represents 10.8% of the jail's population (249) as of 10:55 am on Friday, Dec. 8, 2023

(3) This number represents 7.95% of the jail's population (289) as of 8:23am on Thursday, Oct. 5, 2023

The primary driver for the sharp increase in the State Responsible population is the closure of DOC facilities around the state. This greatly reduced the number of beds available for the intake of state responsible inmates from local jails. In addition there has been an ever increasing backlog of state responsible inmates in local jails all across the state. Last year the DOC instituted a policy to focus on receiving inmates with more than two years to serve as opposed to one year.

2023-2024	COA	City	Nelson	Federal	Other	Total
Jul-23	3,819	3,638	1,187	106	149	8,899
August	3,793	3,665	1,174	107	127	8,866
September	3,800	3,605	1,192	179	84	8,860
October	3,732	3,516	1,224	169	128	8,769
November	3,146	3,140	1,184	181	126	7,777
December	3,346	3,013	1,273	178	66	7,876
January						
February						
March						
April						
May						
June						
Total FY 22/24	21,636	20,577	7,234	920	680	51,047
ADP	118	112	39	5	4	277
Percent	42.38%	40.31%	14.17%	1.80%	1%	100.00%
Local Share	42.38%	40.31%	14.17%			100.00%

ICWFP STATS 2023

Departments	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Hours
ALBEMARLE COUNTY	0												
VDOT	0												
PROGRAM TOTALS													
DOLLAR CREDITS													

Special Management Housing at ACRJ

During the month of January 2024, special management housing stats are as follows:

- 29 inmates were assigned to Administrative/Mental Health Segregation
- 4 inmates assigned to Protective Custody
- 52 inmates were assigned to Medical Segregation
- 13 inmates were assigned to Pre-Hearing or Disciplinary Detention

**Albemarle-Charlottesville Regional Jail Authority Board
Executive Summary**

Subject: HEI Update

Total number of inmates placed on HEI: 784

Current total number of HEI participants: 23

Total number of inmates recidivate: 14

7 were removed from the program after being charged with a criminal offense while on HEI.

Violation of protective order, guilty-	1
Simple assault / strangulation-	1
Simple assault, damage / prevent phone line-	1
Possession of a firearm, marijuana PWI sell-	1
Domestic assault 3 rd offense-	1
Actual or simulated masturbation in public-	1

146 participants have been removed from HEI for violations including the 7 above.

HEI Participants by Court

Albemarle County Circuit Court-	128	Charlottesville City Circuit-	149
Nelson County Circuit Court-	37	Nelson General District-	6
Albemarle General District-	190	Charlottesville General District-	118
Albemarle J&DR-	3	Charlottesville J&DR-	26
Nelson J&DR-	3	Department of Corrections-	4
Combined Courts-	35		
Total-	699		

Other Cities/Counties

Waynesboro-	2	Staunton City-	1
Cumberland-	1	Fluvanna-	7
Orange-	2	Buckingham-	6
Greene-	9	Louisa-	6
Sussex-	1	Prince Edward	1
Total-	35		
Misc. (Hospital, etc.)-	50		

**ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY
COVID UPDATE
EXECUTIVE SUMMARY**

<p><u>AGENDA TITLE:</u> COVID Update</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u></p> <p><u>STAFF CONTACTS:</u> Martin Kumer, Superintendent</p>	<p><u>AGENDA DATE:</u> February 8, 2024</p> <p><u>FORMAL AGENDA: INFORMATION:</u></p> <p><u>CONSENT AGENDA: INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> no</p>
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As of Monday, February 5, 2024 there are 13 positive cases, 31 High Risk inmates and 37 Low Risk inmates.

Recommendations: None at this time.

ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> FY24 December YTD Financial Report (Unaudited)</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u></p> <p><u>STAFF CONTACTS:</u> Martin Kumer, Superintendent Ann Shawver, Financial Consultant</p>	<p><u>AGENDA DATE:</u> February 8, 2024</p> <p><u>FORMAL AGENDA:</u> <u>ACTION:</u> No <u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u> No <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> Yes</p>
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Summary

Through the six-month period ending December 31, 2023, revenues and expenditures are tracking as expected for the mid-way mark of the fiscal year. Expenditures exceed revenues by approximately \$30,000. The current projection for FY24 calls for a \$175,000 deficit of revenues versus expenditures, driven by trends of some expenditures. Projections will be updated as the fiscal year progresses.

