



# ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY

(SERVING ALBEMARLE, CHARLOTTESVILLE, NELSON)

160 Peregrory Lane

Charlottesville, Virginia 22902

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Col. Martin Kumer, Superintendent (ext. 230)

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

## Board Business Meeting

August 11, 2022 (12:00 p.m. – 2 p.m.)

Albemarle-Charlottesville Regional Jail, 160 Peregrory 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 June 9, 2022 ACRJA Board Bi-Monthly Business Meeting

Action Item

Informational

- 1) Administrative Reports
  - a) Personnel Report – July 2022
  - b) Out of Compliance Report - June 2022
  - c) Census Report – June 2022
  - d) Work Force Report / VDOT Report / Litter Control Report – July 2022
  - e) Special Management Report – July 2022
  - f) Home Electronic Incarceration Report – thru July 2022

#### **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 Business Manager –**

#### **VII. Matters from the Superintendent – Colonel Martin Kumer**

- 1) Employee Health Insurance
- 2) Command Staff Introductions
- 3) Inmate Tablet Education Software Update
- 4) COVID Update
- 5) Renovation / Expansion Update
- 6) FY 22 Unaudited Financials

Informational Item  
Informational Item  
Informational Item  
Informational Item  
Informational Item  
Informational Item

#### **VIII. New Business –**

#### **IX. Closed Session – If Needed**

Action Item

#### **X. Adjourn to September 8, 2022 – 12:00 pm – 2:00 pm**

Action Item

#### Authority Board

Doug Walker (Albemarle)  
Sheriff Chan Bryant (Albemarle)  
Jay James (Citizen Rep) (Albemarle) – Vice Chair  
Diantha McKeel (Albemarle) - Chair

Sheriff James E. Brown, III (Charlottesville)  
Lisa Draine (Charlottesville)  
Sena Magill (Charlottesville)  
Ashley Reynolds Marshall (Charlottesville)

Robert Barton (Nelson)  
Sheriff David Hill (Nelson)  
Candice McGarry (Nelson)

Bi Monthly Board June 9, 2022

## **DRAFT**

### **Summary Minutes of the Albemarle Charlottesville Regional Jail Authority Board Meeting June 9, 2022**

#### **Jail Board Members Present:**

Ms. Diantha McKeel  
Mr. Jay James  
Mr. Doug Walker (participated remotely)  
Mrs. Ashley Reynolds Marshall (participated remotely)  
Ms. Lisa Draine  
Sheriff David Hill  
Sheriff James Brown  
Ms. Sena Magill  
Ms. Candy McGarry (Nelson County Proxy)

#### **Jail Board Members Absent:**

Sheriff Chan Bryant

#### **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 asked everyone present to introduce themselves.

Sheriff James Brown, Charlottesville City Sheriff  
Sena Magill – Charlottesville City Council  
Jay James, Charlottesville Joint Citizen Representative  
Brendan Hefty, General Counsel to the Authority  
Martin Kumer, Superintendent  
Diantha McKeel, Albemarle County Board of Supervisors  
Marce Anderson, Board Clerk  
Lisa Draine – Charlottesville Citizen Representative  
Candy McGarry – Nelson County Interim Administrator  
Ashley Reynolds Marshall, Deputy City Manager for Racial Equality, Diversity and Inclusion for the City of Charlottesville  
Sheriff David Hill, Nelson County Sheriff

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Captain Aaron Carver - Chief of Security

1<sup>st</sup> Lt. Virginia Schmittinger – Security

Captain William Thomas – Chief of Facilities

Gequetta “G” Murray-Key - Chief of Operations

Felicia Morris - Human Resources

Rob Barnabei - Major

Ms. McKeel asked for a motion to allow Mr. Walker to participate virtually. Mr. Hefty asked Mr. Walker his reasons for participating virtually. Mr. Walker advised that he was in Virginia Beach attending a professional conference. Ms. Magill made the motion. Ms. McGarry seconded the motion. The motion carried.

Ms. McKeel asked for a motion to adopt the agenda. Sheriff Brown made a motion to adopt the meeting agenda. Mr. James seconded the motion. The motion carried.

Ms. McKeel asked for a motion to adopt the consent agenda. Sheriff Brown made the motion. Sheriff Hill seconded the motion. Ms. Magill and Ms. McGarry abstained from the vote due to not being in attendance at the previous meeting. The motion carried.

### **Matters from the Public:**

**Kate Fraleigh** - 36% of those people coming into the ACRJ have mental illness as identified by taking emotional or mental health related medications. This information is from the minutes of the April 2022 meeting of the Jefferson Area Community Criminal Justice Board. So if the census for April 2022 was 10,132 then  $.36x = 3,648$  / 30 days in April then there are about 121 people each day in the jail who have mental illness.

There are a number of reasons and examples of how the population of detainees with mental illness might drop.

