

PRINCE WILLIAM-MANASSAS REGIONAL ADULT DETENTION CENTER



**ANNUAL REPORT
FISCAL YEAR 2014
JULY 1, 2013 – JUNE 30, 2014**

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MESSAGE FROM THE SUPERINTENDENT



Colonel Peter A. Meletis

During FY 2014, a Community-Based Corrections Plan and Planning Study (inmate forecasting) was completed. Given the growth of the jurisdiction and the inmate population, planning for Phase II Permanent Expansion (204 beds) was approved by the Prince William Board of County Supervisors, Manassas City Council and the Prince William-Manassas Regional Jail Board.

Staff received several accolades to include twenty-five graduates from two Jail Basic Academies. Also, Jail Officers Justin Hong and Rebecca Juarez earned top academic awards when they graduated from the 287(g) Designated Immigration Officer Certification course at the Federal Law Enforcement Training Academy. They both earned the Adult Detention Center employee of the quarter in FY 2014 for their efforts.

ADC staff continues to be very involved in the community. This year agency staff provided food and clothing to the area homeless population. Staff 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 Education Scholarship. Staff also participated in the Charitable Giving campaign. A coat drive was held to provide slightly used or new coats to Prince William County Social Services for children in need.

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 (GED), Life Skills, Drug Treatment, Religious Programs, etc. with assistance of over three hundred volunteers. 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.

As the agency looks ahead into the future, our commitment to protect and serve the community while 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

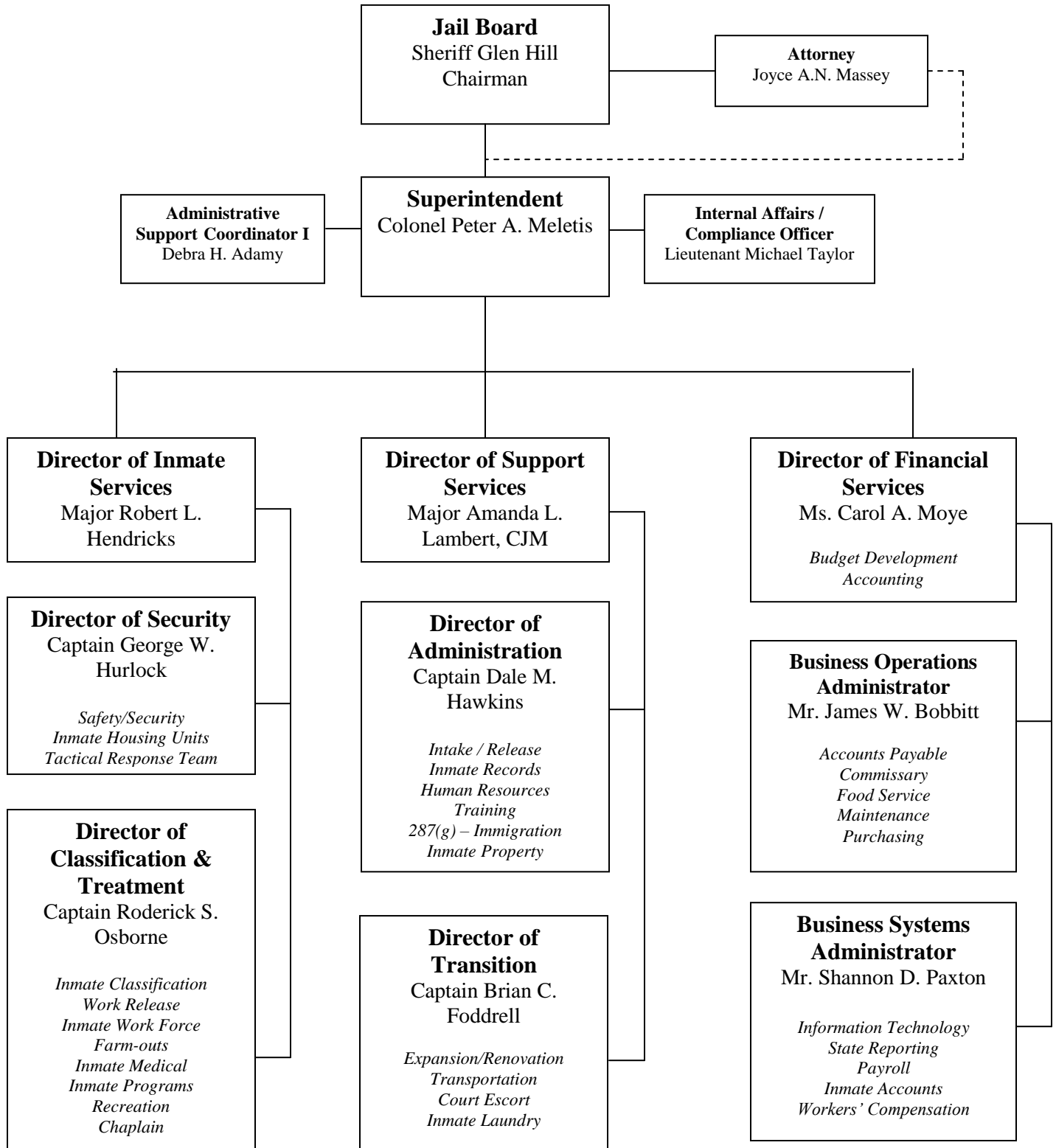
The Mission of the Prince William-Manassas Regional Adult Detention Center is:

- 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, 2013 ~ JUNE 30, 2014

<u>Jail Board Member</u>	<u>Jurisdiction</u>	<u>Alternate</u>
Steven R. Austin	Director, Office of Criminal Justice Services Prince William County	Delores (Dee) Kirk, Manager Criminal Justice Services
Hugh J. Brien	City of Manassas	
Phillip J. Campbell	Asst. to County Executive Prince William County	Tracy J. Gordon Asst. to County Executive
W.S. (Wally) Covington	Board of County Supervisor Brentsville District Prince William County	
Stephan M. Hudson	Chief of Police, Prince William County	Major E. Jay Lanham Asst. Chief, Operations Division
Paul B. Ebert	Commonwealth's Attorney Prince William County	Sandra R. Sylvester Asst. Commonwealth's Attorney
Glendell Hill (Chairman)	Sheriff Prince William County	
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	
Rev. Victor E. Riley	Citizen-at-Large Prince William County	

ORGANIZATIONAL CHART



OBJECTIVES

Year-end Status of FY 2014 Objectives

1. Initiate repairs to the Modular Building
 - Phase 2 – water remediation.
 - Phase 3 - upgrade security system, floor, HVAC, kitchen, control center, door frames and hot water heater.

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.

3. Automation of the Inmate Medical Records to include special diets and pharmaceutical products.

Jail Management System upgrade completed November 2013. Medical is working on an Electronic Health Record Report that meets the Health Insurance Portability and Accountability Act (HIPAA) requirements.

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.

The Adult Detention Center continues to utilize allotted beds at Peumansend Creek Regional Jail.

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

The Board of Corrections approved the Community-Based Corrections Plan on May 21, 2014. Planning Study scheduled for approval on July 16, 2014.

Adopted FY 2015 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.

COMPLIANCE

The Compliance Section monitors Standard Operational Procedures (SOPs) to include review, implementation and compliance.

For FY 2014, this section assisted the Prince William County Commonwealth's Attorney Office and other outside law enforcement agencies by providing 320 phone recordings and 145 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
- 287(g) Program Audit with Immigration and Customs Enforcement Office of Professional Standards
- 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 287(g) Program Audit reviews compliance with the Memorandum of Agreements with ICE.

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

INMATE SERVICES

SECURITY

The Prince William-Manassas Regional Adult Detention Center has 178 staff assigned directly to the Security Section.



Information Desk – Central Lobby

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 of 990.

Security is also responsible for the Central lobby information desk. Their tasks include:

- Assist the general public with questions regarding people who are incarcerated.
- Provide bond and court information.
- Coordinate daily inmate visiting.
- Conduct legal non-contact visiting for attorneys and monitor contact legal visits.
- Operate and maintain the x-ray machine as well as the metal detector.
- Assist the security shifts when needed.

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.



National Night Out – August 6, 2013

Two 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.

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.