Revenues

- Revenues in total are 51% of the estimate and are projected to slightly fall short of the estimate.
- Member jurisdiction contributions are slightly ahead of expectation with one member having paid a month in advance; this category will also exactly meet budget.
- While Compensation Board funding slightly lags budget, ACRJ expects to receive the full amount budgeted by the time the year is complete.
- State per diem payments have been strong thus far and are expected exceed the budget. This projection may increase as the fiscal year continues.
- Phone system revenues are low in the early part of the year; however, the revenue estimate will be met with receipt of the minimum guaranteed amount later in the year.
- Housing of federal prisoners and DOC reimbursements are below expectation through December, demonstrating continuation of trends of low state and federal prisoners experienced in FY23. Budgetary shortfalls are expected as a result.
- Interest revenue, while not budgeted, is posting strong performance as a result of deposit of funds to the State Treasury’s Local Government Investment Pool (LGIP). As of late January, the daily liquidity LGIP fund in which ACRJ is invested was returning a net yield of 5.5%.
- Other revenue, while lagging the expected amount at the mid-point in the fiscal year, is expected to exceed the estimate. More inmate funds than budgeted have supported activity within the operating fund which causes the offsetting revenue and expenditure to exceed budget. This will have no impact on net performance.

Expenditures

- Expenditures in total are 51% of the budget and are currently projected to exceed the budget by approximately \$168,000.
- Salaries and benefits are tracking as expected at 50% of the budget. Overtime and part-time wages are expected to decline the latter part of the fiscal year; therefore, this category is projected to finish the year below budget.
- Contractual Service expenses are over budget through December as impacted by the continued use of contract nursing services. Though hiring efforts are in place, this category will significantly exceed the budget for the year. Another item affecting this category is the fact that both the FY22 and FY23 external audit fee will be incurred in this fiscal year based on the timing of the completion of the audits. No audit fee was incurred in FY22.
- Inmate food and medical costs are both below budget through December. Reduced inmate medical expenses have been incurred so far in FY24 as a result of refunds of prior payments, and this is expected to continue throughout the year. As a result, significant budgetary savings is expected for inmate medical.
- The inmate other category is ahead of target and expected to exceed budget for the year as a result of linen and uniform costs in excess of budget. The employee food and uniform category is experiencing a similar result.
- The other operating costs category is ahead of target and expected to exceed budget for the year. Advertising costs, the Inmate Fund activity, as mentioned previously, and repair and maintenance items are driving factors.
- The facility category is slightly ahead of budget through December but for the year as a whole is expected to remain under budget. Some “stocking up” of supplies was done in the fall which affects the timing of expenditures.
- Capital outlay expenditures are ahead of target. Expenditures for kitchen and other equipment and a vehicle purchase have taken place. Currently, the expectation is to purchase all items budgeted within this category. If needed, a spending delay can be enacted to mitigate other expenditure pressures.

Recommendations: None at this time.

Albemarle-Charlottesville Regional Jail
Statement of Revenues, Expenditures and Changes in Net Position
Six Month Period Ended December 31, 2023
(Unaudited)

Category	FY24 Dec YTD	FY24 Budget	% Budget Recognized (Target is 50%)	FY24 Projection	FY24 Projected Budget Variance Positive/ (Negative)
Member jurisdiction contributions	5,040,576	9,190,000	55%	9,190,000	-
Compensation Board funding	2,906,820	6,142,500	47%	6,142,500	-
State per diem	224,342	400,000	56%	428,000	28,000
Telephone system revenue	88,857	250,000	36%	250,000	-
Housing of federal prisoners	48,402	250,000	19%	95,000	(155,000)
Department of Corrections Rx reimbursements	1,440	18,000	8%	3,000	(15,000)
Federal, state and private grants	-	30,000	0%	25,000	(5,000)
Interest revenue	39,959	-	NA	100,000	100,000
Other revenue	163,225	381,500	43%	421,396	39,896
Total revenues	8,513,621	16,662,000	51%	16,654,896	(7,104)
Salaries and benefits	6,507,211	13,101,000	50%	12,787,797	313,203
Contractual services	533,368	297,000	180%	998,883	(701,883)
Inmate food	232,590	550,000	42%	550,000	-
Inmate medical	249,414	925,000	27%	515,771	409,229
Inmate other	79,471	130,000	61%	152,521	(22,521)
Employee food and uniform	117,203	175,000	67%	220,521	(45,521)
Other operating costs	256,678	445,500	58%	531,515	(86,015)
Facility costs	454,949	858,500	53%	892,932	(34,432)
Capital outlay	112,401	180,000	62%	180,000	-
Total expenditures	8,543,285	16,662,000	51%	16,829,940	(167,940)
Change in net position	(29,664)	-		(175,044)	(175,044)



