

COMMONWEALTH OF VIRGINIA
BOARD OF CORRECTIONS

Special Meeting.....August 31, 2005
Location5204 Bernard Drive
Roanoke, Virginia
Presiding.....Clay B. Hester, Chairman
Present.....James H. Burrell
Jacqueline F. Fraser
W. Alvin Hudson, Jr.
Gregory M. Kallen
Raymond W. Mitchell
Sterling C. Proffitt
Absent.....James R. Socas
W. Randy Wright

10:00 a.m., Wednesday, August 31, 2005

5204 Bernard Drive, Roanoke, Virginia

The meeting was called to order.

I. Board Chairman (Mr. Hester)

The Chairman called the meeting to order, welcomed attendees and thanked the Administrators and everyone present from Roanoke County for hosting and providing the room accommodations for the meeting. He then opened the floor to Ms. Jamilla Burney, Community Corrections Regional Manager for the Department’s Western Region, who spoke on behalf of Community Corrections Regional Director, Mr. Sherman Lea.

Ms. Burney welcomed the Board and gave some background on the Western Region. She noted that the Region is the largest on the community side with offices stretching from Norton to South Boston, encompassing 15 cities and 35 counties and covered by 14 Probation & Parole Districts. In addition, she named several special programs throughout the Region, including the Appalachian Detention and Chatham Diversion Centers as well as four, Day Reporting programs, and remarked that all Districts and Programs are governed by Board Standards. Ms. Burney extended Mr. Lea’s regrets for not being in attendance. She presented a pamphlet discussing Community Corrections in the Western Region and closed by again welcoming the Board to the Roanoke Valley and remarked if there was anything the Board needed, to please feel free to call.

The Board thanked Ms. Burney for her comments. He then opened the floor to Mr. Larry Huffman, Institutions Regional Director for the Department’s Western Region.

While handing out a pamphlet, Mr. Huffman welcomed the Board and remarked how closely the institutional side and community side work together. He noted several accomplishments of the Western Region during the past year, including its public safety initiatives covering staff, inmates and the citizens of the Commonwealth. He told the Board about the field units in the Region whose goal is to go out every day and perform

road work along the highways. Additionally, he talked about the Region's Work Center located in Augusta County, which provides services to county and city schools and other governmental agencies. He noted that on average, there are 120 work center inmates working in Augusta County every day. As to the inside of institutions, he remarked that ACA certification scores have been great, that sanitation scores and Fire Marshal Safety inspections are all high and that morale in the Department has never been higher.

Mr. Huffman closed by stating that in years past, the Department needed to do a better job on its public relations, which is now being done. He noted that 80 percent of staff in facilities in the Region are volunteering in the community, that there is very little staff turnover, and that between the volunteers who come into the facilities and the Department staff who volunteer outside the facilities, the Department's image has improved quite a bit. He then thanked the Board for coming to the Roanoke Valley.

There were no questions or comments from the Board, and the Chairman thanked Mr. Huffman for his comments.

II. Presentation to the Board

At this time, the Chairman opened the floor to Sheriff Holt as a representative from the Western Virginia Regional Jail.

Sheriff Holt thanked the Chairman and welcomed the Board to the Roanoke area. He introduced representatives from Franklin, Montgomery and Roanoke Counties and the City of Salem and noted there were some Roanoke County citizens present as well. He remarked that the project has been a long time getting to where it is today. He explained that the current Roanoke County jail facility has been in existence for 25 years, that the Franklin and Montgomery County Jails are both aged, and that between the three facilities, there is a total capacity of 217 beds. He stated the corrections package that has been put together is as good as has ever been put together and that the Board should recognize its quality, which will ultimately result in an institution that everyone will be proud of.

He closed by welcoming the Board again. There being no questions, the Chairman thanked the Sheriff for his remarks and turned the presentation over to Ms. Brooks Ballard of the Department, who presented her staff analysis of the project.

She stated that this is a request from the City of Salem and the Counties of Roanoke, Franklin and Montgomery for funding for jail construction reimbursement for the construction of a new, 592-bed facility to be known as the Western Virginia Regional Jail. The localities' reimbursement request is being submitted in light of the project's exemption from the current funding moratorium under Item #416.C.4 of the 2005 Appropriation Act.

The Board action being requested is approval of a Board Motion in support of their plans to construct a new facility and funding for construction reimbursement of up to 50% of the estimated eligible costs.

The Planning Study proposes the construction of a 592-bed, full-service, new facility to house the expanding population of the participating localities to be constructed on a site in the County of Roanoke. It will be a single-story/partial two-level, stand-alone facility with a total of 20 housing units arranged in six pods. The facility will include administrative, visitation, intake/release processing, special purpose, medical, kitchen, inmate programs and storage support areas.

The Community-Based Corrections Plan documenting the need for 592 beds for the participating localities was approved by the Board on July 20, 2005.

A staffing analysis by the Compliance & Accreditation Unit has indicated, based on the project's schematic designs and planned operating program, the design is staff efficient and meets the Appropriation Act's inmate-to-staff ratio of 3:1.

The project will undergo a Value Engineering Study at the end of the design-development stage to further address cost and design efficiency.

The project's cost estimates have been reviewed and approval of the eligible project costs of \$70,953,615, of which 50% or \$35,476,808 would be reimbursable, is recommended.

In light of the above information, the following suggested Board Motion is provided for the City of Salem, and the Counties of Roanoke, Franklin and Montgomery's request for jail funding for construction reimbursement.