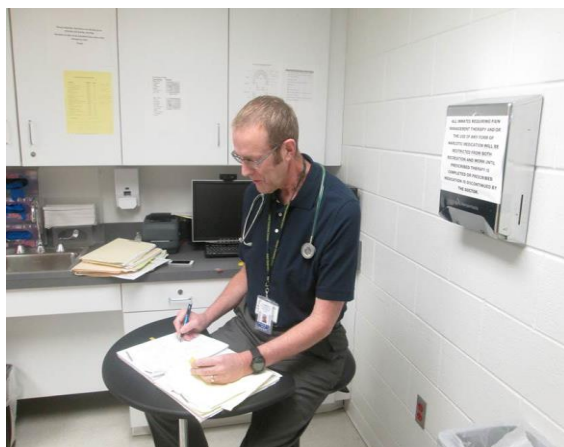
GED Graduation – September 3, 2013

For this fiscal year:

- 33 inmates graduated with a GED
- 5,450 inmates classified
- 10,104 inmate files reviewed
- 9,240 inmates attended religious services
- 1,828 inmates utilized the Law Library
- 6,459 volunteer hours

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. Fiscal Year 2014 statistics:

- 5,277 daily sick call visits by nursing staff
- 2,485 visits by inmates to the Physician
- 895 visits by inmates to the Dentist
- 34 emergency mental health commits
- 799 mental health referrals
- 275 hospital days
- 176 emergency room visits

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 Fiscal Year 2014:

- 70 average daily population
- 236 number of successful program completions
- 289 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 Fiscal Year 2014:

- 15 EIP placements
- 7 EIP completions
- 6 removals from EIP
- 2 inmates court ordered to EIP
- 5 average daily population

GOOD NEWS JAIL & PRISON MINISTRY

Chaplaincy Services inside the Adult Detention Center (ADC) are facilitated through Good News Jail and Prison Ministry and overseen by Chaplain Raymond Perez. This fiscal year has seen changes in the ministry. Some of the highlights:

- 96 men and 25 women graduated from their respective faith-based programs known as the MIND (men in new direction) and WIND (women in new direction) dorms.
- 4,146 inmates attended religious programs and 7,966 attended religious services.
- More than 5,902 volunteer hours and 643 volunteer lead groups.

The Good News Jail and Prison Ministry banquet was a success with past offenders and citizen leaders present to give their story. This event raises support and awareness of what the ministry accomplishes.



Chaplain Perez also assists ADC staff in their time of need and loss.

D&A BEHAVIORAL SOLUTIONS

The attention given to the elements of behavior awareness and modification enhances 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. The ultimate goal is to have a positive effect toward reducing recidivism and encouraging the attendees to return to society as productive citizens.

Enrollment in the program is on a volunteer basis. For FY 2014, the program facilitated a total of 217 classes with approximately 926 enrollees resulting in an 84% completion rate. Re-enrollment requests, multiple levels of certificate achievements, voluntary essay responses, and a waiting list for classes reflect continued interest in the program. Most of the core essays, exercises and all tests are also in Spanish. The program provided 87 personal counseling sessions and clothing assistance from 40 entities receiving 201 items of clothing.



Sheila Lueking & Anita Sager



Clothing Donations

DABS participate in the Adult Detention Center’s Re-entry Community Resource Fairs, supporting the Virginia Governor’s and Department of Corrections’ Virginia Adult Re-entry Initiative (VARI). Community service opportunities to include court-mandated individuals, work release inmates, high school/college students and other volunteers were provided 63.5 hours. DABS provide training presentations to the Jail Basic Academies to orient the new ADC staff on the mission, role and function of the program.

Anita Sager, DABS President, serves as a committee member of the Richard “Doc” Shaw Educational Scholarship in honor of Richard “Doc” Shaw, former ADC correctional officer and co-founder of DABS.

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 2014, the Training Section conducted two Jail Basic classes; twenty-three new Jail Officers and two Sheriff Deputies successfully graduated.



Jail Basic #016 – November 15, 2013



Jail Basic #017 – March 28, 2014



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 Fiscal Year 2014:

- 23 jail officers and 2 sheriff deputies completed Basic Jail Officers Academy
- 132 officers/staff completed in-service training
- 207 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 Fiscal Year 2014:

- 339 authorized positions
- 31 new staff hired
- 10% turnover rate
- 491 applications processed (301 jail officers; 190 civilians)
- 162 interviews (111 jail officers; 51 civilians)
- 97 polygraphs
- 39 pre-employment medicals
- 30 facility tours
- 104 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 Fiscal Year 2014, 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

The Secure Communities Program became a part of the Live Scan identification process in the Adult Detention Center's Intake Section on September 29, 2009. This tool supplements the 287(g) Program to further identify criminal illegal aliens.

