

## **Agenda Item X. A.**

**Meeting Date:** May 16, 2017

**Liaison and Committee Reports:** Blue Ridge Regional Jail Authority  
Board of Directors meeting 05/04/17

**Representatives to External  
Boards, Commissions, Councils and Committees**

**Representative Report**

Organization: Regional Jail Board of Directors

Meeting Date/Time: 4 May 17 / 10am

Meeting Location: Amherst Facility

Agenda/Discussion Topics of Interest to Amherst County:

No significant Topics

Representations Made: 1. Get separate bids for ESCO work; significant cost savings are possible  
2. Hire our own PE or project manager to oversee the project

Instructions, Goals, Objectives received from Supervisors or Administrator: None

Guidance needed from Board of Supervisors: None

Upcoming Matters: No July meeting

Report By: Dean Rodgers

Date: 5/8/2017



## **BLUE RIDGE REGIONAL JAIL AUTHORITY**

### **MEETING AGENDA**

**MAY 4, 2017**

#### **A. EMPLOYEE AWARDS ANNOUNCEMENT**

1. Ms. Teresa Jones - Lynchburg Adult Detention Center Nurse Manager – Winner of the Virginia Association of Regional Jails - Civilian Supervisor of the Year Award
2. Corporal Norman Reynolds – Halifax County Adult Detention Center – Winner of the Virginia Association of Regional Jails - Supervisor of the Year Award

#### **B. APPROVAL OF MARCH 2, 2017 MEETING MINUTES**

#### **C. LEGAL ADVISOR'S REPORT**

- AG has ruled that jails not req'd to pay for medical care of pre-existing condition

#### **D. FINANCIAL REPORT**

- Va Supreme Court hearing case on whether regional jails enjoy sovereign immunity just as local jails.

#### **E. OLD BUSINESS**

1. Honeywell Phase II ESCO Project
2. Update on Health Insurance Provider (FY17-18 Budget)
3. Update on Gift and Disposition of Jail Property – Amherst County Parcel

#### **F. NEW BUSINESS**

1. Investigative Products Offered by Telephone Provider
2. Resolution of Appreciation
3. National Correctional Officers and Employees Week Resolution
4. Election of FY17-18 Authority Officers

**G. INFORMATIONAL ITEMS**

1. Update on Recent Bids / Requests for Proposals
2. Maintenance Director Announcement
3. Bowl-a-thon Fundraiser for Autism Speaks

**H. NEXT MEETING – July 6 or September 7, 2017**

**Agenda Item: C-1**

**Date: May 4, 2017**

**FROM: Hefty, Wiley & Gore, P.C.**  
**Legal Counsel**

**ISSUE: LEGAL ADVISOR'S REPORT**

**BACKGROUND/DISCUSSION:**

Mr. Hefty will provide the Board with a report on matters of legal interest to the Authority.

**( ) Action**  
**(x) Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.

**Agenda Item: D-1**

**Date: May 4, 2017**

**FROM:** Robert A. Osiniak, Jr.  
Director of Administrative Services

**ISSUE:** FINANCIAL UPDATE

**BACKGROUND/DISCUSSION:**

The enclosed statements represent our financial performance for the first three quarters of the fiscal year ending June 30, 2017. Total revenues earned after nine months equaled 74.37% of the budgeted amounts. The **Outside Jurisdictions Per Diem Revenue** ended March 8.74% below budget at 66.26%. We held an average of 84 outside inmates per day during March, as well as 953 local inmates. For March, the total number of inmates held was 1037, a net increase of 1 inmate from February. Our FY-17 budget is based upon 93 outside and 1107 local jurisdiction inmates, for a total of 1200. Our lower than expected ADP is reflected in revenues earned for **State Per Diems** and **Inmate Housing Fees**. Also, our higher employee turnover has resulted in lower **Comp Board Salaries/Fringes** revenue than budgeted for the first three quarters of FY-17.

Regarding our local jurisdictions per diems, for the month of March jail usage by Appomattox, Bedford and Halifax Counties exceeded the initial percentage that was used to prepare the FY-17 budget. Amherst and Campbell Counties as well as the City of Lynchburg experienced a surplus for March. Year-to-date figures reflect Appomattox, Bedford and Halifax Counties and the City of Lynchburg exceeding the initial percentage that was used to prepare the FY-17 budget. Amherst and Campbell Counties currently maintain a surplus fiscal year-to-date through March. Each month's financial report includes a percent comparison of usage days for each locality in relation to the total number of inmate days overall for that month as well as year-to-date. In January, 2018 we will re-distribute the per diem payments by issuing an invoice to any locality that utilized a larger percentage of bed space than initially expected, and checks or per diem credits to those localities underutilizing their allotted bed space.

The bottom of the Revenue Report contains F-Y-I information on the number of out-of-compliance inmates currently housed in our facilities. The records reflect a continual decrease in inmates between January and March.