That the Board of Corrections approves the City of Salem, and the Counties of Roanoke, Franklin and Montgomery's request for state jail funding for construction reimbursement for a new, 592-bed jail. This approval recognizes a total eligible cost of \$70,953,615, of which 50% or \$35,476,808 would be eligible for state reimbursement. Such reimbursement is subject to the availability of funds and in compliance with Board Standards and Sections 53.1-80 through 82 of the Code of Virginia.

At this time, the Chairman called for any comment. Ms. Fraser noted a correction to the proposed motion in the documents previously provided to the Board. The motion should read the **City of Salem and the Counties of Roanoke, Franklin and Montgomery**, not the Cities of Salem and Roanoke and the Counties of Franklin and Montgomery as was provided. This correction had already been noted in the Minutes.

Mr. Proffitt had a question with reference to the 592 beds. On the revised staffing analysis provided by Ms. Ballard dated August 19, 2005, the number was 605 beds. Ms. Ballard responded that in reviewing the Community-Based Corrections Plan, the custody level breakdown was revised, and they ended up with a few more beds. But, because the Community-Based Corrections Plan had already been approved for 592 beds, it was determined to use that number for now.

Mr. Proffitt then asked Sheriff Holt if he was comfortable with the staffing level of 176 positions. The Sheriff responded that the staffing committee had worked on this aspect, and the Authority was comfortable with the projections.

Mr. Hudson remarked that he was very impressed with the design and layout of the facility. He noted that as the population keeps growing, these plans allow room for additional housing, too. He also remarked that the facility should have been built a long time ago. Mr. Proffitt echoed Mr. Hudson's sentiments and remarked that the facility is well planned and thought out, and the localities should be commended for the thoughtful processes they put into it.

At this time, the Chairman called for a motion. By *MOTION* duly made by Ms. Fraser, seconded by Mr. Mitchell and unanimously *APPROVED* by verbally responding in the affirmative (Burrell, Fraser, Hudson, Kallen, Mitchell, Proffitt), **the Board of Corrections approves the City of Salem and the Counties of Roanoke, Franklin and Montgomery's request for state jail funding for construction reimbursement for a new, 592-bed jail. The approval recognizes the total cost of \$70,953,615, of which 50% or \$35,476,808 would be eligible for state reimbursement. Such reimbursement is subject to the availability of funds and in compliance with Board Standards and Section 53.1-80 through 82 of the Code of Virginia.**

There was no discussion on the motion and there were no opposing votes. Two Board members were absent (Socas, Wright), and as a tie-breaking vote was not necessary, the Chairman's vote was not noted.

At this time, the Chairman thanked representatives from the four localities for coming and for their interest. No one present had any comment to make to the Board.

At this time, Ms. Ballard provided the Board with an update to several jail projects. She noted that the Eastern Shore Regional Jail had gone out to bid, and due to the current construction environment with the cost of materials and petroleum, the low bid came in \$9 million over budget. The numbers are being reviewed and the overage will be reduced before coming back to the Board to request additional jail construction funding reimbursement.

She also reported that the Prince William/Manassas Regional Adult Detention Center also put their project out to bid, and the low bid came in \$20 million over budget. The project will be rebid, or they will go through a cost reduction process before coming back to the Board.

The Chairman noted Mr. Johnson's presence at the meeting. The Director remarked he had no comments to make to the Board. Sheriff Holt spoke again and thanked the Board for its action. He then introduced Mr. Mike Altizer, Chairman, and Mr. Mike Wray, Vice Chairman of the Roanoke County Board of Supervisors.

III. Closed Session

No closed session was held.

IV. Board Member/Other Comment

At this time, the Chairman asked the members for their comments. Mr. Hudson noted he had said enough and that he was glad to be a part of the process. Mr. Burrell echoed Mr. Hudson's sentiments. Mr. Kallen had nothing to add. Mr. Mitchell asked that the Board be included in the opening festivities for the new facility. Ms. Fraser had no comment. Mr. Proffitt reminded the members that there are still four projects to come to the Board before the end of the year and that it may be necessary to have another Special Meeting in October. In addition, Mr. Proffitt noted he had been scheduled to attend a Joint Subcommittee meeting to be Chaired by Steve Landes on August 22, 2005, to study the balance of power between the Legislative and Executive Branches as relates to Boards who have contractual or grant authority. That meeting has been postponed indefinitely.

V. Future Meeting Plans

The Chairman noted the September, 2005, meetings are scheduled as follows:

Liaison Committee – 10:00 a.m., Board Room, 6900 Atmore Drive, Richmond, Virginia, September 20, 2005.

Correctional Services/Policy & Regulations Committee – 1:00 p.m., Board Room, 6900 Atmore Drive, Richmond, Virginia, September 20, 2005.

Administration Committee – 9:30 a.m., Room 3054, 6900 Atmore Drive, Richmond, Virginia, September 21, 2005.

Board Meeting – 10:00 a.m., Board Room, 6900 Atmore Drive, Richmond, Virginia, September 21, 2005.

He also noted as regards a Special Meeting in October that he would await the advice and guidance of staff and the Director to determine whether there will be a need for such.

VI. Adjournment

There being nothing further, by *MOTION* duly made by Mr. Proffitt, seconded by Mr. Mitchell and unanimously *APPROVED* by those members in attendance (Burrell, Fraser, Hudson, Kallen, Mitchell, Proffitt), the meeting was adjourned.

(Signature copy on file)

CLAY B. HESTER, CHAIRMAN

RAYMOND W. MITCHELL, SECRETARY