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 nine 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 September 20, 2013, four jail officers graduated from the 287(g) Designated Immigration Officer certification course at the Federal Law Enforcement Training Center (FLETC) in Charleston, South Carolina.

Officer J. Hong and Officer R. Juarez earned the top spot in the class with both receiving the Certificate of Excellence for Superior Academic Achievement. This is the first time an ADC officer has won an award for the top academic position. It is the first time the award has been earned by two graduates in the same class.



Pictured left to right: Officer E. Hernandez, Officer R. Juarez, Officer V. Englerth and Officer J. Hong.

TRANSITION

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

Below 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.



The Adult Detention Center is in the preliminary stages of planning for a 204-bed expansion. Planning for the expansion would include renovation work to the second and third floors of the Main Facility. The Annex Building is currently occupied by the Adult Detention Center's Human Resource and Training Sections, Office of Professional Standards, Gang Intelligence and other support functions.

TRANSPORTATION



In FY 2014, the Transportation Section transported 1,718 inmates for a total of 129,843 miles.

INMATE TRANSPORTATION STATS FOR FY 2014													
TRANSPORTS TO/FROM	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTALS
ADC TO COURT	723	706	612	746	609	612	675	556	653	675	664	655	7886
OFF STREET	289	293	180	251	269	233	225	205	264	233	223	221	2886
LUNCHES ADC	682	684	579	687	577	538	616	526	603	635	609	579	7315
LUNCHES COURT	108	123	128	132	93	90	97	108	105	117	112	113	1326
VIDEO ARRAIGNMENTS	592	520	527	485	470	492	509	465	504	482	451	534	6031
													TOTALS
													25444
INMATE TRANSPORT STATS FOR FY 2014													
TRANSPORTS TO/FROM	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTALS
MEDICAL TRANSPORT	62	38	61	59	65	58	55	28	24	38	42	24	554
DEPT. OF CORRECTIONS	3	4	5	1	2	1	2	1	1	7	4	4	35
ARLINGTON JAIL	0	0	0	0	0	0	0	1	0	1	1	0	3
MENTAL FAC/EVALS	5	5	6	6	3	3	9	4	5	6	6	5	63
NORTHERN NECK	0	0	0	0	1	1	3	1	2	1	2	3	14
PEUMANSEND	11	13	7	7	3	8	5	7	9	6	7	9	92
U.S. MARSHALS	0	0	0	0	0	0	0	0	0	0	0	0	0
ALEXANDRIA	0	2	0	1	2	2	3	1	1	5	0	3	20
FAUQUIER JAIL	0	1	0	0	0	0	0	1	1	1	0	0	4
FAIRFAX JAIL	5	2	3	2	2	2	2	3	3	1	2	1	28
RAPPAHANNOCK JAIL	6	2	6	5	4	3	6	5	8	6	1	3	55
COMMONWEALTH ATTY	2	2	1	2	0	3	2	3	2	1	0	0	18
LOUDON JAIL	0	0	0	0	0	1	0	0	1	0	1	0	3
EMERGENCY TRANS.	10	8	2	5	8	6	5	11	12	16	25	21	129
NORTHWESTERN	1	0	0	1	1	0	0	0	0	0	0	0	3
MIDDLE RIVER	1	1	3	1	1	1	0	1	1	0	0	0	10
OUTSIDE JURISDICTION	3	1	0	0	0	1	0	0	0	6	0	0	11
MIDDLE PENINSULA	1	2	3	1	3	5	2	3	3	4	5	3	35
LOCAL	38	39	32	38	30	30	41	30	46	41	45	44	454
MONTHLY TRIPS SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0
	148	120	129	129	125	125	135	100	119	140	141	120	1531
INDIVIDUAL INMATES TRANSPORTED	174	146	187	122	134	131	147	108	108	126	163	172	1718
TRANSPORTS TO/FROM	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTALS
TOTAL VEHICLE MILEAGE													129,843
TOTAL INMATES TRANSPORTED													1,718

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. Operating costs for Peumansend Creek Regional Jail (PCRJ) were \$782,276 actual FY 2013 and \$992,780 FY 2014 for 75 beds. There was \$1,032,621 budgeted in FY 2014, to provide additional beds if needed for the space closed for repair in the Modular Jail. Of the \$250,345 additional amount budgeted, \$210,204 was used. 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 2013 was \$111.13 and for FY 2014 was \$119.32, which includes the Modular Jail repair expenses, incurred in both fiscal years.

