

PRINCE WILLIAM-MANASSAS REGIONAL ADULT DETENTION CENTER



**ANNUAL REPORT
FISCAL YEAR 2015
JULY 1, 2014 – JUNE 30, 2015**

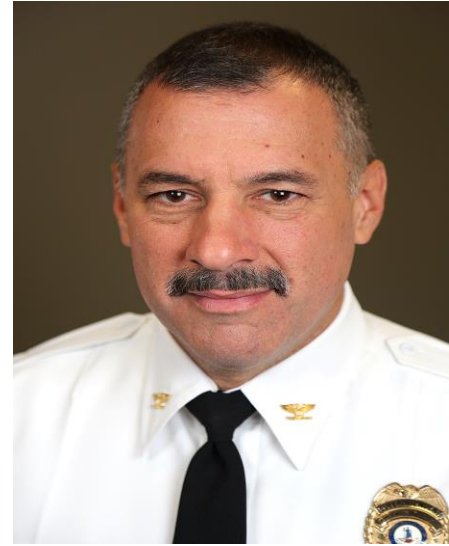
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MESSAGE FROM THE SUPERINTENDENT

During FY 2015, Architectural Planning for Phase II Expansion began due to the growth of the jurisdiction and the inmate population. Phase II is scheduled for completion September 2019.

Staff received several accolades to include twenty-seven graduates from two Jail Basic Academies. Lieutenant Robert Barker and First Sergeant Chester Outland graduated from the 287(g) Designated Immigration Officer certification course at the Federal Law Enforcement Training Academy and received letters of appreciation for their academic achievements. Mental Health Therapist Carrie Glasgow received the Virginia Association of Regional Jail's "Civilian of the Year" Award. Major Mandy Lambert and Sergeant Derrick Fenner received the County Executive's Award for the implementation of the Mental Health Docket.



Colonel Peter A. Meletis

ADC staff continues to be involved in the community. Staff provided food and clothing to the area homeless population and participated in the Santa Cops program which provides underprivileged children a Christmas. The ADC continues to support the Senior Center picnic, the Good News Jail and Prison Ministry and the staff education scholarship. Once again, staff participated in Prince William County's Charitable Giving campaign. A coat drive was held to provide slightly used or new coats to a local elementary school for children in need. This was the first year the ADC participated in the Marine Corps "Toys for Tots" which was a great success.

The agency continues to provide many programs to the inmate population, which assists with their return to the community. Programs include the General Educational Development, Life Skills, Drug Treatment, Religious Programs, etc. with assistance of over three hundred volunteers. A new program introduced Serve Safe will assist inmates seeking restaurant employment. The Re-entry Fair continues to be a success consisting of forty private and public agencies that assist the inmate population when released. Their services include employment, education, housing, drug treatment, and driver's license assistance.

This year the Adult Detention Center staff participated in an Evidence-Based Decision Making Initiative along with other stakeholders of the Criminal Justice system. This will be a long term collaboration which will enhance the system.

As the agency looks ahead into the future, our commitment to protect and serve the community by operating a safe and secure environment remains the number one priority while offering a wide variety of progressive rehabilitation programs to the inmate population in order to assist in a positive re-entry back into their community.

STATUTORY AUTHORITY

The Prince William-Manassas Regional Adult Detention Center and its governing Jail Board operate under authority granted by Title 53.1, Chapter III, Article V, of the Code of Virginia.

The Prince William-Manassas Regional Jail Board was formed in 1978. It is the operating authority for the Regional Adult Detention Center. The Board is composed of 11 members from the two participating jurisdictions. Since July 1, 1990, the Sheriff sits on the Board by statutory authority; eight additional members are appointed by the Prince William Board of County Supervisors, and two by the Manassas City Council.