The 2021 General Assembly passed a law to allow “evidence of mental illness, autism spectrum disorder, or intellectual or developmental disability to show they did not have the specific intent required for the offense charged.” Before that, since 1985, it wasn’t allowed. Only if a person was deemed not guilty by reason of insanity. Effective July 1, 2021. I think this means the individual would not be found guilty and thus would not be imprisoned. I don't know if this law has had any impact on the number of in the jail. I could be wrong about my interpretation.

Since 2020 there has been a movement, including legislation, in Virginia, the Marcus David Peters bill, to have a mobile crisis service staffed by mental health professionals who respond to incidents involving mental health issues, substance use, and intoxication instead of the police. The deadline for implementation is now 2028, but it is hoped that in Charlottesville the full implementation will be sooner.

There is evidence that mental health crisis units instead of police intervention in incidents of mental health crisis lowers the arrest rate of those individuals. Here are some examples:

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The article, Zhao, Hayley. "Dallas PD Expands Controversial Though Successful Mental Health Response Program" Next City October 6, 2021, reports that in 3 years with the Rapid Integrated Group Healthcare Team there was a **60% drop in arrests. In the first 18 months, 500 people were spared time in jail.** Could the Marcus Alert program lower the ACRJ daily number from 121 to 48?

In a 6 months period, in Denver, using the STAR Program, in 748 incidents, no police were needed, no one was arrested, and **no one experienced jail time.** (Sachs, David. "In the first six months of healthcare professionals replacing police officers, no one they encountered was arrested" [//Denverite.com/newsletter](https://denverite.com/newsletter) Feb 2, 2021.)

The Assertive Community Treatment program used in various places in the country "is a community based package of services identified by the Baselon Center for Mental Health Law as meeting the day-to-day needs of those with serious mental illness. Among a number of studies, according to Baselon, one study found an **83% decrease in jail days**". (Wang Leah and Katie Rose Quandt, "Building exits off the highway to mass incarceration: Diversion programs explained" Prison Policy Initiative, July 20, 2021) Could the Marcus Alert Program lower the ACRJ numbers from 121 to about 21?

I realize the way the information was collected and how the data was tabulated isn't apples to apples but it does indicate the Marcus Alert Program and the other efforts to get more inpatient and crisis beds in the community will have an impact on the numbers of people in jail with mental health issues. I do not know how many individuals out of the 36% of the jail population need intensive intervention and segregation now. It certainly isn't 121 every day.

Does the community really need to spend the money on the "expansion of the jail square footage for those people" in the form of mental health treatment beds?

Could the existing medical unit be modified to serve that purpose? Or, could some other space, which might not be needed because the general population declines, be renovated for that purpose?

These are important questions. Knowing the impact of other Marcus Alert type programs should influence decisions about spending money on mental health treatment spaces in the ACRJ. The money could be better spent hiring mental health staff and building inpatient crisis and longer term treatment beds outside the jail.

**John Weisman** – I am concerned about fiscal spending and fiscal waste. I understand there has been an investigation regarding time. The investigation on Mr. Kumer was several months ago and there has not been any information about that. I understand it is an internal matter. I don't understand why you don't have to account for your hours. I think it's unfair.

**Matters from Brendan Hefty, ACRJA Attorney:**

**Service Agreement** – Mr. Hefty advised the board that the main reason for amending the service agreement was to provide for the operational and debt service which we will have to take out going through the renovation project in order for it to be funded from each member jurisdiction based on usage percentage. This is the fairest and most equitable way to do that going forward. The other substantive change to the agreement is adding a 3<sup>rd</sup> member from Nelson County and removing the Albemarle/Charlottesville Joint Representative, keeping the board's total membership at 11. The other change to the membership is that it permits the City and the County's citizen representative to be appointed from either member jurisdiction. The changes also include several technical updates reflecting the fact that Nelson County had become a full member. All three jurisdictions have already had this presented to their boards and they have all approved it. This is the final step of the approval process for us to have a motion approving the amended service agreement as presented. Mr. Hefty offered to answer any questions board members may have.

Ms. McKeel recognized Mrs. Marshall's presence via Zoom. Ms. Magill made a motion to allow Mrs. Marshall to enter the meeting. Mr. James seconded the motion. The motion carried. Mr. Hefty asked Mrs. Marshall to state for the minutes where she was physically located and the reason she is participating virtually. Mrs. Marshall advised that she was attending the Virginia Municipal League Conference in Virginia Beach, VA.