	<u>FY13 Expense</u>	<u>FY14 Final Budget</u>	<u>FY14 Expense</u>
Personal Services	\$20,893,125	\$21,818,519	21,721,230
Fringe Benefits	7,246,217	7,283,444	7,274,920
Contractual Services	1,927,685	2,975,832	2,673,716
Internal Services	1,379,730	1,276,099	1,232,262
Other Services	4,867,572	5,135,626	4,708,526
Capital Outlay	0	230,025	204,350
Leases & Rentals	342,484	352,766	324,064
Transfers: LEOS & Audit	1,174,670	1,411,361	1,411,361
Modular Jail Repairs	<u>1,026,590</u>	<u>7,949,753</u>	<u>3,347,230</u>
TOTAL	\$38,858,073	\$48,433,425	\$42,897,659

	<u>FY13 Revenue Earned</u>	<u>FY14 Revenue Budget</u>	<u>FY 14 Revenue Earned</u>
Electronic Incarceration	\$54,520	\$157,486	\$32,985
Non-Consecutive Time Fee	1,717	0	989
Work Release Per Diem	198,118	318,726	203,826
Jail Processing Fee	51,616	50,000	50,874
Jail Room & Board Charges	175,670	125,562	182,657
Cafeteria Sales	23,763	11,000	26,230
Miscellaneous Revenue	103,121	57,020	77,150
Manassas Park Per Diem	683,545	376,404	762,425
State Reimbursement	9,772,225	9,637,228	10,556,557
Federal Per Diem	218,198	182,500	167,244
Other Federal Funds ¹	341,696	328,893	328,893
Sale of Vehicles & Equipment	11,104	0	0
City of Manassas ²	2,927,466	2,853,889	2,430,578
Prince William County ²	23,090,559	23,090,559	24,501,853
ADC Fund Balance	<u>685,393</u>	<u>0</u>	<u>0</u>
TOTAL	\$38,338,711	\$37,845,767	39,322,261

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 2014: 11.7% City; 88.3% County. The \$2,430,578 revenue from the City is the amount already paid for FY 2014. The O&M revenue due from the City is \$3,286,979. In addition the City will pay 6.7% toward Modular Jail repairs: \$224,264 and the prisoner percentage of approximate overhead; estimated total \$3,689,029.

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 1,188,247 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.

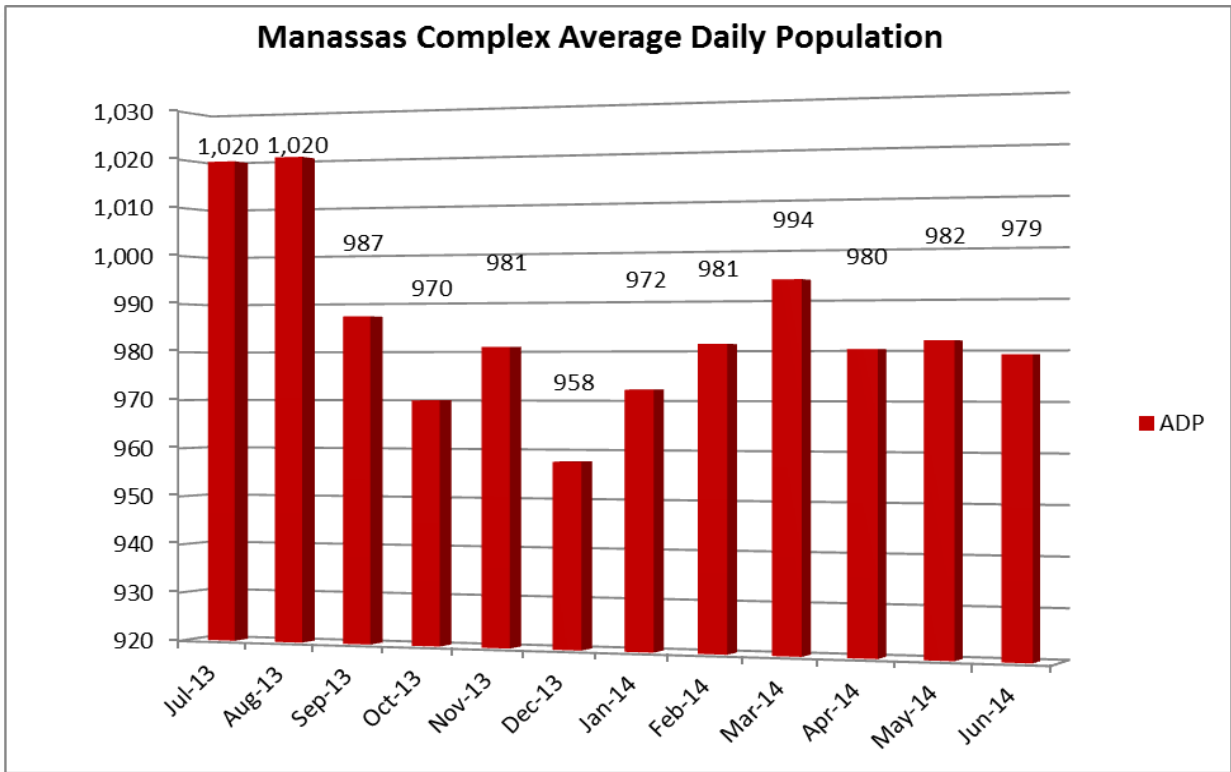
Gross Commissary sales in FY 2014 were \$661,977.50 with a net profit of \$203,625.73. In addition, \$276,329 inmate phone revenue was earned that is also used to support inmate programs. With other miscellaneous income earned, net income available to support inmate programs was \$480,614.99. Expenses 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