Total expenditures for March equaled 69.64% of the budgeted amounts for the first nine months of the fiscal year, which is 4.73% below our earned revenues. All budget categories remain below the comparative average of 75% for the first three quarters of the fiscal year. In the **Inmate Services** category, the combined category lines finished March at 66.83% of the budgeted amounts. At 66.1% **Inmate Food** finished the month almost 9% below the comparative average for the first nine months of FY-17. A continued lower than expected ADP is reflected in this line item. Invoices were paid in March and an encumbrance remains open for replacement

**Food Service Supplies & Equipment**; however we have only expended 18.3% year-to-date of the amount budgeted in this line item. In addition we have only expended 68.1% of the amount budgeted for **Inmate Medical** through March. We have been very fortunate this fiscal year regarding medical costs; however as we have explained in the past, this line item category can fluctuate month-to-month and is difficult to predict. Invoices were paid during March for replacement **Inmate Linens** which resulted in 55% of this line item expended year-to-date. Invoices were also paid during March for replacement inmate jumpsuits and charged to **Inmate Clothing**. An encumbrance for work release drug tests was placed as well and charged to **Inmate Programs**, resulting in 36.5% spent year-to-date.

In the **Administrative Operations** category, at 62.51% these line items remain well below the comparative average for the first three quarters of the fiscal year. Invoices for the purchase of replacement clothing were charged to the **Staff Uniforms** line item. Invoices were also paid for a large order of toner and charged to **Computer Supplies**, and a large order of business cards and inmate forms resulted in 79% of the **Printing** line item expended through March. As reported in prior months, a high turnover of jail officers as well as replacement medical and maintenance staff factored in the increased costs of **Advertising**, **Applicant Physicals/Drug Screens** and **Applicant Psychological Tests**, which may possibly exceed the amount budgeted by year end. Invoices were paid for replacement IT parts and switches, as well as repairs to the BADC sidewalk, and charged to the **Non-Capital IT Equipment** line item (65.66% spent) and **Non-Capital Improvement Projects** (29.24% spent) respectively.

In the **Contract Services and Leases** category, total expenditures finished March under budget at 60.5% expended. During the month invoices were paid for support for security equipment as well as quarterly sprinkler inspections, which resulted in 61.81% expended in the **Rentals/Leases/Service Agreements** line item.

Finally, at 68.6% the **Physical Plant/Vehicle Operations** category in total finished nine months of the fiscal year 6.4% below the comparative average. All individual line items remained below the 75% comparison with the exception of **Utilities: Gas** and **Utilities: Water & Sewer** which were expended at 105.3% and 82.7% after three quarters of the year. Invoices were also paid for a BADC floor polisher, ACADC air handler coils, and BADC pressure washing and sliding door repairs. An encumbrance was placed for an ACADC transformer, and all were charged to **Repairs & Maintenance Supplies and Services**.

☐ **Action**

☒ **Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.

MONTH ENDING 3/31/17

## BLUE RIDGE REGIONAL JAIL AUTHORITY REVENUE REPORT FY 16/17

	BUDGET	AMENDED BUDGET	PREVIOUS MONTHS TOTAL	MAR TOTAL	YTD TOTAL	YTD PERCENT
Member Jurisdictions Per Diem	\$14,877,858	\$14,877,858	\$8,818,588	\$1,239,821	\$11,158,389	76.00%
Comp Board Salaries/Fringes	\$14,404,802	\$14,238,313	\$9,344,539	\$1,143,514	\$10,488,053	73.66%
Comp Board Expense Reimbursement	\$3,000	\$3,000	\$6,400	\$500	\$5,900	198.67%
Inmate Telephone Revenue	\$600,000	\$600,000	\$545,195	\$68,255	\$613,450	102.24%
Interest Income	\$7,000	\$7,000	\$21,105	\$4,083	\$25,188	359.87%
Miscellaneous Revenue	\$40,000	\$40,000	\$55,584	\$3,692	\$59,266	148.14%
Outside Jurisdictions Per Diem	\$732,154	\$732,154	\$429,395	\$55,712	\$485,107	66.26%
State Per Diem	\$2,928,000	\$2,828,000	\$1,816,917	\$201,600	\$1,817,517	69.18%
Work Release/HEM	\$250,000	\$250,000	\$151,834	\$17,984	\$169,818	67.93%
Inmate Housing Fee	\$230,000	\$230,000	\$147,382	\$19,877	\$167,259	72.72%
Inmate Medical Co-Pays	\$100,000	\$100,000	\$88,808	\$9,347	\$78,155	78.16%
<b>GRAND TOTALS</b>	<b>\$33,872,812</b>	<b>\$33,708,323</b>	<b>\$22,301,707</b>	<b>\$2,764,395</b>	<b>\$25,086,102</b>	<b>74.37%</b>

Member Jurisdictions Per Diem:	Total Days Mar	Avg # Inmates in BRRJA facilities	Mar Usage Actual Percentage	Per Diem Charge	Monthly Advanced Billing Per Diem	Mar Usage Surplus (Deficit)	YTD Usage Surplus (Deficit)
Amherst County - 10.46%	2,778	90	0.09410	\$116,873	\$129,562	\$12,889	\$104,918
Appomattox County - 4.47%	1,639	53	0.05550	\$88,811	\$55,420	(\$13,391)	(\$78,727)
Bedford County - 11.58%	4,008	129	0.13585	\$188,187	\$143,323	(\$24,864)	(\$209,502)
Campbell County - 20.88%	5,301	171	0.17951	\$222,558	\$256,395	\$33,839	\$199,378
Halifax County - 14.81%	4,889	161	0.16884	\$209,457	\$183,818	(\$25,639)	(\$88,176)
Lynchburg - 38.03%	10,817	349	0.38629	\$454,138	\$471,504	\$17,366	(\$18,889)
<b>Totals:</b>	<b>29,531</b>	<b>953</b>	<b>1.00000</b>	<b>\$0</b>	<b>\$1,239,822</b>	<b>\$0</b>	<b>\$0</b>

Refund

NOTE: Preliminary figures are subject to final Comp Board audit and adjustment.

