

*WV Regional Jail and Correctional
Facility Authority*



Annual Report FY 2012

Earl Ray Tomblin, Governor

Joseph C. Thornton, Secretary of DMAPS

Joseph A. DeLong, Executive Director



State of West Virginia
OFFICE OF THE SECRETARY
DEPARTMENT OF MILITARY AFFAIRS AND PUBLIC SAFETY
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EARL RAY TOMBLIN
GOVERNOR

JOSEPH C. THORNTON
CABINET SECRETARY

It is with pleasure that I present the 2012 Annual Report of the WV Regional Jail and Correctional Facility Authority.

I commend Executive Director Joe DeLong's leadership and share his commitment to ensuring the safety of the staff, inmates and the general public remains a top priority. The Division has achieved significant success during the past year and I applaud the Regional Jail staff for their commitment, dedication and efforts ensuring mission achievement.

The Division continues to face severe overcrowding issues and staff recruitment and retention concerns; making the performance of RJA's leadership instrumental to the overall success of the Division.

Governor Earl Ray Tomblin has shown his leadership, understanding and commitment to public safety and the jail overcrowding issue by securing bipartisan support across all three branches of government. Governor Tomblin's efforts obtaining the services of the Council of State Governments, Justice Center, to conduct a Justice Reinvestment Initiative will further enhance the Division's ability to perform its public safety mission. The reinvestment initiative is a data-driven approach to reduce corrections spending and reinvest savings to enhance public safety.

This report reflects the Division and the Department of Military Affairs and Public Safety's ongoing dedication to public safety. The Regional Jail Authority is a 24-hours-a-day, 7-days-a-week profession and continues to effectively deliver its public safety mission because of its dedicated workforce; their attitude, their conduct, their commitment and their loyalty to the West Virginia communities they live in and serve.

As Cabinet Secretary, it is in honor and privilege to support and help lead the Division's efforts as we continue to serve West Virginia together.

Joseph C. Thornton
Cabinet Secretary,
WV Department of Military Affairs
and Public Safety



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RJ&CFA BOARD MEMBERS

As of June 31, 2012

Chair: **Jeff Sandy (Wood County) (June 30, 2013)**

Sheriff of Wood County
328-2nd Street
Parkersburg, WV 26101

Law: **Stephen G. Jory (June 30, 2013)**

P.O. Box 1909
Elkins, WV 26241

Medicine: **Dr. Frank Hartman (June 30, 2013)**

P.O. Box 669
Buckhannon, WV 26201

Counties: **Gary Ellyson II (Braxton County) (June 30, 2012)**

The Honorable Braxton County Commissioner
513 Elk Street
Gassaway, WV 26624

Tony J. Veltri (Taylor County) (June 30, 2011)

The Honorable Taylor County Commissioner
Route 2 Box 416
Grafton, WV 26354

RJ&CFA BOARD MEMBERS

As of June 31, 2012



Secretary of Military Affairs and Public Safety:

Joseph C. Thornton

1900 Kanawha Boulevard East
Building 1, Room W-400
Charleston, WV 25305

Secretary of Department of Administration:

Ross Taylor

1900 Kanawha Boulevard East
Building 1, Room E-119
Charleston, WV 25305

Commissioner of Corrections:

Jim Rubenstein

(non-voting)

112 California Avenue
Building 4, Room 300
Charleston, WV 25305

Director of Juvenile Services:

Dale Humphreys

(non-voting)

1200 Quarrier Street, 2nd Floor
Charleston, WV 25301



HISTORY OF THE WEST VIRGINIA REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY

The factors that influenced the closing of county operated jails and the realization of a regional jail system date back as far as 1946 when the Bureau of Prisons, in a study authorized by the West Virginia Legislature, found the State's county jails to be "anachronisms and totally unfit for human habitation." The study went on to recommend that the county jails be consolidated into regional jails with adequate numbers of appropriately trained staff.

The ongoing deterioration of physical plants and apparent living conditions in the 1960's and 70's resulted in an increased exposure to the liabilities attendant to inmate-initiated litigation resulting in the use of Law Enforcement Assistance Act funding to make improvements in many county jails. However, the continuing deterioration of physical plants, many of which were built around the turn of the century made it evident that mere repairs would be insufficient to deal with the severity of the situation.

In 1982 the Governor's Committee on Crime, Delinquency, and Corrections commissioned a study of county jails resulting in the recommendation of the consolidation of county jails and the creation of a state operated facility for sentenced misdemeanor offenders.

An additional study included involvement of county sheriffs and state level administrators and resulted in the Legislature establishing the West Virginia Regional Jail and Prison Authority in 1985. The original Authority consisted of 21 members. This Authority was empowered to issue revenue bonds to be repaid by special fees attached to criminal convictions and civil cases, establish regions, construct regional jails with bond funds and operate regional jails with operating funds provided by the payment of per diem rate by the counties to be served by regional jails. The Authority developed a master plan for the construction of 12 regional jails. The Authority was to address the needs of the county jails before beginning to consider the needs of the state's correctional system.

In May of 1989, the Eastern Regional Jail opened in Martinsburg initially serving the Eastern Panhandle counties of Jefferson, Berkeley, and Morgan, along with Mineral, Hardy and Hampshire. The latter counties would eventually remove their inmates from the ERJ with the opening of the Potomac Highlands Regional Jail in Augusta, WV.

During the 1989 Legislative session the Authority's responsibilities were increased by requiring the Authority to focus both upon regional jails and state correctional facilities. This "change in focus" was brought about in response to the West Virginia Supreme Court of Appeals decision in the case of *Crain vs. Bordenkircher* requiring the replacement of the

HISTORY OF THE WEST VIRGINIA REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY



West Virginia Penitentiary at Moundsville. The reconstituted Authority, with seven voting and 2 non-voting members, now known as the West Virginia Regional Jail and Correctional Facility Authority, revisited the “master plan” and concluded that ten regional jails of two, three and four hundred bed capacity, built of a prototypical design, could serve the counties and allow for improved efficiency of construction, familiarity of operation, and standardization of training.

The Authority shall be governed by a board of nine members, seven of whom are entitled to vote on matters coming before the Authority. The complete governing board shall consist of the Commissioner of the Division of Corrections; the Director of the Division of Juvenile Services; the Secretary of the Department of Military Affairs and Public Safety; the Secretary of the Department of Administration, or his or her designated representative; three county officials appointed by the governor, no more than two of which may be of the same political party; and two citizens appointed by the Governor to represent the areas of law and medicine. The Commissioner of the Division of Corrections and the Director of the Division of Juvenile Services shall serve in an advisory capacity and are not entitled to vote on matters coming before the authority. Members of the Legislature are not eligible to serve on the board.

All regional jails are of prototypical design. Within the system there are:

- 2 – 400 bed facilities – NCRJ and WRJ (this number includes available beds in the medical unit and inmate processing area)
- 3 – 200 bed facilities – CRJ, PHRJ, and NRJ. *Note that NRJ is contained in the same physical plant as the Northern Correctional Facility in Moundsville, WV. As both RJA and DOC inhabit the same building, this often presents operational requirements that are unique to that facility.*

The remaining five facilities are classified as 300 bed facilities.

200 = 192 + medical and holding

300 = 288 + medical and holding

400 = 384 + medical and holding

The West Virginia Regional Jail and Correctional Facility Authority is a special revenue agency. It is designed to act as a body corporate and a government instrumentality. Current outstanding bond debts are retired through fees attached to criminal cases. Operating costs are obtained through per diem charges to the entities who utilize the system.



