



# ANNUAL REPORT FY 2019

## Prince William – Manassas Regional Adult Detention Center

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## MESSAGE FROM THE SUPERINTENDENT



Colonel Peter A. Meletis, Superintendent

Phase II Permanent Expansion should be completed by July 6, 2020. This facility will house general population inmates, a mental health unit, warehouse operations, Human Resource Section and the Work Release Center.

This past year, twenty-nine Adult Detention Center Jail Officers graduated from two Jail Basic Academies conducted by ADC trainers. Seven ADC employees received Employee of the Quarter Awards for their exemplary services throughout the year.

Our staff continue to support Good News Jail and Prison Ministry, the “Doc” Shaw Educational Scholarship, Trunk or Treat, National Night Out and Santa Cops, a law enforcement initiative. These programs positively affect the community and the relationship with the ADC staff.

During 2015 the Evidence-Based Decision-Making (EBDM) Policy Team was formed. Since then the Adult Detention Center inmate count has decreased significantly due to the enhanced and new inmate programs. The Policy Team consists of members of the Criminal Justice System. We continue to meet every other month while planning new evidence-based initiatives. These programs give inmates a better chance to succeed when they return to the community, a public safety initiative.

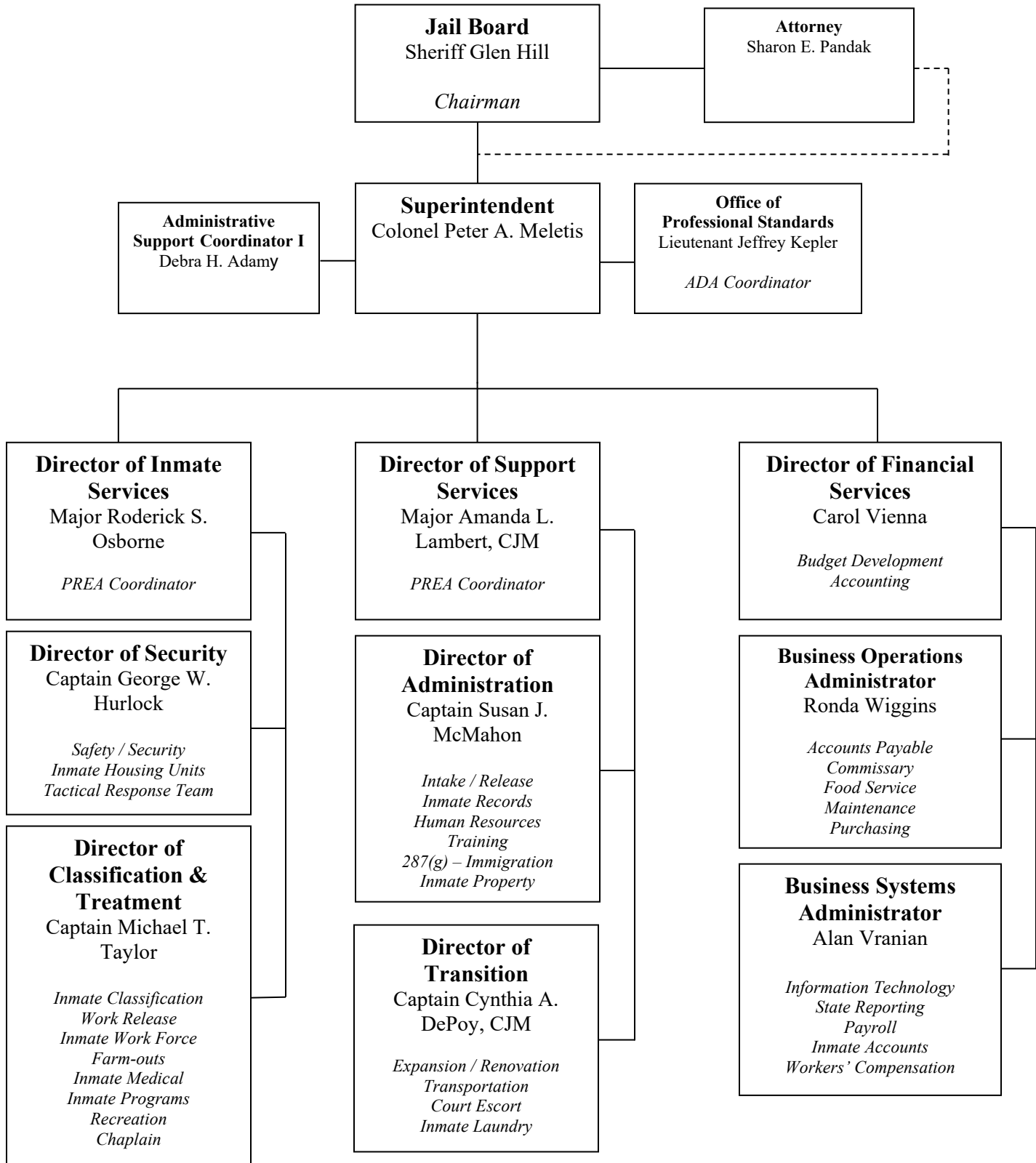
The Adult Detention Center staff, both sworn and civilian, continue to maintain a safe and secure jail environment while increasing the safety of the staff, inmates, visitors and community. They are a professional and dedicated staff that will accept any challenge.