MISSION STATEMENT

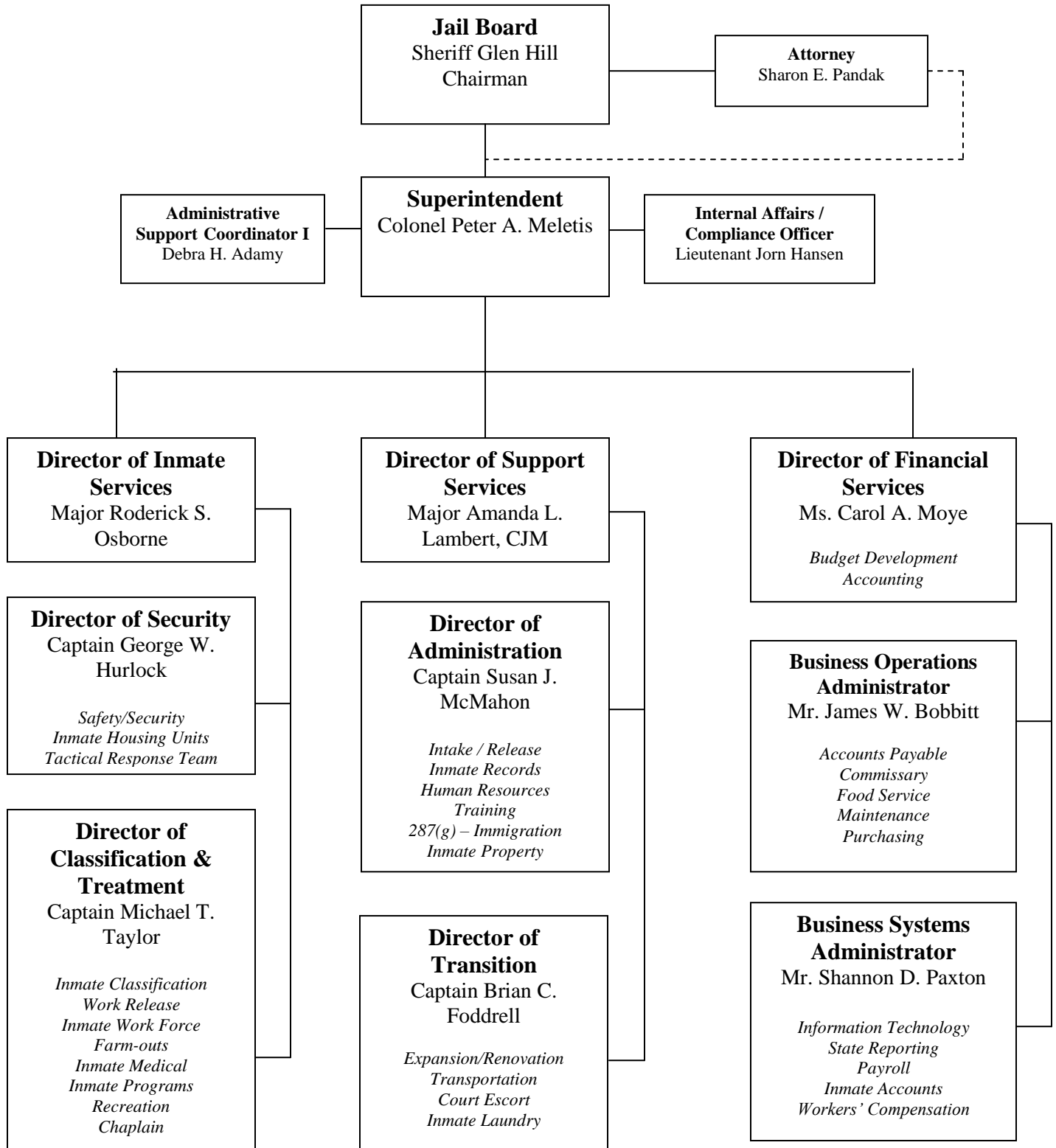
The Mission of the Prince William-Manassas Regional Adult Detention Center is:

- To provide for the secure, safe and healthful housing of the prisoners admitted to the Detention Center.
- To ensure the safety of the Detention Center staff.
- To conduct rehabilitative programs that reduce the likelihood of recidivism among prisoners released from the Detention Center.
- To do these things in as cost-effective a manner as possible.

**REGIONAL JAIL BOARD MEMBERS
JULY 1, 2014 ~ JUNE 30, 2015**

<u>Jail Board Member</u>	<u>Jurisdiction</u>	<u>Alternate</u>
Steven R. Austin	Director, Office of Criminal Justice Services Prince William County	
Hugh J. Brien	City of Manassas	
Phillip J. Campbell	Asst. to County Executive Prince William County	Tracy J. Gordon Intergovernmental Legislative Director
Paul B. Ebert	Commonwealth's Attorney Prince William County	Sandra R. Sylvester Asst. Commonwealth's Attorney
Glendell Hill (Chairman)	Sheriff Prince William County	
Stephan M. Hudson	Chief of Police, Prince William County	Major Dawn M. Harman Asst. Chief, Operations Division
Anthony Kostelecky (Vice Chairman)	City of Manassas	
Raymond B. Krull	Citizen-at-Large Prince William County	
Michèle B. McQuigg	Clerk of the Circuit Court Prince William County	
Paul F. Nichols	Citizen-at-Large Prince William County	
Rev. Victor E. Riley	Citizen-at-Large Prince William County	

ORGANIZATIONAL CHART



OBJECTIVES

Year-end Status of FY 2015 Objectives

1. Complete Modular Building Repair Project.
There is an estimated completion date of September 30, 2015.
2. 287(g) Program
 - Initiate the processing of 95-100% foreign-born commits.
 - Ensure the compliance for training and yearly certification requirements.*The Adult Detention Center continues to be 100% compliant with initiated commitments. There was also a new directive from the headquarters of Immigration & Custom Enforcement which involves detainees.*
3. Automation of the Inmate Medical Records to include special diets and pharmaceutical products.
Staff is reviewing the companies that submitted a RFP. This project is being funded from the IT Improvement Program.
4. Prison Rape Elimination Act (PREA)
 - Assemble a committee to implement and comply with new PREA standards.*The Adult Detention Center is compliant with the PREA standards.*
5. Career Development Training
 - First-line supervisors to receive supervisory training within one year of promotion.
 - Mid-level to senior level managers must complete a relevant management course within one year to include seminars, conferences, internet courses, etc.*This objective is on-going.*
6. Peumansend Creek Regional Jail (PCRJ)
 - Monitor any relevant information on admission criteria changes or participant changes.
 - Update the number of inmates transferred monthly.
 - Status on the continuation of PCRJ.*The Adult Detention Center continues to utilize allotted beds at PCRJ. Participating jurisdictions formed a committee to look at the future of the facility.*
7. Monitor any developments involving or impacting the Central Building Phase II Permanent Expansion.
Hellmuth, Obata & Kassabaum (HOK) awarded the contract for architecture and design.

Adopted FY 2016 Objectives

1. Complete Modular Building Repair Project
2. 287(g) Program
 - Initiate the processing of 95-100% foreign-born commits.
 - Ensure the compliance for training and yearly certification requirements.
3. Automation of the Inmate Medical Records to include special diets and pharmaceutical products.
4. Prison Rape Elimination Act (PREA)
 - Comply with PREA policies.
 - Prepare for the PREA compliance audit.
5. Career Development Training
 - First-line supervisors are to receive supervisory training within one year of promotion.
 - Mid-level to senior level managers must complete a relevant management course within one year to include seminars, conferences, internet courses, etc.
6. Peumansend Creek Regional Jail (PCRJ)
 - Monitor any relevant information on admission criteria or participant changes.
 - Update the number of inmates transferred monthly.
 - Status on the continuation of PCRJ.
7. Monitor any developments involving or impacting the Central Building Phase II Permanent Expansion.
8. Participate with the Evidence-Based Decision Making (EBDM) Policy Team through collaboration to enhance safety in the community and improve the Criminal Justice System.

