

**Northwestern Regional Jail Authority  
Quarterly Meeting  
January 23, 2020**



# *Agenda*

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Approval of the Minutes**
- 4. Employee of the Quarter**
- 5. Election of Officers**
- 6. Committee Appointments**
- 7. FY21 Budget Update**
- 8. Adjourn**

*October 17, 2019*  
*Minutes Approval*

*Employee of the Quarter*

*COIII Brian Robine – Fall 2019*



# Election of Officers

## Current Officers

Kris Tierney - Chairman

Chief John Piper - Vice Chairman

James F. Whitley - Secretary/Treasurer

# Committee Appointments

## Current Committee Appointments

### ***Personnel Committee***

Katherine Heritage, Chair  
Sheriff Lenny Millholland  
James Wyatt  
Sheriff Anthony Roper  
Robert Wells

### ***Finance Committee***

Eden Freeman, Chair  
James Wyatt  
**Vacancy**  
Katie Heritage  
Judith McCann-Slaughter

### ***Construction Committee***

**Vacancy**  
Sheriff Les Taylor  
Sheriff Robert Mosier  
Christopher Butler  
**Vacancy**

# ***FY21 Budget Update***

# *Finance Committee Report*

The Finance Committee met on 11/13/19 to discuss the FY21 budget. Items discussed were:

- Network switches supported by Frederick County are due to be replaced; total cost projected per County IT \$153k; will need added to budget
  - No COLA/Merit included in the budget proposed to the Finance Committee, however an estimate was provided for each locality on 2% increase
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- After the meeting Mr. Whitley advised :
    - Add in the Network switch cost
    - Had Captains review budget again to make more cuts
    - *Overall the budget decreased \$157k from original proposal to Finance Committee*



# CURRENT FY20 BUDGET VS. PROPOSED FY21 BUDGET

	Current FY20	Proposed FY21	Increase
Personnel	\$ 16,576,952	\$ 16,920,754	\$ 343,802
Operating	\$ 4,552,761	\$ 4,874,382	\$ 321,621
Capital	\$ 1,730,173	\$ 1,630,070	\$ (100,103)
TOTAL	\$ 22,859,886	\$ 23,425,206	\$ 565,320

# MAJOR DIFFERENCES IN PERSONNEL COSTS

- Health insurance costs increased by 10% **\$250,920**
- Increased Overtime/Part time by **\$130,000**
- Increase in LEOS cost **\$95,000**

**\*\*Savings of \$118k for Retirement/Resignations in FY19**

***NO MERIT/COLA INCLUDED IN THIS DRAFT***

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**\*\*Effective February 16, 2020, Security teams will start permanent day and night shifts. In order to maintain current staffing and help with recruitment (since all new hires will be on permanent night shift), the Captain of Security has proposed a \$1.00 shift differential pay increase to those officers working night shift. Overall cost is \$126,000, which includes fringe. There will be no extra cost in the FY21 budget due to (2) Lt. retiring in late FY20. Cost for FY22 will be added to the budget.\*\***

# DIFFERENCES IN OPERATING COSTS

- Increase in Contract nurses \$170,000
- HVAC – Pod 3 Control system upgrade \$73,000
- Network Switches \$153,000
- Surveillance Cameras (5 at 16 mp) \$32,000
- *Decreased costs:*
  - *Anthem (\$25k)*
  - *Office supplies (\$42k computer upgrades from FY20 completed)*
  - *Housekeeping supplies (\$24k)*
  - *Inmate uniform/apparel (\$20k taken out of Inmate Canteen account)*

# LOCALITY SHARES

Locality	Current FY20	Proposed FY21	Increase/Decrease
Clarke County	\$ 471,624 (3.73%)	\$ 477,638 (3.60%)	\$ 6,014
Fauquier County	\$ 2,310,073 (18.27%)	\$ 2,364,308 (17.82%)	\$ 54,235
Frederick County	\$ 5,071,538 (40.11%)	\$ 5,537,947 (41.74%)	\$ 466,409
Winchester	\$ 4,790,840 (37.89%)	\$ 4,887,829 (36.84%)	\$ 96,989



## MERIT/COLA, IF APPROVED:

Locality	2%	3%
Clarke County	\$ 10,226	\$ 15,339
Fauquier County	\$ 50,619	\$ 75,929
Frederick County	\$ 118,566	\$ 177,850
Winchester	\$ 104,648	\$ 156,971

*Adjourn*