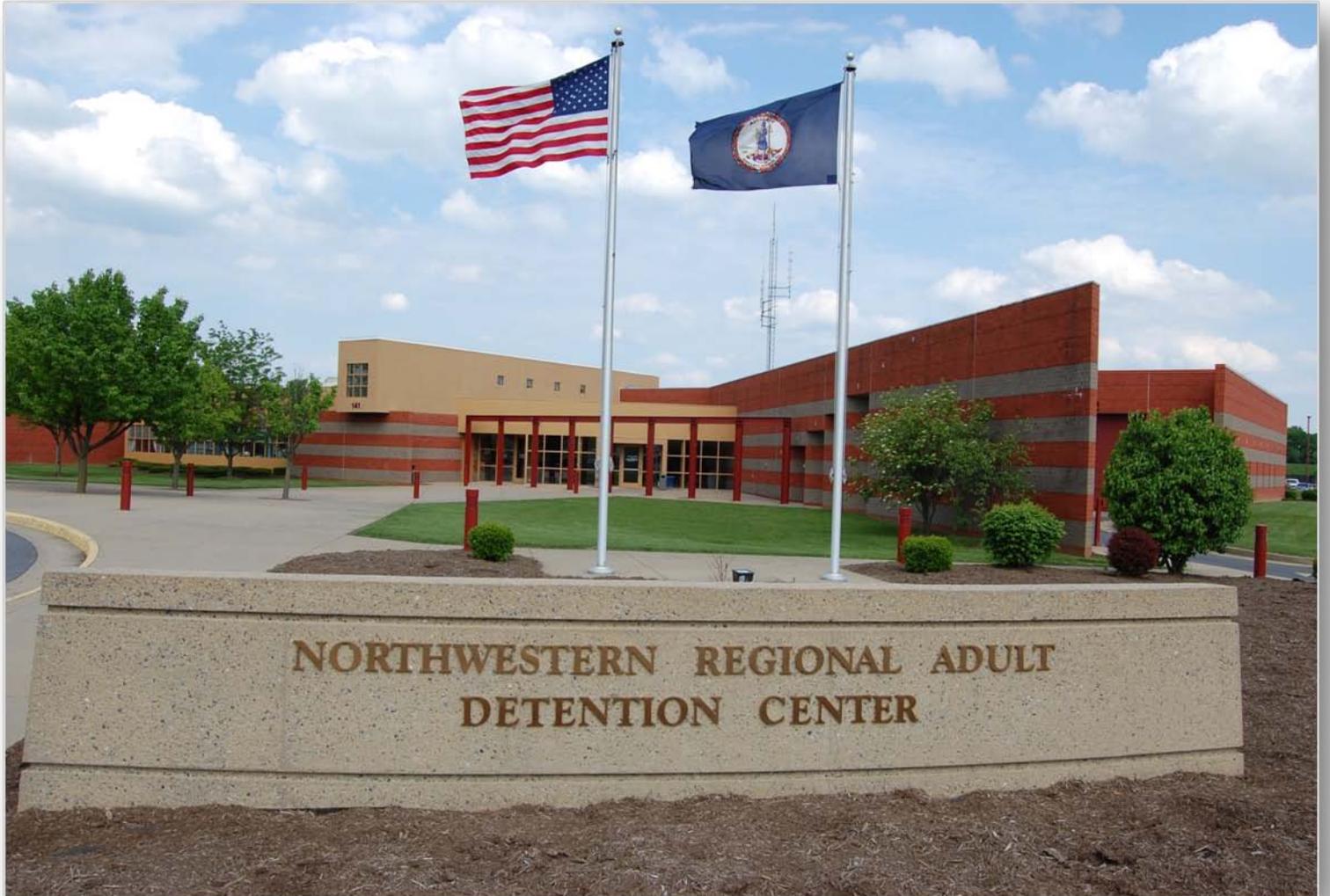


Northwestern Regional Adult Detention Center



2012 Annual Report



Northwestern Regional Adult Detention Center

141 Fort Collier Road
Winchester, VA 22603



SUBJECT: Fiscal Year 2012 Annual Report

Introduction.