THE HISTORY & ROLE OF THE WV REGIONAL JAIL & CORRECTIONAL FACILITY AUTHORITY

The WV Regional Jail and Correctional Facility Authority was created by the West Virginia Legislature in 1985. The purpose of the Authority is to provide safe, secure and humane care for persons ordered to be incarcerated by the courts. Generally, regional jails serve both pre-trial defendants and persons sentenced to terms of one year or less. However, offenders sentenced to serve terms of confinement in the custody of the Division of Corrections may also be held in regional jails while awaiting transfer to the state correctional system. The inmate population consists of county, state, and federal inmates, both male and female.

VISION STATEMENT

The vision of the West Virginia Regional Jail Authority is to be recognized as the leader in professional jail administration and to maintain that leadership by being able to move to the forefront while adapting to change.

MISSION STATEMENT

The Mission of the West Virginia Regional Jail and Correctional Facility Authority is to ensure the safety of the public, staff and inmates by maintaining a safe, secure and humane system of regional jails, and to provide incarcerated persons with the opportunities for self-improvement and rehabilitation by participating in educational programs.

CORE VALUES

Our core values begin with our commitment to the citizens and elected officials of the State to train and develop staff who are imbued with the highest ethical and professional standards with emphasis on personal integrity and dignity and respect for others regardless of their station in life.

We recognize our employees to be our most valuable assets. As such, they will be trained and properly equipped to effectively do their job.

Our employees will be instilled with a sense of responsibility and accountability for their actions and, by their example, set the same standard of responsibility and accountability for inmates.

We take pride in our public service and will strive to perform our duties in a manner that will be beyond reproach and reflect upon our obedience to the laws of our State and the Regional Jail Authority's policies and procedures.

FACILITIES & LOCATIONS



NRJ – Northern Regional Jail
Moundsville, WV

TVRJ –Tygart Valley Regional Jail
Belington, WV

ERJ – Eastern Regional Jail
Martinsburg, WV

PHRJ –Potomac Highlands Regional Jail
Augusta, WV

CRJ – Central Regional Jail
Sutton, WV

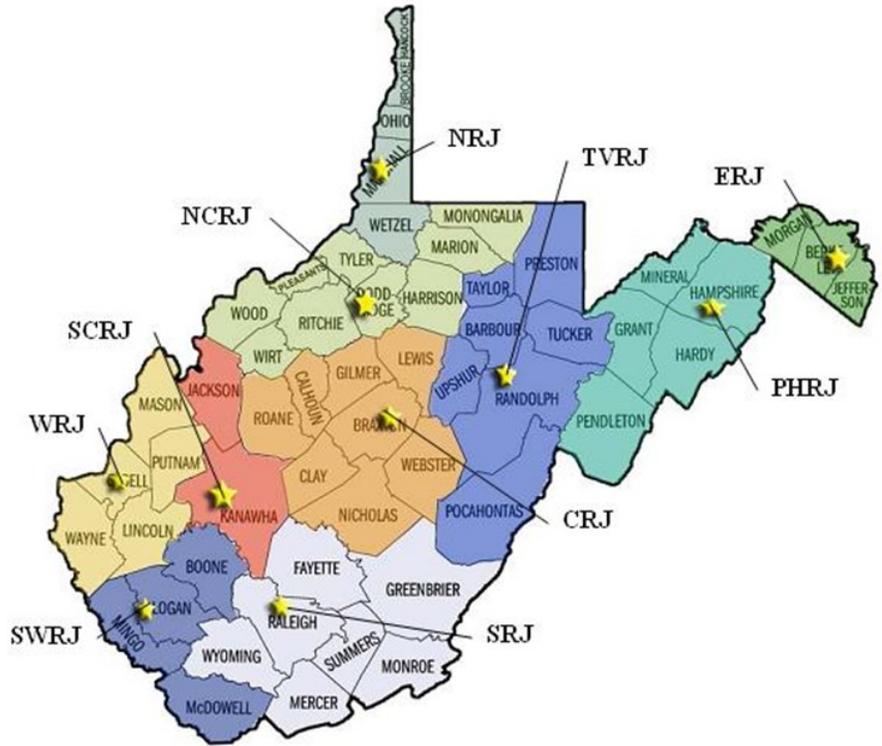
SRJ – Southern Regional Jail
Beaver, WV

SWRJ –Southwestern Regional Jail
Holden, WV

WRJ –Western Regional Jail
Barboursville, WV

SCRJ –South Central Regional Jail
Charleston, WV

NCRJ –North Central Regional Jail
Greenwood, WV





WVRJ & CFA LEADERSHIP



Joseph A. DeLong—Executive Director

Joe DeLong was born and raised in Hancock County and represented the House of Delegates first delegate district from 2001-2008. He served as Majority Leader from 2007-2008.

Following an unsuccessful bid for Secretary of State, DeLong relocated to Myrtle Beach SC where he successfully started up a full scale salon and spa in a new upscale shopping center. In 2010 the business was named one of the fastest growing salons by Salon Top 200.

DeLong returned to West Virginia in July 2010 to join the Department of Military Affairs and Public Safety as Deputy Secretary, a position he held until assuming the responsibilities of Acting Executive Director of the West Virginia Regional Jail Authority in late January 2012. In August 2012 the WVRJA Board of Directors removed the “Acting” from DeLong’s title and officially made him the eighth Executive Director of the WVRJA.

DeLong was a member of the West Virginia University football team from 1991-1995. When graduating in 1996 he received the Louis Meisel award, given to the graduating WVU Football player with the highest grade point average. He will receive his Masters in Business Administration from WVU in the Spring of 2013. DeLong is also an internationally certified Project Management Professional (PMP) under the authority of the Project Management Institute.



Paul O'Dell—Deputy Director

Paul O'Dell Jr became the Deputy Director of the West Virginia Regional Jail Authority on October 6, 2009. Prior, Mr. O'Dell was the Chief Investigator for the Regional Jail Authority. Mr. O'Dell is tasked with the overseeing of the day to day operation of the Central Office and to assist the Executive Director in any task that is given. He started his career on October 1, 1978 as a “Jailor” in the old county jail system. Mr. O'Dell graduated from the West Virginia State Police academy on March 16, 1980. Mr. O'Dell retired from law enforcement, reaching the rank of Sergeant for the Nicholas County Sheriff Department on May 14, 2008 and began his West Virginia Regional Jail career on May 15, 2008.