OFFICE OF PROFESSIONAL STANDARDS

The Office of Professional Standards monitors the Standard Operational Procedures (SOPs) to include review, implementation and compliance.

For FY 2015, this section assisted the Prince William County Commonwealth's Attorney Office and other outside law enforcement agencies by providing 452 phone recordings and 100 video surveillance footage recordings.

The following inspections and audits were completed:

- Life, Health and Safety Inspection with the Virginia Department of Corrections
- Virginia Department of Corrections Audit of DOC Standards
- Immigration and Customs Enforcement (ICE) Annual IGSA Audit
- Office of Juvenile Justice and Delinquency Prevention Annual Audit
- Fire Marshal Annual Inspection
- U.S. Marshals Service Annual Audit
- Virginia Department of Health Inspection

These inspections and audits review the overall compliance standards in meeting the medical and safety needs of inmates, which also includes staff training and physical condition of the institution.

The agency continues to respond to surveys from the U.S. Census Bureau and U.S. Department of Justice.

INMATE SERVICES

SECURITY

This section consists of four security shifts. Each shift has one Lieutenant, two First Sergeants, four Sergeants and thirty-six jail officers. They are responsible for the safety and security on twenty-four housing units located in the Central, Main and Modular buildings with an average daily inmate population system-wide of 1,131.



C-shift Roll Call

Roll call is conducted prior to the beginning of each shift. The purpose of roll call is to pass on important information pertaining to the activities or incidents that may have happened on other shifts. They use that time to discuss memos or new directives that have been recently put into place. The supervisors also conduct training during roll call when time permits.

TACTICAL RESPONSE TEAM

The Tactical Response Team (TRT) was formed in late 1982. The Officer-in-Charge (OIC) holds the rank of Lieutenant and reports directly to the Director of Security. The assistant OIC holds the rank of First Sergeant and serves as the team's Communications Officer. There is a Rapid Response Team consisting of six members who can respond to an incident; an Entry Team trained in entry and search of an assigned area; and an Arrest Team trained in the arrest of inmates causing disturbances.

Three members of the team are certified instructors with the Department of Criminal Justice Services (DCJS) with one member as a Defensive Tactics instructor. The TRT has received Emergency Vehicle Operator Course (EVOC) training for high risk transports and weapons training. The team has completed the Community Emergency Response Team (CERT) program through the Department of Homeland Security. They have completed courses in Incident

Command through Federal Emergency Management Agency (FEMA). Ongoing training is provided by instructors on the team with assistance from the Adult Detention Center’s Training Department.

Members of the TRT take part every year in “National Night Out” which occurs on the first Tuesday in August between 5:00 pm – 9:00 pm. It allows law enforcement agencies to promote unity and partnership in fighting crime. “National Night Out” allow us to stand shoulder to shoulder with citizens at large and openly express a united front against crime within the community. This program is truly all about building bridges of trust with one another.



National Night Out – August 26, 2014

The TRT took on new challenges and learned valuable skills on May 27-28, 2015. They successfully completed “Search and Rescue for First Responders”. Training was provided by the Virginia Department of Emergency Management at Prince William County Forest Park. The team was taught search tactics/operations, definition of search areas, land navigation, logistical requirements of a search, tracking and sign awareness, documenting/safeguarding clues, suspension of searches, and an introduction to lost person behavior just to name a few. The TRT is already setting its sights on the next level in this field of training to expand on the skills gained. They continue to seek opportunities to represent the Adult Detention Center and Prince William County in this worthy endeavor.



CLASSIFICATION

The Classification Section is responsible for interviewing inmates as they are processed into the Adult Detention Center to determine custody levels and where they will be housed. Staff in this section manages the inmate programs, recreation and inmate workers who work in the jail.

This section works closely with Medical and Mental Health in evaluating and deciding the best course of care for inmates who are special needs or who are mentally or physically challenged.

For FY 2015:

- 18 inmates graduated with a GED
- 4,938 inmates classified
- 12,032 inmate files reviewed
- 8997 inmates attended religious services
- 449 inmates utilized the Law Library
- 2,794 volunteer hours



GED Graduation – February 24, 2015

The Adult Detention Center is always looking for ways to reduce recidivism. This year we started the National Restaurant Association's ServSafe Food Protection Manager's Course. This teaches people how to safely cook, prepare and store food. The inmates who passed the course might have gained a little bit of an edge in getting a food service job when they get out of jail. During this fiscal year nine inmates received a ServSafe certification.



MEDICAL

The Medical Section is comprised of Registered and Licensed Practical Nurses, Corrections Health Assistants and three Mental Health Therapists. Medical has examination rooms, a large nurse's station and a negative pressure room designed to accommodate inmates with respiratory diseases.



Medical strives to give inmates the best care possible by qualified personnel. FY 2015 statistics:

- 4,528 sick call visits by inmates to ADC nursing staff
- 2,271 visits by inmates to the Physician at the ADC
- 836 visits by inmates to the Dentist at the ADC
- 45 emergency mental health commits
- 715 mental health referrals
- 181 hospital days
- 153 emergency room visits



Mental Health Therapist Carrie Glasgow received the Civilian of the Year Award from the Virginia Association of Regional Jails.