This Annual Report represents the highlights of the Jail's FY12 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.

The Detention Center's mission and organization remained unchanged in FY12. The Jail continued to provide correctional services in support of criminal justice operations in Clarke County, Fauquier County, Frederick County and the City of Winchester. In addition to traditional incarceration operations, those services included Community Inmate Workforce Activities, Work Release, Home Electronic Monitoring (HEM), Local Offender Probation, and the formal monitoring of criminal defendants awaiting trial (Pretrial Services).

Staff.

The number of positions left initially vacant because of financial constraints in the FY 12 budget remained at 18, unchanged from FY11. However, in October 2011, the Regional Jail Authority approved funding for an additional four (4) Officers and one (1) Nurse as a result of the rapid increase in population in the July-September timeframe. As a consequence the Jail staff at the end of FY12 consisted of 139 funded Officer positions and fifty-four (54) civilian positions. The nine (9) additional Officer and five (5) additional civilian positions needed to re-open the Annex Building remained unfunded.

Personnel as of June 30, 2012

	Authorized(page 1)	Assigned
Sworn	148	135
Support	59	53
Total	207	188

Inmate Demographics.

FY12 represented the first increase of the annual average daily population since 2008. The daily population during FY12 averaged 569 inmates, an increase of approximately 3% from the FY11 average of 551. In FY11, females represented approximately 17% of the population. By year's end in FY 12 that number increased to 148 females or 26% of the total population.

Approximately 25% of the FY12 ADP was state-responsible inmates. On average, approximately 6.3%, or 36 of the 569 in custody, were categorized as being out of compliance, approximately 15 offenders higher than the average number out of compliance in FY11.

The absence of significant growth in the Jail population in FY12 afforded us the opportunity to keep the Security Annex Housing unoccupied for the fourth consecutive year.

There were 1035 more Jail admissions in FY12 than in FY11. A total of 6984 commitments were processed in FY12, a 15% increase.

Use of the Jail remained relatively stable among the four (4) participating jurisdictions in FY12. Frederick County offenders accounted for approximately 45% of the Jail's use, a 1% increase over last year's use, while Winchester's use remained substantially unchanged at 35%. Clarke and Fauquier County use of the Jail remained unchanged at 6% and 14% respectively.

Security Activities.

There were 81 incidents in FY12 which required the application of force to gain inmate compliance, a decrease from the previous year's total of 105. In FY11 force was applied at a rate of 1 incident of force per 1872 inmate days. In FY12, the rate decreased to 1 incident every 2,610 inmate days. Only 8 of the 105 incidents of force in FY12 involved the use of a chemical deterrent.

There were 24 incidents of assault in the Jail in FY12, a 49% reduction from FY11. Assault occurred at a rate of one (1) per 8,807 inmate days. Nine (9) of the 24 incidents were inmate assaults upon staff, an increase of two (2) from the previous year.

Inmate Grievances & Litigation.

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

In FY12, inmates submitted 214 inmate grievances through the chain of command, an 18% reduction from FY11. One hundred seventy one (80%) were determined to be unfounded. Twenty-four of the 214 were determined to have merit and resulted in constructive action. Nineteen were returned to the inmate for further action and not returned.

Of the 214 grievances received, approximately 22% addressed individual health care or Medical Department practices while another 13% addressed dietary, clothing, personal property and/or comfort matters.

There was no litigation in FY12.

Inmate Support Services.

Chronic care admissions increased by 9% increase in FY12. A total of 539 inmates were identified at the time of admission as suffering from some serious chronic health condition. Similarly, the number of persons admitted with a pre-existing mental illness increased again this year. A total of 598 inmates admitted this year acknowledged a pre-existing mental illness at the time of their incarceration.