FACILITY ADMINISTRATORS



Shannon Markle
CRJ Administrator



John J. Sheeley
ERJ Administrator



George Trent
NCRJ Administrator



James D. Spencer
NRJ Administrator



Edgar L. Lawson
PHRJ Administrator



Steven Crook
SCRJ Administrator



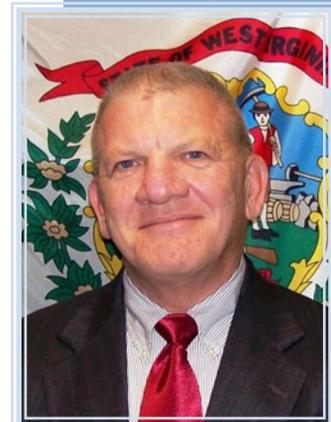
Vicki L. Greene
SRJ Administrator



David Farmer
SWRJ Administrator



Scott Villers
TVRJ Administrator



Mike Clark
WRJ Administrator



EMPLOYEES OF THE YEAR



COII Bradley Racey
PHRJ 2012



COII Pamela Roberts
NRJ 2012



COII Freddie Alexander
WRJ 2012



COII William Day
TVRJ 2012



CPL Kenneth Morrison
ERJ 2012



COII Michael Medlin
SCRJ 2012



COII Frank Hamrick
CRJ 2012



COII Jeffrey Clarke
SRJ 2011-2012



COII Stephen Yost
NCRJ 2011

EMPLOYEES OF THE YEAR



COII Anthony Langhorne
ERJ 2010



CPL Brian Wright
NRJ 2011



CO II James Keith Ferguson
SWRJ 2011



COII Amanda Parsons
WRJ 2011



CPL Paula Jayne Thomas
SWRJ 2010



CPL Strider Ouimet
ERJ 2011



CO Jody Brafford
PHRJ 2010



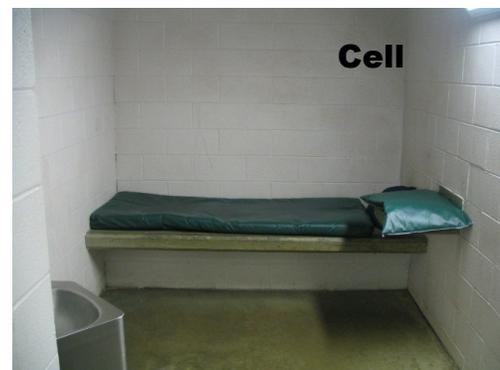
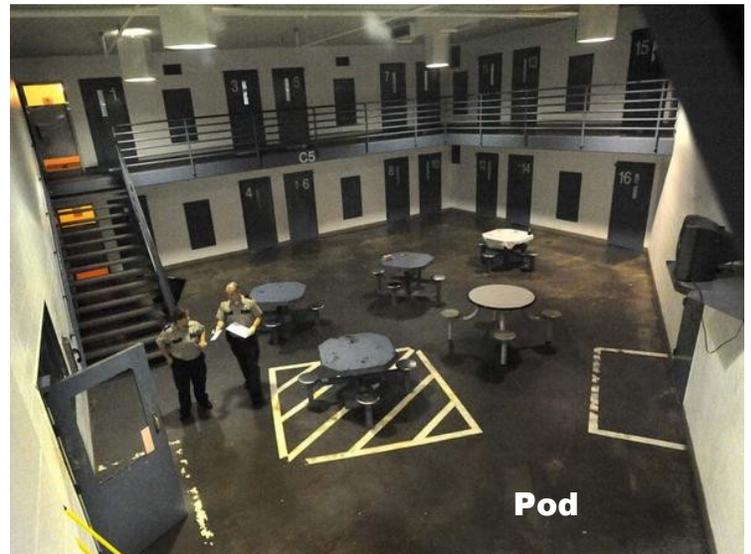
COII Douglas Norris
PHRJ 2011



COII William Day
TVRJ 2012



FACILITY LAYOUT



FACILITY LAYOUT



Gymnasium



Contact Visitation Room



Central Control 07/19/2012 09:22





ACADEMY

LEADERSHIP



Deputy Chief of Operations Ronald Casto over-see's the operations of the WV Regional Jail Authority academy training. Mr. Casto assists in the development of policies and procedures; plans and evaluates the work of academy staff; makes assignments and reviews operational plans.

Mr. Casto has been with the agency since 1989, in Mr. Casto's current position he also acts as the Authority's Special Operations Commander with the responsibilities of maintaining a Special Operations Unit with the Authority and coordinating the training, deployment, and employment of the unit within the Authority and other agencies with the Department of Military Affairs and Public Safety.

DMAPS PROFESSIONAL DEVELOPMENT CENTER

The West Virginia Regional Jail Authority has operated its basic and specialized training classes at the Morris Criminal Justice Training Center since the fall of 2009. The WV Division of Corrections moved to the training center in January 2010 making the training center the training academy for all three WV corrections agencies; Juvenile Services, Division of Corrections and the WV Regional Jail Authority. In addition, the DMAPS PDC operates in conjunction with the Glenville State College wherein they operate their Criminal Justice studies.

The PDC is an approximate 44,000 square foot facility that accommodates all three corrections agencies by providing ample classroom and office space, mock cells, a multipurpose room for physical training, a firearms simulator, Mimio Studio technology and built-in projectors in each classroom, a computer lab and wireless inter-net access to name a few of the amenities offered at the PDC.

In 2011 the PDC accommodated 696 RJA staff members for specialized training and meetings. In addition, the RJA conducted seven Basic Correctional Officer Training Academies.



Front Row:
Sgt. Tammy Everson
Shelly Gainer
Lt. Richard Cox

Back Row:
Deputy Chief of Operations,
Ron Casto
Sgt. Ronnie Kalalau
Sgt. Richard Dorsey

ACHIEVEMENTS

Fiscal year 2012 brought many accomplishments for both individual professional and agency achievements. In addition to providing routine training, the RJA trained Critical Incident Negotiations Team members as an added element to the RJA's Special Operations.

Sgt. Tammy Everson (First Aid/CPR Instructor Trainer) transitioned the agency from Red Cross to the American Heart Association CPR curriculum. Sgt. Everson received membership as a member of the International Association of Correctional Training Professionals (IACTP) in November 2011.

The agency's CERT Team took first place in the Tactical Skills Competition at the 2011 Mock Prison Riot in Moundsville. Mr. Casto took first place in the Advanced Tactical Carbine Track at the 2011 National Tactical Officers Association Conference in Richmond, VA.

The agency received a Training System Award of Excellence for the FTO program at the IACTP Conference held in Nashville, TN in November 2011.

Lt. R. Cox was accepted by the National Institute of Corrections (NIC) as a Regional Field Coordinator for the northeast region.

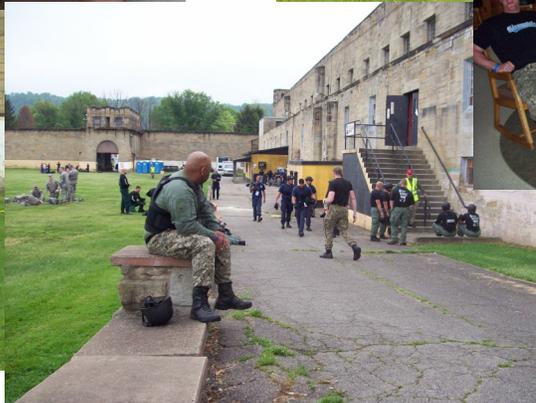
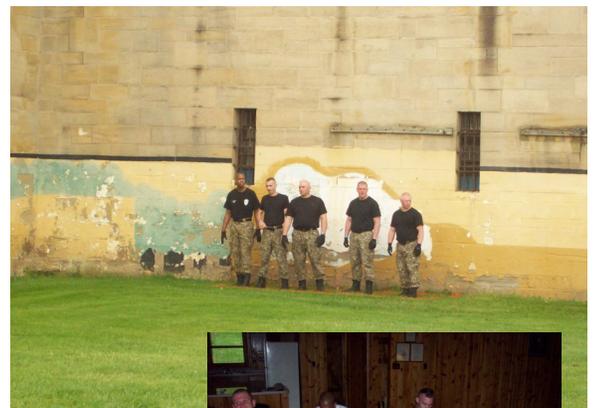
Sgt. Ronnie Kalalau corroborated with DOC to develop a blended Defensive Tactics training for DOC. Sgt. Kalalau received a DOC Commissioner's Commendation medal for his corroboration. Sgt. Kalalau has been utilized by DOC and DJS for PPCT Instructor Development training. Sgt. Kalalau and Sgt. Michael Francis are utilized by DJS for Edged Weapon, Chemical Agent and Driver Training.

The WV DOC has adopted the Regional Jail Authority's Cell Extraction Training program.

The WV DJS is adopting the Authority's Driver's Training course and is working with the RJA to develop an on-line training program to serve as on-going training for driver safety.