JEFFREY PALMORE
CHAIRMAN

CRAIG BURNS
STACI HENSHAW
EX-OFFICIO MEMBERS

ROBYN DE SOCIO
EXECUTIVE SECRETARY

COMMONWEALTH OF VIRGINIA

Compensation Board

P.O. Box 710
Richmond, Virginia 23218-0710

February 1, 2024

Col. Martin Kumer, Superintendent
Albemarle Charlottesville Regional Jail
160 Peregory Lane
Charlottesville, VA 22902

RE: Local Inmate Data System (LIDS) Compliance Audit Report for the period October 1, 2021 – September 30, 2023

Dear Superintendent Kumer:

In accordance with the laws of the Commonwealth of Virginia related to the payment for inmates confined in your jail, we have completed a compliance review for the above noted period. The results of the review conducted January 10-11, 2024 are provided in the attached Audit Report.

We want to commend you and your staff for the continuing dedication to excellence that was exhibited during our review. Thank you for the hospitality and assistance provided during the compliance review.

If I can be of further assistance, please contact me at 804-225-3439.

Sincerely,

Robyn M. de Socio
Executive Secretary

RMdS/rp
Attachment
copy:

Emmanuel W. Fontenot, Compliance, Certification, and Accreditation Manager
Virginia Department of Corrections

Diantha McKeel, Chairperson ACRJ Board

Kari Jackson

Rose Pudish

File: I: Jail 003

**Albemarle Charlottesville Regional Jail
LIDS Audit Report
For The Period
October 1, 2021 – September 30, 2023**

PURPOSE

The purpose of this audit was to determine the reliability and integrity of information related to the Local Inmate Data System (LIDS) activity submitted, and that the jail was complying with appropriate policies, procedures, laws and regulations.

SCOPE

The scope of our review included tests of LIDS reports and related records, review of relevant documents applicable to the program, and interviews with staff. These procedures were performed in accordance with generally accepted Government Auditing Standards. Our audit was more limited than would be necessary to provide an opinion of overall controls, errors, irregularities or noncompliance that may nevertheless occur and not be detected. Our tests during the audit included statistically sampling 72 of 22,031 inmate files that supported the audit period LIDS payments. This resulted in a 95% confidence rate \pm 5% related to the findings.

CONCLUSION

Our tests of the jail records for the audit period led us to conclude that the payment requests tested were reasonably accurate. Current internal controls in place over the LIDS reporting for the jail payments are satisfactory. The performance for the audit period is rated Exceptional according to the Audit Guidelines.

FINDINGS AND RECOMMENDATIONS

Please note that this audit report is intended to be constructive in nature. The absence of any complimentary comments is not intended to imply the absence of proper security or jail operations.

Findings and Recommendations:

There are no reportable findings.

The jail was not properly reimbursed for funds caused by expunged confinements. A correction of \$28 should be paid to the jail in the next voucher. This was not caused by any action or inaction on the part of the jail staff.

Expungements, reconciliations to adjustments and to reconciliation to vouchers were reviewed with the staff during the audit. Any questions or discrepancies should be brought to the attention of the LIDS staff at SCB as soon as noted.

The Compensation Board plans to complete another audit within the next 2 years.

We would like to take this opportunity to commend the Albemarle Charlottesville Regional Jail staff for their commitment to excellence and their efforts during the audit period.

**ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY
EXECUTIVE SUMMARY**

<p><u>AGENDA TITLE:</u> Community Forum One Update</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u></p> <p><u>STAFF CONTACTS:</u> Martin Kumer, Superintendent</p>	<p><u>AGENDA DATE:</u> February 8, 2024</p> <p><u>FORMAL AGENDA:</u> INFORMATION</p> <p><u>CONSENT AGENDA:</u> No</p> <p><u>ATTACHMENTS:</u> No</p>
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Background:

The purpose of the forum was to present the three options developed in conjunction with community and staff input, results of the Community Based Corrections Plan study and in accordance with the new 2018 Board of Local and Regional Jails standards, local, state and national building codes.

The intent of this forum and future forums is to answer questions from the community and provide information to the public so they can make an informed decision as to which option they would like to advocate for.