WORK RELEASE

The Work Release Program affords inmates the opportunity to maintain their employment or seek new employment while incarcerated. This also gives them an opportunity to support their families, pay court costs and fines, and build a savings so that they can get back on their feet once released. The program has strict guidelines for placement that inmates must meet. Located on Euclid Avenue, this program works closely with employers, probation officers, family members and the court system.

Global Positioning System (GPS) units and random drug testing are some of the tools used by staff to monitor the inmates on the program. Many inmates who have a substance abuse are required to attend programs such as Alcoholics Anonymous (AA) and Narcotics Anonymous (NA), among other life skill classes.

The Work Release Section participates in the Adopt-A-Spot Program for the City of Manassas and collects several hundred bags of trash. The inmates on the program participated in several outside events including the Prince William Senior Center Picnic and the Good News Jail & Prison Ministry Banquet. During these events the inmates were involved in set-up, serving of food and clean-up.

Statistics for FY 2015:

- 73 average daily population
- 183 number of successful program completions
- 260 placements on the program



WORK FORCE

The Work Force Program consists of inmates who have been screened and meet the criteria to perform community-based work under supervision of an armed officer of the Adult Detention Center.

Daily work activity for the Work Force includes seasonal mowing and landscaping several properties to include the Judicial Complex and a number of historical cemeteries. The program is responsible for janitorial services in Prince William County and litter details along the roadways. During inclement weather they assist in the removal of debris, snow and ice. Several inmates participating in the Work Force Program move on to be successful in the Work Release Program. The criteria for both programs are similar with the exception of length of time

to serve. Time spent on the Work Force helps develop good work habits and prepare them for labor-oriented jobs. For many of the inmates it is the first time they have had this level of day-to-day commitment in a work setting.



ELECTRONIC INCARCERATION PROGRAM

The Electronic Incarceration Program (EIP) is an extension of the Work Release Program. Inmates on this program are able to remain at home and work in the community. All EIP participants are monitored by Global Positioning System (GPS) units to ensure compliance with program rules and regulations. They are the lowest risk inmates in our system.

Statistics for FY 2015:

- 16 EIP placements
- 5 EIP completions
- 3 removals from EIP
- 4 average daily population

GOOD NEWS JAIL & PRISON MINISTRY

The chaplaincy services are overseen by Chaplain Raymond Perez and are facilitated through Good News Jail and Prison Ministry.

Highlights from this year:

- Expanded Muslim services and continued to build relationships with the Muslim community.
- Expanded Catholic ministry in the facility to better serve the Catholic inmates housed in the facility.
- Expanded Spanish ministry in facility to serve the Hispanic inmates housed in the facility.
- 105 men and 34 women graduated from their respective faith-based programs known as the MIND (men in new direction) and WIND (women in new direction) dorms.
- Hosted “Look behind the Wall Tours” for community volunteers and leaders with an interest in prison/jail work.
- Continued to involve churches in the region to support the chaplaincy programming in the ADC.

Chaplain Perez serves pastorally throughout the agency for staff, inmates and volunteers. Other areas that he oversees are:

- Recruiting religious volunteers for service in the facility.
- Planning, scheduling and overseeing all religious services in the facility.
- Coordinating pastoral visitation services for inmates of all faiths.
- Overseeing two male and one female faith based programs within the facility.
- Assisting newly released inmates in returning to their home communities by coordinating transportation and connecting inmates with reintegration services.



D&A BEHAVIORAL SOLUTIONS

A Life Management Program and Reintegration Services whose specific attention to the elements of behavior awareness and modification augments the quality of the internal security of the Prince William-Manassas Regional Adult Detention Center and the community at large by inspiring the inmates to give greater consideration to the logic of their learned thinking/beliefs and subsequent behavior. Voluntary enrollment, re-enrollment, multiple levels of certificate achievements and a waiting list for classes reflects a high level of interest, endorsement and respect for DABS programs. The ultimate goal is to have a positive effect toward reducing recidivism by encouraging the attendees to have a successful re-entry as productive citizens.

Statistics for FY 2015:

- 240 classes with 973 class attendees
- 89% successful completion rate
- 96 Personal Counseling sessions
- 439 voluntary essay submissions demonstrating a higher level of participation
- 345 items of clothing issued from DABS Clothing Assistance Program
- 100.75 hours of community service and career development opportunities to a variety of entities, including court-mandated individuals in lieu of incarceration

SUPPORT SERVICES

TRAINING

The Prince William-Manassas Regional Adult Detention Center's Academy is a satellite training facility of the Prince William County Criminal Justice Academy. During FY 2015, the Training Section conducted two Jail Basic classes; twenty-six new Jail Officers successfully graduated.



Jail Basic #018 – November 21, 2014



Jail Basic #019 – April 3, 2015



Firearms Training



Defensive Tactics Training

Training continues for all staff. In-service objectives and annual firearms qualifications were met by all sworn staff. The following are courses and mandated training requirements that were completed in FY 2015:

- 26 officers completed Basic Jail Officers Academy
- 114 officers/staff completed in-service training
- 30 officers completed firearms training

HUMAN RESOURCES

The Human Resources Section coordinates the hiring and separation process for all sworn and civilian staff. Sworn positions range from Jail Officer to the Superintendent. The civilian positions range from Administrative, Accounting, Jail Records Technicians, Information Technology, Correctional Health Nurses and Assistants, Food Services and Maintenance.

This Section seeks to hire career-minded professionals who desire to join the agency's team-oriented staff. Human Resources staff participates in career fairs at local colleges such as the University of Phoenix, ECPI, Westwood and Northern Virginia Community College.