Out-of-Compliance Inmates:	Mar	Total Days	Feb	Total Days	Jan	Total Days
Amherst County	11	341	15	420	13	403
Appomattox County	4	124	3	84	3	93
Bedford County	23	713	24	672	27	837
Campbell County	25	775	28	728	33	1,023
Halifax County	24	744	25	700	33	1,023
Lynchburg	62	1,922	68	1,624	66	2,046
<b>TOTALS:</b>	<b>149</b>	<b>4,619</b>	<b>151</b>	<b>4,228</b>	<b>175</b>	<b>5,425</b>

Month Ending 3/31/17

## BLUE RIDGE REGIONAL JAIL AUTHORITY COMBINED EXPENDITURE REPORT FY 16/17

FY-17	ORIGINAL BUDGET APPROPRIATION	REVISED BUDGET APPROPRIATION	EV MONTHS EXPENDED	MAR EXPENDITURES	MAR COMMITMENTS	MAR TOTAL	EXPENDED YTD	BUDGET BAL REMAINING	PERCENT EXPENDED	PERCENT REMAINING
Salaries	15,581,498	15,381,708	9,804,084	1,208,157	0	1,208,157	11,012,221	4,369,487	71.58%	28.41%
FICA	1,190,455	1,176,701	724,444	89,186	0	89,186	813,810	363,081	69.14%	30.86%
VRS	2,033,652	2,039,632	1,299,870	158,783	0	158,783	1,458,453	581,179	71.51%	28.49%
Group Health Ins.	2,185,620	2,185,820	1,325,843	163,237	0	163,237	1,489,080	696,740	68.12%	31.88%
Benefits	5,439,927	5,402,153	3,349,957	411,186	0	411,186	3,781,143	1,641,010	69.62%	30.38%
Total Salaries & Benefits	21,001,425	20,783,861	13,154,021	1,819,343	0	1,819,343	14,773,364	6,010,497	71.08%	28.92%
Medical Supplies	891,330	891,330	546,807	81,911	453	82,364	628,971	262,359	70.57%	29.43%
Medical Equipment	24,080	24,080	8,671	80	3,824	4,014	12,885	11,405	52.88%	47.34%
Professional Medical Services	1,493,580	1,493,580	874,262	124,888	0	124,888	998,918	494,662	68.88%	33.12%
Food Items	1,380,120	1,380,120	873,725	102,729	0	102,729	976,454	413,688	70.24%	29.76%
Food Service Supplies & Equipment	120,880	120,880	20,002	1,858	314	2,172	22,174	98,706	18.34%	81.66%
Inmate Clothing	40,000	40,000	15,772	6,370	0	6,370	22,142	17,858	56.38%	44.62%
Linens Supplies	40,000	40,000	12,443	9,515	0	9,515	21,958	18,042	54.90%	45.11%
Laundry & Janitorial Supplies	168,000	168,000	103,783	9,977	569	10,586	114,348	51,851	68.88%	31.12%
Inmate Programs	45,000	45,000	12,877	349	3,217	3,566	16,443	28,557	36.54%	63.46%
Total Inmate Services	4,211,000	4,211,000	2,468,132	337,465	8,487	345,952	2,814,094	1,396,906	66.83%	33.17%
Books & Subscriptions	10,000	10,000	1,410	87	0	87	1,497	8,503	14.97%	85.03%
Office Supplies	49,000	49,000	28,172	3,083	138	3,189	20,371	19,829	59.84%	40.06%
Computer Supplies	55,000	55,000	28,717	8,544	0	8,544	35,281	19,739	64.11%	35.89%
Printing	28,000	28,000	18,389	4,528	0	4,528	22,917	6,083	79.02%	20.98%
Software	20,000	20,000	189	0	0	0	189	19,811	1.00%	99.01%
Training, Travel, Dues	184,075	184,075	109,849	13,712	140	13,852	123,701	60,374	67.20%	32.80%
Ammunition	31,000	31,000	29,255	0	928	928	30,183	817	97.36%	2.64%
Postage	11,000	11,000	3,885	109	0	109	3,974	7,026	38.13%	61.87%
Advertising	13,000	13,000	8,371	2,202	0	2,202	10,573	2,427	81.33%	18.67%
Staff Uniforms	95,000	95,000	51,842	6,517	0	6,517	58,359	36,641	61.43%	38.57%
Communications	200,000	200,000	85,851	9,883	0	9,883	95,834	104,388	47.82%	52.18%
Regional Radio System	61,825	61,825	62,238	0	0	0	62,238	(413)	100.67%	-0.67%
Applicant Psychological Tests	8,000	8,000	5,280	540	0	540	5,820	2,180	72.75%	27.25%
Applicant Physicals/Drug Tests	12,000	12,000	8,337	785	0	785	9,132	2,868	78.10%	23.90%
Per Diems to Other Localities	1,000	1,000	0	0	0	0	0	1,000	0.00%	100.00%
Motor Vehicle Insurance	20,808	20,808	13,872	1,734	0	1,734	15,808	5,202	75.00%	25.00%
Building & Contents Insurance	51,728	51,728	34,488	4,311	0	4,311	38,789	12,929	75.01%	24.99%
Workers Compensation Insurance	187,040	187,040	111,360	13,920	0	13,920	125,280	41,760	75.00%	25.00%
Line of Duty Insurance	88,474	88,474	57,848	7,208	0	7,208	64,854	21,820	75.00%	25.00%
Excess Liability Insurance	4,889	4,889	3,248	408	0	408	3,654	1,215	75.05%	24.95%
VARISK General Liability Insurance	223,443	223,443	112,168	14,021	0	14,021	128,169	97,254	58.47%	43.53%
State Unemployment	24,000	24,000	2,187	0	0	0	2,187	21,833	9.03%	90.97%
Security Equipment	30,000	30,000	7,333	481	0	481	7,784	22,208	25.88%	74.02%
Non-Capital IT Equipment	55,000	55,000	30,787	4,885	352	5,317	38,114	18,888	68.88%	31.12%
Non-Capital Improvement Projects	25,000	25,000	5,881	1,330	0	1,330	7,311	17,689	29.24%	70.76%
Non-Capital Office Equipment	5,000	5,000	4,278	0	0	0	4,278	722	85.56%	14.44%
Total Administrative Operations	1,473,282	1,473,282	821,215	88,134	1,558	89,690	920,905	552,357	62.61%	37.48%