As a member of the Prince William-Manassas Public Safety Group, we are all willing and accessible to assist each other any time to benefit the community.

## JAIL BOARD MEMBERS

<u>Jail Board Member</u>	<u>Jurisdiction</u>	<u>Alternate</u>
Steven R. Austin	Director, Office of Criminal Justice Services Prince William County	
Barry M. Barnard	Chief of Police Prince William County	
Tracy J. Gordon	Intergovernmental Legislative Director Prince William County	Jason D. Grant Communications Director
Paul B. Ebert	Commonwealth's Attorney Prince William County	Claiborne T. Richardson Asst. Commonwealth's Attorney
Austin B. Haynes, Jr.	Citizen-at-Large Prince William County	
Glendell Hill (Chairman)	Sheriff Prince William County	
Anthony Kostelecky (Vice Chairman)	Citizen-at-Large City of Manassas	Captain Victor Hatcher City of Manassas Police Department
Paul F. Nichols	Citizen-at-Large Prince William County	
Rev. Kenneth Nixon	Citizen-at-Large City of Manassas	Captain Victor Hatcher City of Manassas Police Department
Rev. Victor E. Riley	Citizen-at-Large Prince William County	
Jacqueline Smith	Clerk of the Circuit Court Prince William County	

# ORGANIZATIONAL CHART



## YEAR-END STATUS FY 2019 OBJECTIVES

### 1. 287(g) Program

- Initiate the processing of 95-100% foreign-born commits.
- Ensure the compliance for training and yearly certification requirements.

*Staff assigned to the 287(g) Program continue to receive updated and specialized training to maintain their certifications.*

### 2. Prison Rape Elimination Act (PREA)

- Comply with PREA policies.

*The PREA audit is scheduled for September 2019.*

### 3. 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 ongoing.*

### 4. Monitor any developments involving or impacting the Central Building Phase II Permanent Expansion.

*Phase II construction began December 4, 2017 with a Notice to Proceed. The expansion will add 204 beds, maintenance shop, human resource suite and other core services. The project is scheduled for completion July 6, 2020.*

### 5. Participate with the Evidence-Based Decision Making (EBDM) Policy Team through collaboration to enhance safety in the community and improve the Criminal Justice System.

*The EBDM Policy Team meets regularly to address the Criminal Justice System and areas of improvement. This fiscal year, the team focused on re-entry efforts, mental illness, pretrial services, law enforcement assessments, court case processing and opioid use disorders.*

## OFFICE OF PROFESSIONAL STANDARDS

The Office of Professional Standards monitors the Standard Operational Procedures (SOPs) to include review, implementation and compliance. This office also conducts Internal Affairs investigations. Ensuring compliance with Americans with Disabilities Act (ADA) and the Freedom of Information Act (FOIA) are also coordinated through this office.

