

Northwestern Regional Adult Detention Center



2010 Annual Report



Northwestern Regional Adult Detention Center

141 Fort Collier Road
Winchester, VA 22603



SUBJECT: Fiscal Year 2010 Annual Report

Introduction.

This Annual Report represents the highlights of the Jail's FY10 activities and is intended to provide general information to the public regarding the Jail's demographics, operations, and management posture. The information contained herein is compiled from statistics and reports maintained and generated throughout the year.

Mission & Organization.

Although the Detention Center mission remained unchanged in FY 10, Frederick County's Court Services Division and its probation and Jail diversion functions were merged into the Jail's organizational structure. Intended to provide increased supervision and closer coordination in the transition from incarceration through probation and diversion, the merger was completed on April 15, 2010.

The Old Dominion Local-Offender Probation Office was integrated into the Jail's Community Corrections Center aligning it with our Pretrial Services Agency. These two organizations share operations under a single grant and their separation in the past resulted in some inefficiencies.

The Alcohol Safety Action Program (ASAP) and Inebriate Center functions of the Court Services Division were incorporated as a separate Jail activity under the direct supervision of the Superintendent.

Staff.

The number of positions left vacant because of financial constraints in FY10 increased to 18 from 11 the previous year. An additional two (2) vacancies were maintained in anticipation of future shortfalls in state revenue assistance.

Personnel as of July 1, 2010

	Authorized	Assigned
Sworn	148	135
Support	59	52
Total	207	187

Inmate Demographics.

FY10 represented a second consecutive year of a reduction in the inmate population. After highs of 624 and 563 in FY08 and FY09 respectively, the FY10 average daily population (ADP) declined to 555 inmates. Females represented approximately 17% of the ADP. Approximately 23% of the ADP was state-responsible inmates. On average, 15 of the 555 inmates in custody were categorized as being out of compliance, a statistic consistent with the FY09 rate.

There were 186 fewer Jail admissions in FY10 than in FY09. A total of 5497 commitments were processed in FY10, a number representing a downward trend which began in FY08 when a high of 6340 intakes occurred.

Locally, Frederick County's use of the Jail continued to increase while proportionately, while Winchester's declined. In FY10, 43.8% of the total inmate days accumulated during the year resulted from Frederick County incarcerations, an increase from 41% the year before. Winchester's percentage of total Jail use continued its downward trend reaching an all-time low of 35.4%. Changes in the Clarke and Fauquier populations were statistically insignificant.

Traditionally representing approximately 3% of the Jail's population, the agreement with the Federal Bureau of Prisons to maintain federal inmates locally ended on 31 May 2010. Driven by the state's program to withhold up to \$26.00 in state per diem for each federal inmate held locally, the decision to terminate the intergovernmental agreement also contributed another 20 beds to the pool available to sustain closure of the Jail's Annex building.

Security Activities.

There were 100 incidents in FY10 which required the application of force to gain inmate compliance, an increase from the previous year. In FY09, force was applied at a per capita rate of 3 incidents for every 10,000 inmate days. In FY10, the rate increased to 4.9 incidents per 10,000 inmate days. 19 of the 100 incidents involved the use of a chemical deterrent.

Similarly, incidents of violence among the inmate population also increased. Although there was only one (1) incident of an inmate assaulting staff during the year, the rate of inmate on inmate violence doubled from .9 incidents per 10,000 inmate days in FY09 to 1.8 incidents per 10,000 inmate days in FY10.

Inmate Grievances & Litigation.

The inmate grievance procedure provides inmates a formal opportunity to appeal Detention operational and policy practices as well as their individual treatment. Inmates must exercise the grievance procedure prior to initiating litigation.

In FY10, inmates submitted 144 grievances through the chain of command. 107 of those grievances were determined to be unfounded meaning that the complaint lacked merit and no change resulted from the submission. 14 of the grievances were determined to be founded complaints and resulted in some return to the inmate or a change in Jail practice or procedure.

Of the 114 grievances received, approximately 35% addressed individual health care or medical department practices while another 26% addressed clothing and/or comfort matters. The remaining 39% requested redress for a variety of other reasons.

Two (2) matters of litigation initiated in FY09 persisted through FY10. The claim of a federal inmate that he was denied access to legal materials and proper medical care remained under review in federal court. A decision in this case is expected in FY11. The second matter of litigation was brought by a local inmate held as a courtesy for Shenandoah County who claimed that he contracted a skin infection from unsanitary Jail conditions and that he subsequently received improper care while incarcerated. Like the federal matter, a decision in this case is not expected until the fall of 2010.

Inmate Support Services.

There were 213 fewer chronic care admissions during FY10 than in FY09. A total of 536 inmates were identified at the time of admission as suffering from some serious chronic health condition. However, the number of persons admitted with a pre-existing mental illness increased by 23% in FY10. A total of 545 inmates were diagnosed or acknowledged suffering from some form of mental illness at the time of admission.

The Jail's Transportation Section conducted 4870 inmate transports, more than 1900 fewer than in FY09 and more than 2900 less than in FY08. The significant decline in transportation activity results primarily from the ability of our Department of Corrections Receiving Center in Culpeper to accommodate increased transfers.