	ORIGINAL BUDGET	REVISED BUDGET	EV MONTHS EXPENDED	MAR EXPENDITURES	MAR COMMITMENTS	MAR TOTAL	EXPENDED YTD	BUDGET BAL REMAINING	PERCENT EXPENDED	PERCENT REMAINING
	APPROPRIATION	APPROPRIATION								
Rentals/Leases/Svc Agreements	478,388	478,388	271,429	24,283	0	24,283	285,692	182,688	61.81%	38.18%
Professional Services - Legal	37,000	37,000	24,000	3,000	0	3,000	27,000	10,000	72.97%	27.03%
Purchased Labor - Medical	10,000	10,000	1,389	0	0	0	1,389	8,601	13.98%	86.01%
Professional Services - General	89,000	89,000	48,588	1,004	0	1,004	47,592	41,408	53.47%	46.53%
<b>Total Contract Svcs &amp; Leases</b>	<b>614,388</b>	<b>614,388</b>	<b>343,416</b>	<b>28,287</b>	<b>0</b>	<b>28,287</b>	<b>371,683</b>	<b>242,705</b>	<b>60.60%</b>	<b>39.50%</b>
Repair & Maintenance Supplies	123,000	123,000	28,571	5,609	2,855	8,464	37,035	85,965	30.11%	69.89%
Repair Supplies-Food Service	25,000	25,000	987	200	0	200	1,187	23,813	4.75%	95.25%
Waste Removal Services	72,000	72,000	43,810	5,726	0	5,726	49,538	22,464	68.80%	31.20%
Repair & Maintenance Services	39,400	39,400	14,622	8,304	0	8,304	22,928	16,474	58.18%	41.81%
Repair Services-Food Service	38,000	38,000	5,708	0	0	0	5,708	32,292	15.02%	84.98%
Vehicle Gas	100,000	100,000	34,350	4,454	0	4,454	38,804	61,196	38.80%	61.20%
Vehicle Repairs & Tires	50,000	50,000	25,754	4,211	0	4,211	28,985	20,035	57.93%	40.07%
Utilities: Gas	170,182	170,182	158,702	22,527	0	22,527	179,229	(9,037)	105.31%	-5.31%
Utilities: Water & Sewer	289,912	289,912	219,585	20,204	0	20,204	239,789	50,143	82.70%	17.30%
Utilities: Generator Fuel	11,000	11,000	3,127	0	0	0	3,127	7,873	28.43%	71.57%
Utilities: Electric	1,067,352	1,067,352	678,148	76,857	0	76,857	755,005	312,347	70.74%	29.26%
<b>Total Physical Plant/Vehicle Ops</b>	<b>1,885,858</b>	<b>1,885,858</b>	<b>1,211,344</b>	<b>148,092</b>	<b>2,855</b>	<b>150,947</b>	<b>1,382,291</b>	<b>623,565</b>	<b>68.00%</b>	<b>31.40%</b>
<b>GRAND TOTALS</b>	<b>29,285,931</b>	<b>29,068,387</b>	<b>17,998,128</b>	<b>2,231,301</b>	<b>12,908</b>	<b>2,244,209</b>	<b>20,242,337</b>	<b>8,826,030</b>	<b>69.84%</b>	<b>30.36%</b>