For FY 2019, this section assisted the Commonwealth's Attorney's Office for Prince William County and the Cities of Manassas and Manassas Park, and other outside law enforcement agencies to address ongoing criminal investigations and wrongdoings by providing phone recordings and video footage recordings.

The following inspections and audits were completed:

- Life, Health and Safety Inspection with the Virginia Department of Corrections
- 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
- Virginia Board of Corrections Triennial Compliance Audit

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 the U.S. Department of Justice.



# To protect the community by providing for the secure, safe and healthful housing of the prisoners admitted to the Detention Center

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## INMATE SERVICES

### SECURITY

This section consists of four security shifts. Each shift has one Lieutenant, three First Sergeants, five Sergeants and forty-seven Jail Officers. With an average daily inmate population system-wide of 996 (973 on the Complex, 23 Farm-outs), the security shifts are tasked with the care and custody of the inmate population. The officers assigned to the inmate housing units provide safety for the inmates and maintain the security of the facility while keeping the community safe. Each inmate-housing unit is staffed twenty-four hours a day, seven days a week. The Adult Detention Center officers continue to assist our public safety agencies as needed.



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 Communication 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.

Several members of the team are certified instructors with the Department of Criminal Justice Services (DCJS) with three members as Defensive Tactics instructors. 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 Adult Detention Center's Tactical Response Team participated in various competitions



and demonstrations at the "Mock Prison" riots held at the Moundsville Prison in West Virginia, May 4, 2019 through May 9, 2019. The team competed against thirty-four full-time SWAT teams from eight different countries and twenty-six agencies. The officers trained for this competition on their own time in addition to their regular scheduled training.



# To conduct rehabilitative programs which reduce the likelihood of recidivism among prisoners released from the Detention Center

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## CLASSIFICATION

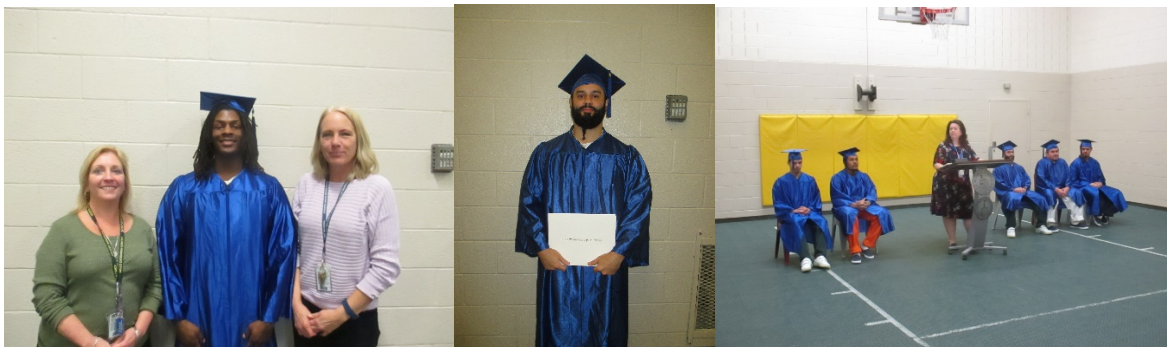
The Classification Section is responsible for interviewing inmates as they are processed into the Adult Detention Center to determine custody levels and find programs to address the needs of the inmate. Staff in this section manages the inmate programs, recreation and inmate workers who work in the jail.

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

For this fiscal year 2019:

- 4,529 inmates classified
- 13,303 inmate custody files reviewed
- 5,349 inmates attended religious services
- 701 inmates utilized the Law Library
- 4,713 volunteer hours
- 79 inmates received VDOT Flagger certification
- 19 Inmates received their GED

GED Graduation February 26, 2019 –



## RE-ENTRY SERVICES

The Prince William-Manassas Regional Adult Detention Center (ADC) works with those inmates that are transitioning from incarceration back into the community. The goal is to reduce recidivism by addressing the needs of the inmates prior to their release from the ADC. The ADC has a Re-Entry Dorm dedicated to those inmates needing transitional support prior to release.