Ms. Draine asked Mr. Hefty how it came about that Nelson now has three seats and Charlottesville and Albemarle have 4 which is not proportionate to the percentage of inmates. Mr. Hefty advised that when Nelson joined, they were a much smaller participant and they had two seats. The City and County both had four and a joint representative. That was the negotiation when Nelson joined in 1990. Nelson has since grown and because they will be shouldering a larger portion of the cost considering our inmate population, it seems fair as far as this agreement is concerned to give them greater representation. Ms. Draine expressed that she disagrees with how the seats have been proportioned on the board based on inmate population. She also disagrees with the loss of a citizen representative in order to give Nelson an extra seat. Ms. Draine stated that she feels the citizen representatives are important due to them being the only people representing the citizens without being an elected official or an employee of the government. Ms. Draine advised the board that she felt she needed to state her objections to the way this has come down. She stated that she was not included in the negotiations. Mr. James inquired about how much Nelson County would be paying under the new service agreement. Mr. Hefty advised that each locality pays according to their inmate population. Nelson will be contributing their fair share of the new debt service which was the reasoning behind this change in the service agreement. Mr. James said it looks as if it is based on your usage of the jail. If you use the jail more frequently and your population grows, you will be paying based on that. Ms. McKeel stated that she believed the goal within this

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negotiation and what the three jurisdictions representatives on the finance committee agreed to back in January was that we would move to additional payments by the three localities. This matches and this makes the capital improvement payments from the localities the same formula as operational which is by inmate population. What the localities have seen for the upcoming renovation cost is only an estimate at this time. It was necessary to have an estimate to move forward to the General Assembly. That amount of money is really only an estimate. We have not started the design work yet. Mr. James stated that he would encourage Nelson County to consider citizen representation on this board. Ms. Draine asked Mr. Hefty if the number of board seats could be changed in the Service Agreement if deemed necessary. Mr. Hefty advised that the legal rule is that you have a Sheriff from each member jurisdiction with one other person. That would be the minimum number. The board can have as many members as it would like but all member jurisdictions would have to agree. Ms. Draine stated that she understands that we would like to keep an uneven number but at some point we should consider the board being in line with the percentages of inmates for each jurisdiction. Sheriff Hill advised that he would have to hold back on the vote due to not having as much information as he would like going into the vote. Ms. McKeel advised that this has gone before the Nelson County Board of Supervisors and they have already supported the contract. Ms. McKeel further stated that this contract represents what Nelson County's Board of Supervisors and Steve Carter requested. Ms. McKeel asked for a motion to approve the amended Service Agreement as presented. Mr. Walker made the motion. Ms. Magill seconded the motion.

Roll Call was as follows:

<b>Sheriff Hill</b> –	Abstain (Mr. Hill stated that he would like to speak with the board members before voting on this issue.)
<b>Ms. McGarry</b> –	Yes
<b>Ms. Draine</b> –	No
<b>Ms. McKeel</b> –	Yes
<b>Mr. James</b> –	Yes (Mr. James stated that he believes the board should look further into the terms of the agreement and more citizen representation)
<b>Ms. Magill</b> –	Yes
<b>Sheriff Brown</b> –	Yes
<b>Mr. Walker</b> –	Yes
<b>Ms. Marshall</b> –	Yes

The motion carried by majority vote.

### **Matters from the ACRJA Board Members:**

Ms. Draine suggested a retreat for the board members. She stated that being fairly new on the board and there being other new members as well, she would like an opportunity to get to know fellow board members. Ms. McKeel stated that it would be worthy of a discussion by the

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board. We could come back with what the goals and outcomes of the retreat might be. Ms. Magill stated that they have been struggling with how to have a retreat with the open meeting regulations. We may want to break it into two sections. One where business is not discussed and another discussing business. Ms. McKeel stated that this would be further discussed in the August meeting.

### **Matters from the Business Manager:**

**Financial Director Vacancy Plan** –In the last meeting Ann Shawver was introduced to the board and went over the FY 21 audit. Ann was a part-time employee who helped us with the transition from Albemarle County to our own Fiscal Agent. With the current climate, certain positions have become very difficult to fill. Many organizations are resorting to consulting relationships. We are going to switch to a consulting basis with Ann and hire her effective July 1, 2022 to serve as our Director of Finance on a consulting basis. We are very fortunate to have found Ann and she has experience in construction with financing. We don't need someone on staff on site for 40 hours per week. With the staff we have on hand and a full time procurement specialist and myself, we just don't need someone full time. We do need someone for the high-level things such as the yearly audit and the financing for the upcoming renovation. Hiring Ann as a consultant, it is actually more cost effective than hiring a full-time person. Ms. McKeel asked Colonel Kumer to speak about who this position answers to and if the position is hired by the board or the Superintendent. Colonel Kumer advised that the previous Director of Finance was under the impression that he was hired by the board and he reported directly to the board. Colonel Kumer stated that he saw it as a separation of duties. However after speaking with Ms. McKeel and Mr. Hefty, that is not the case. This position would report directly to me. They would not be hired or supervised by the board. That will be the process moving forward. Mr. Hefty stated that this is how it is done in all of the other agencies he represents. It makes more sense to have the financial director report directly to the Superintendent. The board does not have oversight over this person. Ms. Magill asked if that is the way it is written in our legal documents. Mr. Hefty advised that there is not a requirement that it be treated any other way. Mr. Walker stated that he finds this to be consistent with his past experience and suggest that we move forward in making sure that we clarify that the Authority's only employee is the Superintendent and that is who we hold accountable. Mrs. Shawver stated that there is a test or checklist from the IRS that would determine if is appropriate for someone engaged as a consultant versus an employee. Mrs. Shawver believes that her relationship is better served in a consultant role. Colonel Kumer advised the board that there is always the independent audit done by Farmer and Cox annually. Ms. Magill wanted to ensure there are sufficient checks and balances and transparency. After further board discussion, it was determined that the process would be looked at further in the future.