<i>monthly avg.:</i>	ADP BY LOCALITY						OUTSIDE		TOTAL ADP
	Amherst	Appomattox	Bedford	Campbell	Halifax	Lynchburg	LOCALITY ADP	JURISDICTION ADP	
<b>FY-99:</b>			59	70	94	262	494	19	513
<b>FY-00:</b>			75	91	121	276	568	24	592
<b>FY-01:</b>			74	101	155	338	673	21	694
<b>FY-02:</b>			85	102	164	384	743	48	791
<b>FY-03:</b>			95	131	134	377	745	64	809
<b>FY-04:</b>			101	146	146	358	758	122	880
<b>FY-05:</b>			94	146	116	341	710	219	929
<b>FY-06:</b>			94	163	127	383	786	203	988
<b>FY-07:</b>			107	173	171	427	901	164	1065
<b>FY-08:</b>			112	163	162	386	843	144	987
<b>FY-09:</b>			105	178	130	387	823	175	997
<b>FY-10:</b>			98	219	139	378	860	157	1016
<b>FY-11:</b>			80	212	131	376	819	130	948
<b>FY-12:</b>	106	45	87	229	131	455	999	143	1143
<b>FY-13:</b>	115	57	100	230	126	446	1097	100	1197
<b>FY-14:</b>	115	43	121	245	151	380	1054	93	1148
<b>FY-15:</b>	112	53	117	220	174	412	1087	103	1190
<b>FY-16:</b>	100	44	126	208	147	389	1014	88	1102
<b>FY-17 estimated:</b>	116	49	128	229	164	421	1107	93	1200
<b>FY-17 actual:</b>									
<b>JULY '16</b>	88	48	131	201	148	407	1023	91	1114
<b>AUG</b>	90	55	121	191	155	401	1013	91	1104
<b>SEPT</b>	93	52	123	190	156	403	1017	92	1109
<b>OCT</b>	88	52	135	188	149	408	1020	93	1113
<b>NOV</b>	86	51	138	191	151	391	1008	101	1109
<b>DEC</b>	80	49	145	186	150	360	970	91	1061
<b>JAN '17</b>	81	48	142	186	157	346	960	87	1047
<b>FEB</b>	82	54	134	182	163	349	964	72	1036
<b>MAR</b>	90	53	129	171	161	349	953	84	1037
<b>APR</b>	0	0	0	0	0	0	0	0	0
<b>MAY</b>	0	0	0	0	0	0	0	0	0
<b>JUNE</b>	0	0	0	0	0	0	0	0	0
<b>y-t-d avg.</b>	86	51	133	187	154	379	992	89	1081

**Agenda Item: E-1**

**Date: May 4, 2017**

**FROM:** Timothy E. Trent  
Administrator

**ISSUE: HONEYWELL PHASE II ESCO PROJECT**

**BACKGROUND/DISCUSSION**

At the March Authority meeting the Board heard a presentation from Honeywell representatives concerning a proposed Phase 2 ESCO project. The presentation was in follow up to the project the BRRJA began in 2013 to design, install, and monitor a comprehensive energy-conservation program. The initial energy performance project which included the replacement of aging equipment and fixtures with more energy efficient models was completed in mid-2015 and resulted in substantial savings.

The Board directed the Administrator to work with Honeywell to gather additional information and provide a more detailed outline of a Phase 2 project. Mr. Trent will provide a summary of the meeting held with Honeywell on April 6, 2017.

- (x) Action
- (x) Information/Discussion

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.



Project:  
Energy Audit Services  
July 2017

Honeywell

### Blue Ridge Regional Jail Authority Phase II – Project Scenario Summary

Scenario	Cost	Savings	Payback
1 – All ECMs with full equipment electric to gas switch – Gas rate of \$0.875	\$2,782,407	\$186,553	14.91
2 – All ECMs with full equipment electric to gas switch – Gas rate of \$0.60	\$2,782,407	\$231,615	12.01
3 – All ECMs with Domestic Hot Water (DHW) electric to gas switch only – Gas rate of \$0.875	\$2,160,201	\$166,327	12.99

#### Benefits:

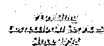
- Fuel flexibility
- Significant additional savings
- More improvements
- Increased efficiencies
- Improved comfort levels
- Reduced operational and maintenance issues



Energy Services  
Energy Solutions  
2016-2017

Honeywell

Scenario 1 - All ECM's - original gas rate of \$0.875/therms.				
ECM's	Sum of Cost (\$)	Guaranteed Energy Savings (\$/yr)	Sum of O&M Savings (\$/yr)	Sum of Simple Payback (yr)
<b>Controls Optimization - Chilled &amp; Heating Water System Optimization</b>	\$ 815,339	\$ 63,905		12.8
Lynchburg Adult Detention Center	\$ 815,339	\$ 63,905		12.8
<b>Controls Upgrade - OAT based Resets on Boilers</b>	\$ 58,976	\$ 4,968		11.9
Campbell County Adult Detention Center	\$ 14,546	\$ 1,315		11.1
Halifax County Adult Detention Center	\$ 21,157	\$ 759		27.9
Lynchburg Adult Detention Center	\$ 23,273	\$ 2,893		8.0
<b>Controls Upgrades - New SOO for Refrigeration Pump &amp; CT's</b>	\$ 28,650	\$ 2,446		11.7
Lynchburg Adult Detention Center	\$ 28,650	\$ 2,446		11.7
<b>Controls Upgrades - PE Motors and VFDs on AHU's</b>	\$ 221,710	\$ 25,942		8.5
Halifax County Adult Detention Center	\$ 85,511	\$ 4,692		18.2
Lynchburg Adult Detention Center	\$ 136,200	\$ 21,250		6.4
<b>Fuel Switch - Electric to Gas - Heating &amp; DHW</b>	\$ 1,076,846	\$ 31,157	\$ -	34.6
Amherst Adult Detention Center	\$ 1,076,846	\$ 31,157	\$ -	34.6
<b>Lighting Upgrades</b>	\$ 522,085	\$ 47,767	\$ 8,219	9.3
Amherst Adult Detention Center	\$ 522,085	\$ 47,767	\$ 8,219	9.3
<b>Mechanical Upgrades - Replace VAV Boxes</b>	\$ 58,800	\$ -	\$ 2,150	27.3
Lynchburg Adult Detention Center	\$ 58,800	\$ -	\$ 2,150	27.3
<b>TOTAL Annual Energy and O&amp;M Savings</b>		\$ 176,184	\$ 10,369	
<b>Grand Total</b>	\$ 2,782,407	\$186,553		14.91