ACADEMY



ACADEMY



ACADEMY TRAINING - Fiscal Year 2012

TRAINING	DATES	NUMBER OF EMPLOYEES COMPLETING TRAINING	TOTAL
Basic Correctional Officer Training	97th 18 July - 26 Aug., 2011	18	130
	98th 05 Sept. - 14 Oct, 2011	21	
	99th 24 Oct - 09 Dec, 2011	18	
	100th 09 Jan-17 Feb, 2012	26	
	101st 27 Feb-06 Apr, 2012	23	
	102nd 16 Apr-25 May, 2012	18	
	103rd 04 June-20 July, 2012 (FY 2013)	24	
PPCT Instructor Development and Recertification	Instructor Development - 1-5 Aug 2011	5	21
	Instructor Recert - 19-23 Sept 2011	7	
	Instructor Recert - 16-20 Apr, 2012	2	
	Instructor Development - 25-29 June	7	
Firearms Instructor Development and Recertification	Recertification - Sept. 12-14, 2011	9	51
	Recertification - Oct. 12-14, 2011	14	
	Recertification - March 26-28, 2012	8	
	Recertification - April 09-13, 2012	11	
HR Manager Training	May 21-25, 2012	17	17
CPR/First Aid Instructor Training	October 19-20, 2011	5	32
	October 26-27, 2011	8	
	November 02-03, 2011	11	
	Feb. 21-22, 2012	8	
40 hour Field Training Officer (FTO) Instructor Development	September 26-30, 2011	16	31
	April 23-27, 2012	15	
Corrections Emergency Response Team (CERT) Training	CERT Training / Leadership 13-14 July	23	56
	CERT Firearms Qual. 07 Sept. 2011	9	
	CERT Selection 21-23 Feb. 2012	24	
CERT Basic Operator Course	Mar 19-30, 2012	7	7
Training for Trainers	October 17-20, 2011	5	5
CNT Basic	April 09-20, 2012	5	5
ITO Training	Meeting - July 12, 2011	11	11
LEAD Phase I	August 22-26, 2011	7	35
	Sept. 12-16, 2011	8	
	December 05-09, 2011	9	
	April 02-06, 2012	1	
	May 21-25, 2012	10	
LEAD Phase II	July 11-12, 2011	18	57
	September 26-27, 2011	21	
	December 12-13, 2011	14	
	June 18-19, 2012	4	
LEAD Phase III	June 18-22, 2012	5	5
LEAD Master Phase I	26-30 Sept. 2011	4	4
Gang Training	18-Oct-11	60	60
NIMS	July 06-07, 2011	2	2
Cell Extraction	August 22-24, 2011	3	3
DCT / Corrections Survival	May 28-30, 2012	10	10



HUMAN RESOURCES AND STAFF DEVELOPMENT



Wayne Armstrong – Director of Human Resources

Wayne Armstrong was appointed as Human Resources Director on September 16, 2011. Mr. Armstrong received his B.S. degree from WVU-Tech in July 1991 after having spent ten years in the direct sales industry. He became an employee of the Department of Transportation's Human Resources Section in October 1991 and obtained a permanent position with that organization in March, 1992. On April 1, 2001, Mr. Armstrong was selected as Director of Human Resources for the Division of Corrections and served in that capacity until his appointment in the Regional Jail Authority.

The Human Resources Section continues to strive to balance employees' rights against the Agency's obligation to comply with state and federal laws, as well as to ensure Agency Policy and Procedure are followed. Human Resources provide responsive customer service while attempting to balance employee interests with the Agency's goals.

Human Resources accomplished a goal by establishing Human Resources Manager positions at each of our jails, relieving the First/Administrative Sgts. of this function so that they could focus more of their time mentoring new Correctional Officers in the workplace. Ten individuals were selected for these positions in May 2012 and we are very pleased with their progress to date.

Human Resources continues to oversee WV-11 transaction processes, the posting of positions, and manages all personnel matters administrative in nature. An employee survey was conducted during early 2012 and we are in the process of analyzing the data.



Recruiting and filling vacant positions is always a priority in the Human Resources Division. We actively work job fairs and have been responsible for overseeing the Hay Group State-wide Classification Project as Subject Matter Experts (SME's) in the ongoing job validation and classification processes. In January 2012, we completed the Regional Jail Authority's first three year Recruiting Plan. We are pleased to report that already vacancy rates are decreasing but we are not anywhere near where we want to be in terms of filling vacant positions. As of the creation of our Recruiting Plan in January 2012, the Agency had 12.4 % of our positions that were vacant and as of July 1, 2012, we were showing 7.7% vacant. We are also in the process of re-designing our pre-

employment hiring processes that will streamline the hiring process without compromising public safety in any way and will allow us to hire Correctional Officers a in a more efficient manner.

We also oversee the Workers Compensation Function of the Division as well as responsible for EEO compliance.

POLICY AND RESEARCH



John V. Lopez – Director of Policy and Research

John V. Lopez was appointed as the Director of Policy and Research for the Regional Jail Authority in June 2012.

Mr. Lopez began his career in corrections in 1997 as a Correctional Counselor at the South Central Regional Jail (SCRJ). In October, 1999, he was promoted to the Director of Inmate Services position at SCRJ, and at the same time he became the EEO Counselor for the facility. Mr. Lopez remained in this position until January, 2002, when he accepted a position in the main office as an Operations Specialist within the Operations Section of the RJA. He held this position until March 2008, when he was promoted to the Director of Programs. Mr. Lopez held this position until April 2011, when he was promoted again to Chief of Operations. He served in this capacity until June, 2012.



Mr. Lopez is a 1993 graduate of West Virginia Institute of Technology in Montgomery, WV, with an Associates Degree in Printing Technology, and a B.S. in Management. He also is a 2004 graduate of Mountain State University in Beckley, WV with a Master's Degree in Criminal Justice Administration.

The Office of Policy and Research is responsible for updating and developing policies for the agency. This Office is also responsible for the collection and analysis of inmate and corrections information, as well as the production of various reports and special projects. This Office will be involved in the following projects in the year 2013:

- Assist in planning efforts to implement Prison Rape Elimination Act standards.
- Update the agency's policies and procedures to achieve compliance and compatibility with National Jail Standards, as well as city, state and federal jail guidelines.
- Assist in providing programming to the convicted felons housed in Regional Jails.
- Ensure the RJA staff is informed and familiar with agency policies.
- Ensure the Inmate Handbook is updated and compliant with agency policies and procedures.
- Assist the Human Resource Department in striving to balance employees' rights against the agency's obligation to comply with state and federal laws, and to ensure agency policy and procedures are followed.
- Assist the Executive Director and the Deputy Director with issues related to Operations.
- Assist the Executive Director and the Deputy Director in maintaining the system of regional jails in a manner consistent with applicable laws and the agency's core mission statement and values.



ACCOUNTING



Tony Atkins
Chief Financial
Officer

Tony Atkins is a Certified Public Accountant and a graduate of Morris Harvey College. Tony has financial and operational experience in the following industries: Coal Mining (10 years), Health Care – Hospital Administration (24 years), Public Service (3 years).

Tony joined the Regional Jail Authority on April 1, 2012.

Fiscal Section Responsibilities

- Budget Preparation
- Financial Reporting
- External Audit Coordination
- Debt Service / Bond Trustee Accounting
- Accounts Payable
- Accounts Receivable
- Per Diem Fee Billing
- Payroll
- Cash and Investments Management
- Fixed Asset Management

Accomplishments

- Implementation of accrual based accounting system
- Establish Fixed Asset Subsidiary Ledger
- Correction of 2011 external audit deficiencies

Goals and Objectives

- Prepare monthly accrual based Financial Statements in Fiscal year 2013
- Integrate new Inmate tracking software with billing software
- Implement Lockbox / ACH procedures for cash deposits
- Participate in the design and training for state government's new financial accounting software
- Develop "Dashboard" indicator reporting for key financial and operational statistics
- Prepare a Comprehensive Annual Financial Report (CAFR) for submission to FARS for fiscal year 2013.