### **Matters from Colonel Martin Kumer, Superintendent:**

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**FY 22 Year to Date Financials** – Colonel Kumer reviewed the YTD financials for the Board. (Document can be found in the June 2022 Board Packet). Colonel Kumer advised the board that the per diem rate for state responsible inmates has increased from \$12 to \$15 per day. It is anticipated that with the new state law, there will be a reduction in felony sentencing. This will drastically reduce the state inmate population. This means DOC will be taking more of their inmates from local jails. The state per diem we would normally get will be less next year. I have already budgeted for this change. At the last meeting, Mr. Walker was concerned about the Compensation Board Salary portion. I estimated that they would approve \$5,500,000 to this facility. I received the actual number this morning and it was \$5,850,000.

**Public Speakers** – Colonel Kumer addressed Mr. Weisman's earlier comments. Colonel Kumer stated that he is an exempt employee. I am paid to work for the board. My goals and objectives are to operate this jail 24 hours a day, 7 days a week, 365 days a year. My contract specifically states that I can use time throughout the day and not be deducted from my personal leave. No matter what, I am still ultimately responsible for this facility. My primary goal is to ensure that this facility runs 24/7, 365. When I was hospitalized last week, I was still responsible for what was happening inside this facility. I take that very seriously.

Colonel Kumer addressed Ms. Fraleigh's comments. Colonel Kumer advised Ms. Fraleigh that there have been changes in how mentally-ill individuals are hopefully intercepted before they end up my jail. However, once they are here, there is not a lot I am able to do. Generally speaking the more severe the offense, the more mentally ill the individual is. Therefore, the primary place to bring them is to jail. The jail is the only secure environment in the area that can take someone with a serious charge and also serious mental illness. With the renovation, the new wing can treat up to 60. Even with all of the diversions, we still need some mental health capacity here.

**Board of Local and Regional Jails** – On May 18, 2022, Colonel Kumer, Ms. McKeel, Major Barnabei and Moseley Architects went to the Department of Corrections Headquarters and presented to the Board of Local and Regional Jails our request to seek 25% reimbursement for the renovation/expansion. It was received favorably. The final decision could be made in July.

**COVID Update** – We have 2 positive staff cases and 0 inmate population cases.

**Programming** – We are slowly but surely bringing programming back up to speed. We have programs in certain housing areas. We have GED classes going on and recently did an online class with NA through Zoom. We have started to incorporate more technology.

**Closed Session** – Mr. Hefty asked for a motion to go into closed session under section 2.23711-A1 to discuss the Superintendent's annual review. Ms. Magill made the motion. Sheriff Hill seconded the motion.



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Roll Call was as follows:

Sheriff Hill	Yes
Mrs. McGarry	Yes
Ms. Draine	Yes
Ms. McKeel	Yes
Mr. James	Yes
Ms. Magill	Yes
Sheriff Brown	Yes
Ms. Marshall	Yes

The meeting moved to closed session.

Mr. Hefty asked for a motion to return to open session by roll call vote after discussing only the matter identified. Roll Call was as follows:

Sheriff Hill	Yes
Mrs. McGarry	Yes
Ms. Draine	Yes
Ms. McKeel	Yes
Mr. James	Yes
Ms. Magill	Yes
Sheriff Brown	Yes
Ms. Marshall	Yes

The meeting returned to open session.

Mr. James made a motion to increase the compensation of Superintendent Kumer to \$150,000. Sheriff Hill seconded the motion. Roll Call was as follows:

Sheriff Hill	Yes
Mrs. McGarry	Yes
Ms. Draine	Yes
Ms. McKeel	Yes
Mr. James	Yes
Ms. Magill	Yes
Sheriff Brown	Yes
Mr. Walker	Yes
Ms. Marshall	Yes

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Ms. McKeel reminded the board that the July meeting is canceled. The meeting was adjourned until August 11, 2022 at 12:00 pm.

The meeting was adjourned at 2:15 pm.