Using an assessment tool known as the Risk-Need-Responsivity tool, staff meet with potential programming candidates to formally evaluate their barriers, needs, and goals. This assessment will prioritize the needs and is used to create an individualized case plan. During the ninety to one-hundred and twenty days of programming within the Re-Entry Dorm the pre-release inmates are provided the opportunity to obtain the following:

- Vital Records: Birth Certificate, DMV ID, Social Security Card
- Federal Bonding Eligibility Letter
- DMV Compliance Summary
- Information on the restoration of their voting rights
- Employment Readiness: Resume preparation, mock job interviews, job searching, computer skill training, business development, GED/ABE
- Health and Wellness: INOVA Health CHARLI Program (HIV testing), Chronic Disease Self-Management, Health Insurance
- Vocational Training: VDOT Flagger Certification, SERVSAFE
- Substance Abuse Classes: Narcotics Anonymous, Alcoholics Anonymous, Community Services Board Substance Abuse Class, Common Recovery
- Life Skills: Catholics for Housing, Anger Management, Domestic Violence Prevention, McLean Bible Church Aftercare Ministry (personalized mentorship with aftercare), Decision Points, Fatherhood Initiative, Freedom Speakers – Leadership Development
- Finances: Virginia Cooperative Extension – Financial Recovery, DCSE – individualized meetings
- Transitional Support: VA Cares, Northern VA Family Services (Housing Locator), Probation and Parole

Those inmates who do not qualify for the Re-Entry due to having too short of a sentence or classification restrictions will have one-on-one sessions with Classification staff to address the needs of the inmate before they are released back into the community.

Resource Fair October 2018 –



## DRUG DORM

The Prince William-Manassas Regional Adult Detention Center has partnered with Prince William County Community Services to provide two housing units within the PWRADC for individuals who are interested in living clean and sober. The male dorm offers four months of intensive group treatment that addresses both drug and alcohol dependence, mental health issues and criminal thinking behavior. Clients begin making changes necessary to establish a life in recovery. The female dorm affords women four months of small group treatment to examine the effects of drug and alcohol use, the trauma on their lives and the criminal behaviors associated with substance dependence. Clients begin making the changes necessary to establish a life in recovery. Additional services include a comprehensive assessment for drug and mental health problems, treatment planning with their therapist, drug and alcohol education, motivation building activities programs to change criminal thinking, behavior, anger and stress management, relapse prevention recovery planning, decision-making, life skills and Alcoholics Anonymous (AA) and Narcotics Anonymous (NA).

Continuing treatment in the community after release is essential for success. Discharge planning services are available through Community Services to help Drug Dorm participants to address individual, group or family psychiatric services and housing assistance.

During FY 2019, there were 174 inmates who participated in the Drug Dorm Program.

## 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 history 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 County 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 Fiscal Year 2019:

- 61 average daily population
- 140 number of successful program completions
- 233 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 the 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 several 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 except for 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 can 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 Fiscal Year 2019:

- 16 EIP placements
- 11 EIP completions
- 6 removals from EIP
- 6 average daily population

### GOOD NEWS JAIL & PRISON MINISTRY

The chaplaincy services in the Adult Detention Center are coordinated by Chaplain Ray Perez and are facilitated through the Good News Jail and Prison Ministry.



Highlights from this year:

- Recruited a Jewish Rabbi to serve in the ADC.
- Continuing to reach out to Muslim clerics.
- Worked with local programs and local community to develop additional connections for housing opportunities for ex-offenders.
- Planned and helped to provide luncheon/dinner to honor all staff of the ADC.

Chaplain Perez serves or is associated with the following groups:

- Prince William County Re-Entry Council Steering Committee
- Evidence-Based Decision-Making Policy Team
- Prince William Ministerial Association
- DIVERT Group – Mental Health Diversion Program
- As an instructor in the Re-Entry Dorm

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.
- Directing two MIND (Men In New Direction) dorms and one WIND (Women In New Direction) dorm which are faith-based programs in the Adult Detention Center.