In addition, the Human Resources Section coordinates annual TB testing and flu shots with Employee Health, schedules voluntary ICMA financial sessions for staff and facilitates foreign language stipend testing for qualified staff.

Statistics for FY 2015:

- 350 authorized positions
- 55 new staff hired
- 12% turnover rate
- 507 applications processed (372 jail officers; 135 civilians)
- 225 interviews (176 jail officers; 49 civilians)
- 151 polygraphs
- 61 pre-employment medicals
- 51 facility tours
- 154 pre-employment physical fitness tests

INTAKE & RELEASE

The Adult Detention Center processes arrests for Prince William County, City of Manassas, City of Manassas Park and the Virginia State Police.

During FY 2015, the Intake and Release Section was responsible for processing:

- 11,950 inmates committed into the Adult Detention Center
- 11,933 inmates released from the Adult Detention Center
- 162 inmates transferred to the Virginia Department of Corrections
- 226 inmates transferred to Peumansend Creek Regional Jail
- 759 people processed but not committed to jail

IMMIGRATION AND CUSTOMS ENFORCEMENT / 287(g) Program

The 287(g) Section began operation on July 10, 2007. Operating within the agreement between Immigration and Customs Enforcement (ICE) and the Prince William-Manassas Regional Adult Detention Center, Jail Officers are trained and certified as Designated Immigration Officers to perform immigration law enforcement functions.

This section is comprised of one Lieutenant, one Sergeant and eight officers who report to the Director of Administration. The officers screen all foreign-born inmates, incarcerated for local and state crimes, to determine the immigration status. The section began 24-hour operation in November 2008.

On March 6, 2015, Sergeant Chester Outland graduated from the 287(g) Designated Immigration Officer certification course at the Federal Law Enforcement Training Center (FLETC) in Charleston, South Carolina. On May 29, 2015, Lieutenant Robert Barker graduated from the certification course at FLETC. Lieutenant Barker served as president of his training class.



Sergeant Chester Outland



Lieutenant Robert Barker

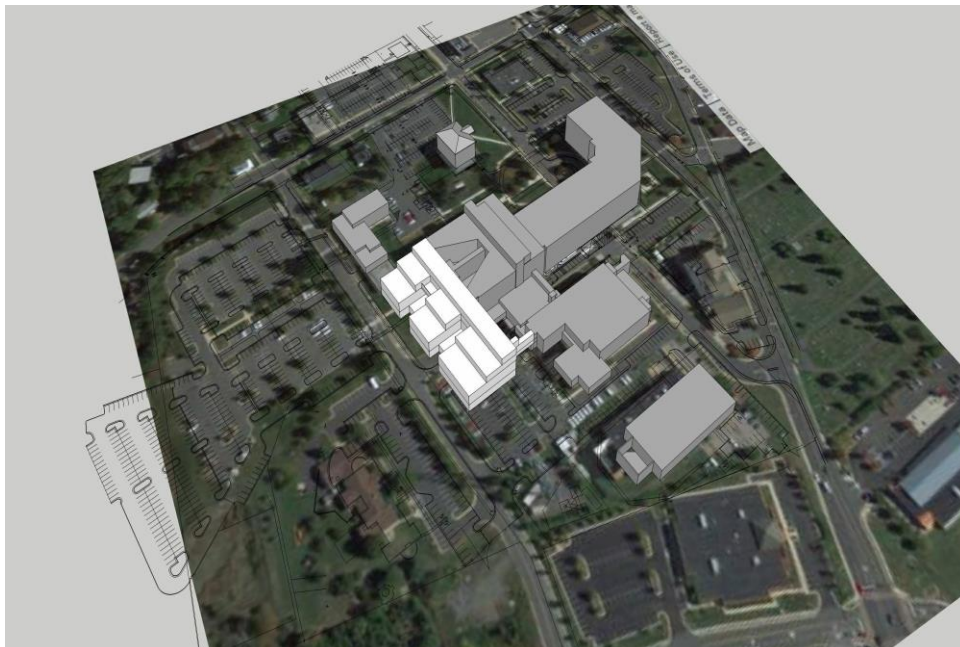
TRANSITION

The Adult Detention Center's Transition Team is comprised of a Captain and Building Operations Supervisor.

On the next page is a photo which represents the Central, Main, Modular and Annex Buildings. The Iron Building is located on Euclid Avenue in the City of Manassas and houses low-risk work release inmates. The Main Facility was built in 1982 and is comprised of three floors, with the first floor renovated in 2011. The Central Building was constructed in 2008. The Modular Building was added in 1990 and is currently under construction for repairs; estimated to be complete in October 2015.



In FY 2014 Prince William County hired Hellmuth Obata and Kassabaum (HOK), an architectural firm for designing and constructing Phase II 204-bed expansion of the Prince William Manassas Regional Adult Detention Center. The illustration below shows the proposed design of the expansion (white shade) by HOK. The Phase II Expansion is expected to be completed in 2019.



TRANSPORTATION



In FY 2015, the Transportation Section transported 2,042 inmates for a total of 142,984 miles.