**DRAFT**

## **CONSENT/AGENDA**

### **PERSONNEL/NEW HIRES:**

Jacob Pace	Corrections Officer	06/13/2022
Joseph Dorman	Corrections Officer	06/13/2022
Pierre Richardson	Corrections Officer	06/13/2022
Angie Gerald-McPherson	Food Services Supervisor	07/11/2022
Dustin Ruckman	Corrections Officer	07/25/2022

Lids Reconciliation (State Bonus Payment Breakdown) and Final Out of Compliance Figures

	8/8/2022	6/3/2022	5/2/2022	3/1/2022
Total number of inmates the jail received a \$8.00 bonus payment	49	76	76	81
The number of inmates who have been released or transferred	30	53	47	16
The number of inmates participating in jail sponsored programs*	1	1	0	3
The number of inmates with less than 60 days until their scheduled release**	0	0	0	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	18	22	29	62
<b>Percentage of State Responsible inmates compared to jail's total inmate population</b>	<b>5.65</b>	<b>7.09</b>	<b>8.73</b>	<b>18.34</b>

\*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 5.65% of the jail's population (320) as of 10:27 am on Mon, Aug 8, 2022
- (2) This number represents 7.09% of the jail's population (310) as of 10:16 am on Fri., June 3, 2022
- (3) This number represents 8.73% of the jail's population (332) as of 10.56 am on Mon., May 2, 2022
- (4) This number represents 18.34% of the jail's population (338) as of 8:49 am on Tues., March 1, 2022

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.

<b>2021/2022</b>	<b>COA</b>	<b>City</b>	<b>Nelson</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
<b>July 2021</b>	4,647	5,129	1,608	381	478	12,243
August	4,500	4,972	1,662	417	341	11,892
September	4,235	4,579	1,706	422	247	11,189
October	4,187	4,627	1,816	496	198	11,324
November	4,425	4,443	1,758	456	173	11,255
December	4,090	4,336	1,626	452	176	10,680
<b>January-22</b>	4,015	4,406	1,460	498	291	10,670
February	3,391	4,215	1,484	504	254	9,848
March	3,796	4,501	1,709	520	307	10,833
April	3,840	4,123	1,479	395	295	10,132
May	4,081	4,102	1,466	379	245	10,273
June 2022	3,892	3,823	1,344	362	243	9,664
						0
<b>Total FY 21/22</b>	49,099	53,256	19,118	5,282	3,248	130,003
<b>ADP</b>	<b>1,584</b>	<b>1,718</b>	<b>617</b>	<b>170</b>	<b>105</b>	<b>4,194</b>
<b>Percent</b>	37.77%	40.97%	14.71%	4.06%	2.50%	100.00%

## ICWFP STATS 2022

Departments	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Hours
<b>ALBEMARLE COUNTY</b>	0	0	15	40	23	21	0						
<b>VDOT</b>	0	0	0	0	0	0	0						
<b>PROGRAM TOTALS</b>			15	40	23	21							
<b>DOLLAR CREDITS</b>			\$108.75	\$290.00	\$166.75	\$152.25							

## **Special Management Housing at ACRJ**

During the month of July 2022, special management housing stats are as follows:

- 33 inmates were assigned to Administrative Segregation
- 1 inmate was assigned to General Detention
- 42 inmates were assigned to Medical Segregation
- 18 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: 620**

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 <sup>rd</sup> offense-	1
Actual or simulated masturbation in public-	1

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

### HEI Participants by Court

Albemarle County Circuit Court-	114	Charlottesville City Circuit-	125
Nelson County Circuit Court-	31	Nelson General District-	5
Albemarle General District-	139	Charlottesville General District-	72
Albemarle J&DR-	3	Charlottesville J&DR-	23
Nelson J&DR-	1	Department of Corrections-	4
Combined Courts-	29		
<b>Total-</b>	<b>546</b>		

### Other Cities/Counties

Waynesboro-	2	Staunton City-	1
Cumberland-	1	Fluvanna-	7
Orange-	2	Buckingham-	5
Greene-	8	Louisa-	6
Sussex-	1		
<b>Total-</b>	<b>32</b>		
<b>Misc. (Hospital, etc.)-</b>	<b>42</b>		



**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL AUTHORITY**

**EXECUTIVE SUMMARY**

**Agenda Date: August 11, 2022**

**Agenda Item: New Employee Health Benefits Plan**

**Information only**

**Staff Contact(s): Martin Kumer, Superintendent and Felicia Morris, Director of Human Resources and Payroll.**

**On July 1, 2021 the Jail separated from the County of Albemarle who used to provide financial, payroll, and employee benefits for the facility among many other services.**

**The County allowed the facility to remain on its health plan through December 31, 2022. At which time the facility will be required to provide its own employee health benefits plan.**