On January 25, 2024 at the Carver Recreation Center, we held the first of four community forums. Two more are scheduled for the citizens of Charlottesville and Albemarle, February 12 and February 25, same time and location as the first meeting. An additional forum is scheduled for Nelson County citizens on February 7 at the Nelson Center from 6:00pm to 7:00pm.

The answers to comments submitted during and after the forum are attached along with responses.

In total there were 11 citizens in physically present at the forum with an additional 10 community members on ZOOM. Facility staff and Moseley staff were also on hand.

Following the presentation there was a Q&A session.

Questions and comments are expected to continue to be submitted and will be answered and posted on the Jail's renovation website.

**Conclusion:
Information**

ACRJ Renovation Project

Frequently Asked Questions

1. What is the rated capacity for the overall jail?

329 is the rated capacity for the overall jail. A 15-year forecast does not anticipate 329 population based on 2 factors (slow population growth of the area; Commonwealth Attorneys of city and county sustains commitment to reducing jail population safely and effectively. We have not had 600 population since approximately 2008.

2. How many housing units will have mental health?

- 7 designated purpose designed beds.
- Jail standards dictate the 3 kinds of housing units – minimum, medium and maximum
- Standards also require special purpose housing (medical, administrative segregation and mental health). Based on population, standards dictates how many special purpose housing units will be provided.
- There will be 2 special purpose units each with 7 beds.
- Separate floors – not tiered units. No communication between the 2 units. One is dedicated to mental health, and the other is special purpose.
- Special purpose is not intended for long-term. It's a temporary condition. Those beds are not counted as part of the general population.
- Existing jail does not meet the standards for special purpose beds.

3. How can ACRJ qualify for the 25% reimbursement?

The current jail is not in compliance with new standards. The state will only reimburse up to 25% for any improvement that meets the new 2018 BLRJ standards. Option 3, the expansion will be built to the new standards and therefore will qualify for the 25% reimbursement. All three options will qualify for some reimbursement to the 1975 portion of the facility's renovation. However, due to the manner in which it was designed and constructed, cost prohibitive and not feasible to bring it into full compliance. Specifically, enlarging the housing areas from the current 35sq ft. per inmate to the new square foot standards per inmate of 80sq ft. would require removing load bearing walls concrete reinforced walls which would require significant demolition and alteration to the roof and floor.

4. Why is this costing so much – money coming out of the local economy?

The 1975 portion of the facility is designed and constructed in such a manner that it is cost prohibitive and not feasible to bring it into full compliance. Therefore one portion will be demolished and a new section will be built to the new standards thereby creating a large section of the facility that meets the current standards and needs of the facility.

Jail and Prison construction is one of the most expensive forms of construction. Similar to hospitals.

5. How did you determine that these were the best 3 options? Were there more than 3? Who decided on the options?

- a. Cost
- b. Needs of the facility
- c. Most effective and most efficient
- d. Decided by building codes of Board of Regional Jails, ACRJ staff, community and architects.
- e. After reviewing other alternatives to meet the requested options the community wanted to see, HVAC improvements, improvements only to the 1975 portion and no expansion. No other options were designed.

6. Is it possible to use some of the funds to purchase new uniforms for the inmates? Something other than the stripes?" This article gets at some of the importance.

<https://www.themarshallproject.org/search?q=how+a+blazer+?>

It would not be necessary to divert funds from the renovation to purchase inmate uniforms as that is a separate budget item and is funded yearly by the local jurisdictions. I am not opposed to researching uniforms that are not the traditional stripped uniforms.

7. Lastly, I would very much rather see the money for the renovation be put into the community and go to groups doing the work of healing (SARA, BUCK Squad, Central Virginia Community Justice) and have us as a community brainstorm how we could have a place of containment that looks entirely different than the jail. I know the funds cannot simply be diverted and that there is a call to do both (renovate the jail and fund community groups).

As we discussed in the forum, this facility, its staff and I are supportive of alternatives to incarceration (pre-trial HEI and post sentence HEI), pre-trial programs to divert people from incarceration, re-entry initiatives to improve success upon re-entry to society and reduce the likelihood of a person recidivating.

I do not see the jail's renovation and our community's diversion, re-entry and recidivism initiatives as an either or endeavor. Both can be achieved and both have to be part of our communities' holistic response to crime.