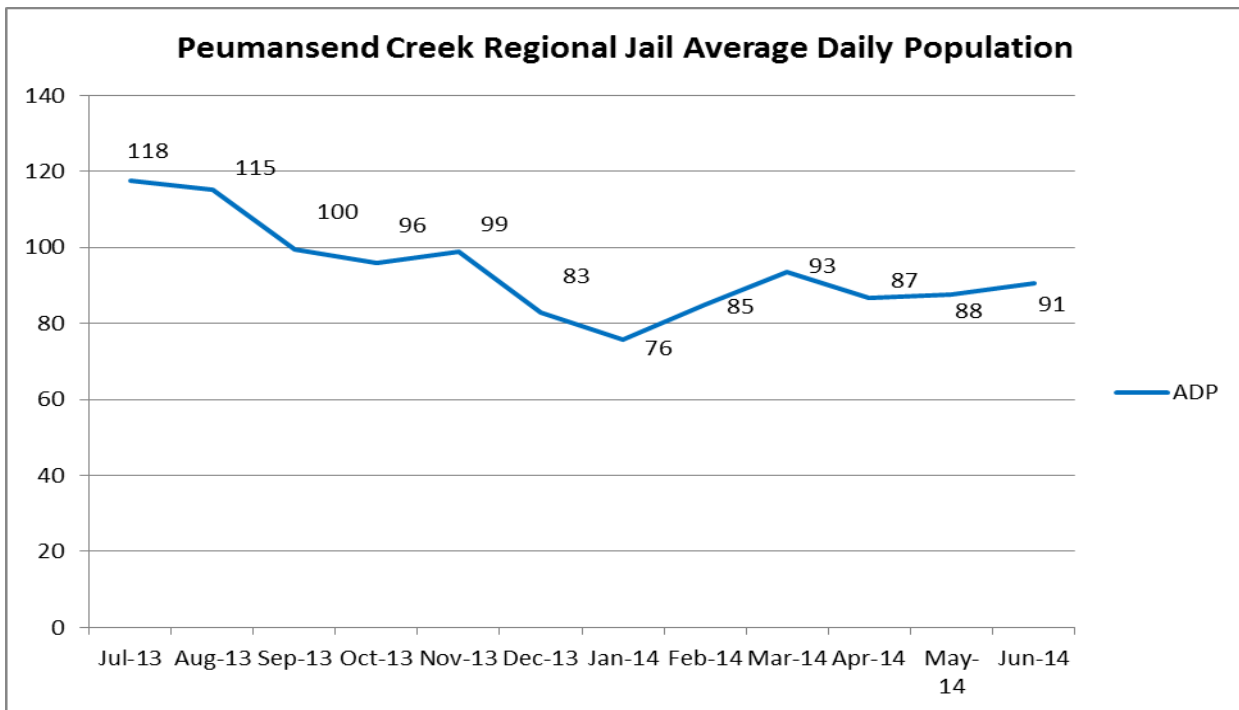
Five maintenance staff manages, maintains and repairs the five Adult Detention Center facilities containing over 270,000 square feet. One maintenance staff member was primarily assigned to manage the construction of the new Central Building while it was being built from summer 2006 to fall 2008, with follow-on responsibility to monitor Main Jail first floor renovation, which was completed in FY 2011. The new building added over 132,000 square feet for maintenance needs including new building systems and preventative maintenance requirements. That person is now monitoring the progress and process of Modular Jail repairs. Maintenance repair requests averaged 216 per month, with 54 percent related to the Central Building in FY 2014. All repair requests involving security issues are given top priority.