**Jail staff are in the final stages of procuring Anthem Local Choice, TLC, through a cooperative state contract.**

**The plan allows staff to maintain all of their current providers since our current plan is also provided by Anthem. The plan provides the same level of benefits with similar co-pays and out of pocket expenses.**

**Our new policy and plan rates will be effective January 1, 2023 and end June 30, 2023. Effective July 1, 2023 we will begin a full 12 month policy and rate to coincide with our fiscal year.**

**Please see the attached spreadsheet for plan rates and comparisons.**

Monthly Cost	Total	Employer	Employer	Employee	Employee	Employees	Annualized
Current Anthem Plan	Premium	Premium	Percentage	Premium	Percentage	On Plan	Employer Cost
Single + COMP Dental	\$ 653.00	\$ 502.00	77%	\$ 151.00	23%	41	\$ 246,984.00
Dual + COMP Dental	\$ 1,240.00	\$ 980.00	79%	\$ 260.00	21%	34	\$ 373,320.00
Family + COMP Dental	\$ 1,638.00	\$ 1,278.00	78%	\$ 360.00	22%	17	\$ 334,152.00
HDP Single + COMP Dental	\$ 563.00	\$ 483.00	86%	\$ 80.00	14%	9	\$ 52,164.00
HDP Dual + COMP Dental	\$ 1,009.00	\$ 894.00	89%	\$ 115.00	11%	2	\$ 21,456.00
HDP Family + COMP Dental	\$ 1,499.00	\$ 1,255.00	84%	\$ 244.00	16%	2	\$ 30,120.00
Retires (average plan cost)	\$ 886.00	\$ 740.00	84%	\$ 146.00	16%	17	\$ 150,960.00
Vacancies (average plan cost)	\$ 886.00	\$ 740.00	84%	\$ 146.00	16%	14	\$ 124,320.00
						136	
		Average	82%	Average	17%	Annual	\$ 1,333,476.00
New TLC Key 500							
Single + COMP Dental	\$ 708.00	\$ 557.00	79%	\$ 151.00	21%	41	\$ 274,044.00
Dual + COMP Dental	\$ 1,310.00	\$ 1,050.00	80%	\$ 260.00	20%	34	\$ 428,800.00
Family + COMP Dental	\$ 1,912.00	\$ 1,552.00	81%	\$ 360.00	19%	17	\$ 316,608.00
HDP Single + COMP Dental	\$ 577.00	\$ 497.00	86%	\$ 80.00	14%	9	\$ 53,676.00
HDP Dual + COMP Dental	\$ 1,067.00	\$ 952.00	89%	\$ 115.00	11%	2	\$ 22,848.00
HDP Family + COMP Dental	\$ 1,558.00	\$ 1,314.00	84%	\$ 244.00	16%	2	\$ 31,536.00
Retires (average plan cost)	\$ 1,067.00	\$ 921.00	86%	\$ 146.00	14%	17	\$ 187,884.00
Vacancies (average plan cost)	\$ 1,067.00	\$ 921.00	86%	\$ 146.00	14%	14	\$ 154,728.00
						136	
		Average	84%	Average	16%		\$ 1,470,124.00
				Annualized FY 23 Increase			\$ 136,648.00
		Additional Plan Cost Jan 1, 23 - June 30, 23					\$ 68,324.00

FY 23 Budget	\$ 1,299,059.00
Additional Plan cost	\$ 68,324.00
Total FY 23 Projected cost	\$ 1,367,383.00
Budget deficit	\$ 68,324.00

## **ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL AUTHORITY**

### **EXECUTIVE SUMMARY**

**Agenda Date: August 11, 2022**

**Agenda Item: Command Staff Introductions**

**Information only:**

**Staff Contact(s): Martin Kumer, Superintendent**

**In an effort to increase the Board's awareness of the facility's Command Staff, each member will be introduced and speak briefly to the Board regarding their experience and duties.**

**Please find each member's bio below.**

**Robert J. Barnabei** is currently the Deputy Superintendent of the Albemarle-Charlottesville Regional Jail. Lt. Colonel Barnabei earned a Bachelor's Degree of Social Administration from Temple University. He began his employment with ACRJ in 1997 as a Certified Correctional Officer. He has also served in the role of Classification Officer, Re-Entry Coordinator, Director of Programs, and Chief of Inmate Services. Lt. Colonel Barnabei resides in Fluvanna County with his wife, Amy Barnabei who is employed with the Fluvanna County School District. They have a daughter who attends Fluvanna County High School and son who is attending Longwood University studying Environmental Science. Lt. Colonel Barnabei enjoys landscaping, watching sports and spending time with his family. He is looking forward to the opportunities that this new role at the Albemarle-Charlottesville Regional Jail will offer and the continued service he can provide to staff and inmates.