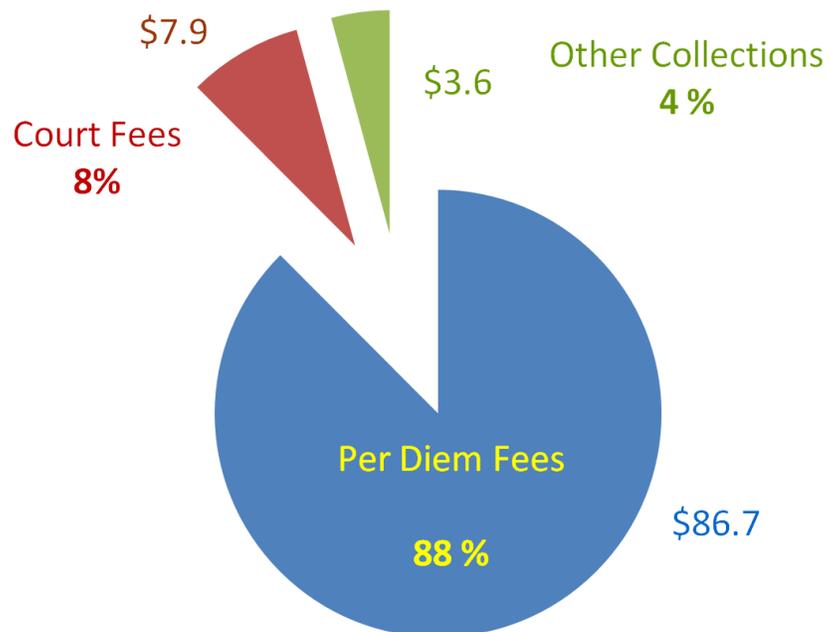
ACCOUNTING



CASH BASIS – SUMMARY (\$000's) TWELVE MONTHS ENDED JUNE 30th

	2012	2011
Balance - July	\$39,964	\$36,849
Receipts	\$98,183	\$87,257
Expenditures	\$88,096	\$84,142
Net Incr./Decr.	\$10,087	\$3,115
Balance – June	\$50,051	\$39,964

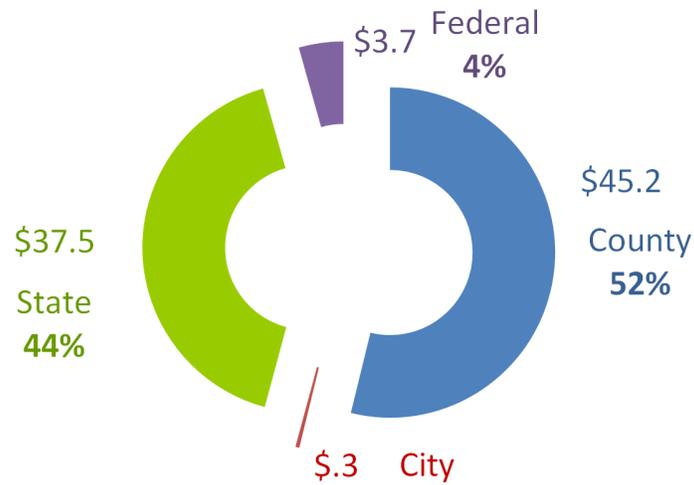
RECEIPTS - \$98.2 (MILLIONS)





ACCOUNTING

Per Diem Fees— \$86.7 (Millions)



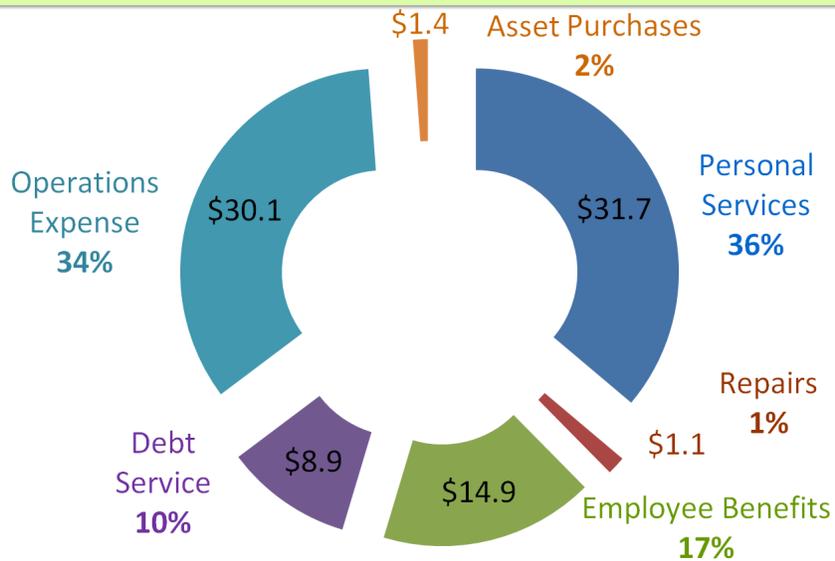
Expenditures – Actual vs. Budget (\$000's)

TWELVE MONTHS ENDING – JUNE 30, 2012				
Actual	Budget		Variance \$	Variance %
\$31,748	\$35,680	Personal Services	\$3,932	11%
\$14,898	\$16,444	Employee Benefits	\$1,546	9%
\$30,066	\$27,484	Operations Expense	\$2,582	9%
\$8,861	\$9,000	Debt Service	\$139	2%
\$1,156	\$674	Repairs & Alterations	\$482	72%
\$1,367	\$4,007	Asset Purchases	\$2,640	66%
\$88,096	\$93,289	Total Expenditures	\$5,193	6%

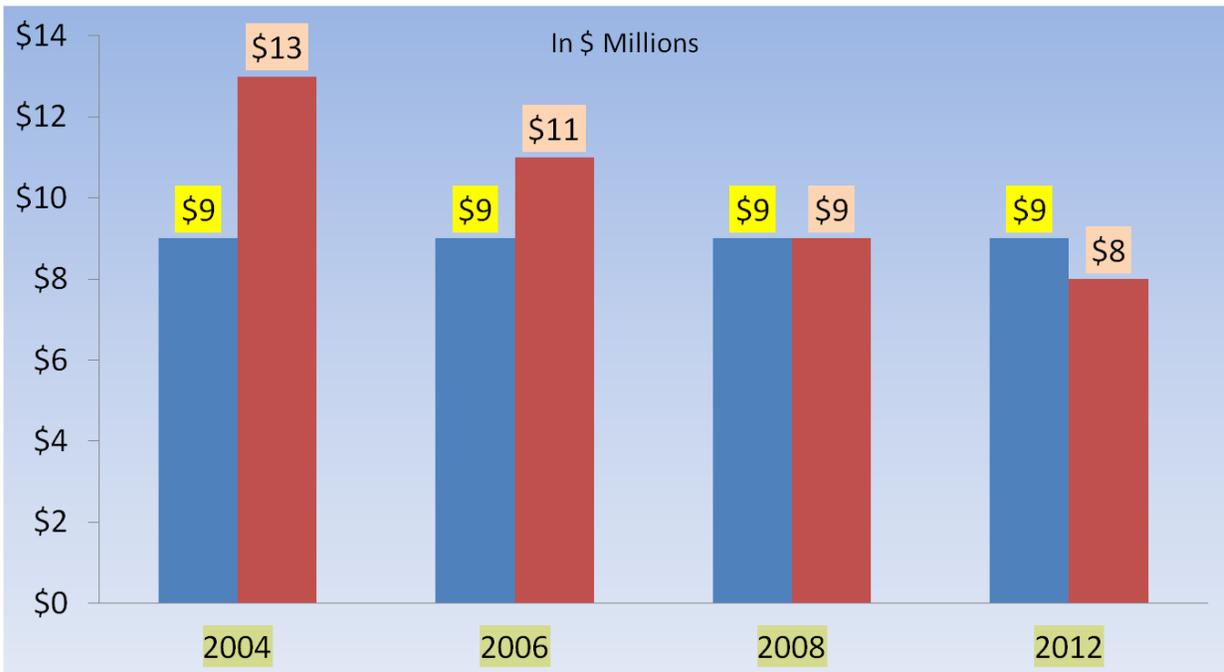
ACCOUNTING



Expenditures - \$88.1 (Millions)