Operating two (2) full service kitchens, the Food Service staff prepared a total of 612,856 meals in FY10, at an average cost of \$1.29 each.

Inmate Work Activities.

The Detention Center's emphasize of inmate work activities remain keen throughout the year. The daily work release inmate population averaged more than 67 inmates in FY10 while the Community Inmate Workforce contributed more than 36 man-years of labor to our surrounding communities.

Jail Diversions.

The average number of inmates assigned to Home Electronic Monitoring (HEM) in FY10 reached 21, an all-time high for the Detention Center. Pretrial diversions, those that would otherwise have been incarcerated while awaiting trial, remained consistent with last year's experience at an average per month of 175 defendants.

Court Service Activities.

The Alcohol Safety Action Program (ASAP) received 2154 referrals in FY10, 5% fewer than in FY09 when 2270 were received. Local-Offender Probation Agency referrals however increased in FY10 to 628, a 19% increase over FY09 when only 528 referrals were received. In FY10, the Pretrial Services Agency received 530 defendant referrals.

Inmate Program Activities.

The Jail's Inmate Program Section provided Offender Reentry Training (ORTP), Anger Management Training, Financial Management Training, Substance Abuse Awareness and Pre-Release Orientation for the inmate population during the year.

103 inmates completed the 90-day ORTP while 208 more completed either the 4-week Anger Management or Financial Management training programs. 150 inmates completed the 8-session Substance Abuse Awareness training while over 380 completed the Center's Pre-Release Orientation Program.

Of special note is the fact that 62 inmates received their GED in FY10. GED preparation courses, offered in coordination with the Frederick County Public School system, remain an integral part of the Jail's Program agenda.

Also of note, is the volunteer-provided "Inside-Out Dad" Program that was initiated in FY10. Intended to address the parenting shortfalls of the Jail's male population, the 16-week program draws considerable interest. 16 inmates completed the program this fiscal year.

Financial Management Activities.

The Detention Center, like all local agencies, continued to operate in a highly austere resource environment in FY10. Although FY10 expenditures were reduced by more than 9% from FY09, the continued reduction in state revenue assistance increased the jurisdiction's required contributions to operating the Jail by more than \$1.1M. The FY10 cost per inmate day averaged \$84.71, down from \$96.76 in FY09. *** (Actual Expenditures divided by total inmate days.)

	FY09 (Actual)	FY10 (Actual)
Personnel	\$13,406,478	\$12,049,450
Operating	\$3,375,983	\$3,118,755
Capital	\$21,930	\$0
Debt Service	\$1,135,019	\$1,138,144
Operating reserve Contribution	\$167,527	\$0
Total	\$18,106,937	\$16,306,349

The major expenses of the Jail's budget included:

	FY09 (Actual)	FY10 (Actual)
Food Service	\$886,716	\$795,178
Inmate Health Care	\$862,512	\$872,488
Facility Maintenance	\$736,538**	\$144,260
Utilities	\$597,560	\$541,407
Inmate Clothing & Housekeeping	\$139,831	\$127,236

** Included \$525,187 Expansion Bond Proceeds Dedicated to Major Facility Repairs.

FY10 Accomplishments.

- Integrated the Frederick County Court Services Division into the Jail Organizational Structure.
- Successfully Managed Inmate Housing Distribution to Keep the Annex Building Unoccupied
- Automated the Inmate Law Library
- Achieved 100% Audit Compliance w/Department of Corrections Life, Health and Safety Standards
- Implemented a Formal Inmate Orientation Training Procedure

FY11 Goals & Objectives.

- Relocate the Pretrial Services, Local-Offender Probation, and the Alcohol Safety Action Program staff into the Northwestern Regional Educational Program (NREP) building.
- Maintain the Jail's Annex Building in a Mothball Status thru FY11.
- Be Prepared to Re-Open the Annex Building within 30 Days.
- Automate the Jail's Inmate Request procedure.
- Develop and 5 Year Facility Maintenance and Improvement Plan

Bruce R. Conover
Superintendent

2 - Annexes
Jail Authority Membership
Mission and Organization

Annex A

Northwestern Regional Jail Authority Representation

John R. Riley, Jr. - Frederick County Administrator, Chairman

Sheriff Lenny Millholland - City Of Winchester – Vice Chairman

Supervisor Charles S. DeHaven, Jr. – Frederick County

Supervisor Bill M. Ewing – Frederick County

Sheriff Robert T. Williamson – Frederick County

Supervisor Richard Shickle (Alternate) – Frederick County

Councilman Art Major – City of Winchester

Mayor Elizabeth Minor – City of Winchester

Chief of Police Kevin Sanzenbacher – City of Winchester

David L. Ash – Clarke County Administrator

Jimmy Wyatt – Clarke County Citizen Representative

Sheriff Anthony Roper – Clarke County

Sheriff Charlie Ray Fox – Fauquier County

Supervisor Terrance L. Nyhouse – Fauquier County

Catherine M. Heritage – Assistant County Administrator, Fauquier County

Annex B

Mission: To provide correctional and court directed probationary services in support of regional criminal justice operations.

Organization