Operating two (2) full service kitchens, the Food Service staff prepared a total of 173,543 meals in FY12, at an average cost of \$1.24 each.

Inmate Work Activities.

Maintaining a sizeable Work Release population during FY12 presented a significant challenge. The daily Work Release inmate population averaged more than 54 inmates in FY12, 16 fewer than in FY11. The Community Inmate Workforce Program contributed more than 38.5 man-years of labor to our surrounding communities, a 7% increase over FY11.

Jail Diversions.

An average of 17 inmates were assigned to the Detention Center's Home Electronic Monitoring (HEM) Program in FY12. Pretrial diversions, those who would otherwise have been incarcerated while awaiting trial, increased to an average of 204 compared to last year's average of 188.

Court Service Activities.

The Alcohol Safety Action Program (ASAP) received 1,586 referrals in FY12, 26% fewer than in FY11 when 2,154 were received. Local-Offender Probation Agency referrals also decreased in FY12 to 473, a 25% decrease over FY10 when 628 referrals were received.

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.

The number of inmates completing the Jail's 90-day ORTP increased to 134 from the 120 that completed the Program in FY11. A total of 114 offenders completed the 4-week Anger Management Training compared to the 208 who completed the training the previous year. The number of offenders completing Detention Center's 8-session Substance Abuse Awareness training decreased from 174 in FY11 to 143 in FY12. Three hundred seventy nine offender's completed the Detention Center's Pre-Release Training Program.

Fifty-one inmates received their GED in FY12. Two (2) other special education inmates were also rewarded with certificates. GED preparation courses, offered in coordination with Frederick County Public Schools, remain an integral part of the Jail's Inmate Program agenda.

Also of note, in FY12 the Detention Center's Program staff initiated the National Institute of Corrections (NIC) "Thinking For A Change" Program. Eleven students began the course and six (6) graduated.

Financial Management Activities.

The Detention Center, like all local agencies, continued to operate in a highly austere resource environment in FY12. Although FY12 expenditures increased from FY11, the continued reduction in state revenue assistance increased the jurisdiction's required contributions in operating the Jail by \$111,763, totaling more than \$8,895,664. The FY12 cost per inmate day averaged \$78.23, up slightly from the \$75.38 in FY11. ***

*** (Actual Expenditures divided by total inmate days.)

	FY11 (Actual)	FY12 (Actual)
Personnel	\$11,675,522	\$11,666,941
Operating	\$2,922,768	\$3,406,574
Capital	\$0	\$35,170
Debt Service	\$1,134,382	\$1,188,672
Operating Reserve Contribution	\$0	\$0
Total	\$15,732,672	\$16,297,357

The major expenses of the Jail's budget included:

	FY11 (Actual)	FY12 (Actual)
Food Service	\$840,650	\$857,397
Inmate Health Care	\$714,984	\$1,198,931
Facility Maintenance	\$158,658	\$128,678
Utilities	\$590,450	\$596,703
Inmate Clothing & Housekeeping	\$126,342	\$125,177

FY12 Accomplishments.

- Designed and implemented training standards and certification for Main Control and Booking staffs.
- Completed a major reconfiguration of housing area assignment in an attempt to better manage the population and extend closure of the Annex Building.
- Completed a major upgrade of the Inmate Information Management System.
- Acquired and implemented formal behavioral assessments of all new incarcerations during the classification process.
- Achieved 100% Compliance during the Department of Corrections Standards Audit.

FY13 Goals & Objectives.

- Replace the Intercom System in the Main Facility.
- Be Prepared to Re-Open the Annex Building within 30 Days.
- Automate the Jail's Inmate Request procedure.
- Improve Local Offender Probation and ASAP Fee Collection Rates.

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

Art Major – City of Winchester (City Counsel Appointment)

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 Chester W. Stribling – Fauquier County

Catherine M. Heritage – Assistant County Administrator, Fauquier County

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

B

Organization