## OPPORTUNITIES, ALTERNATIVES AND RESOURCES (OAR)

OAR rebuilds lives and creates a safer community with opportunities, alternatives and resources for justice-involved individuals and their families. OAR is a local, non-profit, restorative justice organization, providing human services since 1971 to persons involved in the criminal justice system and their families in Prince William, Loudoun, and Fairfax Counties.

The Prince William County OAR team began in-house services at the Prince William-Manassas Regional Adult Detention Center (ADC) on October 15, 2018. They have provided post-incarceration support to community members since the mid 1990's. The jail-based OAR team works with the ADC providing 20 weekly classes, 1-to-1 coaching, and release preparation services for men and women. Jail-based classes are evidence informed and result in cognitive and behavioral changes and prepare inmates for a successful release. Courses include:

- Impact of Crime
- Anger Management
- Life Skills
- Financial Literacy
- Employability Skills
- Works Place Skills
- Fatherhood
- Motherhood

Community members nearing release can obtain release preparation assistance that includes transition planning, obtaining background checks, identification, and vital records, job readiness coaching, and day of release emergency assistance. Day of release services can include clothing, hygiene kits, backpacks, and transportation such as local bus service (PRTC), Greyhound, Amtrak, and/or bicycles.

### Outcomes for FY 2019: October – June

- 90 courses taught (6-7 weeks each)
- 43 available or provided in Spanish
- 586 persons enrolled & eligible to graduate
- 423 persons graduated (72% completion rate)
- 103 individual 1-to-1 coaching sessions
- 744 clothing items given to 107 individuals
- 10 bicycles (with helmets & locks) provided
- \$2,666 in transportation & financial assistance

OAR services fill a critical service gap for justice-involved community members producing cognitive and behavioral changes that prepare individuals for a successful return to the community after incarceration. OAR services make communities safer by helping individuals achieve a successful crime-free life and are a significant cost-savings over a cycle of crime that results in repeated incarcerations.

### MEDICAL AND MENTAL HEALTH

The Medical Section is comprised of Registered and Licensed Practical Nurses, Corrections Health Assistants and Mental Health Therapists. Medical has examination rooms, a large nurses 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. Fiscal Year 2019 statistics:

- 3,485 daily sick call visits by nursing staff
- 2,013 visits by inmates to the Physician
- 696 visits by inmates to the Dentist
- 19 emergency mental health commits
- 503 mental health referrals
- 389 psychiatric inmate visits
- 171 hospital days
- 127 emergency room visits

The Prince William-Manassas Regional Adult Detention Center (ADC) continues to work with the Mental Health Pilot Program Grant that was awarded through the Virginia Department of Criminal Justice Services (DCJS). The focus of the grant is to provide psychiatric services, therapeutic programming, case management, discharge planning, transportation, transitional medication and housing. The goal is to reduce recidivism among the female offenders diagnosed with mental illness.

## To ensure the safety of the Detention Center staff

### 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 2019 the Training Section conducted two Jail Basic classes; 29 new Jail Officers successfully graduated.



Jail Basic Academy #26 – October 26, 2018



Jail Basic Academy #27 – March 29, 2019

Training continues for staff. All sworn staff met in-service objectives and annual firearms qualifications. The following are courses and mandated training requirements completed in FY 2019:

- 29 officers completed Basic Jail Officer(s) Academy
- 146 officers/staff completed In-Service Training
- 5 staff completed New Supervisor Training
- 320 officers completed Firearms Training
- 50 officers completed Taser Instruction Recertification
- 238 officers completed Culture Diversity Training
- 43 officers completed VCIN Recertification
- 2 officers completed EVOC Instructor Certification
- 11 officers completed Master Jail Officer Course
- 3 officers completed 287(g) Designated Immigration Officer Certification Training
- 84 officers completed REVIVE (Narcan) Training
- 8 officers completed Diversionary Devices Instructor Certification Training