STATISTICAL OVERVIEW

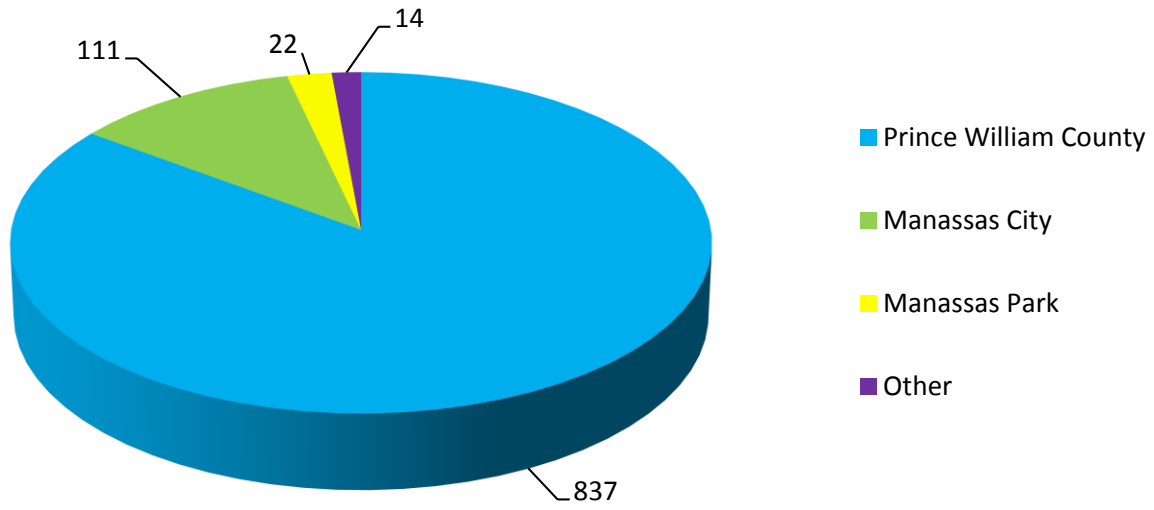
The Manassas Complex is comprised of five facilities located within Manassas. They are the Central Building, the Main Building, the Modular Building and the Iron Building. The Jail Annex is located on the complex and provides administrative and training space for the facility. The ADP of the Manassas Complex in fiscal year 2014 was 985. The average daily population at Peumansend Creek Regional Jail for FY 2014 was 94. In FY 2014 there was an average 44 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 and Northern Neck Regional Jail.



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



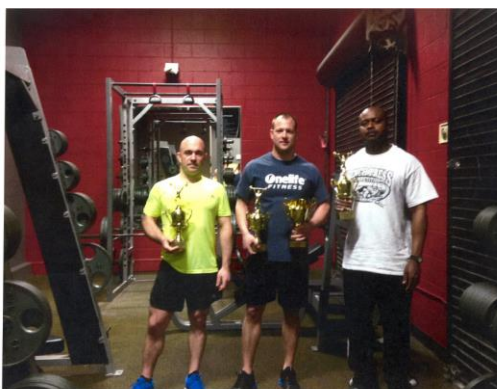
FY 2014 Average Daily Population Manassas Complex - per Jurisdiction



For FY 2014 the Prince William-Manassas Regional Adult Detention Center had an average daily population of 985 on the Manassas Judicial Complex. Peumansend Creek Regional Jail had an average daily population of 94 for FY2014.

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. Feeding the Homeless was a new project. Staff collected food, clothing and bedding for homeless people in the area.



Bench Press Competition – April 5, 2014



Annual Easter Egg Hunt – April 12, 2014



Bowling Night – May 3, 2014



30th Anniversary Golf Tournament – June 9, 2014