Honeywell

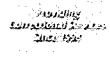
Scenario 2 - All ECM's - lower gas rate of \$0.60/Therms.				
ECM's	Sum of Cost (\$)	Sum of Guaranteed Energy Savings (\$/yr)	Sum of O&M Savings (\$/yr)	Sum of Simple Payback (yr)
<b>Controls Optimization - Chilled &amp; Heating Water System Optimization</b>	\$ 815,339	\$ 63,905		12.8
Lynchburg Adult Detention Center	\$ 815,339	\$ 63,905		12.8
<b>Controls Upgrade - OAT based Resets on Boilers</b>	\$ 58,976	\$ 4,968		11.9
Campbell County Adult Detention Center	\$ 14,546	\$ 1,315		11.1
Halifax County Adult Detention Center	\$ 21,157	\$ 759		27.9
Lynchburg Adult Detention Center	\$ 23,273	\$ 2,893		8.0
<b>Controls Upgrades - New SOO for Refrigeration Pump &amp; CT's</b>	\$ 28,650	\$ 2,446		11.7
Lynchburg Adult Detention Center	\$ 28,650	\$ 2,446		11.7
<b>Controls Upgrades - PE Motors and VFDs on AHU's</b>	\$ 221,710	\$ 25,942		8.5
Halifax County Adult Detention Center	\$ 85,511	\$ 4,692		18.2
Lynchburg Adult Detention Center	\$ 136,200	\$ 21,250		6.4
<b>Fuel Switch - Electric to Gas - Heating &amp; DHW**</b>	\$ 1,076,846	\$ 31,157	\$ 45,062	14.1
Amherst Adult Detention Center	\$ 1,076,846	\$ 31,157	\$ 45,062	14.1
<b>Lighting Upgrades</b>	\$ 522,085	\$ 47,767	\$ 8,219	9.3
Amherst Adult Detention Center	\$ 522,085	\$ 47,767	\$ 8,219	9.3
<b>Mechanical Upgrades - Replace VAV Boxes</b>	\$ 58,800	\$ -	\$ 2,150	27.3
Lynchburg Adult Detention Center	\$ 58,800	\$ -	\$ 2,150	27.3
<b>TOTAL Annual Energy and O&amp;M Savings</b>		\$ 176,184	\$ 55,431	
<b>Grand Total</b>	\$ 2,782,407	\$231,615		12.01
**O&M Savings of \$45,062 is additional gas savings at Amherst and Lynchburg from reduced gas rate of \$0.60/therms.				



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Honeywell

Scenario 3 - All ECM's with Domestic Hot Water (DHW) electric to gas switch only - original gas rate of \$0.875 /Therms				
ECM's	Sum of Cost (\$)	Sum of Guaranteed Energy Savings (\$/yr)	Sum of O&M Savings (\$/yr)	Sum of Simple Payback (yr)
<b>Controls Optimization - Chilled &amp; Heating Water System Optimization</b>	\$ 815,375	\$ 63,905		12.8
Lynchburg Adult Detention Center	\$ 815,375	\$ 63,905		12.8
<b>Controls Upgrade - OAT based Resets on Boilers</b>	\$ 58,978	\$ 4,968		11.9
Campbell County Adult Detention Center	\$ 14,546	\$ 1,315		11.1
Halifax County Adult Detention Center	\$ 21,158	\$ 759		27.9
Lynchburg Adult Detention Center	\$ 23,274	\$ 2,893		8.0
<b>Controls Upgrades - New SOO for Refrigeration Pump &amp; CT's</b>	\$ 28,652	\$ 2,446		11.7
Lynchburg Adult Detention Center	\$ 28,652	\$ 2,446		11.7
<b>Controls Upgrades - PE Motors and VFDs on AHU's</b>	\$ 221,720	\$ 25,942		8.5
Halifax County Adult Detention Center	\$ 85,514	\$ 4,692		18.2
Lynchburg Adult Detention Center	\$ 136,206	\$ 21,250		6.4
<b>Fuel Switch - Electric to Gas - DHW only</b>	\$ 454,566	\$ 10,931	\$ -	41.6
Amherst Adult Detention Center	\$ 454,566	\$ 10,931	\$ -	41.6
<b>Lighting Upgrades</b>	\$ 522,108	\$ 47,767	\$ 8,219	9.3
Amherst Adult Detention Center	\$ 522,108	\$ 47,767	\$ 8,219	9.3
<b>Mechanical Upgrades - Replace VAV Boxes</b>	\$ 58,802	\$ -	\$ 2,150	27.3
Lynchburg Adult Detention Center	\$ 58,802	\$ -	\$ 2,150	27.3
<b>TOTAL Annual Energy and O&amp;M Savings</b>		\$ 155,958	\$ 10,369	
<b>Grand Total</b>	\$ 2,160,201	\$166,327		12.99



#### **Electric to Gas Conversion - Overview of the Engineering Effort Required:**

- Determining the feasibility of the conversion starts with analyzing the particulars of each building, including the configuration of the existing heating systems, equipment that can be converted, equipment age, and price (current and future) of electricity and gas.
- Other factors for engineering include: understanding existing heating requirements and fuel usage, projecting the new gas load, calculating costs of the new gas service and equipment, and determining the annual savings.
- Once the analysis is complete and the data confirmed, engineering evaluates alternatives such as the maintenance and ability to service along with weighting different approaches to maximize the return on investment.
- Discussions and Negotiations with Columbia Gas:
  - o Interruptible or firm gas supply
  - o Engineering discussions to:
    - Optimize gas supply pressure and location of the new gas meter
    - Minimize construction costs
  - o Rate negotiations.