Court Fees vs. Debt Payments





PURCHASING



David Shingleton
Director of
Purchasing

Mr. Shingleton graduated WV State College with a BS Degree in Business Administration with emphasis in finance and economics. His diversified working career includes retail sales, real estate sales, financial management, IT sales, network installation and project management. His career began with eighteen years at Union Carbide Corporation working in distribution logistics. Job classification included programmer, systems analyst, systems operations manager and senior systems planner. Work locations have included Charleston, WV, New York, NY and Danbury, Ct. The last thirteen years Mr. Shingleton has been with the State of West Virginia starting as a consultant for the Information Services and Communications Division, and later as the IT Contracts Manager. David joined the Regional Jail Authority in October of 2011 as the Director of Purchasing.

FY 2012 ACCOMPLISHMENTS:

Reorganization of Pcard Operations from Accounting (backend) to Purchasing (front end)

- Consolidated invoices from single transactions to monthly invoices
- Reduced “prepayments”
- Reduced Pcard total dollar liability by 25%
- Removed 10 cards from the jails
- Central Office now pays all invoices
- Workload more evenly distributed

Paper Elimination

- Thousands of purchase orders and invoices are no longer mailed
- New “cloud” equipment will save time and reduce costs by nearly 75%
- No storing paper in file cabinets

Better Purchasing Oversight

- At least three people are involved in each procurement
- All bid requests and contract awards are now done by the Central Office
- Competitive bidding assured

MONTH	TRANSACTIONS	TOTAL DOLLARS
Jul-11	378	\$413,437.20
Aug-11	559	\$539,103.61
Sep-11	531	\$399,150.60
Oct-11	432	\$390,860.38
Nov-11	483	\$430,396.03
Dec-11	490	\$395,216.17
Jan-12	505	\$417,914.25
Feb-12	328	\$273,949.48
Mar-12	354	\$351,524.29
Apr-12	333	\$300,258.74
May-12	366	\$386,595.74
Jun-12	345	\$225,518.37
Totals	5104	\$4,523,924.86

INMATE POPULATION DATA



Average Daily Inmate Population by Fiscal Year

FACILITY	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12
Central Regional Jail	222	214	204	204	229	249	280	263	273	256	265	279	318	324
Eastern Regional Jail	226	247	284	290	318	344	404	413	421	398	384	372	423	449
South Central Regional Jail	353	321	360	380	431	400	446	491	473	437	454	529	574	631
Southern Regional Jail	336	345	349	378	442	457	501	510	519	477	478	313	324	351
Southwestern Regional Jail	229	270	265	268	309	318	347	364	375	363	396	258	293	313
Northern Regional Jail	215	207	207	210	269	270	303	312	339	289	303	457	499	514
Potomac Highlands Regional Jail		101	170	172	199	201	230	233	249	244	249	491	524	539
North Central Regional Jail				387	441	478	539	534	529	495	512	389	415	470
Western Regional Jail						376	466	498	473	471	529	363	391	446
Tygart Valley Regional Jail								264	356	344	359	533	559	609
TOTAL	1581	1705	1839	2289	2638	3093	3516	3882	4007	3774	3929	3984	4320	4646

- Eastern Regional Jail originally opened in April of 1989; the new Eastern Regional Jail opened in June of 1999
- Central Regional Jail opened in February of 1993
- South Central Regional Jail opened in July of 1993
- Southern Regional Jail opened in June of 1994
- Northern Regional Jail opened in November of 1994
- Southwestern Regional Jail opened in April of 1998
- Potomac Highlands Regional Jail opened in February of 2000
- North Central Regional Jail opened in August of 2001
- Western Regional Jail opened in December of 2003
- Tygart Valley Regional Jail opened in August of 2005





INMATE POPULATION DATA

FY 2011 Average Daily Institutional Inmate Population Report													
REGIONAL JAIL FACILITY	DIVISION OF CORRECTIONS INMATES		FEDERAL INMATES		MISDEMEANOR PRE-TRIAL		MISDEMEANOR SENTENCED		PRE-TRIAL FELON		CONVICTED FELON		AVERAGE DAILY TOTAL
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females	
Central	129	10	8	1	23	6	24	4	77	14	20	3	319
Eastern	91	10	39	4	39	11	61	13	115	20	16	3	422
North Central	140	31	11	2	36	8	62	10	170	22	69	11	572
Northern	136	15	15	1	27	4	17	2	86	16	6	1	326
Potomac Highlands	153	9	0	0	19	3	24	3	61	9	9	2	292
South Central	123	21	48	8	43	8	24	4	126	20	60	13	498
Southern	100	15	20	4	53	10	30	5	207	40	32	7	523
Southwestern	165	25	0	0	25	5	27	5	109	23	24	7	415
Tygart Valley	225	15	6	2	21	4	22	4	66	9	17	2	393
Western	166	74	0	0	34	7	43	12	150	23	43	8	560
TOTAL	1428	225	147	22	320	66	334	62	1167	196	296	57	4320
Total Combined Males and Females	1653		169		386		396		1363		353		

FY 2012 Average Daily Institutional Inmate Population Report													
REGIONAL JAIL FACILITY	DIVISION OF CORRECTIONS INMATES		FEDERAL INMATES		MISDEMEANOR PRE-TRIAL		MISDEMEANOR SENTENCED		PRE-TRIAL FELON		CONVICTED FELON		AVERAGE DAILY TOTAL
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females	
Central	96	14	10	1	23	7	20	5	88	22	34	5	325
Eastern	88	11	35	2	43	10	49	7	149	28	21	5	448
North Central	160	27	12	3	45	11	71	11	183	25	67	14	629
Northern	148	24	18	1	29	6	15	3	83	16	7	1	351
Potomac Highlands	146	19	1	0	22	4	19	2	71	16	10	3	313
South Central	137	21	45	7	49	9	23	3	130	20	51	18	513
Southern	99	17	22	3	63	12	24	4	221	48	18	6	537
Southwestern	217	42	0	0	25	5	25	5	103	21	22	5	470
Tygart Valley	244	55	6	1	19	4	20	3	63	9	15	6	445
Western	159	53	0	0	38	8	52	13	195	35	47	8	608
TOTAL	1494	283	149	18	356	76	318	56	1286	240	292	71	4639
Total Combined Males and Females	1777		167		432		374		1526		363		

INMATE POPULATION DATA



AGE GROUP	TOTAL FY 2012
20 & under	1741
20-29	13526
30-39	10174
40-49	6449
50-59	2985
60-69	707
70+	104
TOTAL	35686

RACE	MALE	FEMALE	TOTAL FY 2012
ASIA	50	8	58
BLK	4404	740	5144
HIS	735	71	806
NAA	24	3	27
ORI	2		2
OTH	115	20	135
WHI	31383	9809	41192
BLANK	185	46	231
TOTAL	36898	10697	47595