INMATE TRANSPORTATION STATS FOR FY 2015													
TRANSPORTS TO/FROM	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTALS
ADC TO COURT	705	697	713	828	688	682	687	603	676	722	653	632	8286
OFF STREET	256	222	249	224	210	209	242	211	186	220	211	218	2658
LUNCHES ADC	641	655	652	778	625	673	627	546	652	672	622	549	7692
LUNCHES COURT	119	109	107	120	87	106	89	92	102	111	109	110	1261
VIDEO ARRAIGNMENTS	580	620	550	632	499	593	469	462	596	563	581	613	6758
											TOTALS		26655
INMATE TRANSPORT STATS FOR FY 2015													
TRANSPORTS TO/FROM	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTALS
ALEXANDRIA	3	3	3	3	2	4	1	1	2	1	0	0	23
ARLINGTON JAIL	0	1	2	0	0	0	1	2	0	0	0	0	6
COMMONWEALTH ATTY	0	4	4	0	1	2	2	3	3	2	5	1	27
DEPT. OF CORRECTION	6	8	0	2	3	3	4	6	4	2	4	6	48
EMERGENCY TRANS.	16	14	19	14	13	6	15	15	7	22	20	26	187
FAIRFAX JAIL	3	5	4	3	3	7	1	2	2	1	2	3	36
FAUQUIER JAIL	0	0	0	0	0	0	0	0	0	1	0	0	1
LOUDOUN JAIL	0	1	1	0	0	0	1	0	0	0	0	1	4
MEDICAL TRANSPORT	40	43	53	43	40	49	56	41	40	52	66	78	601
MENTAL FAC/EVALS	7	5	9	7	8	10	7	7	9	12	6	6	93
MIDDLE PENINSULA	2	2	1	0	0	0	0	0	0	0	0	0	5
MIDDLE RIVER	0	2	0	1	1	2	1	0	0	0	0	0	7
NORTHERN NECK	3	9	6	6	7	8	2	2	4	3	0	0	50
NORTHWESTERN	0	1	0	0	1	1	1	0	0	1	1	1	7
OTHER JURISDICTION	0	2	3	1	1	0	1	0	0	4	1	2	15
PEUMANSEND	8	9	7	4	6	7	5	8	8	8	3	6	79
RAPPAHANNOCK JAIL	2	4	0	4	6	2	1	2	0	2	1	5	29
PAMUNKEY	0	0	0	0	4	0	1	2	3	1	3	4	18
TOTALS	90	113	112	88	96	101	100	91	82	112	112	138	1235
INDIVIDUAL INMATES TRANSPORTED	158	229	188	151	134	170	175	148	128	185	174	202	2042
NON-INMATE LOCAL TRANSPORTS	43	45	45	43	37	35	43	32	38	36	36	38	471

FINANCIAL SERVICES

The Financial Services Division directed by a civilian professional is responsible for managing accounting, budgeting, information systems, internal auditing, purchasing, payroll, inmate accounts, funds management, risk management (self-insurance), food service, maintenance, the inmate commissary and inmate mail. There are 30 civilian positions authorized and one contractor for the Financial Services Department. The PCRJ budget and expense, and the \$39,982 for 800 MHz radios are excluded from the amounts shown in the chart below. The operating cost per inmate per day for the Manassas Complex for FY 2014 was \$119.32 and for FY 2015 was \$113.28, which excludes the Modular Jail repair expenses, incurred in both fiscal years.

	<u>FY14 Expense</u>	<u>FY15 Final Budget</u>	<u>FY15 Expense</u>
Personal Services	21,721,230	22,567,555	21,982,370
Fringe Benefits	7,274,920	7,533,737	7,042,416
Contractual Services	1,680,936	3,631,802	3,219,994
Internal Services	1,232,262	1,292,884	1,291,447
Other Services	4,708,526	4,949,135	4,443,605
Capital Outlay	204,350	173,340	13,262
Leases & Rentals	324,064	329,091	320,696
Transfers: LEOS & Audit	1,411,361	1,304,634	1,304,634
Peumansend Creek Reg Jail	992,780	1,032,621	901,784
Modular Jail Repairs	<u>3,347,230</u>	<u>4,575,585</u>	<u>1,908,161</u>
TOTAL	\$42,897,659	\$47,390,384	\$42,428,369

	<u>FY14 Revenue Earned</u>	<u>FY15 Revenue Budget</u>	<u>FY 15 Revenue Earned</u>
Electronic Incarceration	\$32,985	\$157,486	\$19,813
Non-Consecutive Time Fee	989	0	1,545
Work Release Per Diem	203,826	318,726	237,989
Jail Processing Fee	50,874	50,000	50,142
Jail Room & Board Charges	182,657	125,562	196,427
Cafeteria Sales	26,230	11,000	27,101
Miscellaneous Revenue	77,150	57,020	78,661
Manassas Park Per Diem	762,425	376,404	890,367
State Reimbursement	10,556,557	9,637,228	10,319,150
Federal Per Diem	167,244	182,500	119,367
Other Federal Funds ¹	328,893	218,211	218,211
Sale of Vehicles & Equipment	0	0	15,483
City of Manassas ²	2,430,578	3,187,494	3,700,356
Prince William County ²	<u>24,501,853</u>	<u>26,822,342</u>	<u>26,822,342</u>
TOTAL	\$38,338,711	\$40,330,264	\$42,696,954

¹ Other Federal Funds were for the State Criminal Alien Assistance Program.

² Actual prisoner day participation percentages for the City and County for FY 2015: 11.2% City; 88.8% County. The \$3,700,356 revenue from the City is the amount already paid for FY 2015. The O&M revenue due from the City is \$3,107,905. In addition the City will pay 6.7% toward Modular Jail repairs: \$127,847 and the prisoner percentage of approximate overhead; estimated total \$3,406,406.

KITCHEN

During the Modular Jail repairs, meals are being served from the state-of-the-art kitchen in the Central Jail. It is equipped to serve up to 1,500 inmates per meal. There were 1,199,280 meals prepared and served in the facility during the fiscal year.

COMMISSARY

The Commissary provides items such as candy bars, chips, treats and personal care products that inmates may purchase. Profits from the Commissary are used for morale, welfare and other beneficial items for the inmates.