#### **Why Honeywell for the Lighting:**

- Turnkey project – single point of accountability/one throat to choke
  - o Savings to BRRJA Administration – avoided costs for procurement and management of additional contractors/projects
- Fully vetted and reliable contractors who understand the security and sensitivity of access restrictions in correctional facilities
- Highly qualified lighting experts that are at the forefront of technology – provides the most optimal lighting package with regards to cost, savings and lighting levels and quality
- Honeywell buying power ensures best cost based on requirements and negotiation of extended warranties plus provided stock
- Honeywell surety, bonding and guarantee on quality of work.



## Blue Ridge Regional Jail Authority

### Securus Investigative Product Proposal

Securus is pleased to provide Blue Ridge Regional Jail Authority the following investigative products as optional services of our current product portfolio. Securus continuously strives to add new technology to help serve and support investigations to help solve more crime and keep communities safe. Securus is happy to provide a demonstration on any of these products upon BRRJ's request.

Investigative Solutions	Investment
Location Base Services (LBS) – “Geo Fencing” sets perimeter around a location to notify investigators when an inmate calls a cell phone that is accepted within the Geo Fence perimeter. “LBS On Demand” identifies the real-time location of a suspect’s cell phone.	\$3,658 / month* Or \$0.02 per minute added to call rate*
National Cellphone Forensics (NCF) – Cellular devices contain large amounts of data that can tell a story about users and what they’ve been up to. Solve your investigation today by extracting cellular data from nearly any device. Service includes up to 250 devices per year.	1 year @ \$20,000 / year 3 years @ \$15,000 / year 5 years @ \$10,000 / year
Guarded Exchange (GEX) - Investigative Support Team utilizes Live Analysts to monitor offender phone calls. Staffed by Licensed Private Investigators, agencies can rest assured that trained, professional personnel are the ones aiding in the investigations. Service includes monitoring six percent of all calls from BRRJ.	\$9,300 / month Or \$0.06 per minute added to call rate
Investigator Pro / Continuous Voice Biometrics Investigator Pro (IPRO) – A powerful evidence-gathering and investigative analysis tool. It uses unprecedented state-of-the-art technology to “recognize” the voices of inmates over telephone calls and exposes inmates who try to beat the system by hiding their identities to engage in criminal activity.	\$9,300 / month Or \$0.06 per minute added to call rate

\*Significantly reduced pricing for BRRJ



INVESTIGATIVE  
SOLUTIONS

Respectfully submitted 5/1/2017  
Stacy Fehrenbach

**Agenda Item: E-2**

**Date: May 4, 2017**

**FROM: Timothy E. Trent  
Administrator**

**ISSUE: UPDATE ON GROUP HEALTH INSURANCE PROVIDER**

**BACKGROUND/DISCUSSION**

At the March Authority meeting, the Board approved an increase in the employee group health insurance line in the proposed FY17-18 Operating Budget. The increase was based on the rate estimate from the current provider (Anthem). In an effort to reduce costs to the Authority, the Administrator issued a Request for Proposals to qualified insurance carriers to provide comparable coverage.

Proposals were received from three providers in addition to Local Choice and presentations were held with Optima and Piedmont to compare coverage. It was determined the proposal from Optima offered the best rates. The Authority will save approximately \$268,696 by switching from Local Choice to Optima without raising the cost to employees. A summary is attached detailing the results.

- ☐ **Action**
- ☒ **Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.



**Agenda Item: E-3**

**Date: May 4, 2017**

**FROM:** Timothy E. Trent  
Administrator

**ISSUE: UPDATE ON GIFT AND DISPOSITION OF JAIL PROPERTY –  
AMHERST COUNTY**

**BACKGROUND/DISCUSSION**

At the March meeting, the Administrator summarized a request from Amherst County Administrator, Mr. Dean Rodgers, concerning the gifting of a parcel of property owned by the Blue Ridge Regional Jail Authority located at the Amherst County Adult Detention Center site.

The Administrator and Legal Counsel were directed to proceed with having a deed and any other documents drawn up to gift the 2.169 acres of BRRJA property to Amherst County with appropriate language included to insure necessary easements and access for the BRRJA.

Mr. Trent will provide an update on the process.

☐ **Action**  
☒ **Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.

**Agenda Item: F-1**

**Date: May 4, 2017**

**FROM: Timothy E. Trent  
Administrator**

**ISSUE: INVESTIGATIVE PRODUCTS OFFERED BY INMATE  
TELEPHONE PROVIDER**

**BACKGROUND/DISCUSSION**

The Administrator will lead a discussion concerning the use of investigative products offered by Securus, the BRRJA's inmate telephone provider, and the associated costs. The report is the result of an inquiry from the Bedford County Sheriff's Office.

- (x) Action**
- (x) Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.

**Agenda Item: F-2**

**Date: May 4, 2017**

**FROM:** Timothy E. Trent  
Administrator

**ISSUE: RESOLUTION OF APPRECIATION**

**BACKGROUND/DISCUSSION**

Ronald L. Gillispie announced his retirement as Sheriff for the City of Lynchburg effective March 31, 2017. Sheriff Gillispie served as a member of the Blue Ridge Regional Jail Authority Board since January 2002.