ADMISSIONS AND RELEASES

FACILITY	2010		2011		2012	
	ADMISSIONS	RELEASES	ADMISSIONS	RELEASES	ADMISSIONS	RELEASES
CRJ	2513	2457	2684	2723	2648	2608
ERJ	5709	5650	5799	5729	5467	5490
NCRJ	5326	5310	5339	5338	6173	6057
NRJ	3320	3342	3362	3378	3672	3619
PHRJ	2575	2536	2749	2684	2811	2888
SCRJ	6611	6594	6755	6783	7223	7206
SRJ	5594	5562	5827	5870	6515	6499
SWRJ	3481	3492	3184	3220	3310	3202
TVRJ	3179	3132	3311	3210	3185	3208
WRJ	5855	5838	6042	6105	6599	6517
TOTAL	44163	43913	45052	45040	47603	47294



CRIME STATISTICS

DRUG AND ALCOHOL RELATED CHARGES FY 2011	
1ST POSS OF MARIJUANA <15 GRAMS	650
3RD LICENSE SUSPEND/ REVOKED FOR DUI	216
AGGRAVATED DUI	1005
CONSPIRACY TO COMMIT DRUG RELATED CHARGE	166
CONTRIBUTING TO THE DELINQ MINOR	136
DELIVERY OF A CONTROLLED SUBSTANCE	725
DELIVERY SCHEDULE IV CONTROLLED SUB	171
DRIVERS LICENSE REVOKED FOR DUI	1695
DRUG COURT VIOLATION	382
DUI (1ST OFFENSE)	3571
DUI (2ND OFFENSE)	1057
DUI (3RD OFFENSE)	417
DUI >.08	799
DUI CAUSING PERSONAL INJURY	148
DUI W/MINOR IN VEHICLE	124
FLEEING WHILE DUI	212
OPEN CONTAINER	244
OPERATE OR ATTMPT CLANDESTINE DRUG LAB	501
POSS CONTROLLED SUBSTANCE	2552
POSS. W/ INT. TO DEL CONTROLLED SUBSTANCE	1202
POSS/W INTENT SCHED 2 CONTROLLED SUBSTANCE	178
PUBLIC INTOX	994
PUBLIC INTOXICATION	869
UNDERAGE CONSUMPTION	326
CUTIVATION OF MARIJUANA	124
PEACE DRUNK IN PUBLIC	140
PURCHASE, POSS, SUBSTANCE MFG METH,C/S	144

DRUG AND ALCOHOL RELATED CHARGES FY 2012	
1ST POSS OF MARIJUANA <15 GRAMS	630
3RD LICENSE SUSPEND/ REVOKED FOR DUI	177
AGGRAVATED DUI	1139
CONSPIRACY TO COMMIT DRUG RELATED CHARGE	203
CONTRIBUTING TO THE DELINQ MINOR	172
DELIVERY OF A CONTROLLED SUBSTANCE	664
DELIVERY SCHEDULE IV CONTROLLED SUB	166
DRIVERS LICENSE REVOKED FOR DUI	1720
DRUG COURT VIOLATION	528
DUI (1ST OFFENSE)	3850
DUI (2ND OFFENSE)	1114
DUI (3RD OFFENSE)	456
DUI >.08	1133
DUI CAUSING PERSONAL INJURY	159
DUI W/MINOR IN VEHICLE	135
FLEEING WHILE DUI	210
OPEN CONTAINER	223
OPERATE OR ATTMPT CLANDESTINE DRUG LAB	476
POSS CONTROLLED SUBSTANCE	2650
POSS. W/ INT. TO DEL CONTROLLED SUBSTANCE	1433
POSS/W INTENT SCHED 2 CONTROLLED SUBSTAN	183
PUBLIC INTOX	1192
PUBLIC INTOXICATION	927
UNDERAGE CONSUMPTION	298
DUI CONTROLLED SUBSTANCE	169
MANUFACTURING A CONTROLLED SUB MARIJUANA	100

CRIME STATISTICS



TOP THIRTY CHARGES OF FY 2011		
1	DOMESTIC BATTERY	4785
2	DUI (1ST OFFENSE)	3571
3	OBSTRUCTING	3390
4	POSS CONTROLLED SUBSTANCE	2552
5	CAPIAS	1990
6	PETIT LARCENY	1768
7	DRIVERS LICENSE REVOKED FOR DUI	1695
8	DRIVING WHILE SUSPENDED/REVOKED	1658
9	NO INSURANCE	1520
10	GRAND LARCENY	1512
11	FUGITIVE FROM JUSTICE	1503
12	BATTERY	1386
13	DESTRUCTION/INJURY PROPERTY	1378
14	DISORDERLY CONDUCT	1366
15	PROBATION VIOLATION	1273
16	POSS. W/ INT. TO DEL CONTROLLED SUBSTANCE	1202
17	CONSPIRACY	1118
18	FEDERAL CHARGE (SEE HARD COPY)	1105
19	DUI (2ND OFFENSE)	1057
20	AGGRAVATED DUI	1005
21	PUBLIC INTOX	994
22	BURGLARY, DAYTIME, BREAK AND ENTER	956
23	VIOLATE HOME CONFINEMENT	907
24	PAROLE VIOLATION	905
25	PUBLIC INTOXICATION	869
26	IMPROPER/EXPIRED REGISTRATION	833
27	DUI >.08	799
28	FLEEING ON FOOT	764
29	PRETRIAL MISDEMEANOR (SEE HARD COPY)	726
30	DELIVERY OF A CONTROLLED SUBSTANCE	725

TOP THIRTY CHARGES OF FY 2012		
1	DOMESTIC BATTERY	4848
2	DUI (1ST OFFENSE)	3850
3	OBSTRUCTING	3807
4	POSS CONTROLLED SUBSTANCE	2650
5	CAPIAS	2176
6	PETIT LARCENY	1996
7	GRAND LARCENY	1721
8	DRIVERS LICENSE REVOKED FOR DUI	1720
9	DRIVING WHILE SUSPENDED/REVOKED	1667
10	PROBATION VIOLATION	1643
11	DISORDERLY CONDUCT	1562
12	NO INSURANCE	1512
13	FUGITIVE FROM JUSTICE	1477
14	DESTRUCTION/INJURY PROPERTY	1470
15	POSS. W/ INT. TO DEL CONTROLLED SUBSTANCE	1433
16	BATTERY	1331
17	CONSPIRACY	1193
18	PUBLIC INTOX	1192
19	FEDERAL CHARGE (SEE HARD COPY)	1154
20	AGGRAVATED DUI	1139
21	DUI >.08	1133
22	DUI (2ND OFFENSE)	1114
23	BURGLARY, DAYTIME, BREAK AND ENTER	1109
24	VIOLATE HOME CONFINEMENT	1097
25	PAROLE VIOLATION	948
26	PUBLIC INTOXICATION	927
27	FLEEING ON FOOT	840
28	PRETRIAL MISDEMEANOR (SEE HARD COPY)	783
29	IMPROPER/EXPIRED REGISTRATION	783
30	DOM ASSLT 1ST/2ND(BY THREATS)	749



PROGRAMS STATISTICS

WV Regional Jail Authority Report of Inmate Programs

Fiscal Year July 1, 2011 – June 30, 2012

The main goal for Inmate Programs is to help inmates recognize and accept ownership of their problems and assist them in developing a strategy for positive change in their lives. By doing this, we hope to prevent inmates from making the same mistakes and ultimately reduce recidivism. The inmate services staff at each facility will make appropriate community-based referrals for continued rehabilitative assistance upon an inmate's release from the regional jails.