8. **"...making the jail the focus(sp) of care for mental health is not something I believe ultimately leads to the healing our community needs."**

I agree, that individuals who suffer from mental illness and can be safely served in the community should be. That is the policy of our local courts and the Therapeutic Docket, law enforcement diversion programs, and other community programs. If in addition to the above, more resources are needed in the community, then funding should be secured from entities who are responsible for funding those programs and not by diverting funding from, although unfortunate, an agency that provides a significant amount mental health treatment for this community.

It's the individuals who experience mental illness and become incarcerated that need an environment in which they can receive the treatment they require and deserve while becoming stabilized.

9. **Page 5 of the PowerPoint presentation identifies 8 non-exclusive findings for improvements to the physical structures from the CBCP Planning Study. I would like to know how each of these improvements is - or isn't - included in each of the three options for the renovation.**

Option 1, has a scope of work, area to be renovated, of the 1975 portion of the building and addresses issues in west side and ground floor housing areas as well as other areas as shown on page 15 and 16.

Option 1, by renovating the west and ground housing areas as shown on slide 17 of the presentation. By removing the bar grate that separates staff from the inmates common area, also known as a "cat walk", the

square footage of the day room is increased. The additional square footage in the dayroom meets the new Board of Local and Regional Jail's (BOLRJ) standards for sq ft per inmate in dayrooms in open dormitories (not to be confused with the 2000 expansion's Housing units). The increased square footage allows for greater ADA accessibility, more access to natural sunlight by getting the day room closer to the windows and one more shower. The removal of the bar grate is also a part of trauma informed design. The reorganization of the floor plan also allow for better sight lines for supervision increasing safety for staff and inmates.

However, the cells themselves at 35sq ft. per inmate cannot be redesigned or renovated to meet the new 80 sq. ft. per inmate standard.

Option 1, also includes renovating current space and designating it classroom space for inmates. The addition of inmate programming space is also a BOLRJ requirement. HVAC improvements/replacement are also included in option 1 in the West and ground floor housing areas.

Option 1 does not address adding a mental health unit or increased/enhances visitation area or additional staff areas/office space or renovating the 1975 original east side of the facility.

Option 2 includes everything in option 1, in addition to renovating the 1975 original jail's east side.

Option 2 does not address adding a mental health unit or increased/enhances visitation area or additional staff areas/office space.

Option 3 address everything in option 1 and 2 in addition to adding a mental health unit, a larger lobby, enhanced visitation space for visitors and professionals, and additional staff areas/office space.

With regard to ADA accessibility and meeting BOLRJ's new standards:

Regardless of the option selected, the 1975 original jail will not be able to meet all of the ADA accessibility and BOLRJ's new standards. Specifically as they relate to the single cell housing areas. It would be prohibitively expensive and logistically not feasible to remove the poured concrete and rebar reinforced load bearing walls in some of the cell blocks with individual cells. The day rooms in those single cell housing areas will meet the new requirements. Even when the double bunks in those areas are removed the sq ft per inmate does not meet the current standard.

10. Its not clear why the other options were not designed to also qualify for the same reimbursement.

Essentially in order to design option 1 and 2 to maximize any reimbursement, the renovation must address and meet the new Board of Local and Regional Jail standards. The areas that are addressed in the first two options are focused on the original 1975 areas of the facility. To bring that area into compliance with the reimbursable standards would be cost prohibitive and not practical from a construction perspective. As mentioned yesterday during the tour, the housing areas in the 50 year old section are solid reinforce concrete tied to the ceiling and floor. To make those areas larger to meet the new square foot per inmate standards would require tearing down those walls, which again is not practical and cost prohibitive. In addition there are other areas required by the new standards that also could not be met due to being impractical and cost prohibitive.

Option 3 was the most cost effective, practical and efficient way to get as much of the facility to meet the new standards and thereby maximizing reimbursement from the state. By tearing down the east wing which housing units have not been renovated and building back in its place is the least disruptive to operations. When it is complete, it will meet the needs the community expressed in the initial community engagement, the results of the CBCP study and those of staff and stakeholders.

11. Looking at page 16 of 125 of the document submitted to the state for all the improvements for all 26. Is the end square footage at the end of the component more or less than it is now? By how many square feet?

The expansion will add approximately 16,000 sq ft.

12. Will we have answers to our questions if we wrote them on the comments sheet? It would be nice if everyone in the room knows how many people are on zoom. Is that possible to announce during the forum?

All questions and responses will be posted as FAQs on the website. During the course of the presentation there were 10 individuals. However, there were not 10 present at all times. It appears there were 7 people on ZOOM throughout the presentation.