A Resolution of Appreciation has been prepared as a symbol of the Authority's gratitude for his contributions to our Board. A copy is attached for Authority review and adoption.

- (x) Action**
- (x) Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.

**RESOLUTION OF APPRECIATION**  
**For**  
**RONALD L. GILLISPIE**

***WHEREAS,** the Blue Ridge Regional Jail Authority was officially formed on November 10, 1994 by certain Member Jurisdiction for the purpose of developing and operating a regional jail system; and*

***WHEREAS,** Ronald L. Gillispie served as a Member of the BRRJA Board from the time he was duly sworn in as Sheriff for the City of Lynchburg in January 2002 until his retirement March 31, 2017; and*

***WHEREAS,** Sheriff Gillispie has by his knowledge, dedication, and leadership, faithfully and dutifully served the Authority during his tenure on the Board; and*

***WHEREAS,** Sheriff Gillispie exhibits a steadfast commitment to the advancement of public safety and has earned the respect and esteem of the staff and members of the Blue Ridge Regional Jail Authority; and*

***WHEREAS,** the Board members and staff of the Blue Ridge Regional Jail Authority wish to recognize the assistance and guidance provided by Sheriff Gillispie.*

***NOW, THEREFORE, BE IT RESOLVED,** the Blue Ridge Regional Jail Authority does wish to express its sincere appreciation to and commend Sheriff Ronald L. Gillispie for his outstanding contributions and service to the Authority.*

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**Clifton M. Tweedy, Chairman**

*Adopted by the Blue Ridge Regional Jail Authority this 4<sup>th</sup> day of May 2017.*

**Agenda Item: F-3**

**Date: May 4, 2017**

**FROM:** Timothy E. Trent  
Administrator

**ISSUE: NATIONAL CORRECTIONAL OFFICERS AND  
EMPLOYEES WEEK RESOLUTION**

**BACKGROUND/DISCUSSION**

On May 5, 1984, then-President Ronald Reagan issued Proclamation 5187 – National Correctional Officers' Week in which he called upon officials of state and local governments and the people of the United States to observe this week with appropriate ceremonies and activities to recognize the contributions of correctional officers to our nation.

The Administrator has prepared a Resolution to recognize and commend the Correctional Officers and Employees of the Blue Ridge Regional Jail Authority for their hard work and dedication to this difficult, but vital profession. A copy is attached for Board review and adoption.

- (x) Action**
- (x) Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.

***NATIONAL CORRECTIONAL OFFICERS  
AND EMPLOYEES WEEK RESOLUTION  
MAY 7-13, 2017***

***WHEREAS***, *correctional officers are trained law enforcement professionals dedicated to maintaining safe correctional facilities and ensuring the public safety; and*

***WHEREAS***, *correctional officers and employees are responsible for the custody, care and rehabilitation of thousands of offenders every year, as well as the maintenance of safe and secure facilities; and*

***WHEREAS***, *correctional officers and employees are resourceful, capable, committed, patient and persistent professionals in criminal justice and our nation; and*

***WHEREAS***, *correctional officers and employees serve admirably in many different capacities, including jail administrators, directors, supervisors, security, medical, information technology, maintenance, food service, laundry, records and administrative support; and*

***WHEREAS***, *correctional officers and employees teach, train, mentor, counsel, and treat thousands of offenders; and*

***WHEREAS***, *correctional officers and employees provide offenders with direction, hope, and a new focus while assisting with reentry and life outside corrections; and*

***WHEREAS***, *correctional officers and employees rise to meet any challenge and serve this honorable profession nobly and admirably; and now*

***THEREFORE, BE IT RESOLVED***, *the Board of the Blue Ridge Regional Jail Authority wishes to commend our correctional officers and staff for their dedicated service and exceptional performance of duties under the most difficult of circumstances.*

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***Clifton M. Tweedy, Chairman***

*Adopted by the Blue Ridge Regional Jail Authority this 4<sup>th</sup> day of May, 2017.*

**Agenda Item: F-4**

**Date: May 4, 2017**

**FROM:** Timothy E. Trent  
Administrator

**ISSUE: ELECTION OF FY17-18 AUTHORITY OFFICERS**

**BACKGROUND/DISCUSSION:**

The FY16-17 term for Officers of the Blue Ridge Regional Jail Authority will expire on June 30, 2017. Officers for the July 1, 2017 – June 30, 2018 term need to be elected at this meeting. As a reminder, Officers may be re-elected to serve more than one term.

**(x) Action**  
**(x) Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes and act on any items which require action.

**Agenda Item: G-1**

**Date: May 4, 2017**

**FROM:** Timothy E. Trent  
Administrator

**ISSUE: INFORMATIONAL ITEMS**

**BACKGROUND/DISCUSSION:**

1. Update on Recent Bids / Requests for Proposals
  - Contract for Food Service awarded to Trinity Services Group
  - Contract for Staff Uniforms awarded to Galls, Inc.
2. Maintenance Director Announcement – Mr. Brandon Perkins – May 15, 2017
3. Bowl-a-thon Fundraiser for Autism Speaks – Amount Raised Over \$6,200

☐ **Action**  
☒ **Information/Discussion**

**Recommendation:**

The Administrator recommends that members of the Blue Ridge Regional Jail Authority receive this report for information and discussion purposes.

**END**