The following Inmate Programs are offered in all ten regional jails and are taught by a trained member of the Inmate Services' staff at each jail:

- **Domestic Violence**
- **Parenting Program**
- **Life Skills**
- **Anger Management**
- **Substance Abuse / M.R.T. – Moral Reconciliation Therapy**
- **Alcohol Awareness**

Additionally, at all 10 regional jails we are assisting the Division of Corrections endeavors by providing two of their classes that are mandatory for Parole. These classes are:

- **99 days**
- **Crime Victim Awareness**

The following volunteer groups provide services for inmates on a weekly basis at all of the Regional Jails:

- Alcoholics Anonymous (AA)**
- Narcotics Anonymous (NA)**
- Religious Services (every denomination offered)**
- Bible Study**

PROGRAMS STATISTICS



Inmate Classes/Educational, Volunteer Programs STATISTICS July 2011 – June 2012

Adult Basic Education			
	Inmates that Attended	Inmates that Raised Levels	Inmates that Completed / Passed GED Test
CRJ	131	54	27
ERJ	204	89	71
NCRJ	239	100	39
NRJ	145	72	12
PHRJ	119	36	16
SCRJ	200	59	12
SRJ	208	68	14
SWRJ	116	50	17
TVRJ	193	115	32
WRJ	483	75	36
Totals	2038	718	276

Education Levels At Time of Booking:

Education Category	Number of Inmates	Percentage of Inmates
Did not graduate High School	15,101	32%
GED	4,143	9%
High School Diploma	21,271	45%
Post High School Education	6,262	13%
Total	46,777	100 %



PROGRAMS STATISTICS

Volunteer and Counselor Programs

VOLUNTEER PROGRAMS and the number of inmates that participated

	AA	NA	Church	Bible Study
CRJ	0	0	1386	1961
ERJ	179	169	352	320
NCRJ	358	0	3819	3476
NRJ	0	0	435	565
PHRJ	913	684	1605	1100
SCRJ	0	305	5528	0
SRJ	451	465	5624	105
SWRJ	0	252	5956	783
TVRJ	367	0	2639	1641
WRJ	652	328	7729	0
Totals	2920	2203	35073	9951

INMATE CLASSES / ATTENDANCE

	Domestic Violence	Parenting	Anger Management	MRT (Sub. Abuse)	Life Skills	Alcohol Awareness
CRJ	133	173	147	163	186	118
ERJ	145	152	149	102	152	138
NCRJ	407	421	364	352	421	384
NRJ	30	35	35	13	14	15
PHRJ	56	24	33	88	13	26
SCRJ	31	36	32	31	33	28
SRJ	270	234	165	182	156	210
SWRJ	85	54	77	40	61	65
TVRJ	151	127	141	186	163	176
WRJ	25	112	66	31	54	73
Totals	1333	1368	1209	1188	1253	1233

PROGRAMS STATISTICS



Inmate Job and Services Fairs for 2011

Date	Facility	# Businesses/Organizations which Participated	# Inmates which Attended
25-Aug-11	PHRJ	20	86
22-Sep-11	WRJ	13	109
10-Aug-11	SRJ	18	110
14-Jun-11	NCRJ	15	86
20-Oct-11	SCRJ	11	96
9-Nov-11	SWRJ	13	110
29-Jul-11	TVRJ	6	300
15-Sep-11	CRJ	17	111
6-Oct-11	NRJ	21	172
13-Jul-11	ERJ	9	87



PROGRAMS STATISTICS

Statistics from Program Bill (House Bill 3205)			
July 1, 2011 thru June 30, 2012			
Class	# Inmates Completed Class	Days Earned Off Sentence	Money Received
Anger Management	269	1345	5287.38
Alcohol Abuse	294	1470	6768.93
MRT Substance Abuse	255	1275	3899.92
Life Skills	304	1520	6442.81
Domestic Violence	360	1800	7165.19
Parenting	302	1510	7551.64
Total	1784	8920	\$37,115.87

Note: Savings for the counties: 8920 x \$48.80 (per diem) = \$ 435,296

Guidelines:

Each inmate sentenced to a term of confinement in a regional jail in excess of six (6) months shall be granted five days of good time for successful completion of one of the following rehabilitation programs: Domestic Violence, Parenting, Substance Abuse, Life Skills, Alcohol Abuse and Anger Management or any special rehabilitation or educational program designed by the Executive Director. A maximum of thirty (30) days good time shall be granted for successful completion of all six (6) programs. Each inmate will be charged a \$25.00 fee for each class, which is due upon enrollment. If an inmate is unable to pay a fee or fees in full at the time of enrollment, it may be paid by deductions from his or her inmate trust account. No more than one half of the amount in the inmate trust account during any one week period may be so deducted. Should an inmate be completely indigent during incarceration, he or she can still take advantage of this opportunity.

PROGRAMS STATISTICS



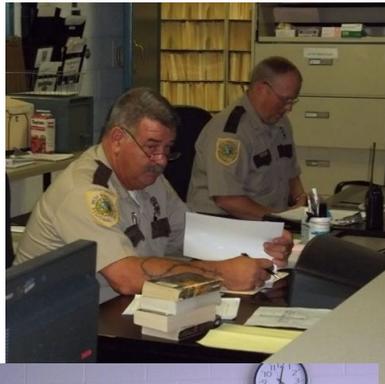
Number of Days Earned Off - Credits

Facility	Work Credit 25% of Sentence	GED Credit	Good Time Credit 5% of Sentence	Program Bill 7/1/11-6/30/12
PHRJ	2004	23	2054	190
NRJ	2458	0	1129	125
CRJ	3247	37	2120	390
SCRJ	3555	26	2838	1176
SWRJ	6169	6	2695	845
SRJ	6287	30	3463	1505
ERJ	7752	182	5983	1450
NCRJ	10,238	390	6,006	2,385
WRJ	7640	195	5163	640
TVRJ	2645	9	2645	210
Total	51995	898	34096	8916

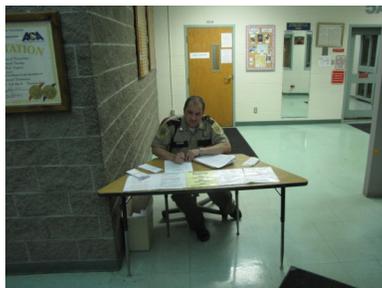
Reduction of Inmate Billable Days:	51995	898	34096	8916
Total of Inmate Billable Days Saved as a Result of Programs:	95905			
Cost Savings to Counties	\$4,680,164			



RJA EMPLOYEES ON THE JOB



RJA EMPLOYEES ON THE JOB





RJA EMPLOYEES ON THE JOB



Left to right: Admin Sergeant- Jason Davis, ASA I- Patty Reeder, DIS -Mary Bragg, Kitchen Supervisor-Charlene Harper, Lieutenant James Shaver, Administrator Shannon Markle, First Sergeant Rick Drake, Medical Administrator-Lorie Lovejoy, ABE Teacher-Mike Shaffer, Billing Clerk-Dorothy Shimko, Maintenance Supervisor-Dave Long, Fiscal Clerk-Herbert Skeens (Not pictured Booking Corporal- Kenneth Summers)

RJA EMPLOYEES ON THE JOB



Potomac Highlands Leadership Team
 Back: Brittny Ullery, Billing Clerk; Edgar Lawson, Administrator;
 Jeff Stotler, Maintenance Middle: Trina Landis, DIS; Tammy
 Fields, Fiscal Clerk; Brenda Ratliff, Kitchen Supervisor Front:
 Tina Tillman, Medical Administrator; Christina Lamborne, HR
 Manager; Donna Haggerty, Admin Sgt/Acting Lt.
 Not Pictured: Lt. James Collins



*The West Virginia Regional Jail and Correctional Facility Authority's Annual Report for
Fiscal Year 2012 was edited and compiled at:
Regional Jail and Correctional Facility Authority
Central Office
1325 Virginia Street, East
Charleston, WV 25301.*

*Should you wish to make a suggestion or request a copy of this report, please contact
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