- 8 officers completed OC Spray Instructor Certification Training
- 2 officers completed the Virginia Association of Regional Jails (VARJ)/American Jail Association (AJA) Direct Leadership Course
- 1 officer completed Mental Health First Aid Instructor Certification Training
- 10 staff completed Crisis Intervention Team (CIT) Certification Training
- 29 officers completed Emergency Vehicle Operations (EVOC) Training
- 316 staff completed First Aid/CPR/AED Training
- 2 staff completed the Prince William County New Leader Academy

## 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. Civilian positions range from Administrative, Accounting, Jail Records, Information Technology, Medical and Mental Health Care, 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, Mary Washington University, ECPI, Reliant Law Enforcement Hiring, Herzing University, and Northern Virginia Community College, as well as at local military bases such as Fort Belvoir.

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

Statistics for FY 2019:

- 426 authorized positions
- 59 new staff hire
- 16% turnover rate
- 536 applications processed (335 jail officers; 201 civilians)
- 231 interviews (162 jail officers; 69 civilians)
- 182 Jail Officer applicant tests
- 130 polygraphs

- 86 pre-employment medicals
- 43 facility tours
- 163 pre-employment physical fitness tests
- 8 Language Stipend test
- 65 tested for the Jail Sergeant eligibility
- 11 tested for the Jail First Sergeant eligibility
- 10 went before the Jail First Sergeant Oral Board
- 23 tested for the Master Jail Officer eligibility

### INTAKE & RELEASE

The Adult Detention Center processed arrests for Prince William County, City of Manassas, City of Manassas Park, the Virginia State Police, the incorporated towns of Dumfries, Haymarket, Occoquan and Quantico.

During FY 2019, the Intake and Release Section was responsible for processing:

- 9,994 inmates committed into the Adult Detention Center
- 10,037 inmates released from the Adult Detention Center
- 199 inmates transferred to the Virginia Department of Corrections
- 800 arrestees 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. The officers screen all foreign-born inmates, incarcerated for local and state crimes, to determine the immigration status. They perform immigration enforcement functions as authorized under section 287(g) of the Immigration and Nationality Act.

Officers within the 287(g) section are required to attend Designated Immigration Officer Recertification training every two years. In FY 2019, three officers completed the recertification training at the Federal Law Enforcement Training Center (FLETC) in Charleston, South Carolina.



## TRANSITION

The pictures below are a chronological order of progression of the Phase II Permanent Expansion. A Notice to Proceed was issued on December 4, 2017. The expansion will provide an additional 204-beds consisting of direct supervision pods and dormitory-style housing, a warehouse, maintenance shop, human resources suite, laundry facility and expansion of the ADC kitchen dry and freezer storage space.

During this fiscal year, a 65-bed Work Release Center was approved for designed shell space of the Phase II Expansion. All precast panels and brick façade have been installed and the inside walls were erected. The mechanical, electrical and plumbing were installed throughout the building. The expected completion date of the project is July 6, 2020.





## TRANSPORTATION



The Transportation Section is comprised of 14 staff that manages arraignments, court escorts, laundry, kitchen security and inmate transports. Officers are responsible for escorting all inmates to and from court and assist in the utilization of the video arraignment process. Officers are designated to oversee the inmate laundry throughout the

facility and maintain security within the Central Kitchen. Staff are responsible for transporting inmates that need medical appointments outside of the Adult Detention Center. They handle transporting inmates to other jails within the Commonwealth of Virginia, inmates sentenced to the Department of Corrections and inmates that require mental health intervention to mental health facilities.

### Fiscal Year 2019 statistics:

- 8,448 inmates to court
- 1,559 inmates taken off the street from court
- 6,733 video arraignments conducted (Prince William County, outside jurisdictions and the divert docket)
- 156 transports to other jurisdictions within the Commonwealth
- 48 transported to Department of Corrections
- 172 emergency transports
- 502 medical transports
- 61 transports to Mental Health facilities
- 408 miscellaneous transports
- 116,329 total miles driven in FY 2019

# To do these things in as cost-effective a manner as possible

## 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 Division. The on-going replacement funding for 800 MHz radios is excluded from the amounts shown in the chart below. The operating cost per inmate per day for the Manassas Complex for FY 2018 was \$118.23 and for FY 2019 was \$123.92.