**Gequetta Murray-Key** is currently the Associate Superintendent of the Albemarle-Charlottesville Regional Jail. Major Key was previously the Accreditation Manager for ACRJ until her promotion to the Chief of Operations. Some of her responsibilities include reviewing and updating RFP's and contracts as needed, General Instructor at the Shenandoah Criminal Justice Training Academy, Public Information Officer, FOIA Officer, Facility Inspections, PREA Coordinator and all Inmate communication (Phone, Tablets, and Tablet Education) just to name a few. Major Key supervises the Chief of Security, Chief of Facilities and the Chief of Inmate Services. Major Key lives with her husband and 2 children. She enjoys singing, fishing, giving back to her community and spending time with her family. She is passionate about serving others and treating people the way she would want to be treated, regardless of their circumstances.

**Aaron Carver** is currently the Chief of Security of the Albemarle-Charlottesville Regional Jail. Captain Carver began his employment in 2003 as a Certified Correctional Officer. In 2004 he

was promoted to Corporal and then Shift Sergeant in 2005. During that time, he received his General Instructor and Defensive Tactic Instructor Certification. He has taught numerous classes at the Central Shenandoah Criminal Justice Training Academy. In 2010 he was promoted to Shift Lieutenant and remained in the Security Department until 2014 when he was promoted to Captain, Chief of Facilities Manager. In this capacity, he was responsible for the management of the Maintenance Department, Food Services, Property, IT, Canteen, Laundry and Work Release. Captain Carver received his Firearms Instructor Certification in 2017. He was transferred to the Security Department in 2018 and has served in the role of Chief of Security since that time. Captain Carver lives with his wife and 3 children.

**William Thomas** is currently the Chief of Facilities of the Albemarle-Charlottesville Regional Jail. He began his career at ACRJ in January 2002 as a Certified Correctional Officer. He was promoted to the rank of Corporal in 2004 then Shift Sergeant in 2006. Captain Thomas made a lateral move to become the Property Sergeant in 2016. He then moved back to the Security Team where he became the Shift Lieutenant. In 2017 he was promoted to the position of Chief of Facilities where he remains today. He is responsible for maintaining the facility as well as the grounds. Captain Thomas's future goals include the continued maintenance and upkeep of the existing structure, in addition to improving on the efficiency of the facility to maintain a safe and secure environment for inmates and staff. Captain Thomas lives with his wife and 4 children.

**Virginia Schmittinger** is currently the Chief of Inmate Services of the Albemarle-Charlottesville Regional Jail. Captain Schmittinger obtained a Bachelor of Science Degree in Criminal Justice and Accounting from Ferrum College in 2004. Captain Schmittinger began her career at ACRJ as a Certified Corrections Officer in 2008. She was promoted to Corporal in 2011; Shift Sergeant in 2015; Work Release Sergeant in 2017 and 1<sup>st</sup> Lieutenant in 2019. Her promotion to Captain occurred in July of 2022. During her tenure at ACRJ, she has worked in or supervised Security, Work Release, Transportation, Powershift and Training. With her most recent promotion to the rank of Captain, she supervises Work Release, Food Services, Laundry, Property, Classification and Training. Captain Schmittinger lives with her husband and their 2 children; a son (14) and a daughter (8).

**Recommendations:** None

**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL AUTHORITY**

**EXECUTIVE SUMMARY**

**Agenda Date: August 11, 2022**

**Agenda Item: Inmate Tablet Education Software Update**

**Information only:**

**Staff Contact(s): Martin Kumer, Superintendent and Associate  
Superintendent Major Gequetta Murray-Key**

**The Jail recently introduced an enhanced educational software package to the inmate tablet system.**

**Edovo does not replace evidence based learning already being provided at ACRJ.**

**Learning is free.**

**With this tablet learning environment now ALL inmates have access to programming and learning regardless of their housing or other issues out of their control that would prevent them from participating in learning. Inmates pick and choose what they want to learn and when.**

**Recommendations: None**

**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL AUTHORITY**

**EXECUTIVE SUMMARY**

**Agenda Date: August 11, 2022**

**Agenda Item: COVID Update**

**Information only**

**Staff Contact(s): Martin Kumer, Superintendent and Thedra Nichols, Director of Medical Health Services, Family Nurse Practitioner.**

**On July 19, 2022, an inmate in General Population tested positive for COVID. Staff quickly isolated that individual, performed contact tracing and quarantined those individuals who were exposed and began a thorough testing regiment.**

**Over the course of the last 17 days, 28 individuals tested positive. Of those only 9 are actively incarcerated and recovering. They are expected to be considered recovered by August 8. Individuals either experience no symptoms or very mild symptoms. No one required hospital or extraordinary medical treatment.**

**Thanks to our medical, security and classification staff and their quick response they were able to contain the spread and isolate the individuals. This appears to be a flare up similar to the one the community is experiencing as well.**

**The facility is still following all recommended COVID protocols and will continue as long as necessary. In addition we are still using the COVID dashboard on the Jail's website.**

