

Northwestern Regional Jail Authority

November 3, 2022



Agenda

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Approval of the Minutes for the July meeting**
- 4. Employee of the Quarter**
- 5. Finance Committee – Introduction of FY24 Budget**
- 6. Adjourn**

July 28, 2022
Minutes Approval

***Employee of the Quarter –
Sgt. Jeremiah Timbrook***

Finance Committee Report - FY24 Budget

- ▶ Finance Committee met on 10/18/22; items discussed were:
 - ▶ The proposed budget has some unknown items such as the VRS rate, COLA increases, health insurance increases, and other fringe benefit amounts.
- ▶ ***On October 26, Finance sent out updated fringe amounts. Health insurance increased 15% and Worker's Comp increased 0.25%. The information that follows includes these changes. The Finance Committee has not seen the increase in the proposed budget due to receiving this information after the meeting.***

FUND BALANCE

- ▶ Current Fund Balance as of 10/27/22:
\$ 4,068,370 (-) \$170,000 projects

(projects were approved in July meeting – Simplex; Admin cubicles; Medical software)

- ▶ Fund Balance after FY24 proposed draw:
\$ 3,898,370 - \$ 600,000 =

\$3,298,370

(about 12% of proposed budget remaining)

CURRENT FY23 BUDGET VS. PROPOSED FY24 BUDGET

	Current FY23 Budget	Proposed FY24 Budget	Increase/Decrease
Personnel	\$ 19,121,332	\$ 20,077,602	\$ 956,270
Operating	\$ 5,737,610	\$ 5,694,527	\$ (43,083)
Capital	\$ 60,157	\$ 156,700	\$ 96,543
Bonds	\$ 1,594,115	\$ 1,602,759	\$ 8,644
TOTAL	\$ 26,513,214	\$ 27,531,588	\$ 1,018,374

DIFFERENCES IN PERSONNEL COSTS

- ▶ 2% COLA included **\$290,704**
- ▶ Increased Overtime **\$175,000** (FY21/FY22 actual costs \$940k/\$1M; budgeted for FY24 \$850k)
- ▶ Increased LEOS **\$50,000** (Based off actual current expenses for FY23)
- ▶ Raise pay on all Food Service staff **\$35,181**
- ▶ Reclassify Correctional Systems Tech to higher grade (includes fringe) **\$10,535**
- ▶ Career Development plan for Maintenance Techs **\$12,442**
- ▶ Health insurance increased 15% **\$421,270**
- ▶ Worker's Comp rate increased 0.25% **\$31,394**

Decrease in personnel due to retirements \$56,466

DIFFERENCES IN OPERATING COSTS

Budgeted amount	Explanation/new item
\$ 24,000	Tracer HVAC controller completion
\$ 25,000	Repair water lines in facilities
\$ 17,000	Carpet – CCC/Mental Health/Support Services
\$ 15,000	Outdoor surface painting
\$ 116,400	Upgrade camera licensing/software/servers
\$ 102,681	Food cost increase

Other line items decreased, so overall there is a decrease in Operational Costs

DIFFERENCES IN CAPITAL COSTS

Budgeted amount	Explanation/new item
\$ 25,000	Gas fryer
\$ 14,000	Zero turn mower
\$ 10,000	Outdoor building – store equipment
\$ 17,000	Medical department remodel
\$ 50,000	Handicap van
\$ 8,000	85" conference TV

LOCALITY SHARES

Locality	FY23	FY24	Increase/ Decrease
Clarke County	\$ 616,757 3.77%	\$ 575,347 3.25%	\$ (41,410)
Fauquier County	\$ 2,858,022 17.47%	\$ 3,096,254 17.49%	\$ 238,232
Frederick County	\$ 7,258,753 44.37%	\$ 8,132,755 45.94%	\$ 874,002
Winchester	\$ 5,626,066 34.39%	\$ 5,898,638 33.32%	\$ 272,572



FY23 Budget Approval

- ▶ Frederick County's due date for the Jail's budget is November 30
- ▶ If more information is received it will be forwarded to the Finance Committee and Jail Authority (COLA/Merit costs still unknown)

Adjourn