	<u>FY18 Expenditures</u>	<u>FY19 Final Budget</u>	<u>FY19 Expenditures</u>
Salaries <sup>3</sup>	24,011,640	24,807,078	24,991,433
Fringe Benefits	7,339,058	9,553,849	8,007,306
Contractual Services	2,905,617	2,650,846	2,438,808
Internal Services	1,328,351	1,454,644	1,418,525
Other Services	5,223,453	5,782,805	5,141,106
Capital Outlay	186,333	233,172	110,139
Leases & Rentals	295,640	284,066	301,852
Transfers:LEOS,TIP Vehicles & Audit	<u>1,561,805</u>	<u>1,600,321</u>	<u>1,600,321</u>
TOTAL	\$42,851,897	\$46,366,781	\$44,009,490

	<u>FY18 Revenue Earned</u>	<u>FY19 Revenue Budget</u>	<u>FY19 Revenue Earned</u>
Electronic Incarceration	\$18,192	\$157,486	\$36,088
Non-Consecutive Time Fee	481	0	460
Work Release Per Diem	194,668	318,726	212,208
Jail Processing Fee	38,040	50,000	39,363
Jail Room & Board Charges	199,468	125,562	206,889
Cafeteria Sales	25,586	11,000	27,622
Miscellaneous Revenue	87,026	57,020	85,921
Manassas Park Per Diem	851,556	476,404	886,095
State Reimbursement	11,511,749	10,500,000	11,515,089
Federal Per Diem	116,652	182,500	142,771
Other Federal Funds <sup>1</sup>	0	272,456	272,456
Social Security Bounty Payments	0	0	20,400
Modular Repair State Reimbursement	0	0	53,175
City of Manassas <sup>2</sup>	3,951,959	3,968,927	4,154,143
Prince William County <sup>2</sup>	<u>27,750,277</u>	<u>30,127,225</u>	<u>30,127,225</u>
TOTAL	\$44,745,654	\$46,247,306	\$47,779,905

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Other Federal Funds were for the State Criminal Alien Assistance Program (SCAAP). The federal government did not accept applications during FY 2018.

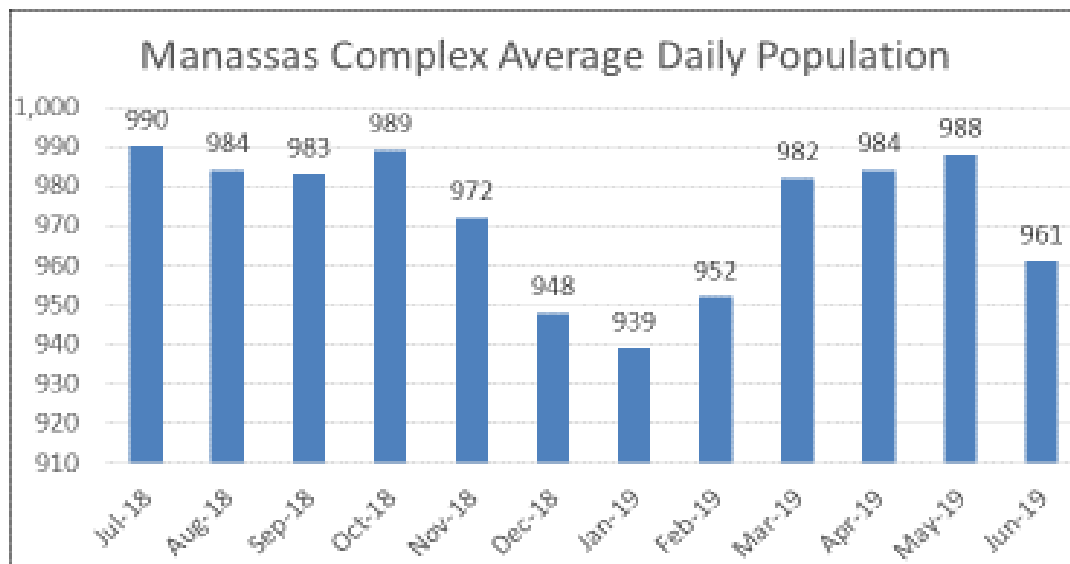
<sup>2</sup> Actual prisoner day participation percentages for the City and County for FY 2019: 12.0% City; 88.0% County. The operating revenue and overhead paid by the City were \$4,026,464. This amount included a \$3,563 credit for the state reimbursement received for the Modular Jail Repair Project.