# **ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL AUTHORITY**

## **EXECUTIVE SUMMARY**

**Agenda Date: August 11, 2022**

**Agenda Item: Jail Renovation and Expansion Update**

**Information only**

**Staff Contact(s): Martin Kumer, Superintendent**

**On May 18, 2022, Chairperson McKeel, Moseley Architects and I presented the project to the Board of Local and Regional Jails, the BLRJ.**

**As of this date, the BLRJ has not taken any action on the Authority's request for 25% reimbursement of the project's eligible costs. The Board was unable to establish a quorum at its previous meeting due to vacancies on the Board. Our project does not have a scheduled review date by the BLRJ.**

**Moseley Architects and I will be officially requesting a resolution from each of the Authority's jurisdictions. The City of Charlottesville on September 6, the County of Albemarle on September 7 and the County of Nelson September 13.**

**If all of the state's agencies required to review the plan, approve it, the Authority will seek bids for architectural, design and engineering services in late spring or early summer of 2023. Once those services have been properly procured, the design and scope of the project will be completed by the end of 2023.**

**Construction of the project would begin in early 2024 with an estimated 18 month time table to completion.**

**The Jail is still conducting and encouraging tours from the public. Please contact Martin Kumer, Superintendent to schedule a tour. The tours take approximately 1 ½ to 2 hours. We can tour up to four people at a time.**

**Recommendation: None**

**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL AUTHORITY**

**EXECUTIVE SUMMARY**

**Agenda Date: August 11, 2022**

**Agenda Item: FY -22 End of Year Unaudited Budget Update**

**Information only UNAUDITED**

**Staff Contact(s): Martin Kumer, Superintendent**

**The FY 22 audit has begun. The complete audited FY 22 report will be provided to the Board at the Authority meeting following the completion of the audit early in the third quarter of FY 23.**

**Since the audit has begun we are only providing a brief summary of the end of year FY 22 as follows:**

**Revenue**

**Operating Revenue is estimated to come in over budget \$124,984.**

Other jurisdiction is estimated to come in under (\$40,000) due to decrease in Rockbridge housing of prisoners.

Federal Prisoners is estimated to come in over \$124,000 due to an increase in the number of Federal responsible inmates.

Telephone revenue came in over \$55,000 due to increased use of tablets.

Work release is estimated to come in under budget (\$20,000) due to the pandemic.

VDOT is estimated to come in under (\$150,000) due to the pandemic

Weekenders and work force is estimated to come in under budget (\$20,000) due to the pandemic..

SCAAP revenue will come in under \$9,000. \$21,000 have been approved for FY 22.

DOC Prescription Reimbursements are expected to come in \$80,000 over budget due to the large number of DOC inmates in the facility

State Per Diem is expected to come in under (\$100,000) due to decreased inmate population.

An unbudgeted Federal Grant Revenue is expected to be \$68,000 for COVID reimbursement

**Expenditures**

**Compensation and benefits is estimate to come in under budget (\$845,618) due to:**



Wages, Taxes and Benefits are estimated to come in under budget (\$900,000) due to vacancies.

Overtime is expected to come in over budget \$40,000 due to need to fill in for vacancies

Part-time wages is expected to come in over budget \$60,000 due to the increased use of part-time correctional staff and nurses (additional nurses to provide COVID vaccines), due to vacancies

**Operating expense is estimated to come in over budget \$620,670.**

Contract services, Contract Services other and Professional services are over budget **\$360,000** due to unbudgeted costs of:

Community Based Corrections Plan (Moseley Architects)

Community Engagement (Miles Agency)

Financial Transition from Albemarle County (Great Plans Accounting Software and Transition Services)

The Market and Compression Study (Management Advisory Group International)

Advertising is expected to come in \$14,500 due to increased advertising for vacancies.

Travel and Education (staff) is estimated to come in under budget (\$28,100) due to pandemic and non-travel.

Inmate Food supplies is estimated to come in under budget (\$50,000) due to population decrease. The savings would be greater but higher food costs offset those savings.

Staff Food Supplies is estimated to come in over budget (\$53,000) increase food cost.

Heating cost came in over 40,000. However, electric and water came in under budget \$60,000

Training academy came in over budget \$68,000 due to paying the FY 22 invoice in and the FY 23 invoice in the same FY. Therefore there will be no cost out of the FY 23 budget.

Pharmaceutical is estimated to come in over budget \$108,000 due to an unexpected invoice of \$180,000.

Health Services is expected to come in over budget \$50,000 due to a unexpected medical bill primarily from a single inmate's hospital stay. We are working with Medicaid to cover the cost of this bill.

Motor Vehicles is expected to come in under budget \$35,000 due to budgeting for two vehicles but only needing to purchase one

**Net Positive Income is estimated to come in \$349,932.**

**Recommendations:** None