Gross Commissary sales in FY 2015 were \$774,150 with a net profit of \$230,433. In addition, \$265,927 inmate phone revenue was earned that is also used to support inmate programs. With other miscellaneous income earned, net income available to support inmate programs was \$496,477. Expenses less than \$4,000 are approved by the Superintendent or Director of Financial Services, and anything over \$4,000 by the Jail Board. A Commissary budget for inmate support items is submitted to the Jail Board for annual approval and updated at regular meetings.

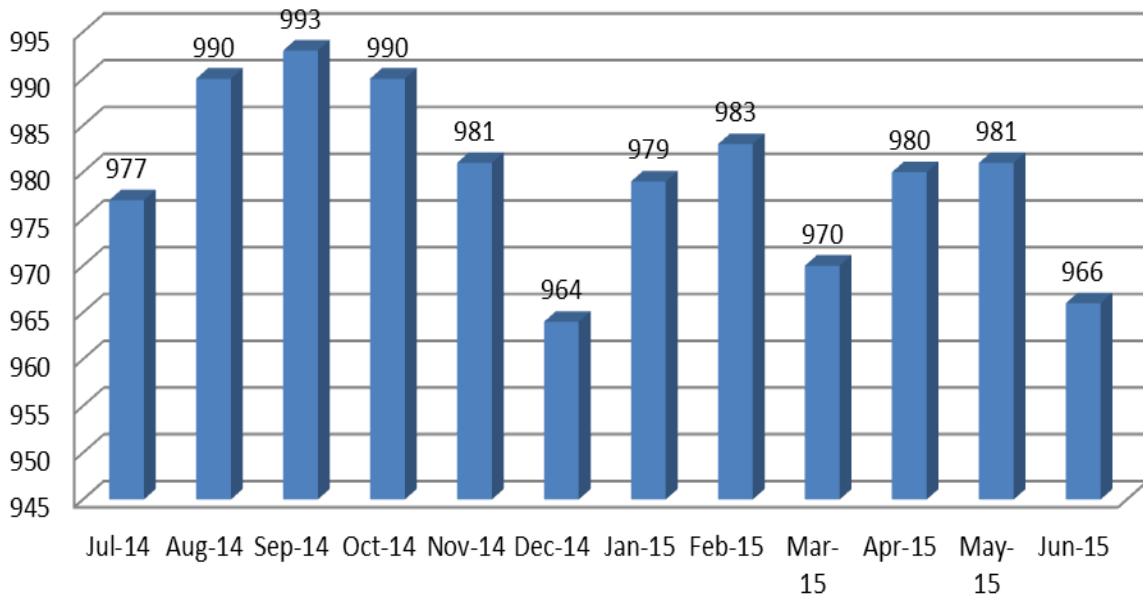
MAINTENANCE

Five maintenance staff manages, maintains and repairs the five Adult Detention Center facilities containing over 270,000 square feet. Maintenance repair requests averaged 205 per month, with 55 percent related to the Central Building in FY 2015. All repair requests involving security issues are given top priority.

STATISTICAL OVERVIEW

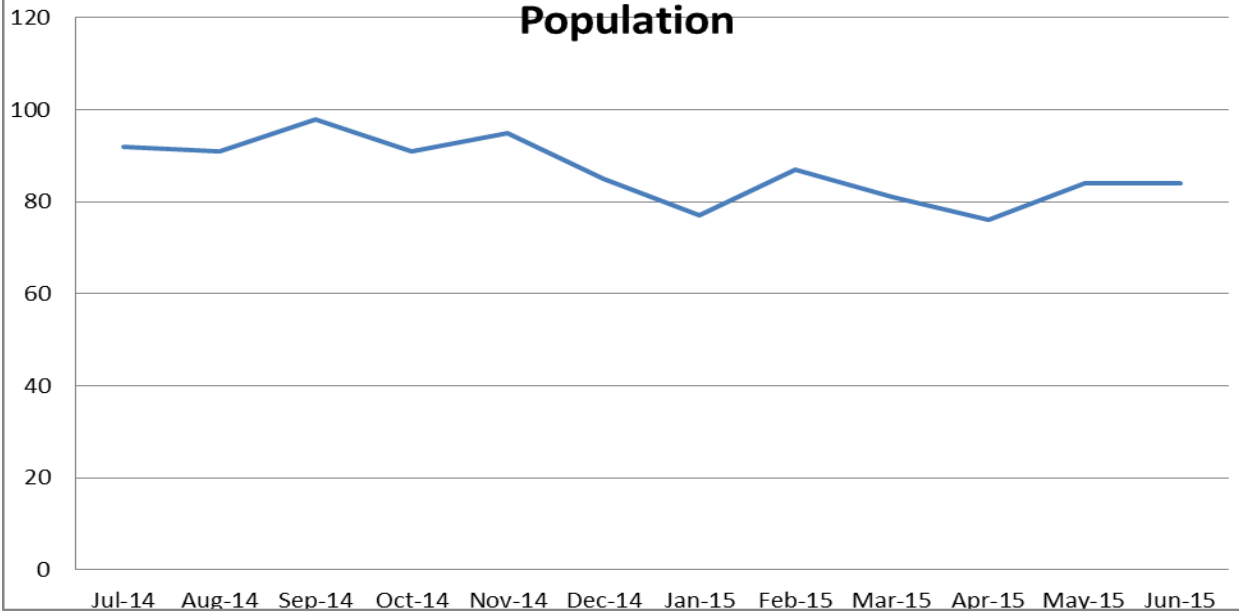
The Manassas Complex is comprised of four facilities for inmate housing and two administrative support facilities, all of which are located within Manassas. The inmate facilities are the Central Building, the Main Building, the Modular Building and the Iron Building. The Jail Annex is located on the judicial complex and provides administrative and training space for the facility. The Warehouse is located off the judicial complex in the City of Manassas and provides storage for agency supplies and the Commissary operation. The ADP of the Manassas Complex in fiscal year 2015 was 980. The average daily population at Peumansend Creek Regional Jail for FY 2015 was 87. In FY 2015 there was an average 64 inmates housed at other facilities due to lack of available bed space. Those other local Virginia jails are as follows: City of Alexandria Detention Center, Middle Peninsula Regional Security Center, Middle River Regional Jail, Northern Neck Regional Jail and Pamunkey Regional Jail.

Manassas Complex Average Daily Population

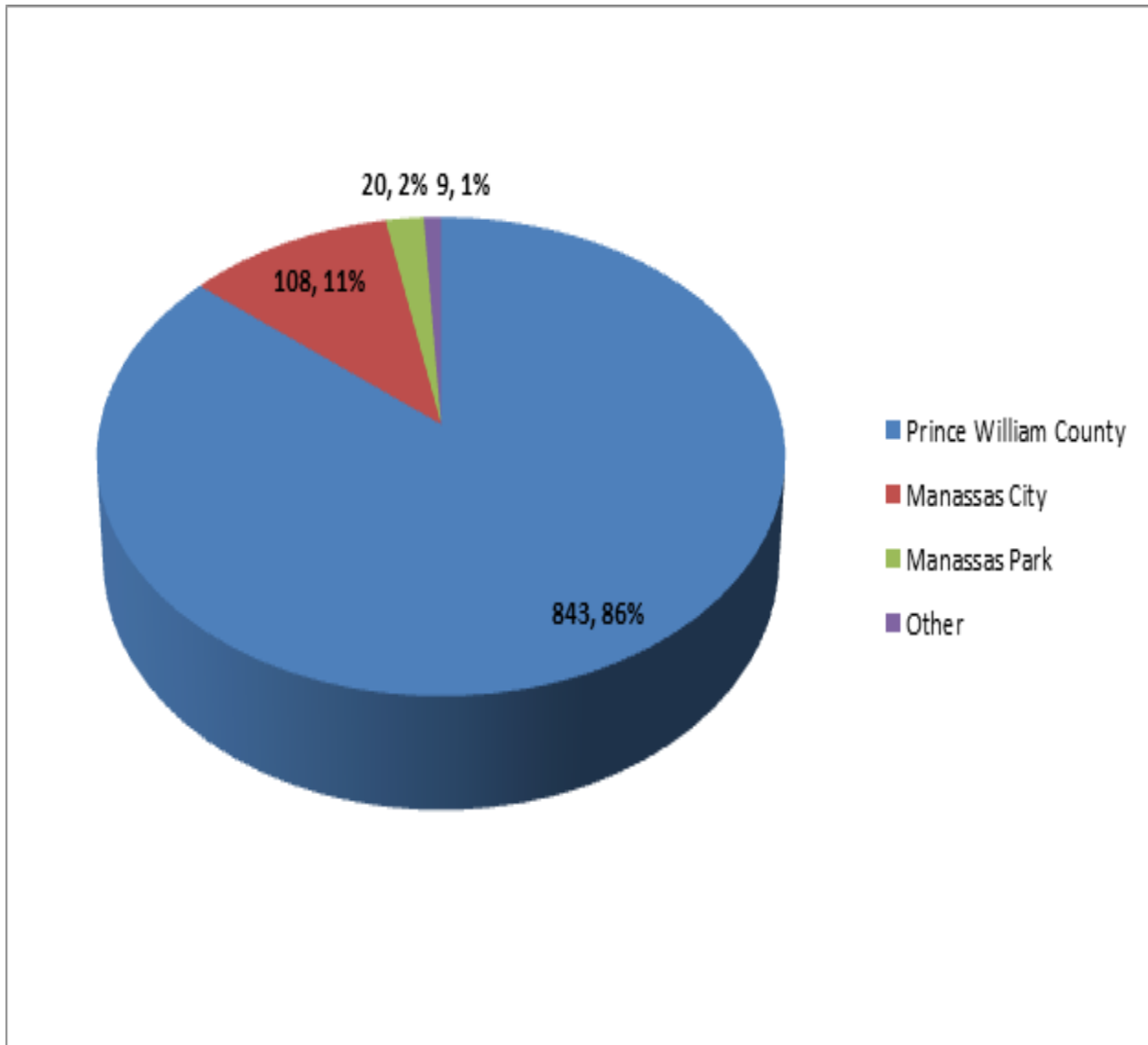


NOTE: Numbers reflect Modular Facility half closed during repair project.

Peumansend Creek Regional Jail Average Daily Population



FY 2015 Average Daily Population Manassas Complex by Jurisdiction



For FY 2015 the Prince William-Manassas Regional Adult Detention Center had an average daily population of 980 on the Manassas Judicial Complex.

Employee Association

The Employee Association participates in community service projects; holds fundraisers and special events for the employees of the Adult Detention Center. This past year the Association grilled hamburgers/hot dogs and hosted an ice cream social for the employees during Correctional Employee Week. The Easter egg hunt is always a success for the children. Santa Cops is a Detention Center favorite, which provides less fortunate children with Christmas presents. Another special project was the Annual Coat Drive to benefit underprivileged children in the area. Staff collected food, clothing and bedding for homeless people in the area. Toys for Tots were a new project this year.



Annual Golf Tournament – June 5, 2015



Toys for Tots – December 2014



Feeding/Clothing the Homeless – November 6, 2014



Santa Cops – December 2014