<sup>3</sup> The Salaries budget for FY 2019 includes \$1,269,680 in Budgeted Salary Lapse. The budget for Salaries was also decreased by \$1,985,000 to fund a County obligation. Funds were available due to the number of staff vacancies. There was \$204,525 received from the State Mental Health Grant.

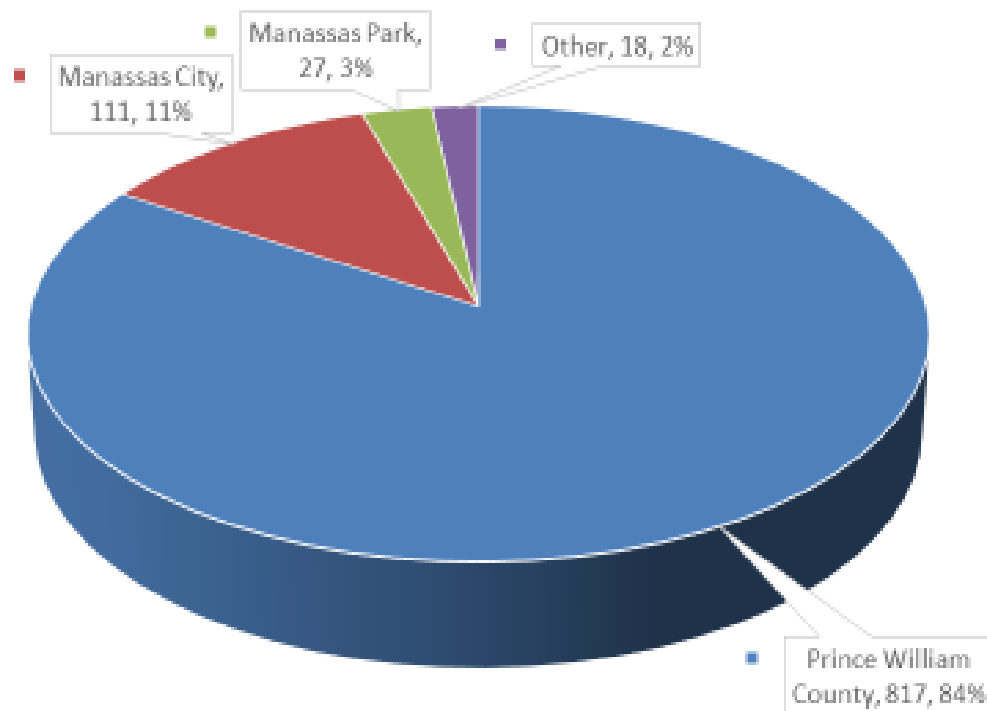
**FOOD SERVICE** – During FY 2019, there were 1,213,339 meals prepared and served in the facility. The Food Service Section ensures meal delivery and supervises inmate workers in the preparation of three daily meals, which includes special medical and religious diets.

**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 2019 was \$1,026,771 with a net profit of \$483,708. In addition, \$258,887 inmate phone and tablet revenue was earned that is also used to support inmate programs. With other miscellaneous income earned, net income available to support inmate programs was \$742,595. 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** – Seven maintenance staff members manage, maintain and repair the five Adult Detention Center facilities containing over 270,000 square feet. Maintenance repair requests averaged 189 per month, with 42% related to the Central Building and 41% related to the Main Building in FY 2019. All repair requests involving security issues are given top priority.



## Manassas Complex by Jurisdiction Average Daily Population for FY 2019 was 973



■ Prince William County ■ Manassas City ■ Manassas Park ■ Other

# FY 2019